

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:		Secondary Education and Integrated Instruction/Visual and Performing Arts/Maine Kids Rock		
Department Contract Administrator or Grant Coordinator:		Joe Schmidt, SEII Coordinator (contract administrator); Jason Anderson, Visual and Performing Arts Specialist (program administrator/grant coordinator)		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 50,000.00	Advantage CT / RQS #:	N/A	
CONTRACT	Proposed Start Date:	01/01/2021	Proposed End Date:	12/30/2021
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:		Little Kids Rock, Verona, NJ		
Brief Description of Goods/Services/Grant:		Equipment and services (instrument grants to Maine schools, professional development for music educators, and event facilitation) related to developing and supporting the growth and expansion of the Maine Kids Rock Initiative.		

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
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

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.**

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PART III: SUPPLEMENTAL INFORMATION

The Maine Department of Education and Little Kids Rock have a unique partnership in the inception, and perpetuation, of the Maine Kids Rock Initiative. The goals of the initiative are to enhance music education opportunities to low-income and underserved populations throughout Maine through the implementation of a pedagogy that uses modern music and small-ensemble techniques. Little Kids Rock partnered with the Maine DOE to create this state-level program, and they continue to be the most capable partner in continuing to provide instrument/equipment grants to participating schools, high-quality professional learning opportunities for music educators, and expert facilitation in the realm of performance events (whether in-person or virtual.) There are no known organizations that could provide the level of service that Little Kids Rock provides to the state of Maine.

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

As stated above, due to their involvement in the initiation of the Maine Kids Rock program, Little Kids Rock can uniquely provide the goods and services that accompany the expansion and development statewide. Again, there are no other vendors with the unique combination of goods and services that could offer more at the same price.

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



Given the costs associated with outfitting a minimum of ten (10) Maine schools with full sets of classroom instruments, the costs of professional development and support for fifty (50) participating educators, and the costs of either in-person or virtual event coordination/facilitation (involving a potential five hundred (500) students), the contract amount is commensurate with the deliverables.

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

At this time there is no plan for future competition for goods and services, unless there emerges a comparable company that can offer superior goods and services to the teachers and students of Maine.

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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:	Daniel A. Chuhta	Date:	12/6/2020
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small>  <small>066BBD96FE5347E</small> </div>		
Printed Name:	Michelle Fournier	Date:	12/28/2020

Certificate Of Completion

Envelope Id: 16A4F4A113A441899157833200C69C26	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 16	Signatures: 2
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Daniel A. Chuhta
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	Daniel.Chuhta@maine.gov
	IP Address: 162.248.185.11


Record Tracking

Status: Original 12/6/2020 2:51:24 PM	Holder: Daniel A. Chuhta Daniel.Chuhta@maine.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Carahsoft OBO 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: Uploaded Signature Image
Using IP Address: 72.231.250.95

Timestamp

Sent: 12/6/2020 2:51:26 PM
Viewed: 12/6/2020 2:52:36 PM
Signed: 12/6/2020 2:53:42 PM
Freeform Signing

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	12/6/2020 2:51:26 PM
Certified Delivered	Security Checked	12/6/2020 2:52:36 PM
Signing Complete	Security Checked	12/6/2020 2:53:42 PM
Completed	Security Checked	12/6/2020 2:53:42 PM

Payment Events

Status

Timestamps