


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:	Catherine Duquette	Office/Division/Program of Contract Administrator:	DHHS/SAMHS
Est. Contract Amount:	\$ 8,979.00	Contract or RQS Number:	RQS10A20190812*193
		Purchasing Maine ID:	
		DHHS Agreement Number:	
Proposed Start Date:	7/1/2019	Proposed End Date:	6/30/2020
Vendor/Provider Name, City, State	NASMHPD 66 Canal Center Plaza, Suite 302, Alexandria, VA 22314		
Short Description of Good or Service:	NASMHPD Annual Membership Dues 19/20. Professional Services and information by the National Association of State Mental Health Program Directors.		
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>8/22/19</u> To: <u>8/28/19</u>	
Notice of Intent to Waive Competitive Bidding Number:	NOI# 0820191405		
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;		
X	<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: Jeanne M. Lambrew	Date: 8-15-19
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;		

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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.	
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	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:	
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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.

NASMHPD Annual Membership Dues 19/20. Professional services and information by the National Association of State Mental Health Program Directors. This is a required membership that each state enrolls in annually for information, support, and technical assistance in a variety of areas surrounding Mental Health Services.

NASMHPD works with states, federal partners, and stakeholders to promote wellness, recovery, and resiliency for individuals with mental health conditions or co-occurring mental health and substance related disorders across all ages and cultural groups, including: youth, older persons, veterans and their families, and people under the jurisdiction of the court. NASMHPD informs its members on current and emerging public policy issues, educates on research findings and best practices, provides consultation and technical assistance, collaborates with key stakeholders, and facilitates state to state sharing. NASMHPD’s vision is that mental health is universally perceived as essential to overall health and well-being with services that are available, accessible, and of high quality. Wellness, resiliency and recovery are the overall goals and certain fundamental values guide NASMHPD in its mission:

- Human rights and health equity
- Health and wellness
- Recovery-oriented and person-centered system
- Empowerment
- Community education
- Least restrictive and most integrated setting
- Zero suicide
- Working collaboratively
- Effective and efficient management and accountability
- Culturally and linguistically responsive
- High quality workforce capacity

NASMHPD members play a vital role in the delivery, financing, and evaluation of mental health services within a rapidly evolving healthcare environment. The principal programs operated, funded, and/or regulated by NASMHPD members serve people who have serious mental illnesses, developmental disabilities, and/or substance use disorders. This role impacts many other constituencies as well. In recognition of these mutual interests, NASMHPD has effectively responded to, and collaborated with, other organizations and individuals including those representing consumers, families, and state mental health planning and advisory councils. The association provides members with the opportunity to exchange diverse views and experiences and learn from one another in areas vital to effective public policy development and implementation.

As a private, not-for-profit 501(c)(3) membership organization, NASMHPD helps set the agenda and determine the direction of state mental health agency interests across the country, historically including state mental health planning, service delivery, and evaluation. The association provides members with the opportunity to exchange diverse views and experiences, learning from one another in areas vital to effective public policy development and implementation. NASMHPD provides a broad array of services designed to identify and respond to critical policy issues, cutting-edge consultation, training, and technical assistance, and together with the NASMHPD Research Institute, Inc., a partner organization, appraises constituents of the latest in mental health research in administration and services delivery. Some of the areas in which NASMHPD staff combine their expertise with members and other key constituents include: advancing intergovernmental cooperation; promoting efficient and effective management strategies; supporting state, local, and jurisdictional relationships and activities; providing policy analysis and development, technical assistance, and training in critical areas of policy and practice; responding effectively to changing organizational, practice, and finance trends; and identifying and sharing models of excellence on a myriad of topics and issues.

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Membership in this organization provides SAMHS/DHHS with broad access to resources and information that it would not otherwise have and assists in fulfilling the State of Maine's strategic goals.

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 no other Public Resources within the State of Maine's government or other governmental entities available that provide this service.

This support is unavailable through any other entity and cannot be performed through the utilization of existing staff or local/public resources. This vendor is truly unique, and each state enrolls in membership annually with NASMHPD.

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**.

NASMHPD establishes and sets the annual fee for membership.

5. Future Competition

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

SAMHS does not intend to RFP this service, there is no other organization that can provide this service.

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 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.

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NASMHPD is the only national association to represent state mental health commissioners/directors and their agencies.


NASMHPD advocates for the collective interests of state mental health authorities in the United States and territories. They provide representation on Capitol Hill, with Federal Agencies, and Stakeholders, and additionally supply a large amount of training and technical assistance. This support is unavailable through any other entity and cannot be performed through the utilization of existing staff. This vendor is truly unique, and each state enrolls in membership annually with NASMHPD.

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:

Jeanne M. Lambrew

Date:

8-15-11