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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF COMMUNITY BASED CARE SERVICES

*BUREAU OF DRUG AND ALCOHOL SERVICES*

Nicholas A. Toumpas  
Commissioner

105 PLEASANT STREET, CONCORD, NH 03301  
603-271-6100 1-800-804-0909  
FAX: 603-271-6105 TDD Access: 1-800-735-2964

Nancy L. Rollins  
Associate Commissioner

April 8, 2013

*Sole Source  
100% Federal*

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Drug & Alcohol Services to exercise a **sole source** amendment to an agreement with FEI.com Inc., Purchase Order #1010373 (Vendor #208991 B001) 8930 Old Annapolis Road, Suite C, Columbia, MD 21045, by increasing the Price Limitation by \$63,040.00 from \$2,073,821.00 to \$2,136,861.00 to provide Prevention Performance Management System enhancements, effective upon date of Governor and Council approval. This Agreement was originally approved by Governor and Council on August 11, 2010, Late item A and amended on January 19, 2011, Item #65 and again on July 11, 2012, Item #33. Funds are available in the following accounts State Fiscal Year 2013 and are anticipated to be available in State Fiscal Years 2014 and 2015 depending upon the availability and continued appropriations of funds in the future operating budgets, with authority to adjust amounts if needed and justified, between State Fiscal Years.

05-95-95-958410-5368 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES, HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, WORKFORCE DEVELOPMENT

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	103-502664	Contracts for Op Svc	95845368	\$147,591.00	\$0.00	\$147,591.00
			Sub-Total	\$147,591.00	\$0.00	\$147,591.00

05-95-95-958410-5369 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, ALCOHOL EDUCATION PROGRAM

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	103-502664	Contracts for Op Svc	95845369	\$293,588.00	\$0.00	\$293,588.00
SFY 2012	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
SFY 2013	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
SFY 2014	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
SFY 2015	103-502664	Contracts for Op Svc	95845369	\$208,975.00	\$0.00	\$208,975.00
			Sub-Total	\$502,563.00	\$0.00	\$502,563.00

05-95-95-958410-5376 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, NATIONAL OUTCOMES MEASURES-  
SYNECTICS

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	103-502664	Contracts for Op Svc	95845376	\$39,302.00	\$0.00	\$39,302.00
SFY 2012	103-502664	Contracts for Op Svc	95845376	\$374,870.00	\$0.00	\$374,870.00
SFY 2013	103-502664	Contracts for Op Svc	95845376	\$239,215.00	\$0.00	\$239,215.00
SFY 2014	103-502664	Contracts for Op Svc	95845376	\$0.00	\$0.00	\$0.00
SFY 2015	103-502664	Contracts for Op Svc	95845376	\$40,000.00	\$0.00	\$40,000.00
			Sub-Total	\$693,387.00	\$0.00	\$693,387.00

05-95-95-958410-5957 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, SAMHSA GRANTS

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	102-500731	Contracts for Prog Svc	95845900	\$184,760.00	\$0.00	\$184,760.00
SFY 2012	102-500731	Contracts for Prog Svc	95845900	\$123,400.00	\$0.00	\$123,400.00
SFY 2013	102-500731	Contracts for Prog Svc	95845900	\$123,400.00	\$0.00	\$123,400.00
SFY 2014	102-500731	Contracts for Prog Svc	95845900	\$123,400.00	\$0.00	\$123,400.00
			Sub-Total	\$554,960.00	\$0.00	\$554,960.00

05-95-95-958410-5365 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, ALCOHOL AND OTHER TREATMENT

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2013	102-502664	Contracts for Prog Svc	95846502	\$24,0000.00	\$0.00	\$24,000.00
SFY 2014	102-502664	Contracts for Prog Svc	95846502	\$24,0000.00	\$0.00	\$24,000.00
			Sub-Total	\$48,0000.00	\$0.00	\$48,000.00

05-95-95-958410-0834 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, SPE GRANT

Fiscal Year	Class/ Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2013	102-502664	Contracts for Op Svc	95845376	\$127,320.00	\$63,040.00	\$190,360.00
			Sub-Total	\$127,320.00	\$63,040.00	\$190,360.00
			TOTAL	\$2,073,821.00	\$63,040.00	\$2,136,861.00

**EXPLANATION**

This amendment represents a **sole source** request to allow the Department to continue to integrate and enhance all of its electronic health records information systems under one broad standardized application. The current Web Infrastructure for Prevention Services software basic functionality will be modified to increase enhancements to the Prevention Performance Management System module. The Department currently contracts with FEI.com Inc. for hosting, maintenance, on-going development of the Treatment Services module, the Voucher Management System for the Access to Recovery Grant, and the Prevention Performance Management System. Continuing to build on an existing successful system will provide for certain economies through enhancements to existing functionality, decreased costs of maintenance, and continuity of operations. In addition the Bureau will be able to leverage the existing expertise of staff already knowledgeable in supporting the system. The current iteration of the Web Infrastructure is proprietary to members of the Web Infrastructure collaborative. Due to the short timeframe for available funding, as referenced below, it is unlikely the Department could issue a Request for Proposal and develop a satisfactory contract for another vendor to do the necessary work to enhance and customize the current Prevention Performance Management System in order to comply with the terms of the grant award. In addition, it would undoubtedly be cost prohibitive for an external vendor to enhance the Prevention Performance Management System that would be fully integrated within the system.

The Department was awarded the Strategic Prevention Enhancement grant from the Federal Substance Abuse Mental Health Services Administration. The development of this system is being funded by a one-year grant awarded to the Department in September 2011. The grant was designed to strengthen and extend national implementation of the Strategic Prevention Framework and the one-year no cost extension expires June 30, 2013.

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

April 8, 2013

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The New Hampshire prevention system consists of ten regional networks and other prevention direct service contracts that will input monthly performance data. The system will be enhanced to meet the following requirements: 1) Provide the Regions with an ability to record, document and report upon the accomplishment of milestones and entry of prevention products with the emphasis on evaluation and outcomes; 2) Provide for statewide planning and implementation data collection of statewide contracts; 3) Allow for the reporting on strategies that align with multiple goals, objectives, and Center for Substance Abuse Prevention categories and activities; 4) Enhance the system's ability to better facilitate reporting of private and publicly funded strategies; 5) Amend the original block grant reporting fields to include new requirements published by Substance Abuse and Mental Health Services Administration.

Should Governor and Executive Council not authorize this Request, New Hampshire Substance Abuse Federal Block Grant funds would be in jeopardy due to an inability to collect performance and outcome data from the Bureau's federally funded prevention providers. Block Grant funds are the only source of funds currently funding the prevention system, without these community-level prevention services there would be an increase of substance misuse and abuse disorders impacting quality of life for individuals, families and communities in New Hampshire.

As stated in the original Governor and Council letter approved August 11, 2010, Late Item A, this contract was a sole source because there were no known viable alternatives to implement the Web Infrastructure for Treatment Services system to meet New Hampshire's needs to report on the National Outcome Measures.

To date, the contractor has performed all requirements of their contract in a timely manner and has made the requested functional modifications established in the scope of work in a completely satisfactory manner. The following performance measures will be used to measure the effectiveness of the agreement.

1. User acceptance testing to ensure fidelity to all enhancement and modifications established in the requirements analysis.
2. A schedule for development and implementation tasks will be used to track timely completion of contracted work.
3. Training provided by FEI.com, Inc to the Bureau and its associated system users will be monitored for effectiveness.
4. Vendor will host the web-based reporting system; secure and store the data in accordance with state and federal requirements; complete upgrades and regular maintenance; and provide technical assistance to the users all of which will be monitored by BDAS administrative staff.
5. The WITS system will provide various reports for service provider, regional network and state aggregated data.

Area served: Statewide.

Source of Funds: 100% Federal funds from the Substance Abuse and Mental Health Services Administration State Planning Grant.

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

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

Respectfully submitted,



Nancy L. Rollins  
Associate Commissioner

Approved by:



Nicholas A. Toumpas  
Commissioner

NJR/vtm



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF INFORMATION TECHNOLOGY  
27 Hazen Dr., Concord, NH 03301  
Fax: 603-271-1516 TDD Access: 1-800-735-2964  
www.nh.gov/doit

Peter C. Hastings  
Acting Commissioner

April 30, 2013

Nicholas A. Toumpas, Commissioner  
State of New Hampshire  
Department of Health and Human Services  
129 Pleasant Street  
Concord, NH 03301-3857

Dear Commissioner Toumpas:

This letter represents formal notification that the Department of Information Technology (DoIT) has approved your agency's request amend Contract No. 2010-035 DHHS State Outcomes Measurement and Management System, with FEI.com, Incorporated (FEI), of Columbia, MD (Vendor #208991 B001) as described below and referenced as DoIT No. 2010-035C.

Authorize the Department of Health and Human Services (DHHS), Division of Community Based Care Services (DCBCS), Bureau of Drug & Alcohol Services (BDAS), to amend an agreement with FEI.com Inc. to enhance the WITS system with new features, enabling better planning, and reporting capabilities. The amendment will become effective on the date of Governor and Executive Council approval through December 31, 2014, and will increase the price limitation by \$63,040, from \$2,073,821 to \$2,136,861.

A copy of this letter should accompany the Department of Health and Human Services' submission to Governor and Executive Council for approval.

Sincerely,

A handwritten signature in black ink that reads "Peter C. Hastings".

Peter C. Hastings

PCH/ltn  
Amendment 2010-035C

cc: Leslie Mason, DoIT  
Valerie Morgan, DHHS

**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BUREAU OF DRUG AND ALCOHOL SERVICES  
2010-035 STATE OUTCOMES MEASUREMENT AND MANAGEMENT SYSTEM  
CONTRACT AMENDMENT C**

WHEREAS, pursuant to Agreement #2010-035 approved by Governor and Council, on August 11, 2010, Item #LATE ITEM A and amended on July 11, 2012, Item #33 and again on July 11, 2012 Item #33 (herein after referred to as the "Agreement"), FEI.com Inc. ("FEI") of Columbia, MD (hereinafter referred to as "FEI") agreed to supply certain services for the Web Infrastructure for Treatment Services Software (WITS) in accordance with the terms and conditions specified in the Agreement and in consideration of payment by the Department of Health and Human Services (hereinafter referred to as the "Department") acting for the benefit of the Agency, certain sums as specified therein;

WHEREAS, pursuant to the Agreement Section 13.17: *Amendment* and the provisions of the Agreement, the Agreement may be modified or amended only by a written instrument executed by the parties thereto and approved by the Governor and Executive Council;

WHEREAS, the FEI and the Department have agreed to amend the Agreement in certain respects;

WHEREAS, the Department wishes to add Deliverables to further enhance Prevention Performance Management System to the Statement of Work;

WHEREAS, the Department wishes to increase the Contract price by \$63,040.00 increasing the total contract price from \$2,073,821.00 to \$2,136,861.00.

WHEREAS, the Department and the FEI seek to clarify the Agreement.

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties agree as follows:

The Agreement is hereby amended as follows:

1. Amend Section 1.8 of the Statement of Work – Contract Agreement by increasing the Price Limitation by \$63,040.00 from \$ 2,073,821.00 to \$2,136,861.00.
2. The Scope of Work of the Agreement is further amended as described in Table 1:

**Table 1**

<b>Contract #2010-035 Scope of Work Section Number</b>	<b>AMENDED TEXT</b>
<b>Section 1.1 Contract Documents</b>	Add the following language to this section: s. Amendment C
<b>Contract #2010-035 Scope of Work Section Number</b>	<b>AMENDED TEXT</b>
<b>Exhibit A Section 1</b>	Add the following enhancements to Prevention, Performance Management System (PPMS) requirements to Exhibit A Section 1: Deliverables, Milestones,

R-12-13D

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BUREAU OF DRUG AND ALCOHOL SERVICES  
2010-035 STATE OUTCOMES MEASUREMENT AND MANAGEMENT SYSTEM  
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Deliverables Milestones and Activities	and Activities. To be built upon the existing functionality for Prevention.	
	<b>Phase 5: PPMS Requirements Further Enhancements</b>	
	92.	FEI shall provide the PPMS to the State of New Hampshire in accordance with the specifications of this amendment, including but not limited to Attachment A: Statement of Work.
93.	<p><b>AMENDMENT LANGUAGE:</b></p> <ol style="list-style-type: none"> <li>1. Build upon the existing functionality designed for Prevention, to enhance coalition/strategic prevention framework in New Hampshire. This would include the ability for Regions to record, document and report upon the accomplishment of milestones and entry of prevention products, with emphasis on evaluation and outcomes phases. \$8,300 <ol style="list-style-type: none"> <li>a. Build upon the existing Strategy implementation mechanisms to allow for more robust collection of policy, practice and process related outcomes directly tied to strategic initiatives.</li> <li>b. Adds the ability for planned and actual outcomes to be mapped to IOM classification categories</li> <li>c. Captures additional outcomes related to policy, practice and procedure.</li> <li>d. Build the ability for the capture of the activities associated with Regional Network System Facilitation.</li> </ol> </li> <li>2. Provide for statewide planning and implementation for data collection of statewide contracts such as; training and technical assistance activities performed by the State's technical assistance contractor, which support the prevention community infrastructure. \$7,420 <ol style="list-style-type: none"> <li>a. Modify the strategy planning module to accommodate the plan entry needs for Training and Technical Assistance plans for both Prevention and Treatment statewide</li> <li>b. Modify the Strategy implementation entry to accommodate required data collection for training and technical assistance activities (for prevention and treatment)</li> </ol> </li> <li>3. Alignment of strategies with multiple goals and objectives. Aligning strategy implementation with CSAP Categories and CSAP Activities. \$30,660 <ol style="list-style-type: none"> <li>a. Modify the existing Prevention Plan so that a single strategy may be aligned with multiple objectives in the plan.</li> <li>b. Modify the existing strategy implementation modules so that the implementation of those strategies may be aligned directly with CSAP Categories and CSAP Activities.</li> </ol> </li> <li>4. Enhancements to prevention reporting to facilitate the private public partnership between the bureau and the community infrastructure. \$13,860 <ol style="list-style-type: none"> <li>a. Allow external Provider Entity to manage their own plan in the system, which will have strategies that are applicable on</li> </ol> </li> </ol>	

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BUREAU OF DRUG AND ALCOHOL SERVICES  
2010-035 STATE OUTCOMES MEASUREMENT AND MANAGEMENT SYSTEM  
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	<ul style="list-style-type: none"> <li>a statewide basis.</li> <li>b. Enable new Security Roles that will allow members of the Private/Public partnership access to their own plans, the strategic implementation of those plans, as well as the strategies that they fund throughout the system.</li> </ul> <p>5. Amend the original block grant reporting fields to include new requirements published by SAMHSA, specifically relating to Indicated Population activities. <b>\$2,800</b></p> <ul style="list-style-type: none"> <li>a. Make the Primary language and Disabilities fields on the client profile required for state reporting when the Agency is providing Prevention activities</li> <li>b. Add a Sexual Orientation field on the client profile, and make this required for state reporting when the Agency is providing Prevention activities</li> </ul>
94.	This System is currently hosted and maintained by FEI Inc. under a contract with DHHS and approved by DOIT.
<b>New Functionality</b>	
97.	All required functionality for the further enhancements will be documented; requirements will be delivered to the state and reviewed with state representatives, then modified as appropriate.
98.	According to approved requirements, FEI will design and develop further enhancements to support the PPMS application in NH.
99.	Further enhancements will be fully tested according to the contract, then FEI will provide support to NH officials regarding their UAT of all deliverables.
100.	FEI will deploy the further enhancements to the NH WITS production site as approved by the state through the UAT process.
101.	FEI will provide this added information related to the further enhancements to the current scope of work within the user manual, training and documentation for the WITS PPMS application
102.	FEI will continue to provide support, maintenance, and hosting according to contract guidelines.
<b>General Requirements</b>	
103.	FEI will continue to provide support and maintenance for this System,

STATE OF NEW HAMPSHIRE  
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<b>Exhibit B</b> <b>Section 1.1</b>	Delete Section <i>1.1 Firm Fixed Price</i> and replace with:  <b>1.1. Firm Fixed Price</b>  This is a Firm Fixed Price (FFP) Contract totaling \$2,136.861.00 for the period between the Effective Date through December 31, 2014. FEI shall be responsible for performing its obligations in accordance with the Contract. This Contract will allow FEI to invoice the State for the following Activities, Deliverables, or Milestones at fixed pricing/rates appearing in the price and payment tables below:
<b>Exhibit B</b> <b>Section 1.1</b>	Add Table 2 "Payment Schedule" to Section 1.1 <i>Firm Fixed Price</i> as specified in Attachment A.
<b>Exhibit B</b> <b>Section 2</b>	Delete the following language from Section 2 <i>Total Contract Price</i> and replace with:  <b>2. TOTAL CONTRACT PRICE</b> Notwithstanding any provision in the Contract to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments made by the State exceed \$2,136.861.00. ("Total Contract Price"). The payment by the State of the total Contract price shall be the only, and the complete reimbursement to FEI for all fees and expenses, of whatever nature, incurred by FEI in the performance hereof. The State will not be responsible for any travel or out of pocket expenses incurred in the performance of the Services performed under this Contract.

**1. DELIVERABLE PAYMENT SCHEDULE**

**1.1. Firm Fixed Price**

This is a Firm Fixed Price (FFP) Contract totaling \$63,040 for the period between the Effective Date through December 31, 2014. FEI shall be responsible for performing its obligations in accordance with the Contract. This Contract will allow FEI to invoice the State for the following Activities, Deliverables, or Milestones at fixed pricing/rates appearing in the price and payment tables below:

**Table 1 – Payment Schedule**

PAYMENT SCHEDULE					
Description	Percent	Deliverable Amount (Gross)	Holdback Amount -15%	Deliverable Net Amt (Less holdback)	Cumulative
Implementation and Development for WITS Prevention System					

**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
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Delivery of Detailed Project and Implementation Plan		\$10,000			\$10,000
Required sign off for enhancements		\$15,000			\$25,000
UAT Acceptance of All Programing Changes		\$28,584			\$53,584
Warranty hold back		\$9456			\$63,040
<b>Total Contract Price for Implementation (One Time Costs)</b>					<b>63,040</b>

**Support and Maintenance (Additional for Prevention) – None included under this Amendment**

**2. TOTAL CONTRACT PRICE**

Notwithstanding any provision in the Contract to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments made by the State exceed \$63,040. ("Total Contract Price"). The payment by the State of the total Contract price shall be the only, and the complete reimbursement to FEI for all fees and expenses, of whatever nature, incurred by FEI in the performance hereof. The State will not be responsible for any travel or out of pocket expenses incurred in the performance of the Services performed under this Contract.

Payment Milestones	Date	FY 13	FY 14
Delivery of Detailed Project and Implementation Plan	3/10/13	\$10,000	
Required sign off for enhancements	4/1/13	\$15,000	
UAT Acceptance of All Programming Changes	4/15/13	\$28,584	
Warranty hold back	6/30/13	\$9456	
<b>Subtotal FY13</b>		<b>\$ 63,040</b>	

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BUREAU OF DRUG AND ALCOHOL SERVICES  
2010-035 STATE OUTCOMES MEASUREMENT AND MANAGEMENT SYSTEM  
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**Table 2 Contract 2010-035 DHHS State Outcomes Measurement and Management System**

CONTRACT AND AMENDMENT NUMBER	AMENDMENT TYPE	END DATE	CONTRACT AMOUNT
2010-035	Original Contract	8/10/10 Late Item A	\$1,094,566.00
2010-035 Amendment A	First Amendment	1/19/11 Item #65	\$ 803,935.00
2010-035 Amendment B	Second Amendment	7/11/12 Item #33	\$ 175,320.00
2010-035 Amendment C	Third Amendment	Upon G&C Approval	\$63,040.00
	<b>CONTRACT TOTAL</b>		<b>\$2,136.861.00</b>

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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BUREAU OF DRUG AND ALCOHOL SERVICES  
2010-035 STATE OUTCOMES MEASUREMENT AND MANAGEMENT SYSTEM  
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Except as provided herein, all provisions of the Agreement shall remain in full force and effect. This modification shall take effect upon the approval date from the Governor and the Executive Council.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the day and year first above written.

  
\_\_\_\_\_  
Jiao Z. Gu, President  
FEI.Com, Incorporated

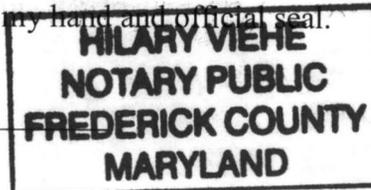
Date: 3/27/2013

Corporate Signature Notarized  
STATE OF Maryland  
COUNTY OF Howard

On this the 27<sup>th</sup> day of March, 2013, before me,  
Hilary Viehe, the undersigned  
Officer Dr Jiao Gu, personally appeared and acknowledged her/himself  
to be the President/CEO, of  
FEI.com, Inc, a corporation, and that she/he, as such  
President/CEO being authorized to do so, executed the  
foregoing instrument for the purposes therein contained, by signing the name of the  
corporation by her/himself as Dr Jiao Gu, President/CEO of FEI.com, Inc

IN WITNESS WHEREOF I hereunto set my hand and official seal.

  
\_\_\_\_\_  
Notary Public/Justice of the Peace



My Commission Expires: 12/22/13

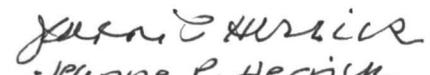
(SEAL)

State of New Hampshire

  
\_\_\_\_\_  
Nicholas Toumpas, Commissioner  
State of New Hampshire  
Department of Health and Human Services

Date: 5/13/13

Approved by the Attorney General (Form, Substance and Execution)

  
\_\_\_\_\_  
Jeanne P. Herrick  
Attorney State of New Hampshire, Department of Justice

Date: 29 April 2013

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BUREAU OF DRUG AND ALCOHOL SERVICES  
2010-035 STATE OUTCOMES MEASURMENT AND MANAGEMENT SYSTEM  
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State of New Hampshire  
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that FEI.Com, Inc. a(n) Maryland corporation, is authorized to transact business in New Hampshire and qualified on April 19, 2010. I further certify that all fees and annual reports required by the Secretary of State's office have been received.

In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 4<sup>th</sup> day of April, A.D. 2013



*William M. Gardner*

William M. Gardner  
Secretary of State

WITH SEAL

CERTIFICATE OF VOTE

I, Shelton Skolnick, of FEI.com, Inc., do hereby certify that:

1. I am the duly elected Secretary of FEI.com, Inc. ;
2. The following are true copies of two resolutions duly adopted at a meeting of the Board of Directors of the corporation duly held on March 1, 2013;

RESOLVED: That this corporation enters into a contract with the State of New Hampshire, acting through its Department of Health and Human Services, Division of Community Based Care Services.

RESOLVED: That the President is hereby authorized on behalf of this corporation to enter into said contract with the State and to execute any and all documents, agreements, and other instruments; and any amendments, revisions, or modifications thereto, as he/she may deem necessary, desirable, or appropriate. Jiao Zhong Gu is the duly elected President of the corporation.

3. The foregoing resolutions have not been amended or revoked and remain in full force and effect as of March 27, 2013.

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the corporation this 27th day of March, 2013.

  
Secretary

(CORPORATE SEAL)



FEICO-1

OP ID: JI

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/05/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Insurance Exchange, Inc. 9713 Key West Avenue, Ste 401 Rockville, MD 20850 Joseph E. Brown, CIC	Phone: 301-279-5500	CONTACT NAME:	
	Fax: 301-330-1270	PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : OneBeacon America Ins Company	NAIC # 21970
		INSURER B : OneBeacon Insurance Company	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

INSURED  
**FEI.COM, Inc.**  
QMX Support Services, Inc.  
Attn: Hilary Viehe  
7175 Columbia Gateway Dr., #A  
Columbia, MD 21046

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			711013220	04/11/2013	04/11/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							Emp Ben. \$ 1,000,000
A	AUTOMOBILE LIABILITY			711013220	04/11/2013	04/11/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS		<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS		<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB		<input checked="" type="checkbox"/> OCCUR	711013220	04/11/2013	04/11/2014	EACH OCCURRENCE \$ 7,000,000
	<input type="checkbox"/> EXCESS LIAB		<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$ 7,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			406038866	04/11/2013	04/11/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			711013220	04/01/2013	04/01/2014	5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

FEISTA3

State of New Hampshire  
Dept. of Health & Human Svcs.  
Attn: Commissioner  
129 Pleasant Street  
Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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RW  
 SF



STATE OF NEW HAMPSHIRE  
 DEPARTMENT OF HEALTH AND HUMAN SERVICES  
 DIVISION OF COMMUNITY BASED CARE SERVICES

*BUREAU OF DRUG AND ALCOHOL SERVICES*

Nicholas A. Toumpas  
 Commissioner

Nancy L. Rollins  
 Associate Commissioner

105 PLEASANT STREET, CONCORD, NH 03301  
 603-271-6100 1-800-804-0909  
 FAX: 603-271-6105 TDD Access: 1-800-735-2964

June 12, 2012

His Excellency, Governor John H. Lynch  
 and the Honorable Executive Council  
 State House  
 Concord, New Hampshire 03301

Approved by: G+C  
 Date: 7/11/12  
 Item No.: 33  
 Contract No.: 1010373

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Drug & Alcohol Services to exercise a **sole source** amendment to an agreement with FEI.com Inc., Purchase Order #1010373 (Vendor #208991 B001) of 8930 Old Annapolis Road, Suite C, Columbia, MD 21045, by increasing the Price Limitation by \$175,320.00 from \$1,898,501.00 to \$2,073,821.00 to provide Prevention Performance Management System effective July 1, 2012 or date of Governor and Executive Council approval, whichever is later. This Agreement was originally approved by Governor and Executive Council on August 11, 2010, Late item A and amended on January 19, 2011, Item #65. Funds are available in the following accounts State Fiscal Year 2013 and are anticipated to be available in State Fiscal Years 2014 and 2015 depending upon the availability and continued appropriations of funds in the future operating budgets, with authority to adjust amounts if needed and justified, between State Fiscal Years.

05-95-95-958410-5368 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
 HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, WORKFORCE DEVELOPMENT

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	103-502664	Contracts for Op Svc	95845368	\$147,591.00	\$0.00	\$147,591.00
			Sub-Total	\$147,591.00	\$0.00	\$147,591.00

05-95-95-958410-5369 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
 HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, ALCOHOL EDUCATION PROGRAM

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	103-502664	Contracts for Op Svc	95845369	\$293,588.00	\$0.00	\$293,588.00
SFY 2012	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
SFY 2013	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
SFY 2014	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
SFY 2015	103-502664	Contracts for Op Svc	95845369	\$208,975.00	\$0.00	\$208,975.00
			Sub-Total	\$502,563.00	\$0.00	\$502,563.00

05-95-95-958410-5376 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
 HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, NATIONAL OUTCOMES MEASURES-  
 SYNECTICS

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	103-502664	Contracts for Op Svc	95845376	\$39,302.00	\$0.00	\$39,302.00
SFY 2012	103-502664	Contracts for Op Svc	95845376	\$374,870.00	\$0.00	\$374,870.00
SFY 2013	103-502664	Contracts for Op Svc	95845376	\$239,215.00	\$0.00	\$239,215.00
SFY 2014	103-502664	Contracts for Op Svc	95845376	\$0.00	\$0.00	\$0.00
SFY 2015	103-502664	Contracts for Op Svc	95845376	\$40,000.00	\$0.00	\$40,000.00
			Sub-Total	\$693,387.00	\$0.00	\$693,387.00

05-95-95-958410-5957 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
 HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, SAMHSA GRANTS

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2011	102-502664/	Contracts for Prog Svc	95845900	\$184,760.00	\$0.00	\$184,760.00
SFY 2012	102-502664	Contracts for Prog Svc	95845900	\$123,400.00	\$0.00	\$123,400.00
SFY 2013	102-502664	Contracts for Prog Svc	95845900	\$123,400.00	\$0.00	\$123,400.00
SFY 2014	102-502664	Contracts for Prog Svc	95845900	\$123,400.00	\$0.00	\$123,400.00
			Sub-Total	\$554,960.00	\$0.00	\$554,960.00

500731

05-95-95-958410-5365 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
 HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, ALCOHOL AND OTHER TREATMENT

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2013	102-502664	Contracts for Prog Svc	95846502	\$0.00	\$24,000.00	\$24,000.00
SFY 2014	102-502664	Contracts for Prog Svc	95846502	\$0.00	\$24,000.00	\$24,000.00
			Sub-Total	\$0.00	\$48,000.00	\$48,000.00

500731

05-95-95-958410-0834 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SERVICES,  
 HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, SPE GRANT

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
SFY 2013	102-502664	Contracts for Op Svc	95845376	\$0.00	\$127,320.00	\$127,320.00
			Sub-Total	\$0.00	\$127,320.00	\$127,320.00
			TOTAL	\$1,898,501.00	\$175,320.00	\$2,073,821.00

**EXPLANATION**

This amendment represents a sole source request to allow the Bureau to continue to integrate all of its electronic health records information systems under one broad standardized application. The current Web Infrastructure for Treatment Services software basic functionality will be enhanced and modified to develop a Prevention Performance Management System module. The Bureau on behalf of the Department currently contacts with FEI.com Inc. for hosting, maintenance, on-going development of the treatment services module, and the Voucher Management System for the Access to Recovery Grant. Continuing to build on an existing successful system will provide for certain economies through enhancements to existing functionality, decreased costs of maintenance, and continuity of operations. In addition, the Bureau will be able to leverage the existing expertise of staff already knowledgeable in supporting the system. The current iteration of the Web Infrastructure for Treatment Services software is proprietary to members of the Web Infrastructure for Treatment Services collaborative. Due to the short timeframe for available funding, as referenced below, it is unlikely the Department could issue an Request for Proposal and develop a satisfactory contract for another vendor to do the necessary work to design and customize a module within the current software system in order to comply with the terms of the grant award. In addition, it would undoubtedly be cost prohibitive for an external vendor to develop a module that would be fully integrated within the web system.

As stated in the original Governor and Executive Council letter approved August 11, 2010, Late Item A, this contract was a sole source because there were no known viable alternatives to implement the Web Infrastructure for Treatment Services system to meet New Hampshire's needs to report on the National Outcome Measures (NOMs).

The Department was awarded the Strategic Prevention Enhancement grant from the Federal Substance Abuse Mental Health Services Administration (SAMHSA). The development of this system is being funded by a

one-year grant awarded to the Department in September 2011. The grant was designed to strengthen and extend national implementation of the Strategic Prevention Framework (SPF) and expires August 31, 2012.

The New Hampshire prevention system consists of ten regional networks and other prevention direct service contracts that will input monthly performance data. The system will meet the following requirements consisting of several modules and various elements within each module: 1) Contracted agency information; 2) Governance membership, member contact information with running report of meeting dates and topics discussed; 3) Planning module to include meeting the Federal Block Grant Targeted Outcome Indicators in meeting the required National Outcome Measures, Goals, Targeted Risk or Protective Factors relevant to objectives by domain (individual, peer, family, school, community), Name of Interventions, targeted service population, projected number of participants, projected start and end date, and funding sources and anticipated expense to implement; 4) Implementation Reporting related to planned interventions, based on the six Center Substance Abuse Prevention (CSAP) strategies and subset of strategies, targeted populations by geographical location. The system will provide various reports for service providers, the regional network and state aggregated data.

Funds in this amendment will be used to enhance and design New Hampshire's Prevention Performance Management System expanding upon FEI.com, Inc's current prevention module(s) used by other states.

Should Governor and Executive Council not authorize this Request, New Hampshire Substance Abuse Federal Block Grant funds would be jeopardy due to an inability to collect performance and outcome data from the Bureau's federally funded prevention providers. Block Grant funds are the only source of funds currently funding the prevention system, without these community-level prevention services there would be an increase of substance misuse and abuse disorders impacting quality of life for individuals, families and communities in New Hampshire.

Currently, the Department contracts with FEI.com, Inc. to provide hosting and maintenance services; and on-going development of a treatment services system covered under the original approved iteration of this Governor and Executive Council request as well as an additional subsequent amendment to develop an Access to Recovery voucher system.

To date, the contractor has performed all requirements of their contract in a timely manner and has made the requested functional modifications established in the scope of work in a completely satisfactory manner. Performance measures attained to date include but are not limited to the following:

1. The Access to Recovery Voucher Management System is functional.
2. Training and documentation continues to be provided with regards to the system updates.
3. Systems certification for Service Accountability Improvement System uploads attained.
4. Continues to provide support, maintenance and host web site.

The following performance measures will be used to measure the effectiveness of the Amendment.

1. User acceptance testing (UAT) to ensure fidelity to all enhancement/ modifications established in the requirements analysis.
2. A schedule for development and implementation tasks will be used to track timely completion of contracted work.
3. Training provided by FEI.com, Inc to the Bureau and it's associated system users will be monitored for effectiveness.

4. Vendor will host the web-based reporting system; secure and store the data in accordance with state and federal requirements; complete upgrades and regular maintenance; and provide technical assistance to the users all of which will be monitored by BDAS administrative staff.
5. The WITS system will provide various reports for service provider, regional network and state aggregated data.

Area served: Statewide.

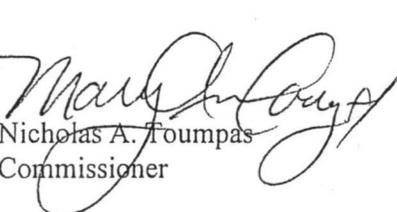
Source of Funds: 31% Other funds from the Impaired Driver Intervention Program Client fees, 33% Other funds from Synectics through a sub-agreement with the Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment, and 36% Federal funds from the Substance Abuse and Mental Health Services Administration, Substance Abuse Prevention and Treatment Block Grant, Access to Recovery Grant and State Planning Grant.

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

Respectfully submitted,



Nancy L. Rollins  
Associate Commissioner

Approved by:   
Nicholas A. Foumpas  
Commissioner

NJR/vtm



STATE OF NEW HAMPSHIRE  
 DEPARTMENT OF HEALTH AND HUMAN SERVICES  
 DIVISION OF COMMUNITY BASED CARE SERVICES

*BUREAU OF DRUG AND ALCOHOL SERVICES*

Nicholas A. Toumpas  
 Commissioner

Nancy L. Rollins  
 Associate Commissioner

105 PLEASANT STREET, CONCORD, NH 03301  
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January 6, 2011

His Excellency, Governor John H. Lynch  
 and the Honorable Executive Council  
 Concord, New Hampshire 03301

Approved by: G+C  
 Date: 1/19/11  
 Item No.: #65  
 Contract No.: 1010373

REQUESTED ACTION

Authorize the Department of Health and Human Services (DHHS), Division of Community Based Care Services (DCBCS), Bureau of Drug & Alcohol Services (BDAS), to exercise a **sole source** amendment to an agreement with FEI.com Inc. (FEI), Purchase Order #1010373 (Vendor #208991 B001) of 8930 Old Annapolis Road, Suite C, Columbia, MD 21045, by increasing the Price Limitation by \$803,935.00 from \$1,094,566.00 to \$1,898,501.00, to provide the Voucher Management System (VMS) and extending the contract expiration date from December 31, 2013 to December 31, 2014, effective date of Governor and Council approval. This agreement was originally approved by Governor and Council on August 11, 2010, Late Item A. Funds are available in the following accounts for State Fiscal Year (SFY) 2011 and are anticipated to be available in SFYs 2012, 2013, 2014 and 2015 depending upon the availability and continued appropriations of funds in the future operating budgets with authority to adjust amounts if needed and justified between State Fiscal Years.

05-95-95-958410-5368 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, WORKFORCE DEVELOPMENT

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
2011	103-502664	Contracts for Op Svc	95845368	\$147,591.00	\$0.00	\$147,591.00
2012	103-502664	Contracts for Op Svc	95845368	\$0.00	\$0.00	\$0.00
2013	103-502664	Contracts for Op Svc	95845368	\$0.00	\$0.00	\$0.00
			Sub-Total	\$147,591.00	\$0.00	\$147,591.00

05-95-95-958410-5369 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, ALCOHOL EDUCATION PROGRAM

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
2011	103-502664	Contracts for Op Svc	95845369	\$293,588.00	\$0.00	\$293,588.00
2012	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
2013	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00
2014	103-502664	Contracts for Op Svc	95845369	\$0.00	\$0.00	\$0.00

2015	103-502664	Contracts for Op Svc	95845369	\$0.00	\$208,975.00	\$208,975.00
			Sub-Total	\$293,588.00	\$208,975.00	\$502,563.00

05-95-95-958410-5376 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, NATIONAL OUTCOMES MEASURES-SYNE

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
2011	103-502664	Contracts for Op Svc	95845376	\$39,302.00	\$0.00	\$39,302.00
2012	103-502664	Contracts for Op Svc	95845376	\$374,870.00	\$0.00	\$374,870.00
2013	103-502664	Contracts for Op Svc	95845376	\$239,215.00	\$0.00	\$239,215.00
2014	103-502664	Contracts for Op Svc	95845376	0.00	0.00	0.00
2015	103-502664	Contracts for Op Svc	95845376	0.00	\$40,000.00	\$40,000.00
			Sub-Total	\$653,387.00	\$40,000.00	\$693,387.00

05-95-95-958410-5957 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, SAMHSA GRANTS

Fiscal Year	Class/Object	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
2011	102-502664	Contracts for Prog Svc	95845376	\$0.00	\$184,760.00	\$184,760.00
2012	102-502664	Contracts for Prog Svc	95845376	\$0.00	\$123,400.00	\$123,400.00
2013	102-502664	Contracts for Prog Svc	95845376	\$0.00	\$123,400.00	\$123,400.00
2014	102-502664	Contracts for Prog Svc	95845376	\$0.00	\$123,400.00	\$123,400.00
			Sub-Total	\$0.00	\$554,960.00	\$554,960.00
			Total	\$1,094,566.00	\$803,935.00	\$1,898,501.00

EXPLANATION

This amendment is a sole source request because there are no known viable alternatives to the implementation of a Voucher Management System. DHHS is currently contracting with FEI Inc. to implement an electronic health record (EHR) system known as Web Infrastructure for Treatment Services (WITS) system for all treatment services providers funded by BDAS. One of many considerations in deciding to contract with FEI for the electronic record system was the fact that they had developed an ATR VMS module to operate within the WITS EHR system. The core module had been developed several years ago for use by other states that had been funded for ATR in the first and second rounds. This module fully integrates the VMS seamlessly with the WITS client record and requires a minimum of modifications depending on any individual, non-standard needs that DHHS may have. The VMS is also fully compliant with the Federal GPRA standards and is authorized for required financial reporting to the Services Accountability Improvement System (SAIS).

The current iteration of the WITS system is proprietary to members of the WITS collaborative (current state and other government entities, the University of Maryland and FEI Inc.). It would undoubtedly be cost prohibitive for an external vendor to develop a VMS that would be fully integrated with WITS.

It will be necessary to implement the fully functioning VMS no later than January 28, 2011. This is a non-negotiable stipulation attached to acceptance of these funds. Failure to comply could result in the revocation of the grant award. Given the extremely short time frame for implementation, it is very unlikely that DHHS could

issue an RFP and develop a satisfactory contract for another vendor to do the necessary work to design and customize a WITS integrated system in order to comply with the terms of the grant award.

DHHS was recently awarded an Access to Recovery (ATR) grant on September 30, 2010 from the Federal Substance Abuse Mental Health Services Administration (SAMHSA). The award was nearly 12 million dollars over the next four years. The grant, over the course of four years, will allow DHHS to provide treatment and recovery support services to approximately 4,600 individuals from the following populations: National Guard veterans returning from Iraq and Afghanistan, incarcerated individuals re-entering society and multiple Driving While Intoxicated (DWI) offenders. Individuals will be assessed for needed services and issued vouchers for those services. An essential element of ATR will be client choice for all vouchered services, at least two options must be offered for all services. This will, of necessity expand the number of treatment service providers in the current publicly funded system.

All ATR providers will need to be enrolled in a Voucher Management System (VMS) and strict financial and process accountability measures will have to be implemented consistent with the Federal Government Performance and Results Act (GPRA). In addition all providers will be required to maintain an electronic client record to document all services are provided consistent with DHHS standards.

The geographic area to be served is statewide.

Source of Funds: Seventy-one percent (71%) Other Funds from the Impaired Driver Intervention Programs (Client Fees) and from Synectics through a sub-agreement with the Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Substance Abuse Treatment. Twenty-nine percent (29%) are Federal Funds.

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

Respectfully submitted,



Nancy L. Rollins  
Associate Commissioner

Approved by:



Nicholas A. Toumpas  
Commissioner

NLR/lc



STATE OF NEW HAMPSHIRE  
 DEPARTMENT OF HEALTH AND HUMAN SERVICES  
 DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF DRUG AND ALCOHOL SERVICES

Nicholas A. Toumpas  
 Commissioner

Nancy L. Rollins  
 Associate Commissioner

105 PLEASANT STREET, CONCORD, NH 03301  
 603-271-6100 1-800-804-0909  
 FAX: 603-271-6105 TDD Access: 1-800-735-2964

July 21, 2010

His Excellency, Governor John H. Lynch  
 and the Honorable Executive Council  
 Concord, New Hampshire 03301

Approved by: G+C  
 Date: 8/11/10  
 Item No.: LATE ITEM A  
 Contract No.: 1010373

REQUESTED ACTION

Authorize the Department of Health and Human Services (DHHS), Division of Community Based Care Services (DCBCS), Bureau of Drug & Alcohol Services, to enter into a sole source agreement with FEI.com Inc. (FEI) (Vendor #208991 B001) of 8930 Old Annapolis Road, Suite C, Columbia, MD 21045, to provide the Bureau of Drug and Alcohol Services (BDAS) with the Web Infrastructure for Treatment System (WITS) software at no cost, and develop and implement modifications to the software as specified by BDAS, and provide hosting and maintenance for the price indicated in this submittal, to be effective date of Governor and Council approval through December 31, 2013, in an amount not to exceed \$1,094,566.00. Funds are available in the following accounts for SFY 2011 and are anticipated to be available in SFY 2012 and 2013 depending upon the availability and continued appropriations of funds in the future operating budgets.

05-95-95-958410-5368 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, WORKFORCE DEVELOPMENT

Fiscal Year	Class/Object	Class Title	Job Number	Total Amount
SFY 2011	103-502664	Contracts for Op Svc	95845368	\$147,591.00
SFY 2012	103-502664	Contracts for Op Svc	95845368	\$0.00
SFY 2013	103-502664	Contracts for Op Svc	95845368	\$0.00
			Sub-Total	\$147,591.00

05-95-95-958410-5369 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: COMMISSIONER, DCBCS TREATMENT & PREVENTION, ALCOHOL EDUCATION PROGRAM

Fiscal Year	Class/Object	Class Title	Job Number	Total Amount
SFY 2011	103-502664	Contracts for Op Svc	95845369	\$293,588.00
SFY 2012	103-502664	Contracts for Op Svc	95845369	\$0.00
SFY 2013	103-502664	Contracts for Op Svc	95845369	\$0.00
			Sub-Total	\$293,588.00

05-95-95-958410-5376 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS:  
 COMMISSIONER, DCBCS TREATMENT & PREVENTION, NATIONAL OUTCOMES MEASURES-SYNE

Fiscal Year	Class/Object	Class Title	Job Number	Total Amount
SFY 2011	103-502664	Contracts for Op Svc	95845376	\$39,302.00
SFY 2012	103-502664	Contracts for Op Svc	95845376	\$374,870.00
SFY 2013	103-502664	Contracts for Op Svc	95845376	\$239,215.00
			Sub-Total	\$653,387.00
			Total	\$1,094,566.00

**EXPLANATION**

This agreement with FEI will enable BDAS to replace its outdated and increasingly compromised data system with the WITS software that will provide a customizable alcohol and other drug abuse treatment data reporting system along with an electronic health record to be used by BDAS and its treatment contractors.

BDAS is required to submit various data to the federal Substance Abuse and Mental Health Services Administration (SAMHSA). SAMHSA's mission is to reduce the impact of substance abuse and mental illness on America's communities. In return for tracking data, BDAS receives a block grant of approximately \$6.6 million. The data submitted to SAMSHA includes National Outcome Measures (NOMS) such as rates of abstinence at discharge from treatment, reductions in criminal activity, level of post treatment recovery support etc. The current data system is no longer able to reliably report all of the required NOMS. The system is more than 20 years old and had been developed by staff who are no longer with the Bureau. Attempts to repair and modify the system have been unsuccessful. Further, the current system is incapable of supporting an electronic health record, which is an important evidence based practice necessary to help ensure quality and performance of BDAS treatment contractors. Failure to implement a new data/electronic health record system will jeopardize continued funding from SAMHSA, which represents a major portion of the funds used to treat alcohol and other drug abusing and dependent individuals.

This contract is sole source because there are no known viable alternatives to the implementation of WITS. WITS is the only readily available system sanctioned and developed expressly for individual state NOMS reporting requirements. SAMHSA originally funded the development of the WITS software by FEI, therefore the application meets established national standards for the tracking and reporting of drug and alcohol treatment. The intent was to create a data and electronic record system utilizing federal funds that could be made available to individual states at no cost other than that incurred for necessary individual modifications, implementation, training, hosting, and maintenance. Now in the public domain, the result is a standard that is consistent among participating states, meeting both SAMHSA's and individual state's needs.

Users of the WITS application have formed the WITS Collaborative Partnership, which currently includes several states and a number of localities (approximately 23 in all) utilizing the WITS solution. As a member of the Collaborative, BDAS will pay no licensing fees and will actually own a copy of the software code. Modifications to the software are funded by Collaborative members but are distributed, without cost, to the entire membership for their own implementation. This business model is designed to share the costs of implementation of future modifications on an equitable cost-sharing basis thus potentially reducing the individual costs of future development for all members.

His Excellency, Governor John H. Lynch  
and the Honorable Executive Council  
July 21, 2010  
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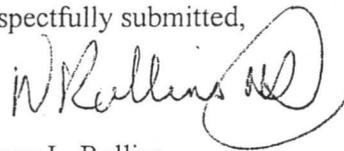
To assist states in their compliance with SAMHSA reporting requirements, SAMHSA funded private consulting firm, Research Triangle Institute (RTI), to perform a "needs analysis" for the State of New Hampshire resulting in a determination of the best, most cost effective, solution for BDAS's information system needs. Through this analysis and in consultation with RTI, BDAS was able to determine that the WITS Collaborative offers the most cost effective solution to meet BDAS needs. Because this software was developed by FEI, the cost of modifications would be substantially less than what could be offered by other vendors. FEI's intimate familiarity with the highly complex code over the course of many years of development and implementations provides an obvious advantage over other firms who would not have that degree of knowledge and experience with the software.

The geographic area to be served is statewide.

Source of Funds is 44% Other (Client Fees) Funds and 56% Federal Funds.

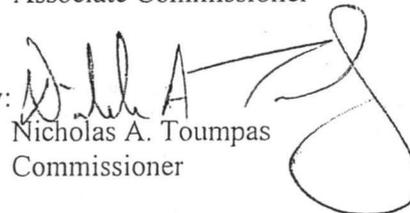
In the event that the Federal or Other Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Nancy L. Rollins  
Associate Commissioner

Approved by:



Nicholas A. Toumpas  
Commissioner

NLR/lc