

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. 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 website (Forms page) for additional instructions.

PART I: OVERVIEW

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|---|----------------------|---|--------------------|------------|
| Department Office/Division/Program: | | Department of Education – Special Services | | |
| Department Contract Administrator or Grant Coordinator: | | Stacey Bean | | |
| (If applicable) Department Reference #: | | | | |
| Amount: (Contract/Amendment/Grant) | \$92,556.00 | Advantage CT / RQS #: | 20200427*2999 | |
| CONTRACT | Proposed Start Date: | 07/01/2020 | Proposed End Date: | 06/30/2021 |
| 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: | | Auburn School Department 60 Court Street Auburn, ME 04210 | | |
| Brief Description of Goods/Services/Grant: | | One Lead Teacher Mentor (LTM) will participate in the "Math4ME" program during the fifth year of the project. | | |

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

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|----------|-----------------------------------|--|----------------------------------|
| | A. Competitive Process | | G. Grant |
| | B. Amendment | | H. State Statute/Agency Directed |
| X | 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.**

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PART III: SUPPLEMENTAL INFORMATION

Maine has a proficiency-based diploma law which requires all students to demonstrate proficiency in Maine's *Learning Results*. The percentage of students with disabilities who achieve proficiency on statewide examinations indicates an area of considerable concern especially in math. Between 2007-08 and 2013-14, proficiency rates for students with disabilities in grades 3-8 fluctuated between 26% and 31%. Additionally, unlike English/language arts scores, the average math scores of students with disabilities consistently decline from grade 3 to grade 8. Qualitative data suggests that a root cause of low math proficiency rates for students with disabilities is the lack of teacher training in math content knowledge and pedagogy. For these reasons, math proficiency for elementary school students has been selected as the focus of Maine's State Systemic Improvement Plan (SSIP) for the State Performance Plan (SPP) (Indicator 17). The Math4ME training focuses on developing teacher understanding of the fundamentals of mathematics, and improving instructional practices by developing an emphasis on number sense for a coherent presentation of mathematics for children with disabilities.

The Department's Office of Special Services received technical assistance through the national-level IDEA Data Center, which identified an evidence-based professional development approach that could help meet the needs of Maine's children with disabilities in the area of math. With guidance from the state-level SSIP Stakeholder group, the DOE's SSIP core group has worked earnestly over the past three years to improve and implement this approach while gearing it specifically to Maine students (grades 3-8) with disabilities. During the fifth year of the Math4ME project, the DOE will continue to scale up this work.

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

Local school districts employ educators who provide educational services to children with disabilities. The Auburn School Department through their (LTM) is one of many School Administrative Units (SAUs) that agreed to participate in the DOE's Math4ME project to improve students' proficiencies in math. DOE will continue to recruit additional SAUs as Math4ME continues to scale up.


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

A total of up to \$92,556.00 in teacher honorarium (salaries & benefits), coaching, in-state travel and supplies. One (LTM) is reasonable given her lead participation in 4 full days of training (2 days during the summer) and throughout the year with activities and consultations on Math4ME instructional practices. Travel allowances are in line with the average rates paid throughout the state.

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

In accordance with Maine's SSIP, the DOE's work to improve math proficiency of students with disabilities will continue. The Maine DOE will recruit teachers from additional SAUs in order to scale up this work and to increase the number of schools using evidence-based instructional practices in math. As the DOE works to scale up the Math4ME project, the DOE is also recruiting additional district coaches and mentors.

PART IV: APPROVALS

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| Signature of requesting Department's Commissioner (or designee): | <i>By signing below, I signify that I approve of this procurement request.</i> | | |
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| Printed Name: | Daniel A. Chuhta | Date: | 5/11/2020 |
| Signature of DAFS Procurement Official: | | | |
| Printed Name: | | Date: | |