

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 / Lisa Munster	Office/Division/Program of Contract Administrator:	Maine CDC / HIV, STD & VH Program
Est. Contract Amount:	\$ 429,948.00 (\$391,938.00 original + \$38,010.00 amend)	Contract or RQS Number:	20170117*2127
		Purchasing Maine ID:	
		DHHS Agreement Number:	CD0-17-5101C
Proposed Start Date:	4/1/17	Proposed End Date:	9/30/19
Vendor/Provider Name, City, State	Frannie Peabody Center, Portland, Maine		
Short Description of Good or Service:	HIV/AIDS Medical Case Management		
<p>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.</p>		<p><i>To be completed by the Division of Procurement Services</i></p> <p>Posting dates on Division of <i>Procurement Services</i> website: From: <u>6/29/2019</u> To: <u>7/5/2019</u></p>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0620191135	
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.			
	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>	<p><i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i></p> <p>Signature:</p>	
		Printed Name:	Date:
	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;		
	<p><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></p>		
	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;		

State of Maine Waiver of Competitive Bidding Request Form

	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.	
X	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:	RFP Extended
Please note that the following four points below (#2 through 5) <u>all</u> 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.		
<p>The Ryan White HIV/AIDS Program was established by Federal legislation to address the unmet health needs of persons living with Human Immunodeficiency Virus (HIV) disease, by funding primary health care and support services that enhance access to and retention in care. Medical Case Management supports the goals of the National HIV/AIDS Strategy of reducing new HIV infections, increasing access to care and improving health outcomes of people living with HIV, and reducing HIV-related health disparities.</p> <p>This is an amendment to extend the current contract to 09/30/2019 so that the Department may RFP these services. The purpose of this Agreement is for the provision of Medical Case Management to approximately sixty (60) to seventy-five (75) active and eligible people living with HIV/AIDS in the York, Cumberland, Western Maine, Central Maine, and Mid-Coast Districts who are seeking Medical Case Management as described in RFP # 201311631: <i>HIV/AIDS Medical Case Management Services</i>.</p>		
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.		
Department does not have the sufficient staffing, resources, or expertise available within the State of Maine's government, or other governmental entities (local, other state, or federal agencies) to conduct these services now.		
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 service was RFP # 201311631: HIV/AIDS Medical Case Management Services. The amendment continues to use the costs/rates based on the original RFP.		
5. Future Competition		
Please describe potential opportunities which may be available to foster competition for these goods or services in the future.		
RFP 201904073 has been posted with a contract start date of 10/1/2019.		
Please note that <u>only one</u> of the two points below ("Uniqueness" or "Timeframe") requires a response. Requesting Departments are not required to respond to both points.		

State of Maine Waiver of Competitive Bidding Request Form

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 is the awardee of RFP # 201311631: HIV/AIDS Medical Case Management Services, has experience providing this service, has subject matter expertise and continuing this service with the vendor would avoid a break in service.

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

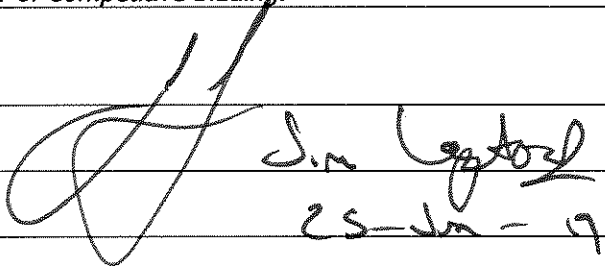
Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e. 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 Legault
 25-Jun-19