



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE 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 Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Education	
Department Contract Administrator or Grant Coordinator:		Amy Poland	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 13,195.72	Advantage CT / RQS #:	RQS 20250617*1954
CONTRACT	Proposed Start Date:	7/1/2025	Proposed End Date: 6/30/2026
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:		PowerSchool Group, LLC, Folsom, CA	
Brief Description of Goods/Services/Grant:		Annual Renewal of PowerSchool Schoology Learning Management System and Professional Learning License and subscription fees.	

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 states to operate a high-quality professional development system that supports local adult education providers with technical assistance and professional learning that improves instruction (Sec. 223a.1.B). To effectively implement the system, the state office of adult education needs a learning management system to create and offer professional learning opportunities and technical assistance and to share information and best practices and tech to over 1,000 adult education staff statewide. The state office of adult education has been using Schoology as its learning management system since 2015.

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

The Department requested quotes from PowerSchool, D2L/Brightspace, and Anthology. D2L/Brightspace has not responded by phone or email to the request for quotes. The Department received quotes from Anthology and PowerSchool.

PowerSchool offers a **unified system** that natively integrates the professional development system with its LMS platforms. This eliminates the need for third-party connectors or manual data reconciliation. Anthology and D2L Brightspace require additional integration layers, which can increase complexity, cost, and risk of data misalignment.

Since PowerSchool primarily works with K-12 systems, the LMS design aligns with adult education’s needs and adult learner needs. Since adult education is sited within the SAUs, many of the teacher evaluation models and requirements are similar. Professional development can be aligned with teaching standards and links directly to course content in the LMS. The integration between Professional Learning and Schoology learning automatically records course completion and updates user transcripts. Course content for adult learners can be aligned with the College and Career Readiness Standards for Adult Education and the Next Gen Science Standards which are aligned to the high school equivalency assessment and adult high school diplomat programs. Many adult learners, and even staff, lack experience and skills with using an LMS, and PowerSchool’s platform is easy to navigate and looks like popular social media platforms. PowerSchool sign on uses username/email, rather than requiring a single sign on or common email addresses for users. Anthology and Brightspace are widely used in higher education and require customization to include the relevant standards. The platforms are more complex, requiring more time onboarding staff and learners.

PowerSchool includes groups that build professional learning communities and other features that encourage social learning and connection among learners. Organizations can create an unlimited number of groups, and group privacy and membership settings can be customized. In groups, users can share updates, start discussions, and share resources with other group members. Resources are stored in the searchable resource library, and items can be saved to a user’s personal resource library. Users can customize their profile and connect with other users to build their network. There is a messaging feature that allows users to communicate with other users

PART III: SUPPLEMENTAL INFORMATION

within the platform. Anthology groups are for reporting and analytics only, and Brightspace groups are connected to courses.

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

PowerSchool’s Schoology Learning pricing structure is based on user licenses which is similar to the pricing for the Professional Learning system. The licenses are transferable which means that license is “used” when the account is active, but when a user is inactive, their seat becomes free to be used again. This makes the pricing structure more cost effective and is less than other learning management systems.

Anthology’s Blackboard program was quoted to the Department at \$120,000.00 for 1,000 users for an initial year that includes costs for implementation with an annual charge of \$60,000.00 for 1,000 users. Research by the Department found that Brightspace core from D2L is estimated at \$30,000.00 for 500 users for licenses that are non-transferable. There are courses that can be purchased in addition to be used with the program, ultimately costing the Department more overtime. PowerSchool quoted the Department at \$5,903.06 for 1,016 transferrable licenses for the Professional Learning program and \$7,292.66 for the Schoology integration for a total of \$13,195.72.

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

The Department will continue to evaluate the current product and how it meets the needs of the Department and field. It will also monitor the industry for products that will meet those needs 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, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.


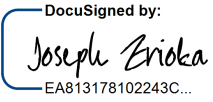
No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Daniel A. Chuhta, Deputy Commissioner	Date:	6/10/2025
Signature of DAFS Procurement Official:			
Typed Name:	Joseph Zrioka, Director of IT Procurement	Date:	6/16/2025

Certificate Of Completion

Envelope Id: D5630612-1AFD-4D90-B412-3F65786EB469
 Subject: Please Docusign This Document
 Source Envelope:
 Document Pages: 8
 Certificate Pages: 1
 AutoNav: Enabled
 Envelopeld Stamping: Disabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed
 Envelope Originator:
 Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 IP Address: 64.207.219.73

Record Tracking

Status: Original
 6/10/2025 2:50:37 PM
 Security Appliance Status: Connected
 Storage Appliance Status: Connected

Holder: Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 Pool: StateLocal
 Pool: Maine Department of Education

Location: DocuSign
 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: 198.182.163.121

Timestamp

Sent: 6/10/2025 2:50:38 PM
 Viewed: 6/10/2025 2:50:58 PM
 Signed: 6/10/2025 2:51:51 PM
 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	6/10/2025 2:50:38 PM
Certified Delivered	Security Checked	6/10/2025 2:50:58 PM
Signing Complete	Security Checked	6/10/2025 2:51:51 PM
Completed	Security Checked	6/10/2025 2:51:51 PM
Payment Events	Status	Timestamps

Certificate Of Completion

Envelope Id: 9EF98326-7D51-40DA-8E24-EF4690C00F6D Status: Completed
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 Source Envelope:
 Document Pages: 5 Signatures: 1 Envelope Originator:
 Certificate Pages: 5 Initials: 0 Joseph Zrioka
 AutoNav: Enabled joseph.a.zrioka@maine.gov
 Envelopeld Stamping: Enabled IP Address: 64.135.139.171
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Record Tracking

Status: Original Holder: Joseph Zrioka Location: DocuSign
 6/16/2025 3:13:09 PM joseph.a.zrioka@maine.gov
 Security Appliance Status: Connected Pool: StateLocal
 Storage Appliance Status: Connected Pool: State of Maine - Office of Information Technology Location: Docusign

Signer Events

Joseph Zrioka
 joseph.a.zrioka@maine.gov
 Director of IT Procurement
 State of Maine - Office of Information Technology
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 EA813178102243C...
 Signature Adoption: Pre-selected Style
 Using IP Address: 64.135.139.171

Timestamp

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 Viewed: 6/16/2025 3:16:56 PM
 Signed: 6/16/2025 3:17:04 PM

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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

Nancy Tan
 nancy.tan@maine.gov
 Deputy Director of IT Procurement
 DAFS Procurement Services
 Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
 Accepted: 12/17/2020 2:42:29 PM
 ID: d76e019d-41f6-4433-a7cc-f299bfc60565

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marcello genovese
 marcello.genovese@maine.gov
 Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:
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Carbon Copy Events	Status	Timestamp
<p>Olivia Schafer Olivia.Schafer@maine.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	COPIED	<p>Sent: 6/16/2025 3:17:05 PM Viewed: 6/16/2025 3:25:16 PM</p>
<p>IT Procurement Team email ITProcurement@maine.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	COPIED	<p>Sent: 6/16/2025 3:17:06 PM</p>
<p>Jennifer Tarr Jennifer.L.Tarr@maine.gov DOE Procurement Director Carahsoft OBO Maine Department of Education Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 5/20/2021 2:29:25 PM ID: 71ebd786-a01b-4229-bdd0-877f12eec3e3</p>	COPIED	<p>Sent: 6/16/2025 3:17:06 PM</p>
<p>Katherine Warren Katherine.Warren@maine.gov Education Data Manager- MDOE Maine Department of Education Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 12/9/2022 3:33:50 PM ID: 775ae2e1-0e6f-45c8-9a71-80af987f1644</p>	COPIED	<p>Sent: 6/16/2025 3:17:07 PM</p>
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/16/2025 3:16:48 PM
Certified Delivered	Security Checked	6/16/2025 3:16:56 PM
Signing Complete	Security Checked	6/16/2025 3:17:04 PM
Completed	Security Checked	6/16/2025 3:17:07 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Maine Office of Information Technology:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: kendra.l.coates@maine.gov

To advise Carahsoft OBO Maine Office of Information Technology of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at kendra.l.coates@maine.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO Maine Office of Information Technology

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to kendra.l.coates@maine.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO Maine Office of Information Technology

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to kendra.l.coates@maine.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carahsoft OBO Maine Office of Information Technology as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO Maine Office of Information Technology during the course of your relationship with Carahsoft OBO Maine Office of Information Technology.