

State of Maine Waiver of Competitive Bidding Request Form

DHHS/DCM Contract Administrator:	Nancy Tan	Office/Division/Program of Contract Administrator:	DHHS/OADS/Brain Injury/Derek Fales
Est. Contract Amount:	\$143,723.00	Contract or RQS Number:	CT 10A 20190826*0638
		Purchasing Maine ID:	
		DHHS Agreement Number:	ADS-20-9711
Proposed Start Date:	July 1, 2019	Proposed End Date:	May 31, 2020
Vendor/Provider Name, City, State	Brain Injury Association of America Vienna, Virginia		
Short Description of Good or Service:	Supports and services provided to persons affected by Traumatic Brain Injury and Acquired Brain Injury		
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>10/21/2019</u> To: <u>10/27/2019</u>	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 1020191750	
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>	<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:	Date:
	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;		
	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.		
X	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:		Unique, Grant Partner

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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.

The purpose of this agreement is to enhance delivery of services and supports to persons affected by acquired and traumatic brain injury with co-occurring substance use disorder through the Traumatic Brain Injury (TBI) State Demonstration Grant Program (90TBSG0046-01-00) from the Administration for Community Living.

The goal is to strengthen Maine's system of services and supports to maximize the independence, well-being, and health of persons with TBI, focused on the critically underserved individuals with co-occurring TBI/SUD.

The Provider will use agreement grant funds to improve access to the SUD system of care for persons with co-occurring TBI/SUD, provide cross-training for TBI providers in managing SUD, raise awareness about TBI as an outcome of SUD among SUD agencies and workforce, pilot peer support for family caregivers and persons with co-occurring TBI/SUD, expand Maine's TBI advisory council, develop an annual state plan, and develop a state registry and improve data collection on TBI incidence and prevalence in Maine.

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 resources in the Department or other governmental entity that can do this work.

This Provider is specified as a grant partner in the Proposal Narrative of the Traumatic Brain Injury (TBI) State Demonstration Grant Program that began on July 1, 2019 and ends May 31, 2021.

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 rates for services in this contract are consistent with other agreements for similar services.

The cost is based on the contractual amount of \$143,723 in the approved federal grant budget.

The current Budget Period for the Traumatic Brain Injury (TBI) State Demonstration Grant Program (90TBSG0046-01-00) is from July 1, 2019 through May 31, 2020.

5. Future Competition

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

The Department does not intend to issue an RFP for this service.

This Provider is a specified grant partner.

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.

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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.

The Brain Injury Association of America is a national organization established specifically to work with individuals who have brain injuries and their family members. The Brain Injury Association of America has developed a model of services and supports that is unique to brain injury advocacy and infrastructure development.

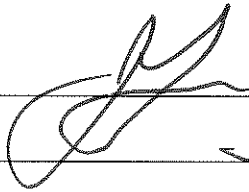
7. Timeframe (Complete only if B. is the Statutory Justification marked on Page 1)

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:


 Jim Lepetosh
 3 Oct - 19

Date: