

Talking Points #2 EERA

DATE: February,09,2021

TO: Norman McDonald, Program Manager, Wildland Fire & Aviation Program

FROM: Kato Howard

SUBJECT: Changes to EERA Vendor Requirements, On-line Application System (OLAS) and the Alaska Incident Handbook Business Handbook

Updates and changes were needed to the Agreements and OLAS program. Inconsistencies between the Alaska Incident Business Management Handbook (AIBMH) and documents pertaining to Agreements and OLAS prolonged invoicing and payment. Two phases will be used changing and updating Agreements, OLAS and the AIBMH. Phase one (Winter of 2019) is the largest cycle with the updating and changing of process's established in the past but un-changed. Phase 2 (Winter of 2020) is the finish of all the updates and adjustments to new changes. Department policy and regulatory audits have made some required to change requests to OLAS and Agreements to meet SOA Procurement Regulations.

A list of some of the partial list of major changes for 2020:

- I. On-line Application System (OLAS)
 - a. **Definition of the word rate has changed; this was an Audit and DOA and Procurement requirement. Olas is registration “process” for vendors, not a contract. It is now Suggested Rate, Vendor Rate; vendor can add their rate. Can be hired at either rate. Dispatchers will have the responsibility for documenting it on the RO and it will be on the EERA contract.**
 - b. Working to change the OLAS tab to Vendor Equipment. EERA is the wrong terminology, should be “fire hire”. Actual EERA is done for short term use on the fire. Contract document is the same for both instances.
 - c. Update of the EERA form. This change will allow comments in the documentation and rate changes.
 - d. Updated language restructure and removed redundancy on Vendor and Fire Department sides of program
 - e. Changed all language from “contractor” to “vendor”
 - f. Changed all language from “CFD, SFD, Cooperator” to Fire Department (FD)
 - g. Equipment (Vendor) side of OLAS – Added some required SOA forms requirements:
 - i. Business license
 - ii. Proof of Liability and vehicle insurance
 - iii. **Stand Alone Transports are used to move vendor equipment from one location to another the required Commercial Motor Carrier Liability Insurance minimum limit of \$1,000,000.00. Buses transporting crew (people) the minimum Commercial Auto Liability Insurance minimum limit should be set at \$5,000,000.00 due to the higher risk to bodily injury or death.**
 - iv. W-9
 - v. Proof of Workman’s Comp
 - h. **No rate changes, as of this date. Interagency partners have not had enough time to adjust to 2020 rates schedule.**
 - i. Conditions of Hire will stay for equipment. Updated for language and format
 - j. **Removed Double Shift from the tables. Apparatus daily rate is from 00:01 to 23:59. If a double shift is requested, additional equipment and personnel will be ordered.**
 - k. Expiry Date has been added. Yearly reviews of FD entries will now be a requirement. Yearly Emails will be sent out to update information. Year 1 apparatus will go into non-compliant; Year 2 apparatus will be archived.

- II. AIBMH
 - a. Re-organize, edit, restructure and remove redundancy in Chapters.
 - b. **Add language that vendor is responsible for using a Nationally recognized organization for certifying employees.**
 - c. All documents, attachments, examples and appendices updated.
 - d. Links added for all documents.
 - e. Vendor conditions of hire Updated.

- III. DNR Internet Site
 - a. Update equipment hiring page documents
 - b. Update links on Equipment hiring page
 - c. Add additional Safety Trifold to page
 - d. Add any additional links or new documents.

- IV. Outcomes
 - a. New Training information for Forestry and FD: Administrators, Dispatch and Management
 - i. Onsite presentations
 - ii. Examples
 - iii. Create reference guides
 - iv. Update current reference guides

- V. OLAS 2021/2022
 - a. Develop a rating and scoring process
 - b. Update typing of equipment. New defining characteristics are available
 - c. Change nomenclature of vendor water tenders to match FD language
 - d. Change the wording use of “Contractor” to “Vendor’ throughout OLAS
 - e. Create a printable query system
 - f. Change Cover page
 - g. Insert a countdown date reminder for vendors to see how long they have to update information
 - h. Photo of equipment attached to registration
 - i. Additional information on the age of the equipment, develop rules about hiring different types of equipment past best use by date.
 - j. Review equipment categories/classing, should be done by horsepower; not manufacturer information. Need to review data plate upon inspection.