

National Multi-Agency Coordinating Group

3833 South Development Avenue; Boise, ID 83705

NMAC Correspondence M2024-07

July 30, 2024

To: Geographic Area Coordination Center Managers

From: National Multi-Agency Coordinating Group (NMAC)

Subject: Incident Blanket Purchase Agreements (I-BPA)

As incident activity has increased across the Geographic Areas, the use of the Incident Blanket Purchase Agreements (I-BPAs) to fill resource orders has also increased. The additional resource capacity provided by I-BPAs is available to any of the NWCG partner agencies. With that being said, we ask for diligence in ensuring that the orders placed with I-BPA holders are appropriate and in line with scope of the agreement prior to placing the order with a vendor. Recently, multiple out of I-BPA scope requests have been placed to awarded I-BPA vendors.

Out-of-scope work provided by the I-BPA holder can pose a risk to the contracting parties, both vendor and the ordering host agency. These risks include potential costly legal consequences and/or legal entanglements that live on well past fire containment. These risks include but are not limited to payment and compensation disputes, liability and insurance coverage for injuries or damages, and compliance with labor regulations and contractual agreements. Recent examples of out-of-scope requests include refrigerated trailers asked to report to the incident with ice, water and Gatorade, an Emergency Medical Technician (EMT) ordered with additional qualifications such as Helicopter Crew Member (HECM), and a Fuel Tender vendor being asked to provide and dispense non-ethanol fuel.

Field requests such as these cannot be filled with an I-BPA vendor until the request is re-evaluated, removing additional items/qualifications not covered in the agreement from the order. If that re-evaluation determination is made and the order is adjusted to be within the agreement scope, the order can then be placed to a vendor following the host dispatch protocols. By doing so, the risks associated with such out-of-scope situations can be effectively mitigated.

As a reminder, the I-BPAs are written with the intent that orders will be filled following the most common dispatch protocol of agency and cooperator resources first, then with I-BPA resources within the dispatch jurisdiction. The assumption is all three levels will be assessed for potential resources before moving to the next dispatch jurisdiction. Please follow the host dispatch center protocol for exhausting Dispatch Priority Lists (DPLs) prior to placing the order to a neighboring or parent dispatch center.

Users are encouraged to familiarize themselves with the current I-BPAs [Incident Procurement - Solicitations - VIPR](#), the [I-BPA National Contracting Catalog & Guide](#), as well as the National Dispatch Standard Operating Guide (SOG) for I-BPA Resources [VIPR Dispatch Priority Lists \(DPL\)](#). The SOG provides insight, guidance, and best practices on the mobilization of Contracted Resources and includes information on Dispatch Priority Lists, required documentation, and pass over justifications.



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Users that experience problems or have questions regarding the administration of any I-BPAs are encouraged to contact the Contracting Officer for the specific resource type or Contract Operations Representatives who can be found here: [Incident Procurement Contacts](#).

/s/ Dave Haston
Chair, National Multi-Agency Coordinating Group

Cc: Geographic Area Coordinating Group Chairs

