

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	Office/Division/Program of Contract Administrator:	MECDC/Infectious Disease Surveillance
Est. Contract Amount:	\$ 10,000.00	Contract or RQS Number:	RQS 10A 20190724*0082
SFY 2020 013 10A 2648 03 BIO F2018		Purchasing Maine ID:	
		DHHS Agreement Number:	CD0-20-5110
Proposed Start Date:	7/1/19	Proposed End Date:	8/31/19
Vendor/Provider Name, City, State	InterOperability Bidco, Inc. dba Rhapsody 100 High St., Suite 1560 Boston, MA 02110 VC0000236045		
Short Description of Good or Service:	Rhapsody On-site Training		
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 <i>Procurement Services</i> website: From: <u>07/26/19</u> To: <u>08/01/19</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0720191278	
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.			
<input type="checkbox"/>	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;		
<input type="checkbox"/>	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:
<input checked="" type="checkbox"/>	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;		
<input type="checkbox"/>	D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;		
<input type="checkbox"/>	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>		
<input type="checkbox"/>	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;		

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	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.	
	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.

The Infectious Disease Epidemiology Program utilizes the Rhapsody Integration Engine for syndromic surveillance, electronic laboratory reporting, the immunization registry, the consult database, reporting data to other jurisdictions, and to report notifiable condition data to federal CDC. Maine is working diligently to become more electronic including bi-directional messaging between neighboring jurisdictions, and from Maine’s Health and Environmental Testing Laboratory to its submitters. Maine CDC has a limited number of users who are experienced with Rhapsody, and as it is used more regularly in our day to day work we see a need to improve the training of existing OIT staff and contractors. Maine CDC is working in collaboration with OIT to bring this training to Maine which would increase the number of competent Rhapsody users from one to five. This will allow technical work to proceed quicker and will allow us to design new programs and systems in the most efficient way. Maine CDC received carryover funds for a grant specifically to improve Rhapsody Training among our staff. These funds must be spent by August 31, 2019.

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.

Maine CDC worked with OIT to determine that training is needed, and there isn’t sufficient OIT staff, staffing, resources, or expertise is available within the State of Maine’s government, or other governmental entities with appropriate expertise to provide this training within the State.

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 training is going to be provided by the vendor themselves and the amount for each course is comparable to other OIT training courses.

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

If Maine CDC and OIT have a training need that will cost over \$10,000 annually, we would go out to RFP.

State of Maine Waiver of Competitive Bidding Request Form

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.

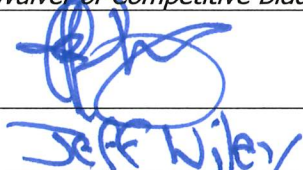
This training will be provided by the application vendor themselves. They are the ultimate experts as the product is theirs. They are best equipped to help Maine understand our current needs, train staff on skills that match our needs, and assist Maine in utilizing Rhapsody to its full extent to ensure that our processes are streamlined, efficient, and meeting the needs of the State.

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.



JEFF WILEY

Printed Name:

Date:

12 July 19