



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:		Data/Communications/Commissioners Office		
Department Contract Administrator or Grant Coordinator:		Katherine Warren		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$1,787,110	Advantage CT / RQS #:	20240521000000003342
The CONTRACT	Proposed Start Date:	9/1/2024	Proposed End Date:	12/31/2027
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
GRANT	Project Start Date:	9/1/2024	Grant Start Date:	9/25/2023
	Project End Date:		Grant End Date:	9/24/2027
Vendor/Provider/Grantee Name, City, State:		Cedar Labs 3552 45 th Ave S Minneapolis, MN 55406		
Brief Description of Goods/Services/Grant:		Licensing of additional modules of Cedar Labs CONNECT 1) Integration module 2) Validation & Certification module and expansion of our licensing of Cedar Labs State Data Hub to enable population of additional data endpoints.		

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 State of Maine Department of Education has received a SLDS grant under Infrastructure and Interoperability funding priority from the Institute of Education Sciences (IES). The grant will be used to fund our SLDS Data Collection Modernization and Data Literacy Curriculum Design and Implementation Project.

As stated in our successful grant award, Maine DOE's 2023 SLDS Grant application is focused on modernizing its data collection and operational data validation infrastructure, specifically our student and staff data collections. Maine's current data collection infrastructure is ineffectively decentralized, siloed, and in some cases technically archaic, creating burdensome data entry and validation requirements for our LEAs. We seek to move to collecting near real time operational data via the SIF data transport standard and creating domain neutral capacity for data collection, validation & certification expansion. This phase of our infrastructure modernization is coordinated to modernize data acquisition technology and transition the SLDS data source from our legacy operational data system to the district Student Information systems supporting more efficient interoperability with Maine LEA's and external partners. This will expand our existing efforts to increase the efficiency of our data architecture across data domains, program areas and data system exchanges. This initiative complements our 2019 SLDS grant, which began building accurate, complete, and timely data sets and coherent data architecture for Maines systems.

Centralizing our operational business rules and data validation infrastructure into a single solution will reduce data handling resulting in more reliable data quality. By reducing the amount of time it takes to move data from the field into SLDS, we will enable more timely return of value-added data, visualizations, and contextualization's to our LEAs and partners to support student learning & growth, data informed decisions and public policy development. These new mechanisms for validating data will build critically on our Data Quality Framework by ensuring that we have a system in place that will support, via a validation interface for the districts, the source system correction of data errors.

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

Extending our current licensing of our Cedar Labs Data Hub (Data Visualization RFP 202010154 –) will give us the ability to configure and enable the secure, accurate, complete and timely transfer of data to additional data consumers via a compliant, secure, accessible interface and system architecture advancing Maine DOE's ultimate goal of a fully integrated and interoperable operational and longitudinal P20W+ data infrastructure. The Data Hub licensing was acquired from Cedar Labs, a subcontractor to EScholar/Harris in the awarded contract for this RFP.

Cedar Labs ability to provide a solution for uploading, managing, and validating domain neutral data collections, and coordinating file transfers from and to external applications completing Maine's modernized SLDS data pipeline is unique in this technology space. Their ability to expand

PART III: SUPPLEMENTAL INFORMATION

our current architecture, in alignment with the values of the Community of Innovation Reference Architecture, which they helped create as a public resource, is not available from other vendors and is central to our Data Quality Framework. After extensive exposure to this market during our current FY19 SLDS grant we are aware that Cedar Labs ability to cover the spectrum of the enterprise reference architecture needed by Maine is unique in the industry (COI reference architecture diagrams are available if more specifics are necessary)

Cedar Labs has led in cloud native technology, that will be compatible with the existing cloud native infrastructure of our FY19 SLDS as we seek to reduce the burden of modernization on the districts and their data systems, saving time, cost, and coordination. Centralized data collection will save substantial time for the field by connecting directly to the existing suite of district SIS and HR/PR/Accounting systems using established data and transport standards including CEDS, SIF, and REST. We will shorten submission timelines and improve data quality with the implementation and use of curated, focused and coordinated business rules and real time feedback reporting on data quality at the point of entry.

Cedar Labs is unique in its approach, in that it creates a validation environment where data issues are resolved at the source (and almost exclusively at the source, except for some very rare exceptions), allowing Maine to work with districts to ensure a single source of truth for any given data object. For example, for student-related data the SIS becomes an accurate source of truth that can be leveraged for multiple data needs. This is in contrast to approaches where data issues are resolved at the point of transfer, rather than at the source, which means those data will only be accurate at that point in time and for that single purpose.

Cedar Labs creates an ecosystem of data exchange, that will allow Maine to leverage a data connection that has traditionally been used only for state reporting, and extend it to a variety of other data consumers' needs - even when those needs are dependent on real time data (e.g., populating single-sign on portals, triggering communications when events occur, real-time warning systems, etc. This meets some immediate needs of Maine's and also sets Maine up to be able to move to from near real time data to actual real time data if needed to meet future challenges.

Cedar Labs bridges Maine's interest in data collection via Schools Interoperability Framework and its need to continue to develop a strong SLDS based on Common Education Data Standards (CEDS). Cedar Labs is unique in its ability to handle data providers across multiple versions of SIF (SIF 2 and SIF Unity), as well as flat file imports, and transform those data into CEDS all in real time. This gives Maine the ability to modernize, without placing undue burden on its districts and those districts' vendors. It also reduces risk in the project, because those vendors can continue to provide data using established, successful mechanisms, without Maine having to be limited by the older technologies those mechanisms rely on.

Cedar Labs is unique in its ability to create customized outbound recipes, using a no-code user interface, that will allow Maine to send data to each of its data consumers in ways that meet that consumer's unique needs. Those data can be provided to the consumer in real time, with automated data transformations, via an API.

PART III: SUPPLEMENTAL INFORMATION

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

We are currently paying 750K per year licensing, maintenance & support for a statewide student information system that we use primarily as a business rules and validation engine for our student data collection. This acquisition of these Connect modules and additional Data Hub functionality will allow us to provide a domain neutral data collection interface, per our grant. This functionality will allow us to use one point of contact with our districts for student data, staff data and any other data we are required to collect in the future.

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

We will go out to bid at the conclusion of the current FY23 SLDS Grant estimated to be December 2027. We currently have a federal SLDS grant to complete the modernization of our data collections within our SLDS and wish to complete that construction so that when we go to competitive bid again we can adequately represent a complete and holistic system plan for bidders to provide. Our FY23 grant implementation represents a continuation of our FY 19 SLDS Grant for the implementation of our CEDS aligned state longitudinal data system and data visualization solution.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Does the requesting Department signatory understand and acknowledge Maine’s COI Statute?

Yes, the requesting Department understands and acknowledges [MRS Title 5, §18-A, 2.](#)

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):

Procurement Justification Form (PJF)

Typed Name:	Daniel A. Chuhta	Date:	9/25/2024
Signature of DAFS Procurement Official:	DocuSigned by: <i>Joseph Zrioka</i> EA813178102243C...		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	9/27/2024

SPRC Approved NOI 1020241282 10/31/2021 - 11/6/2024

Certificate Of Completion

Envelope Id: 1F4ABC90404843BDB76E75A3F7C417A7	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 59	Signatures: 2
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator: Daniel A. Chuhta Daniel.Chuhta@maine.gov
Envelopeld Stamping: Disabled	IP Address: 64.207.219.136
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 9/25/2024 10:45:29 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

Daniel A. Chuhta
Daniel.Chuhta@maine.gov
Deputy Commissioner
Maine Department of Education
Security Level: Email, Account Authentication (None)

Signature

Signature Adoption: Drawn on Device
Using IP Address: 72.231.250.95

Timestamp

Sent: 9/25/2024 10:45:31 AM
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Signed: 9/25/2024 10:46:32 AM
Freeform Signing

Electronic Record and Signature Disclosure:
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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

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Agent Delivery Events

Status

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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

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Certified Delivered	Security Checked	9/25/2024 10:45:50 AM
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Completed	Security Checked	9/25/2024 10:46:32 AM

Payment Events

Status

Timestamps

Certificate Of Completion

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Subject: Complete with DocuSign: Cedar Labs PJF DOE Sig.pdf	
Source Envelope:	
Document Pages: 6	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator: Joseph Zrioka joseph.a.zrioka@maine.gov
Envelopeld Stamping: Enabled	IP Address: 64.135.140.219
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 9/27/2024 1:19:50 PM	Holder: Joseph Zrioka joseph.a.zrioka@maine.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State of Maine - Office of Information Technology	Location: DocuSign

Signer Events

Joseph Zrioka
joseph.a.zrioka@maine.gov
Director of IT Procurement
State of Maine - Office of Information Technology
Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

EA813178102243C...
Signature Adoption: Pre-selected Style
Using IP Address: 64.135.140.219

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Signed: 9/27/2024 1:25:22 PM

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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

Jennifer Tarr
Jennifer.L.Tarr@maine.gov
DOE Procurement Director
Carahsoft OBO Maine Department of Education
Security Level: Email, Account Authentication
(None)
Electronic Record and Signature Disclosure:
Accepted: 5/20/2021 2:29:25 PM
ID: 71ebd786-a01b-4229-bdd0-877f12eec3e3

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Sent: 9/27/2024 1:25:23 PM

Katherine Warren
Katherine.Warren@maine.gov
Education Data Manager- MDOE
Maine Department of Education
Security Level: Email, Account Authentication
(None)
Electronic Record and Signature Disclosure:

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Carbon Copy Events	Status	Timestamp
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Accepted: 12/9/2022 3:33:50 PM
ID: 775ae2e1-0e6f-45c8-9a71-80af987f1644

Olivia Schafer
Olivia.Schafer@maine.gov
Security Level: Email, Account Authentication (None)
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IT Procurement Team email
ITProcurement@maine.gov
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	9/27/2024 1:25:22 PM
Completed	Security Checked	9/27/2024 1:25:26 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: kendra.l.coates@maine.gov

To advise Carahsoft OBO Maine Office of Information Technology of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at kendra.l.coates@maine.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

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- ii. send us an email to kendra.l.coates@maine.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

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