

MAINE STATE LEGISLATURE

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MAINE MARITIME ACADEMY
CASTINE, MAINE 04420
207-326-4311



January 19, 2017

Honorable Sara Gideon
Speaker of the House
2 State House Station
Augusta, ME 04333

Honorable Michael D. Thibodeau
President of the Senate
3 State House Station
Augusta, ME 04333

Dear Speaker Gideon and President Thibodeau:

Pursuant to 5 M.R.S.A., Section 12023, please consider this the letter of transmittal for the required report from Maine Maritime Academy due by February 1, 2017.

Please contact me if you have any questions or need additional information.
Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Petra Carver', is written over a white background.

Petra Carver
Vice President for Financial and Institutional Services for Maine Maritime Academy

Encl (1)

CC:

Dr. William J. Brennan, President of Maine Maritime Academy
Robert D. Somerville, Chairman of the Maine Maritime Academy Board of Trustees
Earle Cianchette, Vice Chairman of the Maine Maritime Academy Board of Trustees
John F. "Dugan" Shipway, Treasurer of the Maine Maritime Academy Board of Trustees
Morten Arntzen, Maine Maritime Academy Board of Trustees
Anne Marie Samway, Maine Maritime Academy Board of Trustees

Maine Maritime Academy

Vendor Payments for Fiscal Year 2016: July 1 2015 to June 30, 2016

Sole Source Purchases in Excess of \$10,000

Vendor	Total Payments	# of Pymts	Description of Purchases
AET Labs	14,152.87	1	This specialized equipment is used for instructional purposes as a training device - the MecLab Traffic Light Training System with Programmable Logic Controller is a custom education hardware system that matches what is currently used in the Academy training lab.
Axway, Inc.	15,562.51	1	This vendor supplies specialized email spam filter software necessary for protected computer use.
Billings Diesel & Marine Services Inc.	40,893.13	1	The tug <i>Pentagoet</i> , which is used for instructional purposes, was in the process of the installation of a new energy efficient engine replacement that was funded by a Federal Grant. This process was near completion and in order to get it back in service in a timely manner it was decided that this vendor would complete the necessary annual maintenance requirements to maintain proper inspections and certifications. Moving the vessel to another boatyard to complete this work would have added significant costs to the work as well as delaying the use of the vessel for instructional purposes.
Blackbaud, Inc.	25,726.88	3	The Academy uses Raizer's Edge software for its fundraising activities. Raizer's Edge requires the Academy to use Blackbaud, Inc., a unique vendor, for maintenance and support of their system.
Brewer Sakonnet Mariner	49,234.33	4	The donated vessel <i>Second Wind</i> was donated to the Academy while at this marina. Necessary repairs were completed at this site rather than move the vessel to another distant facility that would have added significant transportation costs to the project.
The College Board	31,535.38	4	This vendor provides maintenance and upgrades to the PowerFails Support Software used by the Academy Financial Aid Dept.
Custom Coatings Inc.	69,958.00	4	The donated vessel <i>Mistress</i> was donated to the Academy while at this marina. Necessary repairs were completed at this site rather than move the vessel to another distant facility that would have added significant transportation costs to the project.

Vendor	Total Payments	# of Pymts	Description of Purchases
Norman, Hanson, & Detroy LLC	13,660.00	1	This vendor provided legal services for the Academy.
Ellucian Support Inc	52,819.80	3	The Academy uses Power Campus software for our student billing, financial aid, etc. The maintenance agreement with Power Campus stipulates that support be provided by the unique vendor Ellucian Support Inc.
Elsevier Science	27,113.05	3	This unique vendor provides Science Direct online subscription services for library use.
Fred J. Motycka Trucking	16,500.00	1	This vendor provided emergency services to remove floats that were submerged during a winter storm; they were the only vendor with the proper equipment to remove the floats in a timely fashion.
Great Island Boatyard	20,785.85	1	The donated vessel <i>North Sea</i> was donated to the Academy while at this marina. Necessary repairs were completed at this site rather than move the vessel to another distant facility that would have added significant transportation costs to the project. This vendor also had the capability to perform specialized upgrades and maintenance that other boatyards in the area where not set up to complete.
Innovative Interfaces, Inc.	37,236.00	1	The Maine State Library initially chose this product in Maine 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 libraries for their main software package.
K&L Gates LLP	181,809.11	12	The Academy serves as the Secretariat of the Consortium of State Maritime Academies. As such, it receives funds from each of the member institutions to pay representative fees for addressing federal U.S. Coast Guard and Maritime Administration regulatory and management matters. (See also section B, Consortium of State Maritime Academies.)
Marlink Inc.	25,591.89	5	This unique vendor provides specialized communication technology used by oceangoing vessels for Broadband and Iridium satellite communication.
MicroVideo Instruments Inc.	18,484.10	2	This vendor provided a highly specialized Nikon To-S Inverted Microscope that is necessary for instructional purposes that cannot be found with other vendors.

Vendor	Total Payments	# of Pymts	Description of Purchases
OnBoard Interiors, LLC	10,640.00	2	The donated vessel, <i>Ceildh</i> , was due to be chartered and was in need of necessary repairs. This was the only vendor in proximity to the marina that was storing the <i>Ceildh</i> that could complete the highly specialized repairs in the time necessary to meet the agreed upon terms of the charter.
Swank Motion Pictures Inc.	11,060.50	13	These are necessary contract fees and rental fees for student entertainment purposes.
Transas USA	181,138.25	5	This vendor provides upgrades and maintenance for the simulators used for instructional purposes; specialized simulators were built for campus by Transas and have to be maintained by them.

TOTALS: 843,901.65 49

Total Procurement Over \$10K 23,190,907.62
Total Reportable: 843,901.65
% of Total Procurement 3.64%

Memberships in Excess of \$1,000

Vendor	Total Payments	# of Pymts	Description of Purchases
Castine Golf Club	1,750.00	1	Membership required to enable the Academy's Intercollegiate Golf Team to practice and host tournaments at the local golf course.
Collaborative Institutional Training Initiative	3,500.00	1	This organization is a valuable resource for Human Resources. They provide extensive training in important Human Resources areas that are critical to the success of the Academy's Human Resource Department.
College and University Professionals Association	1,190.00	1	This organization is a valuable resource for Human Resources. They provide up-to-date information on legal trends affecting colleges and conduct research on faculty salaries that is valuable information for the Academy.
Consortium of State Academies	32,000.00	1	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.
Council for Advancement & Supp	1,519.00	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.
Eastern College Athletic Conference	2,250.00	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 Sport Information Directors Association Dues, Football, Men's Basketball and Women's Basketball Officiating Assigning Fees.
NACUBO	3,014.00	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. NOTE: This amount recorded as a pre-payment in FY15.

New England Association of Schools (NEASC)	12,644.00	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.
New England Football Conference	3,500.00	1	The NEFC is the league within which the Academy's football team participates in intercollegiate play, pursuant to provisions of the NCAA.
North Atlantic Conference	16,600.00	1	The NAC is the league within which most of the Academy's intercollegiate athletic programs operate.
TOTALS:	77,967.00	10	