

State of Maine Waiver of Competitive Bidding Request Form

DHHS/DCM Contract Administrator:	Jennifer Levesque	Office/Division/Program of Contract Administrator:	DHHS/OADS
Est. Contract Amount:	\$232,726.00	Contract or RQS Number:	201801300000002289
		Purchasing Maine ID:	VS0000017510
		DHHS Agreement Number:	ADS-18-9451B
Proposed Start Date:	10/30/2019	Proposed End Date:	2/29/2020
Vendor/Provider Name, City, State	FEi.com, Inc DBA FEi Systems Columbia, MD		
Short Description of Good or Service:	Development of Structured Decision Making Intake Assessment and Safety Assessment tools within the functionality of the Evergreen (aka LTSS) Care Management System.		
Please note, for transparency purposes, Waivers of Competitive Bidding will be publicly posted. Public postings are placed on the Division of Procurement Services website for a period of seven consecutive calendar days.		<i>To be completed by the Division of Procurement Services</i> Posting dates on Division of <i>Procurement Services</i> website: From: <u>1/13/2020</u> To: <u>1/19/2020</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0120200041	
1. Statutory Justification			
State of Maine statute (5 M.R.S. §1825-B(2)) allows waivers of competitive bidding only for the specific reasons listed below. Please mark the appropriate box (X) next to the justification which applies to this specific request.			
<input type="checkbox"/>	A. The procurement of goods or services by the State for county commissioners pursuant to Title 30-A, section 124, involves the expenditure of \$2,500 or less, and the interests of the State would best be served;		
<input type="checkbox"/>	B. The Director of the Bureau of General Services is authorized by the Governor, or the Governor's designee, to make purchases without competitive bidding because, in the opinion of the Governor or the Governor's designee, an emergency exists that requires the immediate procurement of goods or services;		
	<i>If citing the above justification for this Waiver of Competitive Bidding request, please have the requesting Department's Commissioner or Chief Executive (as the Governor's "designee") sign and date on the right.</i>	<i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i> Signature:	
		Printed Name:	Date:
<input checked="" type="checkbox"/>	C. After reasonable investigation by the Director of the Bureau of General Services, it appears that any required unit or item of supply, or brand of that unit or item, is procurable by the State from only one source;		
<input type="checkbox"/>	D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;		
<input type="checkbox"/>	E. The purchase is part of a cooperative project between the State and the University of Maine System, the Maine Community College System, the Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State involving: (1) An activity assisting a state agency and enhancing the ability of the university system, community college system, Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State to fulfill its mission of teaching, research, and public service; (2) A sharing of project responsibilities and, when appropriate, costs;		
	<i>If citing the above justification for this sole source request, please note that the specific approval of the Governor's Office is required, in accordance with Executive Order 26 FY 11/12, "An Order to Enhance Competitive Bidding". The approval must be documented on DAFS/BGS/Division of Procurement Services "GOVCOOP" form, found here: http://www.maine.gov/purchases/info/forms/govcoop.doc.</i>		
<input type="checkbox"/>	F. The procurement of goods or services involves expenditures of \$10,000 or less, in which case the Director of the Bureau of General Services may accept oral proposals or bids;		
<input type="checkbox"/>	G. The procurement of goods or services involves expenditures of \$10,000 or less, and procurement from a single source is the most economical, effective and appropriate means of fulfilling a demonstrated need.		
	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:		

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Please note that the following four points below (#2 through 5) all require a response.

2. Description of Specific Need

Please identify, and fully describe, the specific problem, requirement, or need the resulting non- competitive contract would address and which makes the goods or services necessary. Explain how the requesting Department determined that the goods or services are critical and/or essential to agency responsibilities or operations.

Through this amendment, the Office of Aging and Disability Services (OADS) is seeking to include development of Structured Decision Making Intake Assessment and Safety Assessment tools.

The proposed amendment requires additional planning, configuration/customization, testing, and training efforts; resulting in a \$232,726 increase of the agreement cost.

This amendment has been discussed with the project's Executive Steering Committee. The Committee is fully in favor of moving ahead with this amendment as quickly as possible.

3. Availability of other Public Resources

Please explain how the requesting Department concluded that sufficient staffing, resources, or expertise is not available within the State of Maine's government, or other governmental entities (local, other state, or federal agencies) external to the requesting Department, which would be able to address the identified need more efficiently and effectively than the identified vendor.

The Department does not have staff with the experience and expertise readily available to implement the amendment as described above, and the Office of Information Technology also does not have sufficient staff/contract resources to implement this additional scope, customized to meet State of Maine processes and policy. The current competitively selected vendor is best able to perform the additional work efficiently and effectively.

4. Cost

Since a waiver of competitive bidding is being requested for this procurement, please explain how the requesting Department concluded the negotiated costs, fees, or rates are **fair and reasonable**.

The additional costs are consistent with those in the basic competitively awarded agreement for similar services.

5. Future Competition

Please describe potential opportunities which may be available to foster competition for these goods or services in the future.

The contract is a result of RFP 201710168, which does not require competitively bidding until June 2027 for a new contract start date of July 1, 2028.

Please note that only one of the two points below ("Uniqueness" or "Timeframe") requires a response. Requesting Departments are not required to respond to both points.

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6. Uniqueness

Please explain if the goods or services required are unique to a specific vendor. Describe the unique qualifications, abilities, and/or expertise of the vendor and how those particular unique factors address the specific need identified above. If the vendor has unique equipment, facilities, or proprietary data, also explain the necessity of these particular unique assets.

FEI is in a unique position to provide the services required by this project, as the requested amendment will simply expand the use of the Adult Protective Services module, which is already being built as part of the basic agreement.

In addition, FEI is experienced with and highly knowledgeable of Maine's existing data systems, programs, and strategic priorities due to its significant work completing the *Maine Gap Analysis* in 2014 as well as the nearly 14 months of planning and development work already completed under the basic agreement.

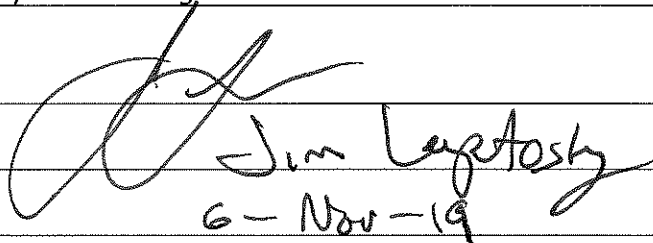
7. Timeframe (Complete only if B. is the Statutory Justification marked on Page 1)

Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e. impact if delayed beyond this date). Also, provide information as to how it was determined this vendor is the best option to address this time-sensitive procurement.

Signature of requesting Department's Commissioner or Chief Executive (or designee within the Commissioner's Office):

By signing below, I signify that my Department requests, and I approve of, this Waiver of Competitive Bidding.

Printed Name:


 Jim Lapostoly
 6 - Nov - 19

Date: