



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.

Department Office/Division/Program:		PERMANENT COMMISSION ON THE STATUS OF RACIAL, INDIGENOUS AND TRIBAL POPULATIONS		
Department Contract Administrator:		AARON J. HOOKS WAYMAN		
(If applicable) Department Reference #:		N/A		
Agency Department Code:	90R	Advantage CT	20260902000000000544	
Amount: (Contract/Amendment/Grant)		\$13,500.00		
CONTRACT	Proposed/Original Start Date:	09/15/2026	Proposed/Most Recent End Date:	07/31/2027
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:		MAINE-WABANAKI REACH OLD TOWN ME		
Brief Description of Goods/Services/Grant:		Partner with Maine-Wabanaki REACH to deliver Phase III of an educational training series for Maine State Government staff, policy makers, and community leaders regarding Wabanaki-Maine history, decolonization, and allyship.		

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

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

☐	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.

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
Phase III is a continuation of a state training series fulfilling Recommendation 11 of the Maine Wabanaki-State Child Welfare Truth and Reconciliation Commission. Maine-Wabanaki REACH will deliver 12 total training events for state officials, policy makers, and community leaders, including 8 "Interacting with Wabanaki-Maine History" sessions, 1 "Decolonizing Non-Native Communities" workshop, and 3 Dawnland film screenings and panel discussions.
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.
Maine-Wabanaki REACH is the sole entity in Maine with the specialized curriculum, cultural authority, and Wabanaki facilitators required to deliver this community-informed, trauma-responsive educational series. Having successfully executed earlier phases (CT 2024*2666), they offer critical continuity and unique expertise unavailable through other vendors.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.
Negotiated costs are at market rate for the training and education services offered by Wabanaki REACH.
4. Describe the plan for future competition for the goods or services.
While Maine-Wabanaki REACH remains uniquely qualified for this curriculum, the agency will re-evaluate market capacity in future procurement cycles to determine if a competitive RFP becomes viable.

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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.

X No – If No, proceed to Part V.

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](#).

X 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.

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:

**Aaron J. Hooks Wayman
Operations Director, PCRITP**

Date:

9/2/2026

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:

DocuSigned by:
Thomas Paquette
249502C7B71A49A...

Typed Name:

Thomas Paquette

Date:

9/10/2026