



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF PROCUREMENT SERVICES

STATE OF MAINE

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:		Department of Education, Office of Adult Education	
Department Contract Administrator or Grant Coordinator:		Amy Poland	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 25,000.00	Advantage RQS #:	20220322*1045
CONTRACT	Proposed Start Date:	4/11/2022	Proposed End Date: 4/10/2023
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:
Vendor/Provider/Grantee Name, City, State:		Voxy EnGen PBC Bethesda, MD	
Brief Description of Goods/Services/Grant:		250 Digital Self-Study seat licenses, onboarding and professional development, and ongoing customer support for EnGen's career pathways English language learning platform for adults	

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 type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" 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 Workforce Innovation and Opportunity Act of 2014 (WIOA) requires that adult education programs prepare eligible students with the knowledge and skills necessary for employment and economic self-sufficiency. This includes assisting English learners (ELs) in obtaining postsecondary education and training through career pathways and improving their reading, writing, speaking, and comprehension skills in English using research-based instruction.

In Maine, the number of ELs continues to increase and due to the lack of affordable housing in urban areas, immigrant families are moving to more rural settings. Smaller adult education programs are seeing an increased need for English language acquisition classes, but often lack the human and capital resources and time to provide high-quality instruction for ELs.

The EnGen English language learning platform will provide a resource for smaller adult education programs to provide contextualized English language instruction individualized for ELs career pathways.

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

Voxy EnGen's platform uniquely focuses on contextualized English language learning related to specific careers and workforce readiness. Unlike other language learning platforms which focus solely on English language acquisition, Voxy EnGen places the English language acquisition in the context of specific careers, including specific career-vocabulary and authentic materials. The range of career pathways is the widest available for adult English learners with over 25 different careers represented. It also uniquely offers an adaptive curriculum and allows English learners to use their first language to support their learning. The focus on specific careers and work readiness is what sets EnGen apart from other English language learning platforms.

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

Purchasing 250 seats allows us to serve a greater number of students for less cost under the tiered pricing structure. Since the seats are fully transferable, a seat can be reassigned when a student is inactive. This makes the pricing cost effective as a program can reuse their seats multiple times. The price for seat licenses is comparable to other English language learning platforms, such as Burlington English.

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

On an annual basis, we will monitor the industry for products that will meet the needs of adult education programs and the federal requirements under WIOA to determine the need for competition.

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.

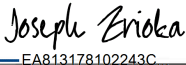
Signature of requesting
Department's Commissioner
(or designee):

Typed Name:

Daniel A. Chuhta

Date:

4/1/2022

Signature of DAFS
Procurement Official:
DocuSigned by:
EA813178102243C

Typed Name:

Joseph Zrioka

Date:

4/26/2022