



United States  
Department of  
Agriculture

Forest  
Service

Okanogan-Wenatchee  
National Forests

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**File Code:** 6320 Contracting  
**Route To:**

**Date:** February 19, 2009

**Subject:** Eastern Washington Emergency Equipment Rental Agreements (EERA)  
Procedures for the 2009 Fire Season

**To:** Vendors and Contractors

**RESPONSES DUE BY CLOSE OF BUSINESS MARCH 30, 2009**

If you are planning to offer equipment for use during an emergency wildland fire incident, completed forms are due no later than close of business, March 30, 2009.

The **Colville National Forest and the Okanogan - Wenatchee National Forests** serve the contractors residing in the following Washington State counties: Ferry, Chelan, Douglas, Grant, Kittitas, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, and Yakima. If you reside in other than one of the counties listed above, please contact the nearest National Forest to your residence to apply.

**APPLICATION PROCESS**

**EXISTING AGREEMENTS:** If you had a 2008 EERA a copy of last year's agreement is enclosed with this letter. Please review it and make any necessary changes, additions or deletions to your equipment and contact information on the attached agreement. Return this information to the office listed below on or before close of business March 30, 2009.

USDA Forest Service  
EWAG  
215 Melody Lane  
Wenatchee, WA 98801

The equipment rates for the 2009 EERAs have remained the same.

**NEW AGREEMENTS:** "New" applications will only be accepted via enclosed application form available at the following website: <http://www.fs.fed.us/r6/wenatchee/contract/fire/>. Your completed form is due on or before March 30, 2009 at the address listed below:

USDA Forest Service  
EERA  
215 Melody Lane  
Wenatchee, WA 98801



Please provide correct VIN and/or Serial and License numbers for the equipment. Only equipment listed on the EERA will be accepted for use. Equipment arriving on an incident not listed on an EERA may result in rejection of the equipment. Provide copies of performance evaluations received while on incidents. If evaluations are not available, provide any information you have that would demonstrate relevant experience you may have with wildland firefighting and or woods work.

## **EERA AWARDS**

**PLEASE NOTE:** Award of a 2009 EERA is subject to your application being received at the above noted location on or before close of business, March 30, 2009. EERA applications received after the March 30 deadline may not be awarded.

If you are issued a 2009 EERA, you will receive the hard copy final agreement in the mail for your review and signature. The EERA shall be signed by the responsible party and returned to this office within 10 days of receipt.

Failure to return the signed EERA will preclude your equipment from being considered for dispatch.

When the reviewed, signed EERA is received by this office, it will be signed by a Contracting Officer and the fully executed EERA will be distributed.

The “fully executed EERA” includes the Emergency Equipment Rental Agreement OF-294, the Standard Terms and Conditions, R6 Supplemental Provisions, and the Department of Labor Wage Determination.

The EERA Terms and Conditions and wage determination incorporated into the fully executed agreement are also available on the Region 6 fire acquisition website at:  
<http://www.fs.fed.us/r6/ppm/fire-procurement.shtml>

## **OTHER INFORMATION**

Please understand that the issuance of a pre-season EERA does not constitute a contract nor obligate the Government to order your equipment during an emergency incident.

A contract is established at the time you receive and accept the Resource Order. The rates, specifications, provisions and clauses become contractually binding.

The rates for offered equipment which is not listed on the NW Interagency Emergency Equipment Established Rates Guide will be subject to negotiation by a warranted Forest Service Contracting Officer. It will be at the discretion of the Government whether an actual pre-season Emergency Equipment Rental Agreement is established. If an EERA is not established, the information on this type of equipment may be kept on file until a specific incident need arises.

If the rate is to be negotiated, it is recommended that you include your proposed rates. Due to the varied length of incidents, a sliding scale for the use of the equipment or services is normally

established. This may include hourly, daily, weekly, and/or monthly rates, with lower rates for longer use, or other cost saving incentives for the Government.

Please be advised that we consider uninvited, persistent inquires and repeated calls to Expanded Dispatch during the Fire season as a factor in evaluating future satisfactory past performance in consideration for awarding EERA's.

**Fire Shelter Deployment Training** is required for all operators of contractor supplied equipment. **Proof of training need not be submitted with your application.** The contractor is required to carry proof of this training and submit proof of such training upon arrival at each incident. Proof of training may be in the form of a certificate, or card provided by an authorized training source. A list of authorized training sources is available on the forest website. Arranging for and completing this training requirement is the sole responsibility of the EERA vendor. The Forest Service does NOT provide training. Failure to provide this proof of training when requested will result in immediate cancellation of the dispatch order and may result in cancellation of your EERA.

**Fire Engines, Tenders, and Buses, Fallers, Mobile Laundry Services, Mechanic/Service Trucks, GIS Units, Refrigeration Units, Office Modules/Clerical Support Units, Tents, Gray Water Trucks, Hand-wash Units, Portable toilets and Potable Water Trucks** will be contracted through the Virtual Incident Procurement (VIPR) system in 2009. See the VIPR link at [www.fs.fed.us/business/incident/vipr.php](http://www.fs.fed.us/business/incident/vipr.php). : .

**Fuel Vendors:** Fuel Vendors will be required to accept major credit cards (Visa, Master Charge, etc.).

If an EERA holder utilizes the Fuel Vendor at an incident, they will be required to procure fuel with a credit card.

**Central Contractor Registration (CCR):** All contractors and vendors, regardless of status, are required to register with the CCR website located at [www.ccr.gov](http://www.ccr.gov) prior to receiving a fully executed preseason EERA. Your registration must be updated annually.

If you have any questions, please call Ellen Kinamon at (509) 664-9234, e-mail: [ekinamon@fs.fed.us](mailto:ekinamon@fs.fed.us) or Elaine Paladino, 509-664-9226, e-mail: [epaladino@fs.fed.us](mailto:epaladino@fs.fed.us).

CARL ERICKSEN  
Supervisory Contracting Officer