



### 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:		Inland Fisheries and Wildlife, Division of Engineering	
Department Contract Administrator or Grant Coordinator:		Richard Parker, Director of Engineering	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 6440.83	Advantage CT / RQS #:	RQS20241002*0507
CONTRACT	Proposed Start Date:	<b>6/21/2024</b>	Proposed End Date: <b>8/27/2024</b>
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:		Merrills Garage Inc, 1394 Main St, Jay ME 04239	
Brief Description of Goods/Services/Grant:		Trouble shoot and diagnose decrease performance for 2012 F350 1ton.	

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 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 checked="" 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.

Vehicle is a 1-ton dump truck that is used excessively to trailer small equipment and small loads of material to several construction sites statewide. Vehicle was losing power, having difficulty climbing hills, and service engine soon light was on.

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

Vehicle was brought to vendor to work on the power issue. The initial diagnostic was that it was a failed injector pump. After beginning repair on the injector, a leaking EGR cooler was discovered. After further investigation in the issue involving removing much of the injection system, it was discovered the Vehicles turbo had failed. Vehicle was inoperable and unable to relocate to another shop without towing.

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

An online search was conducted pricing the larger items such as the EGR cooler and Turbocharger and found online pricing to be comparable to prices charged.

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

We always try to receive multiple quotes prior to having high-cost repairs completed. In this instance the size of the repair was unexpected by all including the vendor.

### 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).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

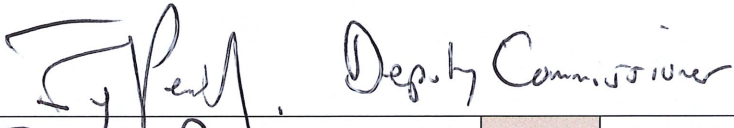
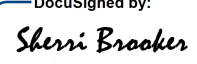
### PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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](#).

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 <b>Department's                  Commissioner</b> (or designee):			
Typed Name:	Timothy Peabody	Date:	10/2/2024
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	Sherri Brooker	Date:	10/9/2024