



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:	Innovation		
Department Contract Administrator or Grant Coordinator:	Beth Lambert		
(If applicable) Department Reference #:	N/A		
Amount: (Contract/Amendment/Grant)	\$ 25,000	Advantage CT / RQS #:	20220922*0890
CONTRACT	Proposed Start Date:	10/1/2022	Proposed End Date: 6/30/2023
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:	Maine Curriculum Leaders Association PO Box 804 Damariscotta, ME 04543		
Brief Description of Goods/Services/Grant:	To make a set of k-12 Wabanaki Studies curriculum materials available to all SAUs in Maine at no cost and to launch a professional learning and curriculum implementation cohort.		

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.

The Wabanaki Studies Curriculum Scaling Project is a two-year project directly in support of LD 291 An Act To Require *Teaching of Maine Native American History and Culture in Maine's Schools* and the Maine Native Studies component included in Maine's *Learning Results: Parameters for Essential Instruction*. LD 291, passed in 2001, establishes the requirement that Wabanaki Studies is included throughout the k-12 curriculum. The most recent revisions of the Social Studies MLRs, adopted in 2019, articulates Wabanaki studies standards and performance indicators for each grade level.

To date, very few curriculum materials and resources have been made available to the Maine education community and, according to MCLA member feedback, Wabanaki Studies is one of the most commonly requested topics for professional learning.

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

The Maine Curriculum Leaders Association is the only organization in the state with the capacity, both in expertise and access, to support the much-needed material development and professional learning for the entire Maine education community.

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

Contracting with MCLA for \$25,000 a year saves the State from having to hire a new position who's cost would far exceed the \$25,000 in salary and benefits.

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

When possible, the DOE will use the competitive process to hire contractors for curriculum services.

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:

10/3/2022

Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Michelle Fournier</i> <small>066BBD96EE5347E...</small>		
Typed Name:	Michelle Fournier	Date:	10/13/2022


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