

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)	\$9,091.05	Advantage CT / RQS #:	RQS 17D 20210407*0950	
CONTRACT	Proposed Start Date:	15Jan2021	Proposed End Date:	8Feb2021
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 T07-070, has exhaust leak and coolant leak on rear of head		

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 T07-070 had an exhaust leak on the rear part of exhaust manifold where it connects with EGR system. It also had a coolant leak on the rear of the head. When the vendor road tested for an exhaust leak, the technician noticed the truck building pressure in the cooling system. Upon removing the head, the technician 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 truck used in bridge repair and having less miles/hours that most plow trucks, it made more sense to repair this truck rather than try to add to replacement plan due to the budget.

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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, is currently down 3 techs and could not get it in for over a week at a minimum. 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 best available option 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 been able to negotiate a lower labor rate. The region has also had work done by this vendor in the past and when compared with the other International dealers, the rates were the same or in some cases lower. They are able to efficiently and cost effectively do a repair of this size. This repair would not have been something the department could have cost effectively done and completed in a timely manner in-house.

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 statewide, it would widen the pool of potential available vendors competing for this work.

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:	<i>Michelle Fournier</i>		
	<small>066BBD96EE5347F...</small>		
Printed Name:	Michelle Fournier	Date:	4/22/2021