



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:		Dixfield Fleet-Reg. 3		
Department Contract Administrator or Grant Coordinator:		Kevin Davidson		
(If applicable) Department Reference #:		T11-075		
Amount: (Contract/Amendment/Grant)		\$6,428.88	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	12/13/2023	Proposed End Date:	12/29/2023
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:		Freightliner & Western Star of Maine Bangor, ME 04401		
Brief Description of Goods/Services/Grant:		Differential snapping when turning.		

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.

The driver of T11-075 was plowing his route and when he returned to the Dallas facility, he heard a snapping noise coming from the back of the truck when turning. He called the TCS to report that he had a breakdown. The TCS called the Fleet T.O.M., and he sent out the field technician to investigate. The field technician confirmed that the differential in the rear housing was bad. He found metal shavings in the fluid when he checked the plug. The truck was towed to Dixfield Fleet and on further diagnoses they found the differential was bad.

Freightliner & Western Star of Maine received T11-075 into their shop and drained the rear differential, they found metal filings with metal chunks of steel. The left and right axle nuts were removed, both right /left axles removed, differential bolts loosened and removed along with the differential carrier assembly. The housing was cleaned and inspected. The new differential chuck was installed by two technicians. A shift sensor from bad differential was installed on the new one, new yoke seal installed, axle shafts cleaned, installed new axle gaskets, and torqued axle nuts. Differential was filled with syn. 80-140 gear oil. The threads for the air fitting were tapped due to bad threads. The truck was road tested in the yard, then taken out on the road for a second road test. Differential fluid level was checked and ok, no leaks were observed. the differential was removed showing the differential carrier was shattered.

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

At the time of the differential break down, Dixfield Fleet was behind in repairs and the garage was full, T11-588 Replace EGR, T01-204 Accident damage, T21-708 Rewire lighting, T11-588 Replace DPF, T25-1074 install slusher, T25-0922 install slusher, T39-0716 replace wing cable, T11-722 replace tires, T37-017 repair radiator, T01-220 PM-D.

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

With them having the differential out and in their garage, we decided to have them move forward.

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

We have continued to refer work to all outside vendors, and with vendors being short handed and busy. We will continue to reach out to as many that are available to help us with repairs.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

- Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
- No – If No, proceed to Part V.

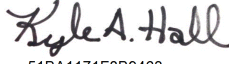
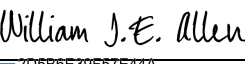
PART V: CONFLICTS OF INTEREST (COI); PURCHASES BY THE STATE

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

- Yes, the requesting Department signatory understands and acknowledges [Title 17, Chapter 101, §3104.](#)

PART VI: 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:		Date:	3/25/2024
Signature of DAFS Procurement Official:	DocuSigned by:  <small>2D5B6E39F57E44A...</small>		
Typed Name:	William J.E. Allen	Date:	3/26/2024

NOI 0320240328 03/26/2024 - 04/01/2024