



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 #:		T05-006	
Amount: (Contract/Amendment/Grant)	\$ 6,670.10	Advantage CT / RQS #:	Click or tap here to enter text.
CONTRACT	Proposed Start Date:	10/28/2024	Proposed End Date: 11/20/2024
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:		Ray Haskell Ford, 801 Kennedy Memorial Drive, Oakland Me. 04963	
Brief Description of Goods/Services/Grant:		Vehicle Won't Start Suspected Electrical Issues.	

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.	<p>Unit T05-006 was reportedly struck by lightning, the unit would not attempt to start and showed zero electrical activity. The decision was made by region 4 to have this unit looked at by a qualified Vendor. Whited Ford, Darlings Ford and Pellitier Ford had no availability. The technician found a local garage that had an opening for the repair, but after 3 months the vendor was unable to complete the required work. The dot technician then reached out to Ray Haskell Ford and they had availability. The decision was to move the truck over to Ray Haskell to get the unit back into service as much time had been wasted.</p> <p>The techs at Ray Haskell Ford first had to repair the brakes as they were all stuck and rusted from sitting for an extended period. The front and rear rotors and brake pads had to be replaced along with a rear emergency brake shoe lining kit. Once the brakes were fixed Haskell Ford techs moved on to the electrical issues, they found there was no communication with the PCM (Powertrain Control Module), ABS (Anti-lock Braking System), TBC (Trailer Back Controller)., at this point they replaced the PCM power relay and now have power to the PCM, However the PCM was still not communicating with the BCM (Body Control Module) due to corrosion in the BCM. The BCM was replaced, numerous wires had to be repaired due to corrosion, and new keys had to be made and programmed. The total cost of this repair was \$6,670.10</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>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.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>Ray Haskell Ford 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 five fleet technicians.</p>
4. Describe the plan for future competition for the goods or services.	<p>We will continue to work with all Approved Vendors in the Greater Bangor area. In this case 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.</p>

PART III: SUPPLEMENTAL INFORMATION

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.

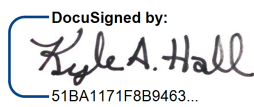

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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 Department’s Commissioner (or designee):			
Typed Name:	Kyle Hall, Director, Maintenance & Operations	Date:	12/2/2024
Signature of DAFS Procurement Official:			
Typed Name:	Sherri Brooker	Date:	12/3/2024