



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

Lori A. Shibanette
 Commissioner

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April 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 **Retroactive, Sole Source** amendment to an existing contract with On-Site Medical Services, LLC. (VC# 348965), Charlestown, NH, to operate open point of dispensing (POD) fixed site vaccination clinics to administer COVID-19 vaccines to qualifying New Hampshire residents, by increasing the price limitation by \$1,870,000 from \$350,670 to \$2,220,670 and by extending the completion date from May 31, 2021, to June 30, 2021, effective retroactive to March 24, 2021, upon Governor approval. 100% Other Funds (FEMA Public Assistance).

The original contract was approved by Governor on March 18, 2021.

Funds are available in the following account for State Fiscal Year 2021, with the authority to adjust budget line items within the price limitation through the Budget Office, if needed and justified.

05-95-095-950010-1919 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SERVICES, HHS: OFFICE OF THE COMMISSIONER, COMMISSIONERS OFFICE, COVID19 FEMA DHHS

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2021	103-502664	Contracts for Oper Svc	95010690	\$350,670	\$1,870,000	\$2,220,670
			Total	\$350,670	\$1,870,000	\$2,220,670

EXPLANATION

This request is **Retroactive** because the Department needed to quickly provide COVID-19 vaccinations to individuals as directed by the Department. 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 Contractor has the capacity to immediately begin vaccination efforts in an open POD setting.

The purpose of this request is for the Contractor to operate an open point of dispensing fixed site vaccination clinic to administer COVID-19 vaccines to qualifying New Hampshire residents in accordance with the New Hampshire COVID-19 Vaccination Allocation Plan.

The population served includes residents statewide. The exact number of residents of the State of New Hampshire who will be served will depend on the trajectory of the COVID-19 pandemic and the number of individuals who sign up for COVID-19 vaccines

The Contractor is leasing a site in Claremont, New Hampshire to run a vaccination clinic and to administer the COVID-19 vaccinations to qualifying residents. The Contractor will run the logistics of the site, which include staff, appointments, and medical oversight.

The Department is monitoring contracted services by reviewing daily reports of the number of individuals vaccinated. In addition, any adverse reactions to the vaccination or unusual circumstances will be reported to the Department immediately.

As referenced in Exhibit A of the original contract, the parties have the option to extend the agreement for up to one (1) additional year, contingent upon satisfactory delivery of services, available funding, agreement of the parties and appropriate State approval. The Department is exercising its option to renew services for one (1) month of the one (1) year available.

Area served: Sullivan County

Source of Funds: CFDA 97.036, FAIN 4516DRNHP00000001

Respectfully submitted,



Lori A. Shibinette
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, and 2021-05, and suspend the Manual of Procedures 150, V., B., 1 requirement.

4.1.21

Date



Name: Governor Christopher T. Sununu