

State of Maine
Master Score Sheet

RFA#202306128					
McKinney-Vento 1 (One) Year Subgrant					
Bidder Name:		Saco-Biddeford School Department	MSAD 75		
Proposed Cost:		94,355	107,561		
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass	Pass		
Section II: Prioritization Points	10	10	10		
Section III: Application	35	33	34		
Section IV: Program Evaluation	30	15	28		
Section V: Program Budget & Budget Narrative	25	25	22		
TOTAL	<u>100</u>	<u>83</u>	<u>94</u>		
Bidder Name:					
Proposed Cost:					
Scoring Sections	Points Available				
Section I: Preliminary Information					
Section II: Organization Qualifications and Experience					
Section III: Proposed Services					
Section IV: Cost Proposal					
TOTAL	<u>100</u>				

Award Justification Statement
RFA#202306128

I. Summary

Through this Request for Applications (RFA), the Department intends to provide funding to School Administrative Units (SAUs) for projects to identify and support students eligible under the McKinney-Vento Homeless Assistance Act.

II. Evaluation Process

The team is comprised of Maine Department of Education (DOE) staff members, including folks with expertise in McKinney-Vento Homeless Assistance Act, Title I Part A, Cultural Responsiveness, Family Engagement, Attendance and Truancy, and Fiscal Requirements.

III. Qualifications & Experience

Both bidders submitted strong applications that show an in-depth knowledge of the unique communities they serve. Both bidders provided comprehensive reasoning and evidence to support their approach to serving students and families experiencing homelessness.

IV. Proposed Services

Biddeford-Saco received a score of 83/100 and MSAD 75 received a score of 94/100.

- Biddeford-Saco proposed funding a social worker position to support McKinney-Vento students.
- MSAD 75 proposed funding the position of Outreach Coordinator, along with materials, supplies, training, technology, and mileage.

V. Cost Proposal

Biddeford-Saco requested \$94,355 and MSAD 75 requested \$107,561.

VI. Conclusion

The committee decided that both bidders would be awarded. The amount to be awarded will be dependent on the number of subgrantees and the total available amount from the MDOE.



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Pender Makin
Commissioner**

**Janet T. Mills
Governor**

August 16, 2023
Chris Indorf
Biddeford School Department and Saco School Department
18 Maplewood Ave
Biddeford, ME 04072

**SUBJECT: Notice of Conditional Contract Awards under RFA#202306128
McKinney-Vento 1 (One) Year Subgrant**

Dear Mr. Indorf,

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Education for McKinney-Vento 1 (One) Year Subgrant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MSAD 75
- Biddeford School Department and Saco School Department

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:
Amelia Lyons
99EF5DDCF4FA4A8...

Amelia Lyons Rukema
McKinney-Vento Homeless Education Specialist
Office of School and Student Supports
Maine Department of Education
23 State House Station
Augusta, Maine 04333-0023

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

August 16, 2023
Amanda Hersey
MSAD 75
50 Republic Avenue
Topsham, ME 04086

**SUBJECT: Notice of Conditional Contract Awards under RFA#202306128
McKinney-Vento 1 (One) Year Subgrant**

Dear Ms. Hersey,

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Education for McKinney-Vento 1 (One) Year Subgrant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128
RFP TITLE: McKINNEY-VENTO 1 (ONE) YEAR SUBGRANT
BIDDER: Biddeford and Saco School Departments
DATE: 7/25/23

SUMMARY PAGE

Department Name: Education
Name of RFP Coordinator: Amelia Lyons Rukema
Names of Evaluators: Melanie Junkins, Jon Monroe, Rita Pello

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		
• Meets definition of SAU	Y	
• Does not already have a MV subgrant beyond 8/31/23	Y	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Prioritization Points - Will impact greater than 50 M-V students Will first address M-V students' social and emotional needs, basic safety and wellbeing, and mental health. Academic support will be secondary after these pieces are prioritized.	10	10
Section III. Application - Program Overview - Identification of Need - Program Description - Outreach Activities	35	33
Section IV. Program Evaluation	30	15
Section V. Program Budget & Budget Narrative	25	25
<u>Total Points</u>	<u>100</u>	<u>83</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128
RFP TITLE: MCKINNEY-VENTO 1 (ONE) YEAR SUBGRANT
BIDDER: Biddeford and Saco School Departments
DATE: 7/25/23

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Yes

**EVALUATION OF SECTION II
Prioritization Points**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Prioritization Points	10	10

Evaluation Team Comments:

Over 150 students over the course of the year, and social work position

**EVALUATION OF SECTION III
Application – Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Application - Proposed Services	35	33

Evaluation Team Comments:

- Program Overview
- Identification of Need
- The review team appreciates the joint application of services from two separate SAUs. They appreciate the focus on the unique needs of the M-V students in this community. The SAUs recognize their time, geographic restraints, and unique populations in their area. The team appreciated the specific mention of unforeseen asylum-seeking

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128

RFP TITLE: MCKINNEY-VENTO 1 (ONE) YEAR SUBGRANT

BIDDER: Biddeford and Saco School Departments

DATE: 7/25/23

population and winter rentals. The SAUs identified needs related to transportation and linguistic needs.

- Program Description

The impact of hiring a social worker through student-community lens, for year-round position, seems valuable. The SAUs wrote with the specificity of understanding their community. Saco, OOB, and Biddeford, function in concentric circles for student mobility. The SAUs seem to have a strong understanding of where the gaps are. The SAUs present a strong rationale for why they need the position. The review team appreciates the Social Worker position because of the identified increased risk of mental health issues and brain development, health, and intercepting vicious cycle of homelessness. The social worker would be stepping into an established network of community providers.

The reviewers noticed that the SAUs did not provide many details on community of providers and how will collaborate.

- Outreach
- Activities

The description is not clear, not specific on how they will do the work, and particularly how they will handle developing the referral and outreach process.

**EVALUATION OF SECTION IV
Program Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Program Evaluation	30	15

Evaluation Team Comments:

The reviewers observed that the goals do not match the measurement of their program overview. How will it be measured? The reviewers believed there to be unclear measurable outcomes. The program evaluation could be about the impact it's making. The reviewers felt the SAUs didn't state any measurable outcomes. If awarded, it would be necessary to rewrite the program outcomes so it's clear what they're reporting on to align with the rest of the grant for the contract.

EVALUATION OF SECTION V

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128

RFP TITLE: McKINNEY-VENTO 1 (ONE) YEAR SUBGRANT

BIDDER: Biddeford and Saco School Departments

DATE: 7/25/23

Program Budget & Budget Narrative

	<u>Points Available</u> <u>e</u>	<u>Points Awarded</u> <u>d</u>
Section III. Program Budget & Budget Narrative	25	25

Evaluation Team Comments:

The reviewers observed that the budget makes sense that it is on salary and benefit. The reviewers determined this to be understandable for the ask.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128
RFP TITLE: McKINNEY-VENTO 1 (ONE) YEAR SUBGRANT
BIDDER: MSAD 75
DATE: 7/25/23

SUMMARY PAGE

Department Name: Education
Name of RFP Coordinator: Amelia Lyons Rukema
Names of Evaluators: Melanie Junkins, Jon Monroe, Rita Pello

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		
• Meets definition of SAU	Y	
• Does not already have a MV subgrant beyond 8/31/23	Y	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Prioritization Points <ul style="list-style-type: none"> - Will impact greater than 50 M-V students - Will first address M-V students' social and emotional needs, basic safety and wellbeing, and mental health. Academic support will be secondary after these pieces are prioritized. 	10	10
Section III. Application <ul style="list-style-type: none"> - Program Overview - Identification of Need - Program Description - Outreach - Activities 	35	34
Section IV. Program Evaluation	30	28
Section V. Program Budget & Budget Narrative	25	22
<u>Total Points</u>	<u>100</u>	<u>94</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128
RFP TITLE: MCKINNEY-VENTO 1 (ONE) YEAR SUBGRANT
BIDDER: MSAD 75
DATE: 7/25/23

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Yes

**EVALUATION OF SECTION II
Prioritization Points**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Prioritization Points	10	10

Evaluation Team Comments:

Yes and yes

**EVALUATION OF SECTION III
Application – Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Application - Proposed Services	35	34

Evaluation Team Comments:

- Program Overview
 - o The SAU seems to know their community well
 - o Mental health/ suicidality concerns are very urgent needs, supported by the data
- Identification of Need

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128
RFP TITLE: MCKINNEY-VENTO 1 (ONE) YEAR SUBGRANT
BIDDER: MSAD 75
DATE: 7/25/23

- The SAU has well-defined needs
- Chronic absenteeism, mental health
- Suicidality, hopelessness
- MIYHS data identified needs and connection to SEL components
- The SAU recognized that their population is even larger than who they serve, based on families not disclosing – but what are they changing to address that?
- Program Description
 - The SAU shared this would be continuing a contract with Merrymeeting, which they have indicated has had successful results on family engagement, reducing chronic absenteeism, and the community is aware of them as a resource and leads to more referrals
 - The SAU appears to have strong wraparound services through this projec
- Outreach
 - School-based Health Center is a plus.
 - Partners with mid-coast pediatrics, many collaborations and established partners in this work.
- Activities
 - The review team is curious why they checked off all the boxes under activities for allowable uses. Not clear if they will be providing preschool services, based on the checkboxes? More details needed to fully understand the role of the coordinator – are they in the schools, or only at MYC, or both?

**EVALUATION OF SECTION IV
Program Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Program Evaluation	30	28

Evaluation Team Comments:

Strong evaluation. Very clear on student data, attendance, retention. Identified a need for increased outreach but did not set a goal for that. Very measurable and not overburdensome with existing infrastructure.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202306128

RFP TITLE: McKINNEY-VENTO 1 (ONE) YEAR SUBGRANT

BIDDER: MSAD 75

DATE: 7/25/23

EVALUATION OF SECTION V Program
Budget & Budget Narrative

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Program Budget & Budget Narrative	25	22

Evaluation Team Comments:

Need more details on transportation and what this amount is and what it entails. If it's mileage reimbursement for coordinator, or school of origin transportation, or student transportation to referrals or MYC.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128

RFP TITLE: McKinney-Vento 1 (One) Year Subgrant

BIDDER NAME: Saco and Biddeford Schools

DATE: 7/25/23

EVALUATOR NAME: Jonathan Monroe

EVALUATOR DEPARTMENT: DOE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

*Eligibility – Y/N **Y***

*Prioritization – Y/N **Y***

I. Partners

Spurwink, collaboration between saco and Biddeford districts.

II. Program Overview

Program is complete as to McKinney-Vento requirements.

III. Program description (Services, Rationale, Collaborations, Youth voice)

Serves a highly variable (by season/school year). Number of homeless youth of 30-75 (Point in Time) of 200 annually. There are transportation needs, linguistic, etc... in addition to basic needs associated with homelessness. Includes asylum seeking families which can spike demand for services (Saco). District collaboration justified as response to travel of students/families. Will hire full time social worker to serve 30-35 (at 6 weeks per client). Will have access to a broad variety of partnerships.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128

RFP TITLE: McKinney-Vento 1 (One) Year Subgrant

BIDDER NAME: Saco and Biddeford Schools

DATE: 7/25/23

EVALUATOR NAME: Jonathan Monroe

EVALUATOR DEPARTMENT: DOE

IV. Outreach

A little bit light on specifics. Will be relying on social worker to develop referral/outreach processes within existing network of resources.

V. Activities

A well thought out program with clear focus.

VI. Program Evaluation

Not clear as to measurement of progress or goals. Not stating measures.

VII. Program Budget / Narrative
Focused. Reasonable.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128

RFP TITLE: McKinney-Vento 1 (One) Year Subgrant

BIDDER NAME: Biddeford-Saco

DATE: 7/25/23

EVALUATOR NAME: Melanie Junkins

EVALUATOR DEPARTMENT: DOE

Individual Evaluator Comments:

Eligibility – Y/N Y

Prioritization – Y/N Y

I. Partners

***Spurwink Services, LLC
Youthfull Maine***

II. Program Overview

- ***Meet criteria as outlined under the McKinney-Vento Act***
- ***Increase in McKinney-Vento students***
- ***Joint application between SAUs***

III. Program description (Services, Rationale, Collaborations, Youth voice)

Hire full time social worker focused on McKinney-Vento. Impactful for supporting through a whole student/community lens. Collaborations with community organizations increase the likelihood of support.

IV. Outreach

V. Activities

VI. Program Evaluation

Doesn't match activities period. Providing short and long-term mental health doesn't address the measurement use.

VII. Program Budget / Narrative

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128

RFP TITLE: McKinney-Vento 1 (One) Year Subgrant

BIDDER NAME: Saco-Biddeford

DATE: 7/25/23

EVALUATOR NAME: Rita Pello

EVALUATOR DEPARTMENT: DOE

Individual Evaluator Comments:

Eligibility – Y/N Y

Prioritization – Y/N Y

I. Partners

Saco/Biddeford centralized effort to serve students in surrounding area. DOC, APEX, Boys and Girls Club, Youthfull, Learning Works, Catholic Charities.

II. Program Overview

- ***Full time social worker to serve homeless youth and families. ~150 students served in a given year.***

III. Program description (Services, Rationale, Collaborations, Youth voice)

- ***Social worker to connect services, inform/train educators and partners***
 - o ***Increased risk of physical and mental trauma***
 - o ***Many existing partnerships that they seem comfortable with***

IV. Outreach

How would new social worker plug into existing outreach efforts or create new ones?

V. Activities

In line with social worker they'd hire – more referrals for services, more education and information, as well as coordination. Is transportation a barrier?

VI. Program Evaluation

I would think they'd want some way to evaluate the work of the social worker. Are there increased referrals? More services received? Better attendance?

VII. Program Budget / Narrative

No questions here. Barrier – 1 year? Will they find someone for this kind of temporary position to fill high need?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128
RFP TITLE: McKinney-Vento 1 (One) Year Subgrant
BIDDER NAME: MSAD 75
DATE: 7/25/23
EVALUATOR NAME: Jonathan Monroe
EVALUATOR DEPARTMENT: DOE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

*Eligibility – Y/N **Y***

*Prioritization – Y/N **Y***

I. *Partners*

RSU 1 and Midcoast youth center.

II. *Program Overview*

McKinney-Vento program is complete with respect to all guidelines/criteria.

III. *Program description (Services, Rationale, Collaborations, Youth voice)*

Need indicated by rising chronic absenteeism among homeless population and decline of mental health indicators among general student populations services. Population will be about 74 students. Indicates a large non-identified population. Program will support continuation of contract with Merrymeeting Support Collaborative to build engagement with families. Past experience indicated this partner has capacity to serve the homeless population. Can address SEL needs, reduce chronic absenteeism and improve identification.

IV. *Outreach*

A little bit light on specifics. Will be relying on social worker to develop referral/outreach processes within existing network of resources.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128

RFP TITLE: McKinney-Vento 1 (One) Year Subgrant

BIDDER NAME: MSAD 75

DATE: 7/25/23

EVALUATOR NAME: Jonathan Monroe

EVALUATOR DEPARTMENT: DOE

V. *Activities*

A well thought out program with clear focus.

VI. *Program Evaluation*

Not clear as to measurement of progress or goals. Not stating measures.

VII. *Program Budget / Narrative*
Focused. Reasonable.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128

RFP TITLE: McKinney-Vento 1 (One) Year Subgrant

BIDDER NAME: MSAD 75

DATE: 7/25/23

EVALUATOR NAME: Melanie Junkins

EVALUATOR DEPARTMENT: DOE

Individual Evaluator Comments:

Eligibility – Y/N Y

Prioritization – Y/N Y

I. *Partners*

Merrymeeting Support Collaborative

II. *Program Overview*

- ***Absenteeism as a chronic correlation to McKinney-Vento students***

III. *Program description (Services, Rationale, Collaborations, Youth voice)*

Wraparound support

- ***Not clear beyond outreach***

IV. *Outreach*

School based health center offering medical/dental services.

V. *Activities*

Are activities aligned with the goals?

VI. *Program Evaluation*

Goals do not have detailed measurement or tool.

VII. *Program Budget / Narrative*

Youth outreach coordinator as the main portion of the budget.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202306128

RFP TITLE: McKinney-Vento 1 (One) Year Subgrant

BIDDER NAME: MSAD 75

DATE: 7/25/23

EVALUATOR NAME: Rita Pello

EVALUATOR DEPARTMENT: DOE

Individual Evaluator Comments:

Eligibility – Y/N Y

Prioritization – Y/N Y

I. Partners

RSU 1, Midcoast Youth Center

II. Program Overview

- ***Indicates the importance of helping homeless youth who are more likely to commit suicide and experience violence.***

III. Program description (Services, Rationale, Collaborations, Youth voice)

- ***Youth outreach coordinator at MCA, daily transportation, wraparound services outside of school hours***

IV. Outreach

Community navigator, outreach to connect services

V. Activities

Everything? Surprised because description doesn't seem to include all aspects but maybe partnership and MSAD 75 are able to achieve all of these activities.

VI. Program Evaluation

Very measurable and does not feel overly burdensome with existing infrastructure.

VII. Program Budget / Narrative

Feels accurate according to request.



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFA# 202306128
McKinney-Vento 1(One) Year Subgrant**

I, Jonathan Monroe accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Jonathan Monroe

D7A769A230AD4CC...

Signature

7/25/2023

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA# 202306128
McKinney-Vento 1(One) Year Subgrant

I, Melanie Junkins accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Melanie Junkins

3845AA5C86C043B...

Signature

7/25/2023

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA# 202306128
McKinney-Vento 1(One) Year Subgrant

I, Rita Pello accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Rita Pello

Signature

7/25/2023

Date