

# MAINE STATE LEGISLATURE

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January 27, 2021

Honorable Troy D. Jackson  
President of the Senate  
3 State House Station  
Augusta, Maine 04333

Honorable Ryan Fecteau  
Speaker of the House  
2 State House Station  
Augusta, Maine 04333

Dear President Jackson and Speaker Fecteau:

Pursuant to 5 M.R.S.A., Section 12023, please consider this the letter of transmittal for the required report from the Maine State Housing Authority due by February 1, 2021.

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

Thank you.

Sincerely,



Daniel E. Brennan  
Director

**Maine State Housing Authority  
For The Year Ended December 31, 2020**

**A. Procurements Greater than \$10,000**

<b>Description</b>	<b>Amount</b>	<b>Justification for Waiver</b>
Franke Consulting Group	\$10,240.00	Franke Consulting Group offers compliance training for the HUD HOME and HTF programs. The original quote for this multi-day staff train was less than \$10,000. The cost exceeded \$10,000 when more staff elected to attend the training.
Workout Fitness Store	\$20,470.00	Health and wellness equipment for office facility. Vendor was highly recommended and cost deemed appropriate based on limited availability and scope of other vendors.
Connectivity Point Design	\$16,717.32	Vendor was in place performing work as a subcontractor for construction management firm at office facility. IT extended their scope of work to include installation of IT server racks given vendor's familiarity with work site and management firm, which contributed to lower costs.

**B. Contributions Greater than \$1,000**

	<b>Amount</b>	<b>Description</b>
<b>Council of State Community Development Agencies</b> Annual Membership	\$1,500.00	Advocates for the community development goals of the States, including Housing and Homelessness.
<b>Growsmart Maine</b> Conference Sponsor	\$1,500.00	Works to promote smart growth to give communities choices in how they respond to growth and change.
<b>Maine Real Estate &amp; Development Association</b> Annual Membership	\$1,200.00	Advocates for responsible real estate development and affordable housing.
<b>Maine Resident Service Coordinator Association</b> Annual Sponsor	\$3,000.00	Works to build capacity of Resident Service Coordinators, as required by the Low Income Housing Tax Credit program.
<b>Mortgage Bankers Association</b> Annual Affiliate membership	\$1,350.00	Advocates for a safe and sustainable real estate finance system.
<b>National Association for State Community Services Programs</b> Annual Membership	\$1,302.00	Provides training and technical assistance, networking and advocacy for Department of Energy Weatherization Grant recipients.

<b>National Council of State Housing Agencies</b> Annual Membership	\$28,037.00	National trade association for state housing finance agencies. Provides effective advocacy with Congress and the Administration. Played a key role in preserving private activity bonds in the recent tax reform bill. Provides critical and effective trainings for almost all of the programs MaineHousing delivers
<b>National Energy Assistance Directors' Association</b> Annual Membership	\$6,341.00	Provides training, technical assistance, networking, and advocacy for all Low Income Home Energy Assistance Program (LIHEAP) grantees.
<b>National Affordable Housing Management Association</b>	\$1,075.00	Promotes professional asset management.
<b>New England Resident Service Coordinator</b> Conference Sponsor	\$2,500.00	Provides training and professional development for Resident Service Coordinators in New England and beyond.
<b>Northern New England Community Action</b> Training Conference Sponsor	\$1,500.00	A forum for policy on poverty to assure that the issues of the poor are effectively heard and addressed.

**C. Changes to MaineHousing's written policies or procedures.**

No changes were made to the MaineHousing procurement policy in 2020.