



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:		Dixfield Fleet REG 3	
Department Contract Administrator or Grant Coordinator:		Kevin Davidson	
(If applicable) Department Reference #:		T11-591	
Amount: (Contract/Amendment/Grant)	\$ \$5,536.52	Advantage CT / RQS #:	20231103000000000697
CONTRACT	Proposed Start Date:	10/4/2023	Proposed End Date: 11/1/2023
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 AUBURN ME.	
Brief Description of Goods/Services/Grant:		Turbo/manifold noise/engine skipping	

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.

T11-591 was reported to be broke down in Strong with the engine in derate and having the exhaust blowing white and blue smoke. The road technician was sent out to investigate the issue. When he arrived at the unit he checked the fluid levels, oil, antifreeze. After checking for any external leaks, the technician had the driver start the unit to confirm that there was white/blue smoke coming from the exhaust. After a minute of running the technician determined that the engine was skipping and exhausting white/blue smoke, which would result in the engine being in a derate state. While the technician listened to the engine running, he shut the truck down to avoid further damage, as he also noted there was an exhaust leak coming from and around the turbo. The unit was loaded on the low bed and taken to Dixfield Fleet.

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

Augusta Fleet was called but they were scheduling repairs out for a least three to four weeks, short on technicians, and new truck set ups.  
Skowhegan Fleet were already short technicians and Dixfield Fleet is down a technician and was setting up two trucks from blast & paint and an injector replacement.  
We reached out to Bangor & Auburn Allegiance. Auburn's schedule was able to get us in sooner and make the repairs quickly.

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

T11-591 was transported on the low bed to Auburn Allegiance for an estimate. We received an estimate on the diagnostic eval from Allegiance that was the same evaluation we had (injectors). The exhaust noise was determined by them after further digging that the manifold bolts were broken and needed replacing. We proceeded with the repairs.

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

When the Augusta Fleet, Skowhegan Fleet and Dixfield Fleet garages are busy and short handed we are dependent on going to outside vendors. We are limited to garages in the western Mountains.

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

Does this request utilize ARPA/MJRP funds?

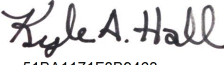

Yes – If Yes, please attach the approved Business Case(s).

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:  51BA1171F8B9463...		
Typed Name:	Kyle Hall, Director Maintenance & Operations	Date:	11/2/2023
Signature of DAFS Procurement Official:	DocuSigned by:  2D5B6E39F57E44A...		
Typed Name:	William J.E. Allen	Date:	11/8/2023

NOI 1120231251 11/09/2023 - 11/15/2023