

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		Education		
Department Contract Administrator or Grant Coordinator:		Page Nichols, Chief Innovation Officer		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 19,950.00	Advantage CT / RQS #:	20211027000000000473	
CONTRACT	Proposed Start Date:	8/12/2021	Proposed End Date:	8/11/2022
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:		Pantheon, San Francisco, CA Jeff Faulhaber		
Brief Description of Goods/Services/Grant:		Pantheon will provide hosting and support to the MOOSE platform.		

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

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PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The Department entered into a contract in 2020 for the development and hosting/support of the MOOSE platform. MOOSE – Maine’s Online Opportunities for Sustained Education – is an openly accessible, digital content library of asynchronous, interdisciplinary learning modules for grade PreK-12. The Department terminated this contract in the Spring, which also included a subcontract for web hosting with Pantheon. The Department still needs web hosting for the Moose platform and must finalize an agreement as soon as possible to ensure that services are maintained and not interrupted.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

Pantheon was the subcontractor of the vendor who held the 2020 contract and was responsible for the hosting and support of the platform; therefore, MOOSE currently resides within their environment. Retaining the platform within Pantheon's environment is the best option to ensure there is no disruption in services or support. Moving the platform to another environment would cost the state money for the transfer and increases the likelihood of disruption or problems.

After the original contract was cancelled, the Department worked with OIT on how to proceed and it was determined that remaining with Pantheon as the web hosting provider was the best option. As a result, OIT entered into a service agreement with Pantheon. See attached agreement.

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

After review, the cost of this contract is comparable to costs for hosting and support of other companies. Additionally, the cost to SOM is less than it was when Pantheon was a subcontractor to the vendor in the 2020 contract.

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

This contract is for one year to allow the Department time to determine the future direction of the MOOSE platform including the opportunity for an RFP.

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PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
Printed Name:	Pender Makin	Date:	10/29/2021
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;"> <small>DocuSigned by:</small> <i>Joseph Zrioka</i> </div> <small>EA8133178102243C...</small>		
Printed Name:	Joseph Zrioka	Date:	11/9/2021

Certificate Of Completion

Envelope Id: 8DBA1C14A9BE47822FCC8ACBDA0F28	Status: Completed
Subject: Please DocuSign This Document	
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Document Pages: 3	Signatures: 1
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AutoNav: Enabled	Envelope Originator:
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Time Zone: (UTC-05:00) Eastern Time (US & Canada)	Pender.Makin@maine.gov
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Signer Events

Signature	Timestamp
Pender Makin Pender.Makin@maine.gov Commissioner Carahsoft OBO Maine Department of Education Security Level: Email, Account Authentication (None)	Sent: 10/29/2021 8:33:04 AM Viewed: 10/29/2021 8:34:04 AM Signed: 10/29/2021 8:34:54 AM Freeform Signing
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Georgette Valliere
georgette.valliere@maine.gov
Carahsoft OBO Maine Department of Education
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Envelope Sent	Hashed/Encrypted	10/29/2021 8:33:04 AM
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