

# SOURCE JUSTIFICATION FORM

## Bureau of Procurement

The objective of this form is to capture all relevant documentation an Agency may have to assist the Department of General Services ("DGS"), Bureau of Procurement, in expediting the source justification review process. This form must be completed electronically, signed, and submitted with all relevant documentation to DGS. If a question is neither mandatory nor applicable, please indicate "N/A". Please use standard terminology and define acronyms.

## SECTION A

## 1. Agency Name:

Department of Health

## 2. Procurement Description:

This description will appear on the eMarketplace website for public viewing

The Pennsylvania Medical Society (PAMED) will perform a detailed review of the six published opioid-related continuing medical education (CME) modules found on PAMED's website to identify necessary content and technical updates as appropriate. PAMED, in partnership with necessary subject matter experts including the Departments of Health and Drug and Alcohol Programs, will update any relevant content in the existing six opioid-related CME modules and reuse this material, along with any identified new content, to create four new opioid-related CME modules that cover (1) pain management, (2) identification of addiction, (3) prescribing opioids, and (4) dispensing opioids. PAMED will post the four opioid-related CME modules on their website for use.

## Materials Description:

## Services Description:

Services will include (1) educational content creation and review for the four opioid-related continuing medical education modules, (2) technical design, creation and implementation of the web based CME modules and (3) hosting of the CME modules on the PAMED website for the duration of the contract term at no charge to the Department of Health.

## 3. Materials Shopping Cart # or Services SPR#

6100048328

Estimated Cost:

\$250,001 - \$500K

Initial Contract Term:

07/01/2019 to 6/30/2024

Renewals:

N/A

## 4. Supplier - Name:

Pennsylvania Medical Society

Full Address:

777 E. Park Drive Harrisburg, PA 17111

Contact Name:

Leslie Howell

Telephone:

717-909-2624

FAX:

E-mail:

LHowell@pamedsoc.org

SRM Supplier #:

118493

## 5. Delivery or service location:

Pennsylvania Medical Society website

# SOURCE JUSTIFICATION FORM

Bureau of Procurement

## SECTION B

- ☒ **1. Sole Source:** Only known source - Not available from another supplier.
- ☐ **2. Material/Repair/Maintenance:** Material or service MUST be compatible with existing equipment. Documentation must be provided from the manufacturer.
- ☐ **3. Used Equipment:** Value set by 2 independent 3rd party appraisals.
- ☐ **4. Professional Expert:** Describe in detail in Section C.
- ☐ **5. Exempt (Law):** A federal or state statute or regulation exempts the procurement from the competitive procedure. Any applicable information precluding the procurement from competitive procedures must be attached.
- ☐ **6. Feasibility:** Clearly not feasible to award the contract on a competitive basis.

## SECTION C

**1. Describe the unique features of this procurement that prohibit a competitive environment. If applicable, attach a Statement of Work ("SOW").**

The Pennsylvania Medical Society (PAMED) is a state leader in the continuing education of physicians and medical providers. As the opioid epidemic continues to impact thousands of Pennsylvanians, it is vitally important that medical providers across the state have access to the most current and evidence-based opioid-related continuing medical education (CME). To that end, with input from subject matter experts, including the Pennsylvania Departments of Health and Drug and Alcohol Programs, PAMED created and currently hosts six opioid-related CME modules on their website. Medical providers and the general public are able to access these modules for continuing education purposes and state board licensing requirements. However, these modules are outdated and need to be updated to reflect current evidence based medical best-practice and the changing licensing environment. Moreover, these opioid-related CME modules are proprietary, with PAMED the sole owner responsible for their content and maintenance. Therefore, due to the proprietary nature of the CME modules, the necessary updates discussed above will need to be completed by PAMED and are ineligible for a competitive procurement environment.

**2. Document and attach the research that has been conducted to date to verify the supplier is the only known source.**

Department of Health staff discussed the development history and proprietary nature of the opioid-related CME modules with PAMED during several conference calls. Calls occurred on 1/3/19, 1/31/19 and 3/21/2019. Additionally, the six opioid-related CME modules are maintained on PAMED's website.

# SOURCE JUSTIFICATION FORM

## Bureau of Procurement

3. Does the supplier utilize distributors, dealers, resellers, etc.? If "Yes," please identify.

No

4. Are there compatibility requirements or compliance requirements with a warranty or service agreement? If "Yes," please explain.

No

5. How has the material or service been procured in the past? Please provide previous source justifications, contracts, & PO's for this material or service.

The services for updating the existing opioid-related CME modules are new and have not been previously procured by the Department of Health or other agency.

6. If procured through the IT ITQ process, please provide original \$ amount and contract period of order. Is this the final phase of the project?

N/A

7. If this is an upgrade, addition, alteration, etc., to an earlier procurement, please describe in detail.

N/A

8. What are the consequences of not approving this procurement?

Opioid-related continuing medical education is a necessary tool for combatting the opioid epidemic in Pennsylvania, which has deep roots in the misuse of prescription opioids. Additionally, state legislation (section 9.1 of Act 191 of 2014) mandates that state licensing boards require specific opioid-related CMEs for license approval. The proposed updates to the existing opioid-related CMEs would not only provide medical practitioners with the necessary training to apply for and renew board licensing, but it would also ensure all practitioners are equipped with the most current and evidence-based tools for safe and effective opioid prescribing. Without these updates, medical practitioners will have an increasingly difficult time completing the required CME for board licensing, impacting t

9. If timing is a factor, what is the time factor and why?

Yes, timing is a factor. The federal funding for this project through the SOR grant needs to be finalized and spent by September 29, 2019.

10. List any other information relevant to the acquisition of this procurement here or as an attachment.

The efforts to update the opioid-related CME modules is a vital tool in the state's response to the opioid epidemic and consequently is a priority of the Department of Health and the Governor's Office.

11. For requests > \$100,000, has the supplier signed cost or pricing data certification and is the pricing breakdown attached?

Yes

# SOURCE JUSTIFICATION FORM

Bureau of Procurement

## SECTION D

**IMPORTANT\*: The printed names on this form shall constitute the signatures of these individuals.** Agencies must insure that these individuals review the completed form and give their consent to apply their printed name on this form. No handwritten signatures shall be required in order for the form to be considered "signed" by those individuals whose names appear in the signature section of the form.

**Shopping Cart Contact Person (Person whom DGS will contact regarding the Shopping Cart):**

<b>Name:</b>	<input type="text" value="Lori Diehl"/>	<b>P-Group:</b>	<input type="text" value="HC9"/>	<b>Date:</b>	<input type="text" value="05-08-19"/>
<b>Title:</b>	<input type="text" value="Procurement Specialist IV"/>	<b>Telephone:</b>	<input type="text"/>	<b>Fax:</b>	<input type="text"/>

**Agency Contact Person:** Person in your agency that DGS can contact for additional information, etc.

<b>Name:</b>	<input type="text" value="Lori Diehl"/>	<b>Title:</b>	<input type="text" value="Procurement Specialist IV"/>	<b>Date:</b>	<input type="text" value="05-08-19"/>
<b>Telephone:</b>	<input type="text"/>	<b>Fax:</b>	<input type="text"/>	<b>Email:</b>	<input type="text" value="ldiehl@pa.gov"/>

**Approving Authority (Agency Head or Deputy reviewing and approving this request):** Approving Authority connotes approval of the source justification and the cost or pricing data certification.

<b>Name:</b>	<input type="text" value="Lori Diehl"/>	<b>Title:</b>	<input type="text" value="Agency Head"/>	<b>Date:</b>	<input type="text" value="05-08-19"/>
<b>Telephone:</b>	<input type="text"/>	<b>Fax:</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Additional Approvals (if required by Agency):**

<b>Name:</b>	<input type="text"/>	<b>Title:</b>	<input type="text"/>	<b>Date:</b>	<input type="text"/>
<b>Telephone:</b>	<input type="text"/>	<b>Fax:</b>	<input type="text"/>	<b>Email:</b>	<input type="text"/>
<b>Name:</b>	<input type="text"/>	<b>Title:</b>	<input type="text"/>	<b>Date:</b>	<input type="text"/>
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