



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 2 Fleet		
Department Contract Administrator or Grant Coordinator:		Michael Colson		
(If applicable) Department Reference #:		T11-718		
Amount: (Contract/Amendment/Grant)		\$ 5,665.43	Advantage CT / RQS #:	20231222000000000906
CONTRACT	Proposed Start Date:	6 Nov 23	Proposed End Date:	14 Nov 23
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), Hermon, ME		
Brief Description of Goods/Services/Grant:		Repairs to T11-718, a 2009 International Patrol truck		

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.

Plow truck T11-718 was having issues with truck running rough at cold start, and the check engine light was on, so the truck was driven back to the Edgecomb camp to be further investigated. DOT field tech checked fuel filters, the screen in the filter housing, and checked fuel tank for water. The DOT field tech didn't have a diagnostic computer, nor did he have the special tools needed for diagnosing and repairing the issue. With the region not having a full staff of field techs and having a considerable workload, it was decided to send to a vendor. These are the vendor tech repair notes-STARTED TRUCK AND IT STARTED RIGHT UP WITHOUT ANY HESITATION BUT RAN A LITTLE ROUGH FUEL PRESSURE WAS GOOD AND ICP WAS GOOD. THEN #1 INJECTOR STARTED MISSING. ONCE TRUCK GOT TO 160 DEGREES IT STARTED RUNNING SMOOTH. TRUCK NEEDS A# 1 INJECTOR AND OIL RAIL SEAL KIT. ALSO, TRUCK NEEDS AN INTAKE THROTTLE VALVE. BROUGHT TRUCK BACK INTO THE SHOP, REMOVED CHARGE AIR PIPING AND REMOVED AIR FILTER HOUSING. REPLACED INTAKE THROTTLE VALVE. REMOVED VALVE COVER, REPLACED ALL SIX INJECTORS AND RESEALED THE OIL RAIL. REINSTALLED VALVE COVER, GASKET DID NOT NEED TO BE REPLACED. REINSTALLED CHARGE AIR PIPING AND AIR FILTER HOUSING. ROAD TESTED; NO ISSUES FOUND. RELEASING THE TRUCK.

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

Region 2 is down 3 field techs and Fleet Augusta heavy shop was busy and is down 4 techs. 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 vendor we have had work done there in the past and when compared with the other International dealer their rates were the same or in some cases a little cheaper. They are able to efficiently and cost effectively do a repair of this significance due to factory/dealer training and having special tools that maybe needed. This repair would not have been something the department could have cost effectively done and completed in a timely manner.

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?

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.

Procurement Justification Form (PJF)

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: <i>Kyle A. Hall</i> 51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	12/21/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i> 2D5B6E39F57E44A...		
Typed Name:	William J.E. Allen	Date:	1/4/2024

NOI 0120240018 01/05/2024 - 01/11/2024