



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 #:		T11-730		
Amount: (Contract/Amendment/Grant)		\$ 5,097.75	Advantage CT / RQS #:	20231222000000000907
CONTRACT	Proposed Start Date:	14 Nov 23	Proposed End Date:	22 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 T11-730, a 2009 International Patrol truck – had an issue with white smoke coming from exhaust and using coolant		

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 T11-730 had white smoke coming from exhaust and was using coolant, the DOT field tech check coolant level and for leaks and found no apparent leaks. The DOT tech has had similar issues before and felt it could be either the EGR (Exhaust Gas Recirculation) cooler or a head gasket. This is not a repair that can take place in the field garage and with the region not having a full staff of techs and having a considerable workload, it was decided to send it to a vendor.

These are the vendor tech repair notes-STARTED TRUCK AND LET RUN. AFTER 30 SECONDS THE WHITE SMOKE CAME OUT OF THE EXHAUST. THE OVERFLOW RESERVOIR IS EMPTY. TRUCK LOST AN EGR COOLER. TRUCK NEEDS BOTH EGR COOLER AND EGR VALVE WITH GASKETS. WOULD ALSO RECOMMEND AN OIL CHANGE. BROUGHT TRUCK INTO THE SHOP, DRAINED COOLANT. REMOVED THE EGR COOLERS AND EGR VALVE. INSTALLED THE NEW EGR COOLERS AND FILLED UNIT WITH COOLANT. GOT UNIT HOT AND CHECKED FOR LEAKS, NO LEAKS FOUND. CHANGED OIL AND FILTER. WENT FORA ROAD TEST UNIT GOES GOOD. RECHECKED FOR LEAKS, STILL NO LEAKS FOUND GOT A HEALTH REPORT. TOPPED OFF FLUID LEVELS.

Repairs totaling \$5,097.75 where made. The decision to move forward with these repairs was made consistent with Maine DOT Fleet Management's guidance considering the vehicle's age, mileage, and anticipated replacement schedule. The estimated replacement cost for this vehicle is \$188,00.00. The decision to use a commercial repair facility was made after careful consideration of the availability and expertise of Department personnel and the operational need to get the equipment back in service.

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 where the same or in some cases a little cheaper. They are able too 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.

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 0120240019 01/05/2024 - 01/11/2024