



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE & FINANCIAL SERVICES
BUREAU OF GENERAL SERVICES
BURTON M. CROSS BUILDING
4TH FLOOR, 77 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0077

JANET T. MILLS
GOVERNOR

KIRSTEN LC FIGUEROA
COMMISSIONER

WILLIAM LONGFELLOW
DIRECTOR

To: The Joint Standing Committees on Appropriations and Financial Affairs and State and Local Government
From: William Longfellow, Director, Bureau of General Services
RE: Statutory Reports
Date: April 19, 2024

The Bureau of General Services (BGS), pursuant to several sections of Title 5 as indicated below, is responsible for a variety of reports to the Joint Standing Committees on Appropriations and Financial Affairs (AFA) and State and Local Government (SLG). The reports are provided together below for your convenience. More information is available in nearly all cases should the Committees require it.

5 M.R.S. §1516-A – Capital Construction and Improvements (AFA)

1. Overview

Funds are used to maintain 53 structures comprising approximately 2 million square feet in Augusta, Hallowell, and Vassalboro. The State's infrastructure is the oldest in the state, with more than 46% of our buildings built before 1951 and 90% of our buildings built before 1975.

Repair and maintenance funds are needed for: parking garage repairs; plumbing and electrical issues; roof replacements and repairs; mold, lead, asbestos and water testing; walkway repairs; septic system updates; building envelope repairs; drainage upgrades; paving improvements and striping; masonry repointing; window replacements; space planning; mechanical system upgrades; painting, flooring, carpeting, lighting repairs and updates; retaining wall improvements; pest control; remediation efforts and capital asset management planning.

BGS uses a combination of funding for Capital Construction and Improvements, including General Funds dedicated to the above capital maintenance efforts as well as to components of major renovations, and Maine Governmental Facilities Authority funds for major renovations.

The report includes the following information:

- The status of any capital projects undertaken or completed during the most recently completed fiscal year (FY23) and the current fiscal year (FY24)
- Money expended during the most recently completed fiscal year (FY23) and the current fiscal year (FY24), by project

2. Status of capital projects undertaken or completed during the most recently completed fiscal year (FY23)

A. Capital Construction Improvement Reserve Funds (these are funds 010-18A-88301 and 014-18A-88301)

The Bureau of General Services expended \$13,303,004.93 in capital construction improvement funds on capital projects in FY23 with funds from the Capital Construction Improvement Reserve (CCIR). The cost of these capital improvements and the project status (completed vs. active and ongoing) is below:

Project Name	Expended in FY23	Status
19 Union Street Roof Structure at Mechanical Room	\$ 89,450.00	Complete
Blaine House Facility Condition Assessment	\$ 112,297.50	In Progress
Blaine House Land Survey	\$ 17,726.00	Complete
Blaine House Steps	\$ 9,580.47	In Progress
Bolton Hill Roof Replacement	\$ 317,462.68	Complete
Bureau of Motor Vehicles Chiller Replacement	\$ 85,900.00	Complete
Center Building Renovation	\$ 777,950.75	Complete
Chamberlain Street Retaining Wall	\$ 22,438.34	In Progress
Chimney Loop Survey & Repairs	\$ 97,994.00	In Progress
Crime Lab HVAC Upgrades	\$ 52,912.50	In Progress
CSOB 1st Floor, Flooring & Paint	\$ 11,730.60	In Progress
CSOB 5th Floor Flooring	\$ 75,128.00	Complete
Cultural Building Abatement & Mechanical Upgrades	\$ 9,501,996.85	In Progress
Cultural Building Telework Hybrid Office Design	\$ 16,600.00	Complete
Daschlager Assessment & Repairs	\$ 9,114.10	In Progress
Dorothea Dix Campus Facility Assessments	\$ 286,298.39	In Progress
Dorothea Dix Campus IF&W Envelope Improvements	\$ 14,320.00	In Progress
Dorothea Dix Campus Pooler Pavilion Abatement & Demo	\$ 7,353.00	In Progress
East Campus Tunnels Assessment	\$ 228,853.86	In Progress
Electric Vehicle Charging Stations Master Planning for Capitol Complex	\$ 11,640.24	In Progress
Harlow Building Assessment & Repairs	\$ 9,779.20	In Progress
IF&W New Headquarters	\$ 216,251.13	In Progress
Mackworth Island Concept Utilization Plan	\$ 214,110.00	In Progress
Mackworth Island Emergency Causeway Repair	\$ 7,130.00	In Progress
McLean House Assessment & Repairs	\$ 5,997.42	In Progress
Maine Criminal Justice Academy Envelope Repairs	\$ 17,280.00	In Progress
Nash School Assessment & Repairs	\$ 13,944.00	In Progress
Office of Chief Medical Examiner New Headquarters	\$ 51.50	In Progress
Riverview Psychiatric Roof Repair	\$ 530,601.70	In Progress
Samantha Smith Memorial Rehabilitation Project	\$ 1,089.45	In Progress
Sewall Street Parking Garage Structural Analysis	\$ 10,800.00	In Progress
Smith Merrill Window Replacement	\$ 46,721.00	In Progress
State House Governor's Office Ballistic Glass	\$ 122,151.00	Complete
Stone Buildings Pest Removals, Abatement, and Envelope Upgrades	\$ 272,199.20	In Progress
Tyson Building Roof Replacement	\$ 23,627.85	In Progress
Wellness Center Roof Design	\$ 5,775.00	Complete
Williams Pavillion Assessment & Repairs	\$ 8,179.20	In Progress
Wildlife Exclusions at Williams, Elkins, and Tyson	\$ 50,570.00	Complete
Total	\$ 13,303,004.93	

B. Maine Governmental Facilities Authority Projects FY23

The Maine Governmental Facilities Authority (MGFA) was created in 1997 to assist with financing the acquisition, construction, improvement, reconstruction, and equipping of additions to governmental facilities. The authority is governed by five members including the State Treasurer, the Commissioner of the Department of Administrative and Financial Services, and three members appointed by the Governor. The MGFA issues securities on behalf of the Executive, Legislative, and Judicial Branches to fund large projects essential to governmental operations.

Under the MGFA process, the Commissioner of the Department of Administrative and Financial Services identifies projects essential to Executive Branch operations, obtains legislative approval for borrowing, and “designates” those projects to the MGFA Board for issuance of securities.

MGFA bond funding is a critical tool that allows the Department of Administrative and Financial Services to address the deteriorated condition of the State’s old and chronically underfunded facilities, often allowing for an adaptive reuse to address current agency needs. Bonds are used to fund hazardous material abatement, building envelope repairs and restoration, improvements at state-owned landfills to reduce contaminated leachate, and to plan for and construct replacement structures in the rare case where a specialized use has outgrown the existing building’s capacity.

MGFA funding, targeted to large renovation and construction projects, augments but cannot replace general fund appropriations. MGFA securities require extensive advance planning, and issuance is a long and complex process with many participants. CCIR is nimbler and more available for emergencies and other capital repairs and improvements.

FY23 projects undertaken with Maine Governmental Facilities Authority bonds are listed below with expenditures and year of bond issuance. Projects included much needed roof repairs to stop water infiltration, asbestos abatement, building envelope repairs, and state facilities renovations.

Project Name	Expended in FY23	Bond Issuance Date	Status
221 State Street - Building Renovation	\$ 422,622.38	2022A/1610M	In Progress
6 Elkins Lane - Roof Repairs	\$ 391,000.00	2022A/1610M	Complete
Cross Building Envelope	\$ 3,081,178.69	2020A/1610L; 2021A; 2022A/1610M	In Progress
Cultural Building Abatement & Mechanical Upgrades	\$ 9,033,017.05	2020A/1610K, 1610L	In Progress
Dolby Landfill Cover	\$ 4,897,912.22	2022A/1610M	In Progress
Greenlaw Renovation - Health & Environmental Test Lab	\$ 5,038,886.66	2021A/1610L	In Progress
Maine Criminal Justice Academy - Envelope Upgrades	\$ -	2022A/1610M	In Progress
Office of Chief Medical Examiner - New Headquarters	\$ 539,417.52	2020A/1610K	In Progress
Ray Building Renovation	\$ 9,135,068.11	2020A/1610K	In Progress
Stone Building Envelope Upgrades	\$ 401,216.80	2022A/1610M	In Progress
Tyson Roof Replacement	\$ 420,954.54	2022A/1610M	In Progress
Total	\$ 33,361,273.97		

3. Status of Capital Projects Undertaken or Completed in the Current Fiscal Year FY24

A. Capital Construction Improvement Reserve Funds FY24

A summary of the work done with FY24 capital, together with costs and project status, follows:

Project Name	Expended in FY24	Status
Blaine House Facility Condition Assessment	\$ 5,158.50	Complete
Blaine House Steps	\$ 109,166.99	In Progress
Bureau of Motor Vehicles Single User Bathrooms	\$ 81,976.12	In Progress
Chamberlain Street Retaining Wall	\$ 371,507.98	In Progress
Chimney Loop Survey & Repairs	\$ 203,899.00	In Progress
Crime Lab HVAC Upgrades	\$ 42,809.08	In Progress
CSOB 1st Floor, Flooring & Paint	\$ 226,821.60	In Progress
CSOB Envelope Improvements	\$ 648,448.00	In Progress
CSOB Secure Screening Center	\$ 52,675.51	In Progress
Cultural Building Abatement & Mechanical Upgrades	\$ 5,732,405.04	In Progress
Daschlager Assessment & Repairs	\$ 9,114.10	In Progress
Dolby Landfill Cover - Phase II and III	\$ 165,000.00	Complete
Dorothea Dix Campus Facility Assessments	\$ 5,967.50	Complete
Dorothea Dix Campus IF&W Envelope Improvements	\$ 24,505.00	In Progress
Dorothea Dix Psychiatric Center Pooler Pavilion Abatement & Demo	\$ 21,904.97	In Progress
East Campus Tunnels Assessment	\$ 25,740.00	Complete
Electric Vehicle Charging Stations Master Planning for Capitol Complex	\$ 24,495.16	Complete
Harlow Building Assessment & Repairs	\$ 554,379.05	In Progress
IF&W New Headquarters	\$ 361,709.40	In Progress
Mackworth Island Concept Utilization Plan	\$ 15,000.00	Complete
Mackworth Island Emergency Causeway Repair	\$ 13,990.00	In Progress
Mackworth Island Renovations Phase I	\$ -	In Progress
Maine Criminal Justice Academy Building C Partial Renovation	\$ 146,105.84	In Progress
McLean House Assessment & Repairs	\$ 32,259.55	In Progress
Nash School Assessment & Repairs	\$ 39,911.06	In Progress
Office of Chief Medical Examiner New Headquarters	\$ 1,067.15	In Progress
Ray Building Renovation	\$ 1,667,206.00	In Progress
Riverview Psychiatric Roof Repair	\$ 556,590.00	Complete
Samantha Smith Memorial Rehabilitation Project	\$ 58,809.00	In Progress
Sewall Street Parking Garage Structural Analysis	\$ 132,918.00	Complete
Smith Merrill Window Replacement	\$ 209,985.04	In Progress
Stone Buildings Pest Removals, Abatement, and Envelope Upgrades	\$ 5,042,052.00	In Progress
Tyson Building Roof Replacement	\$ 897,132.56	In Progress
Williams Pavillion Assessment & Repairs	\$ 211,857.00	In Progress
Total	\$ 17,692,566.20	

B. Maine Governmental Facilities Authority Projects FY24

Projects undertaken in FY24 with Maine Governmental Facilities Authority bonds are listed below with expenditures and year of bond issuance. Project highlights included final “capping” or “cover” of a portion of the Dolby Landfill, renovation of the Greenlaw building as the new Health & Environmental Testing Lab for DHHS, Maine Criminal Justice Academy envelope upgrades, Tyson roof replacement, and Stone building assessment and stabilization.

Project Name	Expended in FY24	Bond Issuance Date and Statute	Status
221 State Street - Building Renovation	\$ 185,046.96	2022A/1610M	In Progress
Cross Building Envelope	\$ 1,371,745.60	2020A/1610L; 2022A/1610M	In Progress
Cultural Building Abatement & Mechanical Upgrades	\$ 3,025,080.07	2020A/1610K,1610L; 2021A; 2022A	In Progress
Dolby Landfill Cover	\$ 1,465,058.94	2022A/1610M	In Progress
Greenlaw Renovation - Health & Environmental Test Lab	\$ 297,281.20	2021A/1610L	In Progress
Maine Criminal Justice Academy Envelope Upgrades	\$ -	2022A/1610M	In Progress
Office of Chief Medical Examiner New Headquarters	\$ 1,069,788.90	2020A/1610K	In Progress
Ray Building Renovation	\$ 4,228,123.31	2020A/1610K	In Progress
Stone Building Envelope Upgrades	\$ 342,769.55	2022A/1610M	In Progress
Tyson Roof Replacement	\$ 17,741.71	2022A/1610M	In Progress
Total	\$ 12,002,636.24		

5 M.R.S. § 1742-D (8) – Status of Current Leases (AFA and SLG)

The Division of Leased Space was established by law in 1991 to procure, administer, and hold leases of space on behalf of all State of Maine departments and agencies. Major functions and responsibilities include:

- Serving as the central point of contact for facility leasing in State Government.
- Researching program requirements for agencies to inform space needs.
- Keeping current information about available properties in all geographic regions of the state.
- Maintaining knowledge of market prices to ensure that state agencies receive the best possible rates for leased space.
- Monitoring to ensure health and safety compliance.

The Leased Space Division works closely with State Government agencies, including the Legislative and Judicial Branches, to evaluate agency facility requirements and locate space that supports program needs. Leased Space personnel monitor real estate market rent and operating cost characteristics, and locate, negotiate, and manage lease contracts with the goal of achieving the best value for the State of Maine. Because of the Division’s state-wide perspective of the real estate market and familiarity with landlords and properties throughout the state, the Division can secure quality and cost-competitive space in all geographic areas.

The Division is currently administering 250 +/- active leases for office, warehouse, garage, storage, tower, classroom, mixed use, and training purposes in the service of 40 state agencies across 68 different municipalities and 5 unorganized territories. The Division’s leasing portfolio includes 2,496,171 square feet of space with a value of \$27,771,016. This total cost includes rent, other associated costs of the leased space, and some may include utilities and/or custodial services.

The Division is focused on fostering productive landlord/tenant relationships while securing space that best serves agency needs in a timely fashion. The Division procures leased space through RFPs when a lease exceeds 10,000 square feet, and competitive bidding when spaces below that square footage are initially secured, in all cases selecting the space that is the best value to the State, taking into consideration the needs of the agency and of the public. If the space continues to be suitable for the agency and the public and the landlord has been responsive to State concerns, options to renew are frequently exercised. If there is no option to renew, the lease may be extended if favorable terms are reached. In seeking the best value for the State of Maine, the Division takes into consideration varying factors in addition to cost such as life-cycle cost, delivery date, and quality of the space.

5 M.R.S. § 325 – Preservation of Blaine House and Grounds (SLG)

Under 5 M.R.S § 325, the Blaine House Commission is required to report to the Legislature on its accomplishments and recommendations relating to the work and needs of the Commission.

The Blaine House Commission was established by the Legislature in 1993 to review and approve proposed changes to the home of Maine's governors and its grounds. Consisting of four state agency directors and five public members with related professional expertise, the Commission meets periodically in response to specific proposals which affect this historic property.

Between September 1, 2022, and August 31, 2023, the Blaine House and grounds were improved as follows:

- Granite steps at State Street entrance to the Blaine House were reset and resealed.
- The deteriorated and structurally failing retaining wall at the northwest corner of the Blaine House property, separating it from the Chamberlain Street parking lot, was completely rebuilt.
- The billiard room floor was refinished.
- Oak Point Associates architects were engaged to conduct a full facility assessment of the Blaine House property and concurred with a security study recommendation that a 4-foot wooden fence along the perimeter be replaced with a wrought iron fence on a stone base. Further recommendations included demolition of the staff house; site and landscaping work associated with the fence and demolition work; site work to correct drainage issues; structural improvements; mechanical, electrical, sprinkler and smoke detection projects; added security surveillance measures, including improved lighting; and construction of a gate house to screen visitors. The Commission Chair, Earle Shettleworth, participated in preliminary planning meetings for development of concept designs for the above work, all scheduled for review with the Commission in 2024.

BGS' Property Management Division did the following work:

- Prepped and painted windows in master bedroom, bathroom, living room, kitchen, library, and office
- Prepped and painted walls and trim in downstairs staff office
- Touched up paint on downstairs hallway ceiling
- Replaced door handle of new storm door
- Ran power for electric fireplace insert in the upstairs living room
- Installed new mixing valve and hot water recirculating line to resolve cold water issue in showers
- Repaired handrail on porch to staff entry
- Touched up paint on wooden State of Maine seal for use at the inauguration ceremony at the Civic Center
- Replaced utility sink in the laundry room
- Repaired miscellaneous roof leaks
- Responded to several calls to re-set/repair the boiler

The following projects, currently in design, received approval by the Blaine House Commission in March 2024 for construction beginning during the summer of 2024 and extending into 2025:

- Demolition of the 4-foot wood fence on the perimeter of the Blaine House and replacement with an 8-foot wrought iron fence with remote-control gates.
- Improved lighting and security measures to monitor the grounds.

- Removal of plantings in the fence construction zone and replacement with plants as shown on historic landscape plan.
- Demolition of the staff house.
- Construction of a gate house to screen visitors, if within resources. If not, the design will be complete for future funding.
- Replacement of outdated commercial range.
- Design of ADA-compliant bathroom on first floor.
- Interior improvements to mechanical, electrical, smoke detection and sprinkler systems.

5 M.R.S. §1753 - Report on Employment of an Owner’s Representative by a School Unit (SLG)

In the last year, the Department of Education initiated three new construction projects. An Owner’s Representative for each project below was selected in conjunction with the local school administrative units.

- RSU 10 Rumford Elementary School
- RSU 54 Skowhegan Elementary School
- RSU 49 Benton Elementary School

5 M.R.S. § 1812-A Report on Purchase of Recycled Products

The law requires the State Purchasing Agent to report on the State’s efforts to purchase supplies and materials composed in whole or in part of recycled materials.

RECYCLED	COUNT	AMOUNT
Printing Buyer Purchase Orders	25	\$ 150,451.43
Printing Delivery Orders	75	\$ 75,911.30
Breakroom	22	\$ 1,771.31
Coarse Paper	99	\$ 17,222.65
Fine Paper	1123	\$ 441,645.51
Janitorial	19	\$ 2,243.49
Machines Hardware ¹	167	\$ 8,990.72
Office Supplies	6,242	\$ 272,352.88
School Supplies	11	\$ 204.36
Shipping & Packaging	102	\$ 8,273.04
Toner	566	\$ 89,260.35
Total	8,451	\$1,068,327.04

The Division of Purchases encourages agencies to consider Green Purchasing alternatives when products or items are available that have a lesser or reduced negative effect on human health and the environment. This includes sourcing recyclable products, recycled products, reusable products, and products that conserve energy or natural resources.

¹ “Machines Hardware” refers to office or business machinery or equipment that contains recycled materials. Examples are keyboards, labelers, shredders, and thumb drives. The term does not include computers, printers, or networking equipment.

5 M.R.S. § 1830 Status of Current Fleet Vehicle Operations (AFA and SLG)

This law requires a general report on the Central Fleet Management Division (CFM). CFM was established by the Legislature in 1991 in the Department of Administrative and Financial Services, Bureau of General Services, for the purpose of acquiring, maintaining, and managing light duty vehicles for use by State Government and its employees on official state business except the Department of Public Safety. CFM works with agencies to reduce transportation costs. Strategies include minimizing operational disruption by providing well-maintained vehicles, increasing the fuel efficiency of the fleet, providing appropriate vehicles to complete assigned tasks avoiding unnecessary costly vehicles, converting employees who are being reimbursed for mileage into using more cost-effective state vehicles, and other initiatives.

Current fleet size is approximately 2,300 vehicles. This number remains slightly inflated as some older vehicles have been retained longer than normal due to the unavailability of new vehicles. Recent deliveries of new vehicles have temporarily increased inventory while they are cycled into service.

Supply chain issues remain a factor as manufacturers stagger vehicle production schedules, limiting simultaneous category production runs. There has been a slight increase in new vehicle delivery times on a limited quantity of new vehicles. If this trend continues, CFM will reduce the number of aging and less efficient vehicles. The ability to acquire vehicles through traditional procurement process has been limited by these changes and CFM continues to adapt the process to accommodate market trends. Lastly, unit pricing has increased by 20-40+ percent in most categories, resulting in increased borrowing authority and increased costs to agencies.

CFM currently has approximately 330 vehicles on order. This number has more than doubled compared to the same time last year. As order-to-delivery times continue to improve, the trend of vehicle shortages for agencies and the trend of operating vehicles beyond their normal life cycles will be reduced. Orders for 15 hybrid pickup trucks placed last year were cancelled due to material shortages. New orders will be placed with updated pricing. An order of 6 Ford F150 Lightning BEV (2023 model year) was recently received. Those vehicles will be placed into service with the using agencies soon. Electrification efforts included orders for both BEV and PHEV vehicles including Ford Lightning, Escape PHEV, Chevy Bolt, and Mitsubishi Outlander PHEV, as well as traditional hybrids.

Many vehicles being cycled out of service are ordinarily used to upgrade older vehicles or are available for seasonal programs overseen by many agencies. With the delay in replacement vehicles the availability of these secondhand vehicles is reduced. Agencies are required to operate higher-mileage, older vehicles, and in some instances, CFM has not been able to satisfy all the requests for secondhand vehicles we receive.

Over 20 percent of the fleet has mileage exceeding 125,000, with close to 10 percent of these exceeding 150,000 miles. This is not cost effective or optimal for agency productivity. CFM anticipates replacing roughly 400 aged vehicles currently in service, dependent on vehicle pricing, availability, and budgetary limitations of our client-agencies.

CFM reviewed cooperative purchasing agreements to identify telematics solutions for use in the fleet. A plethora of information can be obtained using these units to increase fleet efficiency, assist in identifying maintenance issues, and recording fleet usage. CFM will select a provider and start implementation on both a telematics and a fleet management system in FY24.

Increased labor costs, demand for parts, and new advancements in vehicle technology have created inflated maintenance costs. As a result, maintenance expenses have increased 29 percent in the past year. This follows a 28 percent increase from the previous year. Fuel costs remained stable over the last year averaging approximately \$3.10/gallon for the year. Continued increases in vehicle purchase costs

are expected due to ongoing supply chain issues, a continued demand for new vehicles, and costs associated with technology advancements.

The fleet is made up of light duty vehicles of all types. Due to the specialty use of many vehicle categories, CFM measures cost savings based on the passenger sedan fleet as compared to the State's reimbursement rate. Over the last 10 years, CFM's average cost to agencies for passenger sedans is less than \$0.35/mile while the reimbursement rate has been \$0.44/mile and \$0.45/mile, a total savings of over \$10,000,000.

5 M.R.S. § 7-A State Owned Vehicles (AFA and SLG)

This law requires every department or agency in State Government that has state-owned vehicles to report the total number of state vehicles within that department or agency, the individual employees to whom a state vehicle is assigned, and the purpose or function to which the vehicles are assigned. The summary and full report are available [here](#).

5 M.R.S. § 1825-B (10) List of State Preferences Published (SLG)

This law requires the Bureau of General Services to publish a list of states that give preference to in-state bidders with the percent increase applied in each such state. The Bureau of General Services or any department or agency of the State may rely on the names of states and percentages as published in determining the best-value bidder without incurring any liability to any bidder. Maine relies on the National Association of State Procurement Officials Reciprocal Preference website, as do many states. The link to that list is shown below, and is published on the Bureau of General Services, Division of Procurement Services website. (<https://www.maine.gov/dafs/bbm/procurementservices/policies-procedures/policy>)

5 M.R.S. § 1825-B (3) Cooperative Agreement Report (SLG)

The law authorizes the State to enter into cooperative agreements with the University of Maine System and the Community College Systems when the agreement involves assisting a state agency and enhancing the ability of the University System or Community College System to fulfill its mission. The law providing for cooperative agreements allows competitive bidding to be waived. In calendar year 2023, 15 cooperative agreements were awarded pursuant to this law with a total value of \$4,012,255.39.

Department	Current Legal Name	Added/Adjusted CY23	Service End Date
Economic & Community Development	UNIVERSITY OF MAINE SYSTEM	\$33,000.00	6/30/2025
Economic & Community Development	UNIVERSITY OF MAINE SYSTEM	\$200,000.00	6/30/2023
Economic & Community Development	UNIVERSITY OF MAINE SYSTEM	\$300,000.00	6/30/2024
Economic & Community Development	UNIVERSITY OF MAINE SYSTEM	\$683,684.00	5/25/2023
Education	UNIVERSITY OF MAINE SYSTEM	\$71,066.39	6/30/2024
Education	UNIVERSITY OF MAINE SYSTEM	\$8,410.00	6/30/2024
Environmental Protection	UNIVERSITY OF MAINE SYSTEM	\$537,000.00	6/30/2023

Health & Human Services	UNIVERSITY OF SOUTHERN MAINE	\$104,326.00	5/31/2024
Health & Human Services	UNIVERSITY OF SOUTHERN MAINE	\$39,824.00	3/31/2024
Health & Human Services	UNIVERSITY OF SOUTHERN MAINE	\$160,795.00	7/1/2028
Health & Human Services	UNIVERSITY OF MAINE SYSTEM	\$202,017.00	12/31/2024
Marine Resources	UNIVERSITY OF MAINE SYSTEM	\$15,000.00	6/30/2024
Marine Resources	UNIVERSITY OF MAINE SYSTEM	\$42,248.00	12/31/2026
Marine Resources	UNIVERSITY OF MAINE SYSTEM	\$114,885.00	6/30/2024
Marine Resources	UNIVERSITY OF MAINE SYSTEM	\$1,500,000.00	6/30/2023
	Total	\$4,012,255.39	
	Median	\$137,840.00	

5 M.R.S. § 1825-P Code of Conduct Report (SLG)

The law requires a report to the Committee regarding the administrative and fiscal impact of the Code of Conduct for the supply of apparel, footwear, or textiles, and the degree of compliance with the Code of Conduct law. The law aims to ensure that certain standards are met by vendors who sell apparel, footwear, or textiles to the State. Employers should fairly compensate hard work, protect the health and safety of working people, and not tolerate any form of unlawful discrimination or abuse. The State of Maine, in its role as a market participant procuring goods and services, enforces the Code of Conduct to safeguard the basic tenets of ethical business practices and protect against purchases involving “sweatshops”. The State of Maine makes a good faith effort to ensure that vendors and suppliers adhere to the Code of Conduct.

The State of Maine expended \$1,507,104.33 on clothing related items in calendar year 2023. Of that total, \$891,581.63 (60%) was expended with Code of Conduct compliant vendors. This data is based on the “object code” of the materials purchased rather than the vendor. The data is dependent on each agency using the correct object code.

The methods of purchase comprising the \$1,507,104.33 total were: \$ 583,322.90 via a State of Maine Procurement Card, \$ 749,181.53 via the more standard “Delivery Order” purchasing process, and \$32,199.80 non-standard at agency level.

The following is a list of vendors the State of Maine holds (or held in calendar year 2023) with a Master Agreement for clothing-related items compliant with the Code of Conduct law. Please note, if a vendor is on the list below, it does not mean that the vendor’s entire line of products is Code of Conduct compliant.

VENDOR	CITY	STATE
Admiral Fire & Safety Inc.	Scarborough	ME
Arborwear LLC	Chagrin Falls	OH
Atlantic Tactical	New Cumberland	PA
Bob Barker Co. Inc.	Charlotte	NC
Bob Barker Co. Inc.	Fuquay Varina	NC
Cintas Corp	Westbrook	ME
HAH Inc Harry's Motor Sport	Presque Isle	ME
Hanging By A Thread	Portland	ME
Johnson Woolen	Johnson	VT
LT's Inc.	Portland	ME
Maine-ly Red Wing Inc	Brewer	ME
Masterman's LLP	Auburn	MA
Neptune Uniforms & Equip	Haverhill	MA
Pacific Crest Uniform CO, dba Mountain Uniforms	Incline Village	NV
Trident Armory	Hermon	ME
Unifirst Corp.	Portland	ME
Unifirst Corp.	Bangor	ME
W S Emerson	Brewer	ME