



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 \$10,000 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:		DHHS Commissioner's Office		
Department Contract Administrator or Grant Coordinator:		Brienne Carrero / Nicole Mitchell		
(If applicable) Department Reference #:		COM-26-0312		
Agency Department Code:	10A	Advantage CT / RQS #:	CT-20260430000COM260312	
Amount: (Contract/Amendment/Grant)		\$12,222,021.00		
CONTRACT	Proposed/Original Start Date:	4/1/2026	Proposed/Most Recent End Date:	9/30/2027
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Medical Care Development Global Health Augusta, Maine		
Brief Description of Goods/Services/Grant:		Project Management, Technical Assistance, & Educational Training		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☐	B. Amendment	☐	H. State Statute/Agency Directed
☐	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☐	D. Proprietary/Copyright/Patents	☐	J. Willing and Qualified
☒	E. Emergency (see attached memo)	☐	K. Client Choice
☐	F. Higher Education Cooperative Project	☐	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.

The purpose of this agreement is to provide staffing and project management services to DHHS (the Department) to administer the Innovation activities within the new federally funded Rural Health Transformation Program (RHTP). The Innovation initiative will enable rural health providers and patients to benefit from expanded access to clinical programs and system advances to improve patient care and outcomes, particularly by expanding access to care through telehealth programs and supporting the adoption of emerging digital and Augmented Intelligence (AI) applications.

Services to be provided under this contract in support of this RHTP initiative include the following:

- Provide staffing and project management support to ensure successful implementation of the RHTP Innovation activities.
- Work collaboratively with DHHS and partners to select vendors that will be subcontracted to implement a range of statewide telehealth programs, including virtual same-day care, tele-behavioral health programs for youth and perinatal care, specialty telehealth and e-consult programs, remote patient monitoring programs, and patient-facing digital tools.
- Train and deploy telehealth facilitators to work with providers and patients to improve the uptake of telehealth programs.
- Develop the Maine Rural Augmented Intelligence (AI) Hub to assist rural healthcare organizations in accelerating and managing AI adoption in their clinical and business functions.
- Participate in relevant RHTP meetings, including internal Department planning meetings as appropriate, and the external RHTP Advisory Committee.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

Per the attached memo of April 16, 2026, **Governor Mills has authorized a waiver of competitive bidding for Maine RHTP contracted services**, noting that the state of rural health in Maine constitutes an emergency.

Additionally, several reasons support the specific selection of Medical Care Development (MCD) for this contract to administer activities of Maine's RHTP Innovation initiative: (1) MCD is **uniquely qualified** by its position as the federal (HRSA) contractor as the Northeast Telehealth Resource Center (NETRC); as such, serves as **the only federally designated Telehealth Resource Center for the Northeast Region**. HRSA-funded Telehealth Resource Centers (TRCs) provide expert technical assistance, training, and resources to help healthcare providers, particularly those in rural areas, implement and expand telehealth services by providing personalized consultations, webinars, and educational materials to overcome barriers and build sustainable virtual care programs, working collaboratively as a national network. (2) Given their experience serving as the NETRC and their related experience supporting a wide range of telehealth efforts in Maine, MCD is **uniquely positioned to quickly, efficiently, and cost-effectively administer the activities outlined in Maine's RHTP proposal**; they have the required (expertise with the development and implementation of telehealth related programs, and serve as the only organization in Maine with the breadth of experience and provider relationships related to implementation of telehealth programs. (3) Additionally recognizing that CMS looked to states to specifically identify uniquely qualified partners to rapidly administer programs and quickly distribute RHTP funds. **Maine DHHS specifically named MCD as a Subawardee in Maine's RHTP application** to CMS, noting that the organization uniquely has the required knowledge, experience, and expertise needed by the Department to support and expand telehealth services as part of its rural health transformation

PART III: SUPPLEMENTAL INFORMATION

efforts. The Department is thus requesting emergency authorization of this contract in order to address rural health needs and meet CMS expectations for timely expenditure of funds.

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

The Department used fair and reasonable cost projections to develop the cost for procuring MCD staffing and administrative services to support project management for this initiative using salary levels aligned with other similar non-profit organizations and an indirect rate of 15%; cost projections for allocating funds for the deployment of the telehealth service programs were developed based on estimates from vendor proposals received during the RHTP proposal development process. MCD will be required to follow CMS procurement rules and their own internal requirements for selecting vendors for the telehealth subcontracts.

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

As noted, MCD currently holds a unique position within Maine as the federally (HRSA) designated Telehealth Resource Center for the Northeast Region. While that designation remains, MCD is the only organization with the credentials to administer this program.

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).

☐ Yes, ARPA funds (025) or (026) – 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's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

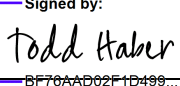
PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by:  66738ED17E0C4B2...		
Typed Name:	Jim Lopatosky	Date:	Jun-04-2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department's Commissioner (or designee):	Signed by:  BF76AAD02F1D499...		
Typed Name:	Todd Haber	Date:	Jun-04-2026

****OSPS Section Only****

Signature of DAFS Procurement Official:	DocuSigned by:  2A644AF5681F482...		
Typed Name:	David Morris	Date:	6/10/2026

NOI 0620260430 6/11/2026 - 6/17/2026