

## State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:	Inland Fisheries and Wildlife, Division of Engineering			
Department Contract Administrator or Grant Coordinator:	Richard Parker			
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 6,519.95	Advantage CT / RQS #:	20210921*0293	
CONTRACT	Proposed Start Date:	9/21/2021	Proposed End Date:	9/28/2021
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:	Milton Cat 16 Pleasant Hill Rd. Scarborough, ME VC1000065280			
Brief Description of Goods/Services/Grant:	Replacement of injectors and pumps on fuel system			

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
<b>X</b>	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
<b>X</b>	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
<b>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</b>
<p><b>Truck was severely under powered and a hazard to operate on the road under load. It was driven to Milton Cat where disassembly was necessary to perform diagnostics. It was determined 3 injector nozzles and 6 injector pumps were in need of replacement.</b></p>

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### PART III: SUPPLEMENTAL INFORMATION

**2. Provide a brief justification for the selected vendor to supplement the response in Part II.**

We have had performance issues with this dump truck in the past and paid multiple vendors to attempt repair with no success. Milton Cat had qualified staff to make the repair and allow us to continue to operate the truck. Do to past experience of success we chose to bring the truck to Milton Cat for repairs.

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

Replacement of injectors and pumps are a very major repair and very involved. I believe this cost estimate to be fair due to the complexity of the repair.

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

Having a dump truck repaired during peak construction season requires having a vendor that has proven qualifications make the repairs to bring the vehicle back in service as quickly as possible. If this were outside of peak season where time was not essential a competitive bid would have been conducted for the service

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<small>DocuSigned by:</small> <i>Timothy Peabody</i>		
<b>Printed Name:</b>	<small>03275703AA74438...</small> Timothy Peabody	<b>Date:</b>	9/22/2021
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>William J.E. Allen</i>		
<b>Printed Name:</b>	<small>2D5B6E39F57E44A...</small> William J.E. Allen	<b>Date:</b>	9/22/2021

NOI 0920210760 09/22/2021 - 09/28/2021