



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 \$10,000 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:		Maine Department of Education/Office of Teaching & Learning/Early Learning Team		
Department Contract Administrator or Grant Coordinator:		Renee Reilly, Preschool Development Grant Manager		
(If applicable) Department Reference #:		N/A		
Agency Department Code:		05A	Advantage CT / RQS #:	2026052000000002666
Amount: (Contract/Amendment/Grant)		\$124,000.00		
CONTRACT	Proposed/Original Start Date:	8/3/2026	Proposed/Most Recent End Date:	8/21/2026
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		HERE this NOW, LLC / VS0000027208 70 Main Street, Suite 105 Peterborough, NH 03458		
Brief Description of Goods/Services/Grant:		Contract to secure professional learning for educators to become Regulated Classroom trainers. Educators gain knowledge and develop capacities to teach fellow colleagues about seamlessly integrating the practices and tools of The Regulated Classroom in order to repair educator burnout and inspire joyful student learning.		

PART II: JUSTIFICATION FOR VENDOR SELECTION

Check the box below for the justification(s) that applies to this request. (Check all that apply.)

☐	A. Competitive Process	☒	G. Grant
☐	B. Amendment	☐	H. State Statute/Agency Directed
☒	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☐	D. Proprietary/Copyright/Patents	☐	J. Willing and Qualified
☐	E. Emergency	☐	K. Client Choice
☐	F. Higher Education Cooperative Project	☐	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 practices and tools of The Regulated Classroom professional learning give educators the tools to repair educator burnout, inspire a joyful student learning environment, and provide immediate responses to the significant demand from educators working with students to address challenging behaviors that affect student learning and contribute to teacher burnout. The train-the-trainer approach not only allows educators to be trained immediately, but these educators are provided with resources to bring back to their schools to ensure sustainability and scalability of the program.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

In 2025, the Maine Department of Education (DOE) received a federally awarded the PDG Birth-5 System Building Grant. In the DOE's approved grant application, Here This Now, LLC was named as a vendor to provide professional learning to support the early child care and education workforce related to the trauma, stress, and anxiety.

This evidence-based framework is grounded in a neuroscientific approach and has been adopted in a number of SAUs in the state and found to be effective. The strategies taught through the Regulated Classroom (TRC) model have demonstrated measurable positive outcomes for both students and staff.

Survey data from previous training participants showed that:

- 94% of respondents reported positive changes in student behavior after implementing the strategies.
- 77% reported using TRC strategies regularly, while the remaining participants indicated they use the strategies at least occasionally.
- Nearly all respondents reported informally sharing the techniques with colleagues, extending the impact of the training beyond individual participants.

Participation in this training will support the development of consistent, research-based classroom practices that improve student regulation, behavior, and engagement, while also strengthening staff capacity across the school/community.

PART III: SUPPLEMENTAL INFORMATION

HERE this NOW, LLC is uniquely qualified for this work as they are the author of the program and the only Provider able to deliver the program, which is a combination of trauma-informed, neuroscientific information, to educators. Educators have sought this training, and districts have hired the author to provide either 1-hour, 2-hour, or single day professional development events. Being able to provide Maine educators with intensive 2-day training is impactful and very-much needed. Adding trainings to the existing list of offerings will allow for more educators to learn the skills, which will ensure a more robust implementation of the framework in schools throughout the State. In addition, HERE this NOW, LLC has an established network of facilitators and colleagues who can deliver the additional in-person trainings this amendment supports. Given the significant and immediate demand from the field, it is crucial that this service and product be scaled throughout the state of Maine. HERE this NOW, LLC has existing relationships throughout the state and familiarity with the Maine education environment, making them uniquely situated to bring these services to Maine schools.

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

The per participant cost of this contract, \$1,550, includes 12 hours of intensive training that qualify participants to return to their respective schools/districts to lead training in the framework. Every participant is provided a toolkit that includes the highest quality sensory tools and resources that support implementation. They also receive 15 guidebooks to be distributed back to their respective schools/classrooms and access to in-person regional Communities of Practice to be able to receive additional support, consultation, and instruction for addressing concerns, enhancing rollout and real-time implementation needs. This cost takes into account the logistics to host a two-day event as well as the expertise of the presenter/author/facilitator. Should an individual educator want to attend a national conference of this caliber, they would pay for airfare, lodging, registration fees beyond the per-participant cost and have no access to follow-up support from the presenter nor materials to support the implementation. Based on this, the Department determined the costs of this 2-day professional training is fair and reasonable.

This budget for this contract was built into and was approved as part of the PDG application.

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

This is one-time funding. Future competition for these services and resources is not expected.

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) or (026) – 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's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

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



Typed Name:

Daniel A. Chuhta

Date:

6/10/2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

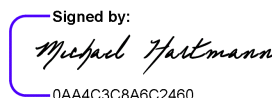
Signature of requesting
Department's Commissioner
(or designee):

Typed Name:

Date:

OSPS Section Only

Signature of DAFS Procurement
Official:

Signed by:

0AA4C3C8A6C2460...

Typed Name:

Michael Hartmann

Date:

6/12/2026

Certificate Of Completion

Envelope Id: 1129D761-AC23-8796-8308-16D4FEBAA971

Status: Completed

Subject: Complete with Docusign: Regulated Classroom Procurement Justification Form (PJF) Cohort 3 (2).docx

Source Envelope:

Document Pages: 4

Signatures: 1

Envelope Originator:

Certificate Pages: 1

Initials: 0

Daniel A. Chuhta

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Daniel.Chuhta@maine.gov

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6/10/2026 9:53:13 AM

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Daniel A. Chuhta

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Deputy Commissioner

Maine Department of Education

Security Level: Email, Account Authentication (Optional)

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Viewed: 6/10/2026 9:53:19 AM

Signed: 6/10/2026 9:54:46 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

6/10/2026 9:53:14 AM

Certified Delivered

Security Checked

6/10/2026 9:53:19 AM

Signing Complete

Security Checked

6/10/2026 9:54:46 AM

Completed

Security Checked

6/10/2026 9:54:46 AM

Payment Events

Status

Timestamps