



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:		Amy L. Poland	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 5,516.88	Advantage CT / RQS #:	RQS 20240531*1718
CONTRACT	Proposed Start Date:	7/1/2024	Proposed End Date: 6/30/2025
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:		PowerSchool Group, LLC, Folsom, CA	
Brief Description of Goods/Services/Grant:		Extension of licenses to Unified Talent Professional Learning web-based platform and integration with Schoology LMS	

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 system to share professional learning opportunities and information with the field, collect registrations, track participation and completion data, generate transcripts for certification purposes, distribute evaluations, etc. This needs to be front-facing and web-based for over 1,000 adult education staff members across the state.

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

PowerSchool provides a suite of educational web-based services, including Professional Learning and Schoology Learning, that will allow the state office of adult education to provide an integrated professional development system for the adult education field. Professional Learning integrates seamlessly with the Schoology Learning which the state office uses as the main online learning platform for its professional development. Having the integrated system increases efficiencies for state office staff in providing course access codes, creating separate accounts, etc., and improves usability and reduces confusion within the field. Professional Learning was developed with professional development in mind and includes features, such as tagging based on subject, program area, teacher competencies, customization based on user role, digital badging, professional development "playlists," etc. Other available registration systems are external to the learning management system and function only as a registration and tracking system. They do not provide an integrated experience for the user that is focused on their professional development.

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

PowerSchool's Professional Learning pricing structure is based on user licenses which is similar to its pricing for Schoology Learning management system. The licenses are transferable which means that license is "used" when the account is active, but when a user is inactive, their seat becomes free to be used again. This makes the pricing structure more cost effective and is less than other learning management systems.

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

The Department will continue to evaluate the current product and how it meets the needs of the Department and field. It will also monitor the industry for products that will meet those needs and the federal requirements under WIOA to determine the need for competition.

PART III: SUPPLEMENTAL INFORMATION**PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)**


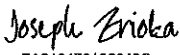
Does this request utilize ARPA/MJRP funds?

 Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s). Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies. No – If No, proceed to Part V.**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

 Yes, the requesting Department understands and acknowledges MRS Title 5, §18-A, 2.**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Daniel A. Chuhta	Date:	6/21/2024
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>EAB13178102243C...</small>		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	6/17/2024

Certificate Of Completion

Envelope Id: 8C90D9D6DAEA46ACAAA01588A4F5ABC7	Status: Completed
Subject: Complete with DocuSign: ITP-243507 PowerSchool Professional Learning PJF 3.12.24 (1).docx	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Joseph Zrioka
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	joseph.a.zrioka@maine.gov
	IP Address: 64.135.137.35

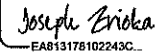
Record Tracking

Status: Original	Holder: Joseph Zrioka	Location: DocuSign
6/17/2024 1:03:28 PM	joseph.a.zrioka@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State of Maine - Office of Information Technology	Location: DocuSign

Signer Events

Joseph Zrioka
joseph.a.zrioka@maine.gov
Director of IT Procurement
State of Maine - Office of Information Technology
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

EA813178102243C...
Signature Adoption: Pre-selected Style
Using IP Address: 64.135.137.35

Timestamp

Sent: 6/17/2024 1:05:21 PM
Viewed: 6/17/2024 1:05:30 PM
Signed: 6/17/2024 1:05:38 PM

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

Jennifer Tarr
jennifer.L.Tarr@maine.gov
DOE Procurement Director
Carahsoft OBO Maine Department of Education
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Accepted: 5/20/2021 2:29:25 PM
ID: 71ebd786-a01b-4229-bdd0-877f12eec3e3

COPIED

Sent: 6/17/2024 1:05:40 PM

Katherine Warren
katherine.warren@maine.gov
Education Data Manager- MDOE
Maine Department of Education
Security Level: Email, Account Authentication (None)

COPIED

Sent: 6/17/2024 1:05:40 PM

Electronic Record and Signature Disclosure:

Carbon Copy Events**Status****Timestamp**

Accepted: 12/9/2022 3:33:50 PM
 ID: 775ae2e1-0e6f-45c8-9a71-80af987f1644

Olivia Schafer
 Olivia.Schafer@maine.gov
 Security Level: Email, Account Authentication
 (None)

COPIED

Sent: 6/17/2024 1:05:41 PM
 Viewed: 6/17/2024 1:57:41 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

IT Procurement Team email
 ITProcurement@maine.gov
 Security Level: Email, Account Authentication
 (None)

COPIED

Sent: 6/17/2024 1:05:42 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent	Hashed/Encrypted	6/17/2024 1:05:22 PM
Certified Delivered	Security Checked	6/17/2024 1:05:30 PM
Signing Complete	Security Checked	6/17/2024 1:05:38 PM
Completed	Security Checked	6/17/2024 1:05:42 PM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

Certificate Of Completion

Envelope Id: 523C41DCC53A4D7EAA81EAD12B17D61A	Status: Completed
Subject: Please Docusign This Document	
Source Envelope:	
Document Pages: 8	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
EnvelopeId Stamping: Disabled	Daniel A. Chuhta
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	Daniel.Chuhta@maine.gov
	IP Address: 64.207.219.137

Record Tracking

Status: Original	Holder: Daniel A. Chuhta	Location: DocuSign
6/21/2024 2:39:14 PM	Daniel.Chuhta@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Maine Department of Education	Location: DocuSign

Signer Events

Signature	Timestamp
Daniel A. Chuhta	Sent: 6/21/2024 2:39:15 PM
Daniel.Chuhta@maine.gov	Viewed: 6/21/2024 2:40:19 PM
Deputy Commissioner	Signed: 6/21/2024 2:40:52 PM
Maine Department of Education	Freeform Signing
Security Level: Email, Account Authentication (None)	Signature Adoption: Drawn on Device
	Using IP Address: 198.182.163.113

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	6/21/2024 2:39:15 PM
Certified Delivered	Security Checked	6/21/2024 2:40:19 PM
Signing Complete	Security Checked	6/21/2024 2:40:52 PM
Completed	Security Checked	6/21/2024 2:40:52 PM

Payment Events

Status

Timestamps