



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 #:		T11-116		
Amount: (Contract/Amendment/Grant)	\$ 6958.65	Advantage CT / RQS #:	RQS2022030800000000987	
CONTRACT	Proposed Start Date:	24 Jan 22	Proposed End Date:	1 Feb 22
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, Hermon, ME		
Brief Description of Goods/Services/Grant:		Repairs to T11-116, a 2016 International patrol truck – using coolant and not leaking onto ground.		

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before 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 11-116 was using coolant and was not leaking onto ground, had to replace EGR cooler and tube assembly when the tech was doing this he noticed 3 broken exhaust manifold bolts so he had to remove the manifold to remove the broken bolts he also found a rusted turbo oil supply line and a chafed sensor harness witch he replaced. Repairs totaling \$6958.65 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 \$188,000.00. 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.

The Fleet Augusta heavy shop was busy and is down 2 Tech's. 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 is an International dealer and Fleet Services has negotiated a lower labor rate with them, we have also 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. 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: LATE JUSTIFICATION

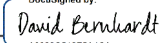

1. Is the vendor currently working? Yes No – If No, proceed to Part V

2. If you answered Yes to question 1, explain why the vendor is working before the contract is final approved.

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

1. Does this request utilize ARPA/MJRP Funds?

 Yes – If Yes, please attach the approved Business Case(s). No – If No, proceed to Part VI**PART VI: APPROVALS**

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<small>DocuSigned by:</small>  <small>A3022C516E5A4CA...</small>		
Printed Name:	David Bernhardt	Date:	3/9/2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>2D5B6E39F57E44A...</small>		
	Printed Name:	William J.E. Allen	Date:

NOI 0320220212 03/14/2022 - 03/20/2022

Certificate Of Completion

Envelope Id: 31D29967F4874DBDB1C71B3833236DB7	Status: Completed
Subject: Please DocuSign: SKM_C36822020912450.pdf	
Source Envelope:	
Document Pages: 6	Signatures: 1
Certificate Pages: 5	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Sharon Krechkin
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	16 SHS
	Augusta, ME 04333-0016
	Sharon.Krechkin@maine.gov
	IP Address: 67.242.208.141

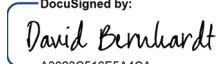
Record Tracking

Status: Original	Holder: Sharon Krechkin	Location: DocuSign
3/8/2022 2:20:08 PM	Sharon.Krechkin@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Carahsoft OBO Maine Department of Transportation	Location: DocuSign

Signer Events

David Bernhardt
 David.Bernhardt@maine.gov
 Director M&O
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 A3023C516E5A4CA...
 Signature Adoption: Pre-selected Style
 Using IP Address: 172.100.83.205


Timestamp

Sent: 3/8/2022 2:22:54 PM
 Viewed: 3/9/2022 6:06:54 AM
 Signed: 3/9/2022 6:07:30 AM

Electronic Record and Signature Disclosure:

Accepted: 3/9/2022 6:06:54 AM
 ID: b6d74237-5943-40d3-aacc-a9eca06caa7a

Sharon Krechkin
 sharon.krechkin@maine.gov
 Contract/Grant Specialist
 MaineDOT
 Security Level: Email, Account Authentication (None)


 Signature Adoption: Pre-selected Style
 Using IP Address: 67.242.208.141

Sent: 3/9/2022 6:07:31 AM
 Viewed: 3/9/2022 6:29:58 AM
 Signed: 3/9/2022 6:30:04 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/8/2022 2:22:54 PM
Certified Delivered	Security Checked	3/9/2022 6:29:58 AM
Signing Complete	Security Checked	3/9/2022 6:30:04 AM
Completed	Security Checked	3/9/2022 6:30:04 AM

Payment Events	Status	Timestamps
-----------------------	---------------	-------------------

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO Maine Department of Transportation (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Maine Department of Transportation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: dawn.seagroves@maine.gov

To advise Carahsoft OBO Maine Department of Transportation of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at dawn.seagroves@maine.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO Maine Department of Transportation

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to dawn.seagroves@maine.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO Maine Department of Transportation

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to dawn.seagroves@maine.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carahsoft OBO Maine Department of Transportation as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO Maine Department of Transportation during the course of your relationship with Carahsoft OBO Maine Department of Transportation.

ALLEGIANCE TRUCKS™

Daigle & Houghton Bangor
 An Allegiance Truck Company
 571 COLDBROOK RD
 BANGOR, ME 04401
 P: (207) 941-9600
 F: (207) 941-9601
 www.allegiancetrucks.com

SERVICE INVOICE: R512000115:01

Tag Number:
 License Plate Number:

BILL TO
 MDOT REGION 2 MIDCOAST/MANCON - 70969
 MIDCOAST
 45 COMMERCE ST
 AUGUSTA ME 04333-0098
 P: (207) 624-8247
 F: (207) 287-2581

DELIVER TO
 MDOT REGION 2 MIDCOAST/MANCON - 70969
 66 INDUSTRIAL DR.
 STATE HOUSE STATION 26
 AUGUSTA ME 04330
 P: (207) 624-8247
 F: (207) 287-2581

DATE ARRIVED	DATE INVOICE	SALES TYPE	ADVISOR	TERMS	EMP OVERRIDE	CUS REFERENCE		
1/25/2022 8:41:22AM	2/8/2022	SRET	KRISTIN	AR		00700422494		
YEAR	MAKE	MODEL	VIN	CUSTOMER UNIT #	ENGINE HOURS	IN SERVICE	Component Serial #	ODOMETER
2016	INTERNATIONAL	7000 SERIES	1HTWDSTR3GH249976	T11-116	0		2U3549811	109749

Sold Operations

JOB #1 00-000-12 ENGINE REPAIR

COMPLAINT USING COOLANT, NO LEAK FOUND

CAUSE

CORRECTION

PULLED THE ENGINE APART ON THE RIGHT SIDE DOWN TO GET THE EGR COOLER OUT, WHEN GETTING THE EGR COOLER OUT, FOUND 3 BROKEN MANIFOLD BOLTS. HAD TO WELD A NUT ON TO GET THEM OUT. GOT THEM OUT, CLEANED UP MANIFOLD SURFACES, INSTALLED THE MANIFOLD. CHANGED OUT THE ENGINE HARNESS WITH THE RIGHTSIDE DOWN TO THE EGR COOLER. HAD TO REMOVE QUITE A FEW THINGS ON THE LEFT SIDE TO GET THE HARNESS OUT PLUS THE OLD ONE IN, AFTER GETTING THE GRID HEATER OFF. FOUND THAT THE GRID HEATER HAD WELDED ITSELF SO PUT A NEW GRID IN IT. GOT THE HARNESS ALL IN INSTALLED EVERYTHING ON THE LEFT SIDE. FILLED WITH COOLANT TIED EVERYTHING UP GOT RUNNING FOUND THE METAL SURGE TANK FILL TUBE THAT RUNS DOWN TO THE FRONT COVER LEAKING THE SQUARE CUT O-RING. PUT A NEW O RING ON A COOLANT PIPE AND PUT THE ALTERNATOR BRACKET BACK ON, ALTERNATOR, AND BELTS, CHARGED A/C AND TOOK TRUCK FOR A ROAD TEST AS WELL. ROAD TESTED UNIT. NO LEAKS, NO ISSUES AT THIS TIME

QTY	ITEM	DESCRIPTION	LIST	UNIT PRICE	EXTD PRICE
1.70	LABOR 00-000-12	ENGINE REPAIR			178.50
1	512N/62094130008	KT XMSN,VALVE, BOOST CONTROL S	307.20	170.67	170.67
1	512N/2513976C92	COOLER,KIT, EGR CLR HIGH FIN D	3,452.62	1,918.12	1,918.12
1	512N/2513976C92-CORE	COOLER,KIT, EGR CLR HIGH FIN D	400.00	500.00	500.00
1	512N/7080388C92	TUBE, ASSY COOLANT RETURN	113.05	62.81	62.81
1	512N/7096146C93	HARNESS, ENGINE SENSOR	1,377.19	894.79	894.79
3.40	LABOR 00-000-12	ENGINE REPAIR			357.00
1	512N/4061202C1	VALVE,COUPLING,HEAT EXCHANGER,	28.98	19.32	19.32
12.90	LABOR 00-000-12	ENGINE REPAIR			1,354.50
1	512X/MMM 93604	ELECTRICAL TAPE	5.99	4.29	4.29
1	512N/1885590C93	TUBE ASSY, TURBO OIL SUPPLY	307.83	162.53	162.53
1	512N/7078617C1	TUBE ASSY INJECTOR COOLER INLT	194.45	102.67	102.67
1	512N/7078618C1	TUBE ASSY INJECTOR COOLER OUTL	233.49	123.28	123.28
1	512N/7095856C1	GASKET, EXHAUST MANIFOLD	138.04	83.61	83.61
9	512N/1841365C3	BOLT PREV TORQUE M12X1.75X40MM	18.65	10.65	95.85
3	512N/7094780C1	STUD, PREVAILING TORQUE BOLT	30.93	23.51	70.53
1	512N/1884925C1	GASKET INLET DUCT-INTAKE MANIF	29.34	16.30	16.30
1	512N/2513208C92	HEATER,INTAKE GRID HEATER KIT	108.33	82.33	82.33
1	512N/2015983C1	GASKET EXH PIPE FLANGE	43.84	34.40	34.40
1	512N/3900706C1	GASKET EXH PIPE FLANGE 4 IN J	26.11	20.49	20.49
8.30	LABOR 00-000-12	ENGINE REPAIR			871.50
2	512X/GT 4230T5/8	HTR HOSE 4230 - 0001	1.60	0.98	1.96