

## State of Maine Procurement Justification Form

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. See the guidance document posted with this form on the Division of Procurement Services website (Forms page) for additional instructions.

### PART I: OVERVIEW

Department Office/Division/Program:		MDOE/Adult Education	
Department Contract Administrator or Grant Coordinator:		Megan Dichter	
(If applicable) Department Reference #:			
Document Amount:	\$7,000.00	Advantage CT / RQS #:	RQS 20210127*0716
AMENDMENT	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:	2/1/2021	Proposed End Date: 12/31/2021
Vendor/Provider/Grantee Name, City, State:		World of Work, Inc., 410 West Front Street, Suite 103, Tempe, AZ 85281	
Brief Description of Goods/Services/Grant:		WOWI Online Career Assessments	

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification that applies to this request. (Select only one justification.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
<b>x</b>	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

### PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

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

Under WIOA adult education programs are mandated to work with core partners to serve those with significant barriers in their pursuit of college and career pathways. In order to best serve individuals, adult education programs provide assessments, both academic and other to ensure that students have the greatest chance at success in their career pathway. The World of Work Inventory (WOWI) is a career interest assessment that

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## PART III: SUPPLEMENTAL INFORMATION

measures participants preference for types of work, matches their skills to careers and provides insights into work styles. The WOWI is used for the TechHire Grant. WOWI was identified early on in the TechHire Grant as the most appropriate Career Interests Assessment to determine whether participants have a propensity for IT. Adult education CompTIA A+ Academies will continue to use WOWI to serve TechHire enrollments. Adult education programs are also using WOWI to help assess the appropriateness of candidates for other career and college pathways programs.

### 2. Provide a brief justification for the selected vendor to supplement the response in Part II.

The WOWI is used for the TechHire Grant. WOWI was identified early on in the TechHire Grant as the most appropriate Career Interests Assessment to determine whether participants have a propensity for IT. Adult education CompTIA A+ Academies will continue to use WOWI to serve TechHire enrollments. The State Office and local staff have invested significant time training the field in the use of WOWI (over 60 AE practitioners are now familiar with the use of the WOWI.) Additionally, the WOWI is used by some of our WIOA core partners like Vocational Rehab.


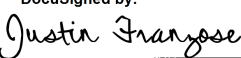
### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

By purchasing a bulk amount of WOWI's to distribute to local adult education programs we are able to secure a bulk price that is significantly lower than what individual programs would pay if they purchased individually.

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

At some point the individual Hubs will budget for the purchase of WOWI.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Daniel A. Chuhta	<b>Date:</b>	2/1/2021
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: 		
<b>Printed Name:</b>	AEED9C7B3A8044E... Justin Franzose	<b>Date:</b>	2/11/2021