

Region 5 Expanded Dispatch Guide  
VIPR DPL, IBPA, Incident Only/EERA  
Equipment and Miscellaneous Resources

2020



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## Introduction

This guide is intended for the use of dispatchers and expanded support dispatchers in Region 5. The guide supplements the California Mobilization Guide and serves as a quick reference. It is not intended to be all-inclusive, just as a reference, for the more-common orders.

Incident contracted equipment falls into two categories:

- Incident Blanket Purchase Agreements (IBPA)/VIPR – Dispatch Priority List (DPL)
- Non-Solicited equipment – Incident Only/Emergency Equipment Rental Agreements

## Immediate Need Dispatches

Only operational equipment (Engines, Dozers & Water Tenders) may be ordered immediate need and deviate from the VIPR DPLs. The establishment of an “immediate need” request will be at the sole discretion of the IC. These requests will be placed for contract equipment within the Host Dispatch Zone listed on the priority dispatch list(s) and are determined to be the closest available resources. The Planned Need procedures do not apply to Immediate Need dispatches.

If the resources from the VIPR DPLs are exhausted or equipment cannot meet the immediate need, then the dispatch center may utilize locally available resources not on a VIPR DPL as an exception due to emergency fire conditions that warrant immediate deployment of resources. The Incident Only/EERAs issued in these situations shall be for that incident only. In these instances, equipment hired on an “Incident Only Basis” should be replaced with equipment from the local centers VIPR DPL as soon as practical, especially when additional operational periods are expected and or planned for the needs of the incident.

## Planned Need Dispatches

When dispatching Planned-Need Equipment, the Dispatch Center will use the DPLs. During planned-need dispatches, when the available resources within a dispatch zone are exhausted, dispatch centers should utilize neighboring centers priority dispatch lists. This procedure incorporates dispatch centers already established in IROC as neighboring units (See listing in Appendix A). When placing an order through the selection area, a courtesy call should be placed advising the neighboring dispatch center of the order. If the neighboring centers cannot fill the needed resource the order should be placed up to the GACC for normal mobilization procedures.

All equipment should have a VIN#, Serial # or unique ID number noted on the resource order. Before orders are accepted by any priority dispatch contractor, the specific piece of equipment or person from the priority dispatch list ordered (by VIN, serial number or name) must be able to meet the date and time needed requirements established by the incident. If that specific piece of equipment or person is not available or cannot meet the date and time needed the dispatcher will move on to the next available resource on the DPL. Remember to DOCUMENT in IROC.

When dispatches are being made, if the contractor cannot be reached, the dispatcher may proceed with ordering the next resource on the DPL. If a Contractor is not able to be contacted, dispatchers will leave voice messages. If there is no response to these message(s) generally within 10 minutes, that resource will be deemed non-responsive and the next resource on the DPL will be called. Not responding to a call does not remove a Contractor from the DPL. Repeated non-responsiveness may be grounds for other contractual remedies and should be noted to Fire Operations within the VIPR program. Dispatchers must carefully document all of these calls and actions in IROC.

### **Reassignment of State (HEMs) equipment to Federal (VIPR) resources**

When probable reassignment of equipment from state to federal incidents for support please contact the respective GACC, Fire Operations Program Manager and or Incident Business Personnel as soon as possible. See methodology below for reassignment process.

Respectfully all resources should not be automatically reassigned. The Host Dispatch Center Priority List MUST be considered as the first priority. The following considerations can help to support this.

- 1) If the Resource is on a HEM's agreement and has a VIPR agreement on Host Dispatch DPL, the resource can be reassigned.
- 2) If the Resource is on HEM's and not on the Host Dispatch DPL, but has a VIPR agreement on any other forest, it can be reassigned once it's determined there is no like equipment on Host Dispatch DPL.
- 3) If the resource is currently assigned under HEM's agreement and doesn't have a VIPR agreement it should be considered for demob.

Example: A Type 2 water tender is currently assigned on the incident under a HEM's agreement, and they also have a VIPR agreement. If the vendor's VIPR agreement is not on the host dispatch DPL, the host Dispatch will first check their DPL for a Type 2 water tender. If no Type 2 water tender is available on the Host Dispatch DPL, then the water tender currently assigned could be reassigned using their VIPR agreement regardless of their respective VIPR DPL dispatch location. Documentation on the new resource order would show no Host Dispatch equipment was available on their DPL.

### **COVID-19 CONSIDERATION FOR VIPR DPLs**

Here is an opportunity to assist the Dispatch Centers this season with COVID-19 mitigations for Type 3-4 incidents (Type 1 and 2 as directed by the IMT's) in the local areas. Here are the terms of the contracts and here is a short-term deviation that can assist you this fire season.

In Accordance with the VIPR Agreement specifications:

D.6.1 -- DISPATCH PRIORITY. (a) Each host dispatch center will give dispatch priority to the resource offering the greatest advantage (See D.6.2) before all other private resources not under Agreement with the following exceptions:

- (1) For initial attack, dispatchers will follow the "closest forces" concept and utilize locally available resources according to agency and incident needs. The priority dispatch ranking may not be used during initial attack and Contractor resources may or may not be used.

(2) Tribal preference policy established within reservation jurisdiction.

(3) Government normally will dispatch resources in accordance with this protocol; however, the number of fire orders in process and actual fire conditions at the time of dispatch may require a deviation from normal procedures in order to respond effectively to such conditions. Any such deviation will be within the discretion of Government and will not be deemed a violation of any term or condition of this Agreement.

Based on clause 3 above, Dispatches/Expanded Dispatches are authorized to deviate from the DPL due to COVID-19 related issues. Under the following guidance.

1. This is not a blanket waiver from the DPL.

Prior to deviating from the DPL. Dispatch Center manager must notify in writing (email) the intent to deviate from the DPL, emails can come from ECC Supervisors and need to include name of vendor.

- a. **Must state in the notification the reasons for deviation, timeframe (length of expected deviation), and impact of the deviation (how many vendors on DPL will be impacted).**
- b. This justification/notification will be submitted by email to Yolie Thomas, and Matthew Gagnon prior to the deviation.
2. Dispatches will revert to the standard protocol as soon as practicable during the incident.
3. Only VIPR vendors with agreements may be called. (AQM will not write Incident Only Agreements for equipment not in VIPR, this includes HEMS equipment and local vendors.). **Vendors not on VIPR agreements are not authorized without an AQM warranted approval**
4. If you select other than the established DPL order you may cause significant additional costs to the incident in higher rates to the government.

## National Contracts for 2020

If in need of this information may submit an e-mail request to FS-FS AQM ISB.

- Clerical Units
- Crew Carrier Buses
- Communication Units
- Fire Retardant
- GIS Trailer
- Helicopter Support Trailer
- Mobile Shower Facilities
- Mobile Food Unit
- Type 2 IA Crews

## Equipment List

**ALWAYS check the most recent dispatch priority list.**

Dispatch Priority Lists (DPL) website:

<http://www.fs.fed.us/business/incident/dispatch.php>

**Orders for contract equipment from these categories will be placed utilizing VIPR DPLs.**

- Buses (Crew)
- Clerical Units
- Communication Trailer
- Engines – Types 3 & 6
- Faller Modules (2 fallers)
- Faller, Single
- Fuel Tender
- GIS Units – Types 1 to 2
- Gray Water Trucks – Types 1 to 4
- Helicopter Support Trailers
- Heavy Equipment: Dozers, Excavators, Road Graders, Feller-Bunchers, Masticators, and Skidders
- Mechanics w/Service Truck –
- Mobile Chainsaw Repair Unit
- Mobile Laundry Units – Types 1 to 2
- Mobile Sleeper Units
- Portable Air Traffic Control Towers
- Portable Hand Washing Stations
- Portable Toilets
- Potable Water Trucks – Types 1 to 4
- Refrigerated Trailers
- Support Water Tenders – Types 1 to 3
- Tents – Types 1 to 4
- Trailer Mounted Hand Washing Stations – Type 1 to 2
- Vehicle w/Driver
- Weed Washing Unit

**NOTE: CHECK VIPR DPL UPDATES BEFORE ORDERING EQUIPMENT**

## Agency Representative (AREP)

### 1. Considerations to Create Request

#### Type

- **CCC** – When two or more CCC crews are ordered
  - **Special Needs: for CCC crews**
- **CDCR** – California Department of Corrections & Rehabilitation, ordered for inmate crews
  - **Special Needs: for CDCR**
- **Cal Fire** – When Cal Fire assist federal fires
  - **Special Needs: for Cal Fire**

### 2. How to Create Request in IROC

**CATALOG:** Overhead  
**CATEGORY:** Positions  
**CATALOG ITEM:** AREP

### 3. From Pending Request screen, Place Request up, followed by a courtesy phone call to GACC.

**Note:** More information can be found in California Mob Guide Chapter 30

## Aircraft Rescue Firefighting Apparatus – ARFF (Crash Rescue) (Incident Only)

### 1. Considerations to Create Request

#### Type

- Crash Rescue (Aircraft), Type 1 (3,000+ gals.)
- Crash Rescue (Aircraft), Type 2 (1,500 to 2,999 gals.)
- Crash Rescue (Aircraft), Type 3 (500 to 1,499 gals.)

#### Ordering Attributes

- None
- Dispatch would first search for agency, then cooperator, and finally vendor
- If it is determined that agency and cooperator resources are not available, that must be documented in IROC.

When only hired vendors are available, the hiring priorities are as follows:

1. Type needed
2. Date and time needed
3. Pricing
4. Location (miles) from their equipment site to the incident

## 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Crash Rescue (Aircraft), Type 1</b> <b>Crash Rescue (Aircraft), Type 2</b> <b>Crash Rescue (Aircraft), Type 3</b>

### 3. Fill with agreement.

(Ex: CRASH RESCUE – T1 – Company – Unit Identifier (If applicable) – last 6 of VIN#)

**Note:** The dispatcher will contact the appropriate Incident Contracting Officer (CO) and provide the CO with the type of Crash Rescue/ARFF ordered and the Date and Time Needed.

Ordering procedures are as follows:

1. Order is sent to Incident Host Dispatch Center (See VIPR/EERA Guide for additional info tentative vendor list).
2. Incident Host Dispatch Center will contact the Incident Contracting Officer to initiate the I/O EERA with the vendor
3. CO will provide dispatch with fill information once I/O EERA is initiated
4. Buying Team will provide the Host Dispatch with vendor travel information, and the Host Dispatch will complete the resource order in IROC.

## Ambulance (Incident Only)

### 1. Considerations to Create Request

#### Type

- Ambulance, Type 1
- Ambulance, Type 2
- Ambulance, Type 3

#### Ordering Attributes

- None
- 

## 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Medical</b>
<b>CATALOG ITEM:</b>	<b>Ambulance, Type 1</b> <b>Ambulance, Type 2</b> <b>Ambulance, Type 3</b>

### 3. Fill with agreement.

(Ex: AMBULANCE – T1 – Company – Unit Identifier (If applicable) – last 6 of VIN#)

## Buses

### 1. Considerations to Create Request

#### Type

- **Buses, Crew Carriers**
  - (school type buses) appropriate for gravel or mountain roads for short duration travel, typical for transportation of 22–person crews (Resources Item in IROC) (DPL List)
- **Buses, Coach**
  - 40+ passenger with bucket type seating, toilet (Incident Only/EERA)
- **Buses, Shuttle**
  - 16+ passenger does not include 15–passenger vans, appropriate for incident shuttle use (Incident Only/EERA)

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Transportation</b>
<b>CATALOG ITEM:</b>	<b>Transportation, Bus Crew Carrier</b>
	<b>Transportation, Bus, Coach</b>
	<b>Transportation, Bus, Shuttle</b>

### 3. Fill from Pending Request screen – fill from “VIPR” tab

(Transportation, Bus Crew Carrier).

(Ex: BUS – CREW CARRIER – Company– Unit Identifier (If applicable) – last 6 of VIN#)

#### 3a. Fill with Agreement (Incident Only)

(Transportation, Bus, Coach, Transportation, Bus, Shuttle)

(Ex: BUS – COACH – Company– Unit Identifier (If applicable) – last 6 of VIN#)

or

(Ex: BUS – SHUTTLE – Company– Unit Identifier (If applicable) – last 6 of VIN#)

## Caterers

### 1. Considerations to Create Request

#### Type

- Minimum 150 meals and 72 hours

#### Ordering Attributes

- None

#### Ordering requirement

- Food Service Request Form – fax to GACC
- Call GACC to ensure fax receipt; addressing any further issues/concerns

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Food Service, Mobile</b>
<b>CATALOG ITEM:</b>	<b>Food Service, Mobile</b>

### 3. Place request up and fax Food Service Form to GACC – (National Mobile Food Services Contract)

**Special Needs:** Good address of the location, how many personnel being feed, first meal to be served and name of the incident contact person.

**Note:** Consider ordering a gray water and potable water truck in addition. Notify GACC of tentative release information. Upon demobilization give 15-minute travel.

## Caterer T3 (Incident Only)

### 1. Considerations to Create Request

#### Type

- Minimum 49 meals and Maximum 149 meals

#### Ordering Attributes

- None

## 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Food Service, Mobile</b>
<b>CATALOG ITEM:</b>	<b>Food Service, Mobile</b>

### 3. Fill with agreement.

**Special Needs:** T-3 Caterer, Good address of the location, how many personnel being feed, first meal to be served and name of the incident contact person.

**Note:** Process for ordering T3 Caterer will be through AQM Incident Procurement or Buying Team.

## Cellular on Wheels or COWs

### 1. Considerations to Create Request

Requests for Cellular on Wheels or COWs can be done through Verizon by calling 800-264-6620 and selecting option 7. This will take you directly to the technician for all of California. Make sure to state you need for a Cellular on Wheels to support Emergency Operations Command Post and identify the nearest populated area.

#### **SERT Teams**

SERT Teams or Significant Emergency Response Teams can be requested to assist in setting up a Cellular on Wheels or to provide connectivity for a community that has been affected by a burned over cell site. A SERT team can be requested at 800-264-6620 press 1 and stay on the line for a technician.

## 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Supply</b>
<b>CATEGORY:</b>	<b>Service, Communication</b>
<b>CATALOG ITEM:</b>	<b>Service-Cellular Telephone (NON-NFES)</b>

\*Note: In special needs – for COW and SERT Teams

### 3. Fill with Agreement

(Ex: SERVICE – Cellular on Wheels – Company Name)

## Chippers (Incident Only/EERA)

### 1. Considerations to Create Request

#### **Type**

- Type 1 – 18-inch minimum diameter capacity
- Type 2 – 13 to 17-inch diameter capacity
- Type 3 – 9 to 12-inch maximum diameter capacity

**Ordering Attributes**

- None

**Staffing and Personnel Requirements**

- 2 Operators Required (Single Shift)

**2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Chipper, Type 1</b>
	<b>Chipper, Type 2</b>
	<b>Chipper, Type 3</b>
	<b>Chipper, Type Any</b>

**Note: Request will need to be placed to the Buying Team for Incident Only**

**3. Fill from Pending Request screen – fill from “VIPR” tab.**

(Ex: CHIPPER – T1 - Company Name – last 6 of VIN#)

**Clerical Support Unit (Copy Service)**

**1. Considerations to Create Request**

**Type**

- None

**Ordering Attributes**

Internet capability will be listed on the priority dispatch list, and if the incident specifically orders the equipment with this attribute, vendors offering that attribute will be given preference as they appear on the priority dispatch list.

Internet is designed for that unit, if the incident requires services over and above those stated in this specification, an incident only EERA will be initiated by a warranted CO, and no payment will be made for optional internet that may be awarded on this agreement.

## 2. How to Create Request in IROC

CATALOG:	Equipment
CATEGORY:	Miscellaneous
CATALOG ITEM:	Clerical Support Unit

## 3. Fill from Pending Request Screen, Place Request Up, followed up by courtesy phone call to GACC.

(Ex: CLERICAL SUPPORT UNIT – Company Name - last 6 of VIN #)

## Communication Trailer

### 1. Considerations to Create Request

#### Type

- None

#### Ordering Attributes

Internet Capability will be listed on the priority dispatch list, and if the incident specifically orders the equipment with this attribute, vendors offering that attribute will be given preference as they appear on the priority dispatch list.

## 2. How to Create Request in IROC

CATALOG:	Equipment
CATEGORY:	Trailer
CATALOG ITEM:	Trailer – Communications

## 3. From Pending Request Screen, Place Request Up, followed by a courtesy phone call to GACC.

(Ex: TRAILER – COMMUNICATIONS – Company Name – last 6 of VIN#)

## Computers

### 1. Considerations to Create Request

#### Type

- None

## 2. How to Create Request in IROC

CATALOG:	Supply
CATEGORY:	Service, Office Support
CATALOG ITEM:	Service, Computer Rental

**Process:** Orders will be processed by the host unit dispatch. Dispatch receives a request from the Incident and creates a resource order. Dispatch will send resource order by emailing to AQM Incident Procurement Matt Gagnon (530) 249-2995 and Lydia Moore-Ward (626) 201-4904 and follow up with phone call

Order form and EERA terms and conditions are listed at the website link below:

<https://www.fs.usda.gov/detail/r5/fire-aviation/management/?cid=stelprdb5303034>

**Note:** Plotters are now available from the caches.

**3. Fill with Agreement – (Region 5 EERA)** – Indicate serial number in the description (Ex: Computers – Company Name)

## Critical Incident Peer Support Group (CISM)

### 1. Considerations to Create Request

#### Type

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Overhead</b>
<b>CATEGORY:</b>	<b>Groups</b>
<b>CATALOG ITEM:</b>	<b>Team, Critical Incident Stress</b>

**3. From Pending Request screen, select Place Request Up, followed up with courtesy phone call to GACC.**

**Note:** All orders for Peer Support groups, need to be approved by the Forest Supervisor prior to the order being processed. Please note in special needs if rental cars are authorized. Rosters are hosted by the Northern California Coordination Center.

## Dozers – (Private)

### 1. Considerations to Create Request

#### Type

- Type 1 – Heavy – minimum 240 HP and greater (D8H, D7H, JD850)
- Type 2 – Medium – minimum 150-250 HP (D5H, JD650)
- Type 3 – Light – minimum 99-165 HP (D46, JD550, D3)

## Ordering Attributes

- Single or Double shift
- Grapple
- Rippers
- Low Ground Pressure
- 6-way hydraulic blade- vendors offering that attribute will be given preference as they appear on the priority dispatch list

**Note:** Dozer contractor are required to provide transport, pilot cars, and any required permits under one request number (E#).

## 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Dozer</b>
<b>CATALOG ITEM:</b>	<b>Dozer, Type 1</b>
	<b>Dozer, Type 2</b>
	<b>Dozer, Type 3</b>
	<b>Dozer, Type Any</b>

## 3. Fill from Pending Request screen – fill from “VIPR” tab.

(Ex: DOZER – T1 – Company Name – last 6 of VIN#)

Note: If known, document if the transport is to stay at the incident or be released.

## Engines

Region 5 has awarded agreements for Type 3 & 6 engines.

### 1. Considerations to Create Request

#### Type

- Type 6 – 150-gallon min. (must be 4x4)
- Type 3 – 500-gallon min. – Minimum staff of 3 (total Staffing of 5) if additional staffing request, document in IROC.

### Ordering Attributes

- All-Wheel Drive or 4X4
- Compressed Air Foam (CAFS)

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Engine</b>
<b>CATALOG ITEM:</b>	<b>Engine, Type (requested)</b>

### 3. Fill from Pending Request screen – fill from “VIPR” tab.

(Ex: ENGINE – T6 – Company Name – last 6 of VIN# or Unique Identifier)

**Note:** Vendor must provide crew manifest to Dispatch. Contract Engine and Crews are excluded from the Neighbor Unit VIPR DPL Process. If Engine or Crew list is depleted, place an order to GACC not to Neighboring Dispatch Center.

## Excavators

### 1. Considerations to Create Request

#### Type

- Type 1 – 156 + HP
- Type 2 – 111 to 155 HP
- Type 3 – 81 to 110 HP

### Ordering Attributes

- Clamshell Bucket
- Up Down Blade or Dozer Blade
- Steep Ground (self-leveling cab – Timco, etc.)

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Excavator, Type 1</b>
	<b>Excavator, Type 2</b>
	<b>Excavator, Type 3</b>
	<b>Excavator, Type 4</b>

### 3. Fill from Pending Request screen – fill from “VIPR” tab.

(Ex: EXCAVATOR – T1 – Company Name – last 6 of VIN#)

**Note:** If known, document in IROC if the transport is to stay at an incident or be released.

## Expanded Dispatch Module

### 1. Considerations to Create Request

#### Type

- None

### 2. How to Create Request in IROC

CATALOG:	Overhead
CATEGORY:	Groups
CATALOG ITEM:	Module, Suppression

3. From Pending Request screen, select Place Request Up, followed up with courtesy phone call to GACC.

## Faller, Single – Faller, Module

### 1. Considerations to Create Request

#### Type

- Faller, Single (1 faller w/ all equipment and vehicle)
- Module, Faller (2 fallers w/ all equipment and vehicle)

**Note:** *Only agency fallers are ordered as FAL1, FAL2, and FAL3.* It's now suggested when a faller module DPL becomes exhausted ask the incident if the ordering dispatch center can order single fallers two at a time. The incident can create a module once they arrive at the incident.

#### Ordering Attributes

- None

#### Work/Rest

- Companies with multiple fallers on approved rosters may replace fallers on the same request. If rostered personnel are no longer available, new orders will use DPL.

## 2. How to Create Request in IROC

<b>Faller, Single</b>	
<b>CATALOG:</b>	<b>Overhead</b>
<b>CATEGORY:</b>	<b>Groups</b>
<b>CATALOG ITEM:</b>	<b>Faller, Single</b>

<b>Faller Module</b>	
<b>CATALOG:</b>	<b>Overhead</b>
<b>CATEGORY:</b>	<b>Groups</b>
<b>CATALOG ITEM:</b>	<b>Module, Faller</b>

**Note:** Document in IROC names of faller or fallers. When the module unit is exhausted at the host dispatch DPL, it may be helpful asking if single fallers could be ordered two at a time to create module at the incident.

**3. Fill from Pending Request Screen – fill from “VIPR tab.**  
(Ex: MODULE – FALLER – Company Name and Faller Name)  
(Ex: FALLER – SINGLE – Faller’s Name – Company Name)

## Feller Bunchers (Incident Only/EERA)

### 1. Considerations to Create Request

#### Type

- Type 1 – 226 + HP
- Type 2 – 160 to 225 HP  
Specify tracked or rubber tire (wheeled) plus min requirements

#### Ordering Attributes

- None

## 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Feller-Buncher, Type 1</b> <b>Feller-Buncher, Type 2</b>

**Note:** Due to non-award an EERA will be needed for 2019-2020. Dispatch receives request from Incident and creates resource order. Dispatch will send resource order by emailing to AQM Incident Procurement Matt Gagnon (530) 249-2995, Lydia Moore-Ward (626) 201-4904 or Wendy Whiteman (916) 216 -1782 and follow up with phone call. If Buying Team available place to Buying Team for Incident Only/EERA

**3. Fill from Pending Request Screen – query on “VIPR” tab.**

(Ex: Feller Buncher – T1 – Company Name – last 6 of VIN#)

## Fuel Tender

### 1. Considerations to Create Request

#### Type

- Type 1 – 3500 + gallons
- Type 2 – 2500 to 3499 gallons
- Type 3 – 500 to 2500 gallons

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Fuel Tender, Type 1</b>
	<b>Fuel Tender, Type 2</b>
	<b>Fuel Tender, Type 3</b>

**3. Fill from Pending Request Screen – query on “VIPR” tab.**

(Ex: FUEL TENDER – Company Name – last 6 of VIN#)

## GIS Units

### 1. Considerations to Create Request

#### Type

- Type 1 – Workstations for 5 personnel
- Type 2 – Workstations for 2 personnel
- Type 3 – No Computers or GIS software

### Ordering Attributes

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Trailer</b>
<b>CATALOG ITEM:</b>	<b>Trailer – GIS</b>

**Note:** in “Special Needs” on “New Request” screen indicate if the Trailer is Type 1, 2, or 3.

**3. From Pending Request screen, Place Request Up, followed by a courtesy call to GACC.**  
(Ex: TRAILER – GIS – T1 – Company Name - last 6 of VIN #)

## Gray Water Truck

### 1. Considerations to Create Request

#### Type

- Type 1 – 4000 gallon +
- Type 2 – 2500 to 3999 gallon
- Type 3 – 1000 to 2499 gallon
- Type 4 – 400 to 999 gallon

### Ordering Attributes

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Gray Water Truck</b>
<b>CATALOG ITEM:</b>	<b>Gray Water Truck – T1</b>
	<b>Gray Water Truck – T2</b>
	<b>Gray Water Truck – T3</b>
	<b>Gray Water Truck – T4</b>

**3. Fill from Pending Request screen – fill from “VIPR” tab.**

(Ex: GRAY WATER TRUCK – T1 – Company Name – last 6 of VIN #)

## Handwashing Units - Portable

### 1. Considerations to Create Request

**Type**

- None

**Ordering Attributes**

- None

**2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>Supply</b>
<b>CATEGORY:</b>	<b>Service, Sanitation</b>
<b>CATALOG ITEM:</b>	<b>Service – Handwashing Station (Portable)</b>

**Note:** in “Special Needs” on “New Request” screen indicate, trailer portable.

**3. Fill with VIPR**

(Ex: HANDWASHING STATION - PORTABLE - Company Name)

**Note:** Utilize Portable Toilet DPL and order from the same vendor that you are using for toilets. **Only one request number needed per Vendor.** Quantity and location of hand washing stations ordered to be document in IROC.

**Handwashing Stations – Trailer Mounted**

**1. Considerations to Create Request**

**Type**

- Type 1 – 12+ sinks
- Type 2 – 8 to 11 sinks

**Ordering Attributes**

- Minimum 8 sinks

**2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Handwashing Station (Trailer Mounted), Type 1</b>
	<b>Handwashing Station (Trailer Mounted), Type 2</b>

**Note:** in “Special Needs” on “New Request” screen indicate if trailer mounted. Potable Water tender provided by the government (ref to D.2.12 (a) (b) of the contract.

**3. Fill from Pending Request screen – fill from “VIPR” tab.**

(Ex: HANDWASHING STATION – TRAILER MOUNTED – Company Name – last 6 of VIN# or unique identifier.)

## **Helicopter Operations Support (HOS) Units**

### **1. Considerations to Create Request**

**Type**

- None
- Ordered by specific incident needs – i.e. radios, workstations, etc.

**Ordering Attributes**

- None

### **2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Trailer</b>
<b>CATALOG ITEM:</b>	<b>Trailer – Helicopter Operations Support</b>

**3. From Pending Request Screen, Place Request Up, followed by a courtesy phone call to GACC.**

(Ex: TRAILER – HOS – Company Name – last 6 of VIN#)

## **Incident Base Recycling IBPA (Incident Only/EERA)**

### **1. Considerations to Create Request**

**Type**

- None

**Ordering Attributes**

- None

### **2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>Supply</b>
<b>CATEGORY:</b>	<b>Service, Sanitation</b>
<b>CATALOG ITEM:</b>	<b>Service – Recycling</b>

**3. Fill with agreement.**

(Ex: Incident Base Recycling – Company Name)

**Note:** Incident places the order to dispatch or expanded who generates the order in IROC

Dispatchers sends resource orders to AQM CO Matt Gagnon and Lydia Moore Ward/Buying Team

Once Contracting Officers or Buying Team confirms company assignment, they will provide dispatch with fill and travel information for each resource order

## **Incident Base Units (Camp in a Box)**

### **1. Considerations to Create Request**

#### **Type**

- Type 1 (full configuration with 10 trailers)
- Type 2 (reduced configuration with 5 trailers)

#### **Ordering Attributes**

- None Closest Available Concept
- 

### **2. How to Create Request in IROC**

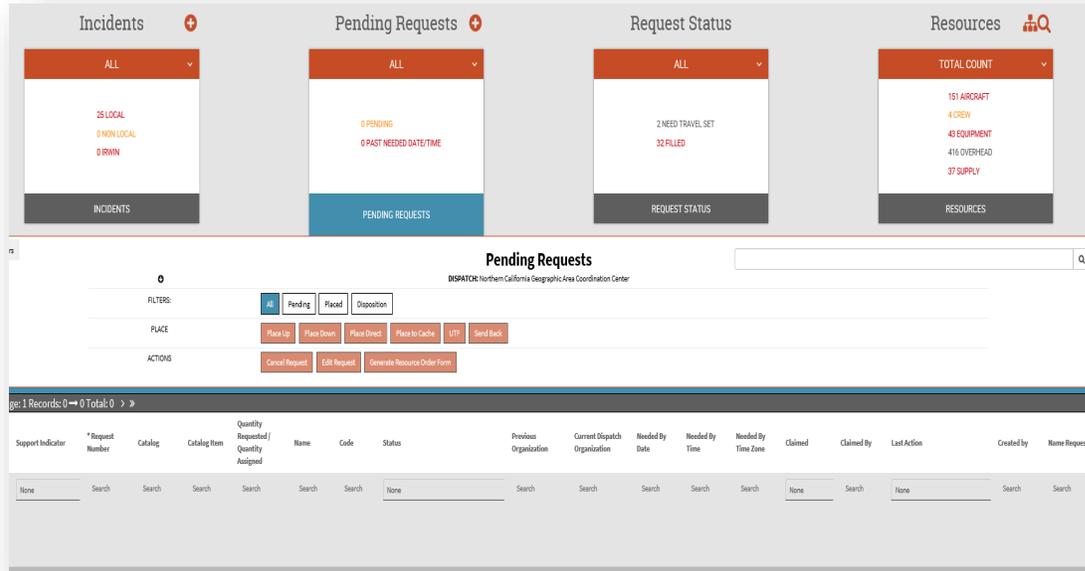
<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Trailer</b>
<b>CATALOG ITEM:</b>	<b>Trailer - Mobile Office</b>

**Note:** in “Special Needs” on “New Request” screen “Camp in the Box” and Type 1 or 2.

The request will be placed to the GACC, followed up with a courtesy phone call. The GACC will determine closest resource (via MapQuest [www.mapquest.com](http://www.mapquest.com)).

**Special Needs:** Physical Address

**3. From Pending Request screen, Place Request Up, followed up with courtesy phone call to GACC.**



**Incident Management Teams (IMT)**

**1. Considerations to Create Request**

**Type**

- Type 1
- Type 2
- 

**Ordering Attributes**

- None

**2. How to Create Request in IROC**

**CATALOG:**  
**CATEGORY:**  
**CATALOG ITEM:**

**Overhead Group**  
**Team, Type 1 Long**  
**Team, Type 1 Short**  
**Team, Type 2 Long**  
**Team, Type 2 Short**  
**Team, Type 3**

**Note:** in “Special Needs” include the following statement on all federal T1 or T2 team orders.

**In-Briefing** \_\_ (Date & Time) \_\_\_\_\_, **Location:** \_\_\_\_\_

**CFAA Approved:** Use of and reimbursement for rental vehicles for **Local Govt. IMT personnel** is authorized for basic car rental only unless IC approves 4x4 to meet the needs of the assignment. No optional insurances or accessories.

**Federal Agency IMT personnel** are authorized to use the NERV BPA for use on incidents where one of the following needs are required. **1. Vehicle is traveling off the maintained road 2. 4x4 ¾ or 1 ton pickup to meet the needs of the assignment. 3. Vehicles will be managed by ground support and utilized by multiple resources. 4. AD's that are not self-sufficient and obtained approval to order a vehicle on their resource order.** All rental vehicles requests using the NERV website must be process by the Local Dispatch Center.

**3. From Pending Request Screen, Place Request Up, followed by a courtesy phone call to GACC.**

## **Infra Red Systems (Incident Only/EERA)**

### **1. Considerations to Create Request**

#### **Type**

- None

#### **Ordering Attributes**

- None

### **2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>To be determined</b>
<b>CATEGORY:</b>	<b>To be determined</b>
<b>CATALOG ITEM:</b>	<b>To be determined</b>

### **3. Fill with agreement.**

(Ex: INFRA RED SYSTEMS – Company Name – Serial # or last 6 of VIN #)

Note: This is not the process for ordering Infra-red flights or FLIRS –this is for supplemental Infra-red equipment.

## **Laundry Units - Mobile**

### **1. Considerations to Create Request**

#### **Type**

- Type 1 – Minimum production 2500 lbs. per day
- Type 2 – Minimum production 1500 lbs. per day

#### **Ordering Attributes**

- None

## 2. How to Create Request in IROC

**CATALOG:** Equipment  
**CATEGORY:** Miscellaneous  
**CATALOG ITEM:** Laundry, Mobile

Note: in “Special Needs” on “New Request” screen indicate Type 1, 2.

**3. From Pending Request screen, Place Request Up, followed by a courtesy call to GACC.**  
(Ex: MOBILE LAUNDRY – T1 – Company Name – last 6 digits of VIN# or unique identifier.)

## **Masticator – Boom Mounted or Strip Mulchers/Masticator (Track Mounted) Incident Only/EERA**

### Type

#### Mulcher/Masticator – Boom Mounted

- Type 1 – 156 + HP
  - Type 2 – 111 to 155 HP
  - Type 3 – 81 to 110 HP
  - Type 4 – 60 to 80 HP
- Boom Mounted Typing based on excavator HP

#### Strip Mulchers/Masticators

- Type 1 – 200 to 350 HP
  - Type 2 – 100 to 199 HP
  - Type 3 – 50 to 99 HP
- Specified tracked or rubber-tire (wheeled) plus min requirements  
Tracked or rubber-tire mounted typing typed on dozer HP

#### Ordering Attributes

- None

## 2. How to Create Request in IROC

**CATALOG:** Equipment  
**CATEGORY:** Miscellaneous  
**CATALOG ITEM:** Masticator – Boom Mounted, Type 1  
Masticator – Boom Mounted, Type 2  
Masticator – Boom Mounted, Type 3  
Masticator – Boom Mounted, Type 4  
Strip Mulchers/Masticators, Type 1  
Strip Mulchers/Masticators, Type 2  
Strip Mulchers/Masticators, Type 3

**Note:** Due to non-award an EERA will be needed for 2019-2020. Dispatch receives request from Incident and creates resource order. Dispatch will send resource order by emailing to AQM Incident Procurement Matt Gagnon (530) 249-2995, Lydia Moore-Ward (626) 201-4904 or Wendy Whiteman (916) 216 -1782 and follow up with phone call. If Buying Team available place to Buying Team for Incident Only/EERA

**3. Fill from Pending Request Screen – query on “VIPR” tab.**

(Ex: MASTICATOR – Boom Mounted – T1 – Company Name – last 6 of VIN#)

(Ex: Strip Mulchers/Masticators – T1 – Company Name – last 6 of VIN#)

## **Mechanic w/ Service Truck**

### **1. Considerations to Create Request**

#### **Type**

- **Heavy Equipment – Type 1 (Dozer, Excavator, etc.)**
- **Automotive, Light, and Heavy Truck – Type 2**

#### **Ordering Attributes**

- None

#### **Work/Rest**

- Companies with multiple mechanics may **NOT** replace mechanics. R&R in place or a new request must be placed using DPL.

### **2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Service Truck w/ Mechanic, Type 1</b>
	<b>Service Truck w/ Mechanic, Type 2</b>

### **3. Fill with VIPR.**

(Ex: Service – Mobile Mechanic – T1- Heavy – Mechanic’s Name – Company’s Name)

**Note:** Companies with multiple mechanics May NOT choose a different mechanic if their company mechanic listed on the DPL is not available. Dispatch must always use DPL standing per each individual mechanic. This resource is not tracked by a VIN#, but by Mechanic Name.

## Mobile Chainsaw Repair Unit

### 1. Considerations to Create Request

#### Type

- None

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

CATALOG:	Supply
CATEGORY:	Service, Miscellaneous
CATALOG ITEM:	Service – Mobile Mechanic

### 3. From Pending Request Screen, Place Request Up, followed by a courtesy phone call to GACC.

(Ex: SERVICE – Chainsaw Repair Service – Company Name)

## Mobile Sleeping Units (MSU)

### 1. Considerations to Create Request

#### Capacity

- 42 to 48 sleeping capacity

#### Ordering Attributes

- None

#### Additional Information

- 50+ foot trailers

### 2. How to Create Request in IROC

CATALOG:	Equipment
CATEGORY:	Trailer
CATALOG ITEM:	Trailer – Mobile Sleeper Unit

### 3. From Pending Request Screen, Place Request Up, followed by a courtesy call to GACC.

(Ex: MOBILE SLEEPER – Company Name – last 6 of VIN# or unique identifier)

## Name Request

### 1. Considerations to Create Request

#### Type

- **Non- Cal OES**
  - **Special Needs:** Justification for Name Request, following IROC business practices.
- **Cal OES**
  - **Special Needs:** Justification for Name Request, following IROC business practices. CFAA approved and justification form faxed to Warning Center.
  - **Financial Code :** CFAA – CA FIRE ASSIST AGR
  - Fax Justification form received from incident to Warning Center. Instruction on Link – <http://www.caloes.ca.gov/FireRescueSite/Documents/CalOES%20-%20Name%20Request%20Form%20-%2020140901uax.pdf>

### 2. How to Create Request in IROC

CATALOG:                      Overhead

Non- Cal OES - From Pending Request screen, Place Request up, followed by a courtesy phone call to GACC.

Cal OES – In Pending Request screen, Under Other Resource Tab, place request to your local OES (Xbox) Op. area, followed by a courtesy phone call.

## Portable Air Traffic Control Tower

### 1. Considerations to Create Request

#### Type

- None

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

CATALOG:                      Aircraft  
CATEGORY:                    Service - Aviation  
CATALOG ITEM:                Service – Temporary Tower

Note: Staffing 2.

3. From Pending Request Screen, Place Request Up, followed by a courtesy call to GACC.  
(Ex: Service - TEMPORARY TOWER – Company Name – VIN# or unique identifier)

## Portable Dip Tank (Incident Only/EERA)

### 1. Considerations to Create Request

#### Type

- None

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

CATALOG:	Equipment
CATEGORY:	Miscellaneous
CATALOG ITEM:	To be determined

### 3. Fill with agreement

(Ex: PORTABLE DIP TANK – Company Name)

## Portable Mobile Mixing Bases (Water Enhancers/National Contract)

### 1. Considerations to Create Request

#### Type

- None

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

CATALOG:	Aircraft
CATEGORY:	Service - Aviation
CATALOG ITEM:	Service – Mobile Retardant Base

**Note:** Staffing 1 to 3. The local unit can order direct from the vendor. Contact GACC if assistance is needed.

### 3. Fill with Agreement.

(Ex: RETARDANT PLANT – MOBILE – Company Name)

## Potable Water Truck

### 1. Considerations to Create Request

#### Type

- Type 1 – 4000 gallon +
- Type 2 – 2500 to 3999 gallon
- Type 3 – 1000 to 2499 gallon
- Type 4 – 400 to 999 gallon

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	Equipment
<b>CATEGORY:</b>	Potable Water Truck
<b>CATALOG ITEM:</b>	Potable Water Truck – Type 1
	Potable Water Truck – Type 2
	Potable Water Truck – Type 3
	Potable Water Truck – Type 4

### 3. Fill on Pending Request screen – use “VIPR” tab.

(Ex: POTABLE WATER TRUCK – T1 – Company Name - last 6 of VIN#)

## Radio Kits

### 1. Considerations to Create Request

#### Type

- None

#### Ordering Attributes

- See specific kits

### 2. How to Create Request in IROC

<b>CATALOG:</b>	Supply
<b>CATEGORY:</b>	NFES Supplies
<b>CATALOG ITEM:</b>	[query for specific kit]

- Add pertinent information to the “Navigation/Reporting Instructions” field.
- In “Special Needs” **ADD** – Deliver to address, Bill to address, name and phone number of the contact person picking up radio kits

- Follow-up ETA in IROC and be sure the kits will be picked up by someone.
- Select Default Finance Code

### 3. Place a request to GACC.

## Rapid Extraction Support Module (REMS)

### 1. Considerations to Create Request

#### Type

- None

### 2. How to Create Request in IROC

**CATALOG:** Overhead  
**CATEGORY:** Groups  
**CATALOG ITEM:** Module, Rapid Extraction Support (GACC ONLY)

**Special Needs:** Reference REMS identification in FIREScope ICS – 223-12

In Pending Request screen, Under Other Resource Tab, place request to your local OES Op. area, followed by a courtesy phone call.

Create New Request

The screenshot shows a web-based form titled "Request - new record" with a header bar containing three buttons: "Add New Location", "Add New Financial Code", and "Add New Contact". The form is divided into several sections:

- Requesting Dispatch:** A dropdown menu with "Northern California Geographic Area Coordi..." selected.
- Next Number:** A text input field containing "O-25".
- Incident:** A dropdown menu with "IROC TEST (CA-CNR-000002)" selected.
- Custom Request Block:** A dropdown menu.
- Catalog:** A dropdown menu with "Overhead" selected.
- Needed By Date:** A date input field.
- Catalog Category:** A dropdown menu with "Groups" selected.
- Needed By Time:** A time input field with a note: "Please enter in military time e.g. 1500".
- Catalog Item:** A dropdown menu with "Module, Rapid Extraction Support (GACC ON...)" selected.
- Needed By Time Zone:** A dropdown menu with "Pacific" selected.
- Number of Request:** A text input field containing "1".
- Deliver To:** A dropdown menu.
- Financial Code:** A dropdown menu.
- Navigation Instructions:** A text input field.
- Documentation:** A text input field.
- Request Contact:** A dropdown menu.
- Request Contact Number:** A text input field.
- Ordering Contact:** A dropdown menu.
- Ordering Contact Number:** A text input field.

## Refrigerated Trailer Unit

### 1. Considerations to Create Request

#### Type

- Type 1 – >43 ft.
- Type 2 – 29 to 43 ft.
- Type 3 – 20 to 29 ft.

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

**CATALOG:** Equipment  
**CATEGORY:** Miscellaneous  
**CATALOG ITEM:** Truck/Trailer, Refrigeration

**Note:** In “Special Needs” on “New Request” screen indicate Type 1, 2, or 3.

### 3. From Pending Request Screen, Place Request Up, followed by Courtesy Call to GACC.

(Ex: REFRIGERATOR TRAILER – T1 – Company Name – last 6 of VIN#)

## Rental Vehicles (Change to NERV process)

Follow instructions for Pacific Southwest Region NERV ordering process. See Contract agreement.

### 1. Considerations to Create Request

#### Type

- Compact Car
- Minivan
- Pickups:
  - ¾ and 1 Ton Pickup Truck - Heavy **Duty Pickup (with HD tires)**
- Large Cargo Vehicles:
  - Cargo Van - Heavy Duty Cargo Van - Stake Bed Truck (> 20 ft.)
  - Large Stake Bed Truck (<20 ft.) - Box Truck & Cutaway Truck (>20 ft.)
  - Large Box Truck (<20 ft.)

### 2. How to Create Request in IROC for Ground Support Vehicles using NERV.

**CATALOG:** Equipment  
**CATEGORY:** Transportation  
**CATALOG ITEM:** Transportation, Pickup  
Transportation, Vehicle, Passenger  
Transportation, Stakeside  
Transportation, Van, Box  
Transportation, Van, Passenger

### 3. Fill with agreement.

(EX: Rental – NERV – Pickup – License plate #)

**Note:** When filling requests for non-ground support vehicles (i.e. Overhead & Crews) the vehicle information will be documented in documentation on the Resource Order as **NERV – Vehicle Type – License plate #.**

<https://sites.google.com/a/firenet.gov/nerv/>

## Road Graders (Incident Only/EERA)

### 1. Considerations to Create Request

#### Type

- Type 1 – 165 + HP
- Type 2 – 120 to 164 HP  
12ft mold board minimum

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Miscellaneous</b>
<b>CATALOG ITEM:</b>	<b>Road Grader, Type 1</b>
	<b>Road Grader, Type 2</b>

**Note:** Due to non-award an EERA will be needed for 2019-2020. Dispatch receives request from Incident and creates resource order. Dispatch will send resource order by emailing to AQM Incident Procurement Matt Gagnon (530) 249-2995, Lydia Moore-Ward (626) 201-4904 or Wendy Whiteman (916) 216 -1782 and follow up with phone call. If Buying Team available place to Buying Team for Incident Only/EERA

### 3. Fill from Pending Request Screen – query on “VIPR” tab.

(Ex: ROAD GRADER – T1 – Company Name – last 6 of VIN#)

## Showers

### 1. Considerations to Create Request

#### Type

- None

#### Ordering Attributes

- None

## 2. How to Create Request in IROC

**CATALOG:** Equipment  
**CATEGORY:** Shower, mobile  
**CATALOG ITEM:** Shower, mobile

**Note:** In special needs estimate the number of persons and duration at the peak of the incident. A good location address, and incident name and phone number for the contact person.

## 3. Place request up and alert GACC – fax “Mobile Food and Shower Service Request” form to GACC.

**Note:** Notify the GACC with tentative release information. Upon demobilization give 15 minutes of travel.

## Skidder (Incident Only/EERA)

### 1. Considerations to Create Request

#### Type

- Type 1 – 176 + HP
  - Type 2 – 100 to 175 HP
  - Type 3 – 60 to 99 HP
- Can be ordered with different grapple configurations or winch line plus min requirements.

#### Ordering Attributes

- None

## 2. How to Create Request in IROC

**CATALOG:** Equipment  
**CATEGORY:** Miscellaneous  
**CATALOG ITEM:** Skidder, Type 1  
Skidder, Type 2  
Skidder, Type 3  
Skidder, Type 4  
Skidder, Type 5

**Note:** Due to non-award an EERA will be needed for 2019-2020. Dispatch receives request from Incident and creates resource order. Dispatch will send resource order by emailing to AQM Incident Procurement Matt Gagnon (530) 249-2995, Lydia Moore-Ward (626) 201-4904 or Wendy Whiteman (916) 216 -1782 and follow up with phone call. If Buying Team available place to Buying Team for Incident Only/EERA

## 3. Fill from Pending Request Screen – query on “VIPR” tab.

(Ex: SKIDDER – T1 – Company Name – last 6 of VIN#)

## Satellite Internet Service (Incident Only/EERA)

### 1. Considerations to Create Request

#### Type

- None

## 2. How to Create Request in IROC

**CATALOG:** Supply  
**CATEGORY:** Service, Communication  
**CATALOG ITEM:** Service – Data Line (NON-NFES)

**Note:** Process for ordering satellite services will be through AQM Incident Procurement or Buying Team.

## Satellite Phones

### 1. Considerations to Create Request

#### Type

- None

## 2. How to Create Request in IROC

**CATALOG:** Supply  
**CATEGORY:** Service, Communications  
**ITEM CODE:** Service – Satellite Phone (NON-NFES)

**Note:** Fill out Shipping Address, due to IROC glitch do not fill out Shipping Instructions

**Special Needs:** Name of the person responsible for Satellite Phones

### 3. From Pending Request screen, Place Request up, followed by a courtesy phone call to GACC.

## Tents and Canopies

### 1. Considerations to Create Request

#### Type

- Type 1 – Canopy w/o sidewalls (40x40, 40x60,40x80)
- Type 2 – Canopy w/o sidewalls (20x40, 20x60)
- Type 3 – Tent (500-700 sq. ft.) which also includes a cooling unit
- Type 4 – Tent (200-500 sq. ft.) which also includes a cooling unit

#### Ordering Attributes

- None

## 2. How to Create Request in IROC

CATALOG:	Equipment
CATEGORY:	Miscellaneous
CATALOG ITEM:	Tent, Type 1
	Tent, Type 2
	Tent, Type 3
	Tent, Type 4

**Note:** The Caches stock tents/shelters that may support type 3 or 4 tent specification. Tents/Shelters ordered from the Cache are ordered by NFES number as an “S” number.

## 3. Fill with VIPR.

(Ex: TENT – T1 – Company Name)

**Note:** Tents need to be ordered independently and show individual E# for each tent on the resource order.

**Tent Cooling (Cooling unit adequate to maintain a temperature 15 degrees less than the outdoor temperature)**

- Cooling Unit is optional for Type 1 & 2 Tents (D.2.1.1(7))
- Cooling Unit is required for Type 3 & 4 Tents (D.2.1.2(6))  
***Note:** Type 3 & 4 Tent Vendors may bring whatever unit(s) (evaporative cooler, air conditioning unit, etc.) needed to meet the minimum cooling requirement*

## Tent Optional Equipment

Optional Equipment is NOT incorporated into Tent agreements. Tent orders shall not include optional equipment (i.e., generators, cooling units, or ADA Tents) on any of the tent resource order documentation.

The optional equipment listed below will be ordered separately from Tent orders and will require a separate request number:

1. Generator, with a decibel rating no greater than 68 at 50 feet
2. ADA Accessible Tent
3. Cooling
  - Example: The incident calls requesting expanded to order one (1) Type 2 Canopy (20x60) with an AC unit and three (3) Type 4 Tents all with AC units due to high temperatures. Expanded will generate one “E#” for the Type 2 Canopy (Tent), three separate “E#” for the AC unit and three separate “E#” for the three (3) Type 4 Tents. All Tent orders will be filled using the appropriate DPLs. The AC Unit for the Type 4 tents may be filled by the Buying Team or the Incident Contracting Officer. The Dispatcher filling AC order can ask the Tent vendor if they have an AC unit available, and relay that information to the Buying Team or the Incident Contracting Officer as a source for possible Incident Only EERA. If the Government is unable to come to

terms with the respective Tent vendor, the Government reserves the right to utilize other means to procure the optional equipment (e.g. Buying Team commercial rental).

- \*Consider contacting the Fire Cache. Tents may be available that meet the Type 4 specifications.

## Toilets - Portable

### 1. Considerations to Create Request

#### Type

- Regular Portable Toilets
- Accessible Toilets

#### Ordering Attributes

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	Supply
<b>CATEGORY:</b>	Service, Sanitation
<b>CATALOG ITEM:</b>	Service - Porta Potties

**Note:** In “Special Needs” on “New Request” screen indicate Regular or Accessible. No servicing is included in the daily rate. Logistics sets the schedule and number of services per day. **Only one request number needed per Toilet Vendor for each type of Toilet (i.e. Regular or Accessible).** Quantity and location of toilets ordered to be document in IROC.

### 3. Fill with VIPR.

(Ex: PORTA POTTIES – Company Name)

**Note:** When releasing document quantity and location in IROC

## Tractors – Cache (Incident Only/EERA)

### 1. Considerations to Create Request

#### Type

- Tractor only
- Tractor w/ one trailer
- Tractor w/ 2 trailers

#### Ordering Attributes

- None

## 2. How to Create Request in IROC

CATALOG:	Equipment
CATEGORY:	Transportation
CATALOG ITEM:	Transportation, Tractor Transportation, Tractor/Trailer

## 3. Fill with agreement.

(Ex: TRACTOR – Company Name – last 6 of VIN#)

(Ex: TRACTOR/TRAILER – Company Name – last 6 of VIN#)

## Transport, Lowboy (Stand Alone) Incident Only

### 1. Considerations to Create Request

#### Type

- Type 1 – >70,000 lbs.
- Type 2 – 35,000 – 69,999 lbs.
- Type 3 – <35,000 lbs.

#### Ordering Attributes

- None

**Note:** Must have Carrier and Cargo Insurance

## 2. How to Create Request in IROC

CATALOG:	Equipment
CATEGORY:	Transportation
CATALOG ITEM:	Transportation, Lowboy, Type 1 Transportation, Lowboy, Type 2 Transportation, Lowboy, Type 3

**Note:** Is for a single transport only, dozers come with own transportation under DPL.

## 3. Fill with Agreement.

(EX: Lowboy – T1 – Company Name – last 6 of VIN#)

## Water Tender - Support

### 1. Considerations to Create Request

#### Type

- Type 1 – 4000 gallon +
- Type 2 – 2500 to 3999 gallon
- Type 3 – 1000 to 2499 gallon

### Ordering Attributes

- All-Wheel Drive or 4X4

**Note:** Special Needs, Staffing, Single Shift, Double Shift

### 2. How to Create Request in IROC

<b>CATALOG:</b>	Equipment
<b>CATEGORY:</b>	Tender, Water (Support)
<b>CATALOG ITEM:</b>	Tender, Water (Support), Type 1 Tender, Water (Support), Type 2 Tender, Water (Support), Type 3

### 3. Fill on pending screen – use “VIPR” tab.

(Ex: WATER TENDER – SUPPORT – T1 – Company Name – last 6 of VIN#)

## Weed Washers

### 1. Considerations to Create Request

#### Type

- Type 1 – Self-contained with recycled water system and underbody wash system

### Ordering Attributes

- None

### 2. How to Create Request in IROC

<b>CATALOG:</b>	Equipment
<b>CATEGORY:</b>	Miscellaneous
<b>CATALOG ITEM:</b>	Weed Washing Unit

### 3. Fill on pending screen – use “VIPR” tab.

(Ex: WEED WASHING UNIT – T1 – Company Name – last 6 of VIN# or unique identifier)

## Vehicle with Driver (VIPR)

### 1. Considerations to Create Request

#### Type

- Pickup, Type 1 – GVWR of 8,501 lbs. and greater, minimum 6.5’ bed length
- Pickup, Type 2 – GVWR of 6,001 to 8,500 lbs., minimum 6’ bed length
- Pickup, Type 3 – GVWR up to 6,000 lbs., minimum 5’ bed length

- **Stakeside, Type 1 – GVWR 14,001 lbs. and greater, specify if the truck has dump/tilt box OR lift gate**
- **Stakeside, Type 2 – GVWR 10,001lbs. to 14,000lbs., specify if the truck has dump/tilt box OR lift gate**

**Ordering Attributes**

- All vehicles – 4WD/AWD
- Stakeside Trucks
- Dump/Tilt Box
- Lift Gate

**Note:** Towing is no longer allowed under this solicitation. The full bed of the truck shall be available for incident use. Modifications to vehicles such as lift kits, aftermarket exhaust (i.e., glass packs), and other such modifications that would compromise the integrity of the vehicle, may not be accepted. If safety is not compromised, it would be up to the incident personnel to determine if equipment meets the needs of the incident.

**2. How to Create Request in IROC**

<b>CATALOG:</b>	<b>Equipment</b>
<b>CATEGORY:</b>	<b>Transportation</b>
<b>CATALOG ITEM:</b>	<b>Transportation, Pickup</b>
	<b>Transportation, Vehicle, All Terrain (ATV)</b>
	<b>Transportation, Vehicle, Passenger</b>
	<b>Transportation, Vehicle, Sport Utility (SUV)</b>

**3. Fill with agreement.**

**Ex: AUTOMOBILE – Company Name – Vehicle model – License#**

**Ex: SUV – Company Name – Vehicle model – License#**

## Neighboring Units for VIPR DPLs in IROC

Below is a list of the forests and their recommended neighbors for accessing VIPR DPLs when their own DPLs are exhausted. If due to activity, these neighboring lists are exhausted, an order should be placed to the GACC. Contract Engine and Crews are excluded from the Neighbor Unit VIPR DPL Process. *If Engine or Crew list is depleted, place the order to GACC, not to Neighboring Dispatch Center.*

**MNF** – SRF, SHF, PNF, ENF, TNF

**SRF** – KNF, SHF, MNF, MDF

**KNF** – SRF, SHF, MDF, LNF, MNF

**SHF** – SRF, KNF, LNF, MDF, MNF, PNF

**MDF** – SHF, KNF, LNF, SRF

**LNF** – MDF, SHF, PNF, KNF

**PNF** – LNF, TNF, SHF, MNF, ENF

**TNF** – PNF, ENF, MNF, SHF, STF

**ENF** – TNF, STF, MNF, INF, PNF

**STF** – ENF, SNF, LPF, INF, SQF

**SNF** – STF, SQF, LPF, INF, ANF

**SQF** – SNF, LPF, BDF, INF, ANF

**INF** – SQF, BDF, ENF, SNF, STF, ANF

**LPF** – AND, SQF, SNF, STF

**BDF** – ANF, CNF, LPF, INF, SQF

**ANF** – BDF, CNF, LPF, SQF, SNF, INF

**CNF** – ANF, BDF, LPF, INF, SQF

With new national VIPR direction, it is no longer acceptable to give your neighbor's access to equipment on your VIPR Dispatch Priority List (DPL) directly. As a solution to the issue, the GACCs will designate selection areas for DPL equipment in IROC for each dispatch center and their neighbors. If a DPL at the incident dispatch center becomes exhausted, the incident dispatch center can place an order in IROC directly to one of its dispatching neighbors. The neighboring dispatch will then shop their DPL. If they have also have exhausted their DPL; they will UTF the order back to the incident (requesting) dispatch

center. When this occurs, the incident dispatch center can place the request directly to the next neighbor on their list. After the incident dispatch center has exhausted their Neighbor's DPL, they will place the order to the GACC and the GACC will place the order to any remaining forest that has not been contacted by the Incident Host Dispatch Center. For consistence of documentation, dispatchers will be required to place the actual order to their neighbor for documentation purpose, just documenting a phone call to the neighbor, which states that the neighboring forest does not have the request resource available without placing the order through the selection area will not meet an acceptable level of documentation.

**Example**

1. CNF has a request for a DPL Support Water Tender. CNF will first exhaust their list of DPL Support Water Tenders. CNF can then shop ANF, BDF, LPF, INF, and SQF for DPL Support Water Tender.
2. CNF will place the order through their selection area to the closest neighbor. For this example, CNF places the order to BDF.
3. BDF would then shop their DPL for Support Water Tenders. After BDF has exhausted their list, they would UTF the order back to CNF.
4. CNF would then place the order to the next neighbor on their list until the order is filled or their neighbors have exhausted their lists and have UTF it back to BDF. The recorded of UTFs will serve as documentation of which DPL was shopped for this request. Additional IROC "Documentation" or hard copy documentation will still need to be maintained to document communication with vendors on the DPL lists.
5. After CNF exhausts their neighbors' list, they would place the request to the GACC, and the GACC would place it to the next forest using the closest resource concept.

Most importantly, during your vendor contacts, if a vendor has indicated they have no equipment available, instruct the vendor to call dispatch to status themselves as available, when they become available. Remember to document this conversation/ vendor instructions. Suggestion: When the initial equipment orders start, the DPL lists can be printed out and used for your documentation of vendor calls and equipment status.

Below is a DPL flow chart to support decisions for Incident Only EERA process

