



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
**OFFICE OF STATE PROCUREMENT SERVICES**  
 STATE OF MAINE

## 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:		Maine Health Data Organization	
Department Contract Administrator or Grant Coordinator:		Karynlee Harrington, Executive Director	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 241,822.00	Advantage CT / RQS #:	20180518*3681
CONTRACT	Proposed Start Date:	Proposed End Date:	
AMENDMENT	Original Start Date:	Effective Date:	12/1/2024
	Previous End Date:	New End Date:	11/30/2027
GRANT	Project Start Date:	Grant Start Date:	
	Project End Date:	Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Human Services Research Institute (HSRI) Cambridge, MA	
Brief Description of Goods/Services/Grant:		A data vendor tasked with assisting MHDO with meeting its legislative mandates to both create and maintain a secure, useful, objective, reliable, and comprehensive health information database that is used internally and externally to improve the health of Maine citizens; and data analysis to assist with public reporting requirements.	

### 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

## Procurement Justification Form (P.

<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.

In the second session of the 131<sup>st</sup> Legislature, several bills signed into law impact MHDO, specifically, new health care data collection requirements. HSRI will provide MHDO the technical support in structuring our existing systems to meet these new reporting mandates. There are also several enhancements that need to be made to our online data submission portals to support more efficient data submissions. Lastly, the MHDO and the Department of Health and Human Services renewed a Memorandum of Understanding (MOU), specific to maintaining the Provider API portion of the Implementation of the CMS Interoperability and Patient Access Final Rule and Compliance with the ONC 21st Century Cures Act Final Rule.

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

For over ten years, HSRI has been MHDO's contracted data vendor and is responsible for maintaining MHDO's health care data in their data warehouse and for working with MHDO on all aspects of data collection, validation, processing, and release. Specially, the investment that has been made in developing the MHDO provider database aligned with the development of the provider API and now the ongoing maintenance of the directory. The work that will be done in maintaining the API will continue to inform the content of the MHDO's provider database; and the MHDO's provider database will be used to maintain the Provider Directory API. MHDO negotiated a contract with HSRI as a result of a competitive procurement process - RFP#201207352.

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

MHDO negotiated a contract with HSRI as a result of a competitive procurement process (RFP#201207352). The fees associated with this amendment are consistent with the fee structure associated with MHDO's core contract with HSRI.

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

In the spring of 2027, MHDO plans to release an RFP for the contract that is currently in place with HSRI. The deliverables of this contract include support complying with new legislation as well as producing custom data extracts and data analysis.

### 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).

## Procurement Justification Form (P.

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

☒ No – If No, proceed to Part V.


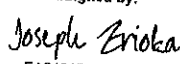
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

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:	Karynlee Harrington, Executive Director	Date:	5-1-25
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>EA813178102243C...</small>		
Typed Name:	Joseph Zrioka, IT Procurement Director	Date:	3/13/2025