



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:		Dixfield Fleet REG 3	
Department Contract Administrator or Grant Coordinator:		Roger Berry Jr.	
(If applicable) Department Reference #:		T11-712	
Amount: (Contract/Amendment/Grant)	\$12,070.61	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	3/8/2023	Proposed End Date: 4/5/2023
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:		Allegiance (Daigle & Houghton) Bangor, Maine	
Brief Description of Goods/Services/Grant:		Truck building pressure in radiator	

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.

T11-712 was using coolant, had road tech bring it in and went though it to find leak. Didn't find any leaks on the engine so we put a pressure gauge on the radiator and run the engine. Found that it was building to much pressure and pushing out the overflow tank. So, we sent it out for repair.

After determining that the cylinder head needed to be replaced, they emailed out an estimate for the job. T11-712 is a 2010 International with 9273hrs. \$12070.61 was the total for the repairs for the head replacement. The decision to move forward with the replacement of cylinder head were made consistent with the Maine DOT Fleet Management's guidance considering the trucks age, hours, and anticipated replacement schedule. The estimated cost to replace this truck is \$280,000.00. The replacement of cylinder head and the bad engine harness they found. With Fleet full of work and lack of Technicians we decided the quickest way to get the truck back in service was to send to the dealer.

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

With the work not able to be done inhouse in a timely manner, we decided to reach out to Allegiance (Daigle & Houghton) to see if they were able to do this job in a timely manner, in which have certified technicians trained with the proper tools and training to complete this job.

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

After sending the truck to Allegiance (Daigle & Houghton) they looked over the job, for the issue the truck was having the replacement of the cylinder head was the way to proceed. With a quote of \$12070.61 We had them go ahead with the work.

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

Convince more International dealers that are qualified to provide this same service to move into more locations in the state it would potentially foster better competition.

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: <i>Kyle A. Hall</i> 51BA1171F8B9463...		
	Typed Name:	Kyle Hall, Director Maintenance & Dperations	Date: 4/25/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i> 2D5B6E39F57E44A...		
	Typed Name:	william J.E. Allen	Date: 5/4/2023

NOI 0520230421 05/05/2023 - 05/11/2023