



**FSH 5109.34 – INTERAGENCY INCIDENT BUSINESS MANAGEMENT HANDBOOK
 (NATIONAL WILDFIRE COORDINATING GROUP (NWCG) HANDBOOK 2)**

CHAPTER 20 - PROCUREMENT

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 Regional Forester

Date Approved:
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New Document(s):	Supplement No.: 5109.34-2004-1	23 Pages
Supersedes Document(s) Supplemental Number and Effective Date	Supplement No.: 5109.34-2002-2 September 26, 2002	21 Pages

Digest:

23.4	Adds words: and equipment rentals. (Includes EERAs) at end of sentence.
24.3-2	Deletes first paragraph in its entirety. Replace with: Work, rest and length of Assignment. Contractor shall abide by NWCG Guidelines.
26.6	Deletes first paragraph in its entirety. Replace with: Claim Settlement Authority: Any Contracting Officer working within their warrant is authorized to settle claims under the Disputes Clause of this agreement.
26.7	Adds new section: Changes to EERAs.
28 – Exhibit Directory	Corrects page numbers accordingly.
28 – Exhibit 1	Third paragraph is replaced. Remainder of exhibit is re-formatted.

28 – Exhibit 3	Telephone No. for Arizona state permit board is corrected. First sentence in second paragraph is deleted.
28 – Exhibit 5	Amended to add additional potable water regulatory information.
28 – Exhibit 6	Add: ‘capable of dispensing fuel’ after the word ‘meter’ in the first sentence.
28 – Exhibit 10, b.	Removed reference to AD-4 and added additional language in text. Add: ‘Includes Extended Cab’ to Pickups 4x2. Add new category under Pickups, Crewcab, 4x2: Sport Utility, 4x2. Add: ‘Includes Extended Cab’ to Pickups 4x4. Replace term ‘Minivan’ with ‘Passenger Vans’. Remove reference to Avis and Hertz and replace last half of sentence with ‘commercially’ in Commercial Cargo Van paragraph.
28 – Exhibit 14	Replaces ‘Wrangler’ with ‘Packer’. References AD-4 rate. Removes reference to Chapter 10, Pay Plan for Emergency Workers and word ‘Contract’. Adds daily rate and transportation rate.
28 – Exhibit 16	Replaces with commercial rate information.
28 – Exhibit 20	Add: ‘commercial entity’ and ‘private individual’.
28 – Exhibit 23	Replaces ‘located’ with ‘location’ in last sentence.
28 – Exhibit 24	Replaced section in its entirety.

20.04 - RESPONSIBILITIES

3. Buying Teams. Any agency may use a Regional Buying Team whenever an incident exceeds the capability of the local agency to effectively procure needed goods or services to support the emergency. For purposes of this supplement, the term Buying Team will include the designated Regional teams, teams from other regions or the local acquisition team. The Buying Team shall rotate two weeks on call and two weeks off. The determination to take a team out of rotation shall be made by the Director or Acting Director of Acquisition Management.

Team Members' Responsibilities:

- (1) Ensure that the home unit supervisor is aware of the commitment involved as a member on a Buying Team. Supervisor support is required before participating.
- (2) When unavailable, find a qualified replacement for the team on the list of alternates. Notify the Team Leader and Coordination Center when a replacement is found.
- (3) Members of a Buying Team are not required to be red-carded. All members should have a government-issued travel card. At least four team members should have a Government Purchase Card.
- (4) Comply with requirements in the National Interagency Buying Team Guide located at http://fswb.wo.fs.fed.us/aqm/fire_aviation_information/bt_guide/index.html
- (5) Buying Teams shall be kept intact. Team members must not accept other incident assignments when their team is on call. The entire team is ordered and released as a single unit.
- (6) Upon arrival and for the duration of the incident, the team reports to the host Agency Administrator.

Team Leader's Responsibilities:

- (1) Coordinates acquisition activities with the Agency Administrator and host Agency Acquisition Management Team.
- (2) Insures implementation of and compliance with the Agency's service and supply plan.

- (3) Complies with requirements in the National Interagency Buying Team Guide located at
http://fsweb.wo.fs.fed.us/aqm/fire_aviation_information/bt_guide/index.html

Host Agency's Responsibilities:

The host Agency is the Agency with the emergency who placed the order for the Buying Team.

The following arrangements, supplies and equipment should be made available to the Buying Team:

- (1) Space: Space should be quality office space with tables/desks, chairs and appropriate office supplies, forms, and local telephone books.
- (2) Equipment: IBM compatible computer, printer, calculator, typewriter, photocopier and FAX machine, sufficient number of telephones, and flip chart or dry-erase board.
- (3) Forms and supplies as required.

Administrator's Role:

- (1) Request and release the Buying Team through normal dispatch channels.
- (2) Act as liaison with the Incident Agency Management Team. Represent the agency in matters of incident acquisition, property management, and policy as related to the Business Management area of incident acquisition.
- (3) Discuss the following items with the Buying Team and Agency acquisition staff:
 - a. Acquisition and tagging of property.
 - b. Acquisition process for ADPE and telecommunications that required technical approval.
 - c. Directions to Incident Base Camp.
 - d. Process for interaction with Agency Acquisition Management Team.
 - e. Transportation of supplies to/from Incident Base Camp.
 - f. Forest-specific policies regarding emergency acquisitions.

- g. Process for receipt of orders from Incident Base Camp.
- h. Cache orders.
- i. Rehab orders.

22 - INCIDENT SERVICE AND SUPPLY PLAN

1. Emergency Rental Agreements for Equipment. The Southwest Coordinating Group shall develop and issue a schedule of standard rates for emergency equipment and vehicles at least every three years. Use standard rates for equipment that are not issued a contract under negotiated procedures.
2. Zone of Influence. The service and supply plan shall include all equipment rental agreements from all agencies within the unit's zone of influence. Zone of influence is that jurisdictional area within the Southwest Region Geographical Areas in which contract equipment is considered as closest resources, regardless of administrative boundaries.

23 - SOURCES OF SUPPLY

23.4 - Geographic Area and Local Sources of Supply

Give first priority to local communities near the incident as a source for open market purchases and equipment rentals. Includes Emergency Equipment Rental Agreements.

24 - ACQUISITION METHODS

24.3 - Emergency Equipment Rental Agreements (EERA), OF-294

Equipment from outside the Southwest Region Area, ordered under an existing rental agreement is paid in accordance with the terms and conditions and at the rates established by that agreement. Equipment not ordered, arriving at the incident with an existing rental agreement, issued by an agency outside the Southwest Region geographic areas, may be used provided no local sources are available; and:

- a. There is a bonafide need for the equipment; and
- b. The rates are considered reasonable; and
- c. The using agency is willing to accept the terms and conditions of the rental agreement, and the procurement official is authorized to sign for the agency.

Southwest Coordinating Groups should work toward having a single agreement with any one contractor for use by all agencies.

Certain locales have both state and federal offices using the same pool of private contractors. In such cases keep duplicate Emergency Equipment Rental Agreements to a minimum. When private contractors are signed up under a preseason agreement by one agency, forward the agreement to the other agency.

24.3-2 General Guidelines for Equipment Hire

- a. For periods of work exceeding 14 days, the Contractor, as a professional firefighting organization, is exempt from the 14 and home rule. The Contractor has the final responsibility to see that crewmembers are working safely and rested. Work/Rest guidelines and length of assignment. Contractor shall abide by NWCG guidelines, which can be found at: www.nwcg.gov.
- b. Service Contract Act (SCA) Wage Determinations. Federal agencies shall apply the SCA to all rentals wherein service employees are used, except for owner/operators. Contractors are responsible for paying these rates.

25 - UNIQUE ITEMS

25.4 - Subsistence and Lodging Provisions

3. Supplemental Food and Drinks. The amount and types of supplemental foods to be distributed on an incident shall be a joint decision of the Incident Commander and the Agency Administrator. The Incident Management Team shall determine the best method for distribution.

26 - EERA ADMINISTRATION

26.6 - Contract Claims

Claim Settlement Authority: Any Contracting Officer working within their warrant is authorized to settle claims under the Disputes Clause of this agreement.

The term "normal wear and tear" shall include, but not be limited to:

1. Hose that bursts due to excessive pressure (PSI), old age, or deterioration of material during use.
2. Brush scratches on the body of the vehicle.
3. Punctures, tears, blisters, or destruction of tires and/or sidewalls due to rocks or sticks common to the working environment.

4. It is anticipated that there will be wear on the paint on the inner and outer surfaces of the vehicle, top, sides, rails, and tailgate. There may also be chips from flying rocks and minor bumps and dents on both the sheet metal and the bumpers.
5. Clogged air filters and oil filters from dust in excess of highway driving.
6. Damage or failure of shocks or power train (steering linkage and suspension) by either fatigue or part failure due to age, manufacturer defect or operator. Power train includes engine, clutch, transmission, transfer case, driveline, front and rear differentials, axles, wheels, and bearings.

26.7 CHANGES TO EERAS

Changes to EERAs, (OF294), may only be made by the original signing procurement official. If the original signing procurement official is not available and adjustments are deemed appropriate, a new EERA shall be executed at the incident and shall be applicable for the duration of that incident only.

28 - EXHIBITS

28 - Exhibit 01

SOUTHWEST REGION EQUIPMENT RENTAL RATES

DIRECTORY

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1. EXPLANATION OF RATES.

The enclosed Emergency Equipment Rental Rates are effective from the date of approval through December 31, 2004, pending any modifications resulting from the previous fire season, directives, and/or any changes in the applicable Service Contract Act Wages or marketplace realities. Multi-year agreements should show December 31, 2004, as the ending date on the Emergency Equipment Rental Agreement, OF-294. Perform a pre-use equipment inspection prior to assignment on an incident.

The rates included herein are the standard set rates payable for the equipment listed. Do not negotiate prices from the set rate except in exceptional cases. These exceptional cases shall be approved and documented by the authorized procurement official. The agreement file should be documented to show how the rates were determined.

Exceptions to the use of the standard rates are:

- a. When circumstances require the signup of equipment not listed or at rates higher or lower than those listed.
- b. When equipment is dispatched from outside of the Southwest Region Geographic Area for which that region or agency has established rental rates.
- c. When equipment is leased from commercial leasing firms.
- d. When equipment is rented from a source that has a fully developed cost accounting system or established union agreement. When applicable, it shall be used for all equipment from that source.

The special provisions block of the Emergency Equipment Rental Agreement should be used to document any special clauses of the agreement, including provisions for hiring operators under casual hiring agreements.

Operational Period (Shift) - Includes time of actual work, time that equipment is held or directed to be in a state of readiness, and compensable travel that has a specific start and ending time. **Each Operational Period shall have a separate operator(s) and or crew(s), there will be no compensation for a second Operational Period unless a separate operator(s) and or crew(s) is/are ordered for the second Operational Period.**

28 - Exhibit 01—Continued

NOTE: Equipment hired using daily rates will be worked and paid for on an “Operational Period basis” and not on an “hourly basis.” Therefore, it is understood that the daily rate amount will be paid for One Operational Period without making any adjustments for actual hours worked that are more or less than the average 14-hour Operational Period. The only exceptions will be on the first and last day when the time under hire is less than 8 hours and compensation will be at one-half the daily rate, or when equipment breaks down and cannot be repaired.

Driver Limitation (first day). Depending on the time of dispatch and in certain cases, a secondary operator may be needed in order to meet CDL driver limitation or safety concerns. An authorized procurement official may negotiate a rate to cover this expense in addition to the work or daily rate. Use Service Contract Act wage determination for the applicable categories as a basis for negotiation. Overhead, profit, and equipment costs are already covered under the daily rate.

2. DEFINITIONS.

Daily Rate - Based on a 24-hour period in a calendar day.

Dry - The government furnishes all operating supplies after the equipment arrives at the incident.

Wet - The contractor furnishes all operating supplies.

Repair Rate - Reference Clause 5 of the General Provisions, of the Emergency Equipment Rental Agreement. The rate to be assessed for government provided repairs shall be actual cost (parts and labor).

Standard Rate - This rate is to be used for all states within the Southwest Region Geographic Area.

Commercial Drivers License - A valid Commercial Drivers License (CDL) is required for any equipment contracted by an Emergency Equipment Rental Agreement that falls under the CDL regulations. Most common requirements are as follows:

- a. A single vehicle with a gross vehicle weight rating (GVWR) of more than 26,000 pounds.
- b. A trailer with a GVWR of more than 10,000 pounds if the gross combination weights rating is more than 26,000 pounds.
- c. A vehicle designed to transport more than 15 persons (including driver).
- d. Any size vehicle, which requires hazardous materials placards.

28 - Exhibit 01—Continued

For a complete listing, refer to the CDL Driver's Handbook.

3. BUSES, COACH

a. Commercial Motor Carrier/Crew Buses

The preferred method of hire is fully operated. Commercial motor carriers are subject to state statutes and licensing requirements that allow them to operate intra/interstate. Carriers are responsible for obtaining necessary permits from the respective state permit boards. Any bus used in interstate transportation shall meet the insurance requirements of Department of Transportation (DOT) Regulation CFR 49 387, which specifies a minimum \$5,000,000 insurance coverage. For further information, contact the state permit board in Arizona (602)712-7011 or the New Mexico Public Regulation Commission (505) 827-4519.

Coaches hired on a GTR are hired strictly for transporting employees either to or from the fire and are not under the control of the fire organization and may not be held at the fire. Motor Coaches and other commercial over-the-road passenger carriers may be commercially contracted using the vendor's contract and paid by government VISA.

Hours of Service of Drivers. Part 395 of the Federal Motor Carriers Safety Regulations cover the maximum hours bus operators can drive and be on shift. Subpart 395.3(a) states that drivers may not drive or be permitted to drive "(1) More than 10 hours following 8 consecutive hours off duty or (2) For any period after having been on duty 15 hours following 8 consecutive hours off duty."

b. Crew Buses. Bus specifically modified to carry firefighters. Cargo, such as tools, fire packs and equipment **shall not** be carried in the bus unless the bus meets standards of the Forest Service Health and Safety Code Chapter 2. Basically, tools and gear are not to be transported in the bus with passengers unless they are securely lashed down or stored behind a well-anchored screen separating the tools and gear from the passengers. Many buses have been modified to provide the anchored screen (cage). The bus shall provide for at least one emergency exit in addition to the main door and access to the emergency exit must be free of any barriers.

For buses hired under an EERA, the office (hiring unit) initiating and approving the EERA shall be responsible for processing the payments. Negotiate rate for less than 30 passengers.

<u>EQUIPMENT SIZE</u>	<u>DAILY RATE</u>
W/Cargo Cage 30 Passengers	\$850

28 - Exhibit 01—Continued

4. WATER TRUCKS (NON-POTABLE). Standard Method of Hire: Daily Rate, Fully Serviced. Water truck is intended for use in the following operations: dust abatement, water transfer and hauling, including unloading into a portable tank. Water trucks will not be used in direct support of suppression activities. Truck should be equipped with a volume filler pump, suction-discharge hose, spray bar and large dump capability. Rates for trucks above 6000 gallons shall be negotiated at time of sign-up.

<u>EQUIPMENT SIZE</u>	<u>DAILY RATE (1 Op Period)</u>	<u>DAILY RATE (2 Op Periods)</u>
500 to 1500 Gal GVW: 24,000	\$650	\$1114
1501 to 2500 Gal GVW: 32,000	\$690	\$1182
2501 to 3000 Gal 3 Axle	\$760	\$1302
3001 to 4500 (Combo Truck/Trailer)	\$980	\$1680
4501 to 6000 (Combo Truck/Trailer)	\$1048	\$1796

5. WATER TRUCKS (POTABLE). Standard Method of Hire: Daily Rate, Fully Serviced, One Operator. Trucks shall be sanitized and safe for use and shall meet state and local requirements for dispensing potable water. Copy of current inspection for potable water shall be provided at time of pre-use inspection. The Government reserves the right to test the water at any time. Outside spigot/valve capable for filling canteens, etc. is required.

At a minimum, all potable water trucks shall conform to the following requirements:

- a. All hauled water shall be obtained from a public water supply system regulated by the state.
- b. All materials or products that come into contact with the potable water shall comply with national standards for potable water or food grade products (NSF or FDA requirements). This includes tanks, surfaces, hoses, pumps, fittings, valves, and lubricants. Tanks should have the manufacturer's label intact, indicating that the tank was made for potable water or food-grade use.
- c. All tanks shall be conspicuously and plainly labeled "For Drinking Water Use Only" or "Potable Water Only". Suggested lettering is 4" high on both sides and end of tank.
- d. Tanks shall not have ever been used to haul petroleum or non-food grade products.
- e. Roof hatches shall be fitted with a watertight cover.
- f. A bottom drain or other provision to allow complete draining of the tank shall be provided.

28 - Exhibit 01—Continued

- g. Hoses shall be equipped with a cap and shall remain capped when not in use.
- h. A water hauler shall maintain a free chlorine residual of 0.2 mg/l to 1.0 mg/l in the water that is hauled in the tank at all times. The residual free chlorine shall be tested by the hauler each time water is loaded or off-loaded. Chlorine disinfectant may be added at the time of on-loading if needed to meet the 0.2 mg/l requirement. If delivered water does not have a detectable free chlorine residual it will be rejected for use and no payment will be made.
- i. The water hauler shall have one microbiological test for total coliform bacteria performed within 48 hours of the time of the arrival at the incident. Copies of the results of such test shall be submitted to the incident Logistics Chief or his designee. If total coliform test results are positive (indicating the presence of bacteria), the tank and all appurtenances shall be sanitized and another test performed. The water truck shall not be accepted back into service until a subsequent test result is negative.
- j. The water hauler shall maintain a log of activities on board the vehicle including:
 - (1) Dates of cleaning and sanitation procedures, description of processes used (cleaning agent, contact time, and concentration of sanitizing agent).
 - (2) Bacteriological test results.
 - (3) Water sources used, including dates, gallons loaded, and name of person who authorized or directed use of source.
 - (4) Delivery points and dates.
 - (5) Copies of agreements, contracts, or licenses as applicable.
 - (6) Log of chlorine residuals taken when loading and off-loading.

<u>EQUIPMENT SIZE</u>	<u>DAILY RATE</u>
1000 to 1500 Gal GVW: 24,000	\$838
1501 to 2500 Gal GVW: 32,000	\$878
2501 to 3000 Gal 3 Axle	\$948
3001 to 4500 (Combo Truck/Trailer)	\$1167
4501 + Gal (Combo Truck/Trailer)	\$1236

28 - Exhibit 01—Continued

6. FUEL TRUCKS. Fuel trucks shall be signed up at a daily rate (24 hour). Truck shall have a fuel meter, capable of dispensing fuel into motor vehicles, and State DOT permit. The fuel truck operator is required to use Fuel and Oil Issue Sheet, OF-304, for the issue of any fuel, to be billed at the established commercial rate.

<u>EQUIPMENT SIZE</u>	<u>DAILY RATE</u>
1000 to 1500 Gal GVW: 24,000	\$838
1501 to 2500 Gal GVW: 32,000	\$878
2501 to 3000 Gal 3 Axle	\$948
3001 to 4500 (Combo Truck/Trailer)	\$1167
4501 + Gal (Combo Truck/Trailer)	\$1236

7. TRANSPORTS. Rent transports at commercial rates for cross-country transportation. When a transport and another piece of equipment, (such as dozer), are hired, and both pieces of equipment utilize the same operator and the transport is directed (by the Government) to remain at the incident, daily payment for the transport shall be deducted by \$325.00.

<u>EQUIPMENT SIZE</u>	<u>DAILY RATE</u>
10 - 25 Ton	\$618
26 - 40 Ton	\$752
41 +	\$875

8. REFRIGERATION TRAILERS. Hire dry without operator. Refrigeration trailers may be obtained commercially through rental companies utilizing commercial rate and invoice process. NOTE: Rates for Truck-Mounted Refrigerator units will be significantly higher than trailer units and must be negotiated.

<u>EQUIPMENT SIZE</u>	<u>DAILY RATE</u>	<u>MILEAGE RATE (DELIVERY/PICKUP)</u>
Up to 35 Feet	\$94	\$1.75
36 +	\$150	\$1.75

9. SHOP TRUCK. The rates are based on commercial equipment shop trucks that include field repair and maintenance as a major part of their normal business. Trucks are to be fully equipped with welder, cutting torch, compressor, generator and tools. Contractor is responsible for keeping records (using Incident Equipment Repair Order form or equivalent) of services and supplies used in repairing vehicles. Repair order forms will be turned in to Finance after each operational period.

28 - Exhibit 01—Continued

Note: These records are required by the government to charge contractors for government-provided services (hourly rate to be established at point of hire depending upon commercial market rate and geographic area) and supplies (actual costs).

HEAVY EQUIPMENT (Diesel Mechanic w/Full Service Truck)		LIGHT EQUIPMENT (Light truck, small engine repair, etc. w/Service Truck)	
Fully Operated Daily Rate		Fully Operated Daily Rate	
One Op Period	Two Op Periods	One Op Period	Two Op Periods
\$728	\$1248	\$518	\$888

NOTE: Additional mechanic, if ordered: \$378/day

10. VEHICLE RENTAL. Equipment should be equipped with spare tire, wheel wrench, jack, and fire extinguisher. Vehicles shall be in good condition and meet all state and local laws for operation on public roads. Vehicle cleanup after use should be addressed at the time of sign-up. The government has the option of cleaning the vehicles before final inspection, or providing compensation to the vendor for cleanup. The preferred method of cleanup is for the government to provide this service allowing for a better inspection process.

a. COMMERCIAL:

For commercial rental companies, use their established rates using the commercial acquisition process. Rates should not exceed those charged to the public and should show both daily and weekly rates. Ensure the vendor understands the vehicles will also be used off-road. For that reason, the preferred method of hiring vehicles is on the EERA form. The purchase card may also be used. If the purchase card is used the card holder shall consider: (1) how the vehicles will be closed out at the end of the card holder's assignment, (2) use is for ALL Government Employees, and (3) a process for claim settlement that may result from the rental.

b. PRIVATE:

Standard method of hire: Unoperated, daily rate plus mileage. Operators shall be hired under the AD Pay Plan. It is recommended that the vehicle registration is reviewed by the procurement officer to determine ownership.

Vehicles owned and operated by personnel hired as overhead under the AD Pay Plan shall not exceed the established FTR rate allowed for mileage reimbursement. Preferred method for reimbursement is the travel voucher system. EERAs are NOT authorized for this type of use.

28 - Exhibit 01—Continued

	Daily Rate	Mileage Rate	
		Wet	Dry
SEDANS, midsize or larger	\$37	.37	.28
PICKUPS, 4x2 (Includes Extended Cab)			
Compact Pickup	\$31	.31	.23
½ Ton	\$38	.38	.29
¾ Ton	\$47	.47	.35
1 Ton	\$50	.50	.38
PICKUPS, Crewcab, 4x2			
¾ Ton	\$52	.52	.38
1 Ton	\$60	.60	.44
SPORT UTILITY, 4x2			
Compact	\$35	.35	.25
½ Ton	\$42	.42	.30
¾ Ton	\$50	.50	.36
PICKUPS, Stakeside, 4x2			
1 ½ Ton	\$61	.61	.45
2 Ton	\$66	.66	.49
2 ½ Ton	\$72	.72	.53
PICKUPS, 4x4, (Includes Extended Cab)			
Compact Pickup	\$37	.37	.28
½ Ton	\$41	.41	.31
¾ Ton	\$49	.49	.37
1 Ton	\$57	.57	.38
PICKUPS, Crewcab, 4x4			
¾ Ton	\$60	.60	.44
1 Ton	\$67	.67	.50
SPORT UTILITY, 4x4			
Compact	\$42	.42	.32
½ Ton	\$49	.49	.37
¾ Ton	\$57	.57	.43

28 - Exhibit 01—Continued

PASSENGER VANS

7 Pass	\$38	.38	.29
8 Pass	\$49	.49	.37
12 Pass	\$57	.57	.43
15 Pass +	\$Negotiate	Negotiate	Negotiate

Commercial Cargo Vans, i.e. U-HAUL, RYDER, etc. shall be leased unoperated, at rates not to exceed those charged to the public. These should be rented commercially.

11. DOZERS. Hire dozers at a daily rate, fully serviced, with operator, wet. Included in the rate is contractor provided support for pilot cars. Dozers by horsepower, make and model are available at: <http://www.nwccg.gov> .

All dozers are required to be equipped with rollover protection, safety canopy, approved spark arrester on all naturally aspirated engines, axe or pulaski, shovel, fire extinguisher - minimum 4:BC rating, headlights and backup lights, dozer blade (hydraulic angle dozer blade preferred), and backup alarm. Government will provide fire shelter.

DOZER – CLASS T-3 ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
60-69 HP	\$792	\$1357
Includes:		
Allis-Chalmers	HD-6A, HD-6B, HD-6GB, HD-6E	
Case	450C, 750	
Caterpillar	D3, D3-B, D4-C, D4-D	
John Deere	JD-450B, JD-450C, JD-450D	
Fiat-Allis	FS-5, 6-B, 6-E	
Int'l-Hough	TD-7E	
International	TD-8C, TD-98	
Komatsu	D31A-16&17, D316P-16, 17 & 17A	
Massey-Ferguson	MF-300	
Oliver	OC-9B	
DOZER – CLASS T-4 ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
70-104 HP	\$888	\$1522
Includes:		
Allis-Chalmers	HD-6EP, HD-11B	
Case	850-B, 850-C	
Caterpillar	D5, D6, D6B, D4D, D4E, D4H	
John Deere	JD-550, JD-550A	
Fiat-Allis	FD-7, 8, 8B, 8B-LGP, 6EP	
Int'l-Hough	TD-7D	
International	TD-9B	
Komatsu	D454A-1, D45P-1, D41A-3A, D41P-3	
Massey-Ferguson	MF-3366, MR-400, D-400C	

28 - Exhibit 01—Continued

DOZER – CLASS T-5 ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
105-124 HP	\$1200	\$2057
Includes:		
Allis-Chalmers	HD-11B, HD-11E, HD-11EC	
Case	1150, 1150B, 1150C	
Caterpillar	D5, D5B, D5H, D6C	
John Deere	JD-750, JD-750B	
Fiat-Allis	10B, 10C, 10CTA, 11B	
Int'l-Hough	TD-12	
Komatsu	D53A-15, 16, 16A, 17, D53P-16, 17	
DOZER – CLASS T-6 ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
125-139 HP	\$1320	\$2262
Includes:		
Allis-Chalmers	HD-11EP, HD11 Series B	
Case	1450	
Caterpillar	D7C	
Fiat-Allis	11B	
Int'l-Hough	TD-15B	
Massey-Ferguson	MF-500, 500B	
DOZER – CLASS T-7 ENGINE NET HP	DAILY RATE (1 OP PERIODS)	DAILY RATE (2 OP PERIODS)
140-169 HP	\$1452	\$2489
Includes:		
Allis-Chalmers	HD-11, Series B, HD-16D	
Case	1450B	
Caterpillar	D7D, D7E, D6C, D6D, D6H	
John Deere	JD-850, JD-850B	
Fiat-Allis	14C, 14CTA	
Int'l-Hough	TD-15C	
International	TD-20B	
Komatsu	D60P-6, D600P, D65A, D65E-6, D65E-7, D65P-6, E-8, P-7, P-8	
Massey-Ferguson	D-600C	
DOZER – CLASS T-8 ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
170-194 HP	\$1916	\$3284
Includes:		
Allis-Chalmers	HD-16B	
Caterpillar	D7F, D7E	
International	TD-20C	
Komatsu	D85A-12	
Massey-Ferguson	D-700C	
Terex	82-20, 20-B	

28 - Exhibit 01—Continued

DOZER – CLASS T-9 ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
195-249 HP	\$2652	\$4546
Includes:		
Allis-Chalmers	HD-21H	
Caterpillar	D7C, D7H, D8D	
Fiat-Allis	FD-20, FD-16B	
Int'l-Hough	TD-25B	
Komatsu	D60F-8A	
Terex	82-30, 82-30B, D700A	

12. MOTOR GRADERS. Hire motor graders (also called road graders) on a daily basis, fully serviced, with operator, wet. Included in the rate is contractor provided support for pilot cars.

All motor graders are required to be equipped with rollover protection, safety canopy, approved spark arrester on all naturally aspirated engines, axe or pulaski, or shovel, fire extinguisher - minimum 4:BC rating, headlights and backup lights, and backup alarm. Government shall provide fire shelters.

GRADER ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
100-125 HP	\$980	\$1680
Includes:		
Caterpillar	120-G	
John Deere	670A, 672A	
Dresser	A-400E	
Mitsubishi	MG-300	
GRADER ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
126-150 HP	\$1064	\$1824
Includes:		
Caterpillar	130-G 140-G 12G	
Champion	710A, 715	
John Deere	672A, 672B	
Dresser	A-450E, A-500, S-500E	
Gallion	T-500C, T-500M	

28 - Exhibit 01—Continued

GRADER ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
151-200 HP	\$1134	\$1944
Includes:		
Caterpillar	14-G	
Champion	720R, 720A	
John Deere	770A, 770A-H, 770B	
Dresser	A-555, A-566E	
Fiat Allis	FG95	
Komatsu	GD615A-1	
GRADER ENGINE NET HP	DAILY RATE (1 OP PERIOD)	DAILY RATE (2 OP PERIODS)
201 + HP	\$1218	\$2088
Includes:		
Caterpillar	16G	
CMI	AG-65B	
Dresser	A-600, A-606	
Huber	F-1700, F-1900	

Note: If the equipment is ordered without operator, reduce the fully operated daily rate, one operator, by \$378; reduce fully operated, daily rate, two operators by \$648.

12. CHAINSAWS. Operating supplies beyond fuel, oil, and filters are the responsibility of the contractor. Any saw rented shall be a minimum 3.8 cubic inch displacement.

Sawyers/Fallers are to be hired separately at the appropriate Administratively Determined (AD) rate set forth in Chapter 10, Pay Plan For Emergency Workers. The operator will normally furnish a vehicle, capable of traversing mountainous terrain, hired at a flat daily rate (\$32) for transportation to, from, and around the worksite. The purpose of the vehicle is primarily to provide the sawyer with access to their tools and equipment. Support vehicle shall be signed up on the Emergency Equipment Rental Agreement.

<u>SIZE</u>	<u>DAILY RATE</u>
3.8 +	\$34

13. PACKERS AND SADDLE STOCK. Pack and saddle stock are to be hired under an EERA or BPA. Packer to be hired at the appropriate AD rate. Mileage rate includes all operating supplies, feed, tack truck and trailer.

<u>Daily Rate (Per Head)</u> \$36.00	<u>Transportation Rate</u> \$1.00 mile or \$100.00 day whichever is greater.
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28 – Exhibit 1 – Continued

- 14. LIGHT TOWERS.** Light towers are available from a number of construction rental companies in the larger cities. Rates are to be negotiated by a contracting officer or authorized agency official.
- 15. GENERATORS.** Use commercial process. Contractor is responsible for delivery and pick up. Government provides operating supplies.
- 16. PORTABLE TOILETS.** Daily rate, which includes delivery, pickup, servicing and mileage. Recommend commercial rate and commercial payment process.
- 17. REFUSE COLLECTION.** Commercial rates should include dumping charges and a mileage rate. A delivery charge is acceptable.
- 18. MOBILE OFFICE.** There are a variety of mobile offices available. These vary from a regular travel trailer to a completely equipped office with telephones, copiers, FAX, PC, and printer. Prior to hiring any mobile office, a cost analysis shall be made of the mobile office against the other alternatives including the needs of the organization. Costs can vary from \$50 to more than \$900 per day respectively. Allow for delivery charges.
- 19. ATV.** Utilize Government owned sources before renting. Government shall provide fuel and oil. Only four-wheel models are acceptable. Three-wheel models are NOT acceptable. Hire at commercial rate on commercial agreement. Allow for delivery charges.

Daily Rate (suggested pricing)

4 wheel drive - \$50

- 20. AERIAL FIREFLEX TANKS (Pumpkins).** Daily rate includes mobilization, setup and removal costs. Re-positioning rate includes take down and set-up and is applicable **only** when Contractor is **ordered** by the Government to re-position the pumpkin from one location to another within the same incident.

Equipment Size	Daily Rate
1200 Gal	\$100
3000 Gal	\$150
5000 Gal	\$210
10,000 Gal	\$275

Re-positioning Rate: \$135

28 - Exhibit 01—Continued

21. LAND AND FACILITY RENTAL AGREEMENTS. The rental of bare land for fire purposes requires the same degree of good business judgment, including reasonable price determinations, as any other procurement action. In making the determinations, as to price fairness, consideration should be given, but not limited to, the following items: Fair market rental rates for land in the area; costs to the landowner, such as moving of stock, loss of rental fees from other sources, disruption; alterations needed and who will make them; impacts on the land, costs of restoration, and who will do the restoration work; duration of rental, (emphasis should be on weekly or monthly rates), with a limit on total costs. Real estate firms may be able to assist in determining local rental rates. Other considerations require good judgment and the prudent exercise of negotiation techniques.

A joint pre- and post-inspection shall be made of the premises. Such inspection shall note all improvements and their condition, including items such as fences, buildings, wells, crops, and road conditions.

22. AMBULANCES. No standard rate. Rates are regulated by the State. Reimburse vendors for expendable supplies. Nurses are hired at the AD-4 rate, EMTs & Paramedics at the AD-5 rate. Paramedics must be licensed in the State specific to the located of the incident.

23. – FIRE ENGINE TYPE VEHICLES. Standard method of hire: hourly rate, fully operated.

A. Personnel Requirements for Engines in accordance with NWCG 310-1:

1. Three wildland firefighter positions are required: (a) 1 - Single Resource Boss-Engine (ENGB); (b) 2 - Any combination of the following: Advanced Firefighter/Squad Boss (FFT1), and Firefighter Type 2 (FFT2).

2. For each individual, contractor shall supply certification (attached) showing the individual has met all the training, physical fitness and experience levels for the position being performed when assigned.

(a) All wildland engine personnel shall pass the Work Capacity Fitness Test (Pack Test) annually at the arduous level (45 pound pack, 3 miles in 45 minutes or less). Information on the Work Capacity Fitness test is contained in “Fitness and Work Capacity” Second Edition, NFES 1596 April 1997, available from the publications section under the NWCG web site (www.nwcg.gov). Another source is found in the Forest Service web site: (www.fs.fed.us/fire/safety) then refer in the directory to “Work Capacity Test”.

28 - Exhibit 01—Continued

- (b) All returning wildland firefighting personnel shall complete an annual refresher training in the use of Fire Shelter and Standards for Survival. Refer to the Forest Service web site: (www.fs.fed.us/fire/safety) then refer in the directory to “Fire Shelters”. “Standards for Survival” are found at the NWCG web site.
 - (c) Contractor, upon request, shall provide complete records that document each employee’s training and qualifications for inspection by the government.
 - (d) The contractor may request consideration for training or physical fitness testing equivalent to and accepted by NWCG standards in PSM-310-1.
3. The contractor’s performance will be based on the Fire Crew Performance Rating, ICS-224, www.fs.fed.us/fire/planning/nist/ics_forms.htm which should be completed at the end of the assignment or at the incident. Contractor should retain a copy for subsequent use.
4. The following Personal Protective Clothing and Equipment is required to be furnished by the Contractor:
- (a) Boots – All leather, lace-up type, minimum 8 inches high with lug type sole in good condition (steel toe boots are unacceptable).
 - (b) Hardhat – Plastic, Class B, ANSI Z89.1, 1986, OSHA approved, with chinstrap. Note: Hardhat meeting NFPA Standard 1977, 1998 Edition, is required.
 - (c) Gloves – One pair of heavy-duty leather per person.
 - (d) Eye Protection – One pair per person (meets standards ANSI 287, latest edition).
 - (e) Head Lamp – One lamp per person with batteries and attachment for hardhat.
 - (f) Canteen – One-quart size, two per person required, four per person recommended (filled prior to arrival at Incident).
 - (g) Fire Shelter – One serviceable shelter meeting NFPA Standard 1997, 1998 Edition per person.
 - (h) Flame Resistant Clothing – Shirt and trousers for routine fireline duties, flame resistant clothing must:

28 - Exhibit 01—Continued

- Self-extinguish upon removal from heat source.
- Act as effective thermal barrier by minimizing conductive heat transfer.
- Not melt or shrink to any appreciable degree upon decomposition during exposure to a high heat source.
- Be manufactured from flame retardant treated (FRT) cotton, FRT rayon, FRT wool, aramid (Nomex), (NFPA 1977), or other similar fabric.

5. In addition, structural engine personnel shall have attended Firefighter 1 (NFPA Standard 1001) or equivalent, or be certified by the chief or their fire department as being able to perform at the Firefighter 1 level.

B. Tank Baffling. The water tanks must be equipped with partitions that reduce the shifting of the water load. Engines shall have the water tank baffled in a manner that conforms to the NFPA Standards for Mobile Water Supply Apparatus, or the American Society of Mechanical Engineers standards or other industry-accepted engineering standards.

C. Classifying. When classifying engines, all of the requirements for both equipment and personnel must be met to be acceptable and must be certified by a government fire expert stating that both meet the minimum requirements. Equipment lacking this certification will not be signed up. It is the contractor's responsibility to obtain the certification prior to dispatch.

When classifying Type 1 and 2 Structural Engines (E1 and E2) an agency government fire expert will certify the equipment meets the minimum requirements specified in NFPA 1901. The government fire expert is defined as a government employee (local, state, or federal) who through their regular employment, works with and is knowledgeable regarding this type of equipment.

D. Foam Units. Any engine with the following type foam capabilities shall be paid additional compensation. The government shall provide the foam or reimburse the contractor as appropriate.

1. Compressed Air Foam System (CAFS) – Plumbed into the system, an additional \$20.00 per day.
2. Metering Systems (Automatic Regulating Proportioning System) – Systematic metering units, an additional \$10.00 per day.
3. Any other foam capabilities, such as eductor units, which siphon foam into the hose system, or when the foam is dumped directly into the tank, will not receive any additional compensation.

28 - Exhibit 01—Continued

4. Contractor provided foam must be approved by the government. If Contractor provides foam, the Government shall reimburse Contractor at a rate of \$18.00 per gallon or replace foam used with the same type of foam. The list of approved Government fire chemicals can be located at <http://www.fs.fed.us/rm/fire/do.pdf>.

E. Additional Requirements For Engines

1. When fully loaded (including operators and accessory equipment) will conform to manufacturer gross vehicle weight rating (GVWR). This includes balancing the load in a manner that all axle weights comply with the manufacturer's gross axle weight rating. Preseason sign up will require the unit to be fully loaded, with the contractor providing weight tickets for the load from a certified scale. The weight tickets will be by individual axle weight.

2. Vehicles shall be licensed to carry the GVW of the loaded unit. Vehicles that require a CDL operator when operating on public highways shall be furnished with a licensed CDL operator at all times.

3. Vehicles shall be configured in a manner that vehicle center of gravity is within the design limits of the equipment.

4. At the time of hire, the contractor or cooperator shall provide a complete inventory of the firefighting accessories on the vehicle. A copy of the inventory shall be provided to the inspector and the procurement unit each time the vehicle is hired or reassigned to an incident.

5. Also see Interagency Handbook 24.3-2 general guidelines and equipment hire.

F. Minimum Required Engine Inventory:

- (a) 2 nozzles, combination fog/straight stream, 1" National Pipe Straight Hose (NPSH) female
- (b) 2 nozzles, combination fog/straight stream, 1-1/2" National Hose (NH) female
- (c) 20 feet, suction hose with strainer or screened foot valve
- (d) 2 shovels, size 0
- (e) 2 pulaskis
- (f) 1 spanner wrench, combination 1" to 1-1/2"
- (g) 2 gated wyes, 1-1/2" NH threads
- (h) 4 reducers, 1-1/2" NH female to 1" NPSH male
- (i) 2 adapters, 1-1/2" NH female to 1-1/2" NPSH male
- (j) 2 adapters, 1-1/2" HPSH female to 1-1/2" NH male

28 - Exhibit 01—Continued

- (k) 2 increasers 1” NPSH female to 1-½” NH male
- (l) 2 adaptors ¼ turn to 1” NSH (1 female/1 male)
- (m) 1 double male 1” NPSH threads
- (n) 1 double female 1” NPSH threads
- (o) 1 double male 1-½” NH threads
- (p) 1 double female 1-½” NH threads
- (q) 1 fire hose clamp
- (r) 1 5-gallon container for drinking water
- (s) 1 first aid kit (5 person)
- (t) 1 set of 3 reflectors
- (u) 1 fire extinguisher (4BC or better)
- (v) 1 set of wheel chocks
- (w) 5 gallons (minimum), fuel to operate pump and engines for 12 hours
- (x) 1 pump for water fill or have drafting capabilities

G. Classification For Engines

MINIMUM STANDARDS - The following guide is to aid in the classification of engines. When typing equipment all of the standards must be met to qualify the equipment. Failure to meet any standard places the equipment in a lower type or disqualifies the equipment in its entirety.

COMPONENTS	MINIMUM STANDARDS FOR TYPE						
	1*	2	3	4	5	6	7
Pump Capacity gpm at psi	1000-150	500-150	250-150	50-100	50-100	50-100	10-100
Tank Capacity (Gallons)	400+	400+	500+	750+	400-750	150-400	50-200
Hose, 2 ½” (feet)	1200	1000					
Hose, 1 ½” (feet)	400	500	500	300	300	300	
Hose, 1” (feet)	-0-	-0-	500	300	300	300	200
Ladder (feet)	**48’	**48’					
Master Stream (GPM)	500						
Personnel (min no.)	4	3	3	3	3	3	3

28 - Exhibit 01—Continued

*Type 1 and 2 Structural Engines must also meet minimum Specifications of NFPA 1901.
**This includes 24' extension ladder, 14' roof ladder and 10' attic ladder.

PRIVATE SECTOR ENGINES Class	HOURLY RATE	NUMBER OF PERSONNEL PER SHIFT
E1 Structural Engine I	*	4
E2 Structural Engine II	*	3
WE3 Wildland Engine III	\$162	3
WE4 Wildland Engine IV	\$150	3
WE5 Wildland Engine V	\$136	3
WE6 Wildland Engine VI	\$120	3
WE7 Wildland Engine VII	\$ 95	3

Daily guarantee is 5 hours.

*E1 and E2 rates will be negotiated rate.

- See the above referenced section for engine classification/requirements and engine certifications and checklist.
- Engine rate is to be used only when the equipment and personnel meet all requirements.
- Number of personnel is the minimum required per operational period (shift).
- Extra Engine Personnel \$175 per day, must be ordered through the resource process.

28 - Exhibit 01—Continued

H. CERTIFICATION FOR ENGINES

This certification is incorporated in and made part of Emergency Equipment Rental Agreement (EERA) No. _____. A copy of the EERA, along with this certification shall be provided to the Finance/Administration Section Chief or their designated representative immediately upon arrival at the incident.

Failure to provide equipment meeting the equipment type above shall result in a down grade of typing and a reduction in rate to the type level the equipment meets as set forth in the Interagency Incident Business Management Handbook.

EQUIPMENT TYPE	LICENSE NO.	SERIAL NO.
_____	_____	_____
_____	_____	_____

The following individuals meet all the personnel and training requirements for the position listed.

NAME	POSITION
_____	_____
_____	_____

The personnel listed above shall be provided with the equipment, in the numbers required by the agreement and equipment typing configurations. The personnel and equipment qualifications are in accordance with the Region 3 Supplement to Chapter 20 of the Interagency Incident Business Management Handbook.

I certify that the above listed equipment meets the minimum typing standards for the type listed. I also certify that the above listed personnel meet all of the qualification requirements for the position(s) listed.

Contractor Representative
(Signature)

Date

Name and Title (Printed)

Address

Phone No.

City, State

24. MISCELLANEOUS. Depending on the quantities and duration, small items such as tables and chairs should be purchased outright. The National Fire Cache System should be involved in this discussion and the file documented.