Best Value Equipment/Supply/Overhead Standard Operating Procedures 2008

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Attachment: **Best Value Quick Reference Guide**

The Best Value System

General Information and Where to Find More Information

Beginning in 2006, regionally competitive solicited Best Value agreements were advertised in the Northern Rockies. These agreements are set up pre-season, and most establish dispatch priority based upon price and other factors. The Northern Rockies Coordinating Group has a Competive EERA Solicitation Plan available at the NRCG Contracting for Fire website:

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

More information about Best Value agreements and resources can be found in the Northern Rockies Mobilization Guide. For questions, contact NRCC.

Type of List

Not all competitive solicitations are the same. The lists generated when awards are made can vary due to several different factors, including the number of vendors or pieces of equipment available overall. In general, the lists can be categorized as:

Host dispatch zone priority list

- A list of Best Value resources located within your dispatch zone ranked on a priority list. Dispatch centers follow the priority list when dispatching resources. This is not a rotation – if the number one priority on the list is unavailable for an assignment on Monday, the resource should be checked again on Tuesday for the next assignment as they are higher on the priority list.

Geographic area priority list

- An overall list of Best Value resources located within the GACC. This list is generally used by the NRCC for dispatching resources out of area.

Regional competitive source list

- A list of resources, usually listed alphabetically or by location, that allow dispatchers to choose the resource that best meets their needs based on location, cost, special needs, etc.

Generally, every resource listed on a priority list has both a host dispatch priority list and a geographic area priority list which is the overall best value drawn from the host dispatch priority lists. Dispatchers use their host dispatch priority list resources first, then go to their neighbors, who use their host dispatch priority lists. Once those resources are depleted, the GACC will place orders throughout the geographic area according to closest forces.

When resources are being sent out of area, the geographic area priority list will be utilized by the GACC to ensure the highest priority resource is being utilized first.

Typing Information

Throughout this guide, typing information is per the solicitations. ROSS does not recognize certain types of resources, so when applicable, type of resource wanted should be specified in Special Needs.

Naming Conventions
Naming conventions are applicable both when a resource item is entered into ROSS and when Filling by Agreement.

How to Order
Most orders for Best Value will be tracked in ROSS, though Supply resource order cards can be used in the case of Portable Toilets, Hand Wash Stations and Sack Lunches. Follow local procedures.

When ordering a Best Value resource located in a dispatch zone other than your own, always give a courtesy call to the dispatch center to let them know you are utilizing their resource and ask them how they would prefer to fill the resource if appropriate. It is not appropriate to contact Best Value resources located in a dispatch zone other than your own in the case of Water Handling equipment and Faller Modules.

How to Fill
Always first consider the needs and location of the incident, including needed date and time. Determine the type of resource needed, including specific needs such as gallon capacity, length, etc. Then consult the appropriate list and choose either the highest priority vendor or piece of equipment (in the case of a host dispatch priority list) or the vendor that best meets the needs of the incident for the lowest cost (in the case of a regional competitive source list).

Certain lists are listed in priority order by *vendor*, some are listed in priority order by *resource*. In the case of priority listing by vendor, use all of the vendor's available resources before moving to the next in the list. In the case of priority order by resource, move down the priority list using each resource, regardless of vendor, because the priority is based upon the individual resource.

Water Handling Equipment, Mechanics with Service Trucks and Potable Water are priority lists listed by resource. Faller Modules and Refer Trucks, etc. are dispatched by vendor.

Always fill with the resource item in ROSS when possible. Fill by agreement when a resource item is not available in ROSS. Use applicable Naming Conventions for easier tracking and statistics-keeping.

Buses

General Information and Where to Find More Information

Buses were regionally solicited in 2007, and the agreement is managed by the USFS. The awards were given for a three year period (2007 – 2009) and are evaluated yearly. Detailed information, including the solicitation and the 2008 bus awards can be found at:

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

Type of List

Buses are listed on a **regional competitive source list** alphabetically and by location and type, not by price. Dispatchers choose the most advantageous vendor based upon price, location, availability and the ability to meet incident needs, and do not need to follow a rotation as lowest price may not be the primary ordering factor considering incident needs.

Typing Information

Buses are typed as:

- **Crew Carriers** (school type buses), appropriate for gravel or mountain roads for short duration travel, typical for transportation of 22-person crews
- **Coach Buses**, 40+ passenger with bucket type seating, toilet
- **Shuttle Buses**, 16+ passenger, does not include 15-passenger vans, appropriate for incident shuttling use

Naming Conventions

BUS – CREW CARRIER – VENDOR NAME – BUS NUMBER OR LICENSE NUMBER
BUS – COACH – VENDOR NAME – BUS NUMBER OR LICENSE NUMBER
BUS – SHUTTLE – VENDOR NAME – BUS NUMBER OR LICENSE NUMBER

How to Order

Order in ROSS, consider Special Needs – does the bus need to stay with the crew or not?
CATALOG: Equipment
CATEGORY: Transportation
CATALOG ITEM: Transportation, Bus, Coach
Transportation, Bus, Crew Carrier
Transportation, Bus, Shuttle

In general, the dispatch center **filling** the crew orders the bus as a support request to a crew and fills it, then either passes the control of the bus to the ordering unit or retains it based on crew and incident needs. Follow local procedures.

How to Fill

Consider the needs and location of the incident, then choose from the **Northern Rockies Geographic Area 2008 Bus Award Information** list the bus that best meets incident needs based upon price, location, and availability. Contact the vendor directly for availability. If the bus is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the bus is statused in ROSS.

Clerical Support Units

General Information and Where to Find More Information

2008 is the first year for regionally solicited Clerical Support Units, or Mobile Office Trailers, and the agreement is managed by the USFS. The awards are for a three year period (2008 - 2010) and are evaluated yearly. Detailed information, including the solicitation and the 2008 awards can be found at:

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

Type of List

Clerical Support Units will be listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon daily rate and price per copy. Dispatchers choose the vendor highest in priority in their dispatch zone (lowest price) that can meet the specified needed date and time.

Typing Information

Clerical Support Units will not be typed, but they will include at a minimum:

- 24-hour office service
  - Fax Machine, 4-Line Telephone, 2 Computer workstations with DVD/CD Writer, Scanner, Laminator, basic office supplies
- Capability to produce 400 copies of 40 pages twice per day in three hours or less
  - 3 Photocopiers, Color Printer, 36”- Format Plotter
- Basic word processing capability with Microsoft Office
- Self contained climate controlled unit with 7 days supplies

Optional equipment includes internet capability via satellite internet access.

Naming Conventions

TRAILER – OFFICE – VENDOR NAME – LICENSE NUMBER, ETC.

How to Order

Order in ROSS
CATALOG: Equipment
CATEGORY: Trailer
CATALOG ITEM: Trailer – Mobile Office

How to Fill

Use the **host dispatch zone priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. If the Clerical Support Unit is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the Clerical Support Unit is statused in ROSS.

The **geographic area priority list** is an overall list of Clerical Support Units sorted by price, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Clerical Support Units out of area.

Communication Trailers

General Information and Where to Find More Information
2008 is the first year for regionally solicited Communication Trailers, and the agreement is managed by the Montana DNRC. The awards are for 2008 only. Detailed information, including the invitation for bid and the 2008 awards can be found at:

http://dnrc.mt.gov/forestry/fire/business/contractlist.asp

Type of List
Communication Trailers will be listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon daily rate and mileage. Dispatchers choose the vendor highest in priority in their dispatch zone (lowest price) that can meet the specified needed date and time and specific incident needs, including location.

Typing Information
Communication Trailers will not be typed, but they will include at a minimum:
- Pull behind cargo/camper style trailer
- Work space with three work stations
    - Including white boards, cork boards and radio log forms
- Radio and telephone equipment ready to be programmed
- Air conditioning, at least two windows

Naming Conventions
TRAILER – COMMUNICATIONS – VENDOR NAME – LICENSE NUMBER, ETC.

How to Order
Order in ROSS, consider Special Needs – is there special equipment needed?
CATALOG: Equipment
CATEGORY: Trailer
CATALOG ITEM: Trailer – Communications

How to Fill
Use the **host dispatch zone priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. If the Communication Trailer is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the Communication Trailer is statused in ROSS.

The **geographic area priority list** is an overall list of Communication Trailers sorted by price, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Communication Trailers out of area.

Faller Modules

General Information and Where to Find More Information
2008 is the first year for regionally solicited Faller Modules, and the agreement is managed by the USFS. The awards are for a three year period (2008 - 2010) and are evaluated yearly. Detailed information, including the solicitation and the 2008 awards can be found at:

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

Type of List
Faller Modules will be listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon daily rate. Dispatchers choose the vendor highest in priority in their dispatch zone (lowest price) that can meet the specified needed date and time. Each type of Faller Module will have it's own priority list.

Typing Information
All Faller Modules are dispatched with PPE, two chainsaws per faller and a 4X4 vehicle:

- **Type 1 Professional Single Faller**, three years (over 3,000 hours) experience in the commercial logging industry as a timber faller
- **Type 1 Professional Faller Module**, two Professional Single Fallers working as a module

Naming Conventions
MODULE – FALLER – T1 SINGLE – DISPATCH BV### – NAME OF COMPANY, #, ETC
MODULE – FALLER – T1 MODULE – DISPATCH BV### – NAME OF COMPANY, #, ETC

How to Order
Order in ROSS, specify in Special Needs the **type** of Faller Module needed.
CATALOG: Overhead
CATEGORY: Groups
CATALOG ITEM: Module, Faller

Both single fallers and faller modules will be ordered as Faller Modules in ROSS. Overhead requests for FALA, FALB, FALC are for agency fallers only.

How to Fill
Use the **host dispatch zone priority list** to determine the highest priority vendor. There will be priority lists for Type 1 Professional Single Fallers and Type 1 Professional Faller Modules. If the vendor is in your dispatch zone, contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. If the Faller Module vendor is from a dispatch zone other than your own, place the order via the neighborhood to the host dispatch center. **Do not Fill By Agreement**. Faller Modules are required to be statused in ROSS as a Resource Item. Vendors will have rostered fallers at each host dispatch zone, and they are not interchangeable between dispatch zones.

The **geographic area priority list** is an overall list of Faller Modules sorted by price and type, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Faller Modules out of area.

GIS Units

General Information and Where to Find More Information

GIS Units are on a national solicitation administered by USFS Region 6. 2008 is the first year for nationally solicited GIS Units. The awards are for 2008 only. Detailed information, including the invitation for bid and the 2008 awards can be found at:

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

Type of List

GIS Units will be listed on a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon daily rate and mileage. Dispatchers choose the vendor highest in priority in the geographic area (lowest price) that can meet the specified needed date and time and specific incident needs, including location.

Typing Information

GIS Units are typed as 1 and 2, but all include at a minimum:

- Self contained, climate controlled unit
- Satellite or high speed internet
- ArcGIS 9.2 with extensions, Microsoft Office, Photo Editing software
- Color Printer, Large Format plotter
- Supplies for 7 days, White board with dry erase markers

Type 1 GIS Units have all of the above, with workspace and workstations for 5 workers
Type 2 GIS Units have all of the above, with workspace and workstations for 2 workers

Units can be ordered with a GIS Specialist (GISS), at the following levels:

- GISS Level 1 – 1 year incident mapping experience (trainee)
- GISS Level 2 – 2 year incident mapping experience, must have completed Taskbook
- GISS Level 3 – 3+ years incident mapping experience, must have completed Taskbook

Naming Conventions

TRAILER – GIS – VENDOR NAME – LICENSE NUMBER, ETC.

How to Order

Order in ROSS, specify the Type in Special Needs, with or without GISS, and what level?
CATALOG: Equipment
CATEGORY: Trailer
CATALOG ITEM: Trailer – GIS

How to Fill

Use the **geographic area priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. If the GIS Trailer is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the GIS Trailer is statused in ROSS.

Gray Water Trucks

General Information and Where to Find More Information
2008 is the first year for regionally solicited Gray Water Trucks, and the agreement is managed by the BLM. The awards are for one year only. Detailed information, including the solicitation and the 2008 awards can be found at:

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

Type of List
Gray Water trucks will be listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon daily rate and mileage. Dispatchers choose the vendor highest in priority in their host dispatch zone (lowest price) that can meet the specified needed date and time and specific incident needs, including location.

Typing Information
Gray Water trucks are typed as:

- **GWV1 Gray Water with Vacuum Pump System, 1000+ gallons**
- **GWV2 Gray Water with Vacuum Pump System, 500 – 999 gallons**
- **GWP1 Gray Water with Standard Pump System, 1000+ gallons**
- **GWP2 Gray Water with Standard Pump System, 500 – 999 gallons**

Naming Conventions
GRAY WATER TRUCK – VENDOR NAME – LICENSE NUMBER, ETC.

How to Order
Order in ROSS, specify type or gallon size needed in Special Needs if applicable
CATALOG: Equipment
CATEGORY: Miscellaneous
CATALOG ITEM: Truck, Gray Water

How to Fill
Use the **host dispatch zone priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. If the Gray Water Truck is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the Gray Water Truck is statused in ROSS.

The **geographic area priority list** is an overall list of Gray Water Trucks sorted by price, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Gray Water Trucks out of area.

Hand Wash Stations & Portable Toilets

General Information and Where to Find More Information
Hand Wash Stations & Portable Toilets were first regionally solicited in 2007, and the agreement is managed by the Montana DNRC. The awards are solicited yearly. Detailed information, including the solicitation and the 2008 Portable Toilets and Hand Wash Station awards can be found at:

http://dnrc.mt.gov/forestry/fire/business/contractlist.asp

Type of List
Buses are listed on a **regional competitive source list** by location and type, not by price. Dispatchers choose the most advantageous vendor based upon price, location, availability and the ability to meet incident needs, and do not need to follow a rotation as lowest price may not be the primary ordering factor considering incident needs.

Typing Information
Portable Toilets are either standard or handicap units.
Hand Wash Stations are typed as follows:

Portable Two-Stations (two sinks)

Mobile Eight-Station (minimum eight sinks)
- 400 gallon gray and 400 gallon potable water holding capacity
- Mirrors optional
- No electrical outlets

Custom Eight-Station
- 1000 gallon gray and 500 gallon potable water holding capacity
- Mirrors required
- Minimum of 4 electrical outlets

Custom – Units specific to each vendor

Naming Conventions
None.

How to Order
Both Hand Wash Stations and Portable Toilets can be ordered on Supply Resource Order cards. You can also order Portable Toilets in ROSS on a supply/service request for sanitation or per local procedures.

Hand Wash Stations can also be ordered in ROSS
CATALOG: Equipment
CATEGORY: Miscellaneous
CATALOG ITEM: Handwashing Station

How to Fill
Consider the needs and location of the incident, then choose from the **regional competitive source list** the vendor that best meets incident needs based upon price, location, and availability. The government does not pay mileage for the first 50 miles to and from the incident on portable toilets, so resources closest to the incident may be the best economic value. Contact the vendor directly for availability. Fill according to local procedure.

Mechanic with Service Truck

General Information and Where to Find More Information

2008 is the first year for regionally solicited Mechanics with Service Trucks, and the agreement is managed by the USFS. The awards are for a three year period (2008 – 2010) and are evaluated yearly. Detailed information, including the solicitation and the 2008 awards can be found at:

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

Type of List

Mechanics with Service Trucks will be listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon the best value calculation, with the years and type of experience of mechanics factoring in along with price to compute the most advantageous resource. Dispatchers choose the ***mechanic*** highest in priority in their host dispatch zone that can meet the specified needed date and time and specific incident needs.

Typing Information

Mechanics and Service Trucks are classified as the following. When placing an order, you are ordering the *type of mechanic* you want. All mechanics have the Annual Fire Refresher and proper PPE.

- **Type 1 Mechanic w/Service Truck**, appropriate for heavy construction or logging equipment
  - Capability to work on dozers, graders, excavators, etc.
  - Mechanic has minimum of 3 years experience at journeyman level for heavy construction and logging equipment
- **Type 2 Mechanic w/Service Truck**, appropriate for autos, light & heavy trucks
  - Capability of working on light and heavy trucks, class 1 – 8
  - Mechanic has minimum of 3 years experience at journeyman level on all classes of light and medium trucks.
- **Type 3 Mechanic w/Service Truck**, appropriate for inspection & diagnostic services only
  - Mechanic has minimum of 3 years experience at journeyman level on all classes of light and medium trucks.

Naming Conventions

SERVICE TRUCK – T1 – VENDOR NAME – MECHANIC NAME, LICENSE NUMBER, ETC.
SERVICE TRUCK – T2 – VENDOR NAME – MECHANIC NAME, LICENSE NUMBER, ETC.
SERVICE TRUCK – T2 – VENDOR NAME – MECHANIC NAME, LICENSE NUMBER, ETC.

How to Order

Order in ROSS, specify type of mechanic wanted in Special Needs
CATALOG: Equipment
CATEGORY: Miscellaneous
CATALOG ITEM: Truck, Service

How to Fill

The **host dispatch zone priority list** is sorted by mechanic, not by service truck or vendor. Use the host dispatch zone priority list to determine the highest priority mechanic. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time for the specified mechanic, contact the vendor with the next mechanic on the priority list. If the Mechanic with Service Truck is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the Mechanic with Service Truck is statused in ROSS.

Because the priority list is sorted by mechanic and not vendor, rotation of mechanics through long-duration assignments can result in using mechanics out of priority dispatch order. To avoid this, the incident needs to either release the first mechanic and order the next on the list or give the mechanic in place days off as needed to mitigate work/rest guidelines.

The **geographic area priority list** is an overall list of Mechanics with Service Trucks sorted by price and type, highest best value resource (based upon the best value calculation) being highest in priority. The list is utilized by the NRCC to dispatch Mechanics with Service Trucks out of area.

Mobile Laundry

General Information and Where to Find More Information
2008 is the first year for regionally solicited Mobile Laundry units, and the agreement is managed by the USFS. The awards are for a three year period (2008 - 2010) and are evaluated yearly. Detailed information, including the solicitation and the 2008 awards can be found at:

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

Type of List
Mobile Laundry units will be listed on a **host dispatch priority list** and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon cost per pound and the daily rate. Dispatchers choose the vendor highest in priority in the geographic area (lowest price) that can meet the specified needed date and time and specific incident needs, including location.

Typing Information
Mobile Laundry Units will not be typed, but they will include at a minimum:
- Self contained unit with continuous hot water supply, all operating supplies, a minimum of 2000 gallons of storage each of gray and potable water
- Minimum production capability of 3000 pounds per day
- All labor and equipment to run unit

Naming Conventions
MOBILE LAUNDRY – VENDOR – LICENSE NUMBER, ETC.

How to Order
Order in ROSS
CATALOG: Equipment
CATEGORY: Miscellaneous
CATALOG ITEM: Laundry, Mobile

Remember that the vendor provides 2000 gallon storage for gray water and for potable water, the government provides disposal of gray water and a supply of potable water.

How to Fill
Use the **host dispatch zone priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. If the Mobile Laundry Unit is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the Mobile Laundry Unit is statused in ROSS.

The **geographic area priority list** is an overall list of Mobile Laundry Units sorted by price, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Mobile Laundry Units out of area.

Potable Water Trucks

General Information and Where to Find More Information
Potable Water Trucks were regionally solicited in 2007, and the agreement is managed by the BLM. The awards were given for a three year period (2007 – 2009) and are evaluated yearly. Detailed information, including the solicitation and the Potable Water awards can be found at:

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

Type of List
Potable Water trucks are listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon daily rate and mileage. Dispatchers choose the vendor highest in priority in their dispatch zone (lowest price) that can meet the specified needed date and time.

Typing Information
Potable Water trucks are typed as following:

- PWT1 3,001 gallons and over
- PWT2 2,001 to 3,000 gallons
- PWT3 1,001 to 2,000 gallons
- PWT4 500 to 1,000 gallons

Naming Conventions
WATER TENDER – PWT1 – DISPATCH BV## - VENDOR – LICENSE NUMBER, ETC.
WATER TENDER – PWT2 – DISPATCH BV## - VENDOR – LICENSE NUMBER, ETC.
WATER TENDER – PWT3 – DISPATCH BV## - VENDOR – LICENSE NUMBER, ETC.
WATER TENDER – PWT4 – DISPATCH BV## - VENDOR – LICENSE NUMBER, ETC.

How to Order
Order in ROSS – Specify in Special Needs the Type of Potable Water Tender needed
CATALOG: Equipment
CATEGORY: Tender, Water
CATALOG ITEM: Tender, Potable Water

How to Fill
Use the **host dispatch zone priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list

If the Potable Water truck is from a dispatch zone other than your own, place the order via the neighborhood to the host dispatch center. **Do not Fill By Agreement**. Potable Water Trucks are required to be statused in ROSS as a Resource Item.

The **geographic area priority list** is an overall list of Potable Water Trucks sorted by price, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Potable Water Trucks out of area.

Refrigerated Trailer (Refer Truck)

General Information and Where to Find More Information
2008 is the first year for regionally solicited Refrigerated Trailers, and the agreement is managed by the USFS. The awards are for a three year period (2008 - 2010) and are evaluated yearly. Detailed information, including the solicitation and the 2008 awards can be found at:

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

Type of List
Refrigerated trailers will be listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon a combination of the daily rate, weekly rate and monthly rate. Dispatchers choose the vendor highest in priority in the geographic area (lowest price) that can meet the specified needed date and time and specific incident needs, including location.

Typing Information
All refrigerated trailers in the Northern Rockies are over 43 feet.

Naming Conventions
REFRIGERATOR TRAILER – VENDOR NAME – LICENSE NUMBER, ETC.

How to Order
Order in ROSS, specify Type of refrigerated trailer needed in Special Needs
CATALOG: Equipment
CATEGORY: Miscellaneous
CATALOG ITEM: Truck/Trailer, Refrigeration

How to Fill
Use the **host dispatch zone priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. If the Refrigerated Trailer is from a dispatch zone other than your own, notify the host dispatch center and inquire about their preference for filling the order. Fill By Agreement or with the Resource Item if the Refrigerated Trailer is statused in ROSS.

The **geographic area priority list** is an overall list of Refrigerated Trailers sorted by price, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Refrigerated Trailers out of area.

Rental Vehicles

General Information and Where to Find More Information
Rental Vehicles were regionally solicited in 2007, and the agreement is managed by the DNRC. The awards are solicited yearly. Detailed information, including the solicitation and the 2008 rental vehicle awards can be found at:

http://dnrc.mt.gov/forestry/fire/business/contractlist.asp

Type of List
Rental Vehicles are listed on a **regional competitive source list** alphabetically and by location and type. Dispatchers choose the most advantageous vendor based upon price, location, availability and the ability to meet incident needs, and do not need to follow a rotation as lowest price may not be the primary ordering factor considering incident needs.

Typing Information
Prices were solicited for the following Rental vehicles:

- Passenger Vans
  - 7, 8 and 12 passenger (no 15 passenger vans)
- Pickups, 4X2
  - ½ ton Quad and Extended Cab, ¾ ton Quad and Extended Cab
- Pickups, 4X4
  - ½ ton Quad and Extended Cab, ¾ ton Quad and Extended Cab, 1 ton
- Pickups 4X4, 10 Ply or Greater Tires
  - ½ ton Quad and Extended Cab, ¾ ton Quad and Extended Cab, 1 ton
- Utility Vehicles (Bronco/Blazer/Suburban/Explorer/Etc.)
  - 5 and 7 passenger
- Utility Vehicles (Bronco/Blazer/Suburban/Explorer/Etc.), 10 Ply or Greater Tires
  - 5 and 7 passenger
- Sedans, midsize or larger

Naming Conventions
VAN – PASSENGER – VENDOR – LICENSE NUMBER/VIN/ETC.
AUTOMOBILE – VENDOR – LICENSE NUMBER/VIN/ETC.
SUV – VENDOR – LICENSE NUMBER/VIN/ETC.
PICKUP – VENDOR – LICENSE NUMBER/VIN/ETC.

How to Order
Order in ROSS, Specify type of Rental Vehicle wanted in Special Needs
CATALOG: Equipment
CATEGORY: Transportation
CATALOG ITEM: Transportation – Vehicle, Automobile or Vehicle, Sport Utility (SUV) or Pickup or Van, Passenger

How to Fill
Consider the needs and location of the incident, then choose from the **2008 Rental Vehicle List** the vendor that best meets incident needs based upon price, location, and availability. Contact the vendor directly for availability. Fill By Agreement.

Sack Lunches

General Information and Where to Find More Information
Sack Lunches were first regionally solicited in 2007, and the agreement is managed by the Montana DNRC. The awards are solicited yearly. Detailed information, including the solicitation and the 2008 Sack Lunch awards can be found at:

http://dnrc.mt.gov/forestry/fire/business/contractlist.asp

Type of List
Sack Lunch vendors are listed on a **regional competitive source list** by location, then alphabetically. Dispatchers rotate through the vendors to ensure variety in firefighter sack lunches, choosing first the lowest priced vendor in their location that can meet the needs of the incident, including needed date and time and specific dietary requirements (ie, vegetarian meals), then choosing the next on the list, then the next, as orders come in.

Typing Information
Sack Lunches are not typed, but all lunches follow these minimum guidelines:

- Two Entrees, including one sandwich and one variety item (bagel, chili, burritos, etc.) or one super-sized sub sandwich
- Fruit, Cookies, Fruit Juice, Snack (candy, nuts, chips), Condiments, Napkins and Gum/Mint

Lunches will be packaged in paper bags, 20 to a cardboard box, and labeled with preparation date, which should be no more than eight hours prior to delivery.

Naming Conventions
None.

How to Order
Order on Supply Resource Order cards or in ROSS as a service per local procedures.

How to Fill
Consider the needs and location of the incident, then choose from the **regional competitive source list** the vendor that best meets incident needs based upon price, location, and availability. If you have already used the list for lunches before, use the next available vendor on the list that meets incident needs.

Lunches can be purchased with a government credit card or using a Vendor Invoice Form with a manifest attached (for less than 20 people). Do not include gratuity.

Tents

General Information and Where to Find More Information

2008 is the first year for regionally solicited Tents and Canopies, and the agreement is managed by the USFS. The awards are for a three year period (2008 - 2010) and are evaluated yearly. Detailed information, including the solicitation and the 2008 awards can be found at:

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

Type of List

Tents are listed on a **host dispatch zone priority** list and a **geographic area priority list** based upon price, with the lowest price ranked highest in priority. Price is based upon a combination of daily rate, weekly rate and monthly rate. Dispatchers choose the vendor highest in priority in their dispatch zone (lowest price) that can meet the specified needed date and time.

Typing Information

Tents are typed as follows:

- Type 1 1201 – 2001 square feet
- Type 2 701 – 1200 square feet
- Type 3 501 – 700 square feet
- Type 4 200 – 500 square feet

Naming Conventions

None.

How to Order

Order in ROSS – Specify in Special Needs the Type of Tent needed
CATALOG: Equipment
CATEGORY: Miscellaneous
CATALOG ITEM: Tent

How to Fill

Use the **host dispatch area priority list** to determine the highest priority vendor. Contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time, contact the next vendor on the priority list. **Fill by Agreement**. If the tent vendor is from a dispatch zone other than your own contact that dispatch center to give them a heads up that you are ordering a resource from their dispatch zone.

The **geographic area priority list** is an overall list of Tents sorted by price, with the lowest price being highest priority. The list is utilized by the NRCC to dispatch Tents out of area.

Water Handling Equipment – Engines, Water Tenders & Heavy Equipment

General Information and Where to Find More Information

Water Handling Equipment, including engines, water tenders and heavy water handling equipment (including skidgines, super skidgines, pumper cats and soft tracks) were regionally solicited in 2007, and the agreement is managed by the USFS. The awards were given for a three year period (2007 – 2009) and are evaluated yearly. Detailed information, including the solicitations and the 2008 awards can be found at:

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

Type of List

Engines, Water Tenders & Heavy Equipment are listed on a **host dispatch zone priority list** and a **geographic area priority list** based upon the best value calculation, which is based upon the condition of equipment and other factors, for engines; gallons hauled, pump performance, age, ability for foam application, for water tenders; gallons hauled, spray bar, suspension and age, and other various factors for heavy water handling equipment. Dispatchers choose the piece of equipment highest in priority in their dispatch zone that can meet the specified needed date and time and specific incident needs.

Typing Information

Engine, water tender and heavy water handling equipment typing information can be found in the Interagency Standards for Fire and Fire Aviation Operations and the Interagency Incident Business Management Handbook.

Naming Conventions

ENGINE – TYPE, IE (T1) – DISPATCH BV # - VENDOR NAME, LICENSE, ETC.
WATER TENDER – TYPE, IE (T1) – DISPATCH BV # - VENDOR NAME, LICENSE, ETC.
PUMPER CAT – TYPE, IE (T1) – DISPATCH BV # - VENDOR NAME, LICENSE, ETC.
SKIDGINE – TYPE, IE (T1) – DISPATCH BV # - VENDOR NAME, LICENSE, ETC.
SUPER SKIDGINE – TYPE, IE (T1) – DISPATCH BV # - VENDOR NAME, LICENSE, ETC.
SOFT TRACK – TYPE, IE (T1) – DISPATCH BV # - VENDOR NAME, LICENSE, ETC.

How to Order

Order in ROSS, consider Special Needs – gallon capacity for heavy equipment, etc.
CATALOG: Equipment
CATEGORY: Engine or Tender, Water or Miscellaneous
CATALOG ITEM: Various

How to Fill

The **host dispatch zone priority list** ranks resources located within the host dispatch zone based on priority. This list has Service Disabled Veterans listed as highest priority. Dispatchers determine the highest priority piece of equipment, then contact the vendor directly for availability. If the highest priority vendor cannot meet the stated needed date and time for the specified piece of equipment, contact the vendor with the next piece of equipment on the priority list. **Do not fill by agreement**. Best Value water handling equipment should be statused in ROSS as a resource item. If there are no resources within the dispatch zone available, contact your neighbors for their engine availability, and place orders using the neighborhood.

The **geographic area priority list** is an overall list of water handling heavy equipment, sorted by type, listing the overall priority for best value resources in the GACC. The list is utilized by the NRCC to dispatch engines, water tenders, and heavy water handling equipment out of area.