

MAINE STATE LEGISLATURE

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February 1, 2023

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

Honorable Rachel Talbot Ross
Speaker of the House
2 State House Station
Augusta, Maine 04333

Dear President Jackson and Speaker Talbot Ross:

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, 2023.

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

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Daniel E. Brennan". The signature is fluid and cursive, with a long horizontal stroke at the end.

Daniel E. Brennan
Director

**Maine State Housing Authority
 For The Year Ended December 31, 2022**

A. Procurements Greater than \$10,000

Description	Amount	Justification for Waiver
NCHM Accounting Office	\$ 15,825	The National Center for Housing Management (NCHM) provides program specific trainings for MaineHousing's Asset Management staff. These training are specialized for the affordable housing industry and necessary for staff certifications and ensuring compliance with federal regulatory requirements. Providers are limited due to the uniqueness and specificity of the trainings
Project Energy Savers, LLC	\$14,000	Cost for printing and the distribution of promotional information relating to energy efficiency and the weatherization program. This vendor had an existing design and format for the materials needed, which mitigated cost.
Days Inn by Wyndham Augusta	\$ 345,630	These hotels provided emergency shelter for individuals and families requiring COVID-19 quarantine in different parts of Maine and paid for by FEMA. While some hotels were originally procured under a full RFP process in 2020, the need for this service has continued and FEMA funding has been extended. In areas of Maine where availability of lodging was limited, MaineHousing reached out to specific hotels.
Hospitality Services of Bangor, LP (Ramada Inn)	\$ 309,323	
New Gen Hospitality, LLC (Days Inn, Maine Mall)	\$ 8,504,681	
New Gen Hotels Group, LLC (Comfort Inn, South Portland)	\$ 6,619,926	
Ramada Hotel and Conference Center (Ramada Inn, Lewiston)	\$ 364,284	

B. Contributions Greater than \$1,000

	Amount	Description
Maine Affordable Housing Coalition Housing Conference Sponsor	\$2,500	Advocates for adequate and affordable housing.
Maine Real Estate & Development Association Annual Membership and Conference Sponsorship	\$2,800	Advocates for responsible real estate development and affordable housing.
Maine Real Estate Management Association 2021/2022 Conference Sponsorship	\$5,500	Promotes professional asset management by providing effective leadership through collaborative relationships and educational training programs.
Mortgage Bankers Association Annual Affiliate membership	\$1,350	Advocates for a safe and sustainable real estate finance system.
National Affordable Housing Management Association Affiliate Membership	\$1,125	Promotes professional asset management.
National Association for State Community Services Programs Annual Membership	\$2,603	Provides training and technical assistance, networking and advocacy for Department of Energy Weatherization Grant recipients.
National Association of State and Local Equity Funds Conference Sponsorship	\$ 1,500	Promotes the efficient management of state and local equity funds and a greater understanding of tax credit and other financing programs, to advocate for community development resources and encourage professional development.
National Council of State Housing Agencies Annual Membership	\$30,707	National trade association for state housing finance agencies. Provides significant technical resources, professional staff training, information sharing, and effective advocacy with Congress and the Administration around housing issues.
National Energy Assistance Directors' Association Annual Membership – LIHEAP and LIHWAP	\$8,267	Provides training, technical assistance, networking, and advocacy for all Low Income Home Energy Assistance Program (LIHEAP) and Low Income Household Water Assistance Program (LIHWAP) grantees.
New England Resident Service Coordinator Conference Sponsor	\$3,000	Provides training and professional development for Resident Service Coordinators in New England and beyond.
Northern New England Community Action Training Conference Sponsor	\$1,500	Serves the collective interests of Community Action Agencies and the low-income population of New England through representation and education.

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

No changes were made to the MaineHousing Procurement Policy in 2022.