



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Maine CDC/Public Health Systems	
Department Contract Administrator or Grant Coordinator:		Brienne Carrero \ Emily Clifton	
(If applicable) Department Reference #:		CD0-25-1352A	
Agency Department Code:	10A	Advantage CT / RQS # :	CT 20250206000CD0251352
Amount: (Contract/Amendment/Grant)	Original:\$ 40,000 Amend: \$ 88,025.50 Revised:\$128,025.50		
CONTRACT	Proposed/Original Start Date:	2/1/2025	Proposed/Most Recent End Date: 1/31/2026
AMENDMENT	New Effective Date:	2/1/2025	New End Date (if Applicable): N/A
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Medical Care Development Augusta, Maine	
Brief Description of Goods/Services/Grant:		Educational Training, Technical Assistance, and Project Management	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input checked="" 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. Higher Education Cooperative Project	<input type="checkbox"/>	L. Other Authorization

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 purpose of this Amendment is to provide staffing to DHHS (the Department) to support the Department's Rural Health Transformation initiative, including providing staffing support for the legislatively-mandated Telehealth and Telemonitoring Advisory Group and the Rural Health Transformation Team, as well as for efforts within the DHHS Rural Health Transformation initiative that are focused on increasing the utilization of telehealth services to reduce barriers to access, improve the quality of care, and improve health equity for Maine's rural and medically underserved populations.

This agreement will support telehealth efforts within DHHS Rural Health Transformation initiative:

- Provide coordination and staffing support for the legislatively mandated statewide Telehealth and Telemonitoring Advisory Group, as established by Title 5, section 12004- I, subsection 38-A [2017, c. 307, §3 (NEW).]
- Participate in relevant meetings of the DHHS Rural Health Transformation initiative, including internal DHHS planning meetings as appropriate, and the Rural Health Transformation Team meetings quarterly.
- Provide technical assistance on emerging telehealth delivery services to the DHHS staff.
- Support the coordination and implementation of telehealth strategies identified by statewide stakeholder groups, and per guidance of Maine DHHS.
- Provide project management support to the telehealth initiatives per the DHHS.
- Conduct research and identify recommendations to support the development and implementation of new and innovative telehealth delivery of care models to include but not limited to behavioral health, child health, and oral health.
- Provide technical assistance and expert consultation on existing and new payment models to sustain and expand the delivery of telehealth services in Maine.

As it pertains to this Amendment, this agreement will support the Department's Rural Health transformation efforts through the following:

- Provide continued support to respond to technical assistance requests from the three Rural Community Health Improvement Partnership (R-CHIP) sites
- Facilitate collaborative development opportunities, including identifying, drafting, and submitting funding proposals to support general operating expenses and the implementation of priority activities.
- Provide quarterly Peer Learning opportunities to foster collaborative learning among demonstration sites
- Maintain and update the RCHIP webpage, which houses shared resources.

Hold an in-person "core group" meeting once per quarter at the request of RCHIP sites to discuss sustainability strategies, joint funding opportunities, and to sustain energy and enthusiasm for the RCHIP model.

PART III: SUPPLEMENTAL INFORMATION

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number and the date of award notification, if applicable.

Medical Care Development holds the federal (HRSA) contract for The Northeast Telehealth Resource Center (NETRC), and as such, is the only federally designated Telehealth Resource Center for the Northeast Region. Given their experience with NETRC and related telehealth efforts, MCD is uniquely positioned in Maine, having the required expertise with the development and implementation of telehealth programs. Additionally, MCD uniquely has the required knowledge, experience, and expertise needed to provide this type of support to the Department to support and expand telehealth services as part of its rural health transformation efforts.

Medical Care Development was selected by the Department in 2023 as the technical assistance hub for the R-CHIP initiative using a competitive bidding process, and in that role, provided support for the R-CHIP initiative through the end of the original contract in 2024. Given that role and its experience and established relationships with the three R-CHIP sites, MCD is uniquely qualified to continue providing support to the R-CHIP initiative for this additional funding period

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

The Department was able to negotiate a fair and reasonable cost for the procurement of services to support project management for the telehealth initiatives within DHHS.

The Department was able to negotiate a fair and reasonable cost for the procurement of services to provide support to the R-CHIP initiative for this additional funding period.

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

As noted, MCD currently holds a unique position within Maine as the federally designated Telehealth Resource Center for the Northeast Region. The Department will annually reassess their position in this area and will competitively procure these services when other organizations are identified that could reasonably be expected to provide similar services, and/or if/when HRSA selects a new vendor for these services.

The additional funding provided through this contract amendment is anticipated as one-time funding to provide continued support for the R-CHIP initiative through the remainder of CY2025, with plans to secure external funding after that time.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

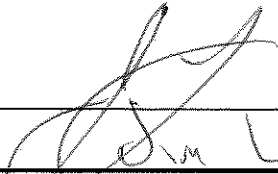
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

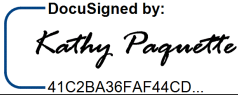
The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Don Legostky	Date:	15-Sep-25

PART VII: EMERGENCY – Required only if selecting E. Emergency Justification

The signature below indicates approval by the Commissioner or designee of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

Signature of DAFS Procurement Official:	DocuSigned by:  41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	9/29/2025