



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 2 Fleet		
Department Contract Administrator or Grant Coordinator:		Michael Colson		
(If applicable) Department Reference #:		T11-104		
Amount: (Contract/Amendment/Grant)	\$ 18,677.67	Advantage CT / RQS #:	RQS20220526000000001392	
CONTRACT	Proposed Start Date:	28 Apr 22	Proposed End Date:	9 May 22
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:		AT Maine VS0000025482 Daigle & Houghton, Hermon, ME		
Brief Description of Goods/Services/Grant:		Repairs to T11-104, a 2016 International patrol truck – had check engine light on, had emission codes.		

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

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.

Plow truck T11-104 had check engine light on and had emission codes. Fleet field tech connected laptop to truck and found it had emission codes. At the dealer they found broken exhaust /emissions clamps. Upon closer inspection of the exhaust/emission system they found more broken exhaust clamps and when removing the clamps, they found the flanges for the system are all rusted out and will need to be replaced to include the DPF, DOC, SCR. Repairs totaling \$18,677.67 were made. The decision to move forward with these repairs was made consistent with Maine DOT 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. The decision to use a commercial repair facility was made after careful consideration of the availability and expertise of Department personnel and the operational need to get the equipment back in service.

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

The Fleet Augusta heavy shop was busy and is down 3 Tech's. The vendor for this work was able to work it in 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 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.

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: LATE JUSTIFICATION


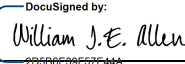
1. Is the vendor currently working? Yes No – If No, proceed to Part V

2. If you answered Yes to question 1, explain why the vendor is working before the contract is final approved.

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

1. Does this request utilize ARPA/MJRP Funds?

 Yes – If Yes, please attach the approved Business Case(s). No – If No, proceed to Part VI**PART VI: 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:	David Bernhardt	Date:	5/26/2022
Signature of DAFS Procurement Official:			
	Printed Name:	william J.E. Allen	Date:

NOI 0620220566 06/08/2022 - 06/14/2022

Certificate Of Completion

Envelope Id: 4D4A97CD0FF944F4B06DBB3EBCEE2B63	Status: Completed
Subject: Please DocuSign: AT Maine 11-104 PJF 9 may 22.pdf	
Source Envelope:	
Document Pages: 6	Signatures: 1
Certificate Pages: 5	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Sharon Krechkin
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	16 SHS
	Augusta, ME 04333-0016
	Sharon.Krechkin@maine.gov
	IP Address: 67.242.208.141

Record Tracking

Status: Original	Holder: Sharon Krechkin	Location: DocuSign
5/26/2022 12:50:44 PM	Sharon.Krechkin@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
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Signer Events

David Bernhardt
 David.Bernhardt@maine.gov
 Director M&O
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 A3023C518E5A4CA...
 Signature Adoption: Pre-selected Style
 Signed by link sent to David.Bernhardt@maine.gov
 Using IP Address: 198.182.163.121

Timestamp

Sent: 5/26/2022 12:52:39 PM
 Viewed: 5/26/2022 3:56:18 PM
 Signed: 5/26/2022 3:56:52 PM

Electronic Record and Signature Disclosure:
 Accepted: 5/26/2022 3:56:18 PM
 ID: cf6cdc10-bdd0-4da8-8592-74d27b47b541

Sharon Krechkin
 sharon.krechkin@maine.gov
 Contract/Grant Specialist
 MaineDOT
 Security Level: Email, Account Authentication (None)



Signature Adoption: Pre-selected Style
 Signed by link sent to sharon.krechkin@maine.gov
 Using IP Address: 67.242.208.141

Sent: 5/26/2022 3:56:53 PM
 Viewed: 5/27/2022 10:06:26 AM
 Signed: 5/27/2022 10:06:30 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/26/2022 12:52:39 PM
Certified Delivered	Security Checked	5/27/2022 10:06:26 AM
Signing Complete	Security Checked	5/27/2022 10:06:30 AM
Completed	Security Checked	5/27/2022 10:06:30 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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How to contact Carahsoft OBO Maine Department of Transportation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: dawn.seagroves@maine.gov

To advise Carahsoft OBO Maine Department of Transportation of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at dawn.seagroves@maine.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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- ii. send us an email to dawn.seagroves@maine.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- Until or unless you notify Carahsoft OBO Maine Department of Transportation as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO Maine Department of Transportation during the course of your relationship with Carahsoft OBO Maine Department of Transportation.