



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 #:		T11-591		
Amount: (Contract/Amendment/Grant)		\$6,661.86	Advantage CT / RQS #:	20240326000000001392
CONTRACT	Proposed Start Date:	1/25/2024	Proposed End Date:	2/1/2024
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:		Allegiance Trucks Company, Auburn ME. 04210		
Brief Description of Goods/Services/Grant:		Engine skipping/low fuel pressure		

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 T11-591 was plowing his route back to the Mercer facility and noticed the engine started skipping when he pulled into the driveway. The breakdown was reported to his TCL and then to the fleet T.O.M. The field technician was called in to see if he could repair the issue and get the truck back plowing. Technician checked the fuel filters and retrieved the codes from the dash. Multiple codes for injector signal high and low, and fuel pressure low. The laptop for the truck diagnostics was delivered to Mercer and the same codes in the dash were found and an ECM code. The truck would not start so any further diagnostics could not be completed. Due to the number of trucks already down, the decision was made to have Allegiance in Auburn perform the repairs. They were called, and able to get the truck that day.

Allegiance Trucks in Auburn performed an injector balance test and a cylinder cut out test, they found that the number 6 injector did not change the tone of the engine when performing this test. To get to injector number 6, the interstage cooler was removed, then the valve cover was removed, the oil rail that sets above the injectors, then the injectors. The O-rings and high-pressure punks were checked and found to be bypassing oil, so they were replaced. The O-rings and pucks were a contributing factor on the no start issue the field technician had.

When Allegiance had inspected the engine wiring harness and injector harness to remove the valve cover the technician noticed that the harnesses where they came together were shorting out. They removed the harness and installed a new harness. Along with the diagnostics test the fuel pressure was not building to maximum pressure, and the test showed the fuel filter housing check valve was faulty. The fuel pressure housing was replaced, and pressure test was completed and showed values where they should be. The truck was road tested a couple times to make sure no more issues showed up though the ECM.

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

Augusta was unable to assist in this repair as they were behind on new truck set ups and not having enough technicians. Dixfield Fleet had 8 pieces of equipment in their garage: T11-611 PM-D, T11-739 PD-D, T21-661 Replace quick connect locks, T01-904 Replace radiator, T41-013 PM-B, T01-903 PM-B/tires, T11-563 Replace turbo/EGR valve. Skowhegan Fleet had 5 pieces of equipment in their garage: T22-115 PM/yearly/brakes, T21-117 replacing hydraulic hoses, T11-105 replace front suspension parts, T01-901 repair electrical issues in harness, T11-074 replacing tires. We selected Allegiance trucks in Auburn because they were the only facility that could start on the repairs that day, with the need for trucks to plow, that was our best option to get the truck back in service.

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

Allegiance was called and would be able to start on the repairs once we delivered the truck. We explained the issues, and we asked them to send us the estimate when they finished their diagnostics. With Dixfield Fleet, Skowhegan Fleet and Augusta being shorthanded and garages full we decided to move forward with Allegiance trucks doing the repairs.

**PART III: SUPPLEMENTAL INFORMATION**

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

We are very limited in Dixfield and Skowhegan to find any repair shops close by that can perform the work we need. With Augusta Fleet, Skowhegan Fleet, and Dixfield Fleet being so busy and not able to schedule work in for a couple weeks. We have reached out to Boulet's Truck repair, Morrison Truck repair and they are both limited on employee's and/or the technical capabilities to perform some of the repairs we ask for.

**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.

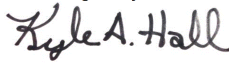

**PART V: CONFLICTS OF INTEREST (COI); PURCHASES BY THE STATE**

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:  51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	3/25/2024
Signature of DAFS Procurement Official:	DocuSigned by:  2D5B0E39F57E44A...		
Typed Name:	William J.E. Allen	Date:	3/27/2024

NOI 0320240342