

State of Maine Procurement Justification Form

PART I: OVERVIEW

Department Office/Division/Program:		Maine CDC/DRVS/Carolyn Bancroft		
Department Contract Administrator or Grant Coordinator:		Chris Moiles/Arlene Jones		
(If applicable) Department Reference #:		CD0-21-1250		
Amount: (Contract/Amendment/Grant)	\$ 141,600.00	Advantage CT / RQS #:	10A 20210209*2208	
CONTRACT	Proposed Start Date:	06/30/2021	Proposed End Date:	06/28/2023
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Brenda Massey-Labbe Winslow, Maine		
Brief Description of Goods/Services/Grant:		Certified Tumor Registrar to supplement State Cancer Registry staff.		

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
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents	X	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 Maine Cancer Registry (MCR) is obligated to meeting national standards for data quality and completeness of cancer case reporting. The mandatory program requirement is timely submission of data. We are requesting to use federal funding from CDC to contract for Certified Tumor Registrar (CTR) for this specific service for the FY 21 and FY 22 grant period ending June 30, 2022. Without these services, MCR could lose the allotted federal grant funding.

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PART III: SUPPLEMENTAL INFORMATION

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

The Maine Center for Disease Control & Prevention has determined that this provider has the necessary training and qualifications to deliver this service.

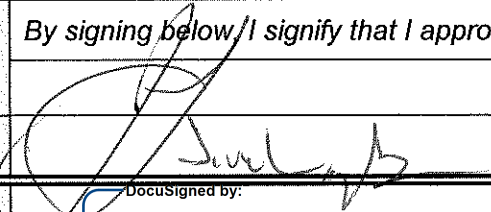
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The hourly rate is set at \$50 per hour. The rate has not been increased for the past 6 years. This rate is lower than the lowest rate (\$58/hr in 2012) paid to an agency which supplies CTR services. The Department considers the rate fair and reasonable.

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

MCR keeps an ongoing resource list for our internal needs and for the needs of any of the hospitals that contact us about CTR services. At this time there are 3 available CTRs on the list; two are contracted by the cancer registry. As CTRs become available they are added to the list. The Department does not intend to RFP these services.

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:	15-Mar-21
Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i>		
Printed Name:	41C2BA36FAF44CD... Kathy Paquette	Date:	4/20/2021