



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 #: | | T01-251 | |
| Amount: (Contract/Amendment/Grant) | \$ \$7,052.72 | Advantage CT / RQS #: | 20230821000000000308 |
| CONTRACT | Proposed Start Date: | 6/24/2023 | Proposed End Date: 7/31/2023 |
| 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: | | T01-251 Injectors and Cups | |

| 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 Transportation Worker reported that T01-251 had a parked Regen light one, which was causing it to start hard and emit a heavy fuel smell. The Mechanic took into the shop and did a visual inspection of the engine and a self-test to confirm symptoms. The truck would turn over 20-30 times to start, but upon starting there was a strong smell of fuel and Regen light illuminated. The mechanic tried using the laptop to verify if there were any codes, none were active. Tried to force the truck into a regen process with laptop because the Diesel Particulate Filter (DPF) was at 100 percent full. With the mechanics past knowledge, of these similar issues, he diagnosed the engine needing injector cups. The decision to send the repairs to a commercial vendor was made due to our conclusion of needing injector cups, and computer not forcing Regen. We needed someone with experience in this type of work. The dealer's tech equipment diagnosed issue as a bad turbo and injectors cups. 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 due to the depth of experience needed.

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

The decision to use a commercial repair facility was made due to the depth of experience needed. The vendor for this work has a Volvo trained tech along with all the special tools to diagnose and fix repairs.

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

Albert Farms Inc has been a vendor for Fleet for many years. They keep up to date with training and diagnostic equipment, providing an efficient and reliable service in the area. They are twenty dollars or more, less than the mechanic in similar fields. They are able too efficiently and cost effectively do a repair of this significance.

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

If we could convince more Volvo 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.

Procurement Justification Form (PJF)

| | | | |
|--|--|-------|-----------|
| Signature of requesting Department's Commissioner (or designee): | DocuSigned by: <i>Kyle A. Hall</i> 51BA1171F8B9463... | | |
| Typed Name: | Kyle Hall, Director Maintenance & Operations | Date: | 8/11/2023 |
| Signature of DAFS Procurement Official: | DocuSigned by: <i>William J.E. Allen</i> 20508E39F57E4A... | | |
| Typed Name: | william J.E. Allen | Date: | 9/5/2023 |

NOI 0920230975 09/06/2023 - 09/12/2023