

Chapter 40 Equipment and Supplies

Equipment/Supplies

The Rocky Mountain Area Interagency Coordination Center (RMACC) and the Rocky Mountain Cache (RMK) are responsible for coordinating movement of equipment and supplies within the Rocky Mountain Area (RMA). (See the National Cache Management Plan for more details.)

The National Cache for the Rocky Mountain Area (RMA) is located in Lakewood, CO, at the Denver Federal Center. A valid picture ID is needed to enter. If entry is after hours, you will need to provide RMK with the truck and driver information in order to be cleared through security ahead of time.

Units and Sub-units should maintain a local cache independent of the national cache system. The local cache should consist of an inventory of equipment and supplies available for Unit/Sub-unit firefighting personnel. Annual local cache inventory lists are due to RMK by April 1. (See the National Cache Management Plan for more details.)

Equipment/Supplies Mobilization

(Refer to NMG 40)

For initial response, dispatchers will follow the “closest forces” concept and utilize locally available resources.

For extended response, contracted resources awarded under the competitive solicitation process shall be mobilized using established dispatch procedures before at-incident agreements are issued on Federal Fires.

Requests for equipment and supplies will be ordered in two specific categories: “E” for Equipment and “S” for Supplies.

Examples of Equipment resources:

- National Contract Mobile Food Services (Caterers)
- National Contract Mobile Shower Facilities
- Rolling Stock – engines, water tenders, dozers, etc.
- Fire helitorches, probeyes, etc.

Supplies are identified as materials or goods not defined in any other resource category or service category.

Examples of Supply resources:

- Tele-Communication Items (National Incident Radio Support Cache (NIRSC) Systems/Kits)
- Incident Remote Automatic Weather Station (IRAWS)
- All National Fire Equipment System (NFES) Items
- Mobile Cache Vans
- Local purchases

Supply Ordering Procedures

All supply orders should be ordered on a Resource Order Form. All supply orders for NFES items that are ordered through dispatch channels to RMK must be processed via ROSS and followed by a confirmation telephone call.

A default FS Job Code should be set up in the incident screen in ROSS.

If NFES supply items are going to be picked up at RMK, select the “Will Pick Up at Cache” button from the New Request screen in ROSS. Complete the required information.

If items are to be shipped, refer to the following shipping information.

Shipping Information in ROSS:

The following information should be entered into the New Request Screen in ROSS:

- **Shipping Address:** Street address including zip code.
 - *Caution: Don't use the shipping instructions field. ICBS related.*
- **Contact information** for person(s) picking up the NFES item(s). (Name and number)
- Any special requirements (Hold and call, pick-up at XYZ air freight, local office closes at 1800, security needs to be notified, locked gate, etc.)
- **If critical info is put in Special Needs you must contact RMK by phone to alert them. They don't automatically see that field.**

Use the NFES Resource order print option for NFES supply items to view the resource order request.

Place Orders for these items with RMACC using NFES #'s	Place orders for these items with RMK	Dispatch places locally or with Buying Team:
Radios Kits	NFES Supplies	Non-NFES Items
Mobile Cache Vans		
IRAWS		

Dispatch Centers, Expanded Dispatch and Incident Management Teams (IMTs) will place all Supply Orders for NFES Catalog items with the RMK with the exception of National NFES resources listed in first column above.

Dispatch Centers will process supply orders via ROSS for Type 1 & 2 IMT fires from the onset until the IMT assumes management of the incident.

When assigned, delegated and authorized, Type 1 and 2 IMTs may place supply orders directly to the RMK. When supply orders are processed outside of ROSS they must be assigned/given a block of S-numbers starting with S-100,000 and ending with S-199,999 to be compatible with the ICBS-R system. (Interagency Cache Business System Re-engineering Project)

1 Type 1 and 2 IMTs will deal directly with the RMK for supply orders for NFES cache
2 items needed to support the incident.

3
4 Dispatch Centers will process supply orders from Type 3, 4 & 5 incidents and fill what
5 they can locally, then place the remaining items with RMK via ROSS.

6
7 The RMK cannot accept cache requests from a source other than the RMACC, Unit
8 Dispatch Centers, Expanded Dispatch Offices, Type 1 & 2 IMTs or other National
9 Caches.

10
11 If the RMK is unable to fill a request, the RMK may coordinate the order directly with
12 the closest national cache, which can fill the order in a timely manner. Shipping Status
13 information transfer to the ordering unit is the responsibility of the RMK.

14
15 IMT supply requests for non-NFES items (items not listed in the National Supply and
16 Equipment Catalog) will be directed to the Buying Team, or to Dispatch if no Buying
17 Unit is in place.

18
19 **National Interagency Support Cache Ordering Procedures**
20 (Refer to NMG 40)

21
22 **NFES Items in Short Supply**
23 (Refer to NMG 40)

24
25 **Field Office Replenishment During Fire Season**
26 (Refer to NMG 40)

27 If a unit uses their local cache on a fire, it shall be permissible to reorder from the RMK
28 to restock the local cache.

29
30 If a restock supply order is being submitted by a local cache at the same time orders are
31 being processed by an IMT, two separate orders should be submitted specifying each
32 delivery point or location. The orders may be combined by the RMK for costs and
33 efficiency on a single vehicle for delivery; however, delivery will be made to the separate
34 locations.

35
36 When tools are ordered with the intent of replacing tools used on a fire, the used tools
37 shall be shipped to the RMK to be refurbished. All costs incurred shall be charged
38 directly to the fire. This method should help local units maintain a current up-to-date
39 stock and assist with adequate turnover.

40
41 National Cache items shall not be sent as replacement and/or restock, except where like
42 quantities are returned from the incident. No Accountable Cache items will be sent for
43 restock against an incident order.

44
45 **Field Office Replenishment Outside of Fire Season**
46 (Refer to NMG 40)

Incident Replacement of NFES Items

(Refer to the NFES Catalog & NMG 40)

Replacement orders must be processed within 30 days of control of the incident. Incident replacement orders must be placed one per incident.

Prior to release from an incident, personnel may request replacement of equipment and supplies that were consumed, lost, damaged or rendered unserviceable on the incident.

The IMT or other approved incident personnel may authorize replacement of items at the incident if available, or by approving and using an Incident Replacement Requisition; OF-315/NFES 001300 for replacement of NFES items by the incident's servicing cache.

Should the replacement of the approved items not be feasible prior to demobilization of the requesting resource, the incident's servicing cache will forward the request to the resource's servicing cache. Caches may only process requests for NFES items. Requests for non-NFES items should be requested on a separate approved incident replacement requisition to be processed by the home unit.

Responsibilities: The leader of the resource dispatched to each incident is responsible for ensuring their replacement requests are documented on the incident replacement requisition form.

Please refer to the current Interagency Incident Business Management Handbook Ch. 30 for procedures dealing with replacement of non-NFES supplies and equipment.

Incident Replacement: Type 1 and Type 2 Incidents

The incident Supply Unit Leader (SPUL) will be responsible for handling incident replacement requisitions when a Type 1 or Type 2 IMT is assigned. The SPUL approves replacement requests based on engine accountability sheets or other equipment inventory documents approved by the requesting resource's home unit. The use of the Incident Replacement Requisition Form (OF-315) is required.


If equipment and supplies are available at the incident for replacement, the request is filled at the incident supply unit.

If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is not being immediately demobilized, the Supply Unit will place a resource order for needed items through appropriate channels to the servicing fire cache. The order will be shipped to the incident and replacement will take place at the Supply Unit.

If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is being demobilized, an Incident Replacement Requisition will be completed by the Supply Unit and forwarded to the incident servicing cache. The servicing cache will then determine if the order should be forwarded on to the requesting resources geographic area cache for delivery.

Authorized approvals and signatures **MUST** be included on the requisition. For Type 1 and 2 incidents, these approvals are limited to: Incident Supply Unit Leader (SPUL), Logistics Section Chief (LSC), Support Branch Director (OPBD), Incident Commander or Agency Administrator or Representative.

1 The SPUL is responsible for approving the form and for providing an “S” request and
2 NFES number for each item ordered. When the expanded dispatch issues the request
3 numbers, they will be responsible for providing “S” request numbers.



5 **Incident Replacement: Type 3, Type 4 and Type 5 Incidents**

6 The hosting unit agency administrator or representative, such as the Fire Management
7 Officer (FMO), will be responsible for handling incident replacement requisitions on
8 Type 3, 4, and 5 incidents. The agency administrator or designated representative
9 approves replacement requests based on engine accountability sheets or other fire
10 equipment inventory documents approved by the requesting resource’s home unit.

11
12 If equipment and supplies are available at the incident for replacement, the request is
13 filled at the incident host unit.

14
15 If equipment and supplies are unavailable at the incident for replacement, AND the
16 requesting resource is not being immediately demobilized, the hosting unit will place a
17 resource order for needed items through appropriate dispatch channels to be inputted into
18 the ROSS/ICBS interface to the servicing fire cache. The order will be shipped to the
19 incident and replacement will take place at the host unit.

20
21 If equipment and supplies are unavailable at the incident for replacement, AND the
22 requesting resource is being demobilized, an Incident Replacement Requisition will be
23 completed by the host unit and forwarded to the local dispatch unit for input into the
24 ROSS/ICBS interface and sent to the servicing cache. The servicing cache will then
25 forward to the requesting resources geographic area cache if applicable.

26
27 Type 3, 4 and 5 incident approvals are limited to the Agency Administrator or
28 Representative (i.e. FMO).

29 30 **Incident Replacement: All Types**

31 Replacement orders must be processed within 30 days of control of the incident.

32
33 The incident’s serving cache may forward completed requisitions to the requesting unit’s
34 geographic area cache for processing.

35
36 If RMK is unable to fill the request (i.e. does not stock item), the RMK will forward the
37 request to the closest cache that does stock the item for processing.

38 Incident replacement requisition and resource order request will provide replacement
39 authorization and can be submitted to RMK via ROSS along with an OF-315 (Incident
40 Replacement Requisition Form). Notification should be made to RMK by phone
41 regarding this replacement request.

42 43 **Incident to Incident Transfer of Equipment and Supplies** 44 (Refer to NMG 40)

National Incident Radio Support Caches (NIRSC)

(Refer to NMG 40)

The RMACC will annually preposition at RMK two NIRSC starter systems (NFES #4390) from May 15 - Oct 15 and additional systems as needed.

The RMACC will order the prepositioned starter system(s) on the annual Radio Kit Staging/Preposition Supply resource order. When the NFES #4390 is transferred/committed to an incident, the RMACC will order a replacement starter system(s).

All requests for prepositioning NFES #4390 systems will be ordered under one suppression code. This charge code will also be used for backfill requests once a prepositioned system is assigned. This code is to be only used for the prepositioning of NFES #4390 systems.

A replacement Starter System may be requested after commitment of a prepositioned Starter System. Replacement Starter Systems may not be filled where congestion of spectrum is an issue. In these instances, special frequency Starter Systems will be built on an as needed basis and shipped to the incident.

For information on Starter Systems, refer to the National Incident Radio Support Cache User's Guide, NFES #0968, or the NWCG Fire Supplies and Equipment Catalog Part 1, NFES #0362.

A Communications Unit Leader (COML) will be required for all incident assignments of this system.

All NFES 4000 Series Radio Kits are ordered as **Supply**.

All radio supply orders are sent direct to the RMACC.

All radio kit resource orders require “**Bill-To**” information entered into the Special Needs area on the New Request Screen in ROSS. Where possible, the names and contact information of the pertinent parties should also be included.

The following information should be entered into the New Request Screen in ROSS:

- **Shipping Address:** Street address including zip code
- Contact information for person(s) picking up the NFES item(s). (Name and number)
- Any special requirements (Hold and call, pick-up at XYZ air freight, local office closes at 1800, Security needs to be notified, locked gate, etc.)

1 Use the NFES Resource order print option for NFES supply items to view the resource
2 order request.

3
4 A default FS Job Code should be set up in the incident screen in ROSS.

6 **Radio Mobilization**

7 (Refer to NMG 40)

8 The NIRSC radio systems will generally be shipped via charter or commercial air if being
9 shipped directly from NIRSC.

11 **Radio Demobilization**

12 (Refer to NMG 40)

13 The NIRSC radio systems will normally be released/demobilized back to Boise directly
14 from an incident. Dispatch Centers shall coordinate with RMK/RMACC on the release
15 and required transportation.

17 **Incident Remote Automatic Weather Stations (IRAWS, NFES #5869)**

18 (Refer to NMG 40)

20 **Mobile Cache Support Vans (RMK Specific)**

21 **(NFES #8602)**

22 There are nine (9) mobile cache vans available in the RMA for use on RMA incidents.
23 A RMK equipment resource order will be processed for the initial tractor transport of the
24 cache van to prepositioned locations.

25
26 Cache Vans belong to RMK when located either at the RMK or at preposition locations
27 and all cache van contents are considered part of the RMK inventory. All cache vans will
28 be refurbished at the RMK or by qualified Fire Cache personnel at the pre-position
29 locations to ensure cache vans are ready and contents meet NFES and RMA standards.

30
31 The RMK cache manager is responsible for annual site inspections to ensure cache vans
32 are ready and contents meet NFES and RMA standards.

33
34 **Should an incident need a mobile cache van, the order is placed on a ROSS supply
35 order and sent to the RMACC, who will coordinate with the RMK to fill the order.**

36
37 An Equipment Order will be processed for a truck to transport the van to the incident or
38 back to RMK. It will be coordinated with the RMK by the RMACC and the hosting
39 dispatch.

40
41 Costs for transport, unscheduled maintenance, or abnormal wear of cache vans will be
42 charged to the benefiting incident. Annual preventative maintenance will be charged and
43 prorated to a pre-designated account to spread the costs equally against all activities.
44 Preventative maintenance may include complete inspections, lubrication, and parts
45 replacement on an as needed basis.

The incident benefiting from the cache van will be responsible for charges of the cache van to the incident, driver standby, and return travel to RMK.

Arrangements and cost of transportation of cache vans and supplies back to RMK are the responsibility of the receiving incident.

Prior to making local transportation arrangements for return of a cache van to RMK, please contact the RMK/RMACC to see if a tractor is already in the general area delivering a van; or if other cache vehicles are in the area that could possibly be available to carry a return load.

Cache vans will be emptied immediately at the incident and returned to the RMK for restock in preparation for the next incident, unless negotiated and approved with the RMK/RMACC.

When determining date and time needed, ensure that appropriate lead time is allowed to have team personnel or an agency representative in place at the delivery point to unload and sign for the contents.

Ordering Considerations for the RMK Mobile Cache Support Vans which should be noted in Special Needs:

- Transportation: A support equipment order may be required.
- Order needs to be placed with the RMACC
- Type 3 incidents may be issued a mobile cache support van if the appropriate qualified logistical personnel are assigned to the incident and it is coordinated with the RMK and the RMACC.

Mobile Cache Support Van (RMK Specific) Locations

The RMK has nine mobile cache vans available for use in the RMA. Six of them will be pre-positioned at the following locations:

Dispatch Center/Cache	Location	City/State
GPC	Black Hills National Forest	Custer, SD
CDC	Wind River Agency	Ft. Washakie, WY
GJC	Grand Junction Air Center	Grand Junction, CO
DRC	Los Pinos FPD	Ignacio, CO
CPC	Wyoming High Plains BLM	Casper, WY
PBC	Pueblo Airport	Pueblo, CO

Van contents should be listed in the National Fire Equipment Catalog under NFES #8602. For further information refer to the RMK web site (http://rmacc.info/rm_cache.php) for a complete packing list for the #8602 (RMK Specific) cache van, which also includes the NFES #2069 items.

Equipment Ordering Procedures

Equipment orders will be processed via ROSS as available through normal dispatch channels.

Engine Staffing

RMA engines ordered for incidents within the RMA will be staffed with a minimum of three personnel. Engines responding to their respective jurisdictions within the RMA may be staffed to their agency/local minimum standards.

Document the names of the engine staff if the engine is not rostered in ROSS.
(Per the ISROG, all agency engines will be rostered.)

Although national standard staffing for most engines is two personnel, all engines orders shall specify staffing deemed appropriate to ensure firefighter safety. In most instances, it will be necessary to specify 3 personnel on Type 4-7 engines to ensure that principles of LCES (Lookouts, Communication, Escape Routes and Safety Zones) are met.

When ordering engines, RMA centers must specify on the Resource Order the staffing requested. Engine orders without staffing specification will have the staffing requirement clarified with the ordering entity prior to processing the resource order.

Any deviations from these staffing standards will require approval and documentation and should be requested/identified in the special needs block of the resource order.

Ordering Considerations for Engines which should be noted in Special Needs

- All Wheel Drive (includes four wheel drive)
- Foam Proportioner
- Additional Personnel/Chase Rig needed and/or approved

Strike Teams: Engines

Only orders for single engines will be processed through dispatch channels. Strike Teams and Task Forces will be formed at the local level. When strike teams are ordered, the local dispatch office will be responsible for assigning individual "E" request numbers to each of the five engines making up the team. Dispatch will verify if a Strike Team Leader (STEN) is needed. If a STEN is needed, Dispatch will assign an "E" and an "O" request number.

1 **Engine Type Matrix**

Engine Type							
	Structure Engines		Wildland Engines				
Requirements	1	2	3	4	5	6	7
Tank Minimum Capacity (gallons)	300	300	500	750	400	150	50
Pump Minimum Flow (gpm)	1000	500	150	50	50	50	10
@ rated pressure (psi)	150	150	250	100	100	100	100
<u>Hose (feet)</u>							
2 ½ inch	1200	1000	-	-	-	-	-
1 ½ inch	500	500	1000	300	300	300	-
1 inch	-	-	500	300	300	300	200
Ladder per NFPA 1901	Yes	Yes	-	-	-	-	-
Master Stream 500 gpm min.	Yes	-	-	-	-	-	-
Pump and Roll	-	-	Yes	Yes	Yes	Yes	Yes
Maximum GVWR (lbs)	-	-	-	-	26,000	19,500	14,000
NWCG Personnel (minimum)	4	3	3	2	2	2	2
RMA Personnel (minimum)		3	3	3*	3*	3*	3*

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*RMA engines not meeting the minimum personnel standard for orders within the RMA must receive prior approval from the receiving unit. This includes agencies that are sending Hummer Brand Type 6 Engines which only hold only 2 passengers and may require a chase vehicle to be sent to meet the 3 personnel minimum.

1 **Water Tender Staffing**

2 Water tenders shall be ordered with staffing appropriate to task assigned. Staffing for
3 support purposes such as engine refill or dust abatement should be single operator. Water
4 tenders used for tactical purposes where water delivery will be directly to suppression
5 such as hose lays, live reels, or spray bars should be staffed with two personnel. Staffing
6 needs shall be stated on the resource order at the time of order.

7 Personnel shall meet the qualification requirements of NIMS Wildland Fire Qualification
8 System Guide, PMS 310-1.

10 **Ordering Considerations for Water Tenders which should be noted in Special 11 Needs:**

- 12 • All-Wheel Drive (includes four wheel drive)
- 13 • High Pressure Pump (250 psi at one half flow of Type)
- 14 • Foam Proportioner
- 15 • Compressed Air Foam System (CAFS) with minimum 40 cfm Compressor
- 16 • Additional Personnel, or if personnel must be line qualified
- 17 • Gel-Capable

18 **Water Tender Types Matrix**

Requirements	Water Tender Types				
	Support			Tactical	
	S1	S2	S3	T1	T2
Tank Capacity (gallons)	4000	2500	1000	2000	1000
Pump Minimum Flow (gpm)	300	200	200	250	250
@ rated pressure (psi)	50	50	50	150	150
Max Refill time (minutes)	30	20	15	-	-
Pump and Roll	-	-	-	Yes	Yes
Personnel (minimum)	1*	1*	1*	2*	2*

20 *Contract water tenders will be staffed according to contract specifications.

21
22 All types shall meet federal, state, and agency requirements for motor vehicle safety
23 standards, including all gross vehicle weight ratings when fully loaded.

24 Type 3 engines and tactical water tenders shall be equipped with a foam proportioner
25 system.

26 All water tenders and engine types 3 through 6 shall be able to prime and pump water
27 from a 10 foot lift.

29 **Potable Water Tender**

30 Potable water tenders are available from contractors, State Forestry Divisions, National
31 Guard Units, and Military units.

1 **Portable Retardant Base**

2 There are currently 3 national contracts for mobile retardant bases. There are different
3 sizes of portable/mobile retardant bases, depending on the size and number of aircraft to
4 be supported.

5
6 Portable/mobile retardant bases may be ordered directly by the local user under the
7 provisions in the contract. They can be ordered in ROSS as Aircraft, Service-Aviation,
8 Service-Mobile Retardant Base, or Equipment, Miscellaneous, Retardant Plant-Portable.
9 If the order goes through the RMACC, please order as Equipment.

10 **Agency/Unit**

Location

11 Wind River/Bighorn Basin District Worland, WY

12 (This BLM Mobile Retardant Trailer can be set up at any airport with a runway length
13 greater than 5000 ft. and single axle weight threshold of over 17,500 lbs.)
14

15 **Ordering Considerations for Portable Retardant Base which should be noted in 16 Special Needs:**

- 17 • What type of resource do you need to support, and how many and for how long?
18 (Airtanker, SEATs, Helicopters, Ground Resources)
19

20 **Specialized Equipment**

21 **Helitorch (Aerial Drip Torch)**

22 **Agency/Unit**

Location

23 High Desert District BLM Rawlins, Wyoming

24 Shoshone National Forest Cody, Wyoming

25 Upper Colorado River Mgmt. Unit Rifle, Colorado
26

27 **Aerial Ignition Devices (Plastic Sphere Dispensers)**

28 **Agency/Unit**

Location

29 *Black Hills National Forest Custer, South Dakota

30 *Grand Junction BLM Rifle, Colorado

31 *Mesa Verde National Park Mesa Verde, Colorado

32 *Pike National Forest Monument, Colorado

33 +High Desert District BLM Rawlins, Wyoming

34 *San Juan National Forest Durango, Colorado

35 *Shoshone National Forest Cody, Wyoming

36 *Northwest Colorado Fire Mgmt. Craig, Colorado

37 Ute Mountain Ute Agency Towaoc, Colorado

38 RM Interagency Support Cache (2) Lakewood, Colorado
39

40
41 * Must be accompanied by a qualified operator from the home unit.

42 +Must be accompanied by a qualified Operator and Module from the home unit.
43
44

Terra Torch**Agency/Unit****Location**

*High Desert District BLM	Rawlins, Wyoming
*High Desert District BLM	Rock Springs, Wyoming
*Southern Ute Agency	Ignacio, Colorado
* Northwest Colorado Fire Mgmt.	Craig, Colorado
* Must be accompanied by a qualified operator from the home unit.	

Batch Mixer

A Batch Mixer is a large tank used for mixing large quantities of Helitorch Fuel. Once mixed, the fuel is then put into 55-gallon drums.

Agency/Unit**Location**

*High Desert District BLM (2)	Rawlins, Wyoming
Shoshone National Forest	Cody, Wyoming
Rock Springs BLM	Rock Springs, Wyoming
*Must be accompanied by a qualified operator from the home unit.	

Probeyes

None are available in the RMA.

Seed Buckets

The RMA has one seed bucket available at the Jeffco Tanker Base in Broomfield, Colorado.

An operator must accompany the seed bucket to any incident. Call the RMACC for availability of operator.

The seed bucket characteristics are:

Weight:	225 lbs.
Volume:	37 cubic feet or 280 gallons
Capacity:	900 - 1000 lbs. grass seed and/or fertilizer

Heavy Truck Transportation

The RMACC has a general listing of available Government contract lowboys and tractors. However, government owned and local vendors should be utilized whenever they are more cost and time efficient. The following is a partial listing of available agencies to contact to haul cache vans.

Federal**Location**

Rock Springs BLM (1)	Rock Springs, WY
Medicine Bow NF (1)	Laramie, WY
San Juan National Forest (2)	Durango, CO
Wind River Agency	Ft. Washakie, WY

Cooperators**Location**

CO Division of Fire Prevention & Control (1)	Ft. Collins, CO
WY State Forestry (2)	Cheyenne, WY

There may be Best Value contractors available. See current DPL listings.

National Contracts - Mobile Food Services and Mobile Shower Facilities

(Refer to NMG 40)

The NICC has standard national contracts for catering services. Orders for food service and shower units that are on national contract will be placed on an Equipment order through appropriate channels to the NICC. The RMK, dispatch center, or local offices will not place orders directly to national contract food service/shower units.

For a complete listing of the Schedule of Items and contract specifications for the National Mobile Food Service Contract and National Mobile Shower Facilities Contract, refer to the publications NFES #1276 and NFES #2729.

Orders for National Food Service and Shower Units require a physical address with zip code in special needs and/or reporting instructions in ROSS.

When necessary, as determined by the incident, a Contracting Officer's Technical Representative (COTR) may be ordered through the RMACC.

Ordering Considerations when ordering Mobile Food Services (Caterers):

- An order for a national catering service must be accompanied by a completed Mobile Food & Shower Service Request form. (see contract language)
- The government is responsible for providing potable water and the removal of gray water.

Ordering Considerations when ordering a Shower Unit:

- Requests for Shower Facilities require the approximate number of personnel to service, estimated duration, and date/time the showering is to begin. Put in Special Needs.
- Determining size: Large capacity (12+ shower heads) or small capacity (4 – 11 shower heads) Put capacity needed in Special Needs. Rule of thumb for shower unit production: 75 persons per shower head.
- A completed Mobile Food & Shower Service Request form may be required before the order can be submitted to the NICC. (see contract language)
- The government is responsible for gray water removal.

Mobilization

(Refer to NMG 40)

Reassignments

(Refer to NMG 40)

Demobilization

(Refer to NMG 40)

1 **Contract Resources**

2 **Definitions**

3
4
5 **Cooperators:** An agency with which resources are shared as authorized in a cooperative
6 agreement. (Examples: Fairmount Fire Protection District, Natrona County, Maybell
7 Volunteer Fire Department.)

8
9 **Contractors:** Private sector personnel, vendors, or businesses contracted to provide
10 goods and services to a government agency.

11 12 **Types of Solicitations and Agreements:**

13 Contractors are signed up pre-season competitively on an Incident Blanket Purchase
14 Agreements (I-BPA).

15 16 **Competitive:**

17 Competitive pre-season I-BPAs are awarded using a Best Value Award process and by
18 Choosing by Advantages (CBA) methodology to determine the dispatch priority. Award
19 is based on price, acceptable past performance, qualified personnel and minimum
20 equipment standards. The CBA determines the priority dispatch order for the resources
21 on the Dispatch Priority List (DPL) based on various equipment and/or personnel
22 attributes. VIPR (Virtual Incident Procurement) is the current program used.

23 24 **At-Incident:**

25 At-incident EERAs are used to contract resources not available through the I-BPA
26 competitive process due to unavailability or exhaustion of the resources on the DPL and
27 other established dispatch ordering channels.

28
29 At-incident EERAs are valid only for the duration of the incident for which they were
30 signed. Once the incident releases the contracted resources, the agreement is no longer
31 valid.

32
33 DOI EERAs that may still be valid from previous years can still be used for local initial
34 attack. They may also be used for extended attack/large fire support after exhausting
35 resources on the DPL.

36
37 The RMA Fire I-BPA and Incident Only/EERA Equipment Guide is a good reference
38 and can be found at the Incident Business Management link found at the RMACC website
39 (http://rmacc.info/incident_busn_management.php).

40 41 **Contractor Performance Ratings**

42 Contractor performance ratings are required on all equipment. Contractor performance
43 rating forms are attached to their awarded agreements. Forward all completed forms to
44 the signing Contracting Officer.

Dispatch Priority:

Dispatch priority will be given to contracted resources under competitive agreement for all extended attack incidents or planned support needs (severity).

Dispatch priority for contracted resources does not preclude the government from using any Agency or Agency Cooperator owned resources for initial attack or extended attack/large fire support before ordering contracted resources under agreement.

The guiding principle in dispatching resources to an incident will be closest forces to meet the date/time needed which can be determined using MapQuest, Google maps, etc., and the contract requirement of 45 mph. See contract for further information.

Critical Documentation

All contacts and actions will be documented in the appropriate system of record (CAD, ROSS or log). Key items to document include point-of-hire, driver's name and contact info; names and positions for all personnel including chase vehicles, last 5 digits of the VIN # and any vehicle/equipment information not included in the ROSS resource item.

Dispatch Priority Lists (DPLs)

Dispatch Priority Lists are generated for all contracted resources awarded under competitive solicitations. Each contracted resource has an identified Host Dispatch Center or Geographic Area Coordination Center (GACC).

Host Dispatch Centers will follow the established DPL ranking order when ordering available contracted resources.

http://gacc.nifc.gov/rmcc/logistics/equipment_supplies/VIPR_Ordering_Guide.pdf.


Resources contracted competitively must be statused "available" in ROSS in order to use the DPL rankings. This pertains to Resource Item (RI) resources only; all Service Items (SI) - Fill with Agreement resources, require manual communication between vendor and home dispatch office to establish availability.

For more information see the RMA VIPR Ordering Guide at the RMACC website (http://rmacc.info/logistics/equipment_supplies/VIPR_Ordering_Guide.pdf) and the National Interagency Dispatch Standard Operating Guide for Contracted Equipment/Resources found at <http://www.nifc.gov/nicc/logistics/references.htm>.

If all available resources on the DPLs are depleted within the Host Dispatch Center, orders will be placed utilizing established dispatch procedures.

State agencies may have varying procedures and authorities for hiring private equipment. Buying Teams involved in hiring equipment for incidents are encouraged to consult agency-specific guides or appropriate State personnel.

In the RMA, all hiring of equipment/services from DPLs will be done by the hosting dispatch office.



1 In the event that VIPR equipment services have been consolidated into one or more
2 hosting dispatch centers, ROSS equipment selection areas will remain open for all RMA
3 dispatch centers to those designated host dispatch centers.

4
5 **Contract Resources and the Resource Ordering and Status System (ROSS)**

6 All requests for contracted resources will be placed in ROSS using established ordering
7 procedures. At-incident agreements should be filled in ROSS with the “Fill with
8 Agreement” function, using established naming conventions and data entry standards.

9
10 **Equipment/Supplies Demobilization** (Refer to NMG 40)

11 When demobilizing contracted equipment, vendors awarded Incident Blanket Purchase
12 Agreements (I-BPAs) as a result of competitive solicitations, shall be given priority to
13 remain on the incident over resources with At-Incident Agreements, unless the IC
14 determines it necessary to deviate based on a specific incident need or objective.

15
16 Equipment will be released to home unit on the order and request number used to mobilize
17 those resources. Equipment release information must be promptly relayed through
18 established ordering channels if outside normal business hours.

19
20 After coordinating with the RMK/RMACC, return NIRSC command and logistic kits to
21 Boise immediately after determination of no further need. Ship them directly to Boise
22 via airfreight or charter aircraft or transport them to the nearest Interagency Support
23 Cache, which will forward them to Boise.

24
25 All equipment and supplies must be released when surplus to incident needs. The Incident
26 Commander and the Logistics Section Chief are responsible and accountable to ensure
27 the manifesting and return of all items. When management of the incident is turned back
28 to local unit from the Incident Team, all remaining supplies and equipment will be hand
29 receipted to local organization.

30
31 Return of all capitalized equipment shall be a coordinated effort through established
32 dispatch/cache channels to ensure proper credits and to clear records. Property items may
33 be returned direct to home unit from the incident. The owning unit is responsible for
34 refurbishing returns with costs being charged to the incident.

35
36 All mechanized equipment and fuel containers will be EMPTIED and purged prior to
37 returning to fire cache, as per Hazmat requirements.

38
39 Prior to demobilization, the Logistics Chief is responsible for coordinating with RMK
40 Cache Manager for Hazmat.

41
42 Ordering a Cache Demobilization Specialist (CDSP) is strongly recommended for all
43 Type 1 and 2 incidents and as deemed necessary.

1

This page intentionally wishing you good reading.