

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 / Patti Wall	Office/Division/Program of Contract Administrator:	DHHS/OCFS Lisa Salger
Est. Contract Amount:	\$112,963.00	Contract or RQS Number:	CT 10A 20190326*2687
		Purchasing Maine ID:	
		DHHS Agreement Number:	CFS-20-626
Proposed Start Date:	7/1/2019	Proposed End Date:	6/30/2020
Vendor/Provider Name, City, State	Chapin Hall at University of Chicago Chicago, Illinois		
Short Description of Good or Service:	Training, staff development, implementation, and technical assistance for the CANS (Child and Adolescent Needs and Strengths) Assessment and FAST (Family Assessment and Support Tool).		
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>6/7/2019</u> To: <u>6/13/2019</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0620190894	
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;		

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	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.

The OCFS has selected the evidence-based CANS (Child and Adolescent Needs and Strengths) Assessment and FAST (Family Assessment and Support Tool) from the John Praed Foundation. These tools provide for standard, evidence-based assessment for both child welfare prevention services and behavioral health services. This allows the OCFS to meet objectives within the Strategic Plan by providing evidence-based assessment tools that track changes in child and family functioning over time in order to evaluate service efficacy and aid in high-quality service planning. In addition, by tracking changes in family functioning over time the OCFS will be able to effectively evaluate the safety of children and intervene to keep children safe when necessary.

OCFS has selected the CANS and FAST as the evidence-based, proprietary tools of choice for managing several services within Children’s Behavioral Health and Child Welfare. CANS was selected because it is an evidence-based assessment and is presently incorporated into MaineCare as part of the prior authorization and utilization review processes. FAST has been selected because it is evidence-based and has been demonstrated for its use in service planning and efficacy monitoring of families at high risk of child welfare involvement.

Chapin Hall is the exclusive implementation partner of the John Praed Foundation for moderate to large scale projects implementing the proprietary, evidence-based assessment tools owned by the John Praed Foundation. As such, they work with agencies who have selected CANS and FAST tools for service planning, implementation, and management within their organizations or organizational partners. Chapin Hall helps develop site- and service-specific tools, deliver training and certification, and provide technical consultation to operationalize use of the tools and scoring for service efficacy monitoring.

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 State of Maine does not have the resources to provide this service.

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**.

This contract is a fee-for-service agreement between the University of Chicago, Chapin Hall, and the Department. The Provider will invoice at the agreed upon rates of \$2200 per training day, and \$275 per hour for consultation and development. Travel reimbursement will not exceed \$500 per day. In similar types of agreements, training days bill between \$2080 and \$3000, inclusive of travel. Other similar consultation agreements with national trainers bill between \$260 and \$275 per consultation hour. The Department considers this Provider’s pricing to be fair and reasonable by comparison.

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5. Future Competition

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

The Department does not intend to RFP this service as the provider is the sole entity to implement the CANS and FAST as the evidence-based proprietary tools.

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 John Praed Foundation is unique in that the tools developed and supported by the Foundation are proprietary. The John Praed Foundation has selected Chapin Hall as the sole entity to develop and implement medium to large scale projects, such as those in Maine.

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

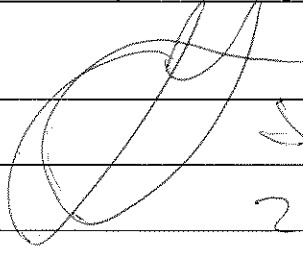
Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e.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



Jim Lapostola
20 - May - 19