

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:	Emily Poland	Office/Division/Program of Contract Administrator:	Maine Department of Education
Est. Contract Amount:	\$12,000	Contract or RQS Number:	
Proposed Start Date:	September 30, 2019	Proposed End Date:	June 30, 2020
Vendor/Provider Name, City, State:		Prevent Blindness 225 West Wacker Drive Suite 400 Chicago, IL 60606	
Short Description of Good or Service:		Vision Screening 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>08/28/2019</u> To: <u>09/03/2019</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0820191439	
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;		
	By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.		
<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>	Signature:		
	Printed Name:	Date:	

**State of Maine
Waiver of Competitive Bidding Request Form**

x	<p>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;</p>	
	<p>D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;</p>	
	<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 style="margin-left: 20px;">(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 style="margin-left: 20px;">(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>	
	<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;</p>	
	<p>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.</p>	
	<p>If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:</p>	
<p>Please note that the following four points below (#2 through 5) <u>all</u> require a response.</p>		
<p>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.</p>		
<p>Per, <u>Maine Statute 20-A, §6451</u>, the Department of Education shall provide training to Maine schools for the purpose of completing vision and hearing screening of school age children. Department of Education staff does not have the capacity to have an ongoing training system for all school nurses within the state that will be conducting these screenings. Without training, children and students participate in vision screening with different tools and procedures depending on where they reside, which schools they attend, or even just the experience of staff in the school. This leads to potential under-referrals and inconsistencies that can drive inequalities in children's vision, eye care, and eye health in the state of Maine.</p>		

**State of Maine
Waiver of Competitive Bidding Request Form**

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 DOE does not have the staffing capacity or the expertise required to conduct a thorough on-going training for those that will be conducting vision screening within the State of Maine.

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 this 3-year national certification for an individual is \$125. The cost has been negotiated to be lower due to the volume of people that will be completing it.

5. Future Competition

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

If another nationally recognized vision screening training program for school staff becomes available, we will investigate using an alternate program.

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.

**State of Maine
Waiver of Competitive Bidding Request Form**

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.

Prevent Blindness is the only organization to offer a national training and certification program in children's vision screening and screening program implementation. All Prevent Blindness screening programs are based on: medically accepted and scientifically tested screening techniques and technologies; standardized training, testing and reporting; and continual program evaluation.

To ensure our vision screening program is well designed, Prevent Blindness engages the guidance of its Scientific Advisors who are members of the National Center for Children's Vision and Eye Health Advisory Committee. The committee and its sub-committees are leading experts in child health and vision care from across the country, including ophthalmologists, optometrists, pediatricians, public health strategists, family representatives, vision and eye health researchers, and others.

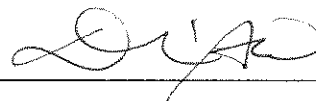
To ensure our protocol is properly administered, Prevent Blindness sponsors a unique national certification program for children's vision screening and vision screening training. This certification is the central element to the Prevent Blindness program offerings and, as such, the designated minimum protocols must be strictly followed in order to maintain certification.

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:

David A. Chubata

Date:

24 Aug 2019