



File Code: 6300/5100/5700

Date: February 9, 2006

Route To:

Subject: EaTIS Implementation and EERA Process Changes for 2006

To: Regional Foresters, Station Directors, Area Director, IITF Director

As was previously announced in December (in a memo dated December 22, 2005, entitled *EaTIS Implementation Activities*), the Forest Service planned to deploy the Equipment and Training Inventory System (EaTIS) nationally by February 6, 2006. Recently, concerns have been expressed about the compressed schedule and impact of yet another national system implementation. In light of these concerns, selected areas will pilot the EaTIS application in 2006 to assure the system has been thoroughly tested prior to a national implementation in 2007.

Regions 1, 5 and 6 will pilot the EERA module of the EaTIS application in 2006; in addition, EaTIS will serve as the national system of record for incident aviation contracts. All regions are expected to implement the EERA process changes described below this year.

Benefits of the EaTIS – EERA Module Pilot in 2006

A pilot of EaTIS and other Incident Business Systems will be an effective way to ensure its readiness for national 2007 rollout. Incorporating interagency partners (e.g. DOI, states) into the pilot is also an option for 2006. The pilot will result in the following benefits:

- Ability to further test and fine-tune the EaTIS application prior to national rollout.
- Provides additional time and focus for in-house training and vendor education on the EERA Module in EaTIS for participating Regions.
- Enables participating Regions to automate previously manual processes.
- Provides non-participating Regions with additional time to take EaTIS training, educate vendors, etc.
- Allows those Regions that have experienced early fire seasons in 2006 to have additional time to plan for EaTIS implementation.
- Ensures that the system and the system interfaces are tested thoroughly prior to national rollout.

EERA Process Changes for 2006

Many of the beneficial process changes that would have been incorporated into the EaTIS application will still be implemented nationally in 2006. Changes to past processes to be implemented by all Regions in 2006 include:

- **A competitive solicitation processes to obtain EERA rates** (as opposed to using standard rates). This will be required for engines, tenders, and buses, and optional for other equipment types. Regions are still required to submit a 3-year solicitation plan, after which time it is expected that all EERAs will be competitively awarded. Guidance on the 3-year solicitation plan is forthcoming.



- **Best value analysis.** Implementation of best value analysis will help to ensure that the equipment that best meets the agency's needs is awarded an EERA. Best value dispatch tables will provide a tool for dispatch centers to dispatch resources that best meet the needs of the incident. Best value analysis will be mandatory for engines, tenders, and buses. Guidance on developing this analysis will also be provided shortly.
- **Implementation of national standards for equipment typing and method of hire.** A table listing national typing and method of hire standards will be made available to field units in the near future. Since these standards are programmed into the EaTIS system, the adoption of these standards in 2006 will be beneficial to Regions preparing to use EaTIS in 2007. Therefore, for all new EERAs issued in 2006, Regions must adopt the national standards for equipment typing and method of hire.
- **Past Performance.** Although EaTIS was to serve as the database for collection of this information, Regions not implementing EaTIS shall develop a process for collecting performance reviews of all EERA vendors (using the ICS-224 form). It is essential that this information be submitted to the responsible Contracting Officer for incorporation into their EERA vendor analysis in 2007.

EaTIS – Aviation Module

EaTIS will serve as the system of record for incident aviation contracts of all types, and will electronically transmit pricing data to the Aviation Business System (ABS) for completion of the FS-6500-122. All contract actions will occur outside of the system – the activity in EaTIS encompasses entering aviation contracts and associated modifications. The EaTIS aviation module will be flexibly designed so that the majority of our aviation contracts can be entered into the system without modification. Functionality for the aviation module will be expanded in the 2007 rollout of EaTIS.

The Forest Service can make significant progress on the implementation of the EaTIS system and EERA process changes in 2006. The implementation activities outlined above will put the agency in a better position for a full, national rollout of a fully tested and functional EaTIS application in 2007.

If you have acquisition questions about EaTIS, please contact Ron Schilz at rschilz@fs.fed.us or (406) 329-1065. For fire and aviation questions, please contact Mary Ann Szymoniak at mszymoniak@fs.fed.us or (208) 387-5944. Regions should contact us directly if there are specific issues which may preclude them from meeting the specified implementation objectives. Your support of this implementation effort is much appreciated.

/s/ Ronald E. Hooper
 RONALD E. HOOPER
 Director, Acquisition Management

/s/ T.C. Harbour
 TOM C. HARBOUR
 Director, Fire and Aviation Management

cc: AQM Directors
 Regional Fire Directors
 Mary A Szymoniak

Tina Ledger
Ronald Wester
Sarah C Clore
Joan Golden
Dale J Fabian
Susan A Prentiss
Doug Lee
Larry Brosnan