



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 Education: Workforce Development and Innovative Pathways		
Department Contract Administrator or Grant Coordinator:	Rick Wilson		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 136,080	Advantage CT / RQS #:	20220909*0758
CONTRACT	Proposed Start Date:	09/12/2022	Proposed End Date: 7/31/2024
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:	Korah Soll – Rural Aspirations, Swanville, ME		
Brief Description of Goods/Services/Grant:	Professional training services at all grade level.		

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

Procurement Justification Form (PJF)

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.

Contracting with Rural Aspirations provides the DOE with an opportunity to investigate an array of regionally responsive strategies for supporting whole-school improvement initiatives in rural schools. The schools we have selected are located in some of the most economically disadvantaged counties/regions in the state and are integrally tied to Maine's legacy industries (fishing, farming and forestry). Rural Aspirations has extensive experience providing overarching, responsive support to rural districts as they align school initiatives with a shared community vision (Portrait of a Graduate, accreditation, curriculum development, social/emotional advisory programming, and now ELOs). What we learn from this contract will help us understand how to best organize support structures within other rural schools, to examine and identify what they might need in order to connect to and sustain a broad array of school-wide initiatives centered around a shared community and school vision.

Rural Aspirations will provide three-tiered support for selected rural schools that are building ELO programming in order to build capacity between new programming and the multiple school reform initiatives each school is designing.

Tier 1 - Provide direct support to newly hired ELO Coordinators. Rural Aspirations will offer professional one-to-one consultation helping the new hires navigate community partnerships, develop skills in supporting students through ELO's, and develop systems and structures that support a diversity of types of extended learning opportunities (internships, job shadows, mentorships, independently designed courses, etc.).

Tier 2 - Support administrators in developing and refining policies and procedures to support ELO's, and work together to create a comprehensive professional development strategy that links various school initiatives with the ELO initiative (i.e. accreditation, curriculum development, after-school programming, thematic pathways development, etc.).

Tier 3 - Provide responsive whole-faculty support as determined by administrative professional development strategies. Develop materials and facilitate workshops to engage teachers across content areas in integrating best practices into their classrooms (i.e., develop whole-school curricular sequences/advisory structures that support career and life readiness learning, design interdisciplinary units/lessons, mentor students through individualized interest-based learning, etc.).

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

Rural Aspirations is uniquely qualified in this niche market and there are no other providers qualified to do the level of work required by this initiative. Rural Aspirations has extensive experience bridging rural community and economic development initiatives with school improvement initiatives. The Rural Aspirations staff have established, trusting relationships with school staff, administration and community leaders in the selected schools/regions and have been actively engaging regional stakeholders in ongoing and productive dialogues defining the skills and knowledge students need to be successful as stewards and citizens of a particular region for many years. Contracting with Rural Aspirations builds integral capacity within these rural districts to lift and align place-based and interdisciplinary curricular opportunities that these schools have

Procurement Justification Form (PJF)

PART III: SUPPLEMENTAL INFORMATION

been working toward for close to a decade, ensuring that the new ELO initiative is not seen as separate from, but a component of a larger, shared regional vision.

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

The costs related for these services are in line with the industry standards that organizations and schools pay for professional support.

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

This contract is only planned as a single procurement. If it is determined that the services are needed beyond this timeline we will follow all Procurement competitive processes.

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 A. Chuhta	Date:	9/15/2022
Signature of DAFS Procurement Official:	 <small>DocuSigned by: 066BBD06EE6347F...</small>		
Typed Name:	Michelle Fournier	Date:	10/3/2022

Certificate Of Completion

Envelope Id: 9ECA83A21EB045299B74FC6652519ABF	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 17	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator: Daniel A. Chuhta Daniel.Chuhta@maine.gov
Envelopeld Stamping: Disabled	IP Address: 64.207.219.71
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 9/15/2022 11:55:36 AM	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: 9/15/2022 11:55:37 AM Viewed: 9/15/2022 11:55:46 AM Signed: 9/15/2022 11:57:48 AM Freeform Signing
Signature Adoption: Uploaded Signature Image Using IP Address: 72.231.250.95	

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	9/15/2022 11:55:37 AM
Certified Delivered	Security Checked	9/15/2022 11:55:46 AM
Signing Complete	Security Checked	9/15/2022 11:57:48 AM
Completed	Security Checked	9/15/2022 11:57:48 AM

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