

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:		MaineDOT Region 2 Fleet		
Department Contract Administrator or Grant Coordinator:		Michael Colson		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$11,741.89	Advantage CT / RQS #:	RQS 17D 20210428*0995	
CONTRACT	Proposed Start Date:	19 Feb 21	Proposed End Date:	21 Mar 21
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:		T11-397 a 2006 patrol truck was starting hard		

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.

T11-397 was starting hard and lacking some power. After some testing, it was determined that it had a cracked head. Repairs totaling \$11,741.89 were made. The decision to move forward with these repairs was made consistent with MaineDOT Fleet Management's guidance considering the vehicle's age, mileage and anticipated replacement schedule. The estimated replacement cost for this vehicle is \$188,000.00. This unit was scheduled to be replaced in March but the new unit has not arrived yet. The decision to use a commercial repair facility was made after careful consideration of the availability and expertise of Department personnel and the operational

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PART III: SUPPLEMENTAL INFORMATION

need to get the equipment back in service.

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 4 techs. The vendor for this work was able to get it in immediately 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 we could convince more International truck dealers and service facilities to 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 Commissioner Van Note	Date:	4-28-2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Jaime C. Schorr</i>		
Printed Name:	Jaime C. Schorr	Date:	4/29/2021