



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 #:		T11-138		
Amount: (Contract/Amendment/Grant)		\$ 8,868.46	Advantage CT / RQS #:	20240221000000001195
CONTRACT	Proposed Start Date:	29 Jan 24	Proposed End Date:	06 Feb 24
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 T11-138, an International Patrol truck – Check engine and lacks power, coolant leak, replace right mirror		

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.

While at the Winthrop MDOT camp, Plow truck T11-138 had check engine light on, lacked power, coolant was leaking, and right mirror was broken off. We do not currently have a DOT field tech at the Winthrop camp. The crew is down two trucks already along with the region not having a full staff of field techs. With the available technicians already diagnosing trucks with computer issues, and Augusta Fleeting only having 3 technicians it was decided to send it to a vendor. These are the vendor tech repair notes-CHECKED CODES AND HAD A CODE FOR # 6 INJECTOR OVERCOMPENSATING AT MAX LIMIT. RUN TRUCK UPTO TEMP AND DID A RELATIVE COMPRESSION TEST, COMPRESSION IS GOODPLUGGED INTO IT WITH MY COMPUTER THROUGH NEDS AND WENT FOR A RECORDED TEST PERFORMANCETEST DRIVE, CODE FOR NUMBER 6 INJECTOR SPOOL MOTION MAX EXCEEDED. TRUCK NEEDS NUMBER 6INJECTOR AND PUCK AT MINIMUM, RECOMMEND ALL SIX. PULLED TRUCK IN, REMOVED VALVE COVER, AND INSTALLED 6 NEW INJECTORS AND 6 NEW OIL RAILPUCKS. REINSTALLED VALVE COVER AND REMOVED PARTS. TEST DROVE, TRUCK RUNS GOOD, BUT FOUNDCOOLANT LEAK THAT APPEARS TO BE COMING FROM TOP RADIATOR HOSE. LOOKED INTO COOLANT LEAK, PRESSURE TESTED SYSTEM. HAD A CLAMP CAUSING A LEAK ON UPPER COOLANT HOSE. CUT THE ONE-USE RUBBER CLAMP. GOT A REGULAR HOSE CLAMP AND INSTALLED INSAME PLACE. BACKED TRUCK OUT AND LET IT RUN AND FOUND SMALL LEAK COMING FROM A PIN HOLEIN THE UPPER RADIATOR HOSE. WILL NEED TO BE REPLACED. ORDERED NEW UPPER RADHOSE. BROUGHTTRUCK IN DRAINEDBROUGHT TRUCK IN DRAINED SOME OF THE COOLANT THEN REMOVED UPPER RAD HOSE, INSTALLED THENEW HOSE WITH NEW CLAMPS THEN VACUUM FILLED TRUCK BACK UP THEN LET RUN OUTSIDE. GOTTRUCK WARM NO LEAKS. REMOVED OLD MIRROR AND INSIDE TRIM PIECES NEEDED FOR ACCCESS. THE NEW SIDE MIRROR CAME IN PEICES AND NEEDED TO BE ASSEMBLED. PUT INTERIOR PEICES BACK. FED NEW WIRNG THROUGH DOOR.TAPED UP AND FIXED DOOR JAM RUBBER THAT COVESR WIRING. PUT DOOR PANEL BACK ON. PLUGGED INCONNECTORS BY PASSENGER SIDE KICK PANEL. INSTALLED NEW MIRROR GLASS AND TESTED FUNCTIONS.TRIED HEATED MIRROR AND FELT IT WAS WARM AND WORKING. MIRROR MOVES AS IT IS COMMANDED.CLEANED GLASS WITH GLASS CLEANER.

Repairs totaling \$8,868.46 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 is down 7 techs and are busy. 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.

**PART III: SUPPLEMENTAL INFORMATION**

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.

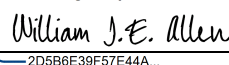
**PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)**

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.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by:  51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	2/13/2024
Signature of DAFS Procurement Official:	DocuSigned by:  2D5B6E39F57E44A...		
Typed Name:	William J.E. Allen	Date:	2/26/2024

NOI 0220240216 02/26/2024 - 03/03/2024