

**INTERAGENCY AGREEMENT**  
**For**  
**EQUIPMENT/SUPPLIES in SUPPORT OF**  
**WILDLAND FIRE PROTECTION**  
**Between**  
**UNITED STATES DEPARTMENT OF AGRICULTURE**  
**FOREST SERVICE**  
**And**  
**UNITED STATES GENERAL SERVICES ADMINISTRATION**  
**Federal Acquisition Service**

This INTERAGENCY AGREEMENT is hereby entered into by and between the USDA Forest Service, hereinafter referred to as the Forest Service (FS), and the General Services Administration (GSA), Federal Acquisition Service, hereinafter referred to as FAS. Each of these entities shall be referred to in this agreement as "partnering agency", and collectively, the "partnering agencies".

**A. PURPOSE.**

The purpose of this Interagency Agreement is to provide a framework for cooperation and coordination between the Forest Service and FAS in the acquisition and delivery of equipment, supplies, and vehicles in support of wildland fire suppression efforts. This coordination will promote consistent and systematic acquisition and delivery of needed supplies, equipment, and vehicles that support national efforts to improve firefighter safety, protect property, and save lives with respect to catastrophic wildland fire and other national and international emergencies. This cooperation serves the mutual interest of the partnering agencies and the public.

**B. STATEMENT OF MUTUAL BENEFITS.**

The Forest Service's fire management includes all activities undertaken for firefighter safety, public safety, community protection, the protection of resources and other values from wildland fire, and the use of prescribed and wildland fire to meet land and resource management goals and objectives. To perform in these areas, the Forest Service provides standardization of firefighting equipment and supplies to facilitate the interchange between fire management agencies for total mobilization and support to prescribed fires.

As part of the standardization, the Forest Service performs and oversees fire equipment development tests and ensures standardization and evaluation within the framework of the equipment and materials development, testing, evaluation, and standards program. In addition, the Forest Service ensures that properly maintained firefighting tools and equipment are available in sufficient on-hand quantities and relies heavily on the assistance and cooperation of FAS to meet this need in a cost effective and efficient manner.

FAS provides an efficient service to Federal agencies concerning their ability to obtain products, services, technology, and other workplace essentials Federal agencies need. FAS supports over one million Federal workers across the United States and overseas.

The FAS commitment to support the fire suppression program is one aspect of its global activities. FAS's objectives are to facilitate advanced procurement, assist in the standardization of wildland fire protection supplies and equipment, offer savings via consolidated purchasing, and provide for the fast and direct distribution of supplies and equipment.

The Forest Service and FAS recognize that each organization's mission can be better accomplished through cooperative efforts. Therefore, these organizations agree to work together and support each other in the national effort to reduce loss of life, property, and natural resources resulting from catastrophic wildland fire and other national and international emergencies.

**C. AUTHORITIES.**

40 U.S.C. § 501, *et seq.*

The Department of Agriculture Organic Act of 1944 (16 U.S.C. § 580a).

Cooperative Forestry Assistance Act of 1978 (P.L. 95-313, 92 Stat. 365 as amended; 16 U.S.C. §§ 2101 (note), 2101-2114).

Reciprocal Fire Protection Act of May 27, 1955, as amended (42 U.S.C. § 1856, *et seq.*)

Robert T. Stafford, Disaster Relief and Emergency Assistance Act, as amended (42 U.S.C. § 5121, *et seq.*)

**D. FOREST SERVICE SHALL:**

- A. Identify new wildland firefighting supplies and equipment requirements and make them known to FAS, Southwest Supply Operations Center, in sufficient time to allow cataloging, procurement, and delivery to meet organizational needs.
- B. Formal correspondence or e-mail messages will be used to request the addition and/or deletion of items in support of the fire suppression program. Requests will be submitted to the nearest regional fire cache for submission to the National Fire Equipment System (NFES) Sub-committee or directly to the NFES Sub-committee for evaluation and approval. The NFES Committee is sanctioned as a standing committee of the Equipment Technology Committee (ETC). The function of the NFES is to develop standard procedures for operation of the fire logistics material support program. Membership consists of experts in cache operations, coordination/dispatching, aviation support, kit contents, and equipment development; a GSA liaison; representatives from transportation and hazardous materials management; and a fire crew liaison. Such requests may also be communicated during interagency meetings or conference calls. All requests will be coordinated through the appropriate Forest Service Technology and Development Center, which will evaluate the request for merit and compliance with safety standards.

- C. Notify the NFES Committee and FAS, Southwest Supply Operations Center, of program changes that may result in specific item obsolescence or excessive inventory. FAS will attempt to identify an alternate purchaser. If no such purchaser is located, the inventory will be purchased by the Forest Service on a timeframe agreeable to FAS and the Forest Service.
- D. The Forest Service, through a separate document, will reimburse FAS for any additional costs associated with special handling or services not included in the original selling price or appropriate specification.
- E. The Forest Service will assist the FAS with obtaining reimbursement from any non-Federal organization if they fail to pay for supplies/equipment or services.
- E. FAS SHALL:**
  - 1. Be responsible for the procurement of wildfire protection equipment and supplies, and for planning, directing, and controlling the storage and distribution of such equipment and supplies as appropriate.
  - 2. Maintain a stock of wildfire protection equipment and supplies in quantities established by FAS in coordination with Forest Service, based upon past demand by Forest Service.
  - 3. Furnish non-stock wildfire protection equipment and supplies as required and approved by Forest Service. These items will not be accepted for credit by FAS.
  - 4. Provide 24-hour support when requested by the Forest Service Director, National Interagency Fire Center (NIFC), or his/her designated representative.
  - 5. To maximum extent possible, deliver within the timeframes and modes of transportation requested by Forest Service. The cost of premium transportation, such as air freight or the exclusive use of vehicles, will be borne by the Forest Service.
  - 6. Provide a FAS representative to the National Interagency Coordination Center (NICC) when requested by the Forest Service Director, NIFC, or his/her designated representative or during extreme fire conditions when the allocation of wildfire suppression equipment and supplies is critical.
- F. THE PARTNERING AGENCIES AGREE THAT:**
  - 1. FAS will furnish wildland fire protection equipment and supplies listed in the current Wildland Fire Equipment Catalog. Other items available from FAS may be furnished provided they are requested for wildland fire suppression or prescribed burning either through direct or indirect means. Requirements for vehicles specifically designed and/or intended for use in direct support of wildland protection activities will be processed through the GSA Automotive Center in

Washington, D.C. These same supplies and equipment may also be provided to those non-Federal organizations that meet eligibility requirements through cooperative agreement processes and which have been approved for that purpose in writing by the Forest Service to FAS. Approved vehicles may be supplied to non-Federal cooperators in accordance with the procedures listed in Attachment 1, Wildland Fire Vocational Vehicle Selection Guide.

Such written approvals are normally supported by the assignment of an Activity Address Code (often referred to as a FEDSTRIP account). Forest Service Regional Offices have approval authority for assignment of Activity Address codes to non-Federal organizations. Forest Service Regional Offices will request assignment of an Activity Address code from the U.S. General Services Administration, Federal Acquisition Service, QSDG, Center for Order Management, Washington, D.C., 800-927-7622, [ordermgmt@gsa.gov](mailto:ordermgmt@gsa.gov). The request shall be in writing. The Forest Regional Office will also notify FAS regarding any termination of cooperative wildland fire agreements.

2. Requisitions will be submitted and processed in accordance with Federal Standard Requisitioning and Issue Procedures (FEDSTRIP). An exception will be made for fire orders received by F AS via telephone or facsimile in support of an ongoing fire emergency.
3. The partnering agencies agree to hold an annual interagency wildland fire equipment meeting (funding and travel policy permitting) during the month of November. The Bureau of Land Management is an active participant by separate arrangement with FAS and shares hosting responsibilities that are rotated among the three agencies. The purpose of this interagency meeting is to address concerns, foster continued cooperation, discuss GSA and FAS support, evaluate recommended new items and deletions, discuss program improvements, and express appreciation for the successful accomplishment of the National Wildfire Suppression Program objectives. It serves as a forum for those involved in the wildland fire community and offers an opportunity to present and address issues that affect the safety and well-being of firefighters. If the meeting cannot be held, the partnering agencies agree to participate in a conference call to discuss matters and resolve issues that need immediate attention.
4. Matters that cannot be resolved by field or region offices will be referred to the Forest Service Washington Office Fire and Aviation Branch Chief for Equipment and Chemicals for resolution or submission to the appropriate national committee.

**G. GENERAL PROVISIONS.**

1. PRINCIPAL CONTACTS. The principal contacts for this agreement are:

Forest Service Program Manager	GSAIF AS Program Manager
Leslie Anderson	William Hicks
Branch Chief Equipment and Chemicals	Fire Program Coordinator
USDA Forest Service	GSA Global Supply
5785 Hwy, 10 W.	819 Taylor Street, Room 6A00
Missoula, MT 59808	Fort Worth, Texas 76102

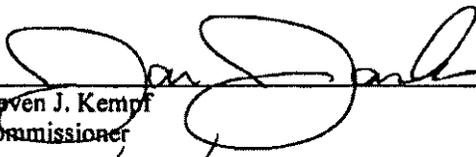
Phone: 406-329-1043	Phone: 817-850-8244
Fax: 406-329-3719	Fax: 817-574-2395
E-Mail: <a href="mailto:landerscnrdtfs.fed.us">landerscnrdtfs.fed.us</a>	E-Mail: <a href="mailto:bi.ll.hicks(a)lZsa.gov">bi.ll.hicks(a)lZsa.gov</a>
Forest Service Administrative Contact	F AS Automotive Center Technical Contact
Cheryl Molis Administrative Officer, NIFC USDA Forest Service 3833 S. Development Ave. Boise, Idaho 83705 Phone: 208-387-5608 Fax: 208-387-5398  E-Mail: <a href="mailto:cmolis@fs.fed.us">cmolis@fs.fed.us</a>	Daniel W. Buckingham Branch Chief Vehicle Engineering Branch (QMDAA) Office of Motor Vehicle Management 2200 Crystal Drive Arlington, VA 22202 Phone: 703-605-2728 Fax: 703-605-9871  E-Mail: <a href="mailto:Daniel.Buckingham@eagsa.gov">Daniel.Buckingham@eagsa.gov</a>

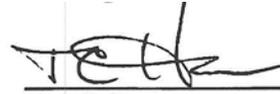
2. FREEDOM OF INFORMATION ACT (FOIA). Any information furnished to, or shared among, the partnering agencies under this agreement is subject to the Freedom of Information Act (5 U.S.C. §552).
3. NON-FUND OBLIGATION DOCUMENT. This agreement is not a fund-obligating document. Any endeavor or transfer of anything of value involving reimbursement or contribution of funds between the partnering agencies to this agreement will be handled in accordance with applicable laws, regulations, and procedures, including those for Government procurement and printing. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the partnering agencies and shall be independently authorized by appropriate statutory authority.
4. ALTERNATE DISPUTE RESOLUTION - INTERAGENCY. The parties to this agreement shall settle any disputes that may arise under this agreement by following direction in the Treasury Financial manual, Volume 1, Bulletin 2011-04, Section VII ("Resolving Intragovernmental Disputes and Major Differences").
5. MODIFICATIONS. Modifications shall be made by mutual consent of the partnering agencies by the issuance of a written modification, signed and dated by the partnering agencies, prior to any changes being performed, The Forest Service is the agency responsible for all administrative oversight and preparation of modifications to this agreement.
6. TERMINATION. Either of the partnering agencies may terminate in writing the agreement in whole or in part at any time before the date of expiration. A written 60-day advance notice to the other party is required. Neither party shall incur any new obligations for the terminated portion of the agreement after the effective date and shall cancel as many obligations as possible. Full credit shall be allowed for each party's expenses. However, all non-cancelable obligations properly incurred up to the effective date of termination will be the responsibility of the party that incurred the obligation.

7. COMMENCEMENT/EXPIRATION DATE. This agreement supersedes the Interagency Agreement between FAS and the Forest Service dated December 15, 2006 (FS #06-IA-11130206-070; FAS #FM-IA-06-002) and upon final signature is effective for the period of December 16, 2011 through December 16, 2016, unless otherwise modified or terminated by mutual agreement.
8. AUTHORIZED REPRESENTATIVES. By signature below, the partnering agencies certify that the individuals listed in this document are representatives of the partnering agencies and are authorized to act in their respective areas for matters related to this agreement.

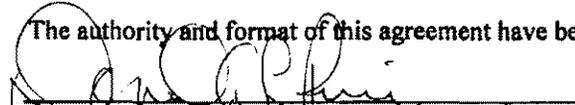
U.S. GENERAL SERVICES  
ADMINISTRATION  
Federal Acquisition Service

USDA FOREST SERVICE  
Fire and Aviation Management  
Washington Office

  
For: Steven J. Kempf  
Commissioner  
Date 7/27/12

  
Tom C. Harbour  
Director  
Date 02 AUG 12

The authority and format of this agreement have been reviewed and approved for signature.

  
Danielle L. Price, FS Grants/Agreements Specialist  
Date 7-30-12

### **Attachment #1: Wildland Fire Vocational Vehicle Selection Guide**

The purpose of this guide is to assist State and fire department cooperators who are authorized by the U.S. Department of Agriculture, Forest Service (FS), to procure vehicles that are for use in the support of the Forest Service's wildland fire suppression efforts, pursuant to 16 U.S.C. § 580a.

The National Wildfire Coordinating Group (NWCG) has established the types of and minimum requirements for firefighting vehicles that are used in support of wildland fire suppression efforts. The Water Handling Equipment Guide, PMS 447-1 (NFES #1275) (<http://www.nwcg.gov!Dms!pubsiWHEG03.pdD>, details the classification system that types the engines and water tenders referred to below.

The two approved vehicle types are water tenders and engines. For the purpose of this agreement, the following vehicle types meet the minimum requirements and may be purchased by approved cooperators without additional FS approval:

Engine Types: 1, 2, 3, 4, 5, 6 & 7  
Water tender Types: S1, S2, S3, 4T1 & T2

These vehicles must be procured under GSA's Automotive Multiple Award Schedule (MAS) program. The multiple award schedule authorized for use in the procurement of firefighting vehicles by the approved cooperators is Vehicular Multiple Award Schedule 23V. Only the following categories are preapproved under this agreement:

#### 190 01 Fire Fighting Apparatus and Attachments - Includes:

- a. NFPA 1901 compliant Command, Pumper, Initial Attack, Mobile Water Supply, Aerial, Quint, Special Service, and Mobile Foam Apparatus.
- b. NFPA 414 & FAA Circular 150/5220-10 compliant Aircraft Rescue and Fire Fighting Vehicles
- c. NFPA 1906 compliant Wildland Fire Apparatus
- d. NFPA 1901 & 1912 compliant Custom Fire Fighting Chassis and Fire Fighting Vehicle Glider Kits
- e. NFPA 1906 compliant Wild Land Fire Apparatus Vehicle bodies to be mounted on Government provided chassis.

The procedures that approved cooperators will need to follow when placing orders under this program are:

1. Identify the vehicle to be procured in support of the Forest Service's wildland fire suppression efforts.
2. Submit their vehicle requirements to GSA's Fire Program Coordinator ([william.hicks@gsa.gov](mailto:william.hicks@gsa.gov)) for validation of their Activity Address Code.
  - a. If the vehicle requested is one of the preapproved types, GSA's Fire Program coordinator will validate the approved cooperator's Activity Address Code and send the requesting approved cooperator a written validation of their Activity Address Code.

- b. If the vehicle requested is NOT one of the preapproved types, GSA's Fire Program coordinator will validate the approved cooperator's Activity Address Code and send their request to the chair of the Forest Service's National Wildfire Coordinating Group Equipment Technology Committee (ETC) for approval. If it is found that the vehicle requested will support the Forest Service's wildland fire suppression efforts, the FS will approve the request, on a case-by-case basis, and send the requesting approved cooperator a written approval and the validation of their Activity Address Code.
3. Place all orders directly with the Schedule contractor. Orders will not be placed through GSA Automotive.
4. Send all payments directly to the Schedule contractor. Payment will not be made through GSA accounts payable.

The following are order placement procedures for vehicles procured under GSA's MAS program.

1. According to FAR 8.405-l(c), approved cooperators wishing to place an order above the micro-purchase threshold (but not exceeding the simplified acquisition threshold) against a schedule contract must review the price lists of at least three schedule contractors. The FAR gives ordering activities the authority to make best value determinations based on price and other related factors. However, FAR 8.405-6 requires documentation of the contracts being considered and a justification if consideration was given to fewer than the required number of contractors,
2. Approved cooperators using GSA's MAS program must follow the above procedures and retain the following documentation as part of their procurement tile:
  - a. A copy of the Request for Quotation (RFQ) sent to the prospective MAS contractors and proof of transmission of the request (i.e., fax confirmation, e-mail). The RFQ must identify the special item number requested, item description, the destination, the quantity, a specific color, and the required optional equipment.
  - b. A minimum of three valid price quotes from schedule contractors offering the product desired. If less than three contractors offer the product, a statement must be made accordingly. **You may Dot merely reference whom you solicited.** Copies of the valid price quotes must be in the tile. Each price quote must be based on current contractor pricing and have a unique quote number assigned. Quote numbers are assigned by the contractors.
  - c. An attached statement documenting the rationale behind contractor selection. If you select a contractor other than the lowest offeror, supporting documentation must be provided for the best value determination.
  - d. A copy of GSA Activity Address Code validation letter and the FS approval letter (if required, due to the desired vehicle not being pre-approved).

This program is not mandatory for both the approved cooperators and the Schedule contractors. Contractors have the option to accept or reject an order from the approved cooperators. The use of GSA's AutoChoice electronic ordering system is not authorized for approved cooperators as part of this agreement.

If you have any questions about this attachment, please contact John McDonald [Gmcdonald@gsa.gov](mailto:Gmcdonald@gsa.gov)).