



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
Table with 4 columns and 10 rows containing procurement details such as Department Office, Amount (\$755,498), Dates (3/25/2024 to 9/30/2024), Vendor Name (Battelle for Kids), and Brief Description.

PART II: JUSTIFICATION FOR VENDOR SELECTION

Check the box below for the justification(s) that applies to this request. (Check all that apply.)
Table with 4 columns and 6 rows listing justification options: A. Competitive Process, B. Amendment, C. Single Source/Unique Vendor (checked), D. Proprietary/Copyright/Patents, E. Emergency, G. Grant, H. State Statute/Agency Directed, I. Federal Agency Directed, J. Willing and Qualified, K. Client Choice.

<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization
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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.

Maine is exploring and expanding how school success is defined and as such, must collaborate and engage with education stakeholders across the state to learn more about their perceptions, dreams, hopes and aspirations for public education by initially posing the following four questions.

- What are the **hopes, aspirations, and dreams** that our community has for our students?
- What are the **skills and habits of mind** that our students need for success in this rapidly changing and complex world?
- What are the **implications for the learning experiences** we provide to prepare our kids for their future?
- How can we **collect and document evidence** of student learning, and provide **effective feedback and support** for continuing learning?

Using these responses as a foundation and subsequent meetings with stakeholders, Maine will craft a Portrait of Maine School which will capture what are the key drivers that inform school success for all students.

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

Battelle for Kids is uniquely positioned to support Maine in this work. For the past two decades, Battelle for Kids (BFK) has partnered with the state education agencies and school districts in redefining the narrative of success through the vision of the Portrait of a Graduate. Battelle for Kids (BFK) is a 501(c)(3), not-for-profit organization committed to collaborating with school systems and communities to realize the power and promise of 21st century learning for every student which strongly aligns with Maine's strategic priorities in supporting a Whole Student approach.

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

In relation to scope of work to be completed, and in comparison with other work provided by national partners, the cost proposed for the implementation of 16+ stakeholder sessions, support with project development, implementation and evaluation are deemed fair and reasonable and are in line with projected costs for similar work in other states.

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

If future work is required, Maine DOE will examine the feasibility of either an RFA or RFP as needed or required.


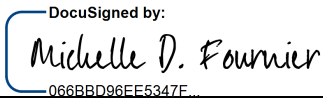
PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/>	Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).
<input checked="" type="checkbox"/>	Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
<input type="checkbox"/>	No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); PURCHASES BY THE STATE

Does the requesting Department signatory understand and acknowledge Maine’s COI Statute?	
<input checked="" type="checkbox"/>	Yes, the requesting Department signatory understands and acknowledges Title 17, Chapter 101, §3104 .

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.			
Signature of requesting Department’s Commissioner (or designee):			
Typed Name:	Daniel Chuhta	Date:	3/20/2024
Signature of DAFS Procurement Official:			
Typed Name:	Michelle D. Fournier	Date:	4/10/2024

Certificate Of Completion

Envelope Id: CCFB2D1EDB0B4EBD8AB3C4093835A20A	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 28	Signatures: 2
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator: Daniel A. Chuhta Daniel.Chuhta@maine.gov
Envelopeld Stamping: Disabled	IP Address: 64.207.219.135
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 3/20/2024 8:17:14 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: 174.192.197.55

Timestamp

Sent: 3/20/2024 8:17:16 AM
Viewed: 3/20/2024 8:17:33 AM
Signed: 3/20/2024 8:20:19 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	3/20/2024 8:17:16 AM
Certified Delivered	Security Checked	3/20/2024 8:17:33 AM
Signing Complete	Security Checked	3/20/2024 8:20:19 AM
Completed	Security Checked	3/20/2024 8:20:19 AM

Payment Events

Status

Timestamps