



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:		Maine DOT Region 4 Fleet	
Department Contract Administrator or Grant Coordinator:		Jeremy Schobel	
(If applicable) Department Reference #:		T11-109	
Amount: (Contract/Amendment/Grant)		\$ 7,505.58	Advantage CT / RQS #: 2023122200000000905
CONTRACT	Proposed Start Date:	11/9/2023	Proposed End Date: 12/4/2023
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:		Daigle & Houghton (Allegiance Trucks), Hermon Me. 04401	
Brief Description of Goods/Services/Grant:		Engine Oil Leak T11-109	

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.

Unit T11-109 is a 2016 International Patrol Truck. This Unit developed a significant oil leak on the mid-level right side of the engine block. After discussion and believing it to be the oil-cooler-filter housing plate, the actual diagnose couldn't be confirmed until most component on the right side of the Engine were removed to access the Oil cooler and Oil Filter housing plate. MDOT Fleet Techs are very capable of tackling a job of this magnitude, however with the amount of equipment currently down in region 4 and, with 3 Fleet tech vacancies, the decision was made to send this unit to the vendor to verify and to get it back in service.

Once the diagnosis was confirmed, the vendor proceeded to drain engine coolant, remove air box, intake tubes and intercooling piping, turbos, exhaust brake, alternator bracket, EGR cooler and fay rings on the manifold and oil cooler assembly. The oil cooler assembly was corroded and had apiece broken out of it (common failure). The new oil cooler assembly was installed, and all other parts were re-installed. Once the unit was ready and was being driven back to the shop, it suffered another incident with loss of power and the Stop engine light came on. The unit was brought back to the vendor for inspection, upon inspection they found the clamp for the charge air cooler line failed and unhooked. The repairs were made, the unit was tested with no codes or issues found and returned to the crew. The total cost of this repair was \$7,505.08. There is a complete list of parts and labor in the attached invoice from Allegiance Trucks.

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

Region 4 Fleet currently has a large amount of equipment down and numerous fleet tech vacancies that would prohibit a timely repair and turnaround time on this unit. The vendor for this work was able to work it in and has International trained technicians along with all the special tools for the repair and replacement of the parts associated with this issue. The magnitude of this repair was considered, and the logical decision was to send this unit to the dealer.

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

Daigle & Houghton (Allegiance) is an international dealer we have had work done there in the past and when compared with the other International dealer their rates where the same or in some cases a little cheaper. They are able too efficiently and cost effectively do a repair of this significance. This repair would not have been something the department could have cost effectively done and completed in a timely manner due to the amount of fleet equipment currently down.

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

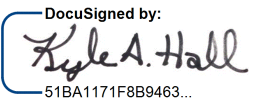

If we could convince more international truck dealers and service facilities to move into more locations in the state it would potentially foster better competition.

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

Does this request utilize ARPA/MJRP funds?
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).
<input checked="" type="checkbox"/> 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):	DocuSigned by:  51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	12/15/2023
Signature of DAFS Procurement Official:	DocuSigned by:  2D5B6E39F57E44A...		
Typed Name:	william J.E. Allen	Date:	1/4/2024

NOI 0120240017 01/05/2024 - 01/11/2024