



### 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			
Department Office/Division/Program:		Department of Economic & Community Development	
Department Contract Administrator or Grant Coordinator:		Phoenix McLaughlin	
(If applicable) Department Reference #:		O.46.1	
Amount: (Contract/Amendment/Grant)	\$ 52,425	Advantage CT / RQS #:	CT19A20240715000000000088
CONTRACT	Proposed Start Date:	7/15/2024	Proposed End Date: 1/31/2025
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:		World Education Services New York, NY	
Brief Description of Goods/Services/Grant:		Report on barriers to licensed occupations for internationally trained professionals	

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.

As described in the O.46.1 business case, licensing and educational equivalency services are one of the key barriers to Maine’s immigrant population being able to practice the profession they trained for in their country of origin. The report generated through this project will detail opportunities to ease pathways into seven in-demand occupations (to be identified by the Department prior to the start of the contract) for internationally trained immigrants and refugees who are residents of Maine.

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

World Education Services (WES) is uniquely qualified to provide the report and recommendations for immigrant economic integration. They are a non-profit that specializes in the economic inclusion of immigrants, refugees, and international students. WES is the leading organization in international academic credential evaluation. Additionally, WES’s Social Impact/Global Talent Bridge (GTB) team works with government actors and others to improve policies to help immigrants and refugees apply their skills. GTB focuses on streamlining occupational licensure for internationally trained individuals, including in sectors such as healthcare and education. They also champion policy reforms and the development and dissemination of tools, programs, and resources.

WES currently partners with the Governor’s Office of Policy Innovation and the Future to ensure the newly-enacted Office of New Americans (ONA) fulfills its potential. WES has worked to support key leadership in Maine to identify opportunities to ease licensing restrictions for ITPs in previous administrations. Over the past few years, the WES team has developed familiarity with the state’s unique education and workforce policies and landscapes. This landscape includes the current scopes and authorities granted to the Department of Financial and Professional Regulation, the Office of Professional and Occupational Regulation (OPOR), Maine’s licensing Boards, and available tools and resources such as the New Mainer Resource Center. WES has partnered with other states, such as California, to help support and facilitate reviews of opportunities of occupational licensure structures and processes, and their proposed team includes several experts at the intersection of occupational licensure and immigration integration and inclusion. In addition, WES has a substantial library of tools, reports, and resources utilized by mainstream partners and policymakers. These tools aim to enhance the inclusion of internationally trained immigrants and help newcomers understand how to access careers in the U.S. related to their education and experience.

The project team at DECD and GOPIF conducted market research and interviewed teams at UMaine and USM and neither demonstrated internal expertise on the highly complex and technical subject matter. WES’s breadth of experience and expertise on the subject matter, including having provided technical assistance to other states working on the same set of policy issues, make them the clear preferred vendor for the project.

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

**PART III: SUPPLEMENTAL INFORMATION**

WES provided a proposed budget of \$52,425 based on the anticipated available funding from the Department of Economic and Community Development. The costs are in line with similar reports DECD and GOPIF have sourced through local and national providers.

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

This is a one-time project and we do not anticipate future 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:	Denise Garland, Commissioner	Date:	6.18.24
Signature of DAFS Procurement Official:	 <small>DocuSigned by: Martha Verhille 891CE7A1493D45B...</small>		
Typed Name:	Martha Verhille	Date:	7/25/2024