



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

Lori A. Shibanette
Commissioner

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April 9, 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** contract with Mary Hitchcock Memorial Hospital (VC# 177160), Lebanon, NH, in the amount of \$409,800 to organize up to ten (10) vaccination clinics to administer COVID-19 vaccines to qualifying New Hampshire residents, with the option to renew for up to one (1) additional year, effective retroactive to March 9, 2021, upon Governor approval through June 30, 2021. 100% Other Funds (FEMA Public Assistance).

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	Total Amount
2021	103-502664	Contracts for Oper Svc	95010690	\$409,800
			Total	\$409,800

EXPLANATION

This request is **Retroactive** because the Department needed the Contractor to quickly provide COVID-19 vaccinations to qualifying New Hampshire residents. This request is **Sole Source** because the Department, in the interest of the public's health and safety, determined the Contractor had the capacity to immediately begin organizing COVID-19 vaccination clinics.

The Contractor is organizing up to ten (10) COVID-19 vaccination sites to administer COVID-19 vaccinations to school staff or other individuals as directed by the Department, in accordance with New Hampshire's Coronavirus Disease 2019 Vaccination Plan.

The population served includes residents in the Upper Valley and Greater Sullivan County public health regions. The exact number of residents who will be served will depend on the trajectory of the COVID-19 pandemic.

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 the Department immediately.

The Contractor will work with the Regional Public Health Network to schedule the dates for Contractor's COVID-19 vaccination clinics and to identify and schedule eligible individuals for vaccinations. The Contractor will run the logistics of the COVID-19 vaccination clinic and provide clinical and non-clinical staff.

As referenced in Exhibit A of the attached contract, the parties have the option to extend the agreement for up one (1) additional year, contingent upon satisfactory delivery of services, available funding, agreement of the parties, and appropriate State approval.

Area served: Upper Valley and Greater Sullivan County public health regions

Source of Funds: 100% Other Funds (FEMA Public Assistance)

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

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., A., 3 requirement.

4.11.21

Date



Name: Governor Christopher T. Sununu