

State of Maine
Master Score Sheet

RFP# 202408148					
Mobile Learning Lab					
Bidder Name:		Educate Maine	TechOps Specialty		
Proposed Cost:		\$400,000.00	\$233,342.43		
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass	Pass		
Section II: Organization Qualifications and Experience	10	9	3		
Section III: Proposed Services	65	58	15		
Section IV: Cost Proposal	25	14.6	25		
TOTAL	<u>100</u>	<u>81.6</u>	<u>43</u>		

Award Justification Statement
RFP# 202408148, Mobile Learning Lab

- I. Summary:** This RFP sought a vendor who would use their own mobile learning lab for science, technology, engineering, and mathematics to engage students in all areas of the State in hands-on learning. The learning needs to be delivered in all counties of Maine and for at least 26 weeks of the 2024-2025 school year. Additionally, we sought a vendor who would partner with both the schools and the Maine DOE to ensure alignment between local school curriculum and larger state education priorities.
- II. Evaluation Process:** The evaluation team was made up of content area expert and procurement expert. Each member of the team read and reviewed each proposal and took individual notes. The whole team then convened and used a consensus approach to evaluate the proposals and assign evaluation points. The cost proposals were scored based solely on the formula found in the RFP (lowest submitted cost proposal/ cost of proposal being scored) x (total cost points available) = pro-rated score.
- III. Qualifications & Experience**
- Maine, education focused entity
 - Launched a mobile biolab last year, this proposal builds on an established program
 - Vendor has experience and relationships with the education field in Maine
 - Subcontractors were qualified and have relevant work experience in the STEM areas.
- IV. Proposed Services**
- Focused on rural Maine
 - Facilitators are already hired and trained and ready to start the work
 - Proposal designed pre and post visit work with educators
 - Entire team met background check requirement
 - Built in program evaluation by a third party
- V. Cost Proposal**
- The winning proposal cost is \$400,000.00.
- VI. Conclusion**
- The winning proposal was able to design a program that met the requirements of the RFP. They had experience providing this type of programming and had a trained staff ready to provide the work. Additionally, they also have the vehicle to deliver the programming.



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

AWARD NOTIFICATION LETTER

8 October 2024

Educate Maine
482 Congress Street
Suite 303
Portland, ME 04101

SUBJECT: Notice of Conditional Contract Award under RFP # 202408148, Mobile Learning Lab

Dear Dr. Judd:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the Mobile Learning Lab. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Educate Maine

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in cursive script that reads "Beth Lambert".

Beth Lambert
Chief Teaching and Learning Officer
Maine Department of Education
Beth.lambert@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

AWARD NOTIFICATION LETTER

8 October 2024

TechOps Specialty Vehicles LLC
218A Log Canoe Circle
Stevensville, MD 21666

SUBJECT: Notice of Conditional Contract Award under RFP # 202408148, Mobile Learning Lab

Dear Mr. Brianas:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the Mobile Learning Lab. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Educate Maine

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Beth Lambert

Beth Lambert
Chief Teaching and Learning Officer
Maine Department of Education
Beth.lambert@maine.gov

STATEMENT OF APPEAL RIGHTS

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: TechOps Specialty Vehicles
DATE: 9/26/2024

SUMMARY PAGE

Department Name: Education
Name of RFP Coordinator: Beth Lambert
Names of Evaluators: Erik Wade, Beth Lambert, and Jennifer Tarr

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	P	
• Proposal Cover Letter	P	
• Debarment, Performance and Non-Collusion Certification	P	
•		
<u>Scoring Sections</u> (Edit sections below to match evaluation criteria within RFP)	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	10	3
Section III. Proposed Services	65	15
Section IV. Cost Proposal	25	25
<u>Total Points</u>	<u>100</u>	<u>43</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: TechOps Specialty Vehicles
DATE: 9/26/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Everything provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: TechOps Specialty Vehicles
DATE: 9/26/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	10	3

Evaluation Team Comments:

Organizational Chart Provided but would have appreciated more detail about the team
Most experience is in the area of building vehicles and not providing training or professional learning to teacher.
No educational programming or delivery experience at all.
Clearly have ability to build a mobile lab but the request was for educational programming using a mobile lab.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: TechOps Specialty Vehicles
DATE: 9/26/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Availabl e</u>	<u>Points Awarde d</u>
Section III. Proposed Services	65	15

Evaluation Team Comments:

PROPOSAL WOULD PROVIDE US A VAN, WHICH SEEMS SMALL, BUT DID NOT CONTAIN ANYTHING ABOUT AN EDUCATIONAL PROGRAM OR HOW THEY WOULD PROVIDE SAID PROGRAM.

GRATEFUL THAT THEY ARE WILLING TO MEET ADDITIONAL QUALIFICATION AND WILLINGNESS TO COLLABORATE, BUT THEY MISSED THE MAJOR REQUIREMENT OF PROVIDING THE EDUCATIONAL PROGRAMMING WITH THE MOBILE UNIT.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: TechOps Specialty Vehicles
DATE: 9/26/2024

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
233,342.43	,	233,342.43	x	25 points	=	25

Evaluation Team Comments:

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: Educate Maine
DATE: 9/26/2024

SUMMARY PAGE

Department Name: Education
Name of RFP Coordinator: Beth Lambert
Names of Evaluators: Erik Wade, Beth Lambert, and Jennifer Tarr

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	P	
• Proposal Cover Letter	P	
• Debarment, Performance and Non-Collusion Certification	P	
<u>Scoring Sections</u> (Edit sections below to match evaluation criteria within RFP)	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	10	9
Section III. Proposed Services	65	58
Section IV. Cost Proposal	25	14.6
<u>Total Points</u>	<u>100</u>	<u>81.6</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: Educate Maine
DATE: 9/26/2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Everything provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: Educate Maine
DATE: 9/26/2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	10	9

Evaluation Team Comments:

A Maine, education focused entity.
Launched a mobile biolab last year.
This would be supporting an established program that they have run for at least a year.
The proposal demonstrated experience in the type of services we are looking to acquire.
Have experience and relationships with the education field in Maine.
Had experience in the are we are looking for with the US Mobile Lab.
Provided a detailed organizational chart and all of their subcontractors.
Subcontractors are qualified and have relevant experience for the work.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: Educate Maine
DATE: 9/26/2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	65	58

Evaluation Team Comments:

WE LIKED THAT THE FOCUS IS ON RURAL MAINE AND THAT THEIR FACILITATORS ARE ALREADY HIRED AND TRAINED.

WE LIKED THAT THE PROPOSAL MAKES CONNECTIONS WITH EDUCATORS PRE AND POST VISIT. TEAM WANTED TO CONFIRM THAT THERE WILL BE NO CHARGE TO SCHOOLS

APPRECIATE THAT EVERYONE WILL HAVE TO MEET THE BACKGROUND CHECK REQUIREMENT. APPRECIATED THE DETAILED WORK PLAN AND RESPONDED TO ALL OF THE REQUIREMENTS FOR THE SCOPE OF WORK.

WE LIKED THAT THEY BUILT IN PROGRAM EVALUATION TO GAUGE THE EFFECTIVENESS OF THE PROGRAM.

THE TEAM WOULD LIKE TO HAVE SEEN A MORE DETAILED PROPOSAL ON COLLABORATION AND COORDINATION WITH THE MAINE DOE AND OTHER EXISTING INITIATIVES.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER: Educate Maine
DATE: 9/26/2024

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
233,342.43	,	400,000.00	x	25 points	=	14.6

Evaluation Team Comments:

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER NAME: Educate Maine
DATE: 9/26/2024
EVALUATOR NAME: Jennifer Tarr
EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- *Education focused entity – programming and partnering with stakeholders*
- *2024 launched Maine Mobile Biolab – focus on providing access to life sciences/STEM to students in rural areas – This is similar services to what the Department is looking for under RFP*
 - 1. Has visiting 12 schools in 9 counties*
- *Has network of educators and links to education in Maine*
- *Projects*
 - 1. Project 1: US DOE – mobile learning lab*
 - 2. Maine DOE – Teach Maine Center*
 - 3. Maine DOL – apprenticeship program*

2. Subcontractors

- *Bioscience Association of Maine (BioME)*
- *Maine Math and Science Alliance (MMSA)*
- *Jason Hjort*
- *Bowman Constructors*
- *Rize Coworking Space*
- *Statewide Towing, Inc*

3. Organizational Chart – provided. Included descriptions of positions

4. No litigation.

5. Provided Certificate of Insurance

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148

RFP TITLE: Mobile Learning Lab

BIDDER NAME: Educate Maine

DATE: 9/26/2024

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Education

II. Proposed Services

1. Services to be Provided

- *Will be able to build upon existing program (Maine Mobile Biolab)*
- *26 weeks hands on learning to students – includes community events*
- *Will do the design and delivery of programming*
- *All staff will meet background check requirement*
- *Describes how will focus on rural schools and how it will bring and set up lab*
- *Provides information in alignment of curriculum*
 - 1. Pre and post lab activities*
 - 2. Work with MMSA on program evaluation with third party (!)*
 - 3. Work with DOE*

2. Implementation – Work Plan

- *Provided clear work plan with timelines*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER NAME: Educate Maine
DATE: 9/20/2024
EVALUATOR NAME: Erik Wade
EVALUATOR DEPARTMENT: Education

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Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Connection to education and career readiness.
- Maine mobile BIOLAB has already worked with schools
- This RFP would be supporting an established program
- List of subcontractors and insurance included

II. Proposed Services

1. Services to be Provided

- Physical Biolab has already been designed and delivered.
- Focus is on rural Maine
- Facilitators have been hired and trained.
- Program works with teachers in the classroom to connect what they are doing in class to the BIOLAB.
- Pre and Post lab activities for educators.
- There is no mention of cost to participate but the RFP does not use the word free either. Is it free or is there a cost for the lab to visit a school?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER NAME: Educate Maine
DATE: 9/26/2024
EVALUATOR NAME: Beth Lambert
EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

- I. *Organization Qualifications and Experience*
 - 1. *Overview of Organization*
 - *Established educational organization – connected to field*
 - *Biolab shows experience in this type of work*
 - *Demonstrated multiple successful educational projects*
 - 2. *Subcontractors*
 - *Several that all seemed relevant and connected to the request*
 - 3. *Organizational Chart*
 - *Provided and included details of the relevant positions*
 - 4. *No litigation.*
 - 5. *Provided Certificate of Insurance*

- II. *Proposed Services*
 - 1. *Services to be Provided*
 - *26 weeks PBL learning to students*
 - *Will design and deliver an educational program as requested*
 - 1. *Collaborations with DOE, schools, and other relevant organizations*
 - 2. *Implementation*
 - *Detailed work plan*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER NAME: TechOps Specialty Vehicles
DATE: 9-17-2024
EVALUATOR NAME: Erik Wade
EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

- I. Organization Qualifications and Experience
 - 1. Overview of Organization
 - The organization specializes in converting vehicles into mobile workstations and mobile offices.
 - Examples do not show any experience in education.
 - One stop shop for all needed materials

- II. Proposed Services
 - 1. Services to be Provided
 - They will provide the vehicle but there is no follow up for working with students.
 - Space limited to 4 students at a time.
 - TechOps procedure for design and build is collaborative and includes training of staff.
 - TechOps is willing to design the mobile lab to meet the specifications that the DOE sets.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER NAME: TechOps Specialty Vehicles
DATE: 9/26/2024
EVALUATOR NAME: Jennifer Tarr
EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- *Experience with creation of mobile labs (law enforcement, command and communications, etc)*
- *Project examples:*
 1. *DHS – Mercedes Benz Sprinters*
 2. *DHS – Ford Transit Mobile*
 3. *Prince George County Police – rapid deployment*
- *All the projects provided were law enforcement based as opposed to educational – but notes does custom design*
- *Includes PMO, in-house design, Purchasing*
- *Located in MD*
- *Provided references and past performance information*
 1. *Included pictures which provide idea of what constructed*
- *No education program/delivery experience.*

2. Subcontractors

- *Did not see any listed*

3. Organizational Chart – Provided names of “Team”

4. Included certificate of insurance

II. Proposed Services

1. Services to be Provided

- *Mercedes Benz Sprinter*
 1. *Seats 4*
 2. *Removable exterior monitor*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148

RFP TITLE: Mobile Learning Lab

BIDDER NAME: TechOps Specialty Vehicles

DATE: 9/26/2024

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Education

3. Various layouts

2. Implementation – Work Plan

- *End of Q1 and Q2 to complete and deliver vehicle*
- *Conversion takes 4 to 6 weeks*
- *Full wrap*
- *Does not look like many students would be able to be in van at once – but does provide alternative layout*
- *There is no mention of services? Are they just providing the van and not also a program? The RFP was for a provider who can use own van to engage students. It looks like this bidder would only provide van.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202408148
RFP TITLE: Mobile Learning Lab
BIDDER NAME: TechOps Specialty Vehicles
DATE: 9/26/2024
EVALUATOR NAME: Beth Lambert
EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

- I. *Organization Qualifications and Experience*
 - 1. *Overview of Organization*
 - *All experience is in designing and building vehicles/mobile labs – NO educational experience – nothing showing ability to develop and deliver educational programming.*
 - 2. *Subcontractors*
 - *N/A*
 - 3. *Organizational Chart*
 - *Provided*
 - 4. *Included certificate of insurance*

- II. *Proposed Services*
 - 1. *Services to be Provided*
 - *Mobile lab but nothing about the other required services, i.e. educational programming*
 - 2. *Implementation – Work Plan*
 - *Included details about delivery of the vehicle (which would not be available in time to meet the number of weeks of educational programming requirement.*
 - *No mention of education programming which was required in the request.*
 - *Does not look like many students would be able to be in van at once – but does provide alternative layout*



STATE OF MAINE
DEPARTMENT OF Education

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202408148
RFP TITLE: Mobile Learning Lab

I, Erik Wade accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Signed by:
Erik Wade
EE7C717C09DB40C...
Signature

9/17/2024
Date



**STATE OF MAINE
DEPARTMENT OF Education**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202408148
RFP TITLE: Mobile Learning Lab**

I, Beth Lambert, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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DocuSigned by:

Beth Lambert

AC3E651B3AF74A0...

Signature

9/24/2024

Date



STATE OF MAINE
DEPARTMENT OF Education

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202408148
RFP TITLE: Mobile Learning Lab

I, Jennifer Tarr _____ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:
Jennifer Tarr
70EE8D258D1D423...
Signature

9/18/2024

Date