

# MAINE STATE LEGISLATURE

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MAINE MARITIME ACADEMY

Quasi-independent State Entity Report to the Legislature

February 1, 2014

As the *Governing Body* of a *Quasi-independent State Entity* pursuant to 5 M.S.R.A §12023, the Board of Trustees of the Maine Maritime Academy submits this report to the Legislature pertaining to our most recent Budget Cycle that commenced on July 1, 2013. In summary, Procurements reported here, where competitive bidding has been waived, account for 2.9% of the \$9,703,264.91 in procurement reviewed between July1, 2013 and December 31, 2013. As regards contributions, the Academy has no gifts, donations or sponsorships to report, and eight mission related memberships to report. Finally, there are no changes to policies or procedures required by Section 12022 of the Act to report.

A. A list of all procurements exceeding \$10,000 for the period beginning July 1, 2013 and ending December 31, 2013 for which competitive procurement was waived under the policies adopted pursuant to section 12022, subsection 3, including procurements exceeding \$10,000 that were made under contracts previously entered into for which competitive procurement was not required.

<b>Vendor</b>	<b>Total Payments</b>	<b>No. of Payments</b>	<b>Description of Purchase</b>
<b>Blackbaud, Inc.</b>	12,563.64	2	The Academy uses Raiser's Edge software for its fundraising activities. Raiser's Edge requires the Academy to use Blackbaud, Inc., a unique vendor, for maintenance and support of their system.
<b>Cummins Northeast, Inc.</b>	24,902.24	3	Cummins Northeast, Inc. has the maintenance contract for campus "life safety generators" and was called in to address emergency repairs to the main dormitory generator.
<b>Digitalis Education Solutions, Inc.</b>	32,025.00	1	Digitalis Education Solutions, Inc. is the unique vendor for the Digitalium Zeta Planetarium Projector necessary for our planetarium.

<b>Ellucian Support Inc.</b>	47,872.00	4	The Academy uses Power Campus software for our student billing, financial aid, etc. Our maintenance agreement with Power Campus stipulates that support be provided by the unique vendor Ellucian Support Inc.
<b>Elsevier Science</b>	21,657.07	2	This unique vendor provides Science Direct online subscription services for library use.
<b>Innovative Interfaces, Inc.</b>	38,638.00	3	The Maine State Library initially chose this product and colleges and universities in the State followed their lead. Innovative Interfaces, Inc. offers service Contract/support services for Millennium Software that is used by the libraries for their main software package.
<b>Keller McIntyre &amp; Associates</b>	25,000.00	4	This firm represents the Academy in securing federal research grants. It was selected because of its unique expertise in the field and knowledge of the unique nature of the Academy's programs.
<b>Marlink Inc.</b>	23,328.91	1	This unique vendor provides specialized communication technology used by oceangoing vessels for Broadband and Iridium satellite communication.
<b>Rockland Marine Corporation</b>	14,873.46	1	This vendor has the setup and equipment necessary for repairs and maintenance of the training vessel Pentagoet, which is used for student instructional purposes.
<b>Safran</b>	28,233.00	1	Safran is the firm selected via a competitive bid process by the U.S. Coast Guard to conduct background checks of personnel issued merchant marine documentation. The Academy is required by the federal government to use this unique vendor's service.
<b>Seal Ledge Marina</b>	17,471.65	2	This vendor provided a unique and specialized heavy lift crane barge necessary to set anchors for an offshore wind turbine.
	286,564.97	24	

**B. A list of all persons which the entity made contributions greater than \$1,000 during the period beginning July 1, 2013 and ending December 31, 2013 and the total amount contributed to each. All of the following are memberships.**

<b>Recipient</b>	<b>Total Payments</b>	<b>No. of Payments</b>	<b>Description of Purchase</b>
<b>Council for Advancement and Support of Education (CASE)</b>	1,405.00	1	CASE offers publications and conferences; updates on education issues and trends; research on advancement compensations and capital campaigns and an online document library. Membership also includes discounts on conferences, books, and online job postings and resume search capabilities.
<b>Eastern College Athletic Conference (ECAC)</b>	3,325.00	1	ECAC is a college athletic conference comprising schools that compete in 19 sports (15 men's and 17 women's). It has 303 member institutions in NCAA Division I, II and III, ranging from Maine to North Carolina and west to Missouri. Includes Sports Information Directors Association Dues, Football, Men's Basketball and Women's Basketball Officiating Assigning Fees.
<b>Golf Club, Castine</b>	1,750.00	1	Membership is required to enable the Academy's Intercollegiate Golf Team to practice and host tournaments at the local golf course.
<b>Consortium of State Maritime Academies</b>	22,137.60	2	This consortium, financially administered by a secretariat, represents the interest of the six state academies with respect to federal U.S. Coast Guard and Maritime Administration regulatory and management matters.
<b>National Association of College and University Business Officers (NACUBO)</b>	2,620.00	1	NACUBO serves a membership of more than 2,500 higher education service providers across the country. NACUBO represents chief administrative and financial officers through a collaboration of knowledge and professional development, advocacy, and community.

<b>New England Association of Schools &amp; Colleges, Inc. (NEASC)</b>	10,120.00	1	NEASC is the nationally recognized accrediting body that enables the Academy to grant degrees. Membership in an accrediting body is essential for an institution of higher education.
<b>New England Football Conference (NEFC)</b>	3,000.00	1	The NEFC is the league within which the Academy's football team participates in intercollegiate play, pursuant to provisions of the NCAA.
<b>North Atlantic Conference (NAC)</b>	13,500.00	1	The NAC is the league within which most of the Academy's intercollegiate athletic programs operate.
	57,857.60	9	

**C. A description of changes made during the period beginning July 1, 2013 and ending December 31, 2013 to the written policies and procedures required by section 12022 or to the procedures used by the governing body to monitor compliance with those policies and procedures.**

No changes were made in the preceding year to written policies and procedures required by Section 12022 or to the procedures used by the Academy to monitor compliance with those policies and procedures.