

State of Maine Procurement Justification Form

PART I: OVERVIEW

Department Office/Division/Program:		DHHS Dorothea Dix and Riverview Psychiatric Centers	
Department Contract Administrator or Grant Coordinator:		Matt Galletta Shawn Belanger	
(If applicable) Department Reference #:		DRPC-19-601A	
Amount: (Contract/Amendment/Grant)	Current: \$55,768.00 Amendment: \$45,868.00 Revised: \$101,636.00	Advantage CT / RQS #:	BPO 10A 20190221*727
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	12/15/2018	Effective Date:
	Previous End Date:	12/15/2020	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		HealthCare Source 100 Sylvan Road, Suite 100 Woburn, MA 01801	
Brief Description of Goods/Services/Grant:		Electronic Learning Management System	

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The Electronic Learning Management System (LMS) is an online web-based system used to distribute and track the completion of required coursework for all hospital employees.

The purpose of this amendment is to add funds and extend the end date for electronic learning management services until 1/25/22.

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PART III: SUPPLEMENTAL INFORMATION

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

This vendor was awarded a sole source contract in February, 2019. NetLearning and NetCompetency offer unique CMS (Centers for Medicare and Medicaid Services), TJC (The Joint Commission) compliant courseware. HealthcareSource has the experience and expertise required to meet the specific health care needs for a Learning Management System for both Riverview and Dorothea Dix Psychiatric Centers. HealthcareSource also provides talent management software for the healthcare industry which means easier compliance with constantly changing industry and regulatory requirements.

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

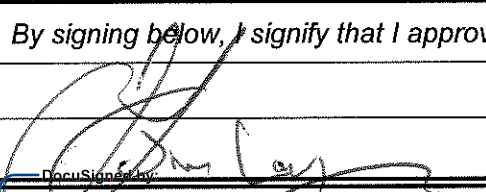

The vendor has originally provided their LMS system at a discounted rate well within industry standards. The Staff Development Office is very satisfied with the product. The annual fee for each of the upcoming two years will be the same as this year which is at an approximate 20 percent discount.

4. Describe the plan for future competition for the goods or services.

The Hospitals have been very satisfied with this system over the past two years and wish to extend the agreement for another two years. To competitively bid this service would require a complete re-start of the LMS system. This would require a tremendous amount of labor resources from the Staff Development Office and the Office of Information Technology. Currently, this system contains records for over 700 direct care and non direct care staff. These records would have to be migrated to any new system. The potential cost for undertaking an RFP process, conducting systems analysis and performing the needed data migration versus the cost proposal we have received to extend our current agreement clearly supports that undertaking a competitive process to procure this service would be cost prohibitive to the State.

The Department will competitively procure these services for a contract start date 1/26/2023, unless DAFS Learning Management System (LMS) is sufficient for the hospitals.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
Printed Name:		Date:	11/20/21
Signature of DAFS Procurement Official:			
Printed Name:	Jaime Schorr	Date:	3/10/2021