

State of Maine Waiver of Competitive Bidding Request Form

DHHS/DCM Contract Administrator:	Chris Moiles / Valerie Fredericks	Office/Division/Program of Contract Administrator:	Maine CDC / Division of Chronic Disease Prevention
Est. Contract Amount:	Original \$121,879	Contract or RQS Number:	10A 20171213*1950
	Amendment \$13,080	Purchasing Maine ID:	
	New total \$134,959	DHHS Agreement Number:	CD0-18-4483B
Proposed Start Date:	1/1/2018	Proposed End Date:	8/31/2019
Vendor/Provider Name, City, State	Maine Access Immigrant Network (MAIN) Portland, Maine 04101		
Short Description of Good or Service:	Patient education, including home visits, for Substance Use Disorders to a refugee/immigrant population, for whom English is not their native language.		
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 Procurement Services' website: From: <u>5/9/2019</u> To: <u>5/15/2019</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0520190594	
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:		
Please note that the following four points below (#2 through 5) all require a response.			

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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.

Additional services are being added to provide a greater reach for community preventive services through increased translation of materials and presentation and ongoing work with Community Health Workers who are fluent in a variety of languages spoken in the communities they serve. Funding is being added to provide content and to conduct workshops in Somali, French, Arabic, and English. The Provider will develop workshop content and presentation sequence (in English). The topics for the workshop shall be:

- A) Substance Use Disorder (SUD) - what to look for / be aware of that might indicate substance use.
- B) What to do if you think a family member or close friend may be using substances, what kinds of resources are available
- C) if you have concerns about your own use, how and where can you get help?
- D) if you are pregnant and using or if your baby tests positive for illegal drugs when born, what will happen next / what to expect.

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 provider must be an organization which has the trust and a record of successful interactions with the immigrant/refugee community in Portland. MAIN is certified by the US Centers for Medicare and Medicaid Services as a Certified Designated Organization (CDO) and provides Community Health Workers who are Certified Application Counselors. For years MAIN's Community Health Workers have been active in disseminating preventive health information to Portland's refugee/immigrant population. There is no state or municipal agency with this experience and the capacity to provide these services within the necessary timeframe.

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 of this services is comparable to the cost of chronic disease patient education provided by Community Health Workers in Maine and other states.

5. Future Competition

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

The federal funding for these services end on 8/31/2019. These services are not scheduled to continue beyond this agreement. The Department does not intend to RFP these services.

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.

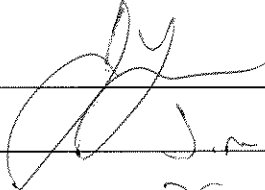
The vendor has an established positive relationship with the populations who will receive this service, having provided health information and referrals to Portland's refugee and immigrant population since 2002. The vendor has established referral mechanisms with Portland area health care providers who will refer patients for asthma self-management education. The vendor employs Community Health Workers who speak Somali, Arabic and French, which are the native languages of the populations targeted to receive this service. The vendor's Community Health Workers have been trained to provide patient self-management education for patients with poorly controlled asthma using a national curriculum; no other Community Health Workers in Maine have received this training.

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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.

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Signature of requesting Department's Commissioner or Chief Executive (or designee within the Commissioner's Office):	<i>By signing below, I signify that my Department requests, and I approve of, this Waiver of Competitive Bidding.</i>
	
Printed Name:	J. M. Lapostoly
Date:	25-Apr-17