



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE PROCUREMENT SERVICES
STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		Maintenance & Operations Fleet Services		
Department Contract Administrator or Grant Coordinator:		Dan Rolfe		
(If applicable) Department Reference #:				
Agency Department Code:	17D	Advantage CT / RQS #:	Multiple - SEE BELOW	
Amount: (Contract/Amendment/Grant)		\$750,000.00		
CONTRACT	Proposed/Original Start Date:	7/1/2026	Proposed/Most Recent End Date:	3/31/2027
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Multiple Venders, see attached		
Brief Description of Goods/Services/Grant:		Maintenance and Repair Work of Light and Heavy-Duty Vehicles and Equipment on as needed basis		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☐	B. Amendment	☐	H. State Statute/Agency Directed
☒	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☒	D. Proprietary/Copyright/Patents	☐	J. Willing and Qualified

Procurement Justification Form (PJF)

☐	E. Emergency	☐	K. Client Choice
☐	F. Higher Education 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.

To supplement our internal/external maintenance team in place, we are seeking additional above-qualified vendors to provide comprehensive maintenance and repair services for our heavy construction equipment, light-duty trucks, and specialized machinery. The selected vendors will act as an extension of our shop, ensuring operational readiness when internal and external staff are fully committed or when advanced technical specialization is required.

Specifically, these vendors are selected for their proprietary diagnostic capabilities and advanced troubleshooting tooling, providing support for complex system analysis that exceeds our current in-house diagnostic capacity. These vendors will also ensure consistency with our policy, procedures, and guidelines to maintain fleet integrity.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

Given the urgent need for advanced diagnostic capacities and limited staffing to minimize equipment downtime, we are seeking a short-term engagement with these vendors for these specific reasons and requirements needed.

OEM Technical Specifications & Diagnostic Requirements

These vendors must maintain, and operate legally licensed, up-to-date OEM proprietary diagnostic software and hardware. Broad-market, reverse-engineered aftermarket scan tools (e.g., generic J1939 readers) are unacceptable.

- **Ford Light-Duty & Medium-Duty Fleets:**
 - **Required Software:** Ford Service Information Hub with active **Ford Diagnostic & Repair System (FDRS)** and Ford Integrated Diagnostic System (IDS) software licenses.
 - **Required Hardware:** Ford Vehicle Communication Module III (**VCM 3**) multiplexer interface.
 - **Capabilities:** Full Module Programming (PMA), Module Configuration and Parameterization, Oscilloscope guided diagnostics, and active bidirectional command testing for PowerStroke diesel particulate filter (DPF) regeneration.
- **Mack Heavy-Duty Commercial Trucks:**
 - **Required Software:** **Premium Tech Tool (PTT)** with Mack specific diagnostic datasets and active Central Systems connectivity for software downloading.
 - **Required Hardware:** **Vocom II (88894000)** communication interface.
 - **Capabilities:** Comprehensive coverage of MP7, MP8, and MP10 engines, mDRIVE automated manual transmission programming, central electrical module flashing, and advanced guided diagnostics for the exhaust aftertreatment system (EATS).

PART III: SUPPLEMENTAL INFORMATION

- **Volvo Construction Equipment:**

- **Required Software:** Volvo PROSIS for parts and repair technical info, combined with Premium Tech Tool (PTT) calibrated for Volvo Construction Equipment firmware.
- **Required Hardware:** Heavy-duty ruggedized Vocom II communication unit with specialized heavy-machinery harness adapters.
- **Capabilities:** Main control unit (MCU) reprogramming, hydraulic pump flow calibration, electronic control unit (ECU) parameter adjustments, and advanced troubleshooting of CareTrack telematics and Volvo advanced powertrain systems.

3. Advanced Troubleshooting & System Coverage

The scope of vendor responsibility covers complex troubleshooting exceeding standard preventive maintenance, specifically targeting:

- **Multiplexed Networks:** Diagnostic analysis of J1939 CAN-bus, CAN-FD, and LIN data link networks experiencing intermittent communication drops, shorted modules, or corrupted data frames.
- **Emissions and Aftertreatment:** Advanced faults within Selective Catalytic Reduction (SCR), Diesel Particulate Filters (DPF), and Exhaust Gas Recirculation (EGR) systems. This includes dosing pump calibration and efficiency testing.
- **Powertrain Integration:** Calibration of automated transmissions, electronic hydrostatic drives, and advanced hydraulic-to-engine load sensing systems.

4. Compliance and Quality Assurance

- **Data Integrity:** The vendor must log all pre-and-post repair diagnostic health reports. They must transfer these session files to our internal fleet management database upon unit release.
- **Technician Certification:** All assigned personnel must hold active ASE certifications (T-Series for Heavy Trucks, L-Series for Advanced Diagnostics) or specific OEM factory training credentials for Ford, Mack, and Volvo platforms.

We remain committed to a competitive process and will transition to selected providers once the upcoming Fall RFP cycle is finalized.

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

The submitted rate structures have been cross-referenced against the fleet's internal historical repair invoices spanning the previous fiscal cycle. The vendor's labor rates align with localized market percentiles for specialized heavy-duty repair services, validating fiscal competitiveness. Consequently, these rate structures will be contractually locked for the entire duration of the agreement, with no adjustments permitted without an executed amendment

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

New Master Agreements will be executed, Spring of 2027. The vendors will be advised to submit proposals when the RFP is advertised this coming fall.

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

PART III: SUPPLEMENTAL INFORMATION

Does this request utilize ARPA/MJRP funds?

☐ Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).☐ Yes, ARPA funds (025) or (026) – 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); CONTRACT WITH THE STATE***Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).*☒ The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.**PART VI: APPROVALS**

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

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

Typed Name:

Andrew Bickmore,
Chief Operating Office

Date:

6/8/2026

2. Additional signature required **ONLY** if box E (Emergency) is selected in PART II. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.Signature of requesting
Department's Commissioner
(or designee):

Typed Name:

Date:

****OSPS Section Only****Signature of DAFS
Procurement Official:

Signed by:



Typed Name:

066BBD96EE5347F...
Michelle Knox

Date:

6/9/2026

RQS #	Vendor Name	Amount
20260513000000001731	Central Maine Motors Auto Group	\$250.000.00
20260514000000001732	Freightliner of Maine	\$250.000.00
20260514000000001733	Ballard's Truck Center of Bangor	\$250.000.00
Total		\$750,000.00

- **Central Maine Motors Auto Group**-420 Kennedy Memorial Dr, Waterville, ME 04901
- **Freight Liner of Maine**-422 Perry Rd, Bangor, ME 04401
- **Ballards Truck Center of Bangor**-2245 Odlin Rd, Hermon, ME 04401