

R5 FAM Incident Business Organization

Yolie Thomas

Assistant Director, FAM Incident Administration

Supervisory Contract Operations

Program Manager

Sue Zahn

Incident Business Specialists

Rita Burkhalter-Broadnax

Cheryl Raines

Maria Sage

Contracting Officer Assignments

Matt Gagnon - Supervisory Contract Specialist

mgagnon@fs.fed.us

530-249-2995 (c)

- Chainsaw Repair Service

Contracting Officer Assignments

Steven Teves (steves@fs.fed.us / 916 640-1057) will be the responsible contracting officer for the following resource categories:

- Misc. Heavy Equipment (Feller Bunchers, Masticators, Skidders, Road Graders)
- Mobile Sleepers Units (MSU's)
- Portable Toilets/Portable HW Stations/Portable ADA Toilets
- Rollovers:
- Water Handling, Misc. Heavy Equipment

Contracting Officer Assignments Continued:

Wendy Whiteman (wwhitman@fs.fe.us/916 640-1219) will be the responsible contracting officer for the following resource categories:

- Chippers
- Potable WT/Gray WT/Trailer Mounted Handwashing Stations

Outside of VIPR

- Computers

Rollovers: Weed Washing Units, Refrigerated Trailers

Deforest Watson-Contract Specialist

- Portable Air Traffic Control Towers

Vendor Assignments Stats 2017

2017 Estimated start and ending of Incident Assignments
June to December 2017- Throughout the region.

| Resource Type and # of Assignments | GACC | |
|---------------------------------------|---------------------------|----------------------------------|
| | North Ops | South Ops |
| Engines (all types) Assignments | 130 | 65 Combined GACC's 195 |
| Dozers (all types) | 147 | 51 Combined GACC's 198 |
| Support Water Tenders (all types) | 249 | 121 Combined GACC's 370 |
| Fallers (Modules and single) | Combined GACC's 152 | |

D.20 PERFORMANCE EVALUATIONS

Performance evaluations will be performed at the incident using the form in the respective agreement.

The evaluation will be completed at the incident by the government representative supervising the work.

Most important, the agreement number and the evaluator's signature needs be legible and printed on the form.

- ✓ **R5 is committed to a continuous education process which ensures that Government Representatives understand the values of evaluations and that the ratings guidelines are followed.**
- ✓ **The value of performance ratings are discussed throughout the year**
 - **Team Meetings**
 - **AAR's**
 - **Dispatch workshops**
 - **During active incidents**

Program Successes

- Implementation of Pre-award inspections.
- 2016 water handling-Support Water tenders
- 2017 Inspections for Equipment replacement at Rollovers
- 2018- Physical inspections of: Potable water tenders, Mobile Sleeper Units
- Picture and documentation review of:
Misc. Heavy Equipment, gray water trucks and Trailer mounted handwashing station.
- 2019-Start of tentative Vendor Pre-solicitation meetings

Incident Contract Project Inspector(ICPI)

The Incident Contract Project Inspector (ICPI) is there to make contact with vendors, review compliance and assist the incident and vendors if any concerns are noted.

When an ICPI is assigned in Region 5 to an incident they are to review if inspections are already completed on vendors assigned.

They also are there to check in with those vendors to determine how the assignment is going.

- New Utilization of ICPI inspection spreadsheets, allows better tracking of non-compliance findings
- 2016 there were approximately 95 non-compliance findings noted by ICPI's on 13 Type 1 or 2 fire incidents
- 2017, approximately 41 non-compliance findings noted on 12 Type 1 or 2 Incidents and 3 mobilization center sites

Incident Contract Project Inspector(ICPI) Continued:

- **ICPI recognition on state incidents**
- ICPI inspection request for (2016-2017) Ukiah, Lake, Trailhead, Soberanes, Detwiler, Thomas incident for Fed/ODF crew compliance reviews
- ICPI inspections provides better understanding of VIPR/national agreement provisions
- Provides Crews and vendors a contact if any questions or concerns came up while assigned to state incident
- The use of ICPI's continues to assist with the completion and end of season review of vendor performance ratings

ICPI



The first ever ICPI refresher courses are scheduled in Region 5 for March and April 2018. Course items of emphasis include:

- An ICPI is assigned to work with vendors in being successful with the terms of the agreement
- Inspections should always be thorough and professional
- Inspections should not interrupt operations
- ICPI's are there to help with possible questions a vendor may have or to elevate any concerns to Program Management

Program Success Continued:

- Valuable collaborations with Regional peers
- Better program process consistencies between Regions
- Support for each regional Program
- Review of solicitations for clarification and possible language updates

R5 Fire and Aviation Management VIPR Contact Information

Sue Zahn

Contract Operations Program Manager

909 382-2786 Office

951 217-5146 Cell

Cheryl Raines

Incident Business Specialist

Cell 760 920-1107

Rita Burkhalter-Broadnax

Incident Business Specialist

909 382-2674 Office

Maria Sage

Incident Business Specialist

916 640-1006

