



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:		MaineDOT Region 5	
Department Contract Administrator or Grant Coordinator:		Keith Richards	
(If applicable) Department Reference #:		T19-565	
Amount: (Contract/Amendment/Grant)	\$ 50,524.95	Advantage CT / RQS #:	20230531000000001489
CONTRACT	Proposed Start Date:	<b>2/2/2023</b>	Proposed End Date: 3/29/2023
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:		United Construction & Forestry	
Brief Description of Goods/Services/Grant:		Transmission rebuilt	

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.

The grader was sending codes for transmission filter pressure. We changed the filters with OEM and continued to get codes. We determined that after the continuous codes and Caribou could not perform this type of work. We sent it to United Construction & Forestry for troubleshooting and estimate. They diagnosed this unit with a bad transmission and estimated the replacement around \$54,000. The decision to move forward with these repairs made consistent with Maine DOT Fleet Management's guidance considering the vehicle's age, mileage, and the fact this grader is not on the replacement schedule. The estimated replacement cost for this vehicle is \$260,000. 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. This equipment is used for numerous activities in the winter month including snow roads, loading materials, cutting shelves and snow removal in critical areas of visibility.

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

The Caribou Fleet facility was already back logged with fixing trucks, loaders, backhoes and repairs waiting to come in the shop. The duration of this work and lack of knowledge on such components, this would only extend the Region's back log on repairs. The vendor for this work has John Deere trained technicians along with all the special tools needed 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.

We have used United Construction & Forestry for key repair and diagnostic in the past. The prices compare to others is the same industry. 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 United Construction & Forestry dealers and service facilities 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.

**Procurement Justification Form (PJF)**

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: <i>Kyle A. Hall</i> 51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	5/31/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i> 2D588E93F57E4A...		
Typed Name:	william J.E. Allen	Date:	6/6/2023

NOI 0620230556 06/06/2023 - 06/12/2023