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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Lori A. Weaver
Commissioner

Marie Noonan
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 21, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families, to amend an existing contract with Manchester Health Services, LLC., (VC #525864), (formerly known as Catholic Medical Center) ("the Contractor"), Manchester, NH, to continue providing laboratory services for the Sununu Youth Services Center by extending the completion date from June 30, 2025 to June 30, 2027, effective July 1, 2025, upon Governor and Council approval, with no change to the price limitation of \$270,000.

The original contract was approved by the Governor and Executive Council on June 5, 2013 (Item #81) and amended on April 22, 2015 (Item #12); June 21, 2017 (Item #23); June 19, 2019 (Item #68); June 2, 2021 (Item #16); and most recently amended on May 31, 2023 (Item #5A).

EXPLANATION

The purpose of this request is to allow the Contractor to continue providing laboratory services to youth residing at the Sununu Youth Services Center (SYSC) for an additional two (2) years at no cost to the Department due to existing contract funding being carried forward to State Fiscal Years 2026 and 2027. In addition, this request will allow ample time for the Department to assess current needs as well as future opportunities for shared services at the SYSC given the pending relocation of the facility to the grounds of the Hampstead Hospital and Regional Treatment Facility anticipated within the next two (2) years. The Contractor is willing and able to continue providing these critical services through this transition.

Laboratory services are administered to approximately 18 committed or detained youth residents at SYSC annually.

SYSC provides comprehensive 24/7 care to its youth residents. The Contractor consistently charges lower rates for commonly used laboratory tests, including phlebotomy, ordered by SYSC medical staff including the physician, psychiatrist, and/or dentist. In addition, the Contractor provides technical laboratory personnel to collect specimens onsite at SYSC at the request of the Department. The collection of specimens onsite eliminates the need to transport youth to an offsite location creating value and saving resources such as Department staff hours and state vehicle usage costs. The specimens are transported to a laboratory for testing. Laboratory results are reported to the Department for each sample tested. Specimen treating reports include, but are not limited to:

- Date and time of specimen collection.

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
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- Technician's initials.
- Pathologist's review of testing results.

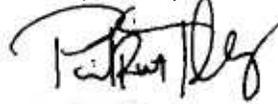
The Department will continue to monitor services by ensuring the Contractor:

- Provides phlebotomy services at SYSC once weekly;
- Collects 100% of specimens ordered by medical staff for youths at SYSC;
- Provides a Specimen Collection Assurance Report to the Department no less than once each fiscal quarter;
- Notifies the Department within one (1) working day of any laboratory findings that indicate a reportable disease; and
- Delivers test results to the Department within 24 hours of specimen collection.

Should the Governor and Council not authorize this request, two (2) SYSC staff members would need to transport youth residents to an outside lab facility to collect specimens for testing, increasing the cost of specimen collection and testing, and creating an increased risk to SYSC staff and youth residents.

Area served: Residents at SYSC.

Respectfully submitted,



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Lori A. Weaver
Commissioner

**State of New Hampshire
Department of Health and Human Services
Amendment #6**

This Amendment to the Laboratory Services for the Sununu Youth Services Center contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Manchester Health Services, LLC. (formerly known as Catholic Medical Center) ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 5, 2013 (Item #81), as amended on April 22, 2015 (Item #12), and amended on June 21, 2017 (Item #23), and amended on June 19, 2019 (Item #68), and amended on June 2, 2021 (Item #16), and most recently amended on May 31, 2023 (Item #5A), the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2027
2. Form P-37, General Provisions, Block 1.9., Contracting Officer for State Agency, to read:
Robert W. Moore, Director
3. Form P-37, General Provisions, Block 1.3., Contractor Name, to read:
Manchester Health Services, LLC.
4. Modify Exhibit A – Scope of Services, Contract Period, to read:
July 1, 2013 to June 30, 2027
5. Modify Exhibit B – Method, Schedule, and Conditions Precedent to Payment; Program Period, to read:
July 1, 2013 to June 30, 2027
6. Modify Exhibit B – Method, Schedule, and Conditions Precedent to Payment; Section 1, to read:
 1. Subject to the availability of General Funds, and in consideration for the satisfactory completion of the Services to be performed under this Agreement, the Division for Children, Youth and Families agrees to purchase from the Contractor, service in an amount not to exceed \$270,000 for services performed during the Program Period specified above.
7. Modify Exhibit B – Method, Schedule, and Conditions Precedent to Payment; Section 2.1., to read:
 - 2.1. Payment shall be on a cost reimbursement basis based on actual expenditures incurred in the fulfillment of this agreement. The billing process will follow the procedure below:
 - Manchester Health Services, LLC. will generate a monthly invoice.
 - The invoice will include the date of service, patient name, test performed, and contract cost.
 - The invoice will be sent to Nurse Coordinator (see mailing information below) for payment approval.

- If the patient has private insurance, the Sununu Youth Services Center nurse will provide the Manchester Health Services, LLC. lab technician with the private insurance information at the time of service delivery.
- Manchester Health Services, LLC. will bill the private insurance, not Sununu Youth Services Center.

The invoice shall be completed by the Contractor, signed, and returned to the SYSC Nurse Coordinator, Sununu Youth Services Center, 1056 North

River Road, Manchester, NH 03104, in order to initiate payment. It is the Division's preference that invoice be submitted electronically, via email.

8. Modify Exhibit B – Method, Schedule, and Conditions Precedent to Payment: Section 2.5. to read:
 - 2.5. Payments may be withheld pending receipt of required reports, as outlined in Exhibit A, Section B, Subsection 2.
9. Modify Exhibit B-2 – Rate Table, by replacing it in its entirety with Exhibit B-2 – Rate Table, Amendment #6, which is attached hereto and incorporated by reference herein.

All terms and conditions of the Contract and prior amendments not modified by this Amendment remain in full force and effect. This Amendment shall be effective July 1, 2025, upon Governor and Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

6/4/2025
Date

DocuSigned by:

Marie Noonan

Marie Noonan
Name: Marie Noonan
Title: DCYF Director

Manchester Health Services, LLC.

6/4/2025
Date

Signed by:

Pamela Martel

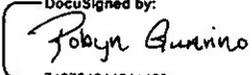
Pamela Martel
Name: Pamela Martel
Title: CFO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

6/6/2025

Date

DocuSigned by:

748734844941480

Name: Robyn Guarino
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

Exhibit B-2 - Rate Table, Amendment #6

Test	CPT	Rate
BMP (Basic Metabolic Panel)	80048	\$ 11.98
Carbamazepine Level (Tegretol)	80156	\$ 20.62
CBC with Differential and Platelets	85025	\$ 11.02
Cholesterol	82465	\$ 6.16
Comprehensive Metabolic Panel	80053	\$ 14.97
C-Reactive Protein (CRP)	86140	\$18.34
C-Reactive Protein (CRP) high sensitivity	86141	\$ 18.34
Depakote (% ALP) (Valproic Acid)	80164	\$ 19.19
Fasting Serum Glucose	82947	\$ 5.58
FBS (Fasting Blood Sugar)	82947	\$5.58
HDLP (HDL Cholesterol Panel)	82465/83718	\$ 17.76
Hemoglobin A1C	83036	\$ 13.75
Hepatic Function Panel	80076	\$ 18.97
Hepatitis B Surface Antibody	86706	\$ 15.21
Hepatitis C Antibody	86803	\$ 18.85
Hepatitis C RNA PCR	87522	\$ 95.10
HFP (Hepatic Function Panel)	80076	\$ 11.57
HIV Antibody	86703	\$36.84
LI (Lithium)	80178	\$ 9.36
Lipid Panel with LDL/HDL Ratio	80061	\$ 18.97
Lithium Level	80178	\$ 9.36
Mononucleosis	86308	\$10.39
Prolactin	84146	\$ 27.52
Qualitative hCG Beta Subunit	84703	\$10.64
Quantitative hCG Beta Subunit (Serum Pregnancy)	84702	\$ 21.33
Stool Culture	87045	\$ 13.36
Tegretol (Carbamazepine)	80156	\$ 20.62
Throat Culture	87070	\$ 12.20
Throat Screen	87880	\$23.47
TSH	84443	\$ 23.80
Urinalysis (auto w/microscopy)	81001	\$ 4.48
VALP (Valproic Acid)	80164	\$ 19.19
Valproate Level (Valproic Acid)	80164	\$ 19.19
Wound Culture - Superficial	87070	\$ 12.20
Wound Culture - Deep	87070/87075	\$25.60

RFP-2013-DCYF-03-SYSCLAB-01-A06
 Manchester Health Services, LLC Exhibit B-2-
 Rate Table, Amendment #6

Contractor Initials:

6/4/2025

Date:

Initial
 PM

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that MANCHESTER HEALTH SERVICES, LLC is a Delaware Limited Liability Company registered to transact business in New Hampshire on May 20, 2024. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 962956

Certificate Number: 0007178107



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 9th day of May A.D. 2025.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

CERTIFICATE OF AUTHORITY

I, John Skevington, hereby certify that:

(Name of the elected Officer of the Corporation/LLC; cannot be contract signatory)

1. I am a duly elected Clerk/Secretary/Officer of Manchester Health Services, LLC.
(Corporation/LLC Name)

2. Attached is a true copy of a vote taken by written consent of the Board of Managers on June 21, 2024.

VOTED: That any officer of Manchester Health Services, LLC (may list more than one person)
(Name and Title of Contract Signatory)

is duly authorized on behalf of Manchester Health Services, LLC to enter into contracts or agreements with the State

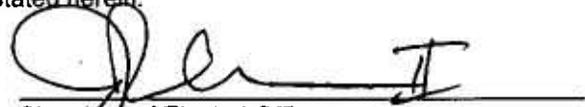
(Name of Corporation/ LLC)

of New Hampshire and any of its agencies or departments and further is authorized to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, which may in his/her judgment be desirable or necessary to effect the purpose of this vote.

3. I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract/contract amendment to which this certificate is attached. This authority was **valid thirty (30) days prior to and remains valid for thirty (30) days** from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the corporation. To the extent that there are any limits on the authority of any listed individual to bind the corporation in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

Dated: May __, 2025

June 3



Signature of Elected Officer
Name: John Skevington
Title: Vice President



2025 Officers of Manchester Health Services, LLC

John Skevington, Chief Executive Officer

Pam Martel, Chief Financial Officer

Ross Kemp, Chief Operating Officer

Pam Guillory, Chief Nursing Officer

Ron Rasmussen, M.D., Chief Medical Officer



Health Care Indemnity, Inc.
2515 Park Plaza, Building 2-3E
Nashville, TN 37203
Phone: 615-344-5193
Fax: 855-775-0393
Email: Corp.Insurance@HCAHealthcare.com

Certificate of Insurance

Date: 04/22/2025
COI#: 145153-2025

This is to certify to:
(Name of Certificate Holder)

State of New Hampshire Department of Health & Human Services
129 Pleasant Street
Concord, NH 3301

that the described insurance coverages as provided by the indicated policy has been issued to:

Named Insured:
Address:

HCA Healthcare, Inc. AND SUBSIDIARY ORGANIZATIONS
EXISTING NOW OR HEREAFTER CREATED OR ACQUIRED
ONE PARK PLAZA
NASHVILLE, TN 37202-0550

The Policy identified below by a policy number is in force on the date of Certificate issuance. Insurance is afforded only with respect to those coverages for which a specific limit of liability has been entered and is subject to all the terms of the Policy having reference thereto. This Certificate of Insurance neither affirmatively nor negatively amends, extends or alters the coverage afforded under any policy identified herein.

POLICY NO.	POLICY PERIOD
HCI-10125	Effective: 1/1/2025 Expiration: 1/1/2026

TYPE OF INSURANCE	LIMITS OF LIABILITY	
Comprehensive General Liability - • Occurrence Form • Bodily Injury • Property Damage • Products and Completed Operations • Personal and Advertising Injury	\$1,000,000	Each and Every Occurrence
	\$2,000,000	Aggregate
Health Care Professional Liability Occurrence Form	\$0 \$0	Each and Every Occurrence Aggregate

SPECIAL CONDITIONS/OTHER COVERAGES:

The Named Insured Includes: Manchester Health, LLC COID: 27015

Cancellation: Should any of the above described policies be canceled before the expiration date thereof, the issuing company will endeavor to mail ninety days written notice to the above named certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the company.

Authorized Signature

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

AGENCY Willis Towers Watson Southeast, Inc.		NAMED INSURED HCA Healthcare, Inc. One Park Plaza Nashville, TN 37203	
POLICY NUMBER See Page 1		NAIC CODE See Page 1	
CARRIER See Page 1		EFFECTIVE DATE: See Page 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

INSURER AFFORDING COVERAGE: ACE American Insurance Company NAIC#: 22667
 POLICY NUMBER: WCU C73090106 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Workers Compensation (NV)	E.L. Each Accident	\$5,000,000
Per Statute	E.L. Disease- Ea Emp	\$5,000,000
SIR \$1,000,000	E.L. Disease- Policy	\$5,000,000

INSURER AFFORDING COVERAGE: ACE Fire Underwriters Insurance Company NAIC#: 20702
 POLICY NUMBER: SCF C73090064 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Workers Compensation (WI)	E.L. Each Accident	\$5,000,000
Per Statute	E.L. Disease- Ea Emp	\$5,000,000
	E.L. Disease - Policy	\$5,000,000

ARC
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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Lori A. Weaver
Interim Commissioner

Joseph E. Ribsam, Jr.
Director

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Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

May 14, 2023

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families, to enter into an amendment to an existing contract with Catholic Medical Center (VC#177240R003) Manchester, NH to provide laboratory services for the John H. Sununu Youth Services Center, by extending the completion date from June 30, 2023 to June 30, 2025, effective June 30, 2023, upon Governor and Council approval, with no change to the price limitation of \$270,000.

The original contract was approved by Governor and Council on June 5, 2013, item #81. It was subsequently amended on April 22, 2015, item #12, amended on June 21, 2017, item #23, amended on June 19, 2019, item #68 and most recently amended on June 2, 2021, #16.

EXPLANATION

The Sununu Youth Services Center (SYSC) provides comprehensive 24/7 care to its residents. The Contractor consistently charges lower rates for phlebotomy and commonly used laboratory tests ordered by the physician, psychiatrist, and dentist at SYSC. The Contractor is uniquely qualified to deliver these services to a specific population such as SYSC. With the legislative and executive branches actively considering relocation of the Youth Services Center, it would not be efficient for the Department to go out to bid for services at this time.

The purpose of this request is to allow the Contractor to continue providing laboratory services to the youth who reside at the SYSC, by utilizing existing State Fiscal Year 2023 funding that will be carried forward to State Fiscal Years 2024 and 2025. The Contractor provides technical laboratory personnel who collect specimens, at the request of the Department, from youth residents at SYSC. The collection of specimens onsite creates value for the Department because it eliminates the need to transport youth residents to an offsite location, saving resources such as staff hours and state vehicle usage costs.

These services apply to approximately 18 committed or detained residents annually who require laboratory services at SYSC.

The Contractor collects and analyzes specimens, as ordered by medical staff at SYSC. The specimens are collected onsite at SYSC and transported to a laboratory for testing. Laboratory results are reported to the Department for each sample tested. Specimen treating reports include, but are not limited to:

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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- Date and time of specimen collection.
- Technician's initials.
- Pathologist's review of testing results.

The Department will monitor contracted services by ensuring the Contractor:

- Provides phlebotomy services at SYSC once weekly.
- Collects 100% of specimens ordered by doctors for youths at SYSC.
- Provide a Specimen Collection Assurance Report to the Department no less than once each fiscal quarter.
- Notifies the Department within one (1) working day of any laboratory findings that indicate a reportable disease.
- Delivers test results to the Department within twenty-four hours of specimen collection.

Should the Governor and Council not authorize this request, staff members at SYSC will need to transport youth residents at SYSC to an outside lab facility to collect specimens for testing. This would increase the cost of specimen collection and testing, as well as increase risk to staff and youth residents. In addition, it may cause delays in the collection of specimens for laboratory testing.

Area served: Residents at SYSC Manchester.

Respectfully submitted,



Lori A. Weaver
Interim Commissioner

**State of New Hampshire
Department of Health and Human Services
Amendment #5**

This Amendment to the Laboratory Services for the John H. Sununu Youth Services Center contract is by and between the State of New Hampshire, Department of Health and Human Services ("State" or "Department") and Catholic Medical Center ("the Contractor").

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 5, 2013, (Item #81), as amended on April 22, 2015, (Item #12), as amended on June 21, 2017, (Item #23), as amended on June 19, 2019, item #68 and most recently amended on June-2, 2021, #16, the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract and in consideration of certain sums specified; and

WHEREAS, pursuant to Form P-37, General Provisions, Paragraph 18, the Contract may be amended upon written agreement of the parties and approval from the Governor and Executive Council; and

WHEREAS, the parties agree to extend the term of the agreement to support continued delivery of these services; and

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree to amend as follows:

1. Form P-37 General Provisions, Block 1.7, Completion Date, to read:
June 30, 2025.
2. Modify Exhibit A, Scope of Services, Contract Period, to read:
July 1, 2013 to June 30, 2025.
3. Modify Exhibit B, Method Schedule, and Conditions Precedent to Payment, Program Period, to read:
July, 1, 2013 to June 30, 2025.

All terms and conditions of the Contract and prior amendments not modified by this Amendment #5 remain in full force and effect. This Amendment shall be effective June 30, 2023, upon Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

5/15/2023
Date

DocuSigned by:
Joseph E. Ribsam, Jr.
Name: Joseph E. Ribsam, Jr.
Title: Director

Catholic Medical Center

5/15/2023
Date

DocuSigned by:
Alex Walker
Name: Alex Walker
Title: President & CEO

The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

5/16/2023
Date

DocuSigned by:
Robert Guarino
Name: Robert Guarino
Title: Attorney

I hereby certify that the foregoing Amendment was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

MAY 10 '21 PM 2:43 RCVD

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**STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES**

Lori A. Shibanette
Commissioner

Joseph E. Ribsam, Jr.
Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
Fax: 603-271-4729 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

April 19, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families, to enter into a **Sole Source** amendment to an existing contract with Catholic Medical Center (VC#177240R003) Manchester, NH to provide laboratory services for the John H. Sununu Youth Services Center (SYSC), by increasing the price limitation by \$54,000 from \$216,000 to \$270,000 and extending the completion date from June 30, 2021 to June 30, 2023 effective upon Governor and Council approval. 100% General Funds.

The original contract was approved by Governor and Council on June 5, 2013, item #81. It was subsequently amended with Governor and Council approval on April 22, 2015, item #12, amended with Governor and Council approval on June 21, 2017, item #23, and most recently amended with Governor and Council approval on June 19, 2019, item #68.

Funds are anticipated to be available in the following accounts for State Fiscal Years 2022 and 2023, upon the availability and continued appropriation of funds in the future operating budget, with the authority to adjust budget line items within the price limitation and encumbrances between state fiscal years through the Budget Office, if needed and justified.

05-95-42-421010-7915 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH SERVICES

State Fiscal Year	Class / Account	Class Title	Job Number	Current Budget	Increased (Decreased) Amount	Revised Budget
2014	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2015	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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2016	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2017	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2018	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2019	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2020	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2021	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2022	101-500729	Medical Payments to Providers	42151501	\$0	\$27,000	\$27,000
2023	101-500729	Medical Payments to Providers	42151501	\$0	\$27,000	\$27,000
			Total	\$216,000	\$54,000	\$270,000

EXPLANATION

This request is **Sole Source** because the Department is requesting to extend the contract beyond the original completion date and there are no renewal options remaining. The Sununu Youth Services Center (SYSC) provides comprehensive 24/7 care to its residents. The current provider of laboratory services, Catholic Medical Center (CMC), consistently charges lower rates for phlebotomy and commonly used laboratory tests ordered by the physician, psychiatrist, and dentist at SYSC. The Contractor is uniquely qualified to deliver these services to a specific population such as SYSC. The contractor will continue to provide these services to SYSC based on their ability to support the center with consistently lower rates.

The purpose of this request is to allow the Contractor to continue providing laboratory services to the youth who reside at the SYSC. The Contractor provides technical laboratory personnel who collect specimens, at the request of the Department, from youth residents at SYSC. Collecting specimens onsite creates value for the Department because it eliminates the need to transport youth residents to an offsite location, which saves resources such as staff hours and state vehicle usage costs.

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 3 of 3

These services apply to committed or detained residents at SYSC which serves approximately 70 individual youth per year. Approximately 75 to 100 specimens will be collected and tested between July 1, 2021 and June 30, 2023.

The Contractor collects and analyzes specimens, as ordered by medical staff at SYSC. The specimens are collected onsite at SYSC and transported to a laboratory for testing. Laboratory results are reported to the Department for each sample tested. Specimen treating reports include, but are not limited to:

- Date and time of specimen collection.
- Technician's initials.
- Pathologist's review of testing results.

The Department will monitor contracted services by ensuring the Contractor:

- Provides phlebotomy services at SYSC once weekly.
- Collects 100% of specimens ordered by doctors for youths at SYSC.
- Provide a Specimen Collection Assurance Report to the Department no less than once each fiscal quarter.
- Notifies the Department within one (1) working day of any laboratory findings that indicate a reportable disease.
- Delivers test results to the Department within twenty-four hours of specimen collection.

Should the Governor and Council not authorize this request, staff members at SYSC will need to transport youth residents at SYSC to an outside lab facility to collect specimens for testing. This would increase the cost of specimen collection and testing, as well as increase risk to staff and youth residents. In addition, it may cause delays in the collection of specimens for laboratory testing.

Area served: Residents at SYSC in Manchester.

Source of Funds: 100% General Funds.

Respectfully submitted,



Lori A. Shibinette
Commissioner

lof mac



**STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES**

Jeffrey A. Meyers
Commissioner

Joseph E. Ribsam, Jr.
Director

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May 31, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families, to enter into a **sole source** amendment to an existing agreement with Catholic Medical Center Laboratory (Vendor # 177240R003), 100 McGregor St. Manchester, NH 03102, to provide laboratory services for the John H. Sununu Youth Services Center (SYSC) by increasing the price limitation by \$54,000 from \$162,000 to \$216,000, and by extending the contract completion date from June 30, 2019 to June 30, 2021, effective upon approval from the Governor and Executive Council. 100% General Funds.

This agreement was originally approved by the Governor and Executive Council on June 5, 2013 (Item #81), and subsequently amended on April 22, 2015 (Item #12), and on June 21, 2017 (Item #23).

Funds are available in the following account for State Fiscal Years (SFY) 2020 and 2021:
05-95-42-4220010-7922-421010-7915 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVS, HHS: HUMAN SERVICES, MEDICAL PAYMENTS TO PROVIDERS

SFY	Class / Account	Class Title	Job Number	Current Modified Budget	Increased (Decreased) Amount	Revised Modified Budget
2014	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2015	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2016	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2017	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2018	101-500729	Medical Payments to Providers	42151501	\$27,000	\$0	\$27,000
2019	101-500729	Medical Payments	42151501	\$27,000	\$0	\$27,000

		to Providers				
2020	101-500729	Medical Payments to Providers	42151501	\$0	\$27,000	\$27,000
2021	101-500729	Medical Payments to Providers	42151501	\$0	\$27,000	\$27,000
			Total	\$162,000	\$54,000	\$216,000

EXPLANATION

This request is **sole source** because the increase in funding exceeds 10% of the original contract price limitation and the Department is extending the completion date with no renewals available. The Department is satisfied with the services that the Contractor has provided to youth at the SYSC under this contract over the past six (6) years.

The purpose of this request is to allow the Contractor to continue providing laboratory services to the youth who reside at the SYSC. The Contractor provides technical laboratory personnel who collect specimens, at the request of the Department, from youth residents at SYSC. Collecting specimens onsite creates value for the Department because it eliminates the need to transport youth residents to an offsite location, which saves resources such as staff hours and state vehicle usage costs.

These services apply to thirty (30) committed or detained residents at SYSC. Approximately 100 to 150 specimens will be collected and tested from July 1, 2019 through June 30, 2021.

The Contractor collects and analyzes specimens, as ordered by medical staff at SYSC. The specimens are collected onsite at SYSC and transported to a laboratory for testing. Laboratory results are reported to the Department for each sample tested. Specimen treating reports include, but are not limited to:

- Date and time of specimen collection.
- Technician's initials.
- Pathologist's review of testing results.

The Contractor's effectiveness in delivering services will be measured through monitoring of the following performance measures the effectiveness of the amendment agreement:

- The Contractor will provide phlebotomy services at SYSC once weekly.
- The Contractor will collect 100% of specimens ordered by doctors for youths at SYSC.
- The Contractor will provide a Specimen Collection Assurance Report to the Department no less than once each fiscal quarter.
- The Contractor will notify the Department within one (1) working day of any laboratory findings that indicate a reportable disease.
- Test results are delivered to the Department within twenty-four hours of specimen collection.

Should the Governor and Executive Council not authorize this request, staff members at SYSC will need to transport youth residents at SYSC to an outside lab facility to collect

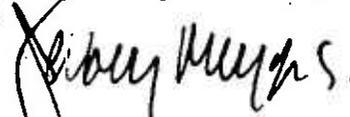
His Excellency, Governor Christopher T. Sununu
and the Honorable Council
Page 3 of 3

specimens for testing. This would increase the cost of specimen collection and testing, as well as increase risk to staff and youth residents. In addition, it may cause delays in the collection of specimens for laboratory testing.

Area served: Residents at SYSC in Manchester.

Source of Funds: 100% General Funds.

Respectfully submitted,



Jeffrey A. Meyers
Commissioner

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

Jeffrey A. Meyers
 Commissioner
 Maureen U. Ryan
 Interim Director

129 PLEASANT STREET, CONCORD, NH 03301-3857
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May 11, 2017

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division for Children, Youth and Families to amend an agreement with Catholic Medical Center Laboratory, (Vendor #177240 R003), for the provision of laboratory services for the John H. Sununu Youth Services Center, by increasing the price limitation by \$54,000 from \$108,000 to \$162,000 and extending the contract completion date from June 30, 2017 to June 30, 2019, effective July 1, 2017 or upon Governor and Executive Council approval, whichever is later. Governor and Executive Council approved the original agreement on June 5, 2013 (Item #51) and an amendment on April 22, 2015 (Item #12). 100% General Funds.

Funds to support this request are anticipated to be available in the following account for State Fiscal Year 2018 and 2019 upon the availability and continued appropriation of funds in the future operating budget, with the ability to adjust encumbrances between state fiscal years through the Budget Office without Governor and Executive Council approval, if needed and justified.

05-95-42-421510-79150000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH SERVICES

State Fiscal Year	Class/ Object	Title	Activity Code	Current Modified Budget	Increase/ Decrease	Revised Modified Budget
2014	101-500729	Health Services	42151501	\$27,000	\$0	\$27,000
2015	101-500729	Health Services	42151501	\$27,000	\$0	\$27,000
2016	101-500729	Health Services	42151501	\$27,000	\$0	\$27,000
2017	101-500729	Health Services	42151501	\$27,000	\$0	\$27,000
2018	101-500729	Health Services	42151501		\$27,000	\$27,000
2019	101-500729	Health Services	42151501		\$27,000	\$27,000
Total:				\$108,000	\$54,000	\$162,000

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
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EXPLANATION

The purpose of this amendment is to continue the provision of laboratory services for the youth currently residing in the John H. Sununu Youth Services Center. The Division provides medical services through a 24/7 nursing coverage, staff psychiatrist, and a contract primary physician for the Center residents. Laboratory services include a qualified technical that comes to the John H. Sununu Youth Center to collect specimens.

This contract not only reduces the demand on Sununu Youth Services Center staff having to transport residents to a location outside the Center for the collection of specimens, transporting youth to an outside facility could result in a significant increase in costs to the Department. In order to ensure compliance with the child/staff ratio requirements, there would be a need for extra staffing outside of the facility. The need for staff remaining at the Center as well as staff accompanying the youth would increase.

This Contract was competitively bid.

The Department is satisfied with the services Catholic Medical Center has provided to the youth at the Center. Catholic Medical Center is a major health facility in the City of Manchester, and has served the community with state-of-the-art laboratory needs since 2006.

This Contract contains language which allows for the option to renew for two additional years. Due to the impeccable services provided since 2013, the Department would like to extend the contract for two additional years.

Should the Governor and Executive Council not approve this request, staff at the John H. Sununu Youth Services Center will need to transport the youth to an outside lab facility which will increase staffing needs. Therefore, increasing costs to the Department.

Area Served: John. H. Sununu Youth Services Center, Manchester, NH

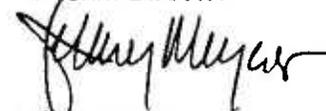
Source of Funds: 100% General Funds

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

Respectfully submitted,



Maureen U. Ryan
Interim Director



Approved by: Jeffrey A. Meyers
Commissioner

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STATE OF NEW HAMPSHIRE
 DEPARTMENT OF HEALTH AND HUMAN SERVICES
 OFFICE OF HUMAN SERVICES
 DIVISION FOR CHILDREN, YOUTH & FAMILIES

Nicholas A. Toumpas
 Commissioner

Lorraine Bartlett
 Director

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April 7, 2015

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 for Children, Youth and Families to enter into an amendment to exercise the renewal option in the contract with Catholic Medical Center (Vendor # 177240 R003), 100 McGregor Street, Manchester, New Hampshire, for the provision of laboratory services to the John H. Sununu Youth Services Center, by increasing the price limitation by \$54,000 from \$54,000 to an amount not to exceed \$108,000 and extending the end date of the agreement from June 30, 2015 to June 30, 2017, effective July 1, 2015 or date of Governor and Executive Council approval, whichever is later. Governor and Executive Council approved the original agreement on June 5, 2013 (Item # 81). 100% General Funds.

Funds to support this request are available in the following account for State Fiscal Year 2015, and are anticipated to be available in State Fiscal Year 2016 and State Fiscal Year 2017 upon availability and continued appropriation of funds in the future operating budget, with the ability to adjust encumbrances between State Fiscal Year through the Budget Office without Governor and Executive Council approval, if needed and justified.

05-95-42-421510-79150000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH SERVICES

<u>State Fiscal Year</u>	<u>Class/ Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>Current Modified Budget</u>	<u>Increase/ Decrease</u>	<u>Revised Modified Budget</u>
2014	101-500729	Health Services	42151501	\$27,000	\$0	\$27,000
2015	101-500729	Health Services	42151501	\$27,000	\$0	\$27,000
2016	101-500729	Health Services	42151501	0	\$27,000	\$27,000
2017	101-500729	Health Services	42151501	0	\$27,000	\$27,000
Total:				\$54,000	\$54,000	\$108,000

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
Page 2 of 2

EXPLANATION

The purpose of this amendment is to continue the provision of laboratory services for the youth currently residing in the John H. Sununu Youth Services Center. The Division provides medical services through 24/7 nursing coverage, a staff psychiatrist, and a contract primary care physician for the Center residents. Laboratory services include a qualified technician that comes to the John H. Sununu Youth Center to collect specimens. This reduces the demand on Sununu Youth Service Center staff to transport residents to a location outside the Center for the collection of specimens.

The original contract was competitively bid.

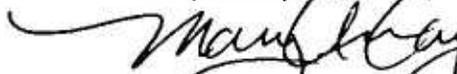
Catholic Medical Center has provided these services well; they are a major health facility in the city of Manchester, and have served the community with state-of-the-art laboratory needs since 2006.

Should Governor and Executive Council not approve this request, the laboratory services needed for the youth at the John H. Sununu Youth Services Center will continue to be provided by the Division by utilizing staff and State vehicles which is costly and requires higher staffing ratios due to transporting the youth off campus to a lab facility. Having the vendor come to the John H. Sununu Youth Services Center is more efficient and considerably less expensive.

Geographic area served: John H. Sununu Youth Services Center, Manchester, NH

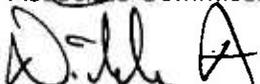
Source of funds: 100% General funds

Respectfully submitted,



Mary Ann Cooney
Associate Commissioner

Approved by:



Nicholas A. Toumpas
Commissioner



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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

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Nicholas A. Toumpas
Commissioner

Maggie Bishop
Director

April 19, 2013

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

100% general

REQUESTED ACTION

Authorize the Department of Health and Human Services, Divisions for Children, Youth and Families to enter into an agreement with Catholic Medical Center Laboratory, 100 McGregor Street, Manchester, NH 03102 (Vendor #177240 R003), for the provision of providing laboratory services to the John H. Sununu Youth Services Center, effective July 1, 2013 or date of Governor and Executive Council approval, whichever comes later, through June 30, 2015, in an amount not to exceed \$54,000.00. Funds are anticipated to be available in State Fiscal Years 2014 and 2015 upon the availability and continued appropriation of funds in the future operating budgets, with authority to adjust amounts, if needed and justified, between State Fiscal Years:

05-95-42-4215,10-79150000 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, SUNUNU YOUTH SERVICE CENTER, HEALTH SERVICES

<u>Class/Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>SFY 2014</u>	<u>SFY 2015</u>	<u>TOTAL</u>
101-500729	Health Services	41111130	\$27,000.00	\$27,000.00	\$54,000.00

EXPLANATION

The above action is requested for the provision of providing laboratory services to the youth at the John H. Sununu Youth Services Center. The Division provides medical services through a 24/7 nursing coverage, staff psychiatrist, and a contract primary physician to Center residents. Currently, when laboratory services are ordered staff at the Center transport the residents to a location outside the Center for the specimen collection. Generally, two staff are required for each transport. With up to fifteen (15) residents each month requiring transport to the collection site it becomes costly and negatively impacts staffing levels. This is a burdensome process for the Division. To improve efficient use of Center staff the Division is seeking laboratory services to include a qualified technician acceptable to the Division that will come to the Center to collect specimens. The mission of this initiative is to reduce the demand on Center staffing to transport residents to a location outside the Center for the collection of specimens.

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

April 19, 2013

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Competitive Bidding Process

On August 1, 2012, the Division issued a Request for Proposals for this program. The Request for Proposals was published on the Department of Health and Human Services website. There was no response to this initial RFP. The Division reissued the RFP on October 3, 2012 and the Division also announced the release of the Request for Proposals via a letter sent to major medical facilities in the area.

The Request for Proposals included evaluation criteria and a description of factors that the Division would utilize in assessing the effectiveness of proposals received. The Division formed an Evaluation Committee comprised of Division staff from the John H. Sununu Youth Services Center and the Division's Financial Analyst and Contract Specialist. Committee members individually reviewed Catholic Medical Center's proposal; out of 100 possible points the agency's proposal scored an average of 93 points. As a result, the Committee recommended awarding an agreement to Catholic Medical Center to serve the youth at the Sununu Youth Services Center.

Catholic Medical Center is a major health facility in the city of Manchester and has served the community for with state-of-the-art laboratory needs since 2006.

In the event that this contract is not approved by the Governor and Executive Council, the laboratory services needed for the youth at the Sununu Youth Services Center will continue to be provided by the Division by utilizing staff and State vehicles which is costly and requires higher staffing ratios due to transporting the youth off campus to a lab facility.

Agreement Terms

The agreement calls for the provision of these services for two years and reserves the Division's right to renew them for up to four additional years based on the satisfactory delivery of services, continued availability of supporting funds, and Governor and Council approval.

Geographic area served: John H. Sununu Youth Services Center, Manchester, NH

Source of funds: 100% General funds

Respectfully submitted,

Maggie Bishop (LRS)

Maggie Bishop
Director

Approved by:

Nicholas A. Toumpas
Nicholas A. Toumpas
Commissioner