



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 Fleet (Augusta)		
Department Contract Administrator or Grant Coordinator:		John Roberts		
(If applicable) Department Reference #:		T01-155		
Amount: (Contract/Amendment/Grant)	\$20,032.23	Advantage CT / RQS #:	20220909000000000328	
CONTRACT	Proposed Start Date:	07/07/2022	Proposed End Date:	09/01/2022
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:		O'Connor Motor Co. Portland, Maine VC1000069485		
Brief Description of Goods/Services/Grant:		Replaced transmission in T01-155.A 2004 Volvo tractor truck would not shift out second gear and sometimes stuck in second gear.		

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
x	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

Please respond to ALL of the questions in the following sections.

REV 10/7/2021

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.

T01-155 IS A 2004 Volvo tractor. The issue with the truck was it would not shift out of third gear and sometimes would get stuck in second gear. We are not equipped to perform Allison transmission diagnostic nor have the proper tooling to repair here for Allison transmission, the option was to send it to the nearest Allison dealer. They dropped the pan and found all kinds of metal due to the transmission bad. O'Connor's had to replace transmission and found bad wiring to throttle pedal which caused at times no throttle response.

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

The Fleet Augusta heavy shop did not have qualified technicians to diagnose it correctly. The vendor for this work was able to get it in and has Allison trained technicians along with all the special tools needed for the repair and replacement of the parts associated with this issue. The magnitude of this repair was considered, and the decision was to send this unit to the dealer.

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

O'Connor's is the closest Allison transmission dealer, we have had work done there in the past and when compared with the other equipment brand dealer's their rates were the same or very close. They are able to 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.

Fleet will continue to check availability with MaineDOT facilities to have the work done in-house. If MaineDOT resources are not available, commercial repair facilities will be contacted for cost estimates and availability of prompt service appointments. The cost proposals will be reviewed, and the work will be awarded to the facility that can best meet the needs of MaineDOT.

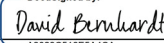

PART IV: LATE JUSTIFICATION

- | | | |
|-------------------------------------|---|--|
| 1. Is the vendor currently working? | Yes <input checked="" type="checkbox"/> | <input type="checkbox"/> No – If No, proceed to Part V |
|-------------------------------------|---|--|

2. If you answered Yes to question 1, explain why the vendor is working before the contract is final approved.

Due to operational needs and because of a short striping summer season this unit was in critical need to haul paint to keep the strippers working to get the summer work done before the end of the season. This truck is a very important part of the day-to-day operations.

PART V: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
1. Does this request utilize ARPA/MJRP Funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> No – If No, proceed to Part VI	

PART VI: APPROVALS			
Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	DocuSigned by:  <small>A3023C518E5A4CA...</small>		
Printed Name:	David Bernhardt	Director M&O	Date: 9/9/2022
Signature of DAFS Procurement Official:	DocuSigned by:  <small>2D5B8E39F57E44A...</small>		
Printed Name:	William J.E. Allen		Date: 9/13/2022

NOI 0920220917 09/13/2022 - 09/19/2022