

State of Maine Waiver of Competitive Bidding Request Form

Form Instructions: Please provide the requested information in the white boxes below. This form is to precede all contract requests that are not the direct result of a competitive bid process.

DHHS/DCM Contract Administrator:	Chris Moiles Shawn Belanger	Office/Division/Program of Contract Administrator:	DHHS/OCFS/Pilot- Visit Coaching and Assessment Services/ Jennifer Levesque
Est. Contract Amount:	\$2,210,272.00	Contract or RQS Number:	CT 10A 2020*2410
		Purchasing Maine ID:	
		DHHS Agreement Number:	CFS-19-8709
Proposed Start Date:	4/1/19	Proposed End Date:	3/31/2021
Vendor/Provider Name, City, State	Penquis CAP Bangor, ME		
Short Description of Good or Service:	Pilot – Visit Coaching and Assessment Services		
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.		To be completed by the Division of Procurement Services Posting dates on Division of Procurement Services website: From: <u>4/20/2019</u> To: <u>4/26/2019</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0420190485	
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;		

State of Maine Waiver of Competitive Bidding Request Form

	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:	

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.

LD1923 An Act to Improve the Child Welfare System requires the Department to procure "a pilot program for child welfare services to support children in the State's custody through supportive visitation, which will allow for the supervision of court-ordered visitation with relatives of the children and will provide assessment and evaluation of parental capacity as it relates to the parent's ability to safely care for the child." The pilot will include Visit Coaching and Assessment Services (VCAS), to include Visit Coaching Services (VCS) based on the Marty Beyer Visit Coaching Model and a Parenting Capacity Assessment (PCA).

At the conclusion of this pilot, outcomes for children who receive this enhanced visitation model will be assessed to determine if components of this model should be integrated into existing supervised visitation contracts.

The families include those whose child(ren) have recently come into care and whose goal is Reunification. The pilot must span the entire duration of a child's case to accurately assess reunification outcomes. This can take up to 15 months in the court system. Because of these constraints, and because the pilot must assess multiple cases, the duration for this pilot is set at two years.

Finally, the cost included in LD1923 is not enough to support state-wide services. Because of this, the Department has chosen to target a geographic region of the state.

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 provide these direct services, nor does the Department have staff with the skills and experience necessary to complete Parenting Capacity Assessments or Visit Coaching as defined in this contract.

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 cost is consistent with similar services provided by similarly qualified mental health professionals.

5. Future Competition

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

State of Maine Waiver of Competitive Bidding Request Form

At the conclusion of the pilot, the Department will assess outcomes and determine what components of this model should be integrated into the supervised visitation contracts which are competitively procured.

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.

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.

Penquis CAP is uniquely qualified to provide these services for the following reasons. First, they are already performing the basic Supportive Visitation services as a subrecipient under a contract with Aroostook Mental Health Services. Second, they are the only organization that supports both urban and rural areas. The other providers and subrecipients either deal with one or the other, or deal with both by utilizing another entity. For this pilot, it is essential to have both populations overseen by a single entity simultaneously. Third, Penquis CAP has been providing the best quality of service. The Provider is the best positioned to begin the services promptly in order to comply timely with L1923.

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

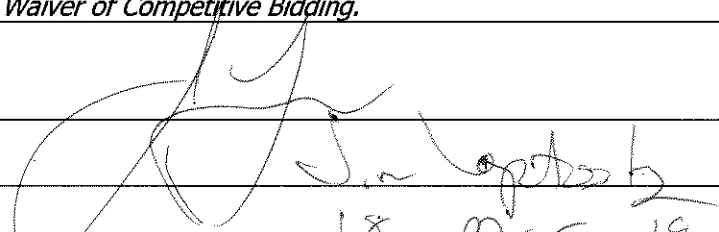
Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e. 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:

Date:


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