

# National Multi-Agency Coordinating Group

3833 South Development Avenue; Boise, ID 83705

NMAC Correspondence M2025-06

June 05, 2025

To: Geographic Area Coordinating Groups

From: National Multi-Agency Coordinating Group

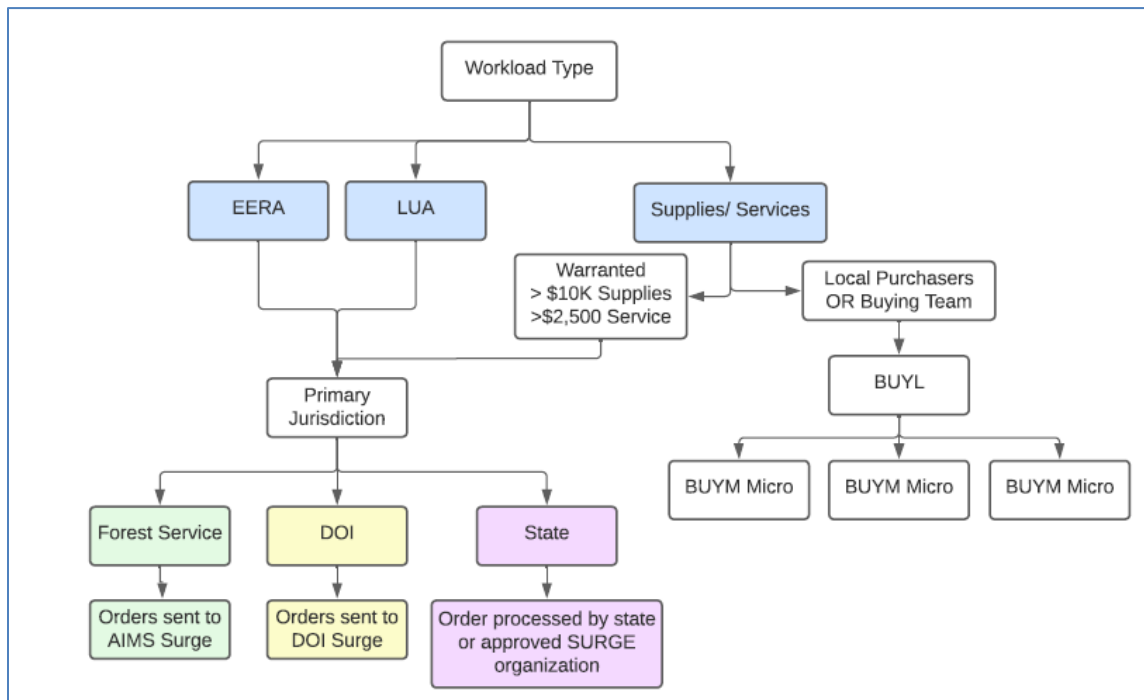
Subject: 2025 Procurement Support Model Summary

## Background

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

## Purpose

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



**Incident procurement support is divided into the following two processes:**

### Micro-purchasing:

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



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## Warranted/Contracting Work:

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

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

## Additional 2025 Considerations

### Build in Efficiencies

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

### BUYT Resources and Considerations

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

### Impacts to Local Units:

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

### Impacts to Incident Agency

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

### Impacts to Responders

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

### Impacts to Incident Management Teams

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

/s/ Shane McDonald, Chair, NMAC

cc:

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

