



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 #:		T19-544	
Amount: (Contract/Amendment/Grant)	\$ \$10,715.79	Advantage CT / RQS #:	20231222000000000910
CONTRACT	Proposed Start Date:	24 oct 23	Proposed End Date: 11/17/2023
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:		United Construction & Forestry, Hermon Maine 04401	
Brief Description of Goods/Services/Grant:		Repairs to Grader- using coolant and play in moldboard/circle	

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.

Grader T19-544 was using coolant while out ditching, and was brought back to the DOT camp for diagnosis. The DOT tech checked all coolant hoses for leaks, check heater core and water pump, technician also performed a pressure test, and found no visible leaks. Field technician had no other means to perform further testing to diagnose the issues at that time. 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- pulled machine in shop after running for a while and found no visible external leaks. pressure tested the system, and it did drop in pressure. pulled the EGR cooler off and tested it and it was leaking. ordered a new EGR cooler and related parts. installed the new EGR cooler with all new gaskets and O-rings. Ran machine got it hot didn't see any level of coolant drop. Fleet TOM noticed play in moldboard/circle, going to have checked while at vendor. Here are vendor tech notes- was able to adjust moldboard adjustment to tighten up the blade and the circle wear items had been barely worn in and not worth replacing, everything is to spec for adjustment now.

Repairs totaling \$10,715.79 were made. The decision to move forward with these repairs was made consistent with Maine DOT Fleet Management's guidelines considering the vehicles age, mileage, and anticipated replacement schedule. 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 into service.

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

The Fleet Augusta heavy equipment shop was very busy and is down four Tech's. The Region 2 Field Technicians were missing three people. The vendor for this work has John Deere trained technicians and along with all the special tools needed for the repair and replacement of the parts associated with the issue. The magnitude of this repair was considered, and the logical decision was to send this unit to the vendor.

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

United Construction & Forestry is a John Deere dealer and we have used them numerous times over the years. Their pricing is very competitive to the industry standards. They can efficiently and cost effectively do a repair of this significance. Taking into consideration the time of year, necessity of loaders to load salt onto plow trucks and the lack of trained personnel, this is not 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 John Deere vendors 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:  <small>51BA1171F8B9463...</small>		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	12/21/2023
Signature of DAFS Procurement Official:	DocuSigned by:  <small>2D5B8E39F57E44A...</small>		
Typed Name:	William J.E. Allen	Date:	1/5/2024

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