



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE 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 Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Maine DOT Region 4 Fleet	
Department Contract Administrator or Grant Coordinator:		Jeremy Schobel	
(If applicable) Department Reference #:		T05-010	
Amount: (Contract/Amendment/Grant)	\$ \$10,510.46	Advantage CT / RQS #:	20250908000000000381
CONTRACT	Proposed Start Date:	7/23/2025	Proposed End Date: 8/19/2025
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:		Central Maine Motors Auto Group 801 Kennedy Memorial Drive, Oakland Maine 04963	
Brief Description of Goods/Services/Grant:		Vehicle running rough suspect failed CP4 pump.	

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.

Unit T05-010 was throwing engine code P0087 for fuel rail/system pressure to low. The decision was made by region 4 fleet personnel to have this unit looked at by a qualified Vendor as our technicians do not have the capability to read or diagnose Ford codes. We tried to get this unit looked at by Quirk Ford, Whited Ford, Darlings Ford and Pellitier Ford with no availability. This unit was sent to Central Maine Motors Auto Group as they agreed to get it into their shop as soon as possible. The central Maine Ford techs ran their own diagnostics and found the CP4 pump has failed and allowed metal filings throughout the high-pressure fuel system. The Central Maine Auto Groups techs had to remove the complete high pressure fuel system, flush out all the fuel lines, replace the CP4 pump, the fuel sender and pump assembly, the fuel cooler assembly, along with numerous seals and gaskets. The total cost of this repair was \$10,510.46

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

The vendor for this work was able to get the unit in to be diagnosed and repaired in a timely manner and has Ford trained technicians along with all the special tools for the repair and replacement of the parts associated with this issue. The magnitude of this repair was considered, and the logical decision was for the vendor to complete the repair.

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

Central Maine Motors Auto Group is a Ford authorized dealer that we have had work done in the past as they are an approved Vendor. 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 with the amount of Trucks & Equipment Region 4 has currently waiting to be repaired coupled with being down four fleet technicians.

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

We will continue to work with all Approved Vendors in the Greater Bangor area. In this case Central Maine Motors Auto Group (Formerly Ray Haskell Ford) was the only Ford dealer that would accept this vehicle in its current state, and had the best skill set and availability to get the Unit in for repairs and returned to Maine DOT in a timely manner.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
<input checked="" type="checkbox"/> No – If No, proceed to Part V.

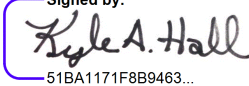
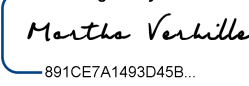
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

<input checked="" type="checkbox"/> The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):	Signed by:  51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	9/8/2025
Signature of DAFS Procurement Official:	DocuSigned by:  891CE7A1493D45B...		
Typed Name:	Martha verhille	Date:	9/9/2025