

MAINE STATE LEGISLATURE

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**MAINE MARITIME ACADEMY
CASTINE, MAINE 04420**



January 26, 2022

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 Maritime Academy due by February 1, 2021.

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

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alice Herrick', written in a cursive style.

Alice Herrick
Director of Fiscal Operations for Maine Maritime Academy

Encl(1)

CC:

Dr. William J. Brennan, President of Maine Maritime Academy
Earle A. Cianchette, Chairman of the Maine Maritime Academy Board of Trustees
Jason Oney, Vice Chairman of the Maine Maritime Academy Board of Trustees
Miles Unobsky Theeman, Treasurer of the Maine Maritime Academy Board of Trustees
Morten Arntzen, Maine Maritime Academy Board of Trustees

MAINE MARITIME ACADEMY

Vendor Payments for Fiscal Year 2021: July 1 2020 to June 30,2021

Sole Source Purchases in Excess of \$10,000

Vendor	Total Payments	# of Pymts	Description of Purchases
1st Liberty Management Inc.	19,550.00	5	The donated vessel Hermie Louise was donated to the Academy while at this location in Ft. Lauderdale, FL. Expenses are for the monthly dockate fee and are reasonable for this type of vessel and for this area. Moving the vessel to a distant facility would have added significant transportation costs.
Agile Sports Technologies, Inc.	10,499.00	1	The Academy uses Agile Sports Technologies as a student athlete recruiting tool. This is unique software designed to meet the needs of an academy of our size. The North Atlantic Conference chose this for their members to use for recruitment.
Armada Yacht Management	89,567.56	1	The donated vessel Hermie Louise was donated to the Academy while at the yard owned by 1st Liberty Management Inc. This vendor completes work on vessels in this yard. Moving the vessel to a distant facility would have added significatn transportation costs to the projects.
Axway, Inc.	20,410.57	1	This vendor supplies a spam filtering appliance that is unique to the Academy's needs and is the only vendor that provides this software.
Blackbaud, Inc.	22,995.64	1	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.
Cayosoft, inc	18,045.91	1	The Cayosoft Administrator Suite software is used for the Academy's active directory and contains all account maintenance, mailing lists, group populations, and password self-service. This software is important for the protection of all Academy data. The original software was purchased via an RFP. This expense covers annual maintenance and updates.
The College Board	34,605.02	3	This vendor provides maintenance and upgrades to the PowerFaids Support Software used by the Academy Financial Aid Dept.
EBSCO	41,262.00	4	This vendor provides important magazine subscription services for student use that are industry specific that can't be found elsewhere.

Ellucian Support, Inc.	57,060.00	1	The Academy uses PowerCampus software for our student billing, financial aid, etc. The maintenance agreement with PowerCampus stipulates support be provided by the unique vendor Ellucian Support, Inc.
Griffon Security Technologies, Inc.	57,760.29	7	The Academy purchased via n RFP process a card system for building door entries for critical areas on campus. Subsequent add-ons have been purchased from the same vendor to ensure compatability. The system also requires regular yearly maintenance agreements. The system is unique to this vendor and is integrated into the Academy's computer network system.
Higher One Payments, Inc.	34,453.99	1	The Academy uses Cashnet for processing online payments. Higher One Payments is the only company that supports Cashnet. Higher One Payments was formerly known as BlackBoard, Inc.
Instructure, Inc	32,740.02	2	This vendor provides Canvas, the subscription used for the Academy's on-line learning opportunities for our undergraduates, grad students, and continuing education participants. This expense covers the yearly maintenance and required updates of the software.
Internation Business Machines Corp. (IBM)	11,748.61	1	IBM is the sole provider of SPSS training software that is integral to our Ocean Studies program.
Jackson Laboratories	508,650.00	11	In order for students and staff to return to normal instruction and activities, the Academy had to provide a safe environment for them to do so. This involved testing. Testing services were not readily available at the beginning of the pandemic and Jackson Laboratory was uniquely set up to do so for the Academy. Contracts were created for services and have continued throughout the pandemic.
Johnson Controls Inc.	74,897.77	9	The campus is standardized to one fire suppression control system and the Academy contracts with Johnson Controls, Inc. because they are the only vendor in the area that is certified to work on the system in place. This expense represents various smaller projects about campus and campus-wide annual testing, cleaning, and maintenance services.
JSTOR	10,800.00	1	JSTOR is a unique Library service that contains digitized back issues of academic journals, books, and other primary sources as well as current issues of journals necessary or instructional purposes.

K&L Gates LLP	204,000.00	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. Note: also see section B, Consortium of State Maritime Academies.
Modo Labs	33,280.00	1	Modo Labs software was purchased via an RFP in a prior year. This software provides integrated campus mobile solutions and this purchase covers the yearly required maintenance and updates.
N2N Services, Inc.	15,000.00	1	This represents the renewal of Illuminate, a software platform used to allow students to complete online registration via the Academy's mobile app and is unique for the services that it provides Academy students.
National Association of College Admissions Counselors	11,511.00	1	This is a unique service that allows our Admissions Dept. staff to attend virtual admissions fairs across the country. This also includes a list of student names who also attend the fair virtually with contact information for the Admissions staff to reach out to.
Nearview, LLC	22,691.50	2	This vendor was hired as a requirement within an MEIF-SCI grant. They provided processing and analysis services of macroalgae imagery and special data. This grant includes student involvement and was program related.
Neponset Controls, Inc.	12,463.00	1	The Academy has a METEL Lab that was built via a grant from the US DOT that is used for testing fuels and instructional purposes. The equipment is unique and this company provides flow meters that are used with the liquid flow controllers for the diesel motor that is part of this lab. This is the only vendor that can provide this necessary equipment.
NRCCUA LLC - National Research Center for College & University Admissions Inc.	19,900.00	1	This is an annual contract that provides student search services for admissions related activity. They are not the only vendor that provides student search capabilities, but they are the only vendor that provides the unique service of compiling names of possible admissions candidates through a survey distributed within high schools that is not based predominantly on test scoring.
PlatformQ Education, inc.	12,955.00	1	This unique vendor offers virtual website visits for prospective students to tour campus and to view different aspects of campus programming.

StarRez, Inc.	27,864.23	3	StarRez Software was purchased via an RFP in FY2018 and is used for Academy fundraising. This covers annual maintenance and upgrades.
StoneFly, Inc.	59,348.10	1	As times change, the need for recovery services for the Academy network is integral for continuity at the Academy and to protect information technology assets. This recovery solution software is uniquely Cloud based and the only vendor that can meet recovery needs in a Cloud based environment for the Academy at this time.
Technology Management Concepts	24,280.59	2	Technology Management Concepts provides support and maintenance for the Great Plains software that the Academy has used for the past 14 years for Finance and Human Resources applications. There are the exclusive vendor with rights to the Great Plains software.
Wartsila Voyage Solutions	167,078.20	9	This vendor provides upgrades and maintenance for the simulators used for instructional purposes. Specialized simulators were built for campus by Transas/Wartsila and have to be maintained by them.
Technolutions Inc.	30,000.00	2	Slate is a recruiting tool purchased via an RFP in a prior fiscal year. This covers the yearly maintenance and upgrades for this important software.
Zoom	11,607.50	14	Zoom became an important tool at the beginning of the COVID-19 pandemic to allow for remote learning and to allow staff to continue to meet safely from various locations. As the pandemic continued, the Academy had to purchase additional licenses and expand coverage to meet the needs of students and staff.

TOTALS	1,697,025.50	101	
Total Procurement	21,197,082.98		
Total Reportable	1,697,025.50		
% of Total Procurement:	8.01%		

MAINE MARITIME ACADEMY

Vendor Payments for Fiscal Year 2021: July 1 2020 to June 30,2021

Memberships in Excess of \$1,000

Vendor	Total Payments	# of Pymts	Description of Purchases
American Boat & Yacht Council	1,055.00	1	This is an important source of technical information for the international marine industry. This membership includes resources for the industry and promotes safety standards, education, training. Etc.
Association for the Advancement of Sustainability in Higher Education	1,390.00	1	This is a leading association for the advancement of sustainability in higher education. This membership is used by leadership as well as faculty, staff and students to empower individuals to be change agents to promote sustainability and innovation
Castine Golf Club	1,925.00	1	Membership required to enable the Academy's Intercollegiate Golf Team to practice and host tournaments at the local golf course.
Coalition for College	3,582.70	1	This is an on-line planning and learning tool for students to learn and plan for college success. It is also a search tool for prospective students for the Admissions Dept.
College & University Professional Association	1,265.00	1	This membership is a learning tool for leadership, higher ed workplace issues, etc. and is important for the continued success of the Academy's human resources department.
Colleges of Distinction	2,160.00	1	This important membership evaluates member colleges and connects students to the colleges that fit the student's desired profile.
The Common Application	2,500.00	1	This non-profit organization represents 900+ higher education institutions and connects potential students with an institution's applications, financial aid, and scholarship information.
Consortium of State Academies	34,000.00	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 and Support of Education	2,305.00	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, online job postings and resume search capabilities.

International Association of Maritime Universities	1,000.00	1	IAMU is a global network of leading maritime higher education institutions that provide information on the ever-changing area of globalization within the industry including areas of safety and security.
National Association of College and University Attorneys	1,110.00	1	This organization is a valuable resource of information on legal developments facing colleges and universities.
National Association of College and University Business Officers	3,327.00	1	This organization is a valuable resource of information on finance and accounting related information for colleges and universities.
National Collegiate Athletic Association	2,000.00	1	The NCAA represents more than 1,200 institutions of higher learning and includes a three-division structure to create a fair playing field while providing the chance to participate in 89 championship events. The NCAA develops rules for its members and criteria to remain within a particular sport division.
National Association of Student Financial Aid Administrators	2,428.00	1	This association provides professional development for financial aid administrators while also advocating for public policies that increase student access and success in the areas of Federal Financial Aid.
New England Commission of Higher Education (NECHE)	12,912.00	1	NECHE 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 Women's and Men's Athletic Conference, Inc.	5,000.00	1	The NEWMAC is an important conference for the Academy's football team to participate in.
North Atlantic Conference	18,360.00	1	The NAC is the league within which most of the Academy's intercollegiate athletic programs operate.
Student Exchange Visitor Program	1,250.00	1	This is an important tool set up by Homeland Security that allows the Academy to complete required tracking of information on nonimmigrants and exchange students that participate in the U.S. education system.
Tudor Collegiate Strategies	1,500.00	1	This membership helps to maximize enrollment strategies by offering valuable resources to enhance email and letter campaigns and provides training for admission staff to be more effective recruiters.
TOTALS	99,069.70	19	