

State of Maine Waiver of Competitive Bidding Request Form

Form Instructions: Please provide the requested information in the white boxes below. This form is to precede all contract requests that are not the direct result of a competitive bid process.

Requesting Department's Contract Administrator:	Emily Poland	Office/Division/Program of Contract Administrator:	Maine Department of Education
Est. Contract Amount:	\$5,500	Contract or RQS Number:	
Proposed Start Date:	December 1, 2019	Proposed End Date:	June 30, 2022
Vendor/Provider Name, City, State:	Qualidigm 936 Silas Deane Highway, Suite 1A Wethersfield, CT		
Short Description of Good or Service:	Develop a mass hearing screening training webinar for school nurses		
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.	<p>To be completed by the Division of Procurement Services</p> <p>Posting dates on Division of Procurement Services website: From: <u>11/06/2019</u> To: <u>11/12/2019</u></p>		
Notice of Intent to Waive Competitive Bidding Number:	NOI# 1120191835		
<p>1. Statutory Justification</p> <p>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.</p>			
	<p>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;</p>		
	<p>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;</p>		
		<p><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></p>	
		<p><i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i></p> <p>Signature:</p>	
		Printed Name:	Date:
	<p>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;</p>		

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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.

Maine DOE does not have the staffing capacity, or the expertise required to conduct a thorough on-going training for those that will be conducting hearing screening within the State of Maine.

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 cost associated with developing this professional webinar is reasonable considering the number of school nurses and other school health staff that will be able to access it without incurring any cost at the school district level. Hosting an in-person training in three different areas of the State of Maine would likely be a similar cost, as we would need to pay the content expert for their time/travel as well as facility rental.

5. Future Competition

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

This contract will result in a service/product that is available to the public for three years, at the conclusion of year 2, the Department would consider seeking additional bids for a similar updated product.

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.

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.

Qualidigm is recognized as a neutral convener, enabling us to pull together diverse healthcare stakeholders, to find ways to work collaboratively in support of the common good. Qualidigm develops and deploys educational interventions for a variety of healthcare provider types to improve the quality of patient care. Such educational interventions include: Performance measurement and feedback, Educational outreach/academic detailing, Educational meetings. Course curricula are developed for small or large groups, through the use of technology using online learning platforms or conventional methods. With established learning objectives, and implementing single or multifaceted strategies, Qualidigm develops, implements, and evaluates efforts to achieve important educational outcomes.

Certificate Of Completion

Envelope Id: 5A57986485724604B89164BD2DD0C28D
 Subject: Please DocuSign This Document
 Source Envelope:
 Document Pages: 4
 Certificate Pages: 1
 AutoNav: Enabled
 Envelope Stamping: Disabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Signatures: 1
 Initials: 0

Envelope Originator:
 Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 IP Address: 10.103.56.201

Record Tracking

Status: Original
 11/4/2019 11:27:30 AM
 Security Appliance Status: Connected
 Storage Appliance Status: Connected


Holder: Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 Pool: StateLocal
 Pool: Carahsoft OBO Maine Department of Education

Location: DocuSign
 Location: DocuSign

Signer Events

Daniel A. Chuhta
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 Deputy Commissioner
 Maine Department of Education
 Security Level: Email, Account Authentication (None)

Signature


 Signature Adoption: Uploaded Signature Image
 Using IP Address: 198.182.163.102

Timestamp

Sent: 11/4/2019 11:27:33 AM
 Viewed: 11/4/2019 11:27:50 AM
 Signed: 11/4/2019 11:32:06 AM
 Freeform Signing

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/4/2019 11:27:33 AM
Certified Delivered	Security Checked	11/4/2019 11:27:50 AM
Signing Complete	Security Checked	11/4/2019 11:32:06 AM
Completed	Security Checked	11/4/2019 11:32:06 AM
Payment Events	Status	Timestamps