

State of Maine Procurement Justification Form

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 website (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 #:				
Amount: (Contract/Amendment/Grant)	\$ 10,327.21	Advantage CT / RQS #:	RQS 17D 20210407*0946	
CONTRACT	Proposed Start Date:	11 Dec 2020	Proposed End Date:	13 Jan 2021
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 truck T11-513, has exhaust leak and too much pressure in cooling system		

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

Truck 11-513 had an exhaust leak on the rear part of exhaust manifold where it connects with EGR system. When Daigle road tested for exhaust leak, they noticed the truck building pressure in the cooling system. Upon removing the head, they noticed that it was more than a head gasket gone bad. The cylinder head had a crack and needed to be replaced. This is a plow truck and with the winter season here, it was necessary for the repair to keep the region plow fleet ready for winter events and public safety.

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PART III: SUPPLEMENTAL INFORMATION

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

The Fleet Augusta heavy shop was busy and is down 3 technicians and could not get it in for a week or more. The vendor for this work was able to get it in a couple of days 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 were the same or in some cases a little cheaper. They are able to 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 more International truck dealers and service facilities would move into more locations in the state, it would potentially foster better competition.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	William Pulver, C.O.O. for Bruce A. Van Note	Date:	4-5-2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
	Printed Name:	<small>066BBD96EE5347F...</small> Michelle Fournier	Date: