



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 #:		T01-934	
Amount: (Contract/Amendment/Grant)	\$5,900.00	Advantage CT / RQS #:	20240403000000001439
CONTRACT	Proposed Start Date:	3/13/2024	Proposed End Date: 3/13/2024
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:		Ray's truck service 305 Bradley Street Saco, Maine 04072	
Brief Description of Goods/Services/Grant:		Recovery/Winch out of T01-934	

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.

T01-934 is a 2024 International wheeler assigned to crew 71101 that was hauling gravel material on Route 160 for a project in Parsonsfield, when it went off the road ending up in a ditch and lodged on a large rock/boulder. The Department doesn't have the ability to retrieve the wheeler, so the Crew Supervisor called Fleet services to request a wrecker service. Fleet Services contacted Ray's Truck Service in Saco to assist. When the towing company arrived on the scene, they assessed the situation and determined two tow trucks would be needed to ensure a safe and controlled recovery of the wheeler. DOT forces assisted using the excavator on site to remove gravel from the disabled truck to lighten the load. DOT forces also assisted Ray's to install the plow head gear back on the truck as it became disconnected from the truck upon impact. Ray's Truck Service safely removed the truck from the ditch and then transported it back to the Scarborough Fleet Building.

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

Rays truck service is a vendor that Reg 1 uses on a regular basis for towing and recovery services.

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 prices 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/towing facilities will be contracted 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: <i>Kyle A. Hall</i> 51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	3/28/2024
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i> 2D5B0E39F57E44A...		
Typed Name:	william J.E. Allen	Date:	4/5/2024

NOI 0420240369