

## State of Maine Procurement Justification Form

### PART I: OVERVIEW

Department Office/Division/Program:		DHHS Riverview Psychiatric Center		
Department Contract Administrator or Grant Coordinator:		Matt Galletta		
(If applicable) Department Reference #:		RPC-21-602		
Amount: (Contract/Amendment/Grant)	\$25,000.00	Advantage CT / RQS #:	RQS 10A 2020090200000000277	
CONTRACT	Proposed Start Date:	10/01/2020	Proposed End Date:	06/30/2021
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:		Clean Harbors Environmental Services PO Box 3442 Boston, MA 02241-3442		
Brief Description of Goods/Services/Grant:		Biomedical and Pharmaceutical Waste Disposal Services		

### PART II: JUSTIFICATION FOR VENDOR SELECTION

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

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

### PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

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

Riverview Psychiatric Center (RPC) needs to engage in a new agreement with this vendor to provide pharmaceutical and biomedical waste disposal services on a consistent basis. This agreement will ensure the hospitals' continued compliance with Federal, State and Local laws regarding biomedical and pharmaceutical waste disposal. This is an essential service that is required to ensure continued environmental compliance and assure the health and safety of RPC patients, visitors and staff.

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### PART III: SUPPLEMENTAL INFORMATION

**2. Provide a brief justification for the selected vendor to supplement the response in Part II.**

Biomedical and Pharmaceutical waste containment and disposal services are subject to many complex requirements for its proper storage, transportation and destruction including, but not limited to, the US Environmental Protection Agency's Resource Conservation and Recovery Act (RCRA).

In order to meet regulatory reporting requirements, RPC must have onsite pickup services and receive a Bill of Lading (BOL) for each pickup. The BOL contains essential information on the type and amount of waste collected and disposed. This information is reported annually to regulatory bodies and impacts the amount of Federal reimbursement to which RPC is entitled.

Upon consulting with the State of Maine's Bureau of Procurement Services, it was discovered that none of the vendors currently under a Master Agreement for medical waste disposal services provide onsite pickup services. Rather, full waste containers are required to be mailed back to the vendor. This eliminates our ability to acquire the necessary BOL and would require unqualified staff to transport waste containers to a mail drop.

The vendor is qualified to provide this service as it has the ability to provide licensed personnel to provide onsite pickup, certified containers to hold disposed items between pickups, and qualified transport vehicles to move waste items from RPC to the disposal site.

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

The contract budget amount was based on recent annual expense trends.

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

The Department has this service on the RFP schedule, F2020026, for a 7/1/21 start date.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
<b>Printed Name:</b>	<i>Don Mann</i>	<b>Date:</b>	<i>9/28/20</i>
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Justin Franzose</i>		
<b>Printed Name:</b>	<small>AEE9C7B3A8044E...</small> Justin Franzose	<b>Date:</b>	10/9/2020