



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/MLTI		
Department Contract Administrator or Grant Coordinator:		Emma-Marie Banks		
(If applicable) Department Reference #:		N/A		
Amount: (Contract/Amendment/Grant)		\$54,862.50	Advantage CT / RQS #:	20230817*0449
CONTRACT	Proposed Start Date:	9/15/2023	Proposed End Date:	4/1/2024
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:		Treasurer of Westbrook (Westbrook School Department) Westbrook, ME		
Brief Description of Goods/Services/Grant:		Infrastructure Technology for MLTI Schools		

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 checked="" type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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 Learning Through Technology team is providing technology infrastructure grant opportunities as part of the MLTI initiative. This grant will support schools in technology infrastructure, services, and or learning that improves local cybersecurity posture. Projects funded through this grant will align with CISA's K12 priorities and recommendations per the, "Protecting our Future" report and CISA's Cyber Performance Goals (CPG).

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

All MLTI school administrative units are eligible for this grant program. This is a non-competitive grant.

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

This grant is being offered to all MLTI school administrative units and awards are based on a formula that is centered around district impact and alignment to the Cybersecurity Infrastructure Security Agency (CISA).

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

If this grant program were to continue beyond this initial pilot, we would continue with the same approach to ensure equitable access to this grant opportunity for all MLTI school administrative units.

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):



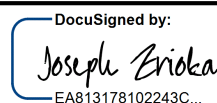
Typed Name:

Daniel A. Chuhta

Date:

9/8/2023

Signature of DAFS
Procurement Official:

DocuSigned by:

EA813178102243C...

Typed Name:

Joseph Zrioka Director of IT Procurement

Date:

9/16/2023

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