



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 Region 4 Fleet	
Department Contract Administrator or Grant Coordinator:		Jeremy Schobel	
(If applicable) Department Reference #:		T21-705	
Amount: (Contract/Amendment/Grant)	\$26,830.73	Advantage CT / RQS #:	20240403000000001440
CONTRACT	Proposed Start Date:	<b>2/22/2024</b>	Proposed End Date: 3/14/2024
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:		United Construction & Forestry, Hermon, Me.	
Brief Description of Goods/Services/Grant:		Unit T21-705 had three issue that needed attention, rear differential overfull, hydraulic leak under the cab	

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.

T21-705 is a 2012 John Deere Wheel loader. This unit had multiple issues going on, the first issue detected was the front differential was consistently overfull with hydraulic oil. A Region 4 Fleet tech would drain the rear end fluid to the acceptable level and within a few days the front rear end housing would be overfull again, couple that with the obvious hydraulic leak that was coming from under the cab. Having multiple trucks and equipment currently down within the region the decision was made to send the unit to a vendor that is better equipped to deal with the issues. The technician at United Construction & Forestry followed the service advisor specs and pumped the brake pressure up to 1450PSI and found the front brake seals to be leaking. The tech proceeded to jack up the unit, and remove the front axle housing, drain the rearend housing, and outer hubs. He then removed the brake inspection plugs, removed the brake supply lines, and bleeder screws, He removed both the right- and left-hand hubs and wore brake seals. The tech then installed new brake seals, outer wheel seals, he reinstalled the brake pistons on both sides and reassembled both hubs and installed back on to the rear axle. Both the right and left brake lines were replaced due to being extremely rusty and the supply hose to the right hub was replaced as well. The rear axle housing was refilled, and a pressure check was done on the system to check for leaks, no leaks were detected at this time, so the front axle was reinstalled, and fasteners were torqued to spec. The second issue to be addressed was a hydraulic leak under the cab of the machine. The United Construction & Forestry Tech found leaking hoses from the loader control valve block to the ride control and secondary steering. The tech removed the old hoses and to do so had to cut off or heat up the fittings due to being extremely rusty. The tech installed the new hydraulic hoses with fittings and new O-rings, and this completed the hydraulic leak issue under the cab. The next issue was the leaking rear brake lines. These steel lines were extremely rusty and leaked when the brakes were applied. United tech replaced all the steel lines and fittings on both the front and rear axles. The total cost of these repairs was \$26,830.73

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

The vendor for this work was able to get the unit in to be diagnosed and repaired in a timely manner and has John Deere 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 for the vendor to complete the repair as they diagnosed the issue and still had possession of the unit

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

United Construction & Forestry is a John Deere dealer that we have had work done at in the past as they are an approved Vendor. They are able too 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 with the amount of Trucks & Equipment Region 4 has currently waiting to be repaired.

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

**PART III: SUPPLEMENTAL INFORMATION**

We will continue to work with all Approved Vendors in the Greater Bangor area. In this case United Construction & Forestry had the best skill set and availability to get the Unit in for repairs and returned to Maine DOT in a timely manner.

**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:	4/1/2024
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i> 2D3B0E39F37E44A...		
Typed Name:	William J.E. Allen	Date:	4/8/2024

NOI 0420240370