



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 #:		T01-899	
Amount: (Contract/Amendment/Grant)	\$ 10,661.42	Advantage CT / RQS #:	RQS2023072700000000174
CONTRACT	Proposed Start Date:	1/21/2023	Proposed End Date: 5/1/2023
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:		Allegiance Trucks	
Brief Description of Goods/Services/Grant:		Replace DPF and DOC on T01-899	

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 operator reported a check engine light on, the Mechanic scanned and found low NOX. The decision to move forward on repairs by a commercial vendor were made due to the diagnostic troubleshooting and to the extent of the rusted-out components when we get a low NOX diagnostic. With the timeframe on completion and being the most southern interstate crew. The decision to move forward with these repairs was made consistent with Maine DOT Fleet Management's guidance considering the vehicle's age, mileage, and the fact this truck is not on the replacement schedule. The estimated replacement cost for this vehicle is \$200,261.80. 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.

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 working on repairs waiting to come in the shop. The vendor for this work has International trained technicians along with all the special tools needed for the repair and replacement of the parts associated with this issue.

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

Daigle & Houghton is an International dealer and Fleet Services has negotiated a lower labor rate with them, we have also 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?

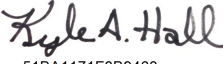
Yes – If Yes, please attach the approved Business Case(s).

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:  
  
51BA1171F8B9463...

Typed Name:

Kyle Hall, Director Maintenance &  
Operations

Date:

7/25/2023

**Procurement Justification Form (PJF)**

Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i>		
Typed Name:	205B8E39F57E44A... William J.E. Allen	Date:	8/10/2023