

National Multi-Agency Coordinating Group

3833 South Development Avenue; Boise, ID 83705

NMAC Correspondence M2025-06

June 05, 2025

To: Geographic Area Coordinating Groups

From: National Multi-Agency Coordinating Group

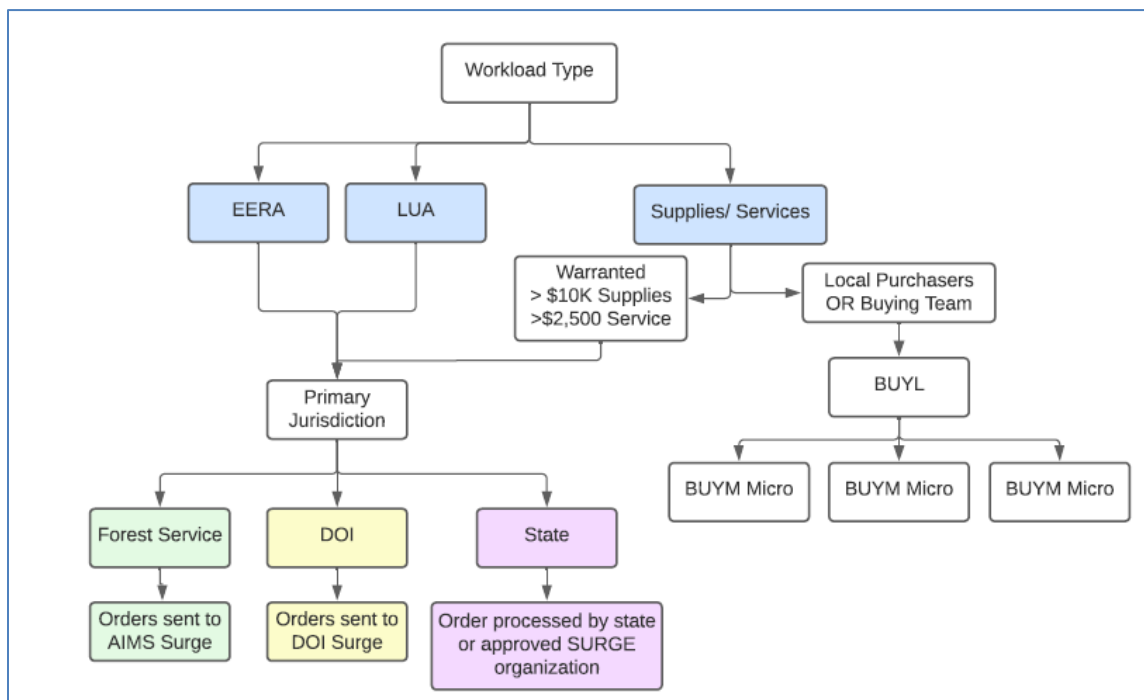
Subject: 2025 Procurement Support Model Summary

Background

Limited government purchase cards and warranted contracting officers in 2025 necessitate changes to procurement support for wildfire and all-hazard incidents. To ensure an interagency approach and consistent incident procurement support, follow the process below for all incident complexities.

Purpose

This memo conveys the National Multiagency Coordinating Groups (NMAC) direction for procurement support provided for incidents in 2025.



Incident procurement support is divided into the following two processes:

Micro-purchasing:

- Local Unit Micro-purchasing:
 - Focus on micro-purchasing supplies and services for type 4 and 5 incidents.
- Interagency Buying Teams (BUYT):
 - Focus on micro-purchasing supplies and services for type 3 and complex incidents.
 - Support interagency incidents using existing documentation.
 - Team Structure: Buying Team Leader (BUYL), Buying Team Member (BUYM), and spreadsheet manager.
 - Number of card holders will vary depending on incidents needs.



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Warranted/Contracting Work:

Warranted work (e.g., Emergency Equipment Rental Agreements, Land Use Agreements) assigned by jurisdictional/protection agency.

- Forest Service (FS): AIMS, SM.FS.WOAIMS@USDA.GOV, 720-473-4105, AIMS Tracker 2025.
- DOI (BIA, BLM, FWS, NPS): BLM_FA_NIFC_Incident_Procurement@blm.gov, 208-387-5531, DOI Tracker 2025
- State Incidents: Use state procurement procedures; contact state incident business specialist.

Additional 2025 Considerations

Build in Efficiencies

- Restrictions: Prioritize mission-critical purchases. Avoid personal items, cache inventory, or home-unit procurable items (see [Buying Team Restricted Purchasing 2025](#)).
- Pre-Orders: Limited to initial camp set-up essentials (caterer, showers, water, connectivity, copy services).
- Ordering: Reference Method of Ordering document available at [National Buying Team FireNet](#).

BUYT Resources and Considerations

- Position Training: BUYT training is available at [National Buying Team FireNet](#).
- Tracking: Tool for BUYT availability across GACCs on [National Buying Team FireNet](#).
- Incident Training: NICC accepts BUYL/BUYM trainee name requests.
- Support: Provide positions that help card holders to optimize their time for micro-purchasing.

Impacts to Local Units:

- Local units with micro-purchase capability are encouraged to exercise that capacity when possible.
- Local units with warranted capacity must follow the warranted work process outlined above.

Impacts to Incident Agency

- Confirm BUYT availability via GACC BUYT coordinators before placing an order.
- Locate BUYTs based on proximity to potential vendors and to provide support to multiple incidents.
- Identify and prepare micro-purchasers to support incidents until BUYT arrival.

Impacts to Responders

- Resources are encouraged to be logistically self-sufficient for a minimum of 48 hours.

Impacts to Incident Management Teams

- Be logistically self-sufficient for a minimum of 48 hours.
- Forecast needs and give adequate ordering/filling timelines.
- Use S# for replacing incident-used items at home units.

/s/ Shane McDonald, Chair, NMAC

cc:

National Multi-Agency Coordinating Group Representatives
Coordinating Group Advisory Council
Geographic Area Coordination Center Managers

