



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:		Agriculture, Conservation and Forestry, Maine Forest Service, Forest Protection Division	
Department Contract Administrator or Grant Coordinator:		Kent Nelson, Forest Ranger Specialist	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 9,995.00	Advantage CT / RQS #:	RQS 20241106000000000683
CONTRACT	Proposed Start Date:		Proposed End Date:
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:		Simtable Santa Fe, NM 87505	
Brief Description of Goods/Services/Grant:		Purchase a 3D digital sand table simulator that uses fire behavior software / GIS imaging for wildland fire training scenarios.	

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
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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 Maine Forest Service currently has a Simtable that was purchased in 2012 and is obsolete. The Mac Mini computer still operates, although sluggishly, but can no longer be updated. In the last 12 years, the Simtable has been used roughly 12 to 15 times annually for internal and external wildland fire training. It has provided realistic scenarios, using both in state and out of state fires to instruct dozens of forest rangers and municipal fire fighters. The updated version also has more features that will improve the training.  
[Wildland Fire – Simtable](#)

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

The concept of using a sand table has been used by the military for training for decades, but this electronic version is much more realistic. It has fire behavior software that reacts to changes in inputs such as wind speed / direction and forest cover type/ fuel loading as well as topography. To my knowledge, "Simtable" is the only company that offers this type of realistic sand table type of wildland fire training.  
 Click or tap here to enter text.

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

The original Simtable we purchased back in 2012 cost \$20,000, but it included a day of training from a technician from Simtable, which is based out of New Mexico. That cost covered travel, meals and lodging for the Simtable technician. Since we were the first customer in the Northeast, the Simtable President has reduced the cost of the Simtable to \$9,995. Now that we are familiar with operating it, we will not require training from their technicians.

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

We hope that this new version of the Simtable lasts for at least ten years. In the meantime, we will investigate other wildland fire simulators.

**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.

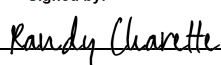
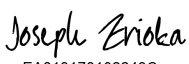
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

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):	Signed by: 		
Typed Name:	Randy Charette <small>8F3DD450C23241F...</small>	Date:	11/12/2024
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	Joseph Zrioka Director of IT Procurement <small>EA813178102243C...</small>	Date:	11/14/2024