



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 \$5,000 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:		Maine DOT Region 4 Fleet		
Department Contract Administrator or Grant Coordinator:		Jeremy Schobel		
(If applicable) Department Reference #:		T01-161		
Amount: (Contract/Amendment/Grant)	\$ 14,499.24	Advantage CT / RQS #:	RQS 17D 20250701*0002	
CONTRACT	Proposed Start Date:	5/12/2025	Proposed End Date:	6/10/2025
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:		Hews Truck Bodies & Equipment		
Brief Description of Goods/Services/Grant:		Faulty crane remote and hydraulic stabilizer issue.		

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 T01-161 is a 2003 Sterling Wheeler with a National Crane boom lift attached to it. The handheld remote that operates the crane started to malfunction, allowing numerous functions to happen at the same time while only trying to perform one function. Additionally, the stabilizer outriggers for the crane started to malfunction as well. A decision was made to send this unit to Hews Truck Bodies & Equipment as they have properly trained personnel to work on this type of equipment. Once at Hews the techs tried to operate the crane with the remote and found more than one function would move when a different function was activated, they determined the remote would need to be sent to the manufacturer for testing. The manufacturer deemed the remote was unrepairable and would need to be replaced. After waiting just over a year for the replacement remote to arrive T01-161 was sent back to Hews for the installation and reprogramming to accept the new remote. The new remote was wired and programmed to match the truck, at this time the crane was tested many times and everything worked as it should. While troubleshooting the deployment of the hydraulic stabilizers the Hews techs found the outrigger return holding valve was cracked and had failed. With the failed return holding valve replaced with a new one the outrigger issue was fixed. The total cost of this repair was \$14,499.24

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

The vendor for this work was able to get the unit in to be diagnosed and repaired in a timely manner and has National Crane 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 for the vendor to complete the repair.

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

Hews Truck Bodies & Equipment is a National Crane authorized dealer that we have had work done in the past as they are an approved Vendor. 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 with the amount of Trucks & Equipment Region 4 has currently been waiting to be repaired, coupled with being down numerous fleet technicians.

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

We will continue to work with all Approved Vendors in the Greater Bangor area. In this case Hews Truck Bodies & Equipment was the only National Crane dealer that would accept this vehicle in its current state, and had the best skill set and availability to get the Unit in for repairs and returned to Maine DOT in a timely manner.

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

Does this request utilize ARPA/MJRP funds?

- ☐ Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).
- ☐ Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
- ☒ No – If No, proceed to Part V.

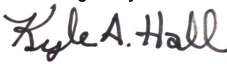
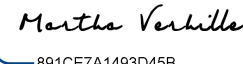
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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 signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by:  51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance and Operations	Date:	7/1/2025
Signature of DAFS Procurement Official:	DocuSigned by:  891CE7A1493D45B...		
Typed Name:	Martha Verhille	Date:	7/9/2025