

MAINE STATE LEGISLATURE

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**MAINE MARITIME ACADEMY
CASTINE, MAINE 04420**



January 28, 2025

Honorable Matthea Daughtry
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 Daughtry 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, 2025.

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', with a long, sweeping flourish extending to the right.

Alice Herrick
Director of Fiscal Operations for Maine Maritime Academy

Encl(1)

CC:

Craig Johnson, Interim President of Maine Maritime Academy
Wayne A. Norton, Chairman of the Maine Maritime Academy Board of Trustees
John Webb, 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 2024: July 1, 2023 to June 30, 2024****Sole Source Purchases in Excess of \$10,000**

Vendor	Total Payments	# of Pymts	Description of Purchases
Agile Sports Technologies, Inc.	15,250.00	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.
Bowden & Son	23,685.00	1	Emergency repairs to broken steam line between the Smith Alexander Building and the BIW Building
Bristol Marine	18,044.44	2	The donated vessel <i>Wing Song</i> was donated to the Academy while stored in this yard and several systems needed repairs in order to offer the vessel for charter. Moving this vessel to a distant facility for another service vendor would have added significant transportation costs to the project. The yard also limits who is allowed to perform work within their yard.
Cable Marine	96,828.55	7	The donated vessel Sondra D needed major repairs to its generator and fuel tank in order to offer this vessel or charter. Moving this vessel to a distant facility would have added significant costs to the projects. Expenses also included dockage fees at the yard. The yard also limits who is allowed to perform work within their yard.
Campus ESP Inc	19,750.00	1	The Academy purchased this software in FY22 via an RFP. This software provides a platform for parent involvement that impacts student success. This expense covers annual maintenance and updates.
Cayosoft Inc.	32,853.48	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 the Academy data. The original software was purchased via an RFP. This expense covers annual maintenance and updates.
Clear Channel Airports	23,085.00	9	The Academy decided to advertise the Academy to increase Admissions inquiries and application within Maine airports. This vendor has the contract to provide that advertising.
The College Board	22,184.00	1	This vendor provides maintenance and upgrades to the PowerFaid's Support Software used by the Academy Financial Aid Dept.

Crayon Software Experts LLC	89,277.70	1	The Academy contracts with this vendor to supply Microsoft Products for our campus. This is a sole source because Microsoft directs MMA to purchase directly from this vendor without additional options.
EBSCO	59,751.00	5	This vendor provides important magazine subscription services for student use that are industry specific that can't be found elsewhere.
Ellucian Support Inc	69,472.00	2	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	19,938.75	1	This is a unique student subscription service that is industry specific that provides global information related to maritime studies.
Front Street Shipyard	24,599.14	1	Front Street Shipyard has the capability to handle major repairs for several of the Academy's large program vessels that is not available in other area boatyards. For this year, the <i>Clark</i> received necessary repairs that totaled \$24,599.14. The remainder of services for other vessels totaled less than \$10K each.
Grand Prix Resources	42,244.55	4	The Academy had to repossess yacht donation boat Summer Moon. Per legal orders related to the proceedings, this Academy was directed to hire this firm to both repossess the vessel and to arrange for emergency repairs at the time of repossession.
Griffon Security Technologies, Inc.	40,350.16	3	The Academy purchased via an 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 compatibility. 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.
Hinckley Boat/The Talaria Co.	51,745.50	8	The donated vessels <i>Y</i> and <i>Nala</i> were donated to the Academy while being stored at this boatyard. The cost of moving and storing elsewhere would exceed what the cost would be to leave them both at the Hinckley yard until they are chartered. The yard also limits who is allowed to perform work within their yard.

Instructure, Inc.	33,900.86	1	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 covered the yearly maintenance and updates of the software.
Johnson Controls, Inc.	55,360.00	1	This system is unique to the Academy system and had to be sole sourced to work with the system. The expense represents misc. projects about campus and annual testing, cleaning, and maintenance services campus-wide. For safety reasons, the campus is standardized to one fire 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.
KnowBe4	15,474.00	1	KnowBe4 provides security and awareness training in the cyber security area that is unique for our Academy. It provides security training and awareness.
JSTOR	10,550.00	1	The Academy subscribes to JSTOR for critical library subscriptions used in many areas of study for students. This is the only vendor that provides these important subscription services.
LapWare, LLD	10,164.00	1	The Academy subscribes to LaPWare to provide necessary materials for deck students. This is necessary for these students to succeed and acquire necessary licenses within their programs. This is the only vendor that provides this important subscription service.
Lyman Morse Boatbuilding	286,518.61	6	The donated vessel, <i>St. Roque</i> , is stored at this boatyard. These expenses covered multiple vessel system repairs and other major repairs necessary to be completed before chartering the vessel. The yard also limits who is allowed to perform work within their yard.
MailGate, LLC	24,534.29	1	Mailgate is software used for spam filtering both inbound and outbound emails and was chosen several years ago via an RFP. This expense covers the maintenance and on-going support needed for this necessary service.
Marlink Inc.	50,871.60	10	This unique vendor provides specialized communication technology used by oceangoing vessels for Broadband and Iridium satellite communication; services were greatly expanded for FY22 to meet needs of students, faculty, and staff.
Milton Cat	33,507.57	8	Required repairs to the CAT 3512 engine in the diesel lab. Caterpillar manufactured this training engine and Milton Cat is the only vendor in the area that can service this machinery.

Modo Labs	38,837.70	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.
NICHE.COM	80,895.75	2	After much review, this vendor was identified as a unique student recruiting tool that best fits the Academy's needs in this area.
PairSoft	16,461.00	1	The Academy used Workplace software for requisitioning materials and services for campus. This is a system that is used campus-wide and was purchased via an RFP several years ago. This expense covers the annual subscription cost and maintenance.
Patenaude Plasterers	118,327.50	2	The Academy made necessary repairs to the pool via an RFP. Once the work was in process, a major leak in the pool decking area was discovered that was causing a safety issue. This was the completion of the emergency repair to correct that.
Pier Pressure	194,340.54	5	The donated vessel, <i>Braveheart</i> , was stored at this facility when it was donated to the Academy. The vessel will remain here until chartered and needed major repairs to systems, etc. It would be too expensive to cover the cost to move it to another marina/boatyard and this marina restricts who can work on vessels within its own yard.
Safe Harbor Ft. Lauderdale	28,836.48	3	The donated vessel, <i>Rabble Rouser</i> , is stored at this boatyard. These expenses covered standard maintenance repairs – zincs, prop-speed adjustments, hauling and launching, and bottom paint replacement. The yard also limits who is allowed to perform work within their yard.
Safe Harbor New England Boatworks	24,858.29	4	The donated vessel, <i>Wind Song</i> , is stored at this boatyard. These expenses covered multiple vessel system repairs necessary to be completed before chartering the vessel. The yard also limits who is allowed to perform work within their yard.
Siemens Building Technologies	62,388.89	7	The Academy originally purchased its automation and HVAC control systems from Siemens via an RFP. The repairs and maintenance of these systems have to be purchased from Siemens because they have proprietary rights to these systems.
Simgenics	60,000.00	1	Simgenics Corp. is the only vendor that supplies a full mission power plan simulator that is essential for instruction for the Power Engineering area.

StarRez, Inc.	14,420.03	2	StarRez Software was purchased via an RFP in FY2018 and is used for Academy fundraising. This covers annual maintenance and upgrades.
Student Bridge	10,434.00	1	Student Bridge software provides essential video and web information, essential for recruiting students. This software was purchased via an RFP in a previous year, and this covers the annual maintenance and service agreement.
Technology Mgmt Concepts	144,242.66	2	The Academy uses Microsoft Great Plains software for Human Resources, Purchasing, and financial processing. This system was purchased via an RFP approximately 18 years ago. Technology Mgmt Concepts owns Great Plains and provides the required maintenance, support and updates to this critical system.
Technolutions	30,000.00	2	The Academy uses Slate as a recruiting tool and this product was purchased via a previous year via an RFP. Technolutions own Slate and provides the required maintenance, support and updates to this critical system.
Transact Campus Inc	45,261.49	2	The Academy uses CashNet, Higher One, and Blackboard to process credit card payments in several aeras of the campus. Transact Campus Inc. can integrate with the Academy student billing system and was chosen via an RFP several years ago. This cost covers fees, maintenance, and support of that essential system.
Wartsila	114,565.00	2	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.
32 North Marine Corp	52,437.36	11	The donated vessel Inevitable required the hiring of a captain for the vessel until it was chartered. The captain that was already on the vessel agreed to be hired for that period of time.
TOTALS:	2,206,246.89	126	
Total Procurement Over \$10K	16,638,964.49		
% of Total Procurement	13.26%		

Vendor Payment for Fiscal Year 2024: July 1, 2023 to June 30, 2024

Memberships in Excess of \$1,000

Vendor	Total Payments	# of Pymts	Description of Purchases
Association for the Advancement of Sustainability in Higher Education	2,200.00	1	Membership in AASHE allows the Academy to be involved in networking to advance sustainability in higher education in North America. The platform allows for self-reporting frameworks to measure on-going sustainability performance, and it also allows for continuous professional development professional development workshops and webinars.
Association of Governing Board	4,300.00	1	Membership in the AGB allows access to content, resources, and tools for governance. This membership provides tools to the Academy Board of Trustees to help them navigate the challenges that face colleges.
Association of Title IX Administrators	5,250.00	1	Membership with ATIXA provides important, up-to-date compliance requirements and training materials in the area of Title IX.
CASE	2,900.00	1	CASE is a global non-profit membership association dedicated to providing leadership and support for Advancement professionals that is critical to assist in enriching and increasing donor for the Academy.
Castine Golf Club	3,000.00	1	Membership required to enable the Academy's Intercollegiate Golf Team to practice and host tournaments at the local golf course.
Coalition for College Access	4,500.00	1	Membership provides valuable tools for students to improve access to higher education, helping them to navigate the often overwhelming process, and helping to ensure that students stay on track and successfully graduate on time.
College and University Professional Association for Human Resources	1,005.00	1	Membership provides learning opportunities and leadership skill training in higher ed HR. Membership allows for involvement in an online community for higher ed HR professionals.
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.

Eastern College Athletics Conference	2,250.00	1	The ECAC is a conference comprising schools that compete in up to 15 sports, specializing in all divisions, covering many states in the eastern part of the United States, affording student athletes with the necessary competition to succeed.
Indeed	2,880.00	1	Indeed provides an important hiring tool for the Human Resources department, opening up a venue for hiring that would be unavailable to the Academy in a highly competitive field.
International Accreditation Council for Business Education	2,750.00	1	This important accreditation tool is required for the Academy's business major program. Membership benefits include tools to help the Academy business program to remain competitive in the current market as well as professional development, the ability to network with colleagues, and the ability to share best practices.
National Association of College and University Business Officers	3,816.00	1	This organization is a leading source of professional development services for business and financial professionals.
NASPA – Student Affairs Administrators in Higher Education	2,278.00	4	NASPA is a nationally recognized organization that provides professional learning in the field of student affairs. NASPA provides important conferences, training materials, and contacts that nurture networks for empowering students to be successful in all aspects of their learning journey.
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.
New England Commission of Higher Education (NECHE)	13,828.50	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.
North Atlantic Conference	19,100.00	1	The NAC is the league within which most of the Academy's intercollegiate athletic programs operate.

New England Intercollegiate Sailing Association	3,815.00	3	The New England Intercollegiate Sailing Association is an organization that regulates and organizes intercollegiate sailing throughout New England. This organization is essential for the Academy sailing program to meet standardized eligibility requirements, regatta entry regulations, while also broadening the scope of competitions and hosting national championships.
Tall Ships of America	1,100.00	1	The schooner Bowdoin is the Official Vessel of the State of Maine, and this is an important membership for the operation and the educational experience provided to the Academy students.
TOTALS:	113,472.50	24	