

**PROCUREMENT JUSTIFICATION FORM (PJF)**

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		Maine CDC / Medical Epidemiology / Healthcare Epidemiology		
Department Contract Administrator or Grant Coordinator:		Chris Moiles / Brianne Carrero		
(If applicable) Department Reference #:		CD0-23-5124		
Amount: (Contract/Amendment/Grant)	\$ 397,355.00	Advantage CT / RQS #:	CT 10A 2022071500000000160	
CONTRACT	Proposed Start Date:	08/01/2022	Proposed End Date:	07/31/2024
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		APIC Consulting Services, Inc. Arlington, Virginia		
Brief Description of Goods/Services/Grant:		Perform nonregulatory infection prevention and control assessments and provide ongoing mitigation support.		

PART II: JUSTIFICATION FOR VENDOR SELECTION

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

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

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The SARS-CoV-2 (e.g., COVID-19) pandemic has helped to highlight that healthcare facilities in Maine have opportunities for improvement to prevent transmission of an infectious disease within their facilities. The work conducted under this contract will offer participating facilities the opportunity to work with an Infection Prevention and Control (IPC) consultant to assess facility IPC practices, identify areas for improvement, develop action plans, and work with consultant support to mitigate the top three areas of risk. Facility selection will be prioritized based on IPC data (e.g., number of outbreaks, healthcare associated infection [HAI] rates). The vendor will also prepare a summary report of all areas of improvement identified in all facilities which the Healthcare Epidemiology program will utilize to prepare and offer IPC web-based education to frontline healthcare workers across the state. The focus of these assessments will be general IPC for dialysis, and IPC as it relates to emerging Multi-Drug Resistant Organisms (eMDROs) for hospitals and nursing homes. Emerging MDROs are present in Maine. These organisms tend to be highly resistant, and some can share their resistance mechanisms directly with other bacteria allowing for resistance to antibiotics to happen immediately vs. developing resistance over time due to exposure to antibiotics. In addition, some of these organisms are hard to kill in the environment with standard healthcare disinfectants, including bleach. Examples of these organisms include Carbapenemase Producing Organism (CPOs) and Candida auris. These organisms pose a significant public health threat to Mainers.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The Department selected this vendor as single source/unique as two prior attempts, via competitive bid, failed to obtain staffing with an IPC skill set. The first attempt was under RFP 202008125 Healthcare Epidemiology Emerging Threats Services which resulted in a contract (CD0-21-5107); however, the provider under this contract (CD0-21-5107) was not able to secure staffing needed for these services. The second attempt involved a mini-bid staffing request (MCDCP202231 LTRSS) under the Department's Long-Term Resource Support Services Staffing contract, in which no vendors responded to the request.

APIC Consulting, Inc is nationally known and respected for consulting work specific to Infection Control and Prevention activities. They have consultant staff ready and can begin this work as soon as the agreement is finalized.

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

The rate billed for APIC consultants ranges from \$140-\$250/hour. APIC Consulting, Inc. will conduct this work for Maine at a consultant rate of \$160/hour. Given the need for highly specialized skills in Infection Prevention and the demand for these unique resources, the rates are considered fair and reasonable.

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

Should these services be required beyond July 2024, the Department will plan to competitively procure these services.



PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V

PART V: APPROVALS

The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	10 - Aug - 22
Signature of DAFS Procurement Official:			
Typed Name:	Kathy Paquette	Date:	9/7/2022