



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:		Department of Education/Office of Innovation	
Department Contract Administrator or Grant Coordinator:		Beth Lambert	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 50,000.00	Advantage CT / RQS #:	20221017*1137
CONTRACT	Proposed Start Date:	12/1/2022	Proposed End Date: 7/31/2023
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:		Music Will Montclair, 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			
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 Maine Department of Education and Music Will (formerly known as 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. Music Will 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 Music Will provides to the state of Maine.

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

As stated above, due to their involvement in the initiation of the Maine Kids Rock program, Music Will 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 providing professional development and support for sixty-five (65) participating educators, the development costs for designing a teacher-leader training program, 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.

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

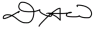

Does this request utilize ARPA/MJRP funds?

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:	11/22/2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	16 December 2022