

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

| PART I: OVERVIEW | | | | |
|---|---|---|--------------------------------|------------|
| Department Office/Division/Program: | | DHHS/MECDC/Disease Surveillance/Environmental and Occupational Health Program | | |
| Department Contract Administrator or Grant Coordinator: | | Chris Moiles/Jennifer Levesque | | |
| (If applicable) Department Reference #: | | CD0-21-5367A | | |
| Amount: (Contract/Amendment/Grant) | Original: \$28,432.00 Amend A: \$29,745.70 New Amt: \$58,177.70 | Advantage CT / RQS #: | CT 10A 20201223000000001932 | |
| CONTRACT | Proposed Start Date: | 1/1/2021 | Proposed End Date: | 12/31/2021 |
| AMENDMENT | Original Start Date: | 1/1/2021 | Effective Date: | 7/1/2021 |
| | Previous End Date: | 12/31/2021 | New End Date: | 7/31/2022 |
| GRANT | Project Start Date: | | Grant Start Date: | |
| | Project End Date: | | Grant End Date: | |
| Vendor/Provider/Grantee Name, City, State: | | Dr. Leslie Walleigh, West Rockport, ME | | |
| Brief Description of Goods/Services/Grant: | | Consultation 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 |
| X | B. Amendment | | H. State Statute/Agency Directed |
| X | 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 |
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| 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. |

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PART III: SUPPLEMENTAL INFORMATION

This agreement will provide medical consultation services to the Maine CDC's Environmental and Occupational Health Program. In specific, the vendor will provide medical consultation services as needed to Maine CDC on acute and routine cases of childhood lead poisoning, adult lead poisoning, and other acute or routine chemical exposures. Acute cases of childhood lead poisoning usually require the child to be hospitalized and Maine CDC's Childhood Lead Poisoning Prevention Unit consults with the child's physician to expedite repeat blood lead tests, provide resources and education on the medical management of acute childhood lead poisoning, and coordinate discharge from hospital after Maine CDC has done an inspection of the child's home to determine whether the child's home is the source of the poisoning. Similarly, when there are cases of adult lead poisoning, or acute chemical exposures, Maine CDC provides consultation services to both residents, health care providers, and State agency staff on individual medical concerns for those who were exposed. Routine cases of childhood lead poisoning, adult lead poisoning, and other routine exposures also require health care management consultation to ensure residents receive proper medical care. All of these consultations are best performed or coordinated by a physician with training in environmental and occupational health. Until Maine CDC successfully hires to fill the vacancy for its Public Health Physician position within the Environmental and Occupational Health Program, this contract allows Maine CDC to have these services available, and will allow the vendor to provide training and knowledge transfer to the new Public Health Physician once hired. These services ensure the Department can adequately and appropriately fulfill statutory mandates under the Lead Poisoning Control Act (22 MRS Ch 252) and/or deliverables under a federal grant from U.S. CDC to operate a blood lead testing program, provide environmental lead investigations services to lead-poisoned children, and prevent occupational exposures to lead. Consultation services related to acute and routine chemical exposures ensure that the Department can fulfill statutory mandates for the Environmental Health Program (22 MRS § 1692) and deliverables under a U.S. CDC grant for Environmental Public Health Tracking.

In addition, this agreement includes services for a project to perform medical chart abstraction for patients who had carbon monoxide poisoning along with a final report. This medical chart review is part of an effort to evaluate Maine CDC's Carbon Monoxide Poisoning Surveillance System, and is a grant deliverable under the Maine CDC's grant from the U.S. CDC for Environmental Public Health Tracking. Reporting of carbon monoxide (CO) poisoning cases is mandated in the State of Maine. Medical chart review, accompanied by abstraction of pertinent medical information, such as laboratory testing results, history, and discharge diagnoses, are key to validating a diagnosis of CO poisoning and identifying the nature of the poisoning (e.g. fire-related, intentional, etc.). Secondly, the review assists with determining the extent of underreporting of CO poisoning. This information is used to evaluate the Carbon Monoxide Poisoning Surveillance System's ability to describe CO poisoning events in Maine. It will also be a precursor for other analyses. A consultant with a medical background is best suited to properly review medical records and make a determination as to whether a person was poisoned by carbon monoxide. Occupational CO poisoning exposures will also be handled as part of the contract. This typically includes consultation with physicians and notification of State of Maine occupational health programs for employer follow-up.

This agreement is being amended to extend the time and funds allocated to the provision of medical consultation services described above. This extension is needed for several reasons. First, while Maine CDC hired a public health physician in mid-June to support the Childhood Lead Poisoning Prevention Section, the hiring process took longer than expected and resulted in spending down all funds in the contract for consultations related to lead exposure faster than expected. Further, the newly hired public health physician does not have experience in managing adult lead poisoning, carbon monoxide poisoning, or other chemical exposures. Additional time and funds are provided under this amendment for the contractor to continue to provide these services while the newly hired staff person comes up to speed, with some additional time provided for training and knowledge transfer. Additionally, the contractor's deliverables related to carbon monoxide poisoning medical chart review have proceeded more slowly than anticipated, due to a need for the contractor to work more of the available hours on lead poisoning consultation projects, and additional time is needed to complete them.

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PART III: SUPPLEMENTAL INFORMATION

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

The selected vendor retired from State employment at the end of July 2020 from a Public Health Physician position which had responsibility for leading the Childhood Lead Poisoning Prevention Unit's health team (including coordinating consultations with providers for acute cases of childhood lead poisoning), responding to adult lead exposures, providing medical consultations related to other environmental and occupational chemical exposures and co-leading the Carbon Monoxide Poisoning Surveillance System. The vendor, therefore, is in a unique position to provide these services. There are no other State of Maine employees with the medical training and expertise to cover these services.

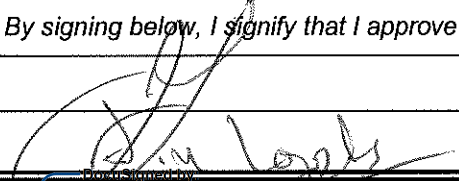

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The hourly rate of \$100 for this agreement is consistent with the hourly rate (salary and fringe) for a State of Maine Public Health Physician at Step 8 (\$95.00/hour) which is what the provider earned when she was in the position, and includes additional funds (5%) to cover standard business overhead costs incurred by the provider such as insurance, internet, and supplies.

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

We do not anticipate future competition for these services and anticipate this to be a one-time contract.

PART IV: APPROVALS

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| Signature of requesting Department's Commissioner (or designee): | <i>By signing below, I signify that I approve of this procurement request.</i> | | |
| Printed Name: |  | Date: | 21-Sep-21 |
| Signature of DAFS Procurement Official: |  | | |
| Printed Name: | Kathy Paquette | Date: | 10/25/2021 |