

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:		Office of the Attorney General	
Department Contract Administrator or Grant Coordinator:		Mark Toulouse/Lindsey Chasteen	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$10,000.00	Advantage CT / RQS #:	CT 26A 20200612*3902
CONTRACT	Proposed Start Date:	Proposed End Date:	
AMENDMENT	Original Start Date:	Effective Date:	
	Previous End Date:	New End Date:	06/30/2022
GRANT	Project Start Date:	Grant Start Date:	
	Project End Date:	Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Maine General Medical Center, 35 Medical Center Parkway, Augusta, Maine 04330 Remit to: 10 Water Street, Suite 213, Waterville, Maine 04901	
Brief Description of Goods/Services/Grant:		Histology Services	

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

<input checked="" type="checkbox"/>	A. Competitive Process		G. Grant
<input type="checkbox"/>	B. Amendment		H. State Statute/Agency Directed
<input type="checkbox"/>	C. Single Source/Unique Vendor		I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents		J. Willing and Qualified
<input type="checkbox"/>	E. Emergency		K. Client Choice
<input type="checkbox"/>	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

This contract is for the purpose of procuring histology services. The Office of Chief Medical Examiner (OCME) requires histological slides to be constructed for interpretation by our medical examiners to determine the cause of death. These slides can in some cases verify or rule out disease, injury or other fatal problems within the human body. Only a small percentage of cases require histology services. The cases that do require histology rely on these slides to be constructed in a qualified laboratory by qualified staff. Maine General Medical Center's facility in Augusta has a state of the art laboratory providing histology services. This new facility can also produce these slides at a cost less than most other facilities. This facility is close to our office and provides pickup and delivery services reducing the cost of services even lower. This is a very specific service that few qualified facilities are willing to provide. Having this prompt service has been a benefit to our office in completing cases in a timely manner. In the past a case requiring histology could take up to 6 months for completion due to backlogged out-of-state histology services. The average time for completion now is approximately 1-2 weeks. Timely completion of autopsy findings benefits family members for closure and insurance companies paying claims as well as improving our overall office operations. Having quality, timely histology services is also a necessity for obtaining national accreditation. The value of this service reaches much further than having the lowest cost for this service.

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

The Office of Chief Medical Examiner requested quotes for histology services from several area facilities capable of providing this service. Maine General Medical Center is the only facility willing to provide this service outside of their facility within Maine. The next closest facility willing to provide these services is in Massachusetts and costs approximately 40% more, has longer turnaround times, and requires shipping charge for delivery from and to OCME.

The Office of Chief Medical Examiner requires a board-certified pathological laboratory capable of providing H&E stain histological slides in addition to occasional specialty slides including Iron Stain, Trichrome Stain, Reticulin Stain, GMS and others. These specialty slides can often be costly and in many cases take weeks for them to be processed and returned. Maine General Medical Center has a new facility and can produce these specialty slides in the same 24-48 hours timeframe as non-specialty slides (with pickup and delivery at no additional charge).

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

OCME Chief, deputy chief, and administrator reviewed charges from several national histology facilities in and out of Maine. This review showed that charges from Maine General Medical Center are well below the national competitive charges for the same services. The proximity of Maine General Medical Center also means no associated shipping charges and faster service.

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

If the Office of Chief Medical Examiner can identify any competition they will also be offered a chance to negotiate and provide this service. To date we are not aware of anyone meeting the qualifications and able to assist in this role.

PART IV: APPROVALS

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Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<i>Mark A. Toulouse</i>		
Printed Name:	Mark A. Toulouse	Date:	06/17/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Sue H. Garcia</i>		
Printed Name:	<small>E5DB92AC0F8D490...</small> Sue H. Garcia	Date:	7/14/2021