



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:		DAFS/BGS/Central Fleet Management	
Department Contract Administrator or Grant Coordinator:		Mark Bailey	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$333,366	Advantage CT / RQS #:	18P20240418*1497
CONTRACT	Proposed Start Date:	4/17/2024	Proposed End Date: 5/10/2004
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:		Quik Ford, Augusta, Maine	
Brief Description of Goods/Services/Grant:		9 - Ford F150 Lightning BEV Pickup Trucks	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input checked="" 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.

Central Fleet is tasked with increasing the number of electric vehicles in the fleet. We have an opportunity to buy 9 Ford F150 Lightning pickups immediately off the lot from a local dealer. This will increase our ability to upgrade older ICE vehicles with BEV and give us the ability to test their accessory radio capabilities.

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

Quirk Ford offered 9 of these units from their stock. We will be able to take immediate delivery of these vehicles once this purchase is approved. The availability and pricing described below expedites our ability to increase the number of BEV vehicles in the fleet at a reduced cost.

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

Quirk Ford offered 7 of these units from their stock at the last bid price (\$45,098). Since that last bid price there has been a price increase for that model year (\$48,536) and the pricing for the next model year is projected to be significantly increased (\$52,300). 4 of the units will be delivered at pricing below the 2023 pricing (2-\$44,297, 2-\$43,390). Two vehicles are being supplied without center consoles to allow for radio equipment. This will give us the opportunity to acquire these BEV trucks at a significant savings to the State and test the radio capabilities of these BEV trucks. We have adequate financing available to purchase these units. In addition, these units are eligible for Efficiency Maine Trust funds (\$7,500 each) which is reflected in the total amount in Part I.

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

When specifications and pricing are available and supply chain issues improve, we plan to competitively bid for these type vehicles and include EV, PHEV and Hybrid requests.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting
Department's Commissioner
(or designee):

DocuSigned by:
David Morris
2A644AF5681F482...

Typed Name: David Morris

Date: 4/19/2024

Signature of DAFS
Procurement Official:

DocuSigned by:
William J.E. Allen
2D5B6E39F57E44A...

Typed Name: William J.E. Allen

Date: 4/23/2024