

State of Maine Procurement Justification Form

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of 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 Division of Procurement Services website (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		DHHS/CDC/RHPC Program		
Department Contract Administrator or Grant Coordinator:		Chris Moiles/Lisa Munster		
(If applicable) Department Reference #:		CD0-22-2215		
Amount: (Contract/Amendment/Grant)	\$ 84,000	Advantage CT / RQS #:	10A 20210518000000003286	
CONTRACT	Proposed Start Date:	10/01/2021	Proposed End Date:	09/30/2023
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		John Snow Inc Training and Research Institute, Inc (JSI), Boston, MA		
Brief Description of Goods/Services/Grant:		Assist the Department in the fulfillment of the requirements of the Primary Care Office Cooperative Agreement. This includes, but not limited to, extensive data gathering, analysis and technical assistance for designations and updates to Maine's Rational Service Areas.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

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PART III: SUPPLEMENTAL INFORMATION

The Health Resources and Services Administration, (HRSA), through a cooperative agreement, depends upon all states and territories, including Maine, to administer programs, provide services and network with others to improve primary care service delivery and workforce availability for those in frontier, rural and underserved areas. In addition to other duties, such as administration of workforce programming, this cooperative agreement requires the Rural Health and Primary Care Program (RHPCP), which serves as Maine's Primary Care Office (PCO), to review, create and update shortage designations and submit statewide rational service area plans in the primary care, dental and mental health disciplines. Although Maine is one of the five states to have already created Statewide Rational Services Areas (called Primary Care Analysis Areas in Maine), they are decades old. We must ensure that the previously established Areas meet our current goals and the needs of Maine residents, a multi-year process that involves extensive data gathering, GIS mapping and analysis and is currently underway.

Some of the key tasks associated with this project include the following:

- Collect, organize, and analyze data sources, including licensure data bases of health care providers, including physicians, dentists, and mental health providers.
- Compile a wide range of data on health status indicators, socio-economic, and demographic data.
- Extract and analyze Maine all payer medical, mental health, and dental claims, and other state and locally provided data to use in the analyses of service areas.
- Analyze patient flow patterns using origin and destination matrices of claims.
- Geographic analysis of these data using GIS tools.
- Develop options for designation renewals and new service areas, as measured by the data available.
- Submit designation applications into the federal shortage designation system (SDMS) and respond to federal analyst inquiries about the requests.
- Provide intensive in-person training to RHPCP staff on designations and the federal SDMS.
- Develop a plan for updating provider data, including survey design and process guidance.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

John Snow Research and Training Institute Inc. (JSI) is the only known vendor known to the Department that has the necessary skill set and resources to process Health Professional Shortage Area designations as well as provide all of the necessary GIS mapping, data procurement, storage, and analysis that is required to implement a systematic approach to Provider updates and an evidence-based approach to update Maine's Statewide Rational Service Areas.

Further, there is no other vendor that currently contracts with States to undertake the specialized project of analyzing and updating the Statewide Rational Service Area plans for primary care, dental, and mental health. JSI is the sole entity that has the staff, well-known experience and unparalleled systems ready to provide the necessary services in a timely and cost-effective manner to meet the strict deadlines for obligations to Health Resources and Services Administration.

Over the last year, the Rural Health and Primary Care Program with assistance from JSI, has been collecting licensing board data, MaineCare data, vital statistics, and all payer claims data electronically from the Maine Health Data Organization with the goal to modernize the Health Professional Shortage Area process through the use of technology. This vendor has taken the specialized steps to implement the evidence-based Rational Service Area plan, procure the data necessary, made the necessary arrangements to host the health care data in a secure manner per strict Maine Healthcare Data Organization requirements, as well as processed the data for use in the Provider Update, Designation and Statewide Rational Service Area process.

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

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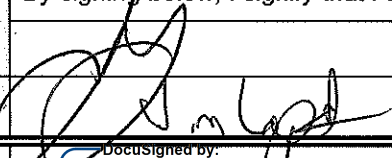
PART III: SUPPLEMENTAL INFORMATION

The negotiated costs are fair and reasonable based on the scope of work to be performed and is comparable to other vendors who provide the Department a high degree of specialized data collection, processing, and analysis.

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

The Department does not intend to competitively bid these services. JSI has been a vital resource for state primary care offices around the country and provides the highly specialized and required skills for the Department to meet the necessary obligations to the Health Resources and Services Administration. JSI is the only organization that has the staff, experience and systems ready to provide the necessary services in a timely and cost-effective manner.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
Printed Name:		Date:	25 May 21
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
Printed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	6/28/2021