

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 / Elizabeth Heath	Office/Division/Program of Contract Administrator:	DHHS/OCFS Lisa Salger
Est. Contract Amount:	\$ 9,824.00	Contract or RQS Number:	10A 20190606*3738
		Purchasing Maine ID:	
		DHHS Agreement Number:	CBH-20-3001
Proposed Start Date:	8/1/2019	Proposed End Date:	7/31/2020
Vendor/Provider Name, City, State	Aroostook Mental Health Center Caribou Maine		
Short Description of Good or Service:	Training and Consultation for Crisis Providers on Co-Occurring Mental Health and Autistic Spectrum Disorders		
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>7/12/2019</u> To: <u>7/18/2019</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0720191183	
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>	<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:
	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: http://www.maine.gov/purchases/info/forms/govcoop.doc.</i>		
	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;		
X	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.		

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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.

There is a need for additional training for the children and adolescent Crisis Providers in the State of Maine on Co-Occurring Mental Health and Autistic Spectrum Disorders. This population is unique with a very complex set of behavioral health needs. AMHC will arrange for Deb McClean, MS PMHNP-BC to provide training, hands on experience, and a year of clinical consultation on working with this population and the best treatment strategies to utilize.

This training will focus on providers in psychiatric/behavioral crisis services and residential staff to give them to tools to utilize when working with this population therefore increasing their confidence and effectiveness in their work.

The participants will gain a skill set to aid in de-escalation of an individual who is in crisis, learn how to implement Social Learning Theory/Model, learn different behavioral interventions, and how to incorporate these interventions into client's treatment plan.

This will be a two-hour training session which will be provided three times at two locations to maximize the numbers of providers able to attend. It will also include hands on opportunities at AMHC crisis unit. A separate four-hour training will be provided in Bangor for other crisis providers unable to attend the previous trainings.

This will also include a year worth on clinical consultation, which will be provided bimonthly.

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.

There are currently no State resources available to perform 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**.

The cost for the training and clinical consultation is fair and reasonable based on other contracts held by the Department. For example: Susan Righthand (CFS-20-913) provides consultation services for \$55,000 annually, Matrix (CFS-18-908) provided Substance Abuse training for \$ 12,358, National Children Advocacy Center (NCAC)(CFS-19-1503) provides training for \$2,700 with \$1,944 travel/lodging per training.

This is the cost breakdown for this contract:

Item	Cost
Trainer Fee for Training with Handouts	\$ 2,100.00
Clinical Consultation bi-monthly for 1 year	\$ 5,865.00
Airfare/Lodging/Meals/Travel Time from Washington DC	\$ 1,859.00
Total	\$ 9,824.00

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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.

This is a one-time need. Therefore, the Department does not intend to competitively procure these services in the future.

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.

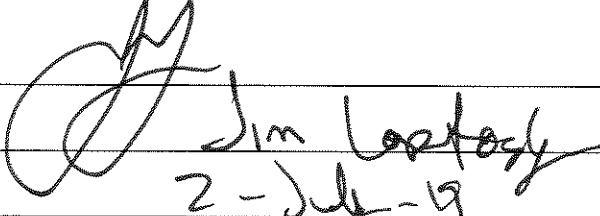
AMHC has been selected to host this training due to a history with the trainer. In 2016, Debra McLean, MS, PMHNP-BC worked with them for a year. During this time she came to understand the adverse effects of the critical shortage of psychiatric providers in underserved areas. It was this experience that led Debra to create a unique remote collaborative consultation model to support medical colleagues caring for individuals with complex behavioral health symptoms.

Debra received a Bachelor of Science in Nursing from Salem State College and a Master of Science in Nursing from the University of South Florida. She is certified as a Psychiatric Mental Health Nurse Practitioner and has ten years of experience treating children, adolescents, and young adults with behavioral health challenges. Debra embraces a holistic, integrated, strength-based approach to promoting wellness. Her practice interests include Autism Spectrum Disorder, especially those referred to as “High Functioning” or “Asperger’s;” ADHD; depression; anxiety and associated mood and behavioral dysregulation. She has worked in community mental health, inpatient, and private practice settings. Additionally, Debra has had the opportunity to serve on various local and state advisory committees advocating for children/adolescent behavioral health and the needs of their family members who support them. She also provides professional consultation and training regarding treatment strategies for individuals affected by behavioral health challenges. Debra spent most of her life in the Boston area and moved to the DMV area in 2018.

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.

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Signature of requesting Department's Commissioner or Chief Executive (or designee within the Commissioner's Office):	<i>By signing below, I signify that my Department requests, and I approve of, this Waiver of Competitive Bidding.</i>
Printed Name:	
Date:	2-July-19