



## PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State Procurement Services.

*INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Procurement Services intranet site (Forms page) for additional instructions.*

### PART I: OVERVIEW

Department Office/Division/Program:		DHHS Riverview Psychiatric Center		
Department Contract Administrator or Grant Coordinator:		Chris Moiles / Melinda Farrell		
(If applicable) Department Reference #:		RPC-25-001A		
Amount: (Contract/Amendment/Grant)	Original: \$1,140,244.59 Amend A: \$196,553.13 Revised: \$1,336,797.72	Advantage CT / RQS #:	CT 10A 20240408000000002755	
<b>CONTRACT</b>	Proposed Start Date:		Proposed End Date:	
<b>AMENDMENT</b>	Original Start Date:	<b>7/1/2024</b>	Effective Date:	1/27/2025
	Previous End Date:	<b>6/30/2025</b>	New End Date:	
<b>GRANT</b>	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Liberty Healthcare Corporation Bala Cynwyd, PA		
Brief Description of Goods/Services/Grant:		Contracted Medical Staff		

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Check the box below for the justification(s) that applies to this request. (Check all that apply.)

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

Please respond to ALL of the questions in the following sections.

### PART III: SUPPLEMENTAL INFORMATION

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

This Agreement is to contract for licensed psychiatric and medical service professionals. These medical professionals are needed to provide psychiatric and medical treatment to persons with serious and persistent mental illness as mandated by the AMHI Consent Decree, State of Maine DLRS, The Joint Commission and CMS

**Amendment A - adds the services of Dr. Rana Dagher and corrects calculation errors made on the base contract.**

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The Department released an RFP (202311229) for these services, which is now cancelled. All existing resources will be allowed to remain on their existing agreements. These services are essential for maintaining required minimum staffing levels. CMS requires that a minimum staffing level of physicians is maintained at all times in order to provide adequate treatment for its patients. This agreement has been established to adequately provide and fund these staffing levels and for accommodating unanticipated contingencies such as staff absences and terminations. A lapse in these services would mean failure to provide required staffing levels and would place Riverview in immediate violation of the AMHI Consent Decree and other Federal and State regulatory agencies (CMS, TJC, DLRC). The staff assigned to RPC by this vendor are well acquainted with the facility and its patients, which is essential in maintaining continuity of care.

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

The budgeted amount of this Agreement has been determined by evaluating the anticipated staffing utilization and associated funding needs of these services. Locum tenens are based strictly on need and thus the cost is widely unpredictable. The amount of required funding associated with locum tenens physicians is based on cost estimates since the exact level of need is unknown. Since September 2019 RPC has dramatically lowered its reliance on locum tenens staff and will continue to do so wherever possible.

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

There are no plans to competitively procure these services as the Department will continue these services with this provider.

### PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

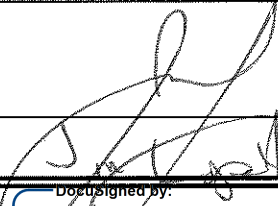

**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	13-July-25
Signature of DAFS Procurement Official:	<small>Digitally signed by:</small>  <small>41C2BA36FAF44CD...</small>		
Typed Name:	Kathy Paquette	Date:	3/27/2025