



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:	Education/MLTI			
Department Contract Administrator or Grant Coordinator:	Emma-Marie Banks			
(If applicable) Department Reference #:	N/A			
Amount: (Contract/Amendment/Grant)	\$52,535.00	Advantage CT / RQS #:	20230817*0408	
CONTRACT	Proposed Start Date:	9/15/2023	Proposed End Date:	4/1/2024
AMENDMENT	Original Start Date:	9/15/2023	Effective Date:	1/11/2024
	Previous End Date:	4/1/2024	New End Date:	4/1/2024
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Mt Desert School Department Mt. Desert, ME		
Brief Description of Goods/Services/Grant:		Infrastructure Technology for MLTI Schools		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input checked="" type="checkbox"/>	G. Grant
<input checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The Learning Through Technology team is providing technology infrastructure grant opportunities as part of the MLTI initiative. This grant will support schools in technology infrastructure, services, and or learning that improves local cybersecurity posture. Projects funded through this grant will align with CISA's K12 priorities and recommendations per the, "Protecting our Future" report and CISA's Cyber Performance Goals (CPG).

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

All MLTI school districts are eligible for this grant program. This is a non-competitive grant

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

This grant is being offered to all MLTI school districts and awards are based on a formula that is centered around district impact and alignment to the Cybersecurity Infrastructure Security Agency (CISA).

4. Describe the plan for future competition for the goods or services.

If this grant program were to continue beyond this initial pilot, we would continue with the same approach to ensure equitable access to this grant opportunity for all MLTI school districts.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting
Department's Commissioner
(or designee):



Typed Name:

Daniel A. Chuhta

Date:

1/10/2024

Signature of DAFS
Procurement Official:

DocuSigned by:
Kathy Paquette
41C2BA36FAF44CD...

Typed Name:

Kathy Paquette

Date:

1/30/2024

Certificate Of Completion

Envelope Id: 857EE96061B04E2B952B14C71DF6A80D	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 5	Signatures: 2
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator: Daniel A. Chuhta Daniel.Chuhta@maine.gov
Enveloped Stamping: Disabled	IP Address: 162.248.186.11
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 1/10/2024 10:53:56 AM	Holder: Daniel A. Chuhta Daniel.Chuhta@maine.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Maine Department of Education	Location: DocuSign

Signer Events

Daniel A. Chuhta
Daniel.Chuhta@maine.gov
Deputy Commissioner
Maine Department of Education
Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Drawn on Device
Using IP Address: 72.231.250.95

Timestamp

Sent: 1/10/2024 10:53:57 AM
Viewed: 1/10/2024 10:54:08 AM
Signed: 1/10/2024 10:54:39 AM
Freeform Signing

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	1/10/2024 10:53:57 AM
Certified Delivered	Security Checked	1/10/2024 10:54:08 AM
Signing Complete	Security Checked	1/10/2024 10:54:39 AM
Completed	Security Checked	1/10/2024 10:54:39 AM

Payment Events

Status

Timestamps