



PROCUREMENT JUSTIFICATION FORM (PJF)

| PART I: OVERVIEW | | | |
|---|---|-----------------------|----------------------|
| Department Office/Division/Program: | MaineDOT Human Resource Office | | |
| Department Contract Administrator or Grant Coordinator: | Valarie Moody CS-Kim Lawrence | | |
| (If applicable) Department Reference #: | 40698 | | |
| Amount: (Contract/Amendment/Grant) | \$ 10,000.00 | Advantage CT / RQS #: | 20190731000000000382 |
| CONTRACT | Proposed Start Date: | Proposed End Date: | |
| AMENDMENT | Original Start Date: | 7/26/2019 | Effective Date: |
| | Previous End Date: | 7/31/2024 | New End Date: |
| GRANT | Project Start Date: | | Grant Start Date: |
| | Project End Date: | | Grant End Date: |
| Vendor/Provider/Grantee Name, City, State: | ME Motor Transportation Association Inc Augusta ME | | |
| Brief Description of Goods/Services/Grant: | Training for Employee Development | | |

| PART II: JUSTIFICATION FOR VENDOR SELECTION | | | |
|--|-----------------------------------|--------------------------|----------------------------------|
| Check the box below for the justification(s) that applies to this request. (Check all that apply.) | | | |
| <input checked="" type="checkbox"/> | A. Competitive Process | <input type="checkbox"/> | G. Grant |
| <input checked="" type="checkbox"/> | B. Amendment | <input type="checkbox"/> | H. State Statute/Agency Directed |
| <input 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. |
| <p>Our heavy equipment technicians work on various equipment, including diesel trucks. They need to understand emissions function, common issues and how to diagnose fault codes. This training covers DPF functionality, SCR functionality, DEF quality diagnosing, operator induced failures, DPF and SCR sensors, passive and active regeneration.</p> |

PART III: SUPPLEMENTAL INFORMATION

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

ME Motor Transportation Association was awarded a training contract via RFP# 201902033. However, the RFP did not include this training. MaineDOT will include this training in the next RFP which will be issued in 2023.

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

Costs are typical, fair, and reasonable for the delivery of the desired programs.

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

In July 2023, DOT will issue an RFP for training services that will include this class.

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


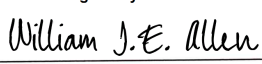
Does this request utilize ARPA/MJRP funds?

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): |  | | |
| Typed Name: | William A. Pulver, Chief Operating Officer | Date: | 7-25-2022 |
| Signature of DAFS Procurement Official: | <small>DocuSigned by:</small>  <small>2D5B6E39F57E44A...</small> | | |
| Typed Name: | William J.E. Allen | Date: | 8/18/2022 |

NOI 0820220821 08/19/2022 - 08/25/2022

Wood, Shelly

From: Getchell, Beth
Sent: Monday, July 25, 2022 6:49 AM
To: Wood, Shelly
Subject: RE: PJF - MMTA - Amendment for signature

Yes, Val and I spoke of this amendment. Danielle has a particular training need and MMTA offers the training. This one is good to sign.

BTW – sorry for the delay in response.

Thanks Shelly!

From: Wood, Shelly <Shelly.Wood@maine.gov>
Sent: Friday, July 22, 2022 3:57 PM
To: Getchell, Beth <Beth.Getchell@maine.gov>
Subject: FW: PJF - MMTA - Amendment for signature

Are you aware of this \$10,000 training request? Please advise and thank you.

Shelly Wood

*Administrative Assistant for
Chief Operating Officer, William Pulver &
Chief Engineer, Joyce Taylor
24 Child Street, 16 SHS
Augusta, Maine
Tel #207.624.3011
Fax #207.624.3001*



From: Lawrence, Kimbalie <Kimbalie.Lawrence@maine.gov>
Sent: Friday, July 22, 2022 3:08 PM
To: Pulver, William <William.Pulver@maine.gov>; Wood, Shelly <Shelly.Wood@maine.gov>
Subject: PJF - MMTA - Amendment for signature

Hello

Please follow the link below to review and sign a PJF:

[R:\RegionO\Executive\Public\\\$\Common-Exec\Signature Misc Requests\Pending Positions and Docs\PJF - ME Motor Transportation Association Inc - Amendment.pdf](R:\RegionO\Executive\Public\$\Common-Exec\Signature Misc Requests\Pending Positions and Docs\PJF - ME Motor Transportation Association Inc - Amendment.pdf)

I don't need a hard copy of the signed document.
Let me know if you have any questions.

Thank you,