

# 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.

<b>DHHS/DCM Contract Administrator:</b>	Chris Moiles / Arlene Jones	<b>Office/Division/Program of Contract Administrator:</b>	MCDC/Disease Prevention/Maryann Harakall
<b>Est. Contract Amount:</b>	Original \$185,708.52 Adding \$185,708.52 New \$371,417.04	<b>Contract or RQS Number:</b>	10A 20190403*2801
		<b>Purchasing Maine ID:</b>	
		<b>DHHS Agreement Number:</b>	CDO-19-4254A
<b>Proposed Start Date:</b>	<b>1/1/2019</b>	<b>Proposed End Date:</b>	12/31/2019
<b>Vendor/Provider Name, City, State</b>	Connecticut Peer Review Organization, Inc. Wethersfield, CT		
<b>Short Description of Good or Service:</b>	Developmental Screening Initiative		
<b>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.</b>		<i>To be completed by the Division of Procurement Services</i> Posting dates on Division of <i>Procurement Services</i> website: From: <u>6/27/19</u> To: <u>7/3/19</u>	
<b>Notice of Intent to Waive Competitive Bidding Number:</b>		NOI# 0620191100	
<b>1. Statutory Justification</b> 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.			
	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;		
	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> <b>Signature:</b>	
		<b>Printed Name:</b>	<b>Date:</b>
	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;		
	D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;		
	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: <a href="http://www.maine.gov/purchases/info/forms/govcoop.doc">http://www.maine.gov/purchases/info/forms/govcoop.doc</a>.</i>		

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	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;	
	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.	
<b>X</b>	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:	<b>RFP Extended</b>

**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.

Developmental delays affect at least 10% of children in the United States (Boyle et al, 1994). In Maine, the possibility exists that 1,300 children each year may have delays. For many of these children, these delays are not identified until kindergarten entry or later. The costs to health care, education, and other supportive services can be unwieldy when developmental delays and other disabilities are identified later or not at all (Morbidity and Mortality Weekly Report (MMWR), 1993 and 2003), and can generate average costs ranging from \$417,000 to over \$1 million per child. In order to address this issue, the Children with Special Health Needs program (CSHN) is looking to:

1. Expand Developmental Screening Activities
2. Engage providers to increase linkages and referrals
3. Utilize and Promote Cross Disciplinary Training
4. Enhance Systems (Data, Funding, Policy, Workflow Processes)

Additional funds are necessary as this service was put out to for competitive procurement and a successful bidder was not identified through that process. To avoid a gap in services this amendment is necessary while the Department prepares to put the service out for bid at a later date.

**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 Department or any other governmental entity does not have the qualified personnel nor the resources to provide the necessary services.

**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 structure is not changing from the original agreement.

**5. Future Competition**

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

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The Department issued RFP201901007 which resulting in a non-award. The Department intends to issue a RFP for a 1/1/2020 contract start date.

**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.

Maine Quality Counts (MQC) is a non-profit, multi-stakeholder state wide health improvement collaborative committed to improving health and healthcare for the people of Maine by leading, collaborating, and aligning improvement efforts. In order to perform these services, DHHS needs to utilize an existing entity that has expertise in developmental delays, medical homes and transition to adult healthcare and has an established relationship with the provider community which includes ongoing training through webinars and an annual conference. MQC is known for improving the quality of healthcare in Maine and has the background to perform the necessary scope of work.

This is the provider that currently has the contract while the service is being RFP'd.

Special Note: – Maine Quality Counts was acquired by Connecticut Peer Review Organization, Inc. effective 1/1/19. The original Agreement (CD0-18-4254) has been terminated and reissued to CPRO (CD0-19-4254) with an extended date of 12/31/2019.

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

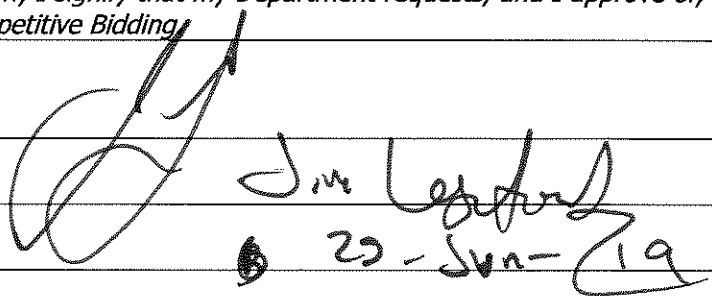
Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e.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



Jon Legendre  
29-Jun-19