



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	
Department Contract Administrator or Grant Coordinator:		Megan Dichter	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 5,843.25	Advantage CT / RQS #:	20220919*0369
CONTRACT	Proposed Start Date:	7/1/2022	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:		Power School Group LLC, Folsom, CA	
Brief Description of Goods/Services/Grant:		Renewal of Schoology- Adult Education Learning Management System	

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 Workforce Innovation and Opportunity Act of 2014 (WIOA) requires states to operate a high-quality professional development system that supports local adult education providers with technical assistance and professional learning that improves instruction (Sec. 223a.1.B). To effectively implement the system, the state office of adult education needs a Learning Management System to create and offer professional learning opportunities to the field. The Adult Education State team has been using Schoology as their LMS since 2015.

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

The state office of adult education has been using the Schoology learning management system since 2015. This year we purchased Professional Learning a PowerSchool product which integrates seamlessly with the Schoology platform, reducing the time needed for course implementation and increasing the efficiency for the state office staff and adult education users in accessing courses and materials in Schoology. Additionally, currently Schoology is the only Learning Management System that integrates with Professional Learning.

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

PowerSchool's Schoology pricing structure is based on learner seats (500 active seats.). This price is less than other learning management systems, such as D2L.

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

Schoology costs are renewed on a yearly basis. When we first purchased Schoology, the price was under \$5000 and we used it as a standalone product. As we roll out the Schoology/Professional Learning integration we will continue to monitor the use of the platform and gather regular feedback to ensure that this platform is meeting our needs as well as research other vendors who may offer a similar integrated product to determine best competitive bid options for next year.

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:	10/24/2022
Signature of DAFS Procurement Official:	 <small>EA813178102243C...</small>		
Typed Name:	Joseph Zrioka	Date:	12/6/2022

Certificate Of Completion

Envelope Id: 1F87B748E0124EB697EA24FB53280BA1
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Envelope Originator:
 Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 IP Address: 64.207.219.7

Signatures: 1
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Status: Original
 10/24/2022 11:06:38 AM
 Security Appliance Status: Connected
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
Holder: Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 Pool: StateLocal
 Pool: Maine Department of Education

Location: DocuSign
 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: 10/24/2022 11:06:39 AM
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