



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES

Lori A. Shibinette
 Commissioner

Patricia M. Tilley
 Interim Director

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June 1, 2021

His Excellency, Governor Christopher T. Sununu
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Public Health Services, to enter into a **Sole Source** amendment to an existing contract with Vital Delivery Solutions, LLC d/b/a Green Mountain Messenger, Inc., (VC# 360003), Williston, VT for continued emergent courier services, by exercising a renewal option by increasing the price limitation by \$300,000 from \$450,000 to \$750,000 and by extending the completion date from June 30, 2021 to June 30, 2022 effective upon Governor approval. 100% Federal Funds.

The original contract was approved by Governor and Council on April 8, 2020, Item #9, as amended and approved by the Governor on August 19, 2020; and submitted to the Governor and Executive Council on September 11, 2020 as Informational Item C, as amended and approved by the Governor on December 28, 2020; and submitted to the Governor and Executive Council on January 22, 2021 as Informational Item I.

Funds are anticipated to be available in State Fiscal Year 2022, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation through the Budget Office, if needed and justified.

05-95-90-902510-70390000 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SVS, HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF INFECTIOUS DISEASE CONTROL, PUBLIC HEALTH CRISIS RESPONSE

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2020	102-500731	Contracts for Program Svc	90027027	\$100,000	\$0	\$100,000
2021	102-500731	Contracts for Program Svc	90027027	\$50,000	\$0	\$50,000
2022	102-500731	Contracts for Program Svc	90027027	\$0	\$0	\$0
			Subtotal	\$150,000	\$0	\$150,000

05-95-90-903010-1835 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SVS; HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF PUBLIC HEALTH LABORATORIES, NH ELC

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2021	102-500731	Contracts for Program Svc	90183520	\$150,000	\$0	\$150,000
			Subtotal	\$150,000	\$0	\$150,000

05-95-90-903010-1901 HEALTH AND SOCIAL SERVICES, DEPARTMENT OF HEALTH AND HUMAN SVS; HHS: DIVISION OF PUBLIC HEALTH, BUREAU OF PUBLIC HEALTH LABORATORIES, ELC CARES COVID-19

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2021	102-500731	Contracts for Program Svc	90183518	\$150,000	\$0	\$150,000
2022	102-500731	Contracts for Program Svc	90183538	\$0	\$300,000	\$300,000
			Subtotal	\$150,000	\$300,000	\$450,000
			Total	\$450,000	\$300,000	\$750,000

EXPLANATION

This request is **Sole Source** because the contract was originally approved as sole source and MOP 150 requires any subsequent amendments to be labeled as sole source. The Department attempted to procure these services by posting a Request for Applications on its website from April 13 through May 12, 2021. However, the procurement was unsuccessful. Therefore, the Department made the strategic decision to amend the existing agreement by exercising its option to renew services.

The purpose of this request is to ensure the continuation of emergent statewide courier services.

The Contractor ensures the safe and prompt delivery of laboratory supplies; samples and clinical specimens; and/or environmental samples to or from authorized submitters and the Public Health Laboratories. The Contractor provides same day delivery of specimens, samples and laboratory supplies to and from submitters.

The Department monitors contracted services according to the timely provision of services and ensuring the Contractor continues to be available 24 hours per day, 7 days per week.

As referenced in Exhibit A of the original contract, the parties have the option to extend the agreement for up to four (4) additional years, contingent upon satisfactory delivery of services, available funding, agreement of the parties and Governor and Council approval. The Department is exercising its option to renew services for one (1) year of the three (3) years and nine (9) months available.

Should the Governor not authorize this request, emergent courier services will not be readily available to the Department in the event of an emergency, which would negatively impact NH citizens.

Area served: Statewide

Source of Funds: CFDA #93.323 FAIN #NU50CK000522.

In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Lori A. Shabinette
Commissioner

I hereby approve this request pursuant to RSA 4:45, RSA 21-P:43, and Section 4 of Executive Order 2020-04 as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, 2020-15, 2020-16, 2020-17, 2020-18, 2020-20, 2020-21, 2020-23, 2020-24, 2020-25, 2021-01, 2021-02, 2021-04, 2021-05, 2021-06, 2021-08, and 2021-10, and suspend the Manual of Procedures 150, V., B., 1 requirements.

6.7.21
Date


Name: Governor Christopher T. Sununu