



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 4 Fleet	
Department Contract Administrator or Grant Coordinator:		Jeremy Schobel	
(If applicable) Department Reference #:		T01-317	
Amount: (Contract/Amendment/Grant)		\$ \$24,964.62	Advantage CT / RQS #: 2023071800000000127
CONTRACT	Proposed Start Date:	<b>5/26/2023</b>	Proposed End Date: 6/28/2023
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:		Daigle & Houghton (Allegiance Trucks), Hermon Me. 04401	
Brief Description of Goods/Services/Grant:		Repairs to Unit T01-317 for excessive coolant usage.	

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.

Unit T01-317 was reported to be using a large amount of engine coolant daily. Once inspected by region 4 fleet personal it was thought there was a problem with either the head or head gasket as there were no visible signs of a coolant leak. Unit T01-317 was sent to Allegiance Trucks for further inspection. Once at the vendor they determined the DPF pressure was high and the DPF filter was saturated with coolant. They determined that compression was being pushed out between the engine block and head showing either a faulty head gasket or warped head. An extensive amount of time was spent removing all the engine components ( Air box, Inlet turbo piping, charge air cooler pipes, wiring harness on the passenger side of the engine , fan hub , belts, intake, upper radiator hose, oil filter module, turbo oil feed line, oil filter cap and filter, ccos upper housing, front exhaust manifold, heat shield, thermostat housing, rear coolant crossover tube, egr cooler, rear manifold, high pressure fuel lines, harness for ecm, valve cover, injectors, valve train bridges etc.) The exhaust manifold was cleaned the block was buffed and made ready to install the new head. Once the new head was installed all removed engine components were reinstalled, fluid levels were refilled, engine was tested with no codes or issues found. There is a complete list of labor and parts associated to this job with attached invoice from Allegiance Truck.

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

Region 4 Fleet is currently experiencing many trucks and equipment down, couple that with the lack of available parts and the elongated time to receive parts the decision was made to send Unit T01-317 to a vendor. 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 vendor.

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

Daigle & Houghton (Allegiance) is an international dealer we have 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: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

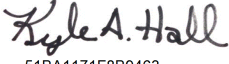

Does this request utilize ARPA/MJRP funds?

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:  <small>51BA1171F8B9463...</small>		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	7/7/2023
Signature of DAFS Procurement Official:	DocuSigned by:  <small>066BRD96EE5347F...</small>		
Typed Name:	Michelle Fournier	Date:	7/21/2023