

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.

Requesting Department's Contract Administrator:	Jay Bradshaw	Office/Division/Program of Contract Administrator:	Public Safety/EMS
Est. Contract Amount:	\$111,208.38	Contract or RQS Number:	CT-16A-20170619*3957
Proposed Start Date:	7/1/2019	Proposed End Date:	6/30/2020
Vendor/Provider Name, City, State:		ImageTrend, Inc. 20855 Kensington Blvd Lakeville, MN 55044	
Short Description of Good or Service:		Software/database licensing and support for Maine EMS Licensure and State Bridge programs.	
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.		<p>To be completed by the Division of Procurement Services</p> <p>Posting dates on Division of Procurement Services website: From: <u>8/21/19</u> To: <u>8/27/19</u></p>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0820191398	
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>	<p><i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i></p> <p>Signature:</p>		
	Printed Name:	Date:	
X	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;		

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	D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;	
	<p>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:</p> <p>(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;</p> <p>(2) A sharing of project responsibilities and, when appropriate, costs;</p> <p><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></p>	
	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;	
	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.

ImageTrend provides the State of Maine with enterprise level integration, software licenses, and support for the Maine EMS electronic run reporting system and the Maine EMS Licensure database. Without these systems, Maine EMS would be unable to license providers or accept electronic run reports. The run reports are integrated with the Maine Health InfoNet and become part of the patient's medical record; and is utilized by Maine CDC for syndromic surveillance.

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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.

ImageTrend is the sole source which provides Enterprise level integration among multiple platforms for EMS systems. They provide software to ambulance services to collect run reporting data, and they host the data repository. The ImageTrend software is essentially an Off-The-Shelf software product with custom modifications for the State of Maine. It is used by many other states nationally.

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**.

This WCB is for a one-year extension during which time it is the agencies intention to pursue a multi-year contract. The services provided by ImageTrend are essential to EMS services statewide and integrated with ME CDC, Maine hospitals, and the Maine Health InfoNet.

5. Future Competition

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

There is no other entity that offers the level of multi-system integration that ImageTrend provides. However, we anticipate the ability to negotiate substantial savings on a multi-year contract which has been successfully deployed in other states with very similar operational needs. The intention is to have such a contract in place prior to the end of this extension.

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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.

ImageTrend offers Enterprise level integration between the licensing database (used for all personnel, service, and vehicle licenses) and the electronic run reporting system (used to record patient records). ImageTrend is used by:

- Maine EMS for these applications, by the majority of licensed ambulance services across the state to write and submit electronic run reports., by t
- the Fire Marshal’s Office for Fire Incident Reporting.
- the Department of Agriculture, Conservation, and Forestry for wildfire reporting.

Having all of these agencies and organizations using the same system allows for custom integration which is unique to ImageTrend.

Migrating to a different system would be cost prohibitive and involve a multi-million dollar investment to recreate what ImageTrend provides. ImageTrend has been successfully used by the State of Maine since 2007.

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.



Printed Name:

Michael J. Sauschuck, Commissioner

Date:

8-19-19