

State of Maine Waiver of Competitive Bidding Request Form

Form Instructions: Please provide the requested information in the white boxes below. This form is to precede all contract requests that are not the direct result of a competitive bid process.

Requesting Department's Contract Administrator:	Janette Kirk	Office/Division/Program of Contract Administrator:	Education, Office of Learning Systems, Assessment
Est. Contract Amount:	\$12,000 (\$899,900)	Contract or RQS Number:	20160616*4236
Proposed Start Date:	3/11/19	Proposed End Date:	06/30/2019
Vendor/Provider Name, City, State:	FocalPointK12, Inc. 3295 River Exchange Drive, Suite 372 Norcross, GA 30092		
Short Description of Good or Service:	The development and support of an online reporting system for statewide student assessment results across several different assessments, as well as the reporting of accountability data.		
Please note, for transparency purposes, Waivers of Competitive Bidding will be publicly posted. Public postings are placed on the Division of Procurement Services website for a period of seven consecutive calendar days.	<p>To be completed by the Division of Procurement Services</p> <p>Posting dates on Division of Procurement Services website: From: <u>05/22/2019</u> To: <u>05/28/2019</u></p>		
Notice of Intent to Waive Competitive Bidding Number:	NOI# 0520190701		
1. Statutory Justification			
State of Maine statute (5 M.R.S. §1825-B(2)) allows waivers of competitive bidding only for the specific reasons listed below. Please mark the appropriate box (X) next to the justification which applies to this specific request.			
<input type="checkbox"/>	A. The procurement of goods or services by the State for county commissioners pursuant to Title 30-A, section 124, involves the expenditure of \$2,500 or less, and the interests of the State would best be served;		
<input type="checkbox"/>	B. The Director of the Bureau of General Services is authorized by the Governor, or the Governor's designee, to make purchases without competitive bidding because, in the opinion of the Governor or the Governor's designee, an emergency exists that requires the immediate procurement of goods or services;		
<input type="checkbox"/>	<i>If citing the above justification for this Waiver of Competitive Bidding request, please have the requesting Department's Commissioner or Chief Executive (as the Governor's "designee") sign and date on the right.</i>	<p><i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i></p> <p>Signature:</p>	
<input type="checkbox"/>		Printed Name:	Date:
<input checked="" type="checkbox"/>	C. After reasonable investigation by the Director of the Bureau of General Services, it appears that any required unit or item of supply, or brand of that unit or item, is procurable by the State from only one source;		

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	D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;
	E. The purchase is part of a cooperative project between the State and the University of Maine System, the Maine Community College System, the Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State involving: <ul style="list-style-type: none"> (1) An activity assisting a state agency and enhancing the ability of the university system, community college system, Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State to fulfill its mission of teaching, research, and public service; (2) A sharing of project responsibilities and, when appropriate, costs; <p><i>If citing the above justification for this sole source request, please note that the specific approval of the Governor's Office is required, in accordance with Executive Order 26 FY 11/12, "An Order to Enhance Competitive Bidding". The approval must be documented on DAFS/BGS/Division of Procurement Services "GOVCOOP" form, found here: http://www.maine.gov/purchases/info/forms/govcoop.doc.</i></p>
	F. The procurement of goods or services involves expenditures of \$10,000 or less, in which case the Director of the Bureau of General Services may accept oral proposals or bids;
	G. The procurement of goods or services involves expenditures of \$10,000 or less, and procurement from a single source is the most economical, effective and appropriate means of fulfilling a demonstrated need.
	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:

Please note that the following four points below (#2 through 5) all require a response.

2. Description of Specific Need

Please identify, and fully describe, the specific problem, requirement, or need the resulting non-competitive contract would address and which makes the goods or services necessary. Explain how the requesting Department determined that the goods or services are critical and/or essential to agency responsibilities or operations.

The Maine Department of Education utilizes Maine's Assessment and Accountability Reporting System (MAARS) to provide student assessment reporting to educators and the public. In order to expand the pre-kindergarten reporting further the development of pre-kindergarten reports with multiple reporting domains is required. There report will utilize and build upon an existing manifest of components and will include a mechanism for collecting and reporting the pre-kindergarten data. This will involve the building of a district upload feature for the assessment results (extensible to accommodate additional assessments over time), configuration of the initial assessment manifest, and automation of district and school aggregations based on the uploaded data to dynamically present drillable dashboards/reports for the assessment. The expansion of pre-kindergarten programming in school districts across Maine requires the development of these elements in advance.

3. Availability of other Public Resources

Please explain how the requesting Department concluded that sufficient staffing, resources, or expertise is not available within the State of Maine's government, or other governmental entities (local, other state, or federal agencies) external to the requesting Department, which would be able to address the identified need more efficiently and effectively than the identified vendor.

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The Maine Department of Education current contracts with FocalPointK12 to complete the reporting of student state assessment data. The Department does not have the necessary staffing expertise to augment MAARS to accommodate the additional data and does not own the platform and therefore is unable to add additional programming elements.

4. Cost

Since a waiver of competitive bidding is being requested for this procurement, please explain how the requesting Department concluded the negotiated costs, fees, or rates are **fair and reasonable**.

The interim assessment director consulted with the Departments Education Data Manager to ascertain if the costs were reasonable for the scope of work to be conducted. After review and research, it was deemed the proposed costs of \$12,000 were fair and reasonable for the scope of work to be completed. The new and added costs of \$12,000 for the increased scope of work were added to the current contract amount resulting in a revised contract amount of \$899,900.

5. Future Competition

Please describe potential opportunities which may be available to foster competition for these goods or services in the future.

Upon conclusion of the current RFP and subsequent awarded contract, the Department will have an opportunity for other bidders to potentially provide these services in the future.

Please note that only one of the two points below (“Uniqueness” or “Timeframe”) requires a response. Requesting Departments are not required to respond to both points.

6. Uniqueness

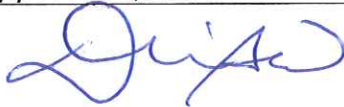
Please explain if the goods or services required are unique to a specific vendor. Describe the unique qualifications, abilities, and/or expertise of the vendor and how those particular unique factors address the specific need identified above. If the vendor has unique equipment, facilities, or proprietary data, also explain the necessity of these particular unique assets.

Services are unique as the work to be performed is within a platform currently managed, developed and operated by FocalPointK12. In order to expand pre-kindergarten reporting domains, the same system must be utilized to ensure a cohesive and single reporting system for student state assessment data.

7. Timeframe (Complete only if B. is the Statutory Justification marked on Page 1)

Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e. impact if delayed beyond this date). Also, provide information as to how it was determined this vendor is the best option to address this time-sensitive procurement.

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Signature of requesting Department's Commissioner or Chief Executive (or designee within the Commissioner's Office):	<i>By signing below, I signify that my Department requests, and I approve of, this Waiver of Competitive Bidding.</i>
	
Printed Name:	<i>Daniel A. Chahuta</i>
Date:	<i>17 May 2019</i>