



**File Code:** 5100  
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**Subject:** Solicitation Templates for Local I-BPAs

**To:** Regional Foresters, Station Directors, Area Director, IITF Director and Deputy Chiefs

**OPTIONAL REPLY DUE SEPTEMBER 20, 2010**

Final drafts of national solicitation templates for equipment for use on a local basis to support fire suppression and all-risk incidents in 2011 are available for review. Fire and Aviation Management (FAM), working in conjunction with the Fire, Equipment, Services, and Supplies Acquisition Analysis (FESSAA) Team, developed the templates based on regional input from a joint application development session in June.

These templates are part of a proposed strategy for local Incident Blanket Purchase Agreements (I-BPAs). Further information will be forthcoming once the strategy is finalized.

The scope of these solicitations is local as determined by differing circumstances within each region, such as available staffing, organizational configuration, and quantity of resources needed. For example, one region may solicit by zone or region, while another solicits on a forest level. The templates will provide consistency in form and content, yet retain flexibility to be useful on a broad, national basis. Please consider this as you complete your review.

Solicitation templates for three resource categories: 1) fuel tender; 2) vehicle with driver; and 3) helicopter operations support trailer have been posted to the [Incident Procurement Web site](#). Distribute this notice widely for your acquisition, finance, fire operations, and logistics personnel to review the templates. If any part of the specifications will affect your ability to support fire suppression and all-risk incidents, send those comments to [vrpist@fs.fed.us](mailto:vrpist@fs.fed.us) by September 20.

Questions can be addressed to Cheryl Molis at [cmolis@fs.fed.us](mailto:cmolis@fs.fed.us) or Shane LaValley at [slavalley@fs.fed.us](mailto:slavalley@fs.fed.us).

/s/ **ROBIN L. THOMPSON** (for)

JAMES E. HUBBARD  
Deputy Chief, State and Private Forestry

cc: pdl wo spf fam regional fire directors, pdl wo ops aqm directors, Cheryl R Molis, Ronald Wester, pdl wo ops aqm vipr liaisons

