

**State of Maine
Master Score Sheet**

| RFP# 202504054 | | | | | | |
|--|-------------------------|---|------------------------------|--------------------------------------|--|--|
| Locum Tenens Services | | | | | | |
| Bidder Name: | | AB Staffing Solutions | Adelphi Staffing, LLC | Alumni Staffing LLC | Amergis Healthcare Staffing, Inc. | |
| Proposed Cost: | | 1.150 1.350 | 1.035 1.130 | 1.160 1.330 | 1.100 1.450 | |
| Scoring Sections | Points Available | | | | | |
| Section I: Preliminary Information | N/A | N/A | N/A | N/A | N/A | |
| Section II: Organization Qualifications and Experience | 25 | N/A | 23.00 | 17.00 | 20.00 | |
| Section III: Proposed Services | 25 | N/A | 22.00 | 10.00 | 16.00 | |
| Section IV: Cost Proposal | 25 | N/A | 24.59 | N/A | 23.14 | |
| a. Recruitment Fee (25 points) | 25 | N/A | 24.34 | N/A | 18.97 | |
| b. Mark-up Rate (25 points) | 25 | N/A | 24.34 | N/A | 18.97 | |
| TOTAL | <u>100.00</u> | <u>Withdrawn</u> | <u>93.93</u> | <u>Disqualified</u> | <u>78.11</u> | |
| Bidder Name: | | AMN Healthcare Locum Tenens, Inc | Aya Healthcare, Inc. | Barton & Associates, Inc. | Cell Staff, LLC | |
| Proposed Cost: | | 1.030 1.290 | 1.100 1.500 | 1.100 1.500 | 1.100 1.499 | |
| Scoring Sections | Points Available | | | | | |
| Section I: Preliminary Information | N/A | N/A | N/A | N/A | N/A | |
| Section II: Organization Qualifications and Experience | 25 | 21.00 | 20.00 | 15.00 | 25.00 | |
| Section III: Proposed Services | 25 | 10.00 | 18.00 | 10.00 | 25.00 | |
| Section IV: Cost Proposal | 25 | N/A | 23.14 | N/A | 23.14 | |
| a. Recruitment Fee (25 points) | 25 | N/A | 18.33 | N/A | 18.35 | |
| b. Mark-up Rate (25 points) | 25 | N/A | 18.33 | N/A | 18.35 | |
| TOTAL | <u>100.00</u> | <u>Disqualified</u> | <u>79.47</u> | <u>Disqualified</u> | <u>91.49</u> | |

RFP# 202504054

Locum Tenens Services

| Bidder Name: | | Concord Physician Solutions LLC | Consilium Staffing, LLC | Cynet Locums, Inc. | Floyd Lee Locums |
|--|-------------------------|--|--|------------------------------|---------------------------------------|
| Proposed Cost: | | 1.050 1.250 | 1.100 1.300 | 1.100 1.265 | 1.018 1.480 |
| Scoring Sections | Points Available | | | | |
| Section I: Preliminary Information | N/A | N/A | N/A | N/A | N/A |
| Section II: Organization Qualifications and Experience | 25 | 10.00 | 17.00 | 17.00 | 18.00 |
| Section III: Proposed Services | 25 | N/A | 13.00 | 25.00 | 19.00 |
| Section IV: Cost Proposal | 25 | N/A | N/A | 23.14 | 25.00 |
| a. Recruitment Fee (25 points) | 25 | N/A | N/A | 21.74 | 18.58 |
| b. Mark-up Rate (25 points) | | | | | |
| TOTAL | 100.00 | Disqualified | Disqualified | 86.88 | 80.58 |
| Bidder Name: | | GLC On The Go, Inc | Jackson & Coker Locum Tenens, LLC | LanceSoft, Inc | Liberty Healthcare Corporation |
| Proposed Cost: | | 1.100 1.480 | 1.100 1.300 | 1.180 1.350 | 1.100 1.650 |
| Scoring Sections | Points Available | | | | |
| Section I: Preliminary Information | N/A | N/A | N/A | N/A | N/A |
| Section II: Organization Qualifications and Experience | 25 | 7.00 | 18.00 | 17.00 | 17.00 |
| Section III: Proposed Services | 25 | N/A | 13.00 | 24.00 | 13.00 |
| Section IV: Cost Proposal | 25 | N/A | N/A | 21.57 | N/A |
| a. Recruitment Fee (25 points) | 25 | N/A | N/A | 20.37 | N/A |
| b. Mark-up Rate (25 points) | | | | | |
| TOTAL | 100.00 | Disqualified | Disqualified | 82.94 | Disqualified |

RFP# 202504054

Locum Tenens Services

| | | | | | |
|--|-------------------------|--|--|--|--|
| Bidder Name: | | Medical Doctor Associates, LLC dba Cross Country Locums | MPLT Healthcare | National Health Care Solutions, LLC | R. L. Klein & Associates Inc. |
| Proposed Cost: | | 1.100 1.400 | 1.100 1.340 | 1.350 1.100 | 1.200 1.170 |
| Scoring Sections | Points Available | | | | |
| Section I: Preliminary Information | N/A | N/A | N/A | N/A | N/A |
| Section II: Organization Qualifications and Experience | 25 | N/A | 8.00 | 18.00 | 8.00 |
| Section III: Proposed Services | 25 | N/A | N/A | 18.00 | N/A |
| Section IV: Cost Proposal | 25 | N/A | N/A | 18.85 | N/A |
| a. Recruitment Fee (25 points) | 25 | N/A | N/A | 25.00 | N/A |
| b. Mark-up Rate (25 points) | | | | | |
| TOTAL | <u>100.00</u> | <u>Withdrawn</u> | <u>Disqualified</u> | <u>79.85</u> | <u>Disqualified</u> |
| Bidder Name: | | Regional Care Network LLC | SHC Services, Inc. dba Supplemental Health Care | SUMO Medical Staffing, LLC | Trusted Managed Services, LLC |
| Proposed Cost: | | 1.0100 1.3735 | 1.200 1.700 | 1.050 1.200 | 1.040 1.150 |
| Scoring Sections | Points Available | | | | |
| Section I: Preliminary Information | N/A | N/A | N/A | N/A | N/A |
| Section II: Organization Qualifications and Experience | 25 | 11.00 | 16.00 | 18.00 | 17.00 |
| Section III: Proposed Services | 25 | N/A | 7.00 | 19.00 | 10.00 |
| Section IV: Cost Proposal | 25 | N/A | N/A | 24.24 | N/A |
| a. Recruitment Fee (25 points) | 25 | N/A | N/A | 22.92 | N/A |
| b. Mark-up Rate (25 points) | | | | | |
| TOTAL | <u>100.00</u> | <u>Disqualified</u> | <u>Disqualified</u> | <u>84.16</u> | <u>Disqualified</u> |

RFP# 202504054

Locum Tenens Services

| Bidder Name: | | Vastek Inc. | Worldwide Travel Staffing, Limited |
|---|-----------------------------|------------------------------|---|
| Proposed Cost: | | 1.180 1.350 | 1.050 1.460 |
| Scoring Sections | Points Available | | |
| Section I: Preliminary Information | N/A | N/A | N/A |
| Section II: Organization Qualifications and Experience | 25 | 18.00 | 20.00 |
| Section III: Proposed Services | 25 | 25.00 | 21.00 |
| Section IV: Cost Proposal | 25 | 21.57 | 24.24 |
| a. Recruitment Fee (25 points) | 25 | 20.37 | 18.84 |
| b. Mark-up Rate (25 points) | | | |
| TOTAL | <u>100.00</u> | <u>84.94</u> | <u>84.08</u> |

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Award Justification Statement
RFP# 202504054
Locum Tenens Services

I. Summary

Through RFP# 202504054 Locum Tenens Services, the Department sought proposals for vendors to enter into a Master Agreement to provide, on an as-needed basis, Locum Tenens Services at both Dorothea Dix and Riverview Psychiatric Centers. Twenty-six (26) Bidders responded to the RFP:

| | |
|-----------------------------------|--|
| AB Staffing Solutions | Jackson & Coker LocumTenens, LLC |
| Adelphi Staffing | LanceSoft, Inc |
| Alumni Staffing, LLC | Liberty Healthcare Corporation |
| Amergis Healthcare Staffing, Inc. | Medical Doctor Associates, LLC dba Cross Country Locums |
| AMN Healthcare Locum Tenens, Inc. | MPLT Healthcare |
| Aya Healthcare, Inc. | National Health Care Solutions, LLC |
| Barton & Associates, Inc. | R. L. Klein & Associates Inc. |
| Cell Staff, LLC | Regional Care Network LLC |
| Concord Physician Solutions LLC | SHC Services, Inc. |
| Consilium Staffing, LLC | SUMO Medical Staffing, LLC |
| Cynet Locums, Inc. | Trusted Managed Services, LLC |
| Floyd Lee Locums | Vastek Inc. |
| GLC On The Go, Inc | Worldwide Travel Staffing, Limited |

Through the evaluation process, the following Bidders received the highest scores and were determined to provide the best value to the State of Maine.

| | |
|-----------------------------------|-------------------------------------|
| Adelphi Staffing | LanceSoft, Inc |
| Amergis Healthcare Staffing, Inc. | National Health Care Solutions, LLC |
| Aya Healthcare, Inc. | SUMO Medical Staffing, LLC |
| Cell Staff, LLC | Vastek Inc. |
| Cynet Locums, Inc. | Worldwide Travel Staffing, Limited |
| Floyd Lee Locums | |

II. Evaluation Process

An Evaluation Team, composed of three State employees, applied the consensus method in scoring the Bidders' Qualifications & Experience and Proposed Services. Scores for the Cost Proposals were assigned using a mathematical formula.

III. Qualifications & Experience of Conditional Awardees

Each of the Conditional Awardees offered an accomplished, experience-laden portfolio demonstrating the ability to deliver the services required by the RFP and successfully perform under the prospective contract.

IV. Proposed Services by Conditional Awardees

Each of the Conditional Awardees provided a well-rounded response outlining an understanding of, and ability to meet, programmatic requirements of the RFP. Additionally, each of the Conditional Awardees demonstrated the means and skills necessary to meet the RFP's performance requirements through their project teams' competencies, subject matter expertise, and background.

V. Cost Proposal

The Conditional Awardees provided the following initial-period-of-performance cost multipliers:

| | Recruitment Multiplier | Markup Multiplier |
|-------------------------------------|---------------------------|----------------------|
| Adelphi Staffing | 1.035 | 1.130 |
| Amergis Healthcare Staffing, Inc. | 1.100 | 1.450 |
| Aya Healthcare, Inc. | 1.100 | 1.500 |
| Cell Staff, LLC | 1.100 | 1.499 |
| Cynet Locums, Inc. | 1.100 | 1.265 |
| Floyd Lee Locums | 1.018 | 1.480 |
| LanceSoft, Inc | 1.180 | 1.350 |
| National Health Care Solutions, LLC | 1.350 | 1.100 |
| SUMO Medical Staffing, LLC | 1.050 | 1.200 |
| Vastek Inc. | 1.180 | 1.350 |
| Worldwide Travel Staffing, Limited | 1.050 | 1.460 |

VI. Conclusion

Out of 100 possible points, the Evaluation Team awarded the Conditional Awardees the following scores:

| | | | |
|-----------------------------------|-------|-------------------------------------|-------|
| Adelphi Staffing | 93.93 | LanceSoft, Inc | 82.94 |
| Amergis Healthcare Staffing, Inc. | 78.10 | National Health Care Solutions, LLC | 79.85 |
| Aya Healthcare, Inc. | 79.47 | SUMO Medical Staffing, LLC | 84.15 |
| Cell Staff, LLC | 91.48 | Vastek Inc. | 84.94 |
| Cynet Locums, Inc. | 86.88 | Worldwide Travel Staffing, Limited | 84.07 |
| Floyd Lee Locums | 80.58 | | |

The strength of each of the Conditional Awardees' proposals outweighed other Bidders through their qualifications and experience and the services and costs they proposed. The Evaluation Team determined that the proposals submitted by these Conditional Awardees represent the best value to the State of Maine.

Janet T. Mills
Governor

Sara Gagné-Holmes
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: mmitchell@abstaffing.com

AB Staffing Solutions
Matthew Mitchell, General Counsel
3451 S Mercy Road
Gilbert, AZ 85297

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Mitchell,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Adelphi Staffing, LLC
- Amergis Healthcare Staffing, Inc.
- Aya Healthcare, Inc.
- Cell Staff, LLC
- Cynet Locums, Inc.
- Floyd Lee Locums
- LanceSoft, Inc
- National Health Care Solutions, LLC
- SUMO Medical Staffing, LLC
- Vastek Inc.
- Worldwide Travel Staffing, Limited

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Signed by:

Debra Downer Grady

5DC6307B8558482...

Debra Downer Grady
Deputy Director for Competitive Procurement
Division of Contract Management

Janet T. Mills
Governor

Sara Gagné-Holmes
Commissioner



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Mar-02-2026

Via Electronic Mail: govt@adelphistaffing.com

Adelphi Staffing, LLC
Dayne Troupe, Managing Partner
3651 Peachtree Pkwy, Suite E439
Sunwanee, GA 30024-6034

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Troupe,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: jreynolds@alumnihealthcare.com

Alumni Staffing LLC
Jeffrey Reynolds, VP Government Division
1031 US Highway 22
Bridgewater, NJ 08807

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Reynolds,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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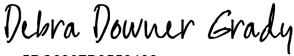
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TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: jaingall@amergis.com

Amergis Healthcare Staffing, Inc.
James Ingalls
82 Running Hill Road, Suite 203
Portland, ME 04106

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Ingalls,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- Vastek Inc.
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Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: garth.weidmann@amnhealthcare.com

AMN Healthcare Locum Tenens, Inc
Garth Weidmann
2999 Olympus Blvd, Suite 500
Coppell, TX 75019

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Weidmann,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Signed by:



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Debra Downer Grady
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TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: McKenzie.DiNome@ayahealthcare.com

Aya Healthcare, Inc.
McKenzie DiNome, Director, Provider Solutions
5930 Cornerstone Court West, Suite 300
San Diego, CA 92121

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Ms. DiNome,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

Signed by:



5DC6307B8558482...

Debra Downer Grady
Deputy Director for Competitive Procurement
Division of Contract Management

Janet T. Mills
Governor

Sara Gagné-Holmes
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: dgauthier@bartonassociates.com

Barton & Associates, Inc.
Deanne Gauthier, Business Development Representative
1001 Day Hill Road
Windsor, CT 06095

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Ms. Gauthier,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Deputy Director for Competitive Procurement
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Mar-02-2026

Via Electronic Mail: contracts@cellstaff.com

Cell Staff, LLC
Rami Isa, Managing Partner
1715 N. Westshore Blvd STE 525
Tampa, FL 33607

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Isa,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: tasha.etheridge@concordphysicians.com

Concord Physician Solutions LLC
Tasha Etheridge
5900 Balcones Drive, Ste 8686
Austin, TX 78731

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Ms. Etheridge,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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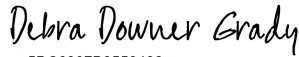
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Signed by:



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Deputy Director for Competitive Procurement
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TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: agentile@consiliumstaffing.com

Consilium Staffing, LLC
Amy Gentile, Divisional VP
6363 N. State Highway 161, Suite 800
Irving, TX 75038

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Ms. Gentile,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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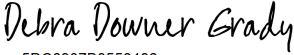
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Signed by:

5DC6307B8558482...

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Deputy Director for Competitive Procurement
Division of Contract Management

Janet T. Mills
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TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: alan.a@cynethealth.com

Cynet Locums, Inc.
Alan Ashby, Vice President
21000 Atlantic Blvd #700
Sterling, Virginia 20166

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Ashby,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: jschultheis@floydleelocums.com

Floyd Lee Locums
Jenn Schultheis, Sr. Vice President of Growth
4900 O'Hear Ave Ste. 106
North Charleston, SC 29405

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Ms. Schultheis,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Signed by:

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5DC6307B8558482...

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Mar-02-2026

Via Electronic Mail: cking@glcgroup.com

GLC On the Go, Inc.
Christian King, Business Development Manager
55 Weston Road, Suite 300
Weston, FL 33326

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. King,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: government@jacksonandcoker.com

Jackson & Coker Locum Tenens, LLC
Darla Lopez, Director, Contract Management
2655 Northwinds Parkway
Alpharetta, GA 30009

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Ms. Lopez,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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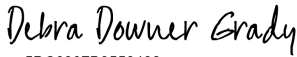
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Mar-02-2026

Via Electronic Mail: marketing@lancesoft.com

LanceSoft, Inc.
Prashant Arni
2121 Cooperative Way, Suite 130
Herndon, VA 20171

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Prashant Arni,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: charlie.sproule@libertyhealth.com

Liberty Healthcare Corporation
Charlie Sproule, Ph.D., Vice President of Operations
4010 East City Avenue, Suite 820
Bala Cynwyd, PA 19004

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Sproule,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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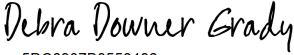
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Thank you for your interest in doing business with the State of Maine.

Sincerely,

Signed by:

5DC6307B8558482...

Debra Downer Grady
Deputy Director for Competitive Procurement
Division of Contract Management

Janet T. Mills
Governor

Sara Gagné-Holmes
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Mar-02-2026

Via Electronic Mail: VBridges@crosscountry.com

Medical Doctor Associates, LLC dba Cross Country Locums
Vickie Bridges, Government Account Manager
6551 Park of Commerce Blvd
Boca Raton, FL 33487

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum
Tenens Services

Dear Ms. Bridges,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: Rmalanowski@mplthealthcare.com

MPLT Healthcare
Ronald Malanowski
3701 FAU Blvd, Suite 300
Boca Raton, FL 33431

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Malanowski,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: Linda.Chiles@nationalhcs.com

National Health Care Solutions, LLC
Linda Chiles, President
3021 Berks Way #201
Raleigh, NC 27614

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Ms. Chiles,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: rfp@rklein.com

R. L. Klein & Associates Inc.
Jithender Bhog, Contracts Manager
46 Peninsula Center, Suite E-268
Rolling Hills Estates, CA 90274

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Jithender Bhog,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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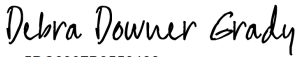
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Mar-02-2026

Via Electronic Mail: david@regionalcarenetwork.com

Regional Care Network LLC
David Koplowitz, Vice President
1 Radison Plaza, Suite 906
New Rochelle, NY 10801

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Koplowitz,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: dshetrone@shccares.com

SHC Services, Inc. dba Supplemental Health Care
Drew Shetrone, President, Emerging Markets
95 John Muir Drive, Suite 100
Amherst, NY 14228

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Shetrone,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: jeff.parker@sumostaffing.com

SUMO Medical Staffing, LLC
Jeff Parker, CEO
71 E. Wadsworth Park Drive
Draper, UT 84020

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Parker,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Mar-02-2026

Via Electronic Mail: amariani@trustedtalent.com

Trusted Managed Services, LLC
Anthony Mariani, Senior Business Development Executive
500 Seneca St, Suite 400
Buffalo, NY 14204

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Mariani,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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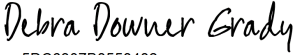
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Mar-02-2026

Via Electronic Mail: contracts@vastekgroup.com

Vastek Inc.
Garry Sharma, Contracts Manager
891 Kuhn Drive, Ste 216
Chula Vista, CA 91914

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Sharma,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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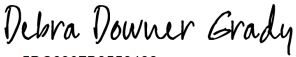
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Mar-02-2026

Via Electronic Mail: sgjordano@worldwidetravelstaffing.com

Worldwide Travel Staffing, Limited
Samuel J. Giordano, Director of Government Contracting
2829 Sheriden Drive
Tonawanda, NY 14150

SUBJECT: Notice of Conditional Contract Awards under RFP #202504054, Locum Tenens Services

Dear Mr. Giordano,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services Dorothea Dix and Riverview Psychiatric Centers for Locum Tenens Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- LanceSoft, Inc
- National Health Care Solutions, LLC
- SUMO Medical Staffing, LLC
- Vastek Inc.
- Worldwide Travel Staffing, Limited

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.


As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Signed by:

5DC6307B8558482...

Debra Downer Grady
Deputy Director for Competitive Procurement
Division of Contract Management

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: AB Staffing Solutions
DATE: N/A

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | N/A |
| Section III. Proposed Services | 25.00 | N/A |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

On October 14, 2025, the Department received an email notification stating the proposal submission was submitted in error. Therefore, the Department considers the proposal as withdrawn and no evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Adelphi Staffing, LLC
DATE: October 8 and December 3, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 23.00 |
| Section III. Proposed Services | 25.00 | 22.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 24.59 |
| Mark-Up Rate | 25.00 | 24.34 |
| <u>Total Points</u> | <u>100.00</u> | <u>93.93</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Adelphi Staffing, LLC

DATE: October 8 and December 3, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Adelphi Staffing, LLC
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 23.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • In business eight years • Headquarters in Georgia • Provided a comprehensive description of services • Maintains a proprietary database with more than 850,000 active candidates • Extensive expertise in psychiatric and behavioral health staffing • Active member of the National Association of Locum Tenens Organizations and the National Association of Travel Healthcare Organizations • Certified by The Joint Commission on Accreditation of Healthcare Organizations • Provided three projects, none related to behavioral health |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided four years of audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, noting professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Adelphi Staffing, LLC
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 22.00 |

Evaluation Team Comments:

| |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Offers full background and licensure verifications prior to recommending candidates • Proposed: <ul style="list-style-type: none"> • Maintaining a “ready bench” of pre-cleared candidates to support rapid backfill, surge needs, and same-day absences • Use of a secure portal for data uploads • Continuous monitoring and ongoing proactive licensure renewal tracking |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Upon notification of a performance issue, will: <ul style="list-style-type: none"> • Open its “Priority Incident Ticket” • Schedule a meeting with its Compliance/HR, hospital leadership, and provider (if requested to join) in order to discuss concerns • Will use an automated systems for monitoring licenses/board action and license expiration • Should Locum Tenens lose hospital privileges, a termination timeline will be provided based on the reason(s) for termination and whether the Locum Tenens is on/off duty • Proposed maintaining a precleared number of Maine-specific Locum Tenens in order to ensure continued coverage should a termination occur |
| D. General Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • To ensure compliance with Delivery Order, maintenance of licensing, and the highest standards of medical care, proposed: <ul style="list-style-type: none"> • Automated alerts for expiring credentials |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Adelphi Staffing, LLC

DATE: October 8 and December 3, 2025

- | |
|---|
| <ul style="list-style-type: none">• Notification both by phone and email of any potential or actual adverse licensure actions or expirations• Embed American Medical Association/American Osteopathic Association Codes of Medical Ethics, American Psychiatric Association practice guidelines, and The Joint Commission standards into assignment briefs |
|---|

| |
|---|
| F. Orientation and Training Requirements |
|---|

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

| |
|---|
| G. Locum Tenens Conversion to State Employment |
|---|

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

| |
|-------------------|
| H. Reports |
|-------------------|

- | |
|---|
| <ul style="list-style-type: none">• Identified specific individuals responsible for compiling reports |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Adelphi Staffing, LLC

DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.035 | x | 25 points | = | 24.59 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.130 | x | 25 points | = | 24.34 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Alumni Staffing LLC
DATE: October 8 and December 3, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |
| Section III. Proposed Services | 25.00 | 10.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Alumni Staffing LLC

DATE: October 8 and December 3, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Alumni Staffing LLC
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • In business ten years • Headquarters in New Jersey • Provides support for Wellpath, which is the State’s contractor for the Department of Corrections’ behavioral health unit • Provided three projects, all related to the RFP but offered little detail |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Offered only a single statement, combining three years and not audited |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Alumni Staffing LLC
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 10.00 |

Evaluation Team Comments: Bidder did not submit proposal using the Appendix E - Response To Proposed Services)

| |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> Met requirement |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> Did not respond to “facilitate contingent engagement offers and conducts criminal background checks and/or license verifications in accordance with the Department’s Rider D, including applicable out-of-State background checks and license verifications, prior to any announced start date of the intended candidate” Proposed use of internal credentialing team to monitor compliance with drug screening and immunization requirements Did not acknowledge requirements for immunization/communicability compliance Did not address providing written confirmation of Locum Tenens start date Proposed written confirmation to the hospital, verifying the selected Locum Tenens file is current, will be provided only upon request of the hospital |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> Met requirement |
| D. General Requirements |
| <ul style="list-style-type: none"> Met requirement |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> Did not provide liquidation fee schedule |
| H. Reports |
| <ul style="list-style-type: none"> Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Amergis Healthcare Staffing, Inc.
DATE: October 8 and December 4, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 20.00 |
| Section III. Proposed Services | 25.00 | 16.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 23.14 |
| Mark-Up Rate | 25.00 | 18.97 |
| <u>Total Points</u> | <u>100.00</u> | <u>78.11</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Amergis Healthcare Staffing, Inc.

DATE: October 8 and December 4, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Amergis Healthcare Staffing, Inc.

DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 20.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Maintains an office in Portland as a subsidiary of Maxim Healthcare Staffing • In business 22 years • Supports more than 2,500 public entities • Offered a proprietary applicant tracking system, with more than 3.5 million pre-screened candidates • Offered an extensive list of partnerships, including those with New Hampshire Hospital and Vermont Psychiatric Center, though none in Maine • Provided three projects, all related to RFP and two noting direct support of state psychiatric hospitals • Certified by The Joint Commission on Accreditation of Healthcare Organizations |
| 2. Litigation |
| <ul style="list-style-type: none"> • Indicated numerous claims based on general negligence and employment matters |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of SEC-compliant financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Amergis Healthcare Staffing, Inc.

DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 16.00 |

Evaluation Team Comments:

| |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> Proposed using its proprietary applicant tracking system |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> Did not respond to “ensure the Hospital(s) receives at least thirty (30) calendar days written notice of the resignation of any Locum Tenens” |
| D. General Requirements |
| <ul style="list-style-type: none"> Met requirement |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> Proposed using its proprietary cloud-based, real-time reporting platform: MaxView |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Amergis Healthcare Staffing, Inc.

DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.100 | x | 25 points | = | 23.14 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.450 | x | 25 points | = | 18.97 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: AMN Healthcare Locum Tenens, Inc
DATE: October 8 and December 4, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 21.00 |
| Section III. Proposed Services | 25.00 | 10.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: AMN Healthcare Locum Tenens, Inc

DATE: October 8 and December 4, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: AMN Healthcare Locum Tenens, Inc
DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 21.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Dallas • 40 years of experience • Provides staffing to Central Maine Health Care • Certified by The Joint Commission on Accreditation of Healthcare Organizations • Three projects, all related to behavioral health, with one under contract for more than 22 consecutive years |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of SEC-compliant financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, not indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: AMN Healthcare Locum Tenens, Inc
DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 10.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed using its proprietary AI-powered job matching technology • Stated a goal of providing two candidates for each request, to promote hospital choice |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Noted its: <ul style="list-style-type: none"> ▪ Automated systems for monitoring/alerting license expirations and adverse actions against a licensee ▪ Receipt of monthly and quarterly reports from state agencies and licensing boards ▪ Did not respond to “ensure the Hospital(s) receives at least thirty (30) calendar days written notice of the resignation of any Locum Tenens” |
| D. General Requirements |
| <ul style="list-style-type: none"> • As its Locum Tenens’ are contracted, it proposed that reporting, investigation, follow-up, and tracking of any incidents be the responsibility of the Department |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • As its Locum Tenens’ are contracted, proposed that ensuring their completion of required training be the responsibility of the Department |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Proposed liquidation fees do not meet the ten percent of the top step in the Hospital(s) State line classifications requirement |
| H. Reports |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Aya Healthcare, Inc.

DATE: October 8 and December 4, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers

Name of RFP Coordinator: Casandra Manson

Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 20.00 |
| Section III. Proposed Services | 25.00 | 18.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 23.14 |
| Mark-Up Rate | 25.00 | 18.33 |
| <u>Total Points</u> | <u>100.00</u> | <u>79.47</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Aya Healthcare, Inc.

DATE: October 8 and December 4, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Aya Healthcare, Inc.
DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 20.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • In business 24 years • Headquarters in San Diego • Maintains 2,985 locum tenens providers with 81 in psychiatric roles • Clinical vetting overseen by its Chief Medical Officer • Certified by The Joint Commission on Accreditation of Healthcare Organizations • Provided three projects all related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • Indicated one medical malpractice |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Did not provide audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, noting professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Aya Healthcare, Inc.
DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 18.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed using its: <ul style="list-style-type: none"> ▪ Proprietary platform (LotusOne), alongside a proprietary database of more than 35,000 active providers and 161,000 nursing and allied health professionals ▪ Partner network for recruitment purposes |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Drug screening results will be submitted in LotusOne, to which authorized hospital staff will have access • Proposed that the Hospital(s) assume responsibility for evaluating Locum Tenens qualifications, privileging, and credentialing • Will assume responsibility for evaluating nursing and allied qualifications, privileging, and credentialing |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Did not respond to “ensure the Hospital(s) receives at least thirty (30) calendar days written notice of the resignation of any Locum Tenens” |
| D. General Requirements |
| <ul style="list-style-type: none"> • Proposed use of LotusOne for expense reporting • Proposed that LocumTenens timekeeping process through LotusOne integrating with Department’s Workday time keeping platform |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Did not acknowledge Locum Tenens’ requirement to not perform outside practice duties without Hospital approval |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Proposed all training tracked through its LotusOne |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Aya Healthcare, Inc.
DATE: October 8 and December 4, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.100 | x | 25 points | = | 23.14 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.500 | x | 25 points | = | 18.33 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Barton & Associates, Inc.
DATE: October 8 and December 3, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 15.00 |
| Section III. Proposed Services | 25.00 | 10.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Barton & Associates, Inc.

DATE: October 8 and December 3, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Barton & Associates, Inc.
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 15.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Peabody MA • Notes it is psychiatric locum tenens only • Proprietary staffing platform uses electronic medical record (EMR) familiarity as a factor for matching staff to a requirement • Notes credentialing timeline is less than six days • Provided three projects, all related to RFP, with one under contract for more than 18 years |
| 2. Litigation |
| <ul style="list-style-type: none"> • Indicated being involved in “various proceedings” |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Did not provide financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Barton & Associates, Inc.
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 10.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> Proposed using its proprietary Pioneer Advance Algorithms Matching platform “Routinely responds to urgent needs within hours” |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> Did not offer a process for drug screening, immunization tracking, or credentialing |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> Hospital to conduct all performance coaching Will continuously and automatically monitor providers on assignment for adverse actions through a proprietary platform: Axuall Did not acknowledge the requirement to replace, within 30 calendar days, Locum Tenens who are terminated |
| D. General Requirements |
| <ul style="list-style-type: none"> Personnel files and performance reviews are not conducted or maintained for Locum Tenens due to the independent contractor status. Proposed using the Hospital’s procedures for reporting, investigating, follow-up, and tracking of incidents |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> Proposed conducting orientation and trainings rather than ensuring Locum Tenens attend Hospital(s)-delivered orientation and trainings |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Cell Staff, LLC
DATE: October 8 and December 3, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 25.00 |
| Section III. Proposed Services | 25.00 | 25.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 23.14 |
| Mark-Up Rate | 25.00 | 18.35 |
| <u>Total Points</u> | <u>100.00</u> | <u>91.49</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Cell Staff, LLC

DATE: October 8 and December 3, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Cell Staff, LLC
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 25.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Tampa • In business since 2014, with a management team having more than 26 years of staffing experience • More than ten years' experience providing staffing services • Provides support to hospitals and agencies in 38 states • Provided three projects, all related to RFP, with one under contract for ten years |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Cell Staff, LLC
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 25.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed: <ul style="list-style-type: none"> ▪ Layered recruitment approach and applicant tracking system ▪ Employing a dedicated recruiter assigned to Maine, with focus on behavioral health ▪ Conducting behavioral interviews ▪ Advertising through multiple networks including its proprietary tracking system ▪ Screening providers prior to interviews with the hospital. Screening to include license verifications and reference checks ▪ Offering hospitals option to conduct final interview ▪ Reporting recruitment process daily to hospitals during recruitment period ▪ Covering all pre-engagement costs ▪ Locum Tenens database has more than 450,000 professionals |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Provided an in-depth description of its extensive drug screening, immunization tracking, and credentialing processes • Offered a matrix to track all the various documents and requirements for Locum Tenens selection |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Proposed notifying Hospital on the same business day of discovery of adverse action taken against the Locum Tenen • Requires all Locum Tenens to renew licenses at least 60 days prior to expiration |
| D. General Requirements |
| <ul style="list-style-type: none"> • Offered malpractice tail insurance to protect Hospital after the Locum Tenen has completed Delivery Order |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Cell Staff, LLC

DATE: October 8 and December 3, 2025

| |
|---|
| G. Locum Tenens Conversion to State Employment |
|---|

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

| |
|-------------------|
| H. Reports |
|-------------------|

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Cell Staff, LLC
DATE: October 8 and December 3, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.100 | x | 25 points | = | 23.14 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.499 | x | 25 points | = | 18.35 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Concord Physician Solutions LLC
DATE: October 10, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 10.00 |
| Section III. Proposed Services | 25.00 | N/A |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage One, the minimum score required to advance to Stage Two is 15 points. Therefore, the proposal did not qualify to move onto Stage Two, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Concord Physician Solutions LLC

DATE: October 10, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Concord Physician Solutions LLC
DATE: October 10, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 10.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Austin TX • States leadership brings 25 years of relevant experience • Focuses on transitioning physicians to permanent roles and specializes in placing positions within state hospitals • Provided three projects, with one minimally related to behavioral health |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of partial, non-audited P&L statements and balance sheets |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating medical professional liability but not general professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Consilium Staffing, LLC
DATE: October 10 and December 9, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |
| Section III. Proposed Services | 25.00 | 13.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Consilium Staffing, LLC

DATE: October 10 and December 9, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Consilium Staffing, LLC
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Dallas TX • Founded in 2011 • Corporate structure segmented by specialty and region • For more than ten years, has provided locum needs to state psychiatric hospitals throughout the U.S. • Provided three projects, all related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • Indicated six cases, all civil deliberate indifference (which is related to services within correctional institutions) |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided a letter offering scant information. No audited financials not provided |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Consilium Staffing, LLC
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 13.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed: <ul style="list-style-type: none"> ▪ Use of proprietary staffing software and a Customer Relationship Management platform ▪ A dedicated account manager for each hospital • Noted that: <ul style="list-style-type: none"> ▪ Each recruiter has 300-400 providers from which to source ▪ Has a recruiting division with a specialty in psychiatric care ▪ Did not acknowledge requirement that requests for recruitment are fulfilled within fifteen days of the initial written request |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Proposed providing a single point of contact for pre-engagement requirements |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Did not acknowledge requirement to replace, within thirty days, Locum Tenens who are terminated |
| D. General Requirements |
| <ul style="list-style-type: none"> • Did not acknowledge requirement for collaborative wage negotiation |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Proposed a “three desk model” (client advocate, provider advocate and account manager) to identify the most appropriate Locum Tenen |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Did not provide a liquidation fee structure but proposed applying liquidation/conversion fees IAW final contract terms |
| H. Reports |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Cynet Locums, Inc.
DATE: October 10 and December 9, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |
| Section III. Proposed Services | 25.00 | 25.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 23.14 |
| Mark-Up Rate | 25.00 | 21.74 |
| <u>Total Points</u> | <u>100.00</u> | <u>86.88</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Cynet Locums, Inc.

DATE: October 10 and December 9, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Cynet Locums, Inc.
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Sterling VA • In business since 2023 and a part of Cynet Health, which has been providing locums for 14 years • States Private and Public sector experience • Specializes in state hospitals and correctional facilities and is skilled in providing psychiatric and medical locum coverage • Incorporates efficient pathways for transitioning locum physicians into permanent hires • Certified by The Joint Commission on Accreditation of Healthcare Organizations • Provided three projects, none related to behavioral health or state systems |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided non-audited income statements and balance sheets, aggregated for all periods, conception-to-date |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Cynet Locums, Inc.

DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 25.00 |

Evaluation Team Comments:

| |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Credentialed by the National Committee for Quality Assurance • Proposed: <ul style="list-style-type: none"> ▪ A dedicated account manager ▪ Conducting behavioral and technical interviews ▪ Using its AI-powered Applicant Tracking System • Nationwide recruiter network with a proprietary database having more than 250,000 pre-vetted clinicians |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Offered a detailed, comprehensive process for collaborating with Hospitals during a performance-related investigation, to include assigning an account manager and a compliance specialist to investigative team • Proposed use of an automated (continuous) state licensing process • For replacement of terminated Locum Tenens, proposed: <ul style="list-style-type: none"> ▪ Designating at least one backup candidate during credentialing for quick replacement ▪ A “coverage bridge” available for short term coverage ▪ Submitting, within ten days of termination, a pre-screened candidate |
| D. General Requirements |
| <ul style="list-style-type: none"> • Described a comprehensive procedure for incident reporting and investigation, which includes root cause and trend analyses |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Cynet Locums, Inc.

DATE: October 10 and December 9, 2025

| |
|---|
| H. Reports |
| <ul style="list-style-type: none">• Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Cynet Locums, Inc.

DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.100 | x | 25 points | = | 23.14 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.265 | x | 25 points | = | 21.74 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Floyd Lee Locums
DATE: October 10 and December 9, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |
| Section III. Proposed Services | 25.00 | 19.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 25.00 |
| Mark-Up Rate | 25.00 | 18.58 |
| <u>Total Points</u> | <u>100.00</u> | <u>80.58</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Floyd Lee Locums

DATE: October 10 and December 9, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Floyd Lee Locums
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Charleston SC • Founded 2017 • Provides staff psychiatrists across public and private hospitals, with experience with state mental health and corrections agencies • Vice president serves on Board of National Association of Locum Tenens Organizations (NALTO) • Provided three projects, all related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of non-audited financial information |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Floyd Lee Locums
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 19.00 |

Evaluation Team Comments:

| |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed assigning dedicated recruiters and implementing a targeted advertising plan • Proposed identifying one primary and one alternate candidate for each position • Noted its proprietary database of more than 145,000 providers |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Proposed an automated (continuous) process (Salesforce System) for tracking provider licensing |
| D. General Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Proposed quarterly training/orientation audits |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Floyd Lee Locums
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.018 | x | 25 points | = | 25.00 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.480 | x | 25 points | = | 18.58 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: GLC On The Go, Inc
DATE: October 10, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 7.00 |
| Section III. Proposed Services | 25.00 | N/A |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage One, the minimum score required to advance to Stage Two is 15 points. Therefore, the proposal did not qualify to move onto Stage Two, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: GLC On The Go, Inc
DATE: October 10, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: GLC On The Go, Inc
DATE: October 10, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 7.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Notes 20 years' experience, but no additional organizational information • Provided three projects, all limited to RNs, BHTs, and LPNs and not indicating physicians |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of non-audited P&L statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Did not provide |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Jackson & Coker Locum Tenens, LLC
DATE: October 10 and December 9, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |
| Section III. Proposed Services | 25.00 | 13.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Jackson & Coker Locum Tenens, LLC

DATE: October 10 and December 9, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Jackson & Coker Locum Tenens, LLC

DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Alpharetta, GA • Has more than 40 years' experience in supporting state agencies • Organization is a founding member of National Association of Locum Tenens Organizations • Provided three projects, all related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided non-audited income statements and balance sheets, aggregated for all periods |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, not indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Jackson & Coker Locum Tenens, LLC
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 13.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed it will “assist” with pre-engagement costs, rather than the requirement of covering all costs associated with pre-engagement • Proposed its consultants to pre-screen candidates • Noted its: <ul style="list-style-type: none"> ▪ Proprietary database of more than 800,000 providers ▪ Pool of pre-screened providers to ensure meeting 15-day fulfillment requirement |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Did not acknowledge responsibility for the cost incurred in providing documentation of the immune status of Locum Tenens • Does not evaluate clinical performance, but solicits feedback from the hospital |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Noted use of license tracking software to monitor public complaints against a licensee, with direct state board integration |
| D. General Requirements |
| <ul style="list-style-type: none"> • Does not conduct Locum Tenens performance reviews |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Did not address Hospital approval prior to performing outside practice duties |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> • Proposed use of a centralized data management system and credentialing platform to track documentation of required metrics • Proposed use of an internal tracking system to monitor deadlines and ensure timely delivery |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: LanceSoft, Inc
DATE: October 10 and December 9, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |
| Section III. Proposed Services | 25.00 | 24.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 21.57 |
| Mark-Up Rate | 25.00 | 20.37 |
| <u>Total Points</u> | <u>100.00</u> | <u>82.94</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: LanceSoft, Inc

DATE: October 10 and December 9, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: LanceSoft, Inc
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Herndon VA and maintains an office in Boston • Established in 2000 • Currently provides services to Department (OCFS and OMS) through a Long-Term Resource Response Services Master Agreement • Noted support to several state health care agencies • Stated receipt of several professional awards from The Joint Commission on Accreditation of Healthcare Organizations • Certified by The Joint Commission on Accreditation of Healthcare Organizations • Three projects provided, none related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided four years of audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, noting professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: LanceSoft, Inc
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 24.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Noted its emphasis on specializing in making the right Locum Tenens match, technical and credentialing requirements, and the candidate’s alignment with Hospital culture and management style • Proposed: <ul style="list-style-type: none"> ▪ Assigning a dedicated account manager ▪ Multi-faceted recruiting structure including job boards, social media, career websites, local partnerships, and AI-driven matching ▪ A process for screening and interviewing, to include behavioral and situational interviews ▪ Use of its proprietary CPX platform is used for all requests ▪ Multistep implementation plan to ensure its understanding of staffing needs engagement requirements • Noted its 100,000-provider data base |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Proposed use of an automated, real-time license monitoring and notification process • Noted its Locum Tenens have an assignment completion rate of 98 percent • Proposed replacing a terminated provider with a qualified Locum Tenen within 48 hours, at no additional cost • Proposed providing complementary two weeks of replacement hours if provider is terminated for cause |
| D. General Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Proposed combining compliance team with technology-driven monitoring to meet/exceed regulatory, ethical, and clinical expectations |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: LanceSoft, Inc

DATE: October 10 and December 9, 2025

| |
|---|
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• Met requirement |
| H. Reports |
| <ul style="list-style-type: none">• Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: LanceSoft, Inc
DATE: October 10 and December 9, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.180 | x | 25 points | = | 21.57 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.350 | x | 25 points | = | 20.37 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Liberty Healthcare Corporation
DATE: October 10 and December 15, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |
| Section III. Proposed Services | 25.00 | 13.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Liberty Healthcare Corporation

DATE: October 10 and December 15, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Liberty Healthcare Corporation
DATE: October 10 and December 15, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Bala Cynwyd PA • In business for 38 years, with more than 18 years of healthcare-specific recruiting experience in Maine • Currently supports the State with multiple psychiatric clinicians • Certified as a Quality Improvement Organization by Centers for Medicaid and Medicare • Provided three projects all related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • Indicated 25, having a variety of claim types, including performance-related |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of audited financial statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Liberty Healthcare Corporation
DATE: October 10 and December 15, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 13.00 |

Evaluation Team Comments:

| |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed: <ul style="list-style-type: none"> ▪ Using an applicant tracking system to advertise positions quickly ▪ Advertising on job boards, online recruitment sites, and sourcing ▪ Recruiter to interview candidates before presentation to Hospitals ▪ Recruiter and hospitals coordinate start date, with written notification ▪ A dedicated Maine recruiter from New England • Noted hard-to-fill positions may require more than 15 days to fill |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Tiered license verification process, based on the candidate’s clinical profession and the specific requirements of the job position |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Stated it is the Hospital’s responsibility to terminate Locum Tenens upon loss of Hospital privileges due to suspension of license though Bidder proposed that its representative will address directly with the Locum Tenens termination for failure to meet Hospital standards. • Did not respond to “ensure the Hospital(s) receives at least thirty (30) calendar days written notice of the resignation of any Locum Tenens.” |
| D. General Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Locum Tenens self-report to Hospital(s) regarding lapse of or adverse actions against license |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Proposed use of a learning management system to track Locum Tenens’ attendance at training |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Met requirement |
| H. Reports |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Liberty Healthcare Corporation

DATE: October 10 and December 15, 2025

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Medical Doctor Associates, LLC dba Cross Country Locums

DATE: October 14, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers

Name of RFP Coordinator: Casandra Manson

Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | N/A |
| Section III. Proposed Services | 25.00 | N/A |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

On October 14, 2025, the Department received an email notification stating the proposal submission was an oversight and requested it be withdrawn. The proposal submission was considered withdrawn and no evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: MPLT Healthcare
DATE: October 14, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 8.00 |
| Section III. Proposed Services | 25.00 | N/A |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage One, the minimum score required to advance to Stage Two is 15 points. Therefore, the proposal did not qualify to move onto Stage Two, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: MPLT Healthcare
DATE: October 14, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: MPLT Healthcare
DATE: October 14, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 8.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Located in Florida • State “decades” of experience in talent acquisition • Three projects provided, only one related to behavioral health |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Not provided |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Not provided |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: National Health Care Solutions, LLC
DATE: October 14 and December 15, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |
| Section III. Proposed Services | 25.00 | 18.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 18.85 |
| Mark-Up Rate | 25.00 | 25.00 |
| <u>Total Points</u> | <u>100.00</u> | <u>79.85</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: National Health Care Solutions, LLC

DATE: October 14 and December 15, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: National Health Care Solutions, LLC
DATE: October 14 and December 15, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Raleigh NC • Strives to source all positions within 50-mile radius of clients • More than 21 years' experience • Experience with state-operated facilities • Certified by The Joint Commission on Accreditation of Healthcare Organizations • Provided three projects, all serving North Carolina state government (corrections and health & human services) and related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of non-audited balance sheets and P&Ls |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: National Health Care Solutions, LLC
DATE: October 14 and December 15, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 18.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> Proposed a dedicated account manager and recruiter for the hospitals |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> Proposed assigning a credentialing coordinator to each accepted Locum Tenen |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> Met requirement |
| D. General Requirements |
| <ul style="list-style-type: none"> Proposed use of a 24/365 in-house reporting hotline for reporting, investigating, follow-up, and tracking of incidents |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: National Health Care Solutions, LLC

DATE: October 14 and December 15, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.350 | x | 25 points | = | 18.85 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.100 | x | 25 points | = | 25.00 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: R. L. Klein & Associates Inc.
DATE: October 14, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 8.00 |
| Section III. Proposed Services | 25.00 | N/A |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage One, the minimum score required to advance to Stage Two is 15 points. Therefore, the proposal did not qualify to move onto Stage Two, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: R. L. Klein & Associates Inc.

DATE: October 14, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: R. L. Klein & Associates Inc.
DATE: October 14, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 8.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in California • Founded 1997 • Provides temporary, long-term, and locum tenens staffing • Provides staffing to both government and commercial clients • Provided three projects, none related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • Did not respond |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of tax returns |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Regional Care Network LLC

DATE: October 14 and December 15, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers

Name of RFP Coordinator: Casandra Manson

Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 11.00 |
| Section III. Proposed Services | 25.00 | N/A |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage One, the minimum score required to advance to Stage Two is 15 points. Therefore, the proposal did not qualify to move onto Stage Two, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Regional Care Network LLC

DATE: October 14 and December 15, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Regional Care Network LLC
DATE: October 14 and December 15, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 11.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in New Rochelle NY • Founded 2019 • Provides services to more than 100 locations throughout the U.S., with concentration in northeast • Provided three projects, all describing the services provided to three nursing homes, all owned by a single corporate entity, and none related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of non-audited balance sheets and P&L |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: SHC Services, Inc. dba Supplemental Health Care

DATE: October 14 and December 15, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers

Name of RFP Coordinator: Casandra Manson

Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 16.00 |
| Section III. Proposed Services | 25.00 | 7.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: SHC Services, Inc. dba Supplemental Health Care

DATE: October 14 and December 15, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: SHC Services, Inc. dba Supplemental Health Care

DATE: October 14 and December 15, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 16.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Utah • Provided history of company with experience of more than 40 years • Maintains multiple divisions, each focused on a specific healthcare need with one devoted to behavioral health • Currently holds contract with the Department, providing nurses • Provided three projects, all with detailed descriptions and related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • Indicated “not applicable”, though on pages 62 and 87 of proposal states it “...is a defendant in various legal proceedings arising in the normal course of business.” |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: SHC Services, Inc. dba Supplemental Health Care

DATE: October 14 and December 15, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 7.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Noted its high level of staff retention • Proposed using targeted recruitment campaigns, mobile app, website recruiting, job board network, social media reach, optimized search programs, and traditional recruiting tactics • Noted its proprietary database, Total Relationship Management (TRM), having 54,000 behavioral health candidates among its four million total candidates • Proposed use of a mobile app for candidates' applications • Did not address pre-engagement costs • Did not acknowledge Hospital's right to accept or reject a candidate |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Did not address how coordination of Locum Tenens' start date would occur or acknowledge requirement to confirm start date in writing |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Did not address how coordination and facilitation of meetings between the Hospital and Locum Tenens would occur when performance concerns arise |
| D. General Requirements |
| <ul style="list-style-type: none"> • Proposed a dedicated client services manager to coordinate with Hospital Human Resource Office • Did not address negotiating hourly wage or how it will involve the Hospital in performance review process |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Did not address after-hours sleeping accommodations for on-duty Locum Tenens • Did not acknowledge requirements to: <ul style="list-style-type: none"> ▪ Comply with Delivery Order performance expectations ▪ Obtain prior approval when performing outside practice duties ▪ Provide treatment to patients, under the care of the Hospital(s), irrespective of the patients' ability to pay |
| F. Orientation and Training Requirements |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: SHC Services, Inc. dba Supplemental Health Care

DATE: October 14 and December 15, 2025

- | |
|--|
| <ul style="list-style-type: none">• Did not acknowledge requirement to ensure Locum Tenens attend required orientation and training sessions |
|--|

| |
|---|
| G. Locum Tenens Conversion to State Employment |
|---|

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

| |
|-------------------|
| H. Reports |
|-------------------|

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: SUMO Medical Staffing, LLC
DATE: October 14 and December 17, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |
| Section III. Proposed Services | 25.00 | 19.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 24.24 |
| Mark-Up Rate | 25.00 | 22.92 |
| <u>Total Points</u> | <u>100.00</u> | <u>84.16</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: SUMO Medical Staffing, LLC

DATE: October 14 and December 17, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: SUMO Medical Staffing, LLC
DATE: October 14 and December 17, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Utah • Established 2007 • Stated its strength is in placing psychiatrists and mental health providers • Accredited by National Association of Locum Tenens Organizations • Provided three projects, all related to RFP (corrections, mental health, psychiatric hospital) |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided five years of non-audited balance sheets and P&Ls |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: SUMO Medical Staffing, LLC
DATE: October 14 and December 17, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 19.00 |

Evaluation Team Comments:

| |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed that its nationwide recruitment team use job boards, professional networks, and its database for outreach • Provided a comprehensive description of its process for screening candidates and verifying licenses, education, training, criminal, and malpractice history • Proposed leveraging its database to provide backup candidates for each position in order to meet 15-day requirement • Noted that candidates are interviewed for cultural fit and bedside manner |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Proposed facilitating a formal meeting with provider, Hospital, and Bidder to determine next steps when performance concerns arise |
| D. General Requirements |
| <ul style="list-style-type: none"> • Proposed establishing procedures for reporting, investigating, following up, and tracking of unexpected or sentinel incidents and rolling these procedures into an existing Quality Management Program • Proposed malpractice insurance for Locum Tenens include prior acts coverage and tail coverage |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Did not offer a detailed description of the scope and respective privileges of the Locum Tenens |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Proposed that Bidder’s recommended candidate receive all orientation and training prior to placement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: SUMO Medical Staffing, LLC

DATE: October 14 and December 17, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.050 | x | 25 points | = | 24.24 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.200 | x | 25 points | = | 22.92 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Trusted Managed Services, LLC
DATE: October 14 and December 17, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |
| Section III. Proposed Services | 25.00 | 10.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | N/A |
| Mark-Up Rate | 25.00 | N/A |
| <u>Total Points</u> | <u>100.00</u> | <u>N/A</u> |

Per Part V, B.2. Stage Two, the minimum score required to advance to Stage Three is 15 points. Therefore, the proposal did not qualify to move onto Stage Three, and no further evaluation was completed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Trusted Managed Services, LLC

DATE: October 14 and December 17, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Trusted Managed Services, LLC
DATE: October 14 and December 17, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 17.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Buffalo, NY • Founded 2023 • Stated that recent engagements involve sourcing more than 180 psychiatric providers for public mental health institutions • Noted use of its proprietary system for staffing • Provided three projects, none related to the services in the RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Trusted Managed Services, LLC

DATE: October 14 and December 17, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 10.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> Proposed using a current database, local staffing division, targeted outreach, job boards, professional networks, sub-vendor partners, and company website for recruiting Proposed assigning a dedicated recruiter to each request Did not address 15-day fulfillment requirement Did not acknowledge requirement for Hospital to interview candidates, of Bidder's responsibility for pre-engagement costs, or for Hospital's ability to accept/reject any candidate |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> Did not address how to will facilitate contingent offers or conduct background checks or license verification Did not acknowledge requirement to or describe how it will provide written confirmation that the selected Locum Tenens file is current or in possession of its human resource department |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> For replacing terminated Locum Tenens, noted the "target" is within 30 days |
| D. General Requirements |
| <ul style="list-style-type: none"> Proposed using Hospital's procedures for reporting, investigating, following-up, and tracking any unexpected or sentinel incidents. |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> Did not address requirement for on-duty Locum Tenens, providing after-hours coverage, to reside in the Hospital sleeping quarters |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Vastek Inc.
DATE: October 14 and December 18, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|--------------------------------|------------------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |
| Section III. Proposed Services | 25.00 | 25.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 21.57 |
| Mark-Up Rate | 25.00 | 20.37 |
| <u>Total Points</u> | <u>100.00</u> | <u>84.94</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Vastek Inc.

DATE: October 14 and December 18, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

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| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Vastek Inc.
DATE: October 14 and December 18, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 18.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in California, with an office in Boston • Founded in 2015 • Provides staffing in all 50 states, maintaining a nationwide pool of more than 30,000 clinicians • Staffing response within 48-72 hours of request, with an average fill time of 6.2 business days • Maintains 27 U.S. offices and stated the potential to create a Maine presence • Noted experience with government agencies and hospitals • Certified by The Joint Commission on Accreditation of Healthcare Organizations • Provided three projects, with two related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of non-audited balance sheets and P&Ls |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Vastek Inc.
DATE: October 14 and December 18, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 25.00 |

Evaluation Team Comments:

| |
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| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Proposed: <ul style="list-style-type: none"> ▪ Providing qualified candidates within 48-72 hours ▪ Use of an 800+ recruiters and 30,000+ pre-vetted clinicians ▪ A recruitment lead will review and verify qualifications and an account manager to ensure compliance ▪ A single point-of-contact for Department • Stated ability to provide immediate replacements |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Proposed use of a secure credentialing system for real-time monitoring and auditing • Proposed a competency testing/verification process/procedure, having periodic reassessment |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Offered a comprehensive description of its Structured Performance Management Process • Proposed a single point-of-contact regarding performance concerns, with Bidder coordinating meetings with the Hospital to discuss issues • Proposed that communication with Provider to be completed by Bidder • Noted its compliance first monitoring system, incorporating its real-time monitoring of state licensing databases and automated notifications prior to licensure renewal dates • Proposed replacing, within 48-72 hours, Locum Tenens who are terminated |
| D. General Requirements |
| <ul style="list-style-type: none"> • Described a comprehensive Compliance Management Framework used to ensure Providers practice within all State and Federal rules and requirements • Proposed use of an automated incident tracking system for reporting, investigating, follow-up, and tracking of incidents |
| E. Engagement Requirements |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Vastek Inc.

DATE: October 14 and December 18, 2025

- | |
|--|
| <ul style="list-style-type: none">• Proposed:<ul style="list-style-type: none">▪ A dedicated account manager and scheduling team▪ A process for identifying and matching provider with the scope of privileges▪ Maintaining a group of pre-approved, pre-credential candidates for high-demand specialties |
|--|

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|---|
| F. Orientation and Training Requirements |
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| <ul style="list-style-type: none">• Propose use of a cloud-based credentialing process, which is certified by The Joint Commission on Accreditation of Healthcare Organizations, to ensure Providers meet all required Hospital training |
|--|

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| G. Locum Tenens Conversion to State Employment |
|---|

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
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|-------------------|
| H. Reports |
|-------------------|

- | |
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| <ul style="list-style-type: none">• Proposed use of a Centralized Data Management and Compliance Tracking system for reporting requirements |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Vastek Inc.

DATE: October 14 and December 18, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.180 | x | 25 points | = | 21.57 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.350 | x | 25 points | = | 20.37 |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Worldwide Travel Staffing, Limited
DATE: October 14 and December 18, 2025

SUMMARY PAGE

Department Name: Dorothea Dix and Riverview Psychiatric Centers
Name of RFP Coordinator: Casandra Manson
Names of Evaluators: Carol Cody, Kathryn Comeau, Matthew Lessard

| <u>Pass/Fail Criteria</u> | <u>Pass</u> | <u>Fail</u> |
|--|-------------------------|-----------------------|
| Section I. Preliminary Information (Eligibility) | N/A | N/A |
| <u>Scoring Sections</u> | <u>Points Available</u> | <u>Points Awarded</u> |
| Section II. Organization Qualifications and Experience | 25.00 | 20.00 |
| Section III. Proposed Services | 25.00 | 21.00 |
| Section IV. Cost Proposal | | |
| Recruitment Fee | 25.00 | 24.24 |
| Mark-Up Rate | 25.00 | 18.84 |
| <u>Total Points</u> | <u>100.00</u> | <u>84.08</u> |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Worldwide Travel Staffing, Limited

DATE: October 14 and December 18, 2025

**OVERVIEW OF SECTION I
Preliminary Information**

| |
|------------------------------------|
| |
| Section I. Preliminary Information |

Evaluation Team Comments:

N/A

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Worldwide Travel Staffing, Limited

DATE: October 14 and December 18, 2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience
Stage One**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--|-------------------------|-----------------------|
| Section II. Organization Qualifications and Experience | 25.00 | 20.00 |

Evaluation Team Comments:

| Part IV. Section II. Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • Headquarters in Buffalo NY • Established 1993 • Stated it is the largest global provider of psychiatric healthcare professionals • Currently provides staffing to Department (DDPC, RPC) • Has prequalified candidates residing in the northeast • Facilitates staff transition to permanent employment • Provided three projects, with all related to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • None indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Provided three years of audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Provided, indicating professional liability |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER: Worldwide Travel Staffing, Limited
DATE: October 14 and December 18, 2025

**EVALUATION OF SECTION III
Proposed Services
Stage Two**

| | <u>Points Available</u> | <u>Points Awarded</u> |
|--------------------------------|-------------------------|-----------------------|
| Section III. Proposed Services | 25.00 | 21.00 |

Evaluation Team Comments:

| |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Database of 375,000 pre-screened healthcare professionals • Advertises in national journals, Maine-based newspapers, and online job boards, as well as conducting direct outreach by recruiters, referral programs, and community engagement • Comprehensive process for license verification, primary source verification, reference checks, and clinical interviews • Multi-step screening process completed prior to submission of candidate(s) to the Hospital • Customer Relationship Management system to track jobs |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • Proposed engaging its Clinical Specialist immediately upon identification of performance concerns, with a meeting among the Hospital, account manager, and Clinical Specialist • Continuous monitoring of RNs and LPNs professional licensing through Nursys • Query State license boards regarding Providers • Did not respond to “ensure the Hospital(s) receives at least thirty (30) calendar days written notice of the resignation of any Locum Tenens” |
| D. General Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Met requirement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • Met requirement |
| H. Reports |
| <ul style="list-style-type: none"> • Met requirement |

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER: Worldwide Travel Staffing, Limited

DATE: October 14 and December 18, 2025

**EVALUATION OF SECTION IV
Cost Proposal
Stage Three**

| Lowest Submitted Recruitment Fee Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.018 | ÷ | 1.050 | x | 25 points | = | 24.24 |

| Lowest Submitted Marup Rate Proposed | ÷ | Cost Proposal Being Scored | x | Score Weight | = | Score |
|---|---|-------------------------------|----------|------------------|----------|--------------|
| 1.100 | ÷ | 1.460 | x | 25 points | = | 18.84 |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: 10/07/2025

EVALUATOR NAME: Carol W. Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided a comprehensive overview • N – The three projects were not behavioral health related • I – Joint Commission certified healthcare staffing firm • I – Proprietary database of more than 850k active candidates • I – Active member of the National Associate of Locum Tenens Organizations and the National Association of Travel Healthcare Organizations. |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Financial information provided and audited for three years |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P+ - The organization of this bid was appreciated. The bidder addressed each required item specifically, which made the review very easy. • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| H. Reports | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: 10/07/2025

EVALUATOR NAME: Carol W. Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

- | |
|--|
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none">• P – Provided three ongoing projects, with the oldest project continuing for 8 years so far• Q – Projects listed were not related to behavioral health• P – Provided organizational history• P – 8 years in business• I – Headquarters in GA• I – Joint Commission certified• I – Proprietary database |
| 2. Litigation |
| <ul style="list-style-type: none">• P-No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none">• P – Provided four years of independent audit reports performed by a CPA |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none">• P – Provided Certificate of Liability Insurances for commercial general liability, professional liability, auto liability, and workers compensation and employers liability |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| A. Recruitment Requirements |
| <ul style="list-style-type: none">• P – Adelphi can cover multiple disciplines including providers and nurses• P – Recruitment includes advertising through specialty channels and national network• P – At least one qualified candidate within 3 calendar days of initial written request• P – Provide a candidate within 24-72 hours if urgent coverage is needed• I – Proprietary database of 850,000+ providers• P – Hospitals will interview final candidates• P – Adelphi will cover all pre-engagement costs• P – Hospitals retain right to accept or deny candidate• P – All background checks will be completed along with license verification• P – Start dates will be supplied in writing• P – Candidates will complete competency assessments as requested |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Candidates will meet all immunization requirements
- P – MOU including compensation, work hours, and deliverables
- I – Meetings will be facilitated by Adelphi if performance concerns arise
- I – 30 calendar day written notice will be received for resignations
- I – Malpractice insurance will be provided by Adelphi
- P – Will comply with Department and hospital policies as well as TJC and CMS
- P – Will ensure all staff meet training requirements
- I – Dedicated staffing pod/team for this contract
- I – Standing communication with hospital stakeholders to occur weekly at implementation and bi-weekly or monthly thereafter.
- P – Acknowledge requests for staff with 1 business hour
- P – Timekeeping will be verified against schedules
- I – Written procedures for reporting and investigating sentinel incidents
- I – Needs assessment kickoff meeting if Adelphi wins a contract to determine operational needs at the hospitals
- I – Positions will be posted to mainstream platforms as well as career centers, through partnerships, and referral networks
- P – Will supply privileging-ready packet including credentialing, education, licenses, immunizations, references
- I – Interview scheduling/process is handled by Adelphi
- P – Discrepancies on invoices will be resolved within 2 business days
- I – If issues with a provider arise, immediate review with Adelphi will begin including a corrective action plan
- I – All pre-engagement costs will be covered by Adelphi
- P – Start Confirmation Notice will be sent same day with detailed information for assignment including location, start and end dates, schedule, training plan

B. Pre-Engagement Requirements

- I – Pre-engagement workflow for all disciplines
- I – Consents/disclosures and background checks will not be completed until after a finalist has been selected
- P – Pre-engagement drug screenings will be completed and packet submitted to Infection Control
- P – Confirmation will be received via email with detailed information including start date and infection control information
- I – Workflow includes a meeting between credentialing/scheduling team and hospital liaison to ensure all documentation is completed.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – If issues with pre-engagement drug screening, an offer will be withdrawn, and a pre-cleared alternate provider will be sent to the hospital for approval
- P – Immunizations and documentation will be covered by Adelphi
- I – Submission of privileging document will be completed in tandem to pre-engagement drug screening. These files will include malpractice, verifications of education and licenses
- I – Before practicing each provider will complete competency assessments
- P – MOU will be completed before start date
- P – Full HR file will be submitted

C. Termination/Resignation Requirements

- I – Adelphi opens a Priority Incident Ticket after being notified of concern with a provider
- I – Meeting is set up between Adelphi Compliance/HR, hospital leadership, and provider (if requested to join) to discuss any concerns requiring a Priority Incident Ticket
- I – Collaborative approach if separation of engagement is decided by the hospital
- I – If termination is requested by the hospital, Adelphi will do so immediately including revoking access and retrieving property
- P – Pre-cleared bench will be used if requested to quickly fill a position if termination has been completed
- I – Enforcement of 30 calendar day written notice if a provider resigns
- I – Immediate termination request by the hospital activates an event timeline with set actions dependent on whether the provider is on/off duty to be completed by Adelphi
- P – 30 calendar day written notice will be included in the providers agreement
- I – Adelphi will notify the hospital within 1 hour of receiving written notice from a provider
- I – Fees will be pro-rated if provider does not complete the 30 days of work after a notice is received

D. General Requirements

- P – No provider will be scheduled for work until verification of malpractice insurance has been completed
- P – Malpractice insurance requirements will be met or exceeded
- I – COIs will be provided prior to orientation
- I – Reminders set at variance days out of expiration
- P – Reimbursement will be prompt to providers

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Hours worked will be completed by providers on a weekly timesheet that will be approved by the Hospital's authorized supervisor
- I – Weekly paychecks are processed including all needed withholdings
- I – Federal and Maine payroll/tax records are kept on file
- P – Hospital will receive clean invoices with appropriate supporting documentation
- I – Engagement with hospital HR staff will begin immediately upon contract award
- I – Adelphi HR keeps all required paperwork in each providers file for a minimum of 7 years to meet federal and Maine requirements
- P – Performance issues including corrective action and/or separation will be completed under hospital policies including coordinating with hospital HR
- P – Hourly rates will be established collaboratively between Adelphi and the hospitals based on market analysis
- I – HR documents will be provided upon request using a secure portal
- I – 90 days before yearly contract date an annual plan review will be completed between the hospitals and Adelphi
- I – Annual review will include rate framework for each discipline
- P – Only pre-approved travel will be invoiced to the hospitals including all supporting documentation
- P – Written Department pre-approval for all travel will be completed before any travel is booked
- I – Expense reports will be audited and submitted with the 5-day time limit
- I – Account Compliance lead and a Credentialing/Quality manager will be designated to the hospitals to ensure all compliance needs are met
- I – Background checks, immunizations, and verifications will be completed before the start of a provider as well as ensuring all licenses are active throughout an assignment
- I – Monthly compliance checks will be processed and provided to the hospitals when requested
- P – Standardized, written procedures will be established for all disciplines for incident management
- I – Within required timeline all providers will complete IR
- I – If hospital directed, Adelphi will participate in tools/analysis of sentinel events
- I - If a corrective & preventive plan is created for a sentinel event, Adelphi will track each action to completion
- I – Each event will include a unique case ID

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| E. Engagement Requirements |
| <ul style="list-style-type: none">• I – Psychiatrists, PCPs, Psychologists, PAs, Nurses, and MHWs can be supplied by Adelphi• P – A 24/7 coverage desk is maintained with pre-vetted clinicians• I – Duties will be mapped for each discipline at the start of each request for a position• P – Communication to the hospitals will be within 1 business hour of request• P – All needed hours whether nights, days, on-call can be accommodated• I – DO will be translated into an assignment brief which will be reviewed with the provider during a live pre-start briefing• P – No provider will start or remain on schedule without required documentation including Maine license• I – Compliance platform monitors and automates alerts for expirations• I – Notification will be received immediately from Adelphi if a providers license has action taken by a board or agency• I – Assignment briefs will include TJC standards and medical ethics• P – Before first shift providers will review and sign acknowledgements of current Department and hospital standards, bylaws, and procedures• I – Providers will adhere to no outside practice duties unless previously approved by the hospitals |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – No provider will start without required trainings for each hospital |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• I – Conversion plan will be completed for any providers who convert to state line• P – Included tier fee structure for conversion |
| H. Reports |
| <ul style="list-style-type: none">• I – All required reporting fields will be submitted using multiple systems |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| |
|---|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Joint Commission Certified • N – Projects listed do not include psychiatric providers, psychiatric nurses, or mental health workers. • Q – Claims extensive expertise in psychiatric and behavioral health staffing • N – Does not currently have business in Maine • I – 8 years in business – started in private sector and branched into public • P – Comprehensive description |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Asset increase and liability decrease 2022-2023 • Q – 2024 financials are not provided. Unclear if they are not yet audited or withheld for other reasons |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Q – Several Certificates provided. Prof. Liab 1/3 and 2/4 |
| Part IV, Section III. Stage Two - Proposed Services |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Database of 850,000 providers • P – Dedicated “staffing pod” for procurement of locums • P – Acknowledge requests within one business hour. • P – utilize Specialized job boards, prof. association partnerships, academic and training prog. Affiliations, industry conferences and networking, referral networks, social media • P - Clear process for candidate screening and presentation |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Identifies they will meet requirements of the RFP • P – Full background and licensure verifications • P – Maintain a “ready bench” of pre-cleared candidates to support rapid backfill, surge needs, and...absences” • P – Initial and periodic competency assessments • P – e-mail designated hospital liaison start date and pertinent information |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Adelphi Staffing, LLC

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| <ul style="list-style-type: none"> • P – Use of a secure portal for data uploads • P – Compliance – first pre-engagement pathway • P - Continuous monitoring of board/Nursys monitoring and ongoing proactive licensure renewal tracking. |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – 30 day notice required • P – Process for incident follow up and investigation • P – Automated systems for monitoring licenses/board action • P – Thorough process resulting from adverse license/board action/allegation • P – 24/7/365 Compliance availability |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – Standing communication cadence with hospital stakeholders • P – Will implement and electronic timekeeping for locums • P – Plan in place for securing malpractice insurance for all providers. • P – Dedicated account lead • P – Coordinate annual reviews and PRN reviews with appropriate hospital leadership • P – Thorough plan for follow up on sentinel events |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – Requests acknowledged within one business hour. • P – Prioritize repeat assignments of the same Locum Tenens to minimize handoffs • P – Automated alerts for expiring credentials • P – Notification both by phone and email of any potential or actual adverse licensure actions or expirations • P – Embed AMA/AOA Codes of Medical Ethics, APA practice guidelines, and TJC standards into assignment briefs. • P – Train on Rights of Recipients • P – Require a signed attestation of no outside practice duties |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – will comply with RFP requirements • P – Offers targeted development resources for providers |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P - Fee is zero after 1040 hours worked. • P – No impediments to State hire |
| H. Reports |
| <ul style="list-style-type: none"> • P – Identified owner and secondary owner of report responsibility |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Alumni Staffing LLC

DATE: 10/07/2025

EVALUATOR NAME: Carol W. Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| |
|--|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided a comprehensive overview • P – Expertise is concentrated in physician specialties, including psychiatry, behavioral health, correctional healthcare staffing. • P – The three projects were behavioral health related |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – The three f/s were combined in one report and were not audited. |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P - Provided |
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| H. Reports |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Alumni Staffing LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Included three long term projects with behavioral health included • I – Projects listed are ongoing 8-, 9-, and 10-year agreements • P – Provided organizational history • I – Follow Joint Commission standards |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Provided Profit & Loss for the past three years combined • N – Did not provide three most recent years of audited or reviewed Financial Statements completed by a CPA |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for comprehensive general liability and professional liability |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – At least one acceptable candidate will be submitted within the required 15 calendar days • I – Consistently submit candidates within 5 to 10 days • P – Proprietary database with over 8,800 providers • I – Outreach can begin within 1 hour • P – Candidates will be pre-screened including credential checks and interviews • P – Psychiatric recruiting division with full time recruiters focused on behavioral health • P – All final candidates will be interviewed by the hospitals • P – All pre-engagement costs will be covered |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Credentialing team within Alumni manages background checks, license verifications, and drug screening • N – Did not state compliance under B. 2. b • P – Coordination of review by infection control nurse of immunization records will be completed before orientation |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Alumni Staffing LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Alumni team will ensure all required competency assessments are met or exceeded
- I – Credentialing packets are submitted which includes references, immunization records, licenses, and educational information
- N – Did not state written confirmation of start date

C. Termination/Resignation Requirements

- P – Meetings facilitated by Alumni between the hospital and provider will be scheduled if issues are stated
- P – Immediate notification to the hospitals if an issue with a providers license arises, including adverse actions against a license or expiration during an assignment
- I – Providers will be removed from an assignment if privileges are lost and replacement procedures will begin
- P – Resignations require 30 days written notice
- I – Fees are prorated if 30-day notice is not obtained
- P – Replacement, if provider terminates or resigns, is completed within 30 calendar days if not sooner
- I – Urgent case replacement has been fulfilled previously within 3-5 days

D. General Requirements

- P – Provide medical malpractice insurance for all providers placed meeting or exceeding the required levels
- I – Payroll and record keeping systems to meet financial standards
- I – Work with hospital HR staff to collaborate procedures, recruitment, hiring, and termination procedures
- I – Work with hospital leadership annually on staffing needs
- I – State travel policies will be followed, and invoicing will include supporting documentation
- P – Providers are required to follow State and Federal rules, as well as hospital polices
- I – Remote work will be approved by the hospital with all Department compliance requirements met

E. Engagement Requirements

- P – Prompt response for requests of providers including scheduling matches the need of the hospital
- I – Coverage can include days, nights, weekend, holidays, and after hours
- I – After hours coverage will include provider residing on campus

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Alumni Staffing LLC

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Ensure providers maintain active licenses and hospital privileges during an assignment
- I -Credentialing department ensures notification to the hospitals immediately if an action is taken against a license
- P – Providers meet AMA, APA and TJC and Alumni ensures compliance with hospital and department policies
- P – Rights of Recipients of Mental Health Services and CMS regulations are also followed
- P – Advanced approval for outside practice will be obtained
- P – Providers will practice in the hospitals supplying care regardless of ability to pay

F. Orientation and Training Requirements

- P – Required trainings will be completed prior to assignment
- I – Coordination with hospital staff to schedule initial orientation programs and ensure continued compliance during assignment
- P – All required trainings will be completed by providers
- I – Alumni provides specialized trainings with required compliance by staff

G. Locum Tenens Conversion to State Employment

- I – Credentialing and personnel documents will be supplied to the hospitals immediately following a request to transfer to state line
- I – Recruitment fee will be reduced if a provider is transferred to state line

H. Reports

- I – Will submit required reports

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Alumni Staffing LLC

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none"> • I - Staffs Wellpath • P – Three Psychiatry/NP project references • P – 10 years experience • P – Joint Commission processes followed | |
| 2. Litigation | |
| <ul style="list-style-type: none"> • P - None | |
| 3. Financial Viability | |
| <ul style="list-style-type: none"> • N – Net loss for period 7/22-6/25 • N – Financials are one statement, making it impossible to see trends | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none"> • P - General and Prof. Liability | |

| Part IV, Section III. Stage Two - Proposed Services | |
|---|--|
| Part II | |
| A. Recruitment Requirements | |
| <ul style="list-style-type: none"> • P – Database of 8,800 clinicians in the Northeast • P – Dedicated psychiatric recruitment division | |
| B. Pre-Engagement Requirements | |
| <ul style="list-style-type: none"> • P – Systems in place to ensure compliance with RFP | |
| C. Termination/Resignation Requirements | |
| <ul style="list-style-type: none"> • P – Prorate fees accordingly for early termination | |
| D. General Requirements | |
| <ul style="list-style-type: none"> • P – Partner with hospital leadership annually to assess staffing needs • Q – Identifies they will comply with the RFP but does not describe how. | |
| E. Engagement Requirements | |
| <ul style="list-style-type: none"> • Adhere to AMA, APA, and TJC ethical codes | |
| F. Orientation and Training Requirements | |
| <ul style="list-style-type: none"> • P – Maintains a structured training log | |
| G. Locum Tenens Conversion to State Employment | |
| <ul style="list-style-type: none"> • Q – Unclear on conversion fee. The original fee is not expressed in the document. Only a discount of 5% at 4 months and waiver of fee at 6 months employment. | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Alumni Staffing LLC

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- | |
|--|
| <ul style="list-style-type: none">• P – Has experience transitioning Locum Tenens to Government employees. |
|--|

| |
|-------------------|
| H. Reports |
|-------------------|

- | |
|--|
| <ul style="list-style-type: none">• P – Can track and document every state of the recruitment and engagement cycle.• Utilizes a specific tracking system and internal dashboard to generate reports accurately and efficiently. |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: October 7, 2025

EVALUATOR NAME: Carol W. Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none"> • P – Provided a comprehensive overview • P – Government focused, Portland office with 30 staff • P – Over 36 years of experience staffing healthcare professionals • P – Extensive experience in service mental and behavioral health clients • P – The three projects were behavioral health related • P – Joint Commission Certification • P – Member of the National Association of Locum Tenens Organizations • P – Proprietary Applicant Tracking System with over 3.3m pre-screened candidates along with other robust advanced technology platforms | |
| 2. Litigation | |
| <ul style="list-style-type: none"> • Did not list any litigation but asserted that the South Portland office has had “no cases or claims filed by or against Amergis arising out of facility staffing services provided by the South Portland office that Amergis anticipates will have any material impact on its ability to provide services under this agreement” | |
| 3. Financial Viability | |
| <ul style="list-style-type: none"> • P – Financial information provided and audited for three years. | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none"> • P - Provided | |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| <ul style="list-style-type: none"> • P – will provide at least one candidate within 15 calendar days • N – cost is not addressed | |
| B. Pre-Engagement Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| C. Termination/Resignation Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| D. General Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| E. Engagement Requirements | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: October 7, 2025

EVALUATOR NAME: Carol W. Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

| |
|--|
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
| H. Reports |
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none">• P – Provided organization history with 22 years experience in Government Services• P – Serve over 2,500 public entities• I – Local office in Portland• P – Provided extensive list of partnership• P – Provided 3 projects with detailed description all including behavioral health agreements• P – 2 of the 3 projects are with State agencies• P – Joint Commission certified |
| 2. Litigation |
| <ul style="list-style-type: none">• I – No litigation indicated for Portland Office |
| 3. Financial Viability |
| <ul style="list-style-type: none">• P – Provided three fiscal years of audited financial statements performed by a CPA. |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none">• P – Provided COI for commercial general liability & professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| A. Recruitment Requirements |
| <ul style="list-style-type: none">• P – Provide at least one candidate within the 15 day requirement• P – Recruitment costs will be managed by Amergis• I – Staff will be fully vetted to meet the hospitals requirements• I – Ongoing compliance checks• I – Proprietary applicant tracking system is used to support recruitment efforts• I – Over 3 million pre-screened candidates available in system• I – Provides a staff management platform which allows the hospitals to track candidates• I – Pre-screen procedures of providers include licensure, certification and skills competencies. Pre-screening ensures candidates are placed as soon as possible when a request is received.• P – Candidate Submission Profiles are presented to the hospital when a candidate is determined to be a fit for the need placed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Continued communication between Amergis and the provider, and Amergis and the hospital during an assignment

B. Pre-Engagement Requirements

- P – Credentialing department collects provider credentials prior to submission to the hospital as a candidate
- P – Background checks will be processed prior to an agreed upon start date and follow hospital requirements
- P – Fully screen candidates before submitting to the hospitals
- I – Candidate Submittal Package includes required screening and credentialing which includes immunization requirements
- P – Written notification will be received to confirm start date
- P – Drug screenings will be completed prior to start date and results included in the Candidate Submittal Package
- I – Medical screening is only a part of a larger screening process including competency, skills checklists, background checks, and license verifications
- P – All required privileging paperwork will be submitted within the Candidate Submittal Package
- I – Applicant tracking system to match providers qualifications with assignments
- I – Competency is reviewed to ensure the provider meets job duty requirements
- I – Provider competency assessments are based on discipline and specialty and completed using an online exams
- P – MOU will be sent to the hospital if a provider is selected for assignment which includes the terms
- I – MOUs are required to be signed by hospital before a provider can begin
- I – Licensure and credentialing department

C. Termination/Resignation Requirements

- I – Corrective action process is engaged if communication of an incident is received
- I – Program Manager is assigned to the hospitals
- I – Program Manager will be involved immediately following the receipt of an incident report and will ensure detailed documents and process is followed
- I – Investigations will be completed by a Program Management Team
- I – Frequent communication throughout an investigation
- P – Audits are completed for expiring credentials and screening of licensure issues

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Annual checks completed to ensure providers ability to work
- I – Percentage of personnel files are audited monthly for verification of all required documents
- I – Weekly reports completed on credentialing, competency, and licensing set to expire within 30/60/90 days
- P – The Joint Commission certified
- P – Dedicated Program Manager to contact if issues with a provider
- I – Program Manager will work with the local team to resolve any issues and/or find a replacement if a provider is terminated
- I – Immediate replacement if a provider is terminated
- I – Pre-qualified candidates are available as backup if needed for a swift replacement

D. General Requirements

- P – Malpractice insurance is provided for all Medical Staff
- I – Weekly payroll completed by a division within the payroll department specializing on healthcare.
- I – Timesheets managed electronically
- I – Timesheet approval alerts sent to the hospital once a timecard is completed by a provider
- P – Multistage billing process to check for accuracy
- I – Billing is completed monthly with supporting documentation
- I – Recruitment, hiring, and termination will be handled alongside the dedicated Program Manager
- I – Internal issue escalation process, which uses a database for tracking
- I – Decisions will be mutually agreed upon and all documentation will be submitted in the internal database

E. Engagement Requirements

- I – Pro-actively pre-qualify additional candidates
- I – Float pool available if needed with the pre-qualified candidates
- P – After a job description is received from the hospitals, candidate information and credentials will be provided to allow the hospitals to make final decision
- P – During recruitment period schedules will be determined. Candidate availability will be confirmed prior to placement.
- P – Ability to place staff within 24 hours
- P – Staff will maintain required licenses, credentials and privileges throughout assignment
- I – Communicate regularly to ensure performance expectations

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Licensure verification tracked with follow up communication with providers to ensure no lapsing
- P – Follow TJC standards
- N – No mention of AMA or APA standards followed
- I – Member of the National Association of Locum Tenens Organization (NALTO)
- I – All members of Amergis follow required standards of NALTO
- P – Staff will provide care to patients regardless of ability to pay

F. Orientation and Training Requirements

- I – Assignments will only begin once a provider has successfully completed Amergis required trainings
- I – Trainings are tracked using timecards
- P – Verification with hospital staff to ensure providers attend required hospital trainings

G. Locum Tenens Conversion to State Employment

- P – Agree to terms regarding conversion to state line position
- I – Single point of contact will be established for any conversion to complete a transition plan
- P – All documentation collected by Amergis will be submitted to the hospital
- I – Liquidation fee structure supplied

H. Reports

- P – Multiple platforms used to produce all required reporting
- P – Reports can be customized
- P – Competency reports will be submitted before staff is placed
- I – Cloud based platform available for real-time reporting, candidate status, electronic timekeeping
- I – Ad-hoc reports available to ensure the reporting needs are met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – “strong local roots in the communities we live in and serve” • Q – list of partnerships does not include any in Maine. Does include NH Hospital and Vt Psychiatric Center • P – 1988 established, 22 years in government business • I – Utilizes the Maine Background Check Center • P – Joint Commission Certified |
| 2. Litigation |
| <ul style="list-style-type: none"> • Q – None specifically in the South Portland office. • N – “numerous claims based on general negligence and employment matters”, but nothing was listed |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Marked Confidential • Maxim Healthcare |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Utilizes a proprietary applicant tracking system • P – 3.3 million pre-screened candidates • P – Elaborate pre-screening process |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Q – Need to add Varicella to list of medical screening for Maine requirement • P – Immunization process is customizable – they have a Maine office • P – Established process for drug screening • P - Established credentialling and licensing department |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – Established investigation/resolution process • N – Does not describe process for terminations • P – Utilize the Maine Background Check Center Portal • P – System in place for personnel file audits and license/credential expiration |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Amergis Healthcare Staffing, Inc.

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|--|
| <ul style="list-style-type: none">• P – May 2024 TJC audit showed no issues with staffing policies and practices• P – Dedicated Program Manager James Ingalls• Q – Item 4 of this section is identified as N/A |
| D. General Requirements |
| <ul style="list-style-type: none">• P – Established payroll system• P – Multiple departments within the organizational structure• Q – Item 7 indicates it was removed in its entirety• P – Internal investigation process established |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – Pre-qualify additional candidates• P – Internal tracking for credentials and licensure expiration |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Required that employees attend hospital training• P – Training tracked by Caroline Goddard in the Portland field office |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – 900 hours or 6 months employment no conversion fee |
| H. Reports |
| <ul style="list-style-type: none">• P – Established reporting software platforms |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: AMN Healthcare Locum Tenens, Inc.

DATE: October 7, 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none"> • P – Provided an overview • P/N – One of the three projects was behavioral health related | |
| 2. Litigation | |
| <ul style="list-style-type: none"> • P – None | |
| 3. Financial Viability | |
| <ul style="list-style-type: none"> • P – Not clearly apparent but I believe they are audited | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none"> • P - Provided | |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| <ul style="list-style-type: none"> • P+ - well organized and easy to review • P – All items within this requirement were addressed | |
| B. Pre-Engagement Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| C. Termination/Resignation Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| D. General Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| E. Engagement Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| F. Orientation and Training Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| G. Locum Tenens Conversion to State Employment | |
| <ul style="list-style-type: none"> • N – the 10% rule is not followed and the six months rule is not mentioned | |
| H. Reports | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: AMN Healthcare Locum Tenens, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none">• P – Detailed organization overview provided• P – Three projects provided, with one project continuing for over 20 years of behavioral• I – One project in the State of Maine• I – Over 40 years experience• I – Located in Dallas TX |
| 2. Litigation |
| <ul style="list-style-type: none">• P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none">• P – Provided complete three annual reports, including financial statements, performed by an independent registered public accounting firm |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none">• P – Provided commercial general liability certificate• N – Did not provide professional liability certificate |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| A. Recruitment Requirements |
| <ul style="list-style-type: none">• I – Propriety database used to send mass communication to pre-screened providers after a staffing request is received from the hospital• I – Matching technology used to filter candidates based on job-specific criteria• I – Candidates who express interest in a position are reviewed by an account manager and Risk Review department for approval before being submitted to the hospital• P – Qualified candidates often submitted within a few days• P – Goal is minimum of 2 candidates submitted• P – Account manager coordinates interviews between candidate and the hospitals• P – All pre-engagement costs will be covered• P – Hospitals have the right to accept or reject any candidate |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none">• I – Offer process includes confirmation of provider’s interest and receives a written acceptance |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: AMN Healthcare Locum Tenens, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Start dates are based on the hospitals need and is included in the written acceptance of an assignment
- P – Account manager ensures all required documentation is submitted for the credentialing process
- I – Account manager works closely with the hospitals confirming start date and all on-boarding requirements
- Q – After credentialing and on-boarding written notification is sent to the hospitals confirming start date
- P – AMN requires all staff to pass drug screening prior to assignment with cost covered
- P – Certificate of Immunization will be supplied for all providers with document submitted to the infection control nurse as well
- I – Credentialing specialists work directly with providers and the hospital ensuring all documentation is supplied
- P – Each provider will complete competency assessments and results will be included in the packet submitted
- P – Email confirmation will be sent to provider prior to start date. Confirmation email will be sent to the hospitals as well.
- P – Credentialing file includes all required documentation requested by the hospitals
- I – License verification is completed every 120 days

C. Termination/Resignation Requirements

- I – If concerns are expressed to AMN, the account manager will begin following a structured resolution process.
- I – Develop response plan collaboratively
- P – If immediate termination is requested by the hospitals, a qualified replacement search will begin
- I – Automated systems used to monitor license expirations and adverse actions against a license
- I – Credentialing and compliance monitoring system used to track license expiration dates. System will alert credentialing team
- P – If the hospitals request immediate termination AMN will promptly remove the provider
- I – Expedited replacement if a provider is a no-show

D. General Requirements

- P – Malpractice insurance is maintained
- P – Reimbursement for medical services based on verified time worked

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: AMN Healthcare Locum Tenens, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Automated systems used to track documentation and payment details
- I – Hourly wages will be negotiated between the hospitals and AMN
- P – Feedback from the hospitals will be requested when preparation of yearly reviews is completed
- I – HR documents will be provided upon request
- P – Close coordination with the hospitals on a yearly review to determine needs
- P – Providers will follow State travel policy if travel is needed
- P – Itemized invoices will be received for all travel
- P – Within 5 business days invoice with supporting documentation will be submitted
- P – AMN requires all travel to be preapproved
- P – Compliance with all State and Federal rules, regulations, and standards is followed. Compliance with hospital policies will be followed as well.
- Q – Psychiatrists are independent contractors from AMN, requiring responsibility of the staff to be the hospitals

E. Engagement Requirements

- I – Proprietary database is used by recruiters
- I – Providers are matched based on the requirements sent by the hospitals
- Q – Providers are independent contractors
- P – Closely work with the hospitals ensure contracted staff understand and agree to the requirements on the DO
- P – TJC certified
- P – AMN will notify the hospitals immediately if an action is taken against a providers license
- P – Providers will meet compliance standards including AMA, AOA, APA, TJC, CMS and all hospital policies
- P – Patients will be treated regardless of their ability to pay

F. Orientation and Training Requirements

- P – Notification to providers will be sent regarding all trainings and mandatory orientations

G. Locum Tenens Conversion to State Employment

- I – Signed employment agreement will need to be sent to AMN if a provider is to convert to state line
- P – Liquidation rates included

H. Reports

- I – Workforce management technology used to supply reports

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: AMN Healthcare Locum Tenens, Inc.

DATE: October 1, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- | |
|---|
| <ul style="list-style-type: none">• P – Standard reports available on demand with ability to export• I – Access to reports based on user roles• P – Timely and accurate reports delivered |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: AMN Healthcare Locum Tenens, Inc.

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • I – Contracted with CMHC • P - Two projects include behavioral health locums, the third is Maine based • P – Joint Commission Certified • 40 years experience |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Net loss in 2024 • N – Reduction in current assets 2022-2024 |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Send mass communication to database followed by targeted outreach • P – AI powered job matching technology • P – Goal to provide two candidates for each request to promote hospital choice |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Established drug screening process • P – Process in place to meet Maine Health Care Immunization regulation • P – Established credentialing process and licensure status |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – Automated system to monitor license expiration and malpractice renewals • P – Automated system to monitor for disciplinary action and provide reports |
| D. General Requirements |
| <ul style="list-style-type: none"> • I – Locum Tenen providers are independent contractors not employed by the applicant • P - Hourly rates will be negotiated with the hospital. • P – Annual review of staffing needs • P - Comply with Maine regs, CMS, and TJC. |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: AMN Healthcare Locum Tenens, Inc.

DATE: 10/3/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|--|
| <ul style="list-style-type: none">• I – Direct oversight lies with the hiring managers and the healthcare facilities where they are placed. |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – AI powered matching tool• P – First healthcare staffing company to receive TJC certification for healthcare staffing services.• P – Providers are credentialed and reviewed according to NCQA guidelines |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• I – AMN notifies each provider of all required trainings |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• |
| H. Reports |
| <ul style="list-style-type: none">• P – Advanced workforce management technology allows for tracking, recording and reporting required data. |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Aya Healthcare, Inc.
DATE: October 7, 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided a comprehensive overview • P – Largest healthcare staffing and talent software company in the U.S. • P – Has experience in behavioral health placements • P – Provided 3 examples of projects within the last five years • Q – Need to discuss the Reservation of Rights clause |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • One case in five years that is still pending |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • N – Financial information was not audited or complete |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • N – Locum Tenens – “The Department holds the primary responsibility for evaluating provider qualifications, as well as privileging and credentialing.” • P – Nursing & Allied – “Aya Healthcare follows a rigorous, customizable compliance and screening process prior to the candidate’s start date. Criminal background checks ...” • P – All other items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Aya Healthcare, Inc.

DATE: October 7, 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

| |
|--|
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
| H. Reports |
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Aya Healthcare, Inc.

DATE: October 5, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided organizational history • P – TJC certified • P – Founded in 2001 • I – Clinical vetting completed by Chief Medical Officer • I – VMS platform used for entire staffing process • P – 3 projects provided as required, with focus on behavioral health |
| 2. Litigation |
| <ul style="list-style-type: none"> • Q – Litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide 3 years of financial statements audited or reviewed by a CPA • P – Provided historical revenue data |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance with general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Proprietary platform used alongside a database to recruit and submit candidates • I – Partner network also used for recruitment purposes • P – Experience in staffing inpatient psychiatric and forensics facilities • P – Credentialing team facilitates the hospital credentialing needs including background checks, license verifications, and immunization and drug screenings • I – Proprietary database of over 35k active providers and 161k nursing and allied health professionals allows Aya to respond quickly to requests from the hospitals • P – At least one acceptable candidate will be submitted within the 15 day requirement • P – Hospitals can interview final candidates • P – Pre-engagement costs will be covered by Aya |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Aya Healthcare, Inc.

DATE: October 5, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

B. Pre-Engagement Requirements

- I – Specified credentialing team will help facilitate the process between the provider and the hospital
- P – Account manager will confirm start dates with the hospitals
- P – Written notification with start date will be sent to the hospitals once all pre-engagement requirements are met
- P – Drug screenings completed with results submitted to online platform
- P – Immunization records are uploaded to online platform.
- I – Authorized hospital staff will have access to the online platform to verify immunization records
- I – Required documentation will be submitted prior to start date
- I – Online platform used to track credentialing process
- I – Collaboration between Aya and hospital staff to ensure required training and competency assessments meets the hospitals needs
- I – For nurses and allied health professionals Aya provides a continuing education and clinical development platform
- P – Email confirmation sent to providers in advance of start date
- P – Hospitals also receive email confirmation with bill rate and assignment details
- I – Online platform provides auditable records

C. Termination/Resignation Requirements

- I – If notification is received of performance issues, account manager will connect with the hospital immediately to gather additional information
- P – If separation from the provider is needed, account manager and hospital staff will work closely to create a separation plan
- P – Request for immediate termination, action will be without delay
- I – Licenses are tracked using online platform
- P – Notifications are sent at set times to ensure providers have an understanding on expiration dates on licenses
- P – Expired or sanctioned licenses will result in providers no longer having the ability to log time
- P – Providers will be removed from assignments immediately if notification is received of privileges lost
- P – If Superintendents require immediate termination of provider the account manager will notify the provider
- P – Aya can provide new staff within the 30 day requirement if a previous provider is terminated

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Aya Healthcare, Inc.

DATE: October 5, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|--|
| D. General Requirements |
| <ul style="list-style-type: none">• P – Professional liability insurance is maintained• P – Providers will be reimbursed for hours worked based on the agreement• I – Propriety online platform allows electronic timecard submissions• P – Multi-level approvals completed with audit trail within online platform• P – Weekly pay checks upon hospitals approval of time cards• P – Pre-approved travel will follow state travel policy and submitted electronically• P - HR and payroll records kept in compliance with federal and state requirements• I – Aya will work closely with hospital HR to ensure all required documentation and procedures are aligned• I – Work collaboratively each year on a staffing plan• P – State travel policy will be followed with travel records submitted within 5 business days• I – Supporting documentation for travel will be included when requesting reimbursement• P – All travel will be preapproved• P – State and Federal laws, hospital policies, and TJC standards will be followed |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – Competency assessments will be completed per the hospital guidelines and tracked in online platform• I – Providers schedules follow the specific hours requested by the hospitals• I – Confirmed assignment details are tracked in the online platform• P – Online platform issues alerts regarding licensure, credentialing and privileges• I - Hospitals will be notified if credentials lapse• P – Compliance with TJC, AMA, AOA, APA |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Onboarding needs are tracked in online platform |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• I – Liquidation fee structure included |
| H. Reports |
| <ul style="list-style-type: none">• I – Reporting needs are tracked in online platform• I – Calendar reminders used to ensure reporting deadlines are met |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Aya Healthcare, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

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|---|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • I – The three references offered are all 2022 forward • I – 2985 locum tenens providers with 81 in psychiatric roles • P – Joint Commission Certified and behavioral health credentialing • P – Member of NALTO |
| 2. Litigation |
| <ul style="list-style-type: none"> • I – 1 claim of medical malpractice due to infection after surgery |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Q – Did not provide financial statements in financial format |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P - Professional and General Liability as well as malpractice |
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Proprietary talent platform LotusOne • P – Experience with government run forensic psychiatric centers • P – Streamlined recruitment and vetting process. |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Established background check process • P – Utilizes Nursys program • N – Immunizations list does not include varicella • P – Established competency assessment process • P – access to Medbridge for staff obtaining CEs • Q – Termination provisions are included in email communication to clarify conditions under which an assignment may end. |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • N – there is no indication on how negative action against a license is communicated to the vendor by a board or licensing or other governing body • P – Licensure term dates are monitored through an existing system |
| D. General Requirements |
| <ul style="list-style-type: none"> • Existing software supports expense reporting • Q – Timekeeping is through LotusOne integration with hospital time keeping |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Aya Healthcare, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| <ul style="list-style-type: none">• Q – Hospital is required to complete provider evaluations to support Aya’s quality assurance program• Q – Hourly rates for providers are negotiated.• P – Credentialing follows TJC standards• P – Dedicated account manager serves as liaison during investigations |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P - licensing, credentialing, and privileges are tracking in LotusOne |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Placements are required to complete Orientation and Training prior to their placement• Q – how will BRO training, which is specific to and only offered through RPH occur prior to the start date? |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – No liquidation fee for service of more than 6 months.• N – No real description of the organizations’ support of Locum Tenens converting to state line |
| H. Reports |
| <ul style="list-style-type: none">• P – Lotus One |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Barton & Associates, Inc.

DATE: October 7, 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none"> • P – Provided an overview • P – Psychiatric locum tenens staffing only • P – Full descriptions of three relevant projects | |
| 2. Litigation | |
| <ul style="list-style-type: none"> • Did not list any litigation but said that “these matters have been handled and are being handled through the appropriate legal channels and will not have a bearing on Barton’s ability to carry out its services in the state of Maine.” | |
| 3. Financial Viability | |
| <ul style="list-style-type: none"> • Q – Need to discuss this section to see if it is acceptable. | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none"> • P - Provided | |

| Part IV, Section III. Stage Two - Proposed Services | |
|---|--|
| Part II | |
| A. Recruitment Requirements | |
| <ul style="list-style-type: none"> • P+ - Excellent Organization, with responses to every item • P – All items within this requirement were addressed | |
| B. Pre-Engagement Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| C. Termination/Resignation Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| D. General Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| E. Engagement Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| F. Orientation and Training Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| G. Locum Tenens Conversion to State Employment | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| H. Reports | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Barton & Associates, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided organization history, stating over 2 decades of experience • I – Platform used by the company uses EMR familiarity as a factor for matching staff to a contract • P – Provided 3 projects with in-depth descriptions relating to behavioral health • I – One on-going project listed has been a partnership for 18 years |
| 2. Litigation |
| <ul style="list-style-type: none"> • Q – Litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide three years of financial statements audited by a CPA • I – Privately held company and per policy detailed financial statements are not released. If award is made information will be provided |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance including general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Centralized intake system which is integrated into proprietary platform to ensure staffing requests are forwarded to correct team • P – Dedicated account management team • I – Structured recruiting plan used • I – Search begins using propriety database • I – Marketing team will promote advertisements • P – Candidates are prescreened for malpractice, credentialing issues, terminations • I - Pre-interviews are completed by account executives before interviews with the hospitals • P - 24-hour goal to submit initial candidates, unless immediate need then within hours • P – Hospitals interview final candidates |
| B. Pre-Engagement Requirements |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Barton & Associates, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| <ul style="list-style-type: none"> • P – Coordinate on start date • P – Written confirmation will be sent with start date • Q – Drug screening will be ordered on behalf of facility • P – Barton will be responsible for all costs • Q – Will create a streamlined process for credentialing – shouldn't Barton have a process in place already? • P – Competency assessments will be completed • P – File will include needed documentation • P – Met B.3 |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • N – Does not provide coaching • P – Hospitals can terminate at any time • P – Continuous monitoring of adverse actions • P – Will notify provider immediately for termination if licensure issue or inability to follow by-laws • P – Require 30 day written notice • N – Does not state a replacement will be within 30 days |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – Met malpractice requirement • N – Personnel files are not kept • P – Hourly wage will be negotiated • N – Yearly reviews not performed • P – Will meet annually • P – Will follow state travel guidelines and submit needed documentation • P – Preapproval for all travel • Q – Will request written procedures, but not create |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Q – Will provide contractors per request, but no details • P – Met E.2 |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • Q – Barton will provide training, but this training is to be completed at the hospitals |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P – Fee structure provided |
| H. Reports |
| <ul style="list-style-type: none"> • P – Will submit needed reports |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Barton & Associates, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Located in Peabody, MA • P – Staffing Platform matches providers based on criteria to include EMR familiarity. • P – Detailed descriptions of 3 relevant projects. |
| 2. Litigation |
| <ul style="list-style-type: none"> • I – Did not list legal potentials |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – General and Professional Liability |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Proprietary Pioneer Advance Algorithms Matching platform • N – “routinely respond to urgent needs withing hours” • |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • N - B.1.A is missing a preposition. • N – B.1.A makes the the hospital’s problem of timing for start times • N – Does not indicate how the organization will ensure immunizations are documented as required. • P – weekly- biweekly calls scheduled to review performance and future needs. |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • N – Providers are contractors, not employees. • P – Axuall – continuously and automatically monitor providers on assignment for adverse actions taken against any license. |
| D. General Requirements |
| <ul style="list-style-type: none"> • N – No local files are maintained on staff as they are contractors. |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • Processes established to ensure compliance with applicable requirements |
| F. Orientation and Training Requirements |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Barton & Associates, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| <ul style="list-style-type: none">• N – Very short description with no specificity |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P - Zero liquidation fee after 6 months. |
| H. Reports |
| <ul style="list-style-type: none">• “How” the information will be reported is not identified. |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Cell Staff, LLC
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| |
|---|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided a comprehensive overview • P – Provided three examples of projects within the last five years |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Financial information provided and audited for three years |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P - Provided |

| |
|---|
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P ++ - I really like the summary at the end of each section • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| H. Reports |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cell Staff, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| |
|---|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Company has over 10 years’ experience in providing staffing services • I – Headquarters in Tampa • P – Worked with multiple State hospitals across the United States • P – 3 projects submitted are on-going agreements with State departments |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Provided financial statements reviewed by independent CPAs |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional |
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Advertising through multiple networks including proprietary tracking system • P – Dedicated recruiter assigned to Maine with focus on behavioral health • I – Over 1,600+ professionals on assignments throughout the US • I – Database has over 450k professionals • I – Providers are screened prior to interviews with the hospitals. Screening includes license verifications & reference checks. • P – Hospitals are given final interview • P – Guarantee to supply one qualified candidate within 15 calendar day timeline • I – Daily reporting to hospitals during recruitment period • P – Full responsibility for all pre-engagement costs are with Cell |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • I – Compliance team ensures background checks are completed and verification of current licenses are completed • I – All documentation is required and in good standing before a candidate can begin work • P – Dedicated Account Manager to ensure coordination on start dates with written confirmation received |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cell Staff, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Pre-engagement drug screens are required
- P – Ensures immunization requirements will be met
- P – Immune status documentation cost is covered by Cell Staff
- P – Each candidate will complete competency assessments prior to start date
- P – MOU will be completed with required documentation

C. Termination/Resignation Requirements

- I – If performance becomes an issue, the account manager will facilitate
- I – Corrective measures are explored before termination
- P – If the hospitals state immediate termination is needed the provider will be terminated
- I – License monitoring system used to track all providers with alerts for disciplinary action, suspension, or adverse action
- P – Notification to the hospitals is within the same business day if an alert is triggered
- I – Provider will be suspended if an event is found
- I – 60 days prior notice to expiration of license
- I – Providers are contractually required to supply a 30 day notice for resignation
- I – Fees will be pro-rated if 30 day notice is not met
- P – Qualified replacements will be provided within 30 days of a terminated provider

D. General Requirements

- P – Malpractice insurance is maintained
- I – Review of malpractice needs is completed yearly to ensure adequate limits
- P – Payroll is verified by both HR and finance for compliance with contract
- I – HR and payroll records are maintained for the minimum 7 years
- I – Records are available upon request
- P – Dedicated account manager will be liaison between Cell and HR to ensure communication
- I – Hourly rate is negotiated
- I – Will work with the hospitals annually to create a proactive plan for staffing
- P – Ensures all travel follows State of Maine policy
- P – Travel submitted will include detailed supporting documentation
- I – Will meet full compliance of all State and Federal laws, hospital polices, and accreditation standards
- I – Providers are required to submit all needed paperwork for any unexpected or sentinel event

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cell Staff, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|--|
| <ul style="list-style-type: none">• I – Specific form used by Cell for reporting |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• I – Providers will be available to meet all staffing hour requirements• I – Providers will receive a written copy of the Delivery Order requirements• I – Expediated credentialing submissions to ensure no delays• I – Compliance with AMA, AOA, APA, and TJC• P – Providers are not permitted to perform duties outside the hospitals• P – Providers must provide treatment no matter the patients ability to pay |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Coordination between Cell, HR, and education to ensure completion of orientation |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• I – Conversion process if a provider is selected for state line• P – Cell will work on a transition plan once they receive notification of a switch• I – Work with HR directly for any needs• P – Provided liquidation fee structure |
| H. Reports |
| <ul style="list-style-type: none">• P – Reports are tracked in a data management system• P – Cell will adhere to all required reports based on all timelines |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cell Staff, LLC

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • I - Located in Tampa, FL • P – In business since 2014 • P – Contracted with several state agencies • P – Three detailed applicable projects with tenure referenced |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Confidential • P – Provided three years of audited financials |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Both General and Prof Liability |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Layered recruitment approach and applicant tracking system • P – Dedicated recruiters • P – Behavioral interviews |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Process for drug screening and immunization verification • Well organized proposal |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – Transparent communications with hospital • P – Written and verbal communication • P – Proactive tracking of license expiration dates • P – Resignations must be presented to both Cell and the hospital |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – Dedicated account manager |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – Compliance program |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – Works with hospital staff to ensure trainings are complete |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cell Staff, LLC

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – No liquidation fee for greater than 1500 hours worked of 6 mos. |
| H. Reports |
| <ul style="list-style-type: none">• P – Centralized data management system |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Concord Physician Solutions LLC
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| |
|--|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided an overview • P – Specializes in behavioral health and psychiatric facilities • N – The three projects were not behavioral health related |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Unaudited “Management Reports” attached • Q - \$100k in employee wages? Is everyone on contract? |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P - Provided |
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • |
| D. General Requirements |
| <ul style="list-style-type: none"> • |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • |
| H. Reports |
| <ul style="list-style-type: none"> • |
| Part IV, Section IV. Stage Three - Cost Proposal |
| <ul style="list-style-type: none"> • |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Concord Physician Solutions LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none">• I – Provided brief history• I – Headquarters in Austin TX• P – Specialize in placing positions within state hospitals• P – Provided 3 on-going projects, with one agreement for over 8 years.• N – State in description specializing in state hospitals, however; only 1 project references psychiatry• Q – Projects listed are not state hospitals• Q – Did not provide information regarding age of business |
| 2. Litigation |
| <ul style="list-style-type: none">• P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none">• P – Provided three years of management reports• N – Management reports did not state reviewed by a CPA |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none">• P – Provided Certificate of Liability insurance for Medical Prof Liability• N – Did not provide General Liability |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Concord Physician Solutions LLC

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none">• P – transition of physicians to permanent roles |
| 2. Litigation | |
| | <ul style="list-style-type: none">• P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none">• Q - P&L is Jan-Dec 2025 |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none">• |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Consilium Staffing, LLC
DATE: October 7, 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | <ul style="list-style-type: none"> • P – Provided an overview • I – Active member of the National Associate of Locum Tenens Organizations • P – The three projects were behavioral health related. |
| 2. Litigation | <ul style="list-style-type: none"> • N – Multiple settled claims |
| 3. Financial Viability | <ul style="list-style-type: none"> • Q – Need to discuss this section to see if it is acceptable |
| 4. Certificate of Insurance | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | <ul style="list-style-type: none"> • N – The one (1) candidate within 15 days requirement is not mentioned • P – The other items within this requirement were addressed |
| B. Pre-Engagement Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | <ul style="list-style-type: none"> • N – The replacement of terminated candidates within 30 days requirement is not mentioned. • P - All other items within this requirement were addressed |
| D. General Requirements | <ul style="list-style-type: none"> • N – The hourly wage negotiation between the hospital(s) and awarded bidder requirement is not mentioned. • P – All other items within this requirement were addressed. |
| E. Engagement Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | <ul style="list-style-type: none"> • N – the liquidation fee structure was not included |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Consilium Staffing, LLC

DATE: October 7, 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

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| H. Reports |
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| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
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| Part IV, Section IV. Stage Three - Cost Proposal |
|---|

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|---|
| <ul style="list-style-type: none">• |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Consilium Staffing, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided brief description stating company was founded in 2011 • I – Headquarters in TX • I – Structured by specialty and region • P – Currently provides locum needs to State Psychiatric hospitals through out the US for over 10 years • P – Provided three projects including agreements with State departments • P – Each project is on-going with the oldest being over 10 years running |
| 2. Litigation |
| <ul style="list-style-type: none"> • Q – Litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide 3 years of financial statements • P – Stated tax returns were performed by an independent public accounting firm |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance including commercial general and medical professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Proprietary staffing software and a CRM platform used • I – CRM platform follows recruitment process • I – Each recruiter has 300-400 providers to source when a staffing request is sent • P – Dedicated account manager for the hospitals • P – Hospitals can interview any candidate submitted |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Hospitals will have a dedicated credentialing contact • P – Written confirmation will be received prior to the start date stating all pre-engagement tasks are completed • I – Prior to start date all background checks and license verifications will be completed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Consilium Staffing, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Drug screening will be completed through a certified lab
- P – Cost related to drug screening will be covered by Consilium
- P – Submission of records to the hospitals infection control nurse will be completed to allow clearance before orientation
- P – Consilium requires all providers to sign service agreements stating providers follow all hospital policies
- P – Written confirmation will be sent to the hospitals with required documentation

C. Termination/Resignation Requirements

- I – Communication between Consilium and hospitals will begin immediately if a performance concern is expressed
- I – Collaboration is requested between Consilium and the hospitals if an engagement needs to end prior to the end date of the agreement
- P – Immediate notification to the hospitals if an adverse action is discovered
- P – Termination will be completed if requested by the hospitals
- P – Written 30 day notice is required and included in the service agreement signed by the provider
- P – Prorated fees if 30 day notice is not completed

D. General Requirements

- P – Malpractice insurance is provided
- P – Compliance with all State and Federal payroll requirements
- P – Providers are paid for all hours worked
- N – Did not mention hourly wage negotiations
- I – Annual review of locum needs
- P – Detailed invoices will be supplied for travel invoices
- P – State policy will be followed
- P – Full compliance with State and Federal laws, hospital policies and requirements
- I – Risk management department will maintain standard procedures for reporting and investigation

E. Engagement Requirements

- I – Account manager will be a liaison between the provider and hospitals
- I – Candidates are vetted prior to submitting to the hospitals
- P – Privileging will be completed in accordance with hospital process
- I – Dedicated privileging team
- I – Providers are contractually obligated to meet all professional and ethical standards

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Consilium Staffing, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• I – Account manager will ensure providers attend all required orientation and training• I – Privileging team tracks all trainings and orientation |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• I – Account manager is the liaison to ensure transfer to State employment is a coordinated effort with all needed documentation provided• N – Did not provide a liquidation schedule |
| H. Reports |
| <ul style="list-style-type: none">• I – Internal system used to ensure reports are submitted using multiple platforms to gather needed information |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Consilium Staffing, LLC

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – dedicated behavioral health division focused on psychiatry • I - Founded in 2011 • I – Based in Dallas, TX • P - Providing locum tenens services to State Psychiatric Hospitals and State facilities since 2012 • Member of NALTO • P - 3 project references provided, all relevant state agencies providing behavioral health providers. |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • I - 6 claims listed |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • N – financial statements not provided. The letter provided indicating financial information does not include detail and includes 2021-2023. Ratio of Assets to Liabilities decreases 2022 to 2023 |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P – Both General and Prof. Liability |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – Division of recruiters with specialty in psychiatric care • P – Specialized sourcing software and crm • P – Dedicated Account manager |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – Process for background checks, drug testing, and immunization verification |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • P – Notification to the hospital of any adverse action against the provider |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • Q – Written procedures maintained for investigation process – not detailed in submission |
| E. Engagement Requirements | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Consilium Staffing, LLC

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| <ul style="list-style-type: none">• I – Three desk model – client advocate, provider advocate and account manager |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Ensure providers attend and complete required trainings |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – Will cooperate with conversion. Fees not provided |
| H. Reports |
| <ul style="list-style-type: none">• P – Processes in place for internal report generation |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Cynet Locums, Inc.
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none"> • P – Provided a comprehensive overview • P - “Particularly skilled in providing psychiatric and medical locum coverage” • N – The three projects were not behavioral health related | |
| 2. Litigation | |
| <ul style="list-style-type: none"> • P – None | |
| 3. Financial Viability | |
| <ul style="list-style-type: none"> • Q – Need to discuss this section to see if it’s acceptable | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none"> • P - Provided | |

| Part IV, Section III. Stage Two - Proposed Services | |
|---|--|
| Part II | |
| A. Recruitment Requirements | |
| <ul style="list-style-type: none"> • P+ - nicely organized • P – All items within this requirement were addressed | |
| B. Pre-Engagement Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| C. Termination/Resignation Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| D. General Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| E. Engagement Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| F. Orientation and Training Requirements | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| G. Locum Tenens Conversion to State Employment | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |
| H. Reports | |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cynet Locums, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

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|--|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided brief description stating parent company has over 14 years experience • I – Headquarters in Virginia • P – Joint Commission certified • P – Time to fill of fewer than 20 days • P – Three on-going projects provided • N – None of the projects include behavioral health |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide three years audited of financial statements • Q – Provided unaudited Income Statement and Balance Sheets |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional |
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Proprietary database used with over 250k pre-vetted clinicians • I – NCQA-aligned credentialing completed • P – 15-day submission of providers for review • P – Dedicated account manager • P – Hospitals will have the ability to interview final candidates and accept or reject any proposed candidate • P – All pre-engagement costs will be covered by Cynet |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Providers need to pass criminal background checks, license verifications and additional compliance needs, before being submitted to the hospitals • P – Written notification will be supplied to the hospitals confirming start date • P – Drug testing is completed with an accredited laboratory • P – Cynet ensures all immunization requirements will be met |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cynet Locums, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Credentialing packets will be submitted to the hospitals following required by-laws, rules, and regulations
- I – Competency assessments will be completed by each provider
- P – MOU will be completed prior to start date
- P – Written confirmation will be received prior to the providers start date
- I – Each candidate completes application for engagement, is verified through employment history, and submits to background checks and drug screenings
- I – Annual credentialing packets will be supplied
- I – Requested documentation will be supplied within 48 hours

C. Termination/Resignation Requirements

- P – Performance concerns will result in a meeting between Cynet and the hospitals
- I – Coordination between all parties, directed by Cynet, if a separation is needed
- P – Hospital have authority for immediate termination if requested
- I – License status is monitored continuously
- P – Hospitals will receive immediate notification if an adverse action is against a provider
- P – License expiration date tracking is completed within their system, which alerts automatically at 120, 90, 60, and 30 days before expiration
- I – Immediate notification to the hospitals if a license expires
- P – Immediate termination of a provider if their license is revoked, suspended, or restricted
- P – 30 calendar day written notice is strictly enforced
- P – Fees will be prorated if a provider does not supply a 30-day written notice, or does not complete the assignment
- I – Replacement providers will be supplied within 30 days
- I – For each assignment there is at least 1 backup candidate
- P – Pre-screened candidate will be submitted within 10 days of termination notice

D. General Requirements

- P – Malpractice insurance is purchased for each provider prior to start date
- P – COI will be provided
- P – Payroll system is used to reimburse providers for hours worked
- I – Providers reimbursed on an hourly basis
- I – Payroll records are maintained electronically and available for audits by the hospitals at any time

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cynet Locums, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Records are retained per federal and State laws
- I – Joint hourly rate negotiations
- I – Records are shared with the hospitals securely to allow HR to review and approve candidates
- I – Coordination between Cynet and Hospitals during off-boarding
- P – Annual review with leadership to determine future needs
- P – State travel policy will be followed and request for reimbursement will follow policy
- I – No markup on travel costs
- P – Audit of travel files will be supplied with the requested 5 days
- P – All travel will be preapproved
- P – Compliance will Federal and State rules, Hospital policies and accreditation entities will be followed
- I – TJC aligned credentialing
- I – Tracking system used for compliance
- I – Written procedures are already written for incident reporting and sentinel events
- I – Provider will report any events immediately to the hospital as well as Cynet
- P – Event reports are required to be submitted within 24hrs
- I – Joint review completed for any report
- I – Database used to track reports

E. Engagement Requirements

- P – Privileging paperwork will be submitted prior to start date
- P – Hospitals outline hours needed for an assignment
- I – Delivery Orders are reviewed with providers before start date
- I – Hospital policies, bylaws, practice standards of AMA, AOA, APA, and TJC will all be followed
- P – All providers will provide care to patients no matter ability to pay

F. Orientation and Training Requirements

- P – Providers are required to attend orientations and trainings, which are tracked by Cynet within their credentialing system
- I – Compliance process will include hospital mandatory trainings
- P – Proof of training completion is collected by Cynet

G. Locum Tenens Conversion to State Employment

- I – When mutually agreed upon, transition to state employment will be supported
- P – HR and credentialing files will be supplied to the hospitals during a

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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RFP TITLE: Locum Tenens Services

BIDDER NAME: Cynet Locums, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|--|
| transition |
| <ul style="list-style-type: none">• P – Liquidation fee schedule included |
| H. Reports |
| <ul style="list-style-type: none">• P – Reports will be submitted when required by the hospitals using data management framework |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Cynet Locums, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Joint Commission Certified • I – Located in Sterling, VA • I – Parent company 14 years in business, Cynet Locums since 2023 • P – Private and Public sector experience • P – Specializes in state hospitals and correctional facilities • P – Skilled in providing psychiatric and medical locum coverage • P – Efficient pathways for transitioning locum physicians into permanent hires • N – Three projects referenced are not related to behavioral health or state systems |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • Q - Partial year 2025 shows significant growth over 2024 performance • I – Letter from bank provided indicating financial stability • N – Financials provided were unaudited |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P – Both General and Prof. Liability |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – Behavioral and Technical interviews • P – AI powered Applicant Tracking System • P – Nationwide recruiter network |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – Thorough background checks in multi states as appropriate. • P – Primary source license verification • P – Competency assessment process • P – Licensure monitoring |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • P - Process for collaborating with hospital during an investigation including the assignment of an account manager and a compliance specialist |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

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BIDDER NAME: Cynet Locums, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| <ul style="list-style-type: none">• P – Automated state licensing monitoring• P – processes in place to take timely HR action• P – Requires 30 days notice from providers• P – Designated backup candidate identified during credentialing for replacement• P – Coverage Bridge available for short term coverage |
| D. General Requirements |
| <ul style="list-style-type: none">• P – Utilizes hospital approved timesheets• P – Annual needs assessment with the hospital• P – Thorough process for investigations/RCA |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – process for credentialing/licensing/privileges as well as medical ethics.• P – Restriction of outside practice duties without written approval |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• I – Hospital provides training and vendor collects and maintains documentation |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – Work collaboratively with the hospital on conversion of staff• P – No liquidation fee after 6 mos. service under a delivery order |
| H. Reports |
| <ul style="list-style-type: none">• P – Process outlined to provide required reports.• P – Automated tracking of reports• P – Documentation stored for 7 years |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Floyd Lee Locums
DATE: October 7, 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| |
|---|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided comprehensive Overview • I – Founded in 2017, North Charleston, SC • P – Three projects were behavioral health related |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P/.N – Three years of f/s attached but they are not audited |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P - Provided |
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| H. Reports |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| Part IV, Section IV. Stage Three - Cost Proposal |
| <ul style="list-style-type: none"> • |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Floyd Lee Locums

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided brief description with 9 years experience with state agencies • P – Provided 3 on-going projects including 2 state departments for psychiatric needs • P – All 3 projects are behavioral health • I – Founded in 2017 with headquarters in North Charleston, SC |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide 3 years of financial statements reviewed or audited by a CPA • P – Did provide Balance Sheets and Income Statements for the last 3 years |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Will meet 15 calendar day request • P – Cover pre-engagement costs • P – Hospitals have full authority to reject or accept any candidate • I – Proprietary database with over 145k providers • I – Use multiple avenues for advertising • P – Recruiter screening for license and malpractice history before a candidate is submitted • I – Credentialing team completes credentialing within 7-10 days of request • I – Coordinate interview scheduling • I – Interview costs are covered by FLL |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • I – No provider will be permitted to work until Rider D requirements are fulfilled • P – Background checks completed prior to start date for very provider • P – All license verifications are completed prior to start date • P – Board certification verified with ABMS/AOA and DEA |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

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BIDDER NAME: Floyd Lee Locums

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Salesforce used to track status
- I – Will meet with the hospitals to determine best communication method for start date notifications
- P – Email notifications will be sent with approved start date
- P – All providers pass drug screening prior to start date
- I – Documentation of drug screening included in credentialing file
- P – Immunization status provided to the hospitals with all costs covered by FLL
- I – FLL screens candidates during requirement, but initial and periodic competency assessments are the responsibility of the hospitals
- P – Provider Confirmation Letter will be sent with required information to create a MOU
- I – Internal audits are completed to ensure provider documentation is current

C. Termination/Resignation Requirements

- I – Performance concerns will result in FLL coordinating meetings between the hospitals, provider, and FLL
- I – Concerns will be documented
- I – Steps for termination are handled by FLL
- P – Acknowledge hospitals may terminate immediately
- P – Licenses are tracked within Salesforce system and monitored by Credentialing department
- P – Automated alerts for 90, 60, and 30 days prior to license expiration
- P – Same business day notification to the hospitals if an adverse action has been taken against a provider's license
- P – Same business day notification is a license expires
- I – Immediately termination if loss of privileges
- P – All providers are required to submit a 30 day written notice of resignation
- I – Immediate sourcing for a replacement if termination/30-day written notice of resignation

D. General Requirements

- P – FLL maintains medical malpractice coverage for providers
- I – COIs are available
- P – Additional insurance is maintained
- I – Providers are reimbursed based on bill rates in DO
- I – Payroll and HR records will follow compliance with state and federal requirements
- I – Hourly rates will be negotiated between FLL and the hospitals
- P – HR documentation will be provided upon request

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Hospitals can be involved in yearly reviews of providers
- P – Annual staffing plan will be a collaborative effort between FLL and the departments
- P – Travel will be reimbursed following the state’s policy
- P – Invoices will include all supporting documentation and invoices will be itemized
- P – Records will be provided within 5 business days
- P – All travel will be pre-approved
- P – Ensure compliance with accreditation and regulatory entities
- I – Internal audits are completed regularly to ensure compliance with contract
- I – FLL will establish written procedures for reporting, investigation, and tracking of events

E. Engagement Requirements

- P – Coverage will be provided for the hours required
- I – FLL will monitor assignment compliance of provider
- P – Ensures compliance with all credentialing requirements
- I – Providers are required to follow professional and ethical standards
- P – Providers will not work outside of duties at the hospitals
- P – Patients will be treated no matter ability to pay

F. Orientation and Training Requirements

- P – Providers are required to complete mandatory orientations
- P – Any changes of orientation schedule in RFP, FLL will adapt
- I – Account Manager will work with the hospital training departments to coordinate training
- I – Credentialing department performs quarterly audits to ensure providers are in compliance of training and orientation requirements
- I – Training requirements are included in offer to the provider
- I – Account managers have weekly check-ins with providers

G. Locum Tenens Conversion to State Employment

- I – All needed documentation will be submitted to HR
- P – Liquidation scheduled submitted

H. Reports

- P – All required data will be submitted to the hospitals timely and accurately

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Floyd Lee Locums

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • I – Founded in 2017 • I – Headquartered in North Charleston, South Carolina • P – Actively staff psychiatrists across public and private hospitals • P – experience with State mental health and corrections • P - Staff is on Board of NALTO • P – Three applicable projects referenced, all providing behavioral health. One is a State Dept of Health. |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Confidential • N – Three years of financials were provided - unaudited • N - Net Income was positive in 2022 Negative in 2023 and 2024 |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Both General and Prof. Liability |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Dedicated recruiters and a targeted advertising plan • P – Identification of one primary and one alternate candidate for each position |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Process for background checks • P – Primary source license verification • P – Drug testing is mandatory • P – Process for immunization compliance • P – Ongoing internal audits of employment documents |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P - Coordinate and cooperate with the hospitals • P – Automated tracking of provider licenses • P – Conducts regular checks with primary source databases to ensure licenses remain valid and in good standing |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Floyd Lee Locums

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| <ul style="list-style-type: none">• Q – Fees not pro-rated if the provider is terminated |
| D. General Requirements |
| <ul style="list-style-type: none">• P – Hospital involved with annual review of providers• P – Collaboration on annual staffing plan• P – Follows hospital procedures for investigations and reporting events |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – Conducts primary source verification and monitors license status• P – Follow standards of ethical medical care• P – Restriction of outside practice duties |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P - Coordinate orientation with the hospital onboarding• P – Documentation maintained by vendor• I – QUARTERLY training/orientation audits |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – Cooperation with coordination of Locum to state line• P – No liquidation fee for conversion after 6 mos. of placement. |
| H. Reports |
| <ul style="list-style-type: none">• P – Software for tracking data to be reported |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: GLC On the Go, Inc.

DATE: October 7, 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none">• N – No history, nothing behavioral health related information• N – Only one of the projects was behavioral health related | |
| 2. Litigation | |
| <ul style="list-style-type: none">• P - None | |
| 3. Financial Viability | |
| <ul style="list-style-type: none">• N – Provided 3 years of information but not audited | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none">• N – Not provided | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: GLC On the Go, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none">• N – Very brief description provided• P – Over 20 years of experience• P – 3 projects provided relate to behavioral health including 1 state psychiatric hospital | |
| 2. Litigation | |
| <ul style="list-style-type: none">• P – No litigation indicated | |
| 3. Financial Viability | |
| <ul style="list-style-type: none">• N – Did not provide 3 years of financial statements• P – Provided Profit & Loss | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none">• N – Did not provide Certificate of Insurance | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: GLC On the Go, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none">• N – Appendix B not signed• Q – References indicate RNs, BHTs, LPNs, but no physicians• P – 20 years experience• N – Overview is extremely brief• P – Three reference projects indicating Behavioral Health Technicians | |
| 2. Litigation | |
| <ul style="list-style-type: none">• P - None | |
| 3. Financial Viability | |
| <ul style="list-style-type: none">• I – Significant drop in corp payroll 23-24• I – Significant drop in staffing rev 23-24• N – P&L for 2022-2024 provided. Unclear if they are audited financials | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none">• N – Not provided | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Jackson & Coker Locum Tenens, LLC
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided overview • P – Founding member of NALTO • P – Two of the projects were behavioral health related |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P/N – Three years of financial statements included, not audited. |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P - provided |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • Q – Will assist in covering all pre-engagement costs ... • P – All other items within this requirement were addressed |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • N – Cost incurred in providing the documentation of the immune status is not addressed • P – All other items within this requirement were addressed |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements |
| <ul style="list-style-type: none"> • “We do not monitor clinical performance, nor are we qualified to monitor the clinical performance of our contract providers. However ...” • P – All other items within this requirement were addressed |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • “ will use best efforts to staff Locum Tenens providers on an as-needed basis ... “ • “Any work performed by locum tenens providers must remain within the limits of their credentialed responsibilities.” • P – All other items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: Jackson & Coker Locum Tenens, LLC

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

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|--|
| F. Orientation and Training Requirements |
| • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment |
| • P – All items within this requirement were addressed |
| H. Reports |
| • P – All items within this requirement were addressed |

| |
|---|
| Part IV, Section IV. Stage Three - Cost Proposal |
| • |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Jackson & Coker Locum Tenens, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided description stating over 40 years of experience including state agencies • I – Founding member of NALTO • P – Provided 3 ongoing projects including 2 with state agencies. • P – All 3 projects are behavioral health • I – Headquarters in Georgia |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not include 3 years of audited financial statements • P – Did include 3 years of Balance Sheets and Income Statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Certificate of Liability Insurance submitted for general • N - Did not submit Certificate of Liability Insurance for professional |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Candidates are pre-screened by consultants • I – Proprietary database of over 800k providers • P – Pool of pre-screened providers will ensure 15 day fulfillment requirement is met • I – Assist in covering all pre-engagement cost • P – Hospitals can accept or reject any candidate |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • I – Pre-engagement process is followed to ensure candidates meet the hospitals requirements • I – Criminal background checks include federal, state, and county-level checks • P – License verification includes DEA registration and disciplinary actions • I – Dedicated account managers • I – Open communication with the hospitals to coordinate onboarding timelines • P – Written confirmation via email will be sent for start date |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: Jackson & Coker Locum Tenens, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – All providers are required to complete drug screening prior to start date
- P – Final immunization clearance will be completed by the hospitals infection control nurse
- I – Axuall tool is used for accurate credentialing monitoring
- P – Providers will be required to pass competency assessments
- I – Coordination with the hospitals for competency lists
- P – Documentation will be provided to the hospitals

C. Termination/Resignation Requirements

- I – Notification of performance concerns will result in account manager setting up a meeting to discuss with the hospitals
- I – Documentation from meetings will be kept in the providers file
- P – Hospitals have authority to terminate immediately
- I – Replacement coverage search will begin immediately
- P – Communication to the hospitals will be provided if an adverse action or license expiration is found
- I – Monitoring of credentials is completed on a platform named Axuall
- I – Notification of adverse action sent within 48 hours
- I – If needed provider will be removed
- I – License tracking system used for expiration dates
- P – Providers are reminded before expiration of needed renewal
- P – Immediate notification to the hospitals if a license expires
- P – Superintendents have the ability to terminate a provider immediately
- I – Pro-rate fees if a provider leaves before 30-day notice
- P – Providers will be replaced within 30 calendar days of notice by using pre-vetted candidate pool

D. General Requirements

- P – Malpractice insurance provided
- I – Proof of insurance is included in the providers file
- P – Timesheets are submitted electronically and approved by Jackson and Coker and the hospital
- I – Record management completed digitally in HRIS system
- I – Records kept and available for audit during required duration
- I – Onboarding documentation will be submitted to HR
- P – Hourly rates will be negotiated collaboratively
- I – Annual review is not completed by Jackson and Coker
- I – Annual review of staffing needs
- P – Pre-approval for travel will be need to received by the hospitals

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Jackson & Coker Locum Tenens, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Travel invoices will include itemized receipts and required supporting documentation
- I – Will comply with State and Federal rules, regulations, and standards
- I – Incident reporting tool used by providers to submit unexpected or sentinel events

E. Engagement Requirements

- I – Flexible scheduling to meet the hospitals needs
- I – After hours coverage available
- I – Providers understand the responsibilities included in the Delivery Order prior to start date
- I – Open communication between provider and account manager
- P – Providers are required to have active licenses during assignment
- P – Continuous monitoring performed to ensure licenses are active
- I – Notification to the hospitals if action is taken against a license, no timeline listed for this action though
- P – Providers are required to follow AMA, AOA, APA, and TJC standards
- P – Provide care no matter the ability to pay

F. Orientation and Training Requirements

- P – Will require providers to meet orientation requirements
- I – Orientation is tracked and included in the credentialing file

G. Locum Tenens Conversion to State Employment

- P – Liquidation fee included

H. Reports

- P – Data management system is used to meet reporting needs

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Jackson & Coker Locum Tenens, LLC

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – 40 years experience • P – Founding member of NALTO • P - Experience in Government contracting and supporting state agencies • P – Three Project references provided – all relevant to Behavioral Health |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Confidential • Q – Indicates financials provided are not audited, but were to include the Audit of the parent company. Could not identify the location of this document. • P – increasing net revenue 22-24 • N – unaudited Income statement and Balance sheet provided for 2022-2024 |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • N –General Liability only. No professional liability provided |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Data base of 800,000 physicians and APRNs • P – Job boards and targeted digital recruitment campaigns • P – Focus on retention • P – Ready pool of pre-screened candidates • N – “will assist in covering all pre-engagement costs...” |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Thorough background check • P – Primary source license verification • P – Dedicated account manager • P – Third party drug screening • P – Adherence to immunization statutes • P – Process for assisting with credentialing • P – Provide documentation of complete HR file • P – Will conduct position specific competency |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| <ul style="list-style-type: none"> • I – Do not evaluate clinical performance but solicits feedback from the hospital |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – Process for addressing concerns with providers including a dedicated account manager • P – Software to monitor for public complaints against a licensee with direct state board integration • P – License tracking software • P – Processes in place for terminations • N – Only 30 days required for resignation notice • Q – Indicates 800,000 candidates in database in part A then 700,000 in this section |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – Maintains insurance at 1M and 3M aggregate • P – Process for paying staff • P – Robust HR/Payroll infrastructure • I – Do not monitor clinical performance • P – Will participate in annual planning sessions • P – Process for travel reimbursement • P – Process for remote work including equipment • P – Process for incident reporting and investigation |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – Scope of privileges defined • P – Will work to align schedule of coverage • N – Does not adequately address Restrictions on Outside Practice |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – Process for tracking orientation requirements and annual trainings |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P – No fee for converting to state line after 6 months |
| H. Reports |
| <ul style="list-style-type: none"> • P – Centralized data management system and credentialing platform to track documentation of required metrics • P - Required reports submitted electronically • P – Internal tracking system to monitor deadline and ensure timely delivery |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: LanceSoft, Inc.
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| |
|--|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided comprehensive overview • P – Joint Commission certified • N – None of the projects were behavioral health related |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P Provided audited f/s |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P - Provided |

| |
|--|
| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • “At LanceSoft, we specialize in making the right match — ensuring hospitals receive highly qualified Locum Tenens providers who not only meet technical and credentialing requirements but also align with the organization’s culture, management style, and patient care expectations. Our recruitment approach is consultative, leveraging our Match Fit Program to build detailed job profiles that go beyond a list of requirements, capturing key success attributes to ensure the best possible fit.” • P – All other items within this requirement were addressed. |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

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EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

G. Locum Tenens Conversion to State Employment

- The narrative states no conversion fee after 6 months but the chart shows 3 months.
- The percentage charged is based on the candidate's base salary but the narrative above states that the fee shall not exceed ten percent of the top step.
- P – All items within this requirement were addressed

H. Reports

- P – All items within this requirement were addressed

Part IV, Section IV. Stage Three - Cost Proposal

-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: LanceSoft, Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided extensive description of qualifications • I – Company is currently in an agreement with the State of Maine from a separate agreement • P – Awards received from The Joint Commission • I – Accredited with the Better Business Bureau • P – Provided list a multiple State healthcare clients • I – Dedicated account manager will be provided to the State of Maine • P – Provided 3 ongoing projects • N – Projects are do not indicate behavioral health • I – Located in Virginia |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Provided 4 years of independently audited financial statements |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • I – Hospitals submit requests electronically to a dedicated account manager • I – LanceSoft’s CPX platform is used for all requests • I – Multi stage process to evaluate candidates including an assessment platform • P – Final interview completed by the hospitals • P – At least one candidate will be submitted within the 15-calendar day requirement • I – Proprietary AI platform used • P – Pre-engagement costs will be covered by LanceSoft • P – Dedicated Account management team • I – Multistep implementation plan to understand the staffing needs and requirements of LanceSoft, including policies and on-boarding requirements |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

B. Pre-Engagement Requirements

- P – Pre-employment screening includes criminal background checks, license verifications, malpractice history, and drug screenings
- I – Dedicated credentialing team to ensure documentation is verified and complete
- I – Start dates will be agreed upon between the hospitals and LanceSoft
- P – Written notification to the hospitals will be given as confirmation of start date
- I – Nurses are prescreened prior to submission to the hospitals
- I – Over 50% of nurses have a minimum of 6 years experience
- P – Candidates are required to complete pre-engagement drug screening and submit immunization records
- I – Multiple platforms are used in the verification of a candidates credentialing
- P – Ensures competency assessments will be completed by candidates at the start of the agreement, with ongoing assessments to be completed and tracked using a proprietary system
- P – MOU will be signed prior to assignment
- I – Personnel files are reviewed by both Human Resources and Compliance teams before submission to the hospitals
- I – Competency assessments completed using tools which report results directly to the hospitals
- I – Proprietary system tracks expiration dates for licenses and certifications and provides alerts

C. Termination/Resignation Requirements

- P – Performance issues are immediately addressed by account management team resulting in joint meeting
- I – Corrective action framework is used
- P – Hospitals have authority to terminate
- I – Offboarding team collaborates with the hospitals for any terminations
- I – Multiple technology platforms used for license monitoring
- P – Notification to the hospitals within 24 hours of license lapse or an adverse action, including email and phone call
- I – Multi level escalation used for handling issues presented by the hospitals, with movement dependent on number of hours or certain number of days
- I – Written protocols for immediate termination of a provider
- P – Compliance team will notify the hospitals within 24 hours and remove the provider if loss of license or convicted of a felony

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Zero tolerance policy for providers who lose privileges due to non-compliance with hospital by-laws and staff standards
- P – Immediate removal of a provider if Superintendent directs termination
- I – Qualified replacements will be given within 48 hours if terminated
- P – Hospitals will receive 30 day written notice of resignation
- P – Fees will be pro-rated if 30-day written notice is not given
- I – Pre-vetted pool of over 25M

D. General Requirements

- P – Malpractice insurance is provided by LanceSoft for all providers
- P – Proof of coverage is submitted to the hospitals
- I – Bi-weekly payroll through payroll system for hours worked
- I – Payroll records available upon request
- P – Hourly wages are negotiated collaboratively
- P – HR documentation is available upon request
- P – Annual mutually agreed upon staffing plans will be completed
- P – Travel will be reimbursed following State of Maine travel policy
- P – Travel invoices will be submitted with all supporting documentation within 5 days
- P – Travel will receive pre-approval from the hospitals
- I – Compliance team to ensure compliance with state and federal laws, hospital polices and TJC, CMS, and other regulatory needs
- I – Written procedures for reporting incident and sentinel events already in place

E. Engagement Requirements

- I – Proprietary staffing system is used to meet staffing needs, including requested hours, within needed timeframe
- I – Providers must comply with all standards of care, with strict compliance with state and federal standards
- P – Prior approval will be received if work outside of the hospitals is to be completed by the provider
- P – Care to patients is not dependent on the patients ability to pay

F. Orientation and Training Requirements

- P – Onboarding team helps coordinate with the hospitals for orientation
- P – Required training and certifications are tracked in proprietary system, allowing alerts for needed renewals
- I – Professional development is provided

**STATE OF MAINE
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- | |
|---|
| <ul style="list-style-type: none">• I – Onboarding documentation is available to the hospitals including documentation needed for the hospitals infection control nurse• P – All pre-engagement costs are covered by LanceSoft |
|---|

| |
|---|
| G. Locum Tenens Conversion to State Employment |
|---|

- | |
|--|
| <ul style="list-style-type: none">• P – Liquidation fee submitted• P – Open communication with the hospitals and HR during any transition |
|--|

| |
|-------------------|
| H. Reports |
|-------------------|

- | |
|---|
| <ul style="list-style-type: none">• I – Proprietary software is used to complete reporting needs• I – Compliance and Reporting team• I – Sample reports submitted |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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RFP TITLE: Locum Tenens Services

BIDDER NAME: LanceSoft, Inc.

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none">• P – already contracted with DHHS• P – Joint Commission Certified• I – Located in Herndon, VA• N – only include DDPC address on cover page• P - Established in 2000• P – Have a Boston office• P – Several awards listed• P – Several State agency associations listed• N – Provided three project references that are not behavioral health based. |
| 2. Litigation |
| <ul style="list-style-type: none">• P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none">• P – Positive Net Income• P – Provided four years of audited financial statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none">• P – Both General and Prof Liability |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none">• P – Dedicated account manager• P – Multi faceted recruiting structure including job boards, social media, career websites, and local partnerships• P – Process for interview and screening including behavioral and situational interviews• P – Process for credentialling• I – AI driven matching• P – Pre-engagement costs paid by company |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none">• P – Process for making offers, background checks and license verification• P – Accredited firms used for background checks• P – Identified as “Vendor of Choice” for State clients |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Perform background verification before submitting resume to hospital
- P – Customized verification process and two step verification
- P – Over 50% of nurses have minimum of 6 years experience
- P – Process for drug screening and Immunization verification
- P – Primary source verification of education, licensure, board certs, DEA, and malpractice history.
- P – Initial and periodic evaluation of competencies
- P – Process for HR file compliance

C. Termination/Resignation Requirements

- P – 98% assignment completion rate
- P – 3 C approach to corrective action, Converse, Coach, Can
- P – Good process for handling concerns
- P – Compliance infrastructure and software for continuous licensure monitoring
- P – Good process with escalation and time frames for investigations
- P – Upon EE termination a qualified replacement is deployed within 48 hours at no additional cost.
- If term is for cause, provide complementary 2 weeks of replacement hours.
- P – Requires at least 30 days notice of resignation

D. General Requirements

- P – Provide malpractice insurance for all providers
- P – Established payroll system
- P – Coordinate with Hospital for performance reviews
- P – Collaborate with hospital for annual staffing plan
- P – Follows SOM travel reimbursement policies
- P – Compliance team ensures compliance and regulatory adherence
- P – Remote work supported to include encrypted equipment
- P – Standardized procedures for reporting, investigating, and tracking sentinel events

E. Engagement Requirements

- P – Scope of privileges defined through credentialing and skills checklists
- P – Adapt staffing hours to cover as necessary
- P – Delivery order adherence tracked by Account Manager
- P – Primary source verification of licenses, board certs ect. Ongoing monitoring through CPX with automated alerts
- P – Staff are prohibited from performing outside practice duties without approval

**STATE OF MAINE
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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|--|
| <ul style="list-style-type: none">• P – Combine compliance team with tech driven monitoring to meet/exceed reg, ethical, and clinical expectations |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Ensure completion of facility specific training prior to the providers first day• P – Track mandatory recurring certs• Q – Track BRO and BERT even though this training is specific to RPC• P – Tracking software (CPX) provides automated alerts for upcoming renewals• P – Audit ready training records maintained• P – All pre-engagement orientation and training are funded by the company |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – No liquidation fee if provider is on site more than 3 months (which is contradicted between pages 23 and 24. Page 23 states 6 months) |
| H. Reports |
| <ul style="list-style-type: none">• P – Workforce management platform automates data and enables required reports to be generated.• P – Reports available in a variety of document types |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Liberty Healthcare Corporation
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | <ul style="list-style-type: none"> • P – Provided comprehensive overview • I – 38 years in business • P – Certified by The Joint Commission • P – QIO-like Entity by CMS • P – Provided three projects with extensive descriptions |
| 2. Litigation | <ul style="list-style-type: none"> • N – Many |
| 3. Financial Viability | <ul style="list-style-type: none"> • P – Three years of f/s provided |
| 4. Certificate of Insurance | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements | <ul style="list-style-type: none"> • Tiered verification process depending on the candidate’s clinical profession and the specific requirements of the job position. • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| H. Reports | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

- | |
|--|
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
|--|

| |
|---|
| Part IV, Section IV. Stage Three - Cost Proposal |
| <ul style="list-style-type: none">• |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Liberty Healthcare Corporation

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided description stating over 38 years experience • P – Joint Commission certified • I – Certified as a QIO-like Entity by CMS • P – Currently serve the State of Maine for psychiatric needs • P – Dedicated Maine recruiter with over 18 years healthcare-specific recruiting experience • P – Provided 3 projects all relating to behavioral health • I – Headquarters in PA |
| 2. Litigation |
| <ul style="list-style-type: none"> • I – Litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Provided 3 years of financial statements reviewed by an independent auditor |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance including general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Applicant tracking system used to advertise positions quickly • N – Strive to get one candidate within the 15 calendar days • P – Hospitals can interview final candidates and accept or reject • P – Pre-engagement costs are covered by Liberty • I – New England based dedicated recruiter • I – Candidates are interviewed by recruiter before being sent to the hospitals • P – Recruiter and hospitals coordinate start date, with written notification |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – License verifications and background checks will be completed by Liberty • I – Coordination of job offers, criminal background checks, and license verifications will be completed by Liberty along with written notification to the hospitals on start date |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: Liberty Healthcare Corporation

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Immunization records will be sent to the hospitals infection control nurse for clearance
- P – Credentialing documentation will be submitted and aligned with hospital bylaws, rules, and regulations
- I – Delivery order will be completed after credentialing
- I – Staff must complete approved competency assessment
- I – Providers complete Liberty self-assessments annually
- I – Annual reviews are required by Liberty, and completed by the hospital clinical director and Liberty
- I – Randomly selected files are audited each month for competency evaluations
- I – Liberty completes a signed agreement with the Provider
- P – Credentialing documents will be provided to the hospitals following a successful interview
- I – Survey used to receive information from candidate references which evaluates skills and behaviors
- I – Database is used for tracking credentialing information, which allows the credentialing specialist to alert providers of upcoming expirations

C. Termination/Resignation Requirements

- P – Meeting coordination will be handled by Liberty for any performance concerns
- I – Separation plan will be completed to keep hospital operations flowing as smoothly as possible
- P – Hospitals have the right to terminate a provider immediately
- I – Adverse action against a license will be alerted to the hospitals quickly
- P – Automatic credentialing alerts are received from the monitoring system
- Q – Hospitals are to take action of placing a provider on admin leave or termination if an adverse action is placed on a license?
- Q – If Superintendent deems immediate termination, the hospitals are to follow the prescribed process?
- N – Did not answer C.4

D. General Requirements

- P – Medical malpractice insurance will be purchased for providers
- P – Hourly rate will be mutually agreed upon between Liberty, hospitals, and provider
- P – Timesheets will be signed off by a representative at the hospitals
- I – Final hourly wage decision is the hospitals

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- I – Annual reviews will be with the help of the hospitals input
- I – Annual meeting to discuss staffing plans if needed
- P – Travel requires pre-approval by the hospitals
- P – Travel will follow state policies
- P – Compliance with state and federal rules, regulations, and policies will continue
- I – Compliance program to ensure providers complete annual trainings
- I – Liberty currently has an unexpected and sentinel event policy

E. Engagement Requirements

- I – Liberty will ensure the provider is following requirements of the Delivery Order
- I – Time and attendance will be managed by Liberty
- Q – Providers are to notify Liberty of adverse action or a license expiration
- P – Providers will follow AMA or AOA, APA, and TJC
- P – Providers are not allowed to work outside of the hospitals, if outside work is to be done formal permission is needed
- P – Providers will treat no matter the patients ability to pay

F. Orientation and Training Requirements

- P – Learning Management System is provided to Liberty staff
- P – Ensure providers will attend all required orientation and trainings

G. Locum Tenens Conversion to State Employment

- P – Cooperation in providing all needed documentation to HR
- P – Liquidation schedule provided

H. Reports

- P – Requested reports will be provided
- I – Examples shown of reports available

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Liberty Healthcare Corporation

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Already contracted and providing services with RPC and DDPC • P – 38 years experience • P – 28 years serving Maine • P – Joint Commission Certified • P – Certified by CMS as a QIO – like Entity performing quality management and utilization management functions on behalf of state authorities • P – Provide service to psychiatric hospitals, specialized forensic facilities, and others • P – Long Standing dedicated Contract Manager • P – Provided Three very detailed applicable project referrals |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • I – Provided 25 cases |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Provided three years of audited financial statements |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P – Both General and Prof. Liability |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – Recruited in Maine for decades and has an extensive network of current and former staff, organizations, and colleagues in Maine. • P – Established applicant tracking system • P – Advertise on job boards, online recruitment sites, and sourcing • I – address that hard to fill positions may require more than the 15 days contract terms to fill • P – Assume all cost of pre-engagement with applicants • P – Dedicated Maine recruiter from New England • P – 65 positions filled at the two Maine hospitals • P – Credentialling process • P – Orientation shared between company and hospital |
| B. Pre-Engagement Requirements | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Liberty Healthcare Corporation

DATE: 10/5/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| <ul style="list-style-type: none"> • P – Process for background checks and license verifications • P – Process in place for immunizations, but lists Covid instead of Influenza • P – Process in place for clinical competencies and is updated annually • P – Evaluations are shared responsibility between the hospital and the company • P – Audits are conducted to ensure evaluations are completed • P – Process to communicate HR file completion and availability to the hospital • P – Process for credentialing and re-credentialing |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – Collaborative process with regard to discipline and issues raised • Q – How is Liberty monitoring licensing boards and other agencies to determine adverse action taken against an employee? • P – Process for notifying hospital of adverse action. • P – Process for replacing Locum Tenens upon termination |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – Process in place for malpractice insurance • P – Established process for payment of employees • P – Evaluation process in place for staff and shared with hospital upon request • P – Annual review of staffing needs and budget • P – Process for travel reimbursement per SOM guidelines • P – Already knowledgeable with hospital policies • P – Established Compliance Program • P – Process for investigating sentinel events |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – Process for matching skills to needs of the hospital • I – Relies on the employee to report any action taken against license • P – Prohibits performing outside practice duties |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – Supported participation in hospital training in addition to Liberty LMS system • P – Knowledgeable about when annual trainings have historically occurred |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P – No liquidation fee if employee has worked at the hospital for 6 months. |
| H. Reports |
| <ul style="list-style-type: none"> • P – Automated payroll data already in play for current agreement • N – No mention of KPI reports nor cost report as required |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: MPLT Healthcare

DATE: October 7, 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none">• P – Provided overview• P/N – Provided three projects, one of the projects was behavioral health related | |
| 2. Litigation | |
| <ul style="list-style-type: none">• P - None | |
| 3. Financial Viability | |
| <ul style="list-style-type: none">• N – Not provided | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none">• N – Not provided | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: MPLT Healthcare

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none">• P – Provided brief description stating decades of experience• P – Provided 3 ongoing projects• N – No projects list behavioral health• I – Headquarters in Boca Raton, FL | |
| 2. Litigation | |
| <ul style="list-style-type: none">• P – No litigation indicted | |
| 3. Financial Viability | |
| <ul style="list-style-type: none">• N – Did not provide financial statements | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none">• N – Did not provide Certificate of Insurances | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: MPLT Healthcare

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none">• N – Very brief non descript summaries of three reference projects. Only one reference identifies behavioral health, although one other is known to be a psychiatric hospital |
| 2. Litigation | |
| | <ul style="list-style-type: none">• P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none">• N – Not provided |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none">• N – Not provided |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: National Health Care Solutions, LLC
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided comprehensive overview • P – Joint Commission certified • P – 21 years in business • P – Experience in state-operated facilities • I – Proprietary database • P/N – Provided three projects, all are behavioral health related. |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Provided three years of financial information • N – Not audited |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| H. Reports | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: National Health Care Solutions, LLC

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

- | |
|--|
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
|--|

| |
|---|
| Part IV, Section IV. Stage Three - Cost Proposal |
| <ul style="list-style-type: none">• |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: National Health Care Solutions, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided description stating company has over 21 years experience • P – The Joint Commission certified • P – Experience includes state-operated locations • I – Recruitment is focused within 50-miles • P – Provided 3 ongoing projects including state departments • I – Headquarters in Raleigh NC |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide 3 years of financial statements • P – Provided 3 years of Balance Sheet and Profit & Loss |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Multiple advertising options, including internal database with pre-vetted providers • I - Screening of providers prior to submission to the hospitals • I – Dedicated account manager and recruiter for the hospitals • P – Hospitals have the ability to interview final candidates • P – Pre-engagement costs are covered by Nationalhcs • P – Hospitals have the right to accept or reject a candidate |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P - Met requirements for contingent engagement offers and following the Departments Rider D • P - Met requirements for coordination of start date • P - Written notification will be provided via email after start date is finalized – met requirement • P - Pre-engagement drug screenings will be completed • P - Required immunizations will follow guidelines included in the RFP |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: National Health Care Solutions, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P - Nationalhcs will cover pre-engagement costs
- P - Met requirements for Hep B vaccine
- P - Documentation will be sent to Infection Control for approval prior to start date
- P - Credentialing documentation will be submitted to the hospitals in accordance with hospital by-laws
- P - Met requirements for competency assessments
- P - MOU will be completed per RFP
- Met requirements for B.3

C. Termination/Resignation Requirements

- P – Joint meeting will be scheduled if performance concerns arise
- P – Nationalhsc will facilitate a separation
- P – Hospitals have ability to terminate
- P – Written notification will be sent immediately if an adverse action is found against a provider
- P – License monitoring completed within software which sends alerts
- P – Hospitals will be immediately notified if a license expires
- P – Met C.3
- P – Requires 30-day notice
- I – Committed to 30 day replacement using database of qualified candidates

D. General Requirements

- P – Malpractice insurance requirement met
- I – Weekly direct deposits to providers for hours worked
- I – Time keeping system securely stores records following State and Federal regulations
- P – Met D.3 requirements
- P – Met D.4 requirements
- P – Travel will follow state’s policy
- P – Pre-approval for travel will be followed
- P – Guarantees Providers will follow State and Federal rules, regulations, including TJC
- P – Internal audits performed for compliance with standards and for credentialing
- I – On going education provided
- I – Written procedures already established
- I – On-call line available 24/7/365 to report incidents immediately

E. Engagement Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: National Health Care Solutions, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Met E.1
- I – Communication with Providers is ongoing to ensure DO requirements are met
- I – Regular verification of credentials completed during an assignment
- P – Database sends alerts for expiration dates
- P – Adverse action immediate notification will be sent to the hospitals
- P – Providers not permitted to work outside the hospital
- P – Provide care no matter the patients ability to pay

F. Orientation and Training Requirements

- P – Collaboration with HR for training and orientation
- I – Pre-orientation reminders will be sent to a Provider to ensure completion
- I – Monitor attendance of orientation
- I – Certification of orientation/training completion will be requested by Nationalhsc to place in the Providers file

G. Locum Tenens Conversion to State Employment

- P – Liquidation fee structure provided

H. Reports

- P – Reports will be submitted timely
- I – Internal software is used to complete reporting requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: National Health Care Solutions, LLC

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Joint Commission Certified • I – Located in Raleigh, NC • I – Source within 50 mile radius of clients • I – All three references are North Carolina govt. (Corrections and DHHS) • P – Over 21 years experience • P – Experience with State operated facilities |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Increasing net profit year over year. • Q – Three years of financials provided – does not indicate they are audited |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Q – Insurance rider is marked “sample” • P – Both General and Professional Liability are indicated |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Utilizes national job boards, associations, digital campaigns, and internal database. • Process for screening candidates for license, experience, reference, background, and credentials • P – Process for interviewing • P – Hospital not responsible for cost of pre-engagement activity |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Process in place for background checks • P – Licensure verification with state licensure boards • P – Process in place for drug screening and immunization requirements • P – Credentialing Coordinator assigned to each candidate. • P – Process for competency assessment • P – 60 day and Annual performance evaluations conducted between company HR and hospital |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: National Health Care Solutions, LLC

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none">• P – Collaborative approach to handling concerns with providers• P – Accept that the hospital retains the right to terminate at sole discretion• Q – How does the company monitor for adverse action against a license? What system do they use?• P – Software utilized to track licensure and other required dates to ensure lapses do not occur.• P – Require 30 days notice of termination• P – Leverage database and established network to fill vacancies quickly |
| D. General Requirements |
| <ul style="list-style-type: none">• P – Malpractice insurance provided to all locum tenens• P – Established payroll system• P – Regular compliance and audits to ensure HR records are accurate and complete.• P – Annual collaboration of staffing plan and budget• P – Quarterly check ins with hospital staff• P – Process for adhering to SOM travel reimbursement policy• P – Process for ensuring regulatory compliance• P – Locum tenens are trained according TJC standards• P – Process for remaining current on both CMS and state specific requirements• P – Safeguards for remote work are in place to include secure tech platforms and VPN• P – Established process for investigating, reporting, and follow up to sentineal events |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – Process for credentialing and privileging for specific scope of work• P – Ability to staff based on hospital coverage needs• P – Active monitoring of medical licenses aided by software• Q – how is adverse action against a license monitored? What is the process?• P – Process in place to brief locum tenens on applicable state regulations and guidelines• Q – How does Nationalhcs ensure professionals comply with federal and state regulations and CMS?• P – Restricted from outside practice duties without hospital approval |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Coordinate orientation with the hospital |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: National Health Care Solutions, LLC

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|--|
| <ul style="list-style-type: none">• P – Request completion documentation from the hospital to maintain employee file |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – No liquidation fee for over 6 months of service |
| H. Reports |
| <ul style="list-style-type: none">• P – Existing software capable to producing required reports |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: R.L. Klein & Associates Inc.

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | <ul style="list-style-type: none">• P – Provided overview• P – 28 years in business• P – Full compliance with HIPAA, CMS and Joint Commission standards• P/N – Provided 3 projects but they didn't appear to be behavioral health related |
| 2. Litigation | <ul style="list-style-type: none">• N – Did not provide information |
| 3. Financial Viability | <ul style="list-style-type: none">• N – Did not provide audited financial statements, only tax returns |
| 4. Certificate of Insurance | <ul style="list-style-type: none">• P - Provided |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: R.L. Klein & Associates Inc.

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none">• P – Provided history information stating company has been in business for over 25 years• I – Provide temporary, long-term, and locum tenens staffing• P – Provided 3 projects• N – Projects do not specify type of service | |
| 2. Litigation | |
| <ul style="list-style-type: none">• N – Did not provide litigation form | |
| 3. Financial Viability | |
| <ul style="list-style-type: none">• P – Provided last 3 years of tax returns• N – Did not provide financial statements | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none">• P – Provided Certificate of Liability Insurance for general and professional | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: R.L. Klein & Associates Inc.

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none">• P – Joint Commission Certified |
| 2. Litigation |
| <ul style="list-style-type: none">• N – Did not provide |
| 3. Financial Viability |
| <ul style="list-style-type: none">• I – negative net income in 2024 |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none">• |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Regional Care Network LLC
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided overview • P/N – Founded in 2019 • I – Heaviest concentration of services throughout the Northeastern portion of the country. • I – Works to achieve a “right fit” for each candidate • P/N – Provided three projects, none were behavioral health related |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Provided three years of financial information • N – Not audited |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • N – The requirement that the bidder will assume all costs with pre-engagement is not mentioned • P – All other items within this requirement were addressed |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Regional Care Network LLC

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

| |
|--|
| <ul style="list-style-type: none">• N – They indicate that it's attached but it is not there |
| H. Reports |
| <ul style="list-style-type: none">• N – They indicate that they will establish a system to satisfy the report requirements but it appears that they don't have one currently |

| |
|---|
| Part IV, Section IV. Stage Three - Cost Proposal |
| <ul style="list-style-type: none">• |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Regional Care Network LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none"> • P – Provided history of company stating company is 6 years old • N – Provided 3 ongoing projects, none relating to behavioral health, and all 3 related to one master agreement | |
| 2. Litigation | |
| <ul style="list-style-type: none"> • P – No litigation indicated | |
| 3. Financial Viability | |
| <ul style="list-style-type: none"> • N – Did not provide 3 years of financial statements • P – Provided 3 years of Profit & Loss and Balance Sheet | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional | |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| <ul style="list-style-type: none"> • I – Applicant tracking system used • I – Large database with vetted providers • I – Recruitment cycle is automated • I – Review candidates who have previously been placed first to ensure proven record • I – Candidates are interviewed by the recruiter prior to submitting the candidate to the hospital • P – Coordination of interview with the hospitals will be handled by RCN | |
| B. Pre-Engagement Requirements | |
| <ul style="list-style-type: none"> • I – Each candidate is assigned a compliance officer to complete background and licensure checks • P – Will follow Rider D • P – Background check documentation will be supplied to the hospitals • P – Background check cost covered by RCN • P – Signed confirmation of start date will be sent to the hospitals • Q – Trainings will be completed prior to start date; however, these trainings are only available on site • Q – Will implement pre-engagement drug screenings | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Regional Care Network LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Will comply with vaccination requirements
- P – Met B.2.c
- P – Met B.2.d
- P – MOU will be completed prior to assignment
- P – All required documentation will be current and submitted to the hospitals
- I – Hospitals will be assigned Credentialing and Compliance Officer to ensure documentation is accurate and complete

C. Termination/Resignation Requirements

- P – Will coordinate a meeting between RCN and the hospital if performance concerns arise
- P – Hospitals can immediately terminate a provider
- I – Written summary will be supplied after any meeting or termination
- P – Immediate notification if an adverse action is found against a provider
- P – Immediate notification if a license expires
- I – Track license renewal dates and send out reminders
- P – Met C.3 and included procedures of a termination

D. General Requirements

- P – Malpractice insurance requirement met
- P – Hours verified by Account Manager before direct deposit is processed
- I – Coordinate with HR to align processes and procedures
- P – Hourly wage will be negotiated between the hospitals and RCN
- I – Hospitals will be included in annual review process
- I – HR documentation available upon request
- P – Coordination between RCN and Hospital HR if termination is needed
- P – Annual review between RCN and Hospitals for staffing needs will be completed
- P – Will follow State travel policy
- P – Travel will be pre-approved
- I – Detailed documentation will be submitted electronically
- P – Compliance with all State and Federal rules and hospital policies
- P – Will establish written procedures for incident reporting
- P – RCN will notify the hospitals risk management immediately after a report is submitted
- P – Centralized incident tracking system will be used for documenting
- I – Annual reviews of incident data

E. Engagement Requirements

- P – Ensure providers work within their privileges

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Regional Care Network LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Hours requested by the hospitals will be recruited
- P – Will cover any needed after hours coverage
- P – Will follow DO
- I – Periodic checks of credentials and licensing
- P – Immediate notification of adverse action
- I – Providers will provide services at highest standards
- P – Outside practice will require prior approval
- P – Treatment will be provided no matter ability to pay

F. Orientation and Training Requirements

- P – Training will be required

G. Locum Tenens Conversion to State Employment

- Q – States liquidation schedule is in “File 3”?

H. Reports

- P – Reporting system used to data tracking
- P – Reminders will be added to calendar immediately following start of contract to alert Account Manager when to begin working on reports and when they are due

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Regional Care Network LLC

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • N – The three references provided are all nursing homes. Not related to RFP. Two of the references have start dates in 2023. The third is lacking a start date. The three projects are actually all with the same parent company. • N – Founded in 2019 • P – Heaviest concentration of service in the North East • I – Located in New Rochelle, NY |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • I – Significant reduction in net income year over year. • N – Three years of financials (P&L and Balance sheet) provided but no indication that they are audited |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Both General and Professional Liability provided |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Utilize online job boards, user groups, networking, internet sourcing and social media to recruit • P – Utilize behavioral based interview techniques • Q – chart indicates a candidate is proposed within 5 days • P – Every part of the recruitment lifecycle is automated • N – Proposal does not specifically address the requirement to have a qualified candidate presented within 15 days. |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Process in place for background checks • P – Confirm start date in writing to both hospital and applicant • P – Will implement drug screening process • P – Process identified to comply with immunization requirements • P – Process identified to provide written documentation of HR file components. |
| C. Termination/Resignation Requirements |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: Regional Care Network LLC

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- N – “Will establish a structured process for coordinating and facilitation meetings between the Hospital and providers when performance concerns arise.” It does not appear this is an existing process.
- P – Automated license monitoring system
- 30 days notice required for terminations
- I – “To remain proactive throughout the engagement and understanding the extenuating circumstances can affect a providers ability to fulfill the full term of the engagement, our Account Manager, with the support of our recruiting department will continuously seek to identify a suitable replacement for any filled position...” – Q – Do they anticipate their staff leaving employment early?

D. General Requirements

- P – Medical Malpractice Insurance in place
- P – Mature payroll system with 3000 employees
- P – Collaboration with hospital for annual employee reviews
- I – The Data Driven Needs Analysis may be more involved than what is required for hospital usage.
- P – Process in place to ensure SOM travel reimbursement policy is followed
- P – Will provide training on relevant hospital policies
- P – Will provide training to providers on any compliance/regulation changes
- P – Initial and periodic training provided on State and Federal regulations, policies, patient safety and quality improvement.
- P – Process established for reporting to and working with hospital on any sentinel event. Lessons learned will be integrated into orientation and continuing education.

E. Engagement Requirements

- P – Company will work with hospital to establish scope of practice and credentialing for each individual provider, to include hours of coverage.
- P – Designated Scheduling Coordinator assigned for hospital
- P – Orientation of providers to include delivery order terms and scope of work.
- P – Periodic checks of provider credentials and licenses to confirm compliance.
- P – Providers will not be allowed to perform outside practice duties without hospital permission

F. Orientation and Training Requirements

- P – Company will have providers attend hospital orientation

G. Locum Tenens Conversion to State Employment

- Q – Indicates an attachment that is not present

H. Reports

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- | |
|--|
| <ul style="list-style-type: none">• N – “Will establish a comprehensive data tracking and reporting system” indicating it is not operational yet |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: SHC Services, Inc. dba Supplemental Health Care

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided comprehensive overview, highlighting their behavioral health experience • I – 41 years of experience • I – Ranks as one of the top 10 largest providers of temporary healthcare staffing for both nursing and allied professionals • I – Received the Diamond Award for Best of Staffing for both Talent and Clients. • P – Have a specific Behavior & Mental health staffing division • I – Recruit and place over 3,000 healthcare professionals daily • P – Provided three projects with detailed descriptions |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P – None but financial statements say otherwise |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P - Provided |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • N – Cost and the ability to accept or reject any candidate are not addressed. • P – All other items within this requirement were addressed |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • N – Start date requirements are not addressed • P – Background checks are addressed • P – The other items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • N – Ambiguous answer at best. No direct acknowledgement that the hospital can terminate immediately at their discretion. • N – Manual process of license verification, etc. |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

| |
|---|
| <ul style="list-style-type: none">• The answer is a bit ambiguous but ultimately they state that if SHC and the hospital cannot determine a resolution, SHC will immediately terminate ...• P/N – Bidder agrees to comply with the 30-day written notice requirement but does not address the pro-rated requirement.• P – The 30-day replacement requirement was addressed |
| D. General Requirements |
| <ul style="list-style-type: none">• N – The hourly wage requirement is not addressed.• N – The annual performance review requirements are not addressed• P – All other items within this requirement were addressed |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• N – The residency requirement is not addressed.• N – The delivery order is not addressed.• N – The notification process regarding actions being taken is not addressed• N – The prohibition of outside practice is not addressed.• N – The requirement about providing care irrespective of the ability to pay is not addressed.• P – All other items within this requirement were addressed |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – All items within this requirement were addressed. |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• N – The bidder did not describe in detail the conversion process.• N – The 10% of the state line requirement is not addressed; the liquidation fee is strictly a percentage of the resources annualized starting salary. |
| H. Reports |
| <ul style="list-style-type: none">• P – All items within this requirement were addressed. |

| |
|---|
| Part IV, Section IV. Stage Three - Cost Proposal |
| <ul style="list-style-type: none">• |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: SHC Services, Inc. dba Supplemental Health Care

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided history of company with experience for over 40 years • I – Multiple divisions focused on specific healthcare needs • P – Agreements with state healthcare facilities • P – Provided 3 detailed descriptions of ongoing projects including psychiatric experience • I – Headquarters in UT |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated • N – Litigation indicated in financial statements |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Provided 3 years of audited financial statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Qualified candidates will be submitted within 15 days • I – Proprietary database, Total Relationship Management (TRM) with 4m candidates which includes 54k behavioral health candidates • I – Mobile app launched for candidates to apply for positions on their phones • N – Did not address pre-engagement costs • N – Did not address hospitals right to accept or reject a candidate |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Background checks completed • N – Did not address coordinating on start date • N – Did not address written notification confirming start date • P – Drug screening required • P – Comply with immunization requirements • P – Ensure resource credentials are submitted • I – Joint Commission certified • P – Competency screenings will be completed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Signed confirmation needed prior to start date of Delivery Order
- I – Compliance team reviews files for expiration dates and sends out notifications beginning at 90 days from expiration
- P – HR file is available upon request

C. Termination/Resignation Requirements

- N – Did not address C.1.a-c
- I – Joint Commission audits passed at 100%
- P – Hospitals will be notified immediately
- I – Will replace a with a fully credentialed resource
- I – Discussed C.1 communication in C.3
- P – Agree to C.3
- P – Will comply with C.4
- P – Will replace a terminated resource within 30 days

D. General Requirements

- P – Malpractice insurance is provided
- P – Adherence to federal and state requirements
- I – Internal audits completed on HR and payroll records
- I – Dedicated Client Services Manager
- N – Did not address D.3.a-b
- P – Will collaborate annually
- P – Will follow State’s travel policy
- I – Multi step process for submitting accurate travel invoices
- P – Travel will be submitted within 5 days
- P – Will follow State and Federal regulations and hospital policies and procedures
- I – Joint Commissioned certified
- P – Established written procedures for incidents

E. Engagement Requirements

- P – Hours requested can be accommodated
- N – Did not address E.1.c
- N – Did not address E.2.a
- P – Quality & Clinical Services team ensures compliance
- N – Did not address E.2.d
- N – Did not address E.2.e

F. Orientation and Training Requirements

- P – On-boarding process will begin once a candidate is selected which includes requirement of trainings

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: October 6, 2025

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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – Liquidation schedule provided |
| H. Reports |
| <ul style="list-style-type: none">• P – Will submitted needed reports |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: SHC Services, Inc. dba Supplemental Health Care

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Has a Behavioral and Mental Health Division • Located in Cottonwood Heights, UT • P – Is already contracted by RPC • P – Follow Joint Commission Standards • P – Founded in 1984 • P – Provide psychiatric and behavioral health staffing services for 300 clients including state, city and county hhs departments. • P – Provided three applicable project references with detail |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – None • I – Note 13 on pages 32, 62, and 87 indicate several litigious matters |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Confidential • Significant decline in net income '22-'24 with a negative income in 2024 • P – Provided three years of audited financial statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided both General and Professional Liability |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – High level of retention of staff • P – Utilize database, targeted recruitment campaigns, mobile app, website recruiting, job board network, social media reach, optimized search programs, and traditional recruiting tactics |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • Q – Unclear if criminal background checks will be conducted • P – 9 panel drug screening process • P – Will comply with immunization requirements • P – Prophecy utilized for clinical competencies • P – Process for thorough screening and documentation of applicants. |

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INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|--|
| <ul style="list-style-type: none"> • P – Compliance team distributes notices prior to expiration of HR items and licensure |
| <p>C. Termination/Resignation Requirements</p> |
| <ul style="list-style-type: none"> • P – Concerns acknowledged within one hour of receipt • N – Does not speak to how adverse actions against a licensee is discovered or communicated to the hospital. Speaks only to expiration of license. • N – Section 2 speaks specifically to nurses assigned but not to providers • N – Quality and Clinical concerns are evaluated by RNs – no reference to a physician or provider on this team which could be problematic investigating a provider. • N – Item 4 is incomplete |
| <p>D. General Requirements</p> |
| <ul style="list-style-type: none"> • P – Malpractice insurance is in place for providers • N – Item 2 does not address how locum tenens will be paid • P – Good systems for documentation • P – Dedicated Client Services Manager to collaborate with hospital HR • P – Annual review of staffing plan and strategy • P – Process in place to ensure travel reimbursement is in compliance with SOM policy • P – Training developed and provided to staff when changes in regulation occur • N – Item 6 does not fully identify how bidder will ensure the staff comply with laws and policies • P – Quality and Clinical Services Team lead investigations of sentinel events |
| <p>E. Engagement Requirements</p> |
| <ul style="list-style-type: none"> • P – Dedicated account team • P – Code of ethics, In House training, and Credentialing verification • P – Monitors and communicates when a license or document is set to expire • P – In house training covers many regulatory components • N – Does not indicate how bidder will ensure compliance with the provision of the department and hospital policies, procedures, bylaws, standards ect. • N – Does not indicate that practitioners will not perform outside practice duties • N – Does not indicated that bidder will provide medical and psychiatric treatments to patients who are under the care of the hospital irrespective of the patients ability to pay. |
| <p>F. Orientation and Training Requirements</p> |
| <ul style="list-style-type: none"> • N – Does not adequately indicate how bidder will ensure Locum Tenens attend all required orientation and trainings |

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EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – No liquidation fee after 6 months of service |
| H. Reports |
| <ul style="list-style-type: none">• P – Plan to present quarterly reports during quarterly Partner Performance Review meetings• Q – Unclear if there is an understanding on the bidder's part of the required reports and submission requirements. |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: SUMO Medical Staffing, LLC
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided comprehensive overview • I – 18 years experience • I – strength in placing psychiatrists and mental health providers • I – Accredited by the National Association of Locum Tenens Organizations • P – Database of over 600k • P – Provided 3 projects with excellent descriptions • N –All are behavioral health related |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Provided three years of financial information • N – Not audited |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed. |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • N – The 30-day replacement of terminated resource is not addressed. • P – All other items within this requirement were addressed |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

| |
|--|
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
| H. Reports |
| <ul style="list-style-type: none">• P – All items within this requirement were addressed |

| |
|---|
| Part IV, Section IV. Stage Three - Cost Proposal |
| <ul style="list-style-type: none">• |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: SUMO Medical Staffing, LLC

DATE: October 6, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Brief description included stating company was established 18 years ago • P – Provided 3 ongoing projects with detailed descriptions • P – Projects include a state agency with mental health • I – Headquarters in UT • P – Accredited by NALTO • I – Follow Joint Commission standards |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • N – Did not provide financial statements • P – Provided Profit & Loss and Income Statement |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for both general and professional liability |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Proprietary database with over 600k providers • I – Providers are interviewed for cultural fit and bedside manor • P – Hospitals included on final interviews • P – Will fulfill within 15 days • P – Backup candidates available • P – Pre-engagement costs covered • P – Hospitals have authority to accept or reject |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Will meet requirements of Rider D • P – Client team will work closely with the Hospitals to determine start date • P – Written confirmation will be sent to the Hospitals • P – Met B.2 • P – Met B.3 • P – Continuous monitoring of licensure |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| C. Termination/Resignation Requirements |
|---|
| <ul style="list-style-type: none">• P – Will discuss concerns with the Hospitals• Q – Will facilitate a formal meeting with Provider, Hospitals, and Sumo to determine next steps, but does not address how to handle the separation of assignment• P – Immediate action to handle termination• P – Automated alerts received from monitoring system for adverse action• P – Email and phone calls will be completed if an adverse action is verified• P – Automated alerts received for license expiration• P – Provider will be terminated without delay if failure to meet standards of the Hospitals• I – Internal review will be completed after a Provider is terminated for failure to meet standards to prevent in the future• P – Immediate termination if the Superintendent requests• P – Providers are required to give 30-day notice• I – Rapid response to fill a terminated position, but did not mention within 30 days |
| D. General Requirements |
| <ul style="list-style-type: none">• P – Malpractice insurance will be provided• I – Electronic system used for invoicing• P – Reimbursement will be verified against the Hospitals systems for accuracy• P – System tracks any modifications or approvals• I – Reports will be provided to the Hospitals for financial transparency• I – Adhere to NCQA and JCAHO standards• P – Hourly wages will be negotiated• P – Hospitals and HR will be included during performance evals• P – HR documentation available• P – Annual collaboration of needs• P – State travel policy will be followed• P – Met D.5• P – Met D.6• P – Written procedures will be established through a Quality Management Program• I – Tracking system used to document events |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – Met E.1• P – Met E.2 |

**STATE OF MAINE
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EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|---|
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Met requirements |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – Liquidation fee structure included |
| H. Reports |
| <ul style="list-style-type: none">• P – Required reports will be submitted accurately and on time |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

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BIDDER NAME: SUMO Medical Staffing, LLC

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Identified strength in placing psychiatrists and mental health providers • P – Follows Joint Commission Standards on credentialing • P - Established in 2007 • I – Headquarters in Draper, Utah • P – Accredited by NALTO • P – Provided three applicable project references, 1 corrections, one mental health, and one hospital (providing psychiatry) |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Confidential • N – Provided 5 years financial documentation with no notation of audit • P – Good Net Income growth year over year |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • Q - Certificate provided is marked “draft” • P – Provides both General and Professional Liability |

| Part IV, Section III. Stage Two - Proposed Services |
|--|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Nationwide recruitment team using job boards, prof networks, and data base. Multiple types of outreach • P – Process for screening candidates and verifying licenses, education, training, criminal and malpractice history • P – leverage database and backup candidates for each position to meet 15 day requirement |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Electronic systems to conduct criminal background checks • P – Written confirmation of start date sent to hospital • P – Established process for drug screening and Immunization documentation • P – Process for Competency and Skill Testing • P – Process for communicating file is up to date |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| <ul style="list-style-type: none">• P – Continuous monitoring of validity and standing of licensure• P – Process for annual evaluations and competency assessments as well as other |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none">• P – Collaborate process if concerns are raised about a provider• P – Automated system for monitoring credentialing.• P – Process in place to include credentialing• P – Process in place for immediate notification to the hospital• P – Requirement for contractors to provide 30 days notice of termination |
| D. General Requirements |
| <ul style="list-style-type: none">• Malpractice insurance secured for Locum Tenens including prior acts coverage and tail coverage• Q – Item 2 does not identify a payroll system for reimbursing Locum Tenens for services rendered• P – Processes established to work with hospital HR on hourly rate, HR processes, and sharing documents.• P – Established process for annual collaboration with the hospital• P – Process to comply with SOM travel reimbursement policy• P – Will establish standardized investigation protocols |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• Q – Section 1 does not fully address the questions• P – Service provision standards upheld through audits, training and feedback loops• P – Outside practice duties will be prohibited |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Mandatory orientation sessions covering hospital facilities, practices, and procedures prior to placement |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• I – Establish timeline for transition and milestones for administrative steps• P – No liquidation fee if worked over 960 hours |
| H. Reports |
| <ul style="list-style-type: none">• N – It is unclear how data will be tracked and recorded• P – Plan for providing required reports |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Trusted Managed Services, LLC
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|--|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided overview highlighting their experience with behavioral health placements • I – Proprietary systems • P – Provided three projects • N – None were behavioral health related |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P - Provided |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
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| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • N – All requirements of this section were not fully met. Not enough details on some items and no information at all on others. |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • N – All requirements of this section were not fully met. Not enough details on some items and no information at all on others. |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • N – Lack of details on most sections • N – 30-day notice requirement is not required, but recommended • N – 30 day replacement is the “target” |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • N – The requirement to reside in the hospital is not addressed. • P – All other items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Trusted Managed Services, LLC

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

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|---|
| G. Locum Tenens Conversion to State Employment |
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| <ul style="list-style-type: none">• N – Liquidation fee structure provided but it is confusing at best |
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| H. Reports |
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| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
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| Part IV, Section IV. Stage Three - Cost Proposal |
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| <ul style="list-style-type: none">• |
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Trusted Managed Services, LLC

DATE: October 13, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided description stating staffing engagements include psychiatric providers • I – Based in Buffalo, NY • P – Proprietary system used for staffing • P – Provided 3 projects • I – Projects listed are not related to behavioral health |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Provided 3 years of financial statements reviewed by a CPA |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance including both general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • N – Did not address A.1.a • N – Did not address A.1.b |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • N – Did not address Rider D • P – Start date determined together • P – Confirmation of Assignment will be sent to the hospitals • P – Drug screening completed prior to assignment • P – Immunization verification process • P – Costs covered by Trusted Talent • P – Documentation will be provided to the Hospitals • P – Credentialing team facilitates with the Hospitals for privileging • P – Competency assessments will be completed • P – MOU will be completed • Q – Packets will be submitted, but did not address B.3.a-I specifically |
| C. Termination/Resignation Requirements |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Trusted Managed Services, LLC

DATE: October 13, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Met C.1 requirements
- P – Adverse action will result in immediate notification to the Hospitals
- P – System used sends out alerts in advance for license renewals
- P – Met C.3 requirements
- Q – Encourages 30-day notice, but did not ensure
- Q – 30-day target to fill terminated Provider, but did not ensure

D. General Requirements

- P – Malpractice insurance provided
- I – Timekeeping can be managed electronically with LaborEdge VMS – Nexus
- P – Will work closely with our HR
- P – Hourly wages will be negotiated
- P – Documentation will be available upon request
- P – Met D.4 requirements
- P – Strict compliance with the State’s travel policy
- P – Preapproval for travel will be completed
- P – Ensures full compliance D.6
- Q – Did not address establishing standardized written procedures, but did state Providers will follow the Hospitals policies

E. Engagement Requirements

- P – Met E.1a & b requirements
- N – Did not address E.1.c
- P – Collaboration with the Hospitals will ensure Providers comply with Delivery Order specifications
- P – Providers will met E.2.c requirements
- P – Providers will not work outside of the Hospitals without prior approval
- P – Care will be given regardless of ability to pay

F. Orientation and Training Requirements

- P – Met requirement

G. Locum Tenens Conversion to State Employment

- P – Liquidation fee structure submitted

H. Reports

- I – All data can be tracked in their system, but does not mention if the State does get the ability to use this system
- P – Reports will be submitted on deadline

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Trusted Managed Services, LLC

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|--|--|
| 1. Overview of the Organization | |
| <ul style="list-style-type: none"> • I – Located in Buffalo, NY • Q – Age of organization not expressed • N – The three provided project references are not behavioral health related • P – Recent engagements staffing over 180 psychiatric providers for public mental health institutions | |
| 2. Litigation | |
| <ul style="list-style-type: none"> • P - None | |
| 3. Financial Viability | |
| <ul style="list-style-type: none"> • I – Significant decrease in net income '22-'24, but remains profitable. • P – Provided three years of audited financial statements | |
| 4. Certificate of Insurance | |
| <ul style="list-style-type: none"> • P – Provided both General and Prof. Liability | |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|--|
| Part II | |
| A. Recruitment Requirements | |
| <ul style="list-style-type: none"> • P – Utilizing current database, recruitment efforts, and local staffing division, company website • P - Utilize targeted outreach, job boards, professional networks, sub vendor partners, dedicated recruiter to each request | |
| B. Pre-Engagement Requirements | |
| <ul style="list-style-type: none"> • P – Dedicated credentialing team • P – Process in place for drug testing • P – Process in place for Immunizations • P - Process to provide complete HR packet post hire | |
| C. Termination/Resignation Requirements | |
| <ul style="list-style-type: none"> • P – Collaborative solutions oriented approach • Q – Unclear how state licenses are monitored for adverse action • I – 30 days notice is the “recommended standard” • I – Positions are posted as soon as termination occurs | |
| D. General Requirements | |
| <ul style="list-style-type: none"> • P – Malpractice insurance provided to all locum tenens | |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

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BIDDER NAME: Trusted Managed Services, LLC

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EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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|---|
| <ul style="list-style-type: none">• P – Flexible to use either electronic timekeeping platforms or paper based timecards• P – Solicit feedback from hospital for annual reviews• P – HR documentation is securely maintained and available to the hospital upon request• P – Process to adhere to the SOM travel reimbursement policy• P - Follow regulations and standards and monitor for updates to these requirements• Q – Unclear how bidder will establish standardized procedures for reporting, investigation, follow-up and tracking of any unexpected or sentinel incidents. |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P – Scope of practice aligned with hospital privileges and defined and approved prior to assignment• P – Services meet standards defined by several associations• P – No outside practice duties without approval |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Attend all trainings and orientation required by hospital |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• Q – Liquidation chart does not align. (521-1040 hours is not 6-12 months fte) |
| H. Reports |
| <ul style="list-style-type: none">• I – Provide access to their electronic platform to view statistics and data including HR information• P – Commitment to produce and submit required reports timely |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Vastek Inc.

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided comprehensive overview • I – 10 years of experience • P – Certified by The Joint Commission • I – pool of 30,000 clinicians • I – 800 recruiters and 27 offices • P – Provided three projects with 2 of them having behavioral health aspects |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Provided three years of financial information • N – Not audited |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
|--|---|
| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – Comprehensive responses • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| G. Locum Tenens Conversion to State Employment | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Vastek Inc.

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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| H. Reports |
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| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
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| Part IV, Section IV. Stage Three - Cost Proposal |
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| <ul style="list-style-type: none">• |
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Vastek Inc.

DATE: October 13, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

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|--|
| Part IV. Section II. Stage One - Organizational Qualification and Experience |
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Provided detailed statement of qualifications • P – 10 years experience supporting government agencies and hospitals • P – Joint Commission certified • I – Nationwide pool of 30k + clinicians • I – Average fill time of 6.2 business days • I – 27 U.S. offices, with potential to create a local Maine presence if needed • I – Founded in 2015 and headquartered in Chula Vista, CA • P – Respond to staffing needs within 48-72 hours • P – Provided 3 projects with 2 behavioral health |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Provided 3 years of Balance Sheet & Profit and Loss • N – Did not provide 3 years of audited financial statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance for general and professional |

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| Part IV, Section III. Stage Two - Proposed Services |
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Provide qualified candidates within 48-72 hours • I – 800+ recruiters and 30k+ pre-vetted clinicians • I – Recruitment lead reviews and verifies qualifications and Account Manager ensures compliance • I – Credentialing system used • P – Provide immediate replacements if needed • I – Monthly reporting available • I – Dedicated point of contact • P – Real-time monitoring of credentials • P – Hospitals have ability to interview final candidates and accept or reject • P – Submission of candidates within 15 days guaranteed |
| B. Pre-Engagement Requirements |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

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BIDDER NAME: Vastek Inc.

DATE: October 13, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

- P – Will met Rider D requirements
- I – Credentialing system used, with audit trails
- I – Compliance officer assigned
- P – Coordination with Hospitals on start date
- I – Vastek schedules orientation and confirms Providers have access to needed systems
- I – Pre-cleared backup candidate available
- P – Written notification will be emailed to the Hospitals
- P – Met B.2 requirements
- P – Met B.3 requirements

C. Termination/Resignation Requirements

- I – Structured performance management process
- I – Single point of contact to express concerns
- P – Vastek will coordinate a meeting with the Hospital to discuss any issues
- P – Communication with Provider will be completed by Vastek
- I – Separation protocol used if the Hospital directs for immediate termination
- P – Subscription to State Medical Boards allows real-time monitoring for adverse actions
- P – Hospitals notified within same business day if adverse action is reported
- P – Compliance management system used to track licenses
- I – Full responsibility of monitoring is with Vastek
- P – Met C.3
- P – 30-day notice required
- P – Pro-ration of fees if 30-day notice is not completed
- P – 15-day replacement candidate

D. General Requirements

- P – Malpractice insurance will be provided
- I – Tail coverage is included in insurance package
- P – Bi-weekly payroll cycle
- I – HR and payroll system used
- I – Files are audit ready
- P – Met D.3
- P – Met D.4
- P – Met D.5
- I – Compliance Management Framework used to ensure Providers practice within all rules and requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: Vastek Inc.

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EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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| <ul style="list-style-type: none">• P – Confirmation in writing is needed by a Provider stating Hospital policies and procedures are understood• P – Incident and sentinel event procedures will be established• I – Policy Manual currently in place• I – Incident Management Database used for documentation and tracking |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• I – Finding the right provider for the Hospitals will be handled by a Dedicated Account Manager and Scheduling team• P – Met E.1 requirements• P – Provider performance will be monitoring throughout assignment• P – Credentialing Department performs monthly checks• I – Quarterly compliance reports will be provided to the Hospitals• P – Met E.2 requirements |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• I – Cloud based Joint Commission certified credentialing process ensures Providers meet all required hospital trainings• P – Met F.1 requirements |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – Met G.1• P – Liquidation fee schedule provided |
| H. Reports |
| <ul style="list-style-type: none">• P – Reports will be submitted accurately and on time• I – Centralized data management and compliance tracking system used for reporting |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Vastek Inc.

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • P – Joint Commission Certified • I – Located in Chula Vista, CA • P – Established in 2015 • P – Experience with government agencies and hospitals • P – Office in Boston, MA • I – Services all 50 states • I – Project one indicates providing mental health workers to a plastic surgery and aesthetic arts center. • P - Provided three project references. At least two are directly relevant to RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • I – Balance Sheet indicates several employee advances • I – Decrease in net income year over year and remains profitable. • I – Income amount considering 27 offices and service to 50 states • N – Provided three years of financial statements with no indication of audit |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided both General and Professional Liability |

| Part IV, Section III. Stage Two - Proposed Services |
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| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – Technology enabled recruitment and staffing framework • P – 800 recruiters and 30,000 clinicians in pipeline • Job boards, residency programs, professional associations, targeted outreach • P – Referral bonus program yields 28% faster candidate response time • P – Clinical and behavioral interviews • P – Process for background and licensure verification • P – Drug testing and Immunization processes in place • P – Single point of contact • P – Primary source verification of required credentials • P – Dedicated public-sector recruiters |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Vastek Inc.

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Process in place for background screenings, drug testing, and Immunizations • P – Process in place for credentialing • P – Process in place for competency testing/verification and periodic reassessment • P – Process for continuous monitoring of licensure • P – Process to facilitate secure access to HR files |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • P – Structured Performance Management Process • P – Compliance first monitoring system • P – Real time monitoring of state licensing data bases • Automated notifications prior to licensure renewal dates • P - Strict resignation policy to guarantee 30 days notice is given |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – Process in place for malpractice insurance coverage • P – Tail malpractice insurance coverage • P – Payroll process in place • P – Comprehensive annual evaluations involving the hospital • P – Annual review of staffing needs • P – Process in place for adherence to SOM travel reimbursement policy • P – Receive orientation to hospital medial staff bylaws and policies prior to assignment • P - Process in place to report and investigate any sentinel events timely |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – Dedicated Account Manager and scheduling team • P – Process for scope of privileges • P – Maintain per-approved, pre-credential ready candidates for high-demand specialties • P – Manual process of verifying licensure with state boards monthly • P – Prohibition from outside practice duties |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – Process for ensuring mandatory orientation and education |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none"> • P – No liquidation fee to convert employee after 6 months of service |
| H. Reports |
| <ul style="list-style-type: none"> • P – Centralized Data Management and compliance tracking system |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Vastek Inc.

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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| <ul style="list-style-type: none">• P – Real Time Tracking |
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054
RFP TITLE: Locum Tenens Services
BIDDER NAME: Worldwide Travel Staffing, Limited
DATE: October 7 2025
EVALUATOR NAME: Carol W Cody
EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience | |
|---|---|
| 1. Overview of the Organization | |
| | <ul style="list-style-type: none"> • P – Provided comprehensive overview • I – 32 years experience • P – Experience at both DDPC and RPC • I – 70 recruiters • I – More than 375,000 prequalified healthcare professionals • P – Joint Commission approved credentialing process • P – Provided three projects focusing on Behavioral health |
| 2. Litigation | |
| | <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability | |
| | <ul style="list-style-type: none"> • P – Provided three years of audited financial statements • I – Net loss for the past three years |
| 4. Certificate of Insurance | |
| | <ul style="list-style-type: none"> • P - Provided |

| Part IV, Section III. Stage Two - Proposed Services | |
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| Part II | |
| A. Recruitment Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| B. Pre-Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| C. Termination/Resignation Requirements | |
| | <ul style="list-style-type: none"> • N – Did not respond to 4 at all ... thought it was all removed when only 4a was removed. • P – All other items within this requirement were addressed |
| D. General Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| E. Engagement Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |
| F. Orientation and Training Requirements | |
| | <ul style="list-style-type: none"> • P – All items within this requirement were addressed |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Worldwide Travel Staffing, Limited

DATE: October 7 2025

EVALUATOR NAME: Carol W Cody

EVALUATOR DEPARTMENT: Dorothea Dix Psychiatric Center

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| G. Locum Tenens Conversion to State Employment |
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| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
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| H. Reports |
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| <ul style="list-style-type: none">• P – All items within this requirement were addressed |
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| Part IV, Section IV. Stage Three - Cost Proposal |
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| <ul style="list-style-type: none">• |
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Worldwide Travel Staffing, Limited

DATE: October 13, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|---|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • I – Headquarters in Buffalo, NY • P – 32 years experience • P – Agreements with state-operated hospitals and psychiatric centers • P – Current long-term provider for RPC and DDPC • P – Joint Commission approved credentialing process • P – Provided 3 projects including 2 related to behavioral health • P – 2 projects listed are with state agencies |
| 2. Litigation |
| <ul style="list-style-type: none"> • P – No litigation indicated |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • P – Provided 3 years of independently reviewed financial statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided Certificate of Liability Insurance including general and professional |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • I – Database with over 375k pre-screened candidates • I – Multi-step screening process completed prior to submission of candidate to the hospital • I – Customer Relationship Management system to track jobs • P – At least one candidate will be submitted within 15 calendar days • I – Recruiter are held accountable to the 15-day submission • P – Hospitals can interview final candidates • P – Pre-engagement costs covered by Worldwide • P – Hospitals can accept or reject a candidate |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Rider D requirements will be met • P – Start dates are coordinated with the Hospitals • P – Written email confirmation will be provided to the Hospitals team and a formal confirmation letter signed by the Contract Manager will be submitted |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Worldwide Travel Staffing, Limited

DATE: October 13, 2025

EVALUATOR NAME: Kathryn Comeau

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

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| <ul style="list-style-type: none"> • P – Met B.2 requirements • P – Met B.3 requirements |
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none"> • I – Clinical Specialist is brought in by Account Manager immediately after performance concerns are expressed • I – Meeting between the Hospital, Account Manager, and Clinical Specialist will be scheduled to review concern • P – Worldwide will inform Provider of separation • P – Hospitals can full authority to terminate a Provider immediately • P – Immediate notification of adverse action or lapse of license • P – Continuous monitoring of RNs and LPNs completed through Nursys • I – State license boards queried for Providers • P – License expiration dates tracked in CRM system • P – Met C.3 requirements • N – Did not address C.4 • P – Terminated providers will be replaced within 30 days |
| D. General Requirements |
| <ul style="list-style-type: none"> • P – Malpractice insurance provided • P – Timesheets must be signed by the Hospital • P – Invoices are completed for only verified hours • I – Internal databases and Paychex, Inc used for invoicing and record keeping • P – Wages are negotiated jointly • I – Annual review process is completed along with the Hospitals • P – Met D.4 requirements • P – Met D.5 requirements • I – Performance Improvement Committee monitors laws, regulations, and standard for updates • P – Will work with the hospitals to establish written procedures for incidents/sentinel events • I – Worldwide rep available 24/7 to answers |
| E. Engagement Requirements |
| <ul style="list-style-type: none"> • P – Met E.1 requirements • I – Compliance Officer and Account Manager monitor licensure, credentialing, and privileges • P – Met E.2 requirements |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none"> • P – Met requirements |

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|---|
| <ul style="list-style-type: none">• I – Compliance Officer tracks training completion |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – Met requirements |
| H. Reports |
| <ul style="list-style-type: none">• P – CRM system used to create needed reports• P – Reports will be submitted on time and accurately |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

RFP TITLE: Locum Tenens Services

BIDDER NAME: Worldwide Travel Staffing, Limited

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

Individual Evaluator Comments:

| Part IV. Section II. Stage One - Organizational Qualification and Experience |
|--|
| 1. Overview of the Organization |
| <ul style="list-style-type: none"> • I – largest global provider of psychiatric healthcare professionals • P – Established in 1993 • I – Headquarters in Buffalo, NY • P – Contracted with DDPC and RPC currently • P - Prequalified candidates residing in the northeast • P – Follows Joint Commission processes • P – Facilitate staff transitioning to permanent employment • P – Provided three project references with at least two directly applicable to the RFP |
| 2. Litigation |
| <ul style="list-style-type: none"> • P - None |
| 3. Financial Viability |
| <ul style="list-style-type: none"> • Confidential • I – Net loss in 2023 and 2024. Retained earnings remain positive. • P – Provided three years of independently reviewed financial statements |
| 4. Certificate of Insurance |
| <ul style="list-style-type: none"> • P – Provided both General and Prof. Liability |

| Part IV, Section III. Stage Two - Proposed Services |
|---|
| Part II |
| A. Recruitment Requirements |
| <ul style="list-style-type: none"> • P – 375,000 pre screened healthcare professionals • P – Advertises in national journals, Maine based newspapers, online job boards, direct outreach by recruiters, referral programs, and community engagement • P – Process for license verification, primary source verification, reference checks and clinical interview |
| B. Pre-Engagement Requirements |
| <ul style="list-style-type: none"> • P – Process in place for drug screening and Immunization compliance • P – Process in place for HR file to be assembled and maintained and shared with the hospital upon request • P – Process for initial and ongoing competency testing |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202504054

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BIDDER NAME: Worldwide Travel Staffing, Limited

DATE: 10/6/2025

EVALUATOR NAME: Matthew Lessard

EVALUATOR DEPARTMENT: Dorothea Dix and Riverview Psychiatric Center

| |
|--|
| C. Termination/Resignation Requirements |
| <ul style="list-style-type: none">• P – Continuous monitoring of provider licensure• P – Automated reminders for licensure expiration |
| D. General Requirements |
| <ul style="list-style-type: none">• P – Malpractice Insurance is secured for all Locum Tenens• P – Payroll system in place• P – Process in place for personnel files• P – Collaborates with hospital supervisors for annual performance review process• P – Annual collaboration with the department for staffing plan• P – Process to ensure compliance with SOM travel reimbursement policy• P – Process for Compliance review of updated laws and standards• P – Training of new standards and regulation through Goldmine training system• P – Standardized procedure for investigations and reporting |
| E. Engagement Requirements |
| <ul style="list-style-type: none">• P - Prohibition of outside duty performance |
| F. Orientation and Training Requirements |
| <ul style="list-style-type: none">• P – Requirement of staff to complete internal onboarding and hospital training before providing patient care• P – Education records maintained through Goldmine system |
| G. Locum Tenens Conversion to State Employment |
| <ul style="list-style-type: none">• P – No liquidation fee after 6 months of service |
| H. Reports |
| <ul style="list-style-type: none">• P – Existing system to monitor and record required data• P – Process for ongoing competency reporting• P – System for timely report generation and submission |



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Sara Gagné-Holmes
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202504054
RFP TITLE: Locum Tenens Services

I, Carol Cody accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:
Carol Cody
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Oct-01-2025

Signature

Date



**STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES**

**Janet T. Mills
Governor**

**Sara Gagné-Holmes
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202504054
RFP TITLE: Locum Tenens Services**

I, Kathryn Comeau accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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DocuSigned by:
Kathryn Comeau
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Sep-29-2025

Signature

Date



**STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES**

**Janet T. Mills
Governor**

**Sara Gagné-Holmes
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202504054
RFP TITLE: Locum Tenens Services**

I, Matthew Lessard accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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Signed by:

Matthew Lessard

69DAB4D4BBA24D2...

Sep-29-2025

Signature

Date