



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 Reg 1 Fleet Services		
Department Contract Administrator or Grant Coordinator:		David Larrivee		
(If applicable) Department Reference #:		T11-113		
Amount: (Contract/Amendment/Grant)		\$7,178.51	Advantage CT / RQS #:	20240326000000001394
CONTRACT	Proposed Start Date:	11/27/2023	Proposed End Date:	12/26/2023
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:		Devivo Companies 110 Gray Rd., Falmouth, Maine 04105		
Brief Description of Goods/Services/Grant:		T11-113 repair of coolant/exhaust 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.

T11-113 is a 2016 International patrol truck that broke down while in use by maintenance. At the time of the breakdown, there were no available technicians to go to the location for a diagnosis. We reached out to Devivo to see if they had time to perform a diagnosis and repairs to this unit. They agreed and put the truck onto their schedule. We contacted Ray's truck service to have the truck towed to Devivo in Falmouth. Upon inspection, Devivo technician diagnosed EGR cooler needed replacement. The Devivo technician drained coolant and removed turbo units and related parts for access to the EGR cooler. He also removed crossover tube and coolant lines to the EGR cooler. The technician removed the EGR cooler and confirmed the leak and replaced it. He then replaced all seals and reassembled the unit as required. Torqued all hardware to spec and refilled the cooling system. Additionally, while at the dealership we made the request to have a Preventative Maintenance "C" performed since it was there and was down at the time. The Devivo technician performed the PM to include chassis greasing, replacing fuel filter, fuel pump strainer, oil filter, and refilled with 32 quarts of 10W30 oil. The truck was then taken on a road test and confirmed there were no further issues. The decision to move forward with these repairs was made consistent with MaineDOT Fleet Management guidelines considering the vehicle age, mileage, and anticipated replacement schedule.

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

Devivo specializes in the repair and maintenance of the International line of trucks. The availability of the dealer allowed this repair to be done in a timely manner and to get this truck back in service to perform emergency snow/ice control and other maintenance tasks.

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

We have used this vendor in the past and have found that their costs/rates are fair and reasonable.

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

The Region will continue to check availability with MaineDOT facilities to have work done in-house. If MaineDOT resources are not available, commercial repair facilities will be contacted for cost estimates and viability of prompt service appointments. The cost proposals will be reviewed, and the work will be awarded to the facility that can best meet the needs of MaineDOT.

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.

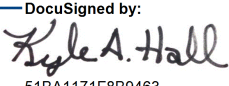
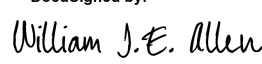
PART V: CONFLICTS OF INTEREST (COI); PURCHASES BY THE STATE

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:	Kyle Hall, Director Maintenance & Operations	Date:	3/25/2024
Signature of DAFS Procurement Official:	DocuSigned by:  <small>2D5B8E39F57E44A...</small>		
Typed Name:	William J.E. Allen	Date:	3/28/2024

NOI 0320240344