2015 USFS BRF & LNF IC3 Resource Guide

The quick reference guide to getting stuff:

Operated and unoperated equipment, logistical support, and cost management.

Dispatch and AQM Support

The FS uses competitive solicitations for pre-season agreements, known as I-BPAs ; VIPR is the system used to generate the agreements. Competitive agreements are either on a dispatch priority list (DPL) or a competitive resource list (RL). Because these agreements are done pre-season, Dispatch maintains the DPLs and RLs and are trained and expected to implement and administer these agreements without AQM involvement.

DPL: For resources on DPLs, the DPL is the first source of supply for an incident. These resources are ranked #1, 2, 3, etc. The only exception is for initial attack. If a resource is utilized during IA that doesn't have a current agreement (DPL or RL), an incident only EERA will need to be done. **See NOTE.**

RL: For resources on RLs, the RL is the first source of supply, factors such as location and pricing are used to determine which vendor to place the order with.

Incident *Only* EERAs: In the event that specialized equipment not under a competitively awarded agreement is needed, then incident only agreements may be implemented. Only Warranted AQM staff (PA or CO) have authority to enter into Incident Only EERAs or Land Use Agreements. NRCG has identified items that have established geographic rates (NRCG –IIBMH blue page supplements) that should be utilized. For items that do not have established geographic rates, negotiating a rate is required. Contact WMAZ at 406-531-9427 for EERA and LUA support.

LUA: When seeking areas needed for incident use, priority of land use agreements (LUAs) should be Federal, State or Cooperator land prior to looking for private lands. LUAs must be completed prior to any incident use of the identified land/facility or dip site.

Commercial Items: Items with established commercial rates may be paid with a Vendor invoice.

NOTE: *If resources not under agreement are utilized during IA—Notify Dispatch of your intent to utilize the resource, have dispatch check to see if there is a current agreement for the resource, if not, have dispatch notify the AQM "on call DO" for assistance ASAP to establish an Incident only EERA.*

Logistical Support

Logistical support is broken into 5 sections: Food, supplies and equipment, transportation, facilities and communication. There are several tools available to assist you in getting what you need. These tools include the cache system and service and supply plan. All requests for logistical support should be ordered thru dispatch.

Food:

Sack lunches: There is no pre-season agreement for Sack lunches; WMAZ has identified sack lunch sources in the S & SP. When ordering sack lunches, provide dispatch with a # count by description of the lunch (reg., veggie or gluten free), date/time needed & delivery/pick up arrangements needed. If a 2nd sandwich is needed, order w/2 sandwiches. The preferred method of payment is with purchase card.

The Guide includes...

Logistical Support: Food, supplies, etc.	2
Equipment Inspection and Fuel	3
Logistical Support: Ordering Checklist	3
Finance: Incident replacement and Cost Management	4
List of resources on DPL	5
List of resources on RL	5
Quick Cost Estimator (instructions on page 7)	6 & 7

For assistance contact:

Deanna Crawford

Incident Business Specialist for the BRF and LNF

Phone:

406-363-7135 (wk)
406-274-2995 (cell)

Address:

1801 North 1st Street

Hamilton, MT 59840

Email:

dcrawford02@fs.fed.us

Logistical Support Cont.

- **Caterers:** There are a few options when deciding to order a caterer or not. If the incident is small enough & can be ***supported thru local restaurants,*** arrangements should be made thru dispatch/WMAZ to make meal arrangements. Hot cans may be used to deliver meals; for food safety, food can only be stored in the hot food cans for a maximum of 4 hours. ***For type 3 caterers***, type three caterers can feed up to 149 people per meal. Once the meal count (meals served) is sustained at 150 for all meals (breakfast, lunch and dinner) for 72 hours, a national caterer must be ordered. If it looks like the numbers are going to be above 150 for a sustained period of times (more than 72 hours) the IC should initiate discussions with dispatch on potential need to order a national caterer. The national caterer has to be ordered within that 72 hour window, but can be cancelled if circumstances change. Food service and storage should be considered if utilizing hot canned meals.

Supplies: Supplies are either Durable (life expectance of more than one use/incident), consumable (life expectance of one use/incident) or accountable (high value and will have a property number assigned -these are tracked). Make sure that everything you order has a supporting resource order. Utilization of local caches is expected, but if local caches have been exhausted, Nat'l Caches will support type 3 incidents. Cache orders need to be submitted to dispatch using Supply order form, dispatch will enter resources in ROSS and place order directly to the cache. Make sure that someone has been designated as Logistics section chief (LSC) to receive cache orders (on-site) as all receipts and waybills must be kept and tracked. For returns, each cache has a return policy that will need to be followed—consider ordering a Cache Demob Specialist to assist with returns.

Transportation:

- **Ground Support -** Check with dispatch to determine if a ground support/transportation unit is needed to support the incident.
- **Transports:** Heavy Equipment (HE) is contracted with a mob in/ mob out transport rate. With IC permission, vendor may keep transport at incident after it has been released (mob in), no payment will be made after release except for mob out. It is at the IC's discretion to retain the transport on the incident for incident use. If the HE stays married with the Transport, no additional E# is needed. If the transport is retained by the incident to transport other pieces of equipment, the transport must have an existing competitively awarded agreement & must be given a separate E#.
- **Rental vehicles:** Ordered under the MT-DNRC agreement may be utilized off road & are paid with travel or purchase card, or OF-286. Rental cars reserved thru BCD on the GARS contract may not be used off road & must be paid for by the individual on a gov't issued travel or purchase card.
- **Pick up with Driver:** Thru incident only EERAs, we can hire vehicle w/drivers to transport people and supplies to the ICP.
- **POV:** Use of POVs should be limited on incident. If an AD arrives to the incident with their POV, the intent of the POV is to get them to/from the incident, it is not intended for incident use. Use of POV is not covered under the military and civilian claims act. As a result, individuals have limited protection for damages to the vehicle beyond their personal auto insurance.

Facilities:

- **Portapotties and handwash stations:** Are currently on a RL. As a rule of thumb 2 portapotties per 10 people. If your ordering portapotties, consider ordering handwash stations to go with them. 1 handwash station per 1 bank of portapotties is recommended (approx. 10 portapotties).
- **Power/phone/internet:** Depending on location of ICP, consider using a local district office to facilitate these needs, or they'll need to be ordered thru Dispatch. Generators may be ordered for power.
- **Security:** If security is needed to staff road blocks or secure camp, level 1 LEOs can be ordered as SEC1 or FPOs may be ordered as SEC2. If incident exceeds basic needs & the County Coop Law Agreements are needed, contact dispatch ASAP so arrangements can be made. A Security Manager will need to be ordered to coordinate with local Sheriff's staff on incident needs. The incident retains control over staffing needs.
- **Sanitation:** garbage services, grey& potable water will need to be ordered; grey and potable water are on DPL/RL lists, garbage needs to be set up as an incident only EERA or as a commercial pay item.

Equipment Inspections and Fuel

Equipment Inspections: Pre and Post inspections are required for all contracted equipment. Resources SHOULD be inspected by their dispatch center when they are mobilized. Transports will be given a DOT inspection when the HE is inspected. If incident keeps transport to haul other HE, it will need a full inspection. IC may need to order an EQPI or make arrangements for release inspections to be done at camp or at another designated site.

Fuel Trucks: Are on a competitive resource list. Fuel truck vendors are required to take major credit cards (this doesn't include FS WEX cards); fuel & oil issue slips may be authorized for FS equipment. The incident IS NOT required to provide phone/internet access. All resources are required to & expected to procure fuel using agency issued credit cards.

Logistics Checklist

LOGISTICS CHECKLIST: Day: _____ Date: _____ # of Personnel: _____

Item/Service	Ordered/Date needed/location:	Supplied By:	Who will return to Vendor?	Special Instructions:
Meals				☐ National Caterer ☐ Type 3 Caterer ☐ Local Restaurant ☐ Hot Can
Sack Lunches				Local list of interested vendors. Work with Dispatch/AQM to procure lunches.
Ice/bottled water/gatorade				
Portapotties/handwash				DNRC agreement
Supplies				☐ Local supplies ☐ Cache Supplies
LUAs				Need 1102 CO; Weed wash?
Sanitation: Garbage				Need agreement; bear proof dumpsters?
Potable Water				DPL
Gray Water				DPL
Unoperated Equipment				Reefer, light tower, generator?
Camp/ICP				Consider layout/access; showers?, medical unit, food, supply unit, fuel.

Finance

e-Isuite -Time Keeping: It is recommended that an e-Isuite DB be set up to track resources, time and costs for the incident. At a minimum, it is highly recommended that IC order a PTRC to maintain overhead and crew time; if contracted equipment is assigned to the incident, it is recommended that an EQTR be ordered if PTRC isn't comfortable with equipment time.

Cost: Incident costs can be tricky & to track costs in e-Isuite requires some training. NRCG business committee has developed a quick cost estimator to track costs when the use of e-Isuite would be difficult. The estimator is designed to be completed electronically, but can be done manually (item costs are updated annually). The quick cost estimator is also a good tickler list of stuff that you may have on the incident or may need to consider ordering.

LUAs: LUAs are usually incident only. There are a few exceptions to this rule for locations that require commissioner or Board approval/sign. (e.g. local gov't) or the location is the only location in the vicinity to meet our needs (e.g. remote heli-spot). As stated earlier, the LUA needs to be in place prior to use. This is to protect the Gov't from claims and to give the CO the best possible negotiating position.

Incident Replacement: Incident Replacement may be authorized thru written documentation for replacement of gov't property that has been consumed, lost, damaged or rendered otherwise unserviceable while being used on the incident. Prior to release from the incident, resources will prepare an incident replacement requisition (OF-315) ; lost, damaged or destroyed items must also be documented on an AD-112. The approved replacement requests will be based on Engine accountability sheets or other fire equipment inventory documents. Prototype equipment will not be replaced with suppression funds. All approved incident replacement items will be issued S#s.

- **Type III-V fires (no IMT):** Incident replacement requests may be approved by the District FMO; accountable property or questionable items will be referred to the IBS/IBA.
- **Type III fires w/IMT:** IMTs may approve replacement requests for consumable items. The authority to approve replacement of durable or non-standard NFES items is limited to AA, FFMO and IBS/IBA. Approval is limited to the dollar value identified for similar NFES item thru mandatory sources of supply (DoD eMall, cache catalog); costs beyond this amount should be the responsibility of the home unit.

Claims: We don't comment on: the merits of a claim, liability of the incident agency or private party, advise claimant to, or not to seek legal counsel, refuse to accept a claim, encourage or solicit claims.

- **Contractor Claims:** Are settled under the Contract Disputes Act by the PROC at the incident, or by submitting claims to the WMAZ.
- **Employee Claims:** Are settled in accordance with home unit direction. For the FS, ASC—Claims Branch adjudicates all employee claims. Claims must be submitted in writing. Employees are required to substantiate amounts claimed w/written evidence of original purchase price or replacement value; such as copy of receipts, estimates for repair or replacement. Items may be depreciated according to agency regulations. Employee claims are filed on an AD-382.
- **Tort Claims:** Provides for the filing of claims against the gov't for personal property damage, loss, personal injury or wrongful death. Tort Claims are submitted to ASC-Claims Branch; only OGC has the authority to settle tort claims filed against the USFS. Tort claims may be filed on an SF-95 or other written document. The SF-95 may be provided IF requested, but should not be handed out as a routine matter of business.

Suppression Rehab: Forest Service Handbook 6509.11g, section 51.24 (Property Damage Resulting from Fire Suppression Activity) states:

Use WFSU funds for the following activities:

- **Forest Service Roads/Trails or Improvements**:

  Repair damage caused to Forest Service transportation system roads to their **former condition.**

  Repair damage to Forest Service improvements caused by fire suppression activities; for example, a fence that is damaged when obtaining access to the incident. **Do not use WFSU funds to repair damage to Forest Service improvements caused by the fire itself. State, County and Private Lands:**

  Pay for damage to State, County and private lands and improvements caused by wildland fire suppression activities only to the **minimum extent needed to immediately correct the damage to prevent further loss or injury** such as: patching a wire fence around a water development, placing a temporary fence to keep cattle from roaming into dangerous areas during suppression activities, or building a water bar across a fire line. Pay for other damage only through established claims procedures.

NRCG Payment Matrix: Is a quick reference matrix to identify payment processes for each of the NRCG Cooperating agencies. The Matrix includes payment of ADs, contracts, travel,

Finance Cont.

Agency Equipment and how each individual agency processes OWCP.

NRCG Unoperated Equipment Matrix: Lists most of the unoperated equipment typically found on wildland fire incidents. It lists the kind code (very useful for ordering), how the resources are paid (OF-286 or credit card) and if shift tickets are required.

Both Matrixes are available on the NRCG Business Committee website-toolbox.

We're on the Web!

NRCG Business Committee has developed a website that contains most of the tools you'll need to access current agreements, forms, IIBMH, NRCG IIBMH supplements, Quick Cost estimator, NRCG Payment Matrix and other useful tools.

http://www.fs.fed.us/r1/fire/nrcg/Committees/business_committee.htm

http://www.fs.fed.us/r1/fire/nrcg/agree-contract/index.html

http://www.fs.fed.us/fire/ibp/index.html

Resources on DPL and RLs

Equipment Category	Agency awarding agreement	DPL or RL
Bus (crew carrier or shorty shuttle buses)	FS	DPL
Type 3 Caterer	BLM	RL
Heavy Equipment: Dozer, Road grader, skidder, feller buncher, excavators, and Heavy Equipment Task Force	FS	DPL
Water Handling: Engines, water tenders, pumper cats, skidgines and soft tracks	FS	DPL
Fuel Tender (truck—non aviation)	BLM	RL
Portapotties, 2 sink hand wash stations and Hot/cold hand wash stations (8-10 sinks)	MT-DNRC	RL
Rental Vehicles	MT-DNRC	RL
Potable or Gray Water Trucks	BLM	DPL
Service/Mechanic Trucks	FS	DPL
Weed Wash	BIA	DPL
Transports	FS	DPL
Communication and GIS Trailers	FS	DPL
Helicopter Support Trailer	FS	DPL
Tents/Canopies/Yurts	FS → BLM (2015)	DPL
Faller Modules	FS	DPL

Quick Cost Estimator http://www.fs.fed.us/r1/fire/nrcg/Committees/business_committee.htm

Located at the bottom of the page under Chapter 80

FIRECODE	INCIDENT NAME:		Incident Quick Cost NRCG v.2015
	INCIDENT NUMBER:		

Yellow Cells: ENTER # of People — *(Relative Formulas in all cells, in 'Daily Cost' columns!!)* ~ ~ ~ Quick Cost PW = fire

Isuite KIND Code	COST ITEMS: Note: 14 hr daily est.	Item Cost	Date Units	Daily Cost	Date Units	Daily Cost	Date Units	Daily Cost	Date Units	Daily Cost	Date Units	Daily Cost
HC2	CREW: Handcrew TY2	$9,800	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HC1	CREW: Hotshots TY1	$9,800	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HC2	CREW: AD TY2	$6,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HC2	CREW: Contract TY2	$12,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HC2	CREW: State EFF TY2	$9,800	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HCI2	CREW: Inmate TY2 (10 people)	$2,230	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
SMKJ	SmokeJumpers (8 pers)	$5,600	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HECP	CREW: Helitack (5 pers)	$3,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
CC	CREW: Camp (10 pers)	$2,400	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
Enter Total # of CREW PERSONNEL			0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
O#	Total # of Misc OH Line (H-pay)	$700	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
O#	Total # of Misc OH (Non-Hazard)	$560	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
ENG#	ENG FED Type 3-6 (avg)	$1,220	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
ENG#	ENG Cooperator TY 3-6 (avg)	$1,500	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
ENG#	ENG Pvt Type 3	$2,200	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
ENG#	ENG Pvt Type 6	$1,800	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
WAT#	Water Tender TY2	$1,500	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
DOZ#	Dozer PVT - TY2	$1,700	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
LOWB	TRAN Move In/Out	$1,120	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
SKG3	Skidgine	$2,350	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
Enter Total # of EQMT PERSONNEL			0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
UNIT	AIRCRAFT - average Cost per Unit											
RndTrip	SmokeJumper Delivery	$3,500	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HR	HEL1 - Sikorsky, Kmax	$4,200	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HR	HEL2 (205, 212, UH-1H)	$1,800	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HR	HEL3 (500-D, 206)	$1,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
DAY	Recon/ AA / IR / LP	$1,075	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
Ea Run	Tanker - Ty 1 (P3) 3000gl	$6,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
Ea Run	Tanker - Ty 2 (P2V) 2450gl	$3,400	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
Ea Run	Tanker - SEAT 1200gl	$2,960	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
Loads	Retardant per LOAD (avg)	$2,500	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
	AIR ~ COST Sums			$ -		$ -		$ -		$ -		$ -

SUPPORT COST ESTIMATES

METHOD 1 - ESTIMATED: Use the Line with the BLACK block; and Manually Enter the Auto Sum for # People each day

METHOD 2 - ITEMIZED: Use the PINK blocks for Itemized Support Costs Calculations (Make SURE that all blocks on the Method 1 row are ZERO when using Itemized)

CACH	Cache (x # personnel)	$50	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
CTR	Caterer (x # personnel)	$55	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
REF	Reefer	$150	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
POT	Potable H20 Truck TY2	$1,310	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
TLT	Porta Potties w/service #EA	$80	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
HNDW	Handwashing Stations	$100	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
GRAY	Gray Water Trk	$1,100	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
TRCL	Garbage / Dumpsters (Day)	$100	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
GEN	Generator &/or Electricity	$750	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
MISC	All Phone Services/Day	$1,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
MISC	Copier, Fax, Local Office Eqmt	$300	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
TRAN	Travel In/Out (avg) (EA)	$500	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
FT	Fuel Trk w/Operator	$1,500	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
FT	Fuel charged to the Incident	$1,500	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
BUS	Buses	$840	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
LUA	Land Use Agmts (EA)	$1,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
FORK	Forklift	$150	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
TENT	Tents & Yurts	$700	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
PP	Portable Pumps	$50	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
	Rental Vehicles average	$100	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
PU	Pickup with Operator	$250	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
SHW	Showers (mobile unit)	$3,000	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
SUP	Supplies ~ Local Purchase	Daily $ Sum		$ -		$ -		$ -		$ -		$ -
2) ITEMIZED Support Cost Daily Sums:				$ -		$ -		$ -		$ -		$ -
1) ESTIMATED: Per Person Support (Enter Auto Sum # of People)		$125	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
PERSONNEL AUTO SUM >>		Cost Sums	0	$ -	0	$ -	0	$ -	0	$ -	0	$ -
Running SUM for GRAND TOTAL: Enter Bal. Frwd or $0 in 1st box →		$0.00		$ -		$ -		$ -		$ -		$ -
Enter TOTAL Acres Each Day for COST PER ACRE			0	$ -	0	$ -	0	$ -	0	$ -	0	$ -

Incident Quick Cost Estimator - INSTRUCTIONS & Calculation Notes

The Quick Cost provides: A Daily Cost, A Running Sum for all days entered, and a Cost Per Acre.

To Unlock the document for editing: select REVIEW tab on yout top toolbar & click 'Unprotect Sheet' ~ then enter PW = fire (all small letters)

Be VERY CAREFUL not to change the fixed & relative formulas in the Blue cells.

You can EDIT any of the [pre entered] cost items to conform to your incident needs.
~ If you DELETE any rows - your 'SUM' formulas will still function;
~ but if you ADD any rows - you will have to also, add-in, the fixed & relative formulas in the Blue cells for each row you add.

a) The Fixed reference is row specific and equal to the [Item Cost] cell location for the row.
b) The Relative reference is column specific and refers to the [Units] cell for each day in the row.
c) If you cut & paste a row - REMEMBER! To change the fixed formula to your new reference!

To **Re-lock** your document (will lock everything except the WHITE & YELLOW boxes) select 'Protect Sheet' from your top toolbar - DO NOT change any of the default check-boxes! - then enter the PW = fire, hit enter, and enter the PW = fire a 2nd time to confirm.

When you enter the number of [Hours or Units] each day - the formulas multiply the [Item Cost] by the number of [Hours or Units] to calculate the [Daily Cost].

You also need to enter the Total number of people for the day into the YELLOW Boxes. The AUTO SUM row will calculate the total daily # of People (used primarily to calculate Support Costs).

Example for CREWS: If you have 2 Hotshot crews & 1 Smokejumper delivery you would enter 48 people into the YELLOW box at the bottom of the CREWS section. 20 + 20 + 8 = 48

Use EITHER Method 1 or Method 2 below for calculating Support Costs:

SUPPORT COSTS: **METHOD 1** (ESTIMATED)
~ Enter the AUTO SUM # of People for each day.
~ Review the Default Daily Support Rate for your incident. Adjust as necessary
~ Large Fire Default Calculatation: $125/person/day = $48 food, $7 Per Diem, $10 TRAN, $20 Cache, $40 misc support (dispatch, un-op eqmt, fuel, etc)

SUPPORT COSTS: **METHOD 2** (ITEMIZED) ~ Pink Blocks
~Enter ALL Support items individually - use the AUTO SUM # of People for CTR & CACH costs.

If you have a CARRYOVER sum or want to use the Quick Cost to calculate a projection to the end of an incident - enter your carryover Sum (either from a previous Quick Cost Sheet, Isuite, etc.) into the WHITE box to the Right of the 'Running Sum for Grand Total' ~ it is a good idea to enter '0' if there is no carryover or previous incident costs.

If you enter your TOTAL ACRES BURNED into each day at the very bottom of the form - it will calculate your Cost-Per-Acre based to total Cost to Date.