



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 #:		T21-130		
Amount: (Contract/Amendment/Grant)		\$ \$5,921.49	Advantage CT / RQS #:	2024011100000000959
CONTRACT	Proposed Start Date:	1 Dec 23	Proposed End Date:	29 Dec 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:		Beauregard Equipment, Scarborough Maine		
Brief Description of Goods/Services/Grant:		Repairs to backhoe parking brake system		

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.

Backhoe T21-130 parking brake would not hold. The unit was sent to MDOT Fleet Augusta, the Fleet tech did a diagnostic check, and found park brake solenoid was bad, and the Bellville washer was broken. Tech replaced both parts. It was then noted that when the backhoe was running the brake would hold, but when shut down the break would not hold. The technician replaced brake disc & plates and the break and continued not to hold when unit was shut down. It was then determined, the technician exhausted all avenues to remedy the issues, and needed the unit to be taken to be further diagnosed by Beauregard trained technician.

Below are Notes from the vendor's tech.

CUSTOMER BROUGHT MACHINE TO SHOP. COMPLAINT OF PARK BRAKE NOT HOLDING, CUSTOMER HAS REPLACED BRAKE DISCS AND VALVE, TESTED OPERATION, BRAKE DOESNT LOCK UP WHEN ENGAGED AT SLOW SPEED, REMOVED MAT AND FLOORBOARD, UNPLUGGED BRAKE VALVE, TESTED OPERATION ACCORDING TO SERVICE MANUAL, BRAKE DOES NOT HOLD DISASSEMBLED BRAKE ASSEMBLY CLEANED DISCS, CHECKED PARTS TO MAKE SURE ASSEMBLY WAS CORRECT, NO CHANGE, REMOVED VALVE, INSPECTED VALVE, APPEARS OK, ENERGIZED ON BENCH AND TESTED USING AIR, OK, BLEW THROUGH PORTS ON TRANSMISSION, TESTED NO CHANGE, REMOVED BRAKE ASSEMBLY AGAIN, DISASSEMBLED PISTON ASSEMBLY, FOUND TORN SEAL, REPLACED OUTPUT SHAFT SEAL, REPLACED ALL ORINGS AND HARDWARE, REINSTALLED, NO CHANGE, ISSUE HAS TO BE MECHANICAL IN NATURE, NO FAULTS, STUDDIED PARTS DAIGRAMS, FOUND AN ORFICE THAT APPEARS TO GO IN BRAKE VALVE, CANT TELL IF ITS PRESENT OR NOT, INSPECTED MACHINE THOROUGHLY, BELIEVE ORFICE TO BE MISSING FROM FRONT PORT OF VALVE, ORDERED ONE THROUGH PARTS, INSTALLED, TESTED OPERATION, BRAKE WORKS OK, MISSING ORFICE WAS ALLOWING TO MUCH FLOW INTO BRAKE CIRCUIT CAUSING BRAKE TO PARTIALLY RELEASE, FAULT CAME UP WHILE TESTING MACHINE, CONNECTED EST FAULT FOR GLOW PLUG COMMUNICATION, CHECKED WITH CUSTOMER DO NOT WANT TO ADDRESS AT THIS TIME.

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 is down 4 Tech's. The Region 2 Field Technicians were missing four people. The vendor for this work has Case 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 dealer.

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

Beauregard Equipment is a Case 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.

PART III: SUPPLEMENTAL INFORMATION

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

If we could convince more Case 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:	1/10/2024
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i> 2D5B6E39F57E44A...		
Typed Name:	William J.E. Allen	Date:	1/30/2024

NOI 012240109 01/31/2024 - 02/06/2024