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STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION

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Helen E. Hanks
Commissioner

Robin H. Maddaus
Director

January 7, 2021

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

REQUESTED ACTION

Authorize the NH Department of Corrections (NHDOC) to enter into a **Sole Source** contract with Maxim Healthcare Staffing Services, Inc. (VC# 177770), 1750 Elm Street, Manchester, NH, for Temporary Nursing services, in the amount of \$123,773.00, effective upon the Governor's approval through June 30, 2021. 100% General Funds

Funding is available in the FY 2021 operating account, Medical-Dental: 02-46-46-465010-8234 as follows:

Account:	Description:	FY 21 Total
101-500729	Medical Providers	\$123,773.00

EXPLANATION

This contract is **Sole Source** because the NHDOC is experiencing a nursing shortage with a current vacancy rate of 15% due to unfilled positions. This is compounded by nurses who are on leave for medical issues due to the current pandemic as well as other conditions. Adding those two categories together gives us, in practice, a vacancy rate of 25%.

The NHDOC has a contract with a staffing agency to provide temporary nursing and pharmacist services. For the duration of the contract, we have not been able to procure nurses. As a result, we reached out to other staffing agencies to see if they could assist during this challenging time. Maxim Healthcare Staffing Services, Inc. demonstrated that they could provide the assistance we sorely need.

With the additional demand on nurses due to the COVID-19 pandemic, we are unable to continue to be able to meet the necessary standards of care for those residents who rely on us for health care. Without additional assistance in the form of nursing staff, we are at increased risk for adverse outcomes with regard to patient care.

Respectfully Submitted,


Helen E. Hanks
Commissioner

I hereby approve this request pursuant to RSA 21-P:43, RSA 4:45, RSA 4:47, and 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 and 2020-25.

1-8-20
Date


Governor Christopher T. Sununu