

## 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

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)	\$6,000.00	Advantage CT / RQS #:	20210713*0074	
CONTRACT	Proposed Start Date:	08/01/2021	Proposed End Date:	06/30/2022
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:		Five Town CSD, Treas of 7 Lions Lane Camden, Maine 04843		
Brief Description of Goods/Services/Grant:		2 teachers and 4 Ed techs will participate in the "Math4ME" program project.		

### PART II: JUSTIFICATION FOR VENDOR SELECTION

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

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
<b>X</b>	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.

## State of Maine Procurement Justification Form

### PART III: SUPPLEMENTAL INFORMATION

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.

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

Local school districts employ teachers and Ed Techs who provide educational services to children with disabilities. The Five Town CSD, Treas of School Department is one of many School Administrative Units (SAUs) that agreed to participate in the DOE's Math4ME project to improve students' proficiencies in math.



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

\$1,000.00 per teachers and Ed Techs end of year stipend. Five Town CSD, Treas of has 2 Teachers and 4 Ed Techs participating for a total of \$6,000.00.

#### 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.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Daniel A. Chuhta	<b>Date:</b>	7/21/2021
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> 		
<b>Printed Name:</b>	Michelle Fournier	<b>Date:</b>	8/5/2021


**Certificate Of Completion**

Envelope Id: 81E46228F68F4B6A83765C3AAB30DD5F	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator: Daniel A. Chuhta Daniel.Chuhta@maine.gov
Envelope Stamping: Disabled	IP Address: 64.207.219.73
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

**Record Tracking**

Status: Original 7/21/2021 1:32:12 PM	Holder: Daniel A. Chuhta Daniel.Chuhta@maine.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Maine Department of Education	Location: DocuSign

**Signer Events**

Signature	Timestamp
Daniel A. Chuhta Daniel.Chuhta@maine.gov Deputy Commissioner Maine Department of Education Security Level: Email, Account Authentication (None)	Sent: 7/21/2021 1:32:13 PM Viewed: 7/21/2021 1:32:23 PM Signed: 7/21/2021 1:32:42 PM Freeform Signing
	
Signature Adoption: Uploaded Signature Image Using IP Address: 69.169.178.43	

**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	7/21/2021 1:32:13 PM
Certified Delivered	Security Checked	7/21/2021 1:32:23 PM
Signing Complete	Security Checked	7/21/2021 1:32:42 PM
Completed	Security Checked	7/21/2021 1:32:42 PM

**Payment Events****Status****Timestamps**