



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF 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 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:		Education/Office of Federal Programs/Assessment		
Department Contract Administrator or Grant Coordinator:		Jodi Bossio-Smith		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$5,400.00	Advantage CT / RQS #:	CT05A20230808*0285
CONTRACT	Proposed Start Date:	7/1/2023	Proposed End Date:	6/30/2025
AMENDMENT	Original Start Date:	Click or tap to enter a date.	Effective Date:	Click or tap to enter a date.
	Previous End Date:			
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		National Center for Improvement of Educational Assessment 31 Mount Vernon Street, Dover, NH 03820		
Brief Description of Goods/Services/Grant:		Consultation and psychometric services related to Maine's math and reading general assessment.		

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.

Maine is amid an assessment transition with the first implementation of the Maine Through-year Assessment (MTYA) during the spring of 2023. As Maine has transitioned from using an off the shelf assessment to a customized through-year assessment, federal requirements related to peer review of the assessment product and meeting the necessary assessment requirements as outlined in ESSA are imperative. As such, it is best practice to have a technical advisory committee (TAC) established to consult and provide support related to psychometric decision making, in addition to the structure and form of the assessment and subsequent assessment items. These national subject matter experts meet with the Maine assessment team and vendor semi-annually to provide feedback on proposed plans, assessment programs, data validation and challenges experienced by special populations.

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

Nathan Dadey specializes in the design, scaling, and use of educational assessments, particularly assessments used for accountability purposes. He aims to produce methodological and applied work that contributes to improved understanding and use of assessment results in policy contexts.

Dadey focuses on tackling issues in which typical educational measurement approaches fall short. An example is understanding and providing support with the numerous challenges inherent in designing and implementing comprehensive systems of assessment. While working to tackling these kinds of challenges, Nathan has explored ways in which a set of "mini-interim" assessments can be scaled, written a policy brief addressing ESSA's interim assessment provision and explored ways in which Bayesian networks can be used to summarize interim and summative assessment results.

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

The costs negotiated are the fair market value of the services being provided and the caliber of the consultant from which the services are rendered.

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

Maine is consistently exploring opportunities to engage with high quality knowledgeable individuals who are able to support the development and implementation of assessment programming. As

PART III: SUPPLEMENTAL INFORMATION

such, when opportunities arise, the assessment team will ensure there is a process by which the most qualified candidates are identified.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)



Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Daniel Chuhta, Deputy Commissioner	Date:	8/15/2023
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	<small>41C2BA36FAF44CD</small> kathy Paquette	Date:	8/17/2023


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Daniel A. Chuhta Daniel.Chuhta@maine.gov Deputy Commissioner Maine Department of Education Security Level: Email, Account Authentication (None)	Sent: 8/15/2023 4:21:15 PM Viewed: 8/15/2023 4:21:42 PM Signed: 8/15/2023 4:22:03 PM Freeform Signing
	
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Envelope Sent	Hashed/Encrypted	8/15/2023 4:21:15 PM
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