

**EMERGENCY EQUIPMENT RENTAL AGREEMENTS 2015-2017**      **3833**  
(No.54 July 2015)

A new Emergency Equipment Rental Agreement (EERA) has been established by the Department of Forestry and Fire Protection (CAL FIRE). This agreement becomes effective on August 1, 2015, and ends April 30, 2017. The agreement covers the policies, procedures, and forms related to hiring and using rental equipment. The rates and specific payment requirements for hired equipment are listed in Section 3934 of the Rates Handbook. Hiring and management procedures for hired equipment during a specific incident are provided in Section 7761 of the Emergency Incident Management Handbook.

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(May 2015)

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**RECRUITING VENDORS** **3833.2**  
 (No. 49 February 2014)

Each Unit is responsible for recruiting vendors and completing Emergency Equipment Rental Agreements (EERAs) in order to meet the time frames and all other requirements set forth in this and other Departmental policies and procedures governing hired equipment. Use the EERA Checklist (FC-290) to assist vendors and Hired Equipment Coordinators (HEC) in this process.

**PRE-HIRE AGREEMENTS** **3833.2.1**  
 (No. 44 May 2011)

The use of hired or rented equipment from private individuals or firms for emergencies is negotiated through Emergency Equipment Rental Agreements (EERAs). The EERA is a pre-incident agreement that becomes a binding contract after dispatch. It is for the use of privately-owned equipment during emergency situations. Types of equipment could include dozers, transports, water tenders, engines, shower units, etc.

CAL FIRE Units shall sign up equipment within their Administrative Unit boundaries. If contacted by a vendor outside your Administrative Unit with a request to initiate an EERA, refer them to the appropriate CAL FIRE Unit. The mechanism to determine if a vendor is considered to be within your Administrative Unit boundaries is according to the vendor's business address listed on form STD 204 "Payee Data Record."

**SIGN-UP PERIOD** **3833.2.2**  
 (May 2015)

Vendors shall be signed up under an EERA, and will be added to the hired equipment ordering system of record during the open enrollment period November 1 to March 31. Vendors must submit all required documentation to their Unit's HEC prior to the end of the enrollment period, March 31.

If a vendor wishes to have an amendment made to their current EERA, CAL FIRE will make a reasonable attempt to assist the vendor, but there are no guarantees that any amendment will be accepted outside of the open enrollment period outlined above.

This policy does not restrict CAL FIRE from making (Incident Only) hires. These hires will be restricted to one specific incident, and the vendor will not be added to the hired equipment ordering system of record until the open enrollment period has arrived, and the vendor has supplied all required documentation to the Hired Equipment Coordinator in their Administrative Unit.

**GOVERNMENT AGENCIES**  
(No. 44 May 2011)

**3833.2.3**

CAL FIRE will not use the EERA process for equipment owned by a governmental agency. Such equipment should be covered by the terms of a Cooperative Fire Protection Agreement.

**CAL FIRE DOES NOT HIRE OR RENT EQUIPMENT  
FROM EQUIPMENT BROKERS**  
(No. 49 February 2014)

**3833.2.4**

CAL FIRE will only enter into EERAs with individuals, corporations, and legal business partnerships that have legal title to, or control of the vehicles that will be covered by the agreement, as defined in Vehicle Code section 460. Such legal title or control must be evidenced by bill of sale, incorporation papers, lease agreements, or other legally enforceable documents.

Equipment that is not registered in the name of the vendor or owned by the vendor must be controlled and paid for by the vendor under a written agreement. All vehicle and equipment leases must be signed and dated by both parties and must include terms commonly found in an equipment lease such, as term of the agreement, list of equipment, equipment rates, labor rates, limitations on use and control of the equipment, and responsibility for maintenance and repair. See [Section 3833.3.3](#) for assistance in verifying ownership and control.

Any rented or leased vehicles or equipment not covered under a pre-existing EERA will not be signed up at an incident.

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**CAL FIRE EMPLOYEES/FAMILIES CANNOT  
RENT THEIR OWN EQUIPMENT**  
(No. 44 May 2011)

**3833.2.5**

In accordance with general policy established in the Public Contract Code, Sections 10410 and 10411, employees may not rent their personal equipment back to the Department. This rule covers rented equipment in support of incident mitigation and includes equipment owned by a company in which the employee has an economic interest.

However, California Attorney General's Opinion No. 01-214, dated August 17, 2001, removes this prohibition from businesses operated by the employee's spouse or other relatives, so long as the employee neither participates in CAL FIRE's decision to enter into the agreement or contract, nor participates in the spouse or relative's business. Retired annuitants working for the Department are also subject to this section. Retired employees (or their immediate families, as defined above) may not rent their personal equipment back to the Department for a year following termination as a regular employee.

This does not preclude either annuitants or current employees from renting to the US Forest Service or another non-state agency, unless it is for a joint responsibility incident, in which case, the limitations above would apply. And, of course, it continues to be appropriate to claim reimbursement for vehicle usage on a travel expense claim in accordance with Board of Control rules.

In interpreting this policy, emphasis should be placed on avoiding any situation where the potential for a conflict of interest could reasonably be inferred.

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## **SMALL BUSINESS AND DVBE HIRING GOALS**

**3833.3**

(May 2015)

California law establishes a goal for state agencies to do at least twenty-five percent of their contract business with Certified Small Businesses (CSBs). The law also establishes a goal for state agencies to do at least three percent of their contract business with certified Disabled Veteran Business Enterprises (DVBEs).

## **SMALL BUSINESS/DVBE CERTIFICATION**

**3833.3.1**

(May 2015)

At the time of initial contact, all vendors are to be provided with the following CSB and DVBE certification information:

- Small businesses must be certified by the Office of Small Business and DVBE Certification (OSDC) in accordance with Title 2, California Code of Regulations, Section 1896 et seq.
- DVBEs must be certified by OSDC in accordance with Title 2 CCR, Division 2, Chapter 3, Subchapter 10.5, Section 1896.60 et seq. A copy of the certification letter(s) must be provided to CAL FIRE at the time the vendor is listed in the hired equipment ordering system of record or when the hiring package is prepared. Interested vendors can contact OSDC at P.O. Box 989052, West Sacramento, CA 95798-9052, or at street address 707 Third Street, 1st Floor, Room 400, or on the Internet at: <http://www.pd.dgs.ca.gov/smbus>.

A copy of the Department of General Services (DGS) OSDC certification is required for all CSB and DVBE vendors. The certificate must be attached to the EERA.

## **EQUIPMENT OWNER OR BROKER DECLARATION**

**3833.3.2**

(May 2015)

CAL FIRE requires that all vendors, (not just CSBs/DVBEs) applying for EERAs with CAL FIRE complete and return a CAL FIRE-157 Equipment Owner or Broker Declaration. The responses provided on the document assists Hired Equipment Coordinators to verify whether or not a prospective vendor is an equipment broker. This also verifies whether or not a CSB and/or DVBE vendor is operating their business in compliance with legal requirements and providing a “commercially useful function.”

CAL FIRE will only enter into EERAs with individuals or entities that have title to the equipment provided to CAL FIRE as defined in [3833.9.2](#).

## **REVIEW OF CAL FIRE-157**

**3833.3.3**

(No.49 February 2014)

The Unit Hired Equipment Coordinators will review each CAL FIRE-157 as follows:

1. Confirm that each piece of equipment has the required support document(s) provided.
  - All entities must provide a Registration Card that reflects the name of the business entity.
  - Ensure that the vendor is a sole proprietor or other business entity (Partnership, Corporation or Limited Liability Company). Note: Only a sole proprietorship can have the registration card in the name of the business owner.
  - If there is a lien holder on the Registration Card other than a financial institution, the vendor must provide a copy of the purchase agreement to confirm the terms and conditions of the sale.
  - If the Bill of Sale does not include sales tax, then the vendor must provide documentation to confirm compliance with sales or use taxes to the California State Board of Equalization.
  - For unlicensed equipment, such as bulldozers, a copy of the most recent unsecured personal property tax bill for the equipment will suffice as proof of ownership. Any inconsistencies between statements on the questionnaire and support documentation must be satisfactorily clarified by the vendor in writing.

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2. Qualifying disabled veteran(s) business enterprises must maintain at least 51 percent ownership of the DVBE, and actively manage and control the work.

Review statements in the “qualifying Disabled Veteran(s)” block of the form to ensure ownership of at least 51 percent of the business by one or more disabled veterans. If ownership of 50 percent or less is indicated, contact the DVBE to verify whether an error was made documenting the percentage of ownership listed on the questionnaire. Notify DGS/OSDC immediately if the DVBE does not meet the required ownership of at least 51 percent or more of the business by one or more disabled veterans. Follow up with DGS/OSDC to ensure DVBE notifies them within 30 days.

3. Review statements to confirm specific activities of qualifying disabled veteran(s) to manage and control the work in accordance with Military and Veterans Code Section 999(g) and CCR 1896.61(f).

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**ACTION FOLLOWING REVIEW OF THE CAL FIRE-157**

**3833.3.4**

(No.49 February 2014)

- 1.a. If the Unit HEC determines, based on review of the information provided in the CAL FIRE-157, that the vendor is not an equipment broker, and that he/she does perform a "commercially useful function" in the business, and assuming that the other equipment and operator requirements are met, upon completion of the EERA the Unit HEC will advise the Unit Emergency Command Center (ECC) Chief to list the vendor on the appropriate hired equipment rotational lists.

Each Unit HEC will advise the Department Hired Equipment Coordinator in Sacramento each time the Unit enters into a new EERA with a CSB or DVBE vendor. The Unit HEC will provide the Department Hired Equipment Coordinator with a copy of the EERA CAL FIRE-294 including the vendor's name, mailing address, contact phone number, equipment license number or serial number, resource Incident Command System (ICS) kind and type, and whether the vendor specified a limited response area or one operator only at the time of sign up.

- 1.b. If the Unit HEC determines that the vendor is an equipment broker, or that he/she does not perform a "commercially useful function" in the business, he/she will forward a copy of the EERA and the completed CAL FIRE-157, and any supporting documentation to the CAL FIRE Department Hired Equipment Coordinator in Sacramento. CAL FIRE will not hire the vendor until all questions concerning the legitimacy of the vendor's CSB or DVBE status are resolved.

2. The Department Hired Equipment Coordinator will confer with the DGS/OSDC to verify the applicant's CSB and/or DVBE status. Only those CSBs and/or DVBEs that are currently certified will receive the CSB and/or DVBE preference of being listed on the CAL FIRE statewide hired equipment rotational list(s).
3. By law, "awarding agencies" (such as CAL FIRE) must investigate and report all alleged program violations to the DGS Procurement Division, OSDC (Military and Veterans Code Sec. 999.9(d)). The OSDC subsequently forwards the allegations to the attorney general for possible action and/or suspension by DGS.

DGS/OSDC will provide assistance to the Unit HEC who is investigating suspected program violations. Questions related to reporting potential program violations, "commercially useful function," ownership and management and control by the qualifying disabled veteran(s), or the identity of the qualifying disabled veteran(s), may be directed to: Certification and Compliance Manager, OSDC, at 800-559-5529, or 916-375-4936, or facsimile 916-375-4950.

#### CSB and DVBE Program Violations:

Violations are misdemeanors and punishable by imprisonment or fine and violators are liable for civil penalties.

- Sanctions for the Small Business Program are provided in Government Code 14842 and 14842.5.
- Sanctions for DVBE program violations are provided in Military & Veterans Code 999.9 and Public Contract Code 10115.10.

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#### **HIRED EQUIPMENT LISTS – GENERAL**

**3833.4**

(May 2015)

The CAL FIRE Hired Equipment System will utilize two types of rotational equipment hiring lists: one for Fireline bulldozers and one for Fireline water tenders. Only vendors whose equipment is covered by a valid EERA will be included on CAL FIRE rotational hiring lists and ERDs. Equipment NOT covered by a valid EERA will NOT be listed on any CAL FIRE Unit hiring list or ERD.

All types of support equipment (e.g., potable water trucks, graders, excavators, clerical units, etc.) covered by a CAL FIRE EERA may be in a statewide database in the hired equipment ordering system of record. However, rotational hiring only applies to fireline bulldozers and fireline water tenders.

## **UNIT EQUIPMENT LISTS**

**3833.4.1**

(No. 49 February 2014)

Each Unit HEC and Unit ECC Chief will work together to establish, and continuously maintain year-round, Unit rotational hiring lists for bulldozers and for fireline water tenders. The Unit may divide the lists into geographical areas to support the closest resource concept.

- A. Unit Fireline Bulldozer Hiring List: Each Unit ECC will maintain a Unit Fireline Bulldozer Hiring List that shows all bulldozers covered by a current EERA with that Unit. Information shown for each bulldozer will include vendor name, address, and contact phone number, equipment serial number, ICS kind and type, whether they have designated a limited response area or one operator only at the time of sign up, and whether the vendor is a CSB or DVBE, or both.
- B. Unit Fireline Water Tender Hiring List: Each Unit ECC will maintain a Unit Fireline Water Tender Hiring List that shows all water tenders covered by a current EERA with that Unit. Information shown for each water tender will include vendor name, address, and contact phone number, equipment license number and Vehicle Identification Number (VIN), ICS kind and type, whether they have designated a limited response area or one operator only at the time of sign up, and whether the vendor is a CSB or DVBE, or both.

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## **STATEWIDE EQUIPMENT LISTS**

**3833.4.2**

(No. 49 February 2014)

The Statewide Hired Equipment lists will include all CSB and DVBE fireline bulldozer and fireline water tender vendors in both regions. The Department Hired Equipment Coordinator will coordinate information with the Unit HECs to ensure that vendor information shown on the statewide list is current and accurate.

Each of the two lists will be further divided into two “tiers.” Tier one will include only vendors who are both CSBs and DVBEs. Tier two will include vendors who are either CSBs or DVBEs, but not both.

## **SINGLE UNIT LISTING FOR FIRELINE BULLDOZERS AND WATER TENDERS**

**3833.4.3**

(No. 44 May 2011)

Individual fireline bulldozers and water tenders covered by EERAs may only be shown in the Hired Equipment Lists and (ERD) of ONE Unit. (“Unit” includes all counties for which the Unit Chief has administrative responsibilities.)

However, if a vendor has multiple business offices (where payments will be sent) and has equipment that is normally available in multiple CAL FIRE Units, that vendor may list their individual pieces of equipment with the CAL FIRE Unit where the equipment is normally located.

A vendor whose equipment is listed in multiple Units may NOT make available any equipment that is listed in any CAL FIRE Unit other than the one placing the request. Further, any brokering or sharing of equipment or participation in equipment cooperatives of any type or manner that, in the determination of CAL FIRE, circumvents the intent of any part of this policy is expressly prohibited.

Access by a Unit to any fireline equipment signed up in another Unit will be governed by the procedures detailed in the Emergency Incident Management Handbook, Section [7761.3.4](#), and in Command and Control Procedures Handbook (8100), [Procedure 345](#).

#### **LISTS ESTABLISHED RANDOMLY** **3833.4.4** (May 2015)

On the first Monday in May of each three-year agreement period, the Department Hired Equipment Coordinator shall re-establish the rotational hiring order of all hired equipment lists. List order will be re-established on a random basis utilizing the hired equipment system of record ensuring no biased placement on the lists.

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#### **LIST ADMINISTRATION AND MAINTENANCE** **3833.4.5** (No.44 May 2011)

The administration and maintenance of the Unit Hired Equipment Lists is the responsibility of the Unit ECC Chief.

The administration and maintenance of the Statewide Hired Equipment Lists is the responsibility of the Sacramento Hired Equipment Coordinator, who discharges this responsibility on behalf of both Region Command Center Chiefs.

#### **VENDOR CONTACT TELEPHONE NUMBER** **3833.4.6** (No.49 February 2014)

Each vendor will provide CAL FIRE with a single contact number. This will be the sole method used by the Department to contact the vendor to fill incident requests. It is the responsibility of the vendor to provide a **SINGLE** contact number (e.g., telephone pager, radio paging service, etc.) that is available 24 hours per day, 7 days a week, to be used by CAL FIRE to make contact for the dispatch of resources.

## PRE-HIRE AGREEMENT FORMS

3833.5

(May 2015)

Vendors wanting to be hired by CAL FIRE must complete the EERA process in accordance with CAL FIRE policies. CAL FIRE uses the following state forms to complete the equipment agreement process:

- CAL FIRE-294 Emergency Equipment Rental Agreement form that includes the Agreement, CAL FIRE's General Clauses, and CAL FIRE's General Provisions
- CAL FIRE-290 Checklist for Preparing the CAL FIRE EERA, instructions and requirements for the CAL FIRE Emergency Equipment Rental Agreement
- CAL FIRE-157 Equipment Owner or Broker Declaration
- CAL FIRE-20 Vendor Certification Clauses for Services up to \$4,999.99
- FC-100R Radio Frequency Use Agreement
- FC-291 Faller, Bulldozer/Transport, and Water Tender Equipment Requirements Checklist
- Std. 204 Vendor Data Record, for new vendors
- CALSTARS 14 Vendor Edit Table Maintenance

Because the equipment needs of CAL FIRE and the availability of the vendor's equipment during an emergency cannot be determined in advance, CAL FIRE and the vendor(s) enter into a Pre-Hire agreement using Form CAL FIRE-294, Emergency Equipment Rental Agreement. The EERA is a three-page form, and all pages must be included and properly completed for the agreement to be valid. The EERA includes:

- A front page to be completed by appropriate personnel
- A Supplemental General Provisions page
- A General Clauses page

By signing the EERA, it is mutually agreed that upon request of CAL FIRE the vendor will furnish the equipment listed on the EERA, if the vendor is willing and able at the time of the request. The agreement also establishes the conditions of employment, the rate and method of payment, and equipment condition requirements.

Remember: The EERA, when correctly prepared and applied according to CAL FIRE policy, is a pre-incident agreement that becomes a binding contract after dispatch.

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## VENDOR FILE

3833.5.1

(May 2015)

Each CAL FIRE Unit will create and maintain a file for each vendor that has entered into an EERA with that Unit.

The file will be used to retain the CAL FIRE-294 agreements, records of hiring, proof of employee training, safety inspection, vehicle weight reports, performance evaluations, DVBE and/or CSB certificates, and other documentation required by this policy. **Each Unit shall utilize the Hired Equipment Ordering System of Record to generate the agreements.** Such documentation will be retained in the file for a period of three years after the EERA ends.

The vendor's retention file will include at minimum:

- CAL FIRE-294 Emergency Equipment Rental Agreement, CAL FIRE's General Clauses, and CAL FIRE's General Provisions
- CAL FIRE-157 Equipment Owner or Broker Declaration
- CAL FIRE-20 Contractor Certification Clauses for Services up to \$4,999.99
- FC-100R Radio Frequency Use Agreement
- Std. 204 Vendor Data Record, for new vendors
- CALSTARS 14 Vendor Edit Table Maintenance
- Current Legal Weight Certificate for water tenders per California Vehicle Code
- Proof of ownership (i.e., title, property tax listing item, long term lease documents, corporation documents, stock ledgers.)
- Insurance documents listing the State of California as additionally insured (major medical, motor vehicle liability, cargo.)

NOTE: For DVBE vendors, the data provided on the documents listed above must be for the disabled veteran or his/her business, not for a business partner.

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#### **WHEN THE EERA IS REQUIRED**

**3833.5.2**

(No. 49 February 2014)

Any CAL FIRE employee who hires a piece of private equipment will be responsible for verifying the existence of, and obtaining a copy of a current signed three-part EERA. On incidents where no agreement exists, the employee will prepare the EERA. When a Finance Section has been established, the Procurement Unit should prepare the EERA and other documents as described in Section [3833.5.1](#). These agreements completed at an Incident should be for "Duration of the Incident Only."

#### **FROM WHOM IS AN EERA REQUIRED**

**3833.5.3**

(May 2015)

An EERA is required for all hired equipment except ordered equipment from local government, National Guard and Governor's Office of Emergency Services (Cal OES). Other than those exceptions, no equipment shall be considered hired by CAL FIRE or ordered to work until an EERA has been completed.

Other information on system requirements can be found on the instructions for each specific form, and especially CAL FIRE-294 and CAL FIRE-290.

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**HOW TO COMPLETE THE EERA CAL FIRE-294** **3833.6**  
(No. 44 May 2011)

**PAGE 1:**

Instructions for completing the EERA are in form CAL FIRE-290 “Checklist for Preparing the CAL FIRE EERA.”

**COMPLETING THE “GENERAL CLAUSES” AND** **3833.6.1**  
**“SUPPLEMENTAL GENERAL PROVISIONS”**  
(No. 49 February 2014)

**PAGES 2 and 3:**

The CAL FIRE “General Clauses...” and “Supplemental General Provisions...” are required parts of the EERA, and must be included along with page one. The “General Clauses” and “Supplemental General Provisions” must be reviewed with the vendor. The vendor must initial and date both pages.

**DISTRIBUTION OF COPIES OF THE EERA** **3833.6.2**  
(May 2015)

Distribution of the EERA is as follows:

- The Original of the EERA CAL FIRE-294 and copies of all attachments to the Unit’s HEC.
- A Copy of the EERA CAL FIRE-294 to the Vendor.
- If the EERA is prepared at an incident, the original should go to the Finance Section. A copy of all pages should be provided to the Vendor.

**HIRED EQUIPMENT RATES** **3833.7**  
(May 2015)

For a full presentation on hired equipment rates, see the CAL FIRE Emergency Hire of Equipment Rental Rate Section [3934](#), in the 3900 Rates Handbook.

The rates shown on the schedule are the standard rates payable for each piece of equipment listed. These rates represent maximum rates to be paid and may not be exceeded without prior written approval from the Deputy Director for Fire Protection. General adjustments to the rate structure or administration of the structure will be forwarded to the field as needed.

CAL FIRE employees shall stay within the standard EERA rate schedule when preparing an agreement for rental of hired equipment. Vendors who agree to accept the EERA rates shall have EERA rates apply to all equipment they rent during the emergency phase of the incident. If a vendor will not accept the standard rate, do not enter into an agreement with the vendor. Do not put under agreement equipment that is not in acceptable condition.

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## **PRE-USE INSPECTIONS**

**3833.8**

(May 2015)

At the time the EERA is prepared, a CAL FIRE employee shall conduct an inspection of the equipment to ensure that it meets all requirements for complement, capacity, and capability contained in CAL FIRE policy, and that it appears to be in safe working condition. If there is any doubt as to the performance capabilities of the equipment, employees should ask the vendor to demonstrate that the equipment can perform as the vendor claims. Any doubts about these conditions should be addressed and corrected by the vendor BEFORE the EERA is signed.

The inspection should be documented on the FC-291 Faller, Bulldozer/Transport and Water Tender Checklist. Any obvious damage should be documented at this time.

## **LICENSING**

**3833.9**

(No. 44 May 2011)

## **OPERATOR LICENSES**

**3833.9.1**

(No. 49 February 2014)

**Driver's License:** All operators of vehicles covered by the EERA must possess a current driver's license for the type of vehicle being operated. Operators of any motor vehicle having a Gross Vehicle Weight Rating (GVWR) of more than 26,000 lbs. **must** have a Commercial Driver's License (CDL) (with Tank Endorsement, if appropriate), valid for the State of California.

Driver's licenses must be presented when asked by any CAL FIRE employee seeking to verify that the operator is currently licensed to operate the subject vehicle.

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## **VEHICLE LICENSES**

**3833.9.2**

(May 2015)

Currently Licensed: All vehicles used under any agreement or solicitation and any resulting contract must currently be legally licensed, or apportioned to operate in the State of California, and must meet the requirements for commercial vehicles, non-commercial vehicles, or Special Equipment (SE) vehicles, as appropriate. Vehicle licenses must be continuously in force between May 1 and October 31 of each year.

Proof of Registration or Ownership: At the time the agreement is prepared, the vendor will provide proof that he/she is the current registered or legal owner of the vehicle(s) (as defined in Vehicle Code Section 460) to be covered by the agreement, or that he/she has a current and valid lease, rental agreement or written business partnership agreement covering these vehicles. Leased vehicles will be registered in the name of the vendor, per Vehicle Code Sec. 4453.5.

Equipment that is not registered in the name of the vendor or owned by the vendor must be controlled and paid for by the vendor under a written agreement. All equipment leases must be signed and dated by both parties, and must include terms commonly found in an equipment lease, such as term of the agreement, list of equipment, equipment rates, labor rates, limitations on use and control of the equipment, and responsibility for maintenance and repair.

For equipment, such as bulldozers, a copy of the bill of sale (if available) and the most recent unsecured personal property tax bill for the equipment will suffice as proof of ownership.

Whenever the EERA is amended to add additional equipment, proof of ownership of that equipment must be provided as described above.

**OUT OF STATE VEHICLES** **3833.9.3**  
(No. 44 May 2011)

All vehicles that are currently licensed in other states for the type of use intended in the EERA may be covered by the EERA.

**EQUIPMENT LIABILITY AND INSURANCE** **3833.10**  
(No. 44 May 2011)

**EQUIPMENT LIABILITY** **3833.10.1**  
(May 2015)

The CAL FIRE general provisions to the Emergency Equipment Rental Agreement, CAL FIRE-294, Clause 11, states our pre-hire agreement with the vendor.

**Loss, Damage, or Destruction;** - Damage to hired equipment resulting from exposure to fire or direct firefighting activities will be investigated by the Compensation and Claims Unit at the incident.

The documented damage will be addressed through appropriate action at the incident or through the California Victim Compensation and Government Claims Board claims process.

All compensation claims investigations related to the incident will be filed in the Finance Section documentation package. Potential claims should be brought to the attention of the Unit Administrative Officer and the Department Legal Office.

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**INSURANCE REQUIREMENTS**

**3833.10.2**

(May 2015)

Prior to completion of the CAL FIRE-294, the vendor must provide evidence that the following types of insurance are in force:

- A. Workers' Compensation. Vendor shall provide CAL FIRE with copies of Workers' Compensation insurance coverage for vendor's employees in accordance with applicable California State Law. Owner-operators and independent vendors working for the prime vendor must be covered for work-related injuries by medical insurance, if not covered by Workers' Compensation. Copies of such policies shall also be provided to CAL FIRE. (This requirement does not apply to persons hired on FC-42 as Emergency Workers, since they are temporary state employees.)
- B. Motor Vehicle Liability. Vendor shall obtain, at Vendor's expense, and keep in effect for the duration of the agreement, a policy of Motor Vehicle Liability insurance that covers the vehicle and the use intended under the agreement. A copy of this policy will be carried in each vehicle under hire to CAL FIRE, as required by law. This coverage may be provided by combining the Motor Vehicle Liability insurance with the Comprehensive or Commercial General Liability insurance. Coverage shall not be less than \$300,000, combined single limit, per occurrence. Exceptions: Motor carriers transporting property other than hazardous materials, such as transport trucks hauling bulldozers, water tenders transporting water, and vehicles of 10,001 lbs. GVWR or greater: Coverage shall not be less than \$750,000 combined single limit, per occurrence (per Department of Motor Vehicles Industry Operations Division). The insurance policy shall include an endorsement listing the State of California as "additional insured."
- C. The vendor will provide CAL FIRE with a copy of the policy. Copies of certificates of insurance must also be presented on demand by any CAL FIRE employee. When preparing the EERA, the CAL FIRE employee shall verify that the policy covers use of the vehicle for the type of work to be performed under the agreement.
- D. Some insurance carriers exclude coverage for the vehicle when it is rented or used for commercial purposes, but others do not. This is a common problem in the hiring

of light vehicles, such as pickup trucks to be used as recon or supply vehicles.

Vendor's Motor Vehicle Insurance shall cover all employees and operators, including independent vendors hired by the prime vendor.

E. Vendors transporting equipment other than their own must have cargo insurance.

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**PERSONNEL SAFETY** **3833.11**

(No. 44 May 2011)

**ANNUAL TRAINING FOR OPERATORS OF FIRELINE EQUIPMENT** **3833.11.1**

(May 2015)

CAL FIRE requires specific firefighter safety training for all operators of equipment that is hired for fireline work (7761.10.2). Specific requirements are outlined in the Fire Service Training and Education Program (F.S.T.E.P) Fireline Safety Awareness for Hired Vendors curriculum, approved by the Office of the California State Fire Marshal, State Fire Training Program. Each operator who successfully completes the required training will be issued a completion card valid for one year from the class completion date. While operating equipment under hire to CAL FIRE, all operators will have their completion card documentation in their possession (or immediately available) and present it upon request by a representative of the Department.

**PERSONAL PROTECTIVE EQUIPMENT – FIRELINE** **3833.11.2**

(May 2015)

At the time of hire and for the duration of the incident, each operator of fireline equipment shall have and maintain the following Personal Protective Equipment (PPE): All wildland PPE shall meet Cal OSHA and CAL FIRE specifications. These include:

- Hard hat: plastic, Class B, ANSI Z89.1, OSHA approved, with chin strap
- Goggles: one pair per person, Cal OSHA approved for wildland firefighting
- Firefighter gloves, Cal OSHA approved
- Boots: leather, lace-up type, minimum 8 inches high with lug-type soles in good condition. Steel toe boots are not acceptable
- Nomex shirt, trousers, and face shroud: Cal OSHA approved.
- Fire shelter: USFS approved
- Head lamp: with batteries and attachment for hard hat
- One gallon drinking water per person

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## **PERSONAL PROTECTIVE EQUIPMENT – SUPPORT**

**3833.11.3**

(No. 44 May 2015)

Operator personal protective equipment will comply with applicable Cal OSHA requirements, and as a minimum will include:

- Hard hat
- Goggles
- Gloves
- Lace-up leather boots
- Flashlight (for night operations)
- One gallon drinking water per person

## **DRUG TESTING**

**3833.11.4**

(May 2015)

Drivers required to have a CDL are subject to the controlled substance and alcohol testing rules under the Omnibus Transportation Employee Testing Act of 1991. Drivers of vehicles transporting an amount of hazardous material that requires placarding are subject to pre-employment alcohol and controlled substance testing, random testing, reasonable suspicion test, post-accident testing, return to duty testing and follow-up testing. The vendor is responsible for ensuring compliance with applicable drug testing requirements for his or her employees.

## **GENERAL RATE POLICIES**

**3833.12**

(May 2015)

### **Equipment and Labor Rates**

For a full presentation on hired equipment rates, see the CAL FIRE Emergency Equipment Rental Rates, Section 3934, in the 3900 Rates Handbook.

### **Time under hire**

Time under hire begins at the time the resource is needed at the incident plus travel time. Example: The resource is contacted at 2200, but is not needed at the incident until 0600, and has a travel time of two hours; the time under hire will begin at 0400.

For rate information on specific types of equipment, see the appropriate sections of the Emergency Hire of Equipment Rental Rate Section [3934](#) of the 3900 Rates Procedures Handbook.

Equipment hired for incident use is paid according to the applicable daily rate. NO hourly rate is applicable or acceptable unless otherwise specified in section 3934.

A half daily rate is paid for equipment that is under hire for less than 8 hours of a 24 hour period (midnight to midnight).

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## TYPES OF PAYMENT

3833.12.1

(May 2015)

Payment for the emergency hire of equipment is either by the daily or guarantee system.

A. **Daily:** A daily rate is paid for 8 hours or more under hire within a 24 hour period from midnight to midnight. Mileage is included in the daily rate unless specified in policy.

A one-half daily rate is paid for less than 8 hours of work or under hire in a 24 hour period from midnight to midnight.

B. **Guarantee:** The guarantee is paid for each calendar day that equipment is under hire based on eight hours.(8 hours X hourly rate = Guarantee) It is not applicable to equipment hired under the daily rate. Equipment under transport is time under hire compensated through the guarantee. If equipment is transported under its own power, it is compensated under the hourly work rate.

- A guarantee rate is paid for 8 hours or more under hire within a 24 hour period from midnight to midnight. Equipment under hire for 8 hours or more will be compensated for actual hours worked or a full guarantee whichever is greater.
- A one-half (1/2) guarantee rate is paid for less than 8 hours under hire in a 24 hour period from midnight to midnight. Equipment under hire for less than 8 hours will be compensated for actual hours worked or ½ guarantee whichever is greater.

### Hourly work rates:

Hourly work rates apply when equipment is under hire as ordered by the State and on shift, as verified by Incident Action Plans, the Resource Ordering Status System or by Shift Tickets signed by an agency supervisor. Hours under hire include travel to, return travel (1 round trip) and relocation of equipment at an incident..

### Exceptions to the standard rates are:

- Equipment from governmental agencies with which CAL FIRE has a cooperative fire protection agreement; or
- Equipment from commercial leasing firms for which no standard rate has been established.

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## EQUIPMENT MAINTENANCE AND REPAIR COSTS

3833.12.2

(May 2015)

Equipment hired with operator is hired "wet." Equipment hired without an operator is hired "dry." When equipment is hired "wet," it is the vendor's responsibility to provide fuel, oil, grease, filters, parts, service, and labor required to maintain equipment in safe operating condition.

CAL FIRE does not pay for vendor service units that the vendor uses to service his or her own equipment. However, at the request of the vendor, the state may (at its option) provide labor, fuel, oil, grease, filters and other necessary items to service and/or maintain the vendor's equipment in an operable condition, with the costs thereof being determined by the state and deducted from the payment due to the vendor. The charge for mechanic labor when provided by the state will be at a flat rate of \$150/hour, prorated in 30 minute increments.

### **Deductions**

If the state furnished fuel, oil or lube, the transaction must be posted on the Fuel & Oil Issue, Form R5-6300-164, or the Emergency Equipment Fuel and Oil Issue Form OF-304. These charges, plus any costs for mechanics, services or parts, are also posted on the Forestry Mobile Equipment Work Order, Form ME-107, and forwarded by the ground support unit to the finance section where the costs are deducted from the vendor's payment. Costs for any accountable firefighting equipment issued to the vendor and not returned to CAL FIRE will also be deducted from the vendor's payment.

## **POLICIES FOR SPECIFIC CLASSES OF EQUIPMENT** **3833.13** (No. 44 May 2011)

### **FIRE ENGINES** **3833.13.1** (No. 44 May 2011)

The State will not hire private fire engines. Fire engines hired by Federal agencies shall be paid according to the terms of the Federal contract.

### **BULLDOZERS** **3833.13.2** (No. 44 May 2011)

Bulldozers are listed by ICS Type and are further categorized by CAL FIRE Size Class.

NOTE: ICS Type IA and Type 1B dozers should not be used for strike team and station coverage.

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### **DOZER PAYMENT METHODS** **3833.13.2.1** (No. 49 May 2015)

- A. Rates for bulldozers are determined by Size Class, based on the make and model. Bulldozers are paid the Daily rate. If hours under hire are less than 8 hours during a 24 hour period (midnight to midnight) a 1/2 Daily rate will be applied.
- B. Time under hire shall be verified by fireline supervisors and documented on Shift Tickets. In strike team assignments the transport will not be released once the dozer is unloaded, but will remain assigned to the incident until the strike team is disbanded.
- C. Dozers are paid at the one-operator or two-operator Daily rate. The use of a second operator is included in the two-operator rate for work exceeding 16 hours and will not be compensated as an additional charge.

Daily rates are WET. Daily rates are based on depreciation, indirect ownership cost, major overhaul cost, fuel, lubricants, labor, and parts for routine maintenance, plus a factor for overhead and profit. The vendor is responsible for fuel and maintenance under all rate schedules, including "WITHOUT OPERATOR." Service vehicle and service personnel are included in the Daily rates.

#### **DOZER SAFETY EQUIPMENT** (May 2015)

**3833.13.2.2**

Fireline bulldozers under agreement with CAL FIRE will meet or exceed the following equipment requirements:

- Backup alarm, minimum 97 decibels (dbs);
- Safety belt in serviceable condition;
- Roll Over Protection System (R.O.P.S.) with heavy mesh screens on rear and on rear half of sides. This includes tractors with glass-enclosed environmental cabs. 1/4" mild steel woven wire screen with 2" openings is recommended;
- Lights, 4 front and 2 rear;
- Belly pan and rock guards, unless rock guards are not recommended or produced by the original manufacturer;
- Radiator guard;
- Protective fire curtains inside of R.O.P.S. on sides and rear;
- 2A10BC fire extinguisher;
- Shovel;
- Axe or Pulaski;
- Flashlight;
- Radio, field programmable to VHF-FM frequencies. Either portable or fixed-mount is acceptable. Operators must use an earphone/microphone headset with the radio. Narrowband capability is required;
- Personal Protective Equipment as listed in [3833.11.2](#).

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**TRANSPORTS**  
(No. 44 May 2011)

**3833.13.3**

**PAYMENT METHODS**  
(May 2015)

**3833.13.3.1**

Interstate Commerce Commission and California State Public Utilities Commission transport hauling rates do not apply to CAL FIRE - fire operations.

Transports shall be paid according to the appropriate daily rate as established by axle configuration in the EERA. Travel time for released transports to/from their point of hire is compensable.

Transports used for dozer haul in purposes will remain under State control until declared excess by the Operations Section Chief. The needs of the incident shall dictate the release of excess dozer transports as well as other types of fireline equipment. Transport owners may withdraw their equipment and shall be compensated per Clause 8 attached to the CAL FIRE 294.

When a transport and another piece of equipment, such as a dozer, are hired, and both pieces of equipment utilize the same operator(s), daily payment for the transport shall be reduced by \$350 for a single (1) operator or \$700 for two (2) operators utilizing the "Operator Not Available" rates. This is applicable only when the equipment is hired for an entire day, and is not applicable when equipment is hired for less than eight hours. When a transport is hired at the "operator not available" rate, the transport is under State control. The transport shall be compensated for the duration it is under State control.

A one-half Daily rate will be paid to transports for a period under hire less than 8 hours in a 24-hour period (midnight to midnight).

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**TRANSPORT EQUIPMENT REQUIREMENTS**  
(May 2015)

**3833.13.3.2**

Transports must have the following:

- Record of safety inspection within the past 12 months;
- Proof of motor vehicle liability insurance;
- Department of Transportation (DOT) standard reflectors – set of three;
- Seat belts;
- Mounted fire extinguisher (2A10BC or better).
- Personal Protective Equipment as listed in [3833.11.2](#).

**PILOT CARS**  
(May 2015)

**3833.13.4**

The transport owner is responsible for providing “pilot cars” when required by a permitting agency, such as Cal Trans. The transport rates found in Handbook 3900, Section 3934.2.1.2 includes an allowance for pilot cars.

Pilot vehicles associated with transports are often used by the vendor as a service unit or operator shuttle vehicle. This use is not billable to the state, since payment for this service is already included in the transport rate.

**WATER TENDERS**  
(No. 44 May 2011)

**3833.13.5**

**GENERAL STANDARDS FOR ALL WATER TENDERS**  
(May 2015)

**3833.13.5.1**

A. For payment purposes, water tenders rates are based on legally loaded tank capacity.

Tank Volume gal.	Pump Min. gpm	CAL FIRE Type
1000 - 1999	200	2
2000+	200	1

NOTE: Rates are determined by legally loaded tank capacity. (3833.13.5.4). All water tenders will arrive legally loaded with water ready for immediate assignment. CAL FIRE will provide a water source for the second and all additional loads required for the duration of the incident.

B. Water tenders not meeting the minimum standards described below will be replaced at the incident as soon as a replacement water tender can be exchanged. The water tender will be rejected for hire if it does not meet the minimum equipment standard.

C. Requirements and standards have been established to ensure that water tenders supplied will meet wildland fire suppression needs. Vehicles which require a commercial driver’s license (CDL) operator when operating on public highways shall be provided with a qualified CDL operator at all times.

**Equipment standards for all water tenders:** Including fireline water tenders, potable drinking water tenders, and "grey" water tenders:

1. Water tanks are to be baffled, meeting the standards of National Fire Protection, American Society of Mechanical Engineers, or other industry-accepted engineering standards. (Potable water trucks are not baffled to facilitate sanitizing.)
2. Water tenders shall be configured in such a manner that the vehicle center of gravity is within the design limits of the equipment. When loaded (including operators and accessory equipment), water tenders will conform to the California Vehicle Code maximum legal weight. This includes balancing the load in a manner so that all axle weights comply with the manufacturer's gross axle weight ratings. Loaded/empty weights are necessary to correctly calculate the water capacity of the truck.
3. Tenders shall be equipped with a back flow protection device for hydrant filling. An Air Gap is acceptable.
4. All Water Tenders must be equipped with the following minimum equipment and safety items:
  - Department of Transportation (DOT) standard reflectors (set of three)
  - Fire extinguisher, rated 2A10BC or better;
  - Chock blocks of appropriate size for tire diameter;
  - Flashlight;
  - Electronic backup alarm, minimum 97 dBs;
  - Record of Annual safety inspection;
  - Proof of motor vehicle liability insurance;See section [3833.13.5.4](#), for vehicle weight certification requirements.

### **Water Tenders with SE Plates**

1. Water tenders with Special Equipment registration plates (SE) will be hired at the standard Water Tender EERA Rate. SE plated water tenders must meet all of the same equipment standards as other Fireline water tenders.
2. The California Department of Motor Vehicles and Highway Patrol have advised CAL FIRE that there are a variety of situations where it is legal for SE plated vehicles to operate in firefighting activities.

SE plated water tenders may haul water on all public roads and highways, up to the limit of the vehicle's California Vehicle Code maximum legal weight, while responding to an incident, and while actively engaged in fire suppression and support activities, and under CAL FIRE control. Safety is still our primary concern. The following sections contain requirements that SE plated water tenders must meet prior to use on any CAL FIRE incident.

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**EQUIPMENT STANDARDS FOR FIRELINE  
WATER TENDERS**

**3833.13.5.2**

(May 2015)

Fireline water tenders under agreement with CAL FIRE will meet or exceed the following requirements:

- A. Minimum useable capacity shall be **1,000 gallons**.
- B. When loaded (including operators and accessory equipment), water tenders will conform to the California Vehicle Code maximum legal weight. This includes balancing the load in a manner so that all axle weights comply with the manufacturer's gross axle weight ratings. Loaded/empty weights are necessary to correctly calculate the water capacity of the truck.
- C. Water tanks must be baffled. (Not applicable to potable water tenders or tanks.)
- D. Water tender shall be equipped with a back flow protection device for hydrant filling.
- E. Pump: (FIRELINE) minimum capacity of 200 gpm. Pump must be driven either by power-take-off or auxiliary engine drive. Auxiliary engine-driven pump assemblies must be permanently mounted and plumbed to the tank, discharge, and suction outlets. Vendor must demonstrate that the pump can draft water and fill the tank.
- F. Discharge fittings: Water tender must have one each 2.5" connection with gated wye to two each 1.5" NH connections and one 2.5" discharge. Gravity discharge outlets, with the exception of the dump valve are not acceptable.
- G. Road Spraying: The water tender must have road spraying capability, either forward- or rear-facing.
- H. Suction fittings: The pump shall be plumbed with one or more 2.5 " or 3" National Hose (NH) thread connections to allow drafting and filling from a non-pressurized source such as a pond, river, or stream to refill the tank, to pump directly to the fire, or to allow filling under pressure, as from an engine, another water tender, or from a pressurized source. A portable pump may be used for filling. The portable pump must meet the gpm requirements of the ICS Type.
- I. Water tender shall be equipped with a minimum 24 feet of appropriate diameter hard suction hose equipped with a screened foot valve or strainer.
- J. Additional Equipment:

- One hundred (100) ft. 1-1/2 serviceable wildland fire hose with nozzle;
- One 1" combination fog/straight stream nozzle with 1-1/2" NH to 1" NPSH reducer;
- One 2.5" soft suction hose, minimum 25 ft. long, with NH couplings; and
- One fire hose clamp for 1.5" diameter fire hose
- One hydrant wrench.
- One axe or Pulaski
- One shovel

K. PPE as listed in [3833.11.2](#)

L. Radio, field programmable to VHF-High band frequencies. Either portable or fixed-mount is acceptable. Fixed-mount radios must have a speaker inside the cab and outside of the truck. The outside speaker must be situated to enable the operator to hear radio traffic during pumping operations. Radios must be narrowband capable.

It shall be the vendor's responsibility to ensure that the equipment meets the standards or specifications.

**NOTE:** If an ordered water tender arrives at the incident without the required minimum safety items, required equipment or appliances, and does not meet the specifications for pump, plumbing, buildup, etc., the water tender will be rejected. For a rejected water tender, no payment will be made for any time incurred by the vendor and the equipment will not be hired on the incident.

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**ANNUAL SAFETY INSPECTIONS FOR WATER TENDERS, TRANSPORTS AND COMMERCIAL VEHICLES OVER 26,000 LBS GVW** **3833.13.5.3**  
 (May 2015)

- A. All privately-owned vehicles with 26001 or greater GVWR under agreement with CAL FIRE **shall be** inspected annually prior to use by CAL FIRE. This includes California SE-licensed, commercially licensed vehicles, and vehicles registered in other states. **Proof of Inspection under the Biennial Inspection of Terminals (BIT program) is not acceptable.** Each inspection will be valid for one year only. In no event will an inspection date of greater than twelve months be accepted.  
**This inspection must be performed by a facility licensed to do business as a commercial motor vehicle repair and maintenance shop, or by the CHP.**
- B. CAL FIRE personnel will not perform this inspection. All costs are the vendor's responsibility. The inspection level will meet the inspection criteria of Federal Motor Carrier Safety Regulations Part 393, Parts and Accessories Necessary for the Safe Operation, 393.1 through 393.209 and Title 49, Parts 40, 325, and 350 through 399,

and the California Vehicle Code Division 14.8, 34500, Safety Regulations and California Code of Regulations Title 13. **Proof of inspection for the current fire season must be on file with the HEC prior to listing the vendor in the Unit ERD.**

C. All Fireline water tenders, regardless of type of vehicle registration, must:

1. Carry a copy of the inspection in the vehicle; and
2. Provide a copy to the CAL FIRE Unit that issued the EERA.

The commercial motor vehicle shop's DOT inspection form will be acceptable as long as the following are shown:

1. The shop's address and telephone number;
2. The vehicle's identifying numbers (license and serial numbers);
3. The inspection form must have all critical items identified in the regulations listed above;
4. Repair documentation must show, in addition to 1 and 2, itemization of completed repairs; and
5. All forms and job orders must be legible.

B. As an alternative, the R5-5100-2T Inspection Form may be used by the vendor. If this form is used, items 1, 2, and 4, above (when applicable), must be shown and must be accompanied by a copy of the inspector's work order(s).

C. The following CHP Inspection Form is also acceptable:

1. Form CHP 407F, Safetynet Driver/Vehicle Inspection Report

**NOTE:** CHP 108, Truck and/or Tractor Maintenance & Safety Inspection **is not accepted as the safety inspection.**

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## **WEIGHT CERTIFICATION FOR FIRELINE WATER TENDERS**

**3833.13.5.4**

**(May 2015)**

A. At the time the agreement is prepared, the vendor will provide weight tickets showing the gross (loaded) weight of each axle/group, and tare (empty) weight, of the vehicle from a certified scale written within the previous 90 days.

- B. CAL FIRE will compare the gross weight to the California Vehicle Code legal weight to determine if the vehicle is within the maximum legal (CVC) weight. If it is not, CAL FIRE will not put the water tender under agreement.
- C. If the vehicle is within the maximum legal weight, CAL FIRE will then deduct the tare weight from the gross weight to determine the maximum net weight that the water tender can carry. A weight of 265 pounds will then be deducted from the maximum net weight to account for the weight of the driver and personal gear. This weight is the maximum legal weight of water that can be carried by the water tender.
- D. CAL FIRE will then divide that number by 8.34 to determine the maximum gallons that the water tender can carry. The vendor must then show that the tender is capable of carrying that volume of water.
  - 1. If the maximum tank volume is less than the number of gallons that the vehicle chassis can legally carry, the water tender capacity will be the maximum gallons the tank can hold.
  - 2. If the maximum tank volume is more than the number of gallons that the vehicle chassis can legally carry per the California Vehicle Code, the water tender capacity will be rated at the maximum number of gallons that it can legally carry.
- E. The vendor must also show that the load is balanced so that all axle weights comply with the California Vehicle Code legal weight ratings and maximum gross vehicle weight rating, or the vehicle will not be put under agreement.

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**COMPRESSED AIR FOAM SYSTEMS (CAFS)**  
(May 2015)

**3833.13.5.5**

Compressed air foam systems are to be paid the appropriate water tender rate, plus the CAFS rate (Section 3934.2.1.5), for the hours the CAFS is used as directed by the fire line supervisor. The vendor shall be compensated for foam agent for CAFS and natural air aspirating systems at the current market price, or shall be replaced "In Kind" by the government. "In Kind" replacement foam agents may or may not be from the same manufacturer as provided by the vendor.

NOTE: Above rates only apply to water tenders equipped with foam systems. These rates do not apply to engines, or to other specialized equipment.

Water tenders equipped with CAFS shall have an air compressor (or air source), water pump, and foam agent. Operator shall be able to demonstrate system operation. Water tenders with CAFS shall:

- Have one gpm per cubic feet/minute (cfm) at the pounds per square inch (psi) rate required of the compressor;
- Be capable of foam injection into waterline at variable controlled ratios on the discharge side of the pump;
- Have system capable of full foam delivery within sixty seconds after being engaged; and
- Have a minimum of twenty gallons of foam agent.

Water tenders with natural air aspirating foam systems shall:

- Be equipped with aspirating nozzle;
- Have a minimum of twenty gallons of foam agent; and
- Not require an air compressor.

## POTABLE WATER TENDERS

3833.13.5.6

(May 2015)

Potable water tenders are required to arrive at the incident loaded and ready for immediate assignment. As has been past practice, CAL FIRE is responsible for providing a potable water source for the vendor for any additional fills.

Potable water tenders will be signed up by EERA when certified by the California Department of Public Health (DPH). The DPH only requires sanitary certification for potable water tenders and potable water tanks exceeding 250 gallons which are permanently attached to licensed motor vehicles such as trucks and trailers. A California Department of Public Health Sanitary Certification (sticker affixed to the tank) is required, along with an activity log for each potable water tank that is permanently attached to licensed motor vehicles such as trucks and trailers.

**Special note on potable water:** The DPH recommends that CAL FIRE Units contact the nearest DPH field office to obtain a current listing of licensed potable water haulers for that area.

It is the policy of CAL FIRE to confirm at the incident base that the potable water tender meets the minimum requirements for potable water. Where certification is required, the logistics section will confirm minimum requirements using a checklist. The Logistics Section will confirm monthly water tests and vehicle water source log.

**NOTE: No exemptions are allowed to certification and log-keeping requirements for potable water tenders (DPH category x – potable water only) used to provide water to incident bases and camps.**

It has been established that California Department of Public Health standards apply to transportation of potable water to CAL FIRE and Federal incidents, and extend to out of state vendors. California Department of Public Health regulations apply only to hauling of

potable water. Upon delivery of potable water to the incident, the water can be either dispensed from the water hauler direct at incident base, to support functions, or transferred to a portable water storage container.

No regulations apply to storage containers once the water has been transferred from a potable water hauler to a portable container.

Potable water containers at an incident base should be signed up on an EERA, form CAL FIRE-294, using an appropriate negotiated rate. Water pressure systems would be paid according to a negotiated hourly rate, dry. As always, the vendor providing potable water "containers" will be responsible for maintaining them in a sanitary condition; however a State of California health certification and sticker are not required.

Potable water tenders and tractor/trailer combinations routinely assigned to incident base will be paid at the appropriate one operator rate.

If a question arises as to the actual capacity of a water tender, the gallons can be determined by an empty/full vehicle weight at a certified scale based on one gallon of water equaling 8.34 lbs.

Substandard-size potable water carrying vehicles (less than 1000 gal) that are used for servicing portable hand washing equipment, etc., do not qualify for the Potable Water Truck rate. These miscellaneous types of vehicles are to be negotiated at a reasonable rate that is appropriate to their task at the incident.

Checklist to confirm potable water tender status:

- Have DPH seal or sticker (current calendar year) affixed to upper left quarter of rear of the hauling tank.
- Available on the vehicle, test results of bacterial analyses by a private licensed laboratory performed at least once per month during periods of hauling operation. The bacteriological sample must test for a coliform and plate count determination.
- Health regulations require that coliform levels less than 2.2 are desired, but 2.2 is acceptable. Any potable water tender with a test certificate indicating a coliform level above 2.2 will not be utilized..
- Water purification systems attached to water tenders are not accepted by the DPH as potable water tenders. Currently, there are no known vendors licensed in California to perform this water purification service.
- Vendor will carry on each vehicle (1) an owner's manual or (2) a letter from the pump manufacturer stating that the water pump being used is for food grade service.
- Potable water tenders must be licensed by the DPH and meet their minimum requirements.

## Potable Water Equipment Requirements

All potable water trucks must be equipped with the following minimum safety items:

- Reflectors, one set of three;
- Fire extinguisher, rated 2A10BC or better;
- Chock blocks of appropriate size for tire diameter;
- Flashlight; and
- Electronic backup alarm, minimum 97 dbs.

## [Go to Emergency Equipment Rental Index](#)

### GREY WATER TENDERS

3833.13.5.7

(May 2015)

- A. Tanks** shall be of metal construction, welded or riveted, and shall be water tight and splash proof. Tanks shall be labeled "Grey Water" with capacity in gallons shown conspicuously on each side of the tank in letters at least four inches high. Any open overhead fill will be securely sealed (water tight).
- B. Pumps** shall be constructed to prevent leakage, spillage, or splashing. On all diaphragm or similar types of open pumps, a tight metal hood shall be provided over pump.
- C. Discharge Gates or Valves** shall be leak proof and so constructed as to discharge contents in a manner that will not create a nuisance. All inlets and outlets shall be provided with a cap to prevent dripping.
- D. Adequate Hoses** shall be provided to pump contents from grey water holding tanks to truck tanks without spillage on surface of the ground. Hoses are to be cleaned on premises without any spillage of contents on the ground. A  $\frac{3}{4}$  inch hose not less than 50 feet in length shall be carried with the equipment for cleaning purposes.
- E. Racks** for carrying equipment on the truck shall be provided. All parts of the truck and equipment shall be easily cleanable, with no pockets which can accumulate waste.
- F. Cleanings** shall be disposed of only at authorized areas approved by the Department of Environmental Health.
- G. Registration (Operating Permit)** all grey water trucks shall be required to obtain a permit from the local Department of Environmental Health in the county in which the vendor has his/her place of business.
- H. Grey Water Truck Equipment Requirements**  
Grey water trucks must be equipped with the following minimum safety items:

- Reflectors, one set of three;
- Fire extinguisher, rated 2A10BC or better;
- Chock blocks of appropriate size for tire diameter;
- Flashlight; and
- Electronic backup alarm, minimum 97 dbs.

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**WATER TRAILERS (with and without pump)**

**3833.13.5.8**

(No. 44 May 2011)

The water trailer would normally be utilized as a stationary water source. Transportation of the tank trailer will be for the haul-in and haul-out at the appropriate 2-3 axle tractor rate. Water trailers with or without dedicated tractors are not considered “Fireline Water Tenders.”

Water trailers (potable and non-potable) have been divided into three size categories:

- Non-potable water trailer 4000 gallon (without pump).
- Transport of a 1500 to 4000+ gallon water trailer would be at the appropriate 2-3 axle tractor rate.
- Transport of a 1000-1499 gallon water trailer will be at the 2-axle tractor rate.

A tractor-trailer combination assigned to an incident base will be paid at the appropriate one operator tractor-trailer rate, based on tank size category. Water Tender rates are predicated on single operator for up to 16 hour shifts. A second operator must be ordered when water tender operations will exceed 16 hours in a day.

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**FUEL TRUCK REQUIREMENTS**

**3833.13.6**

(May 2015)

CAL FIRE hires fuel trucks to provide fuel at incidents so that CAL FIRE and other government vehicles can be refueled without leaving the incident.

CAL FIRE prefers that hired equipment operators either furnish their own fuel or purchase it directly from the fuel vendor at the incident. This policy must be carefully explained to all equipment vendors at the time they are signed up.

**Preferential hiring for fuel trucks at incidents will be given to vendors with credit card capability.** CAL FIRE requests that fuel truck vendors, when possible, accept cash or credit cards for fuel and oil purchases from non-governmental hired equipment vendors at the incident. Federal agency and CAL FIRE vehicles will continue to use the Emergency Equipment Rental Agreement, R5-6300-164, or the Emergency Equipment Fuel and Oil Issue, Form OF-304, to record their fuel use with vendor billing to CAL FIRE for payment. The option of using credit cards may also be available for federal agencies and CAL FIRE in lieu of the fuel issue Form R5-6300-164 or OF-304.

## **Fuel Truck Rate**

The fuel truck rate is based on standard retail petroleum industry costs. (See Rates Handbook Section [3934.2.1.7](#)). Most commercial fuel vendors already have pre-established rental rates for their fuel trucks. Refer to the next paragraph for a guide to determine if those rates are reasonable.

Flexibility is given to the Finance Section Chief at the incident as to what percentage rate is used between 10 to 15 percent over invoice. Incident fuel vendors will have to produce actual verifiable invoices for the fuel they supply to the incident..

When hiring fuel truck vendors, they should be instructed to provide only clear road fuel, and not red dyed, off-road (agricultural) fuel. Vendor's fuel price(s) at an incident shall reflect all applicable State and Federal taxes (pump price). Non-Agency vehicles are not exempt from any taxes and must pay the full price. Agencies reserve the right to add a fee to the fuel cost to vendors (users) to off-set the cost of providing fuel services at the Incident. Each pump shall have affixed the current year's weights and measures certificate from their home administrative county.

Special attention must be paid to hazardous materials concerns such as leaky fuel nozzles, tanks, etc. Inspections are critical on these vehicles.

### **NOTE: Fuel truck operator is responsible for containing and disposing of fuel spills.**

The fuel truck shall be fully registered as a commercial vehicle and be current with all DOT, Environmental Protection Agency (EPA), and state inspection requirements. Vehicles which require a CDL operator when operating on public highways shall be provided with a qualified operator at all times.

The fuel truck dispensing system must be designed to eliminate the wrong product being dispensed; such as gasoline being introduced into a diesel-powered vehicle due to the dispensing system not being completely drained from the previous fueling. A separate dispensing system for each product carried on the fuel tender is preferred.

Propane truck or tank rates should be negotiated and shall not be calculated based upon the water tender or fuel truck rates.

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**FALLERS AND SWAMPERS**  
(May 2015)

**3833.13.7**

**DEFINITIONS**  
(May 2015)

**3833.13.7.1**

**Faller:** Fallers are assigned to special cutting problems or burning trees in excess of 24" diameter at breast height (dbh). They will utilize saws of 67 cubic centimeters (cc) or greater.

**Swamper:** Swampers are utilized to carry the fallers' equipment and assist with falling operations.

**Faller Modules:** A "faller module" requires two persons, either a faller with a swamper or a second qualified faller. The module includes a faller with saw, transportation, fuel, lubricants, any tools and parts needed to keep the module in operation, and all required safety equipment. Fallers and Swampers are required to provide their own CAL OSHA approved wildland firefighting PPE. The module is to be paid with the appropriate ordering agency's Emergency Equipment Use Invoice. The Faller transportation is included in the rate. Faller modules are not required to provide their own radio and may check out one (1) radio, per module, from the Incident Communications Unit, when available.

CAL FIRE will hire the Faller, saw, vehicle, with Swamper or second Faller as one unit under one request number..

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## **FALLER MODULE REQUIREMENTS**

**3833.13.7.2**

(May 2015)

Fallers and Swampers must successfully complete the F.S.T.E.P. training course - Fireline Safety Awareness for Hired Vendors. (See [3833.11.1](#))

### **Faller Requirements**

Prior to signing a pre-hire agreement with a Faller, the vendor must show evidence that he/she is qualified. Such evidence may be in the form of references from former employers, customers, government forest practice foresters, licensed timber operator, or sale administrators who can provide verbal or written verification of the Faller's ability to fall and buck trees exceeding 24" dbh. **If experience as a Faller cannot be verified, CAL FIRE should not enter into the agreement.**

The Faller must have the following minimum equipment:

- Chain saw at least 67cc, with spark arrestor, chain brake, and on/off switch;
- Saw tool kit;
- Falling axe and wedges;
- Chaps; and
- Headlamp or flashlight.

### **Swamper Requirements**

Swampers shall be 18 years of age or older and meet all requirements as outlined below.

## **Other Requirements**

Fallers and Swampers will be treated as vendors and will be expected to provide all equipment necessary to do their job. This will include providing their own chainsaw, transportation, and personal protective equipment (PPE) for the Faller(s) and /or Swamper..

All wildland PPE shall meet Cal OSHA and CAL FIRE specifications. Required PPE includes:

- Boots: leather, lace-up type, minimum eight inches high with lug-type soles in good condition. Steel toe boots are not acceptable;
- Hard hat: plastic, Class B, ANSI Z89.1, OSHA approved, with chin strap;
- Goggles: Cal OSHA approved for wildland firefighting;
- Head lamp: with batteries and attachment for hard hat;
- Fire shelter: USFS approved;
- One gallon water per person;
- Nomex shirt, trousers, and face shroud: Cal OSHA approved;
- Firefighter gloves, Cal OSHA approved; and
- Cal OSHA approved chainsaw chaps.

The vendor will be responsible for the safe condition, operation, maintenance, and fueling of his/her equipment and vehicle.

## **[Go to Emergency Equipment Rental Index](#)**

### **REFRIGERATOR TRUCKS AND TRAILERS**

**3833.13.8**

(No. 49 May 2015)

Refrigerator trucks and trailers are hired wet. When the incident facilitates fueling for this type equipment, the fuel amount will be documented on an OF-304 fuel use invoice. The cost of the fuel will be deducted from the vendors Emergency Equipment Use Invoice. Preference is for refrigerator trucks to be signed up without an operator. Service personnel are included in the rate. This equipment has been identified as one that does not require a second operator.

When a trailer is delivered to an incident, the tractor should be paid at the appropriate transport rate and released immediately. The operator should be advised that he/she will be responsible for servicing the trailer. Unless requested in writing by the Incident Commander, the hauling tractor will be released and compensated at the appropriate daily rate, for time incurred traveling to the incident and the return trip to the point of hire.

A vendor who supplies stationary base camp equipment under EERA, Form CAL FIRE-294, must utilize EERA rates for all equipment provided.

Note:

- Hourly rates are not appropriate for stationary equipment at an incident base.
- The vendor shall comply with all insurance and license requirements of the State of California and the Federal Government.
- Refrigerator trailers shall be equipped with stairs or ramp and some kind of mechanism to maintain temperature when door is open.
- Preference may be given to trailers with movable partitions that allow for ice on one side and regular cooling on the other.

## **SERVICE TRUCKS**

**3833.13.9**

(No. 49 February 2014)

### **Mechanic Service Truck**

Heavy equipment service vehicles are commercial heavy equipment shop trucks that include field repair and maintenance as a major part of their normal business. Minimum equipment must include a 225 amp welder, a 120 psi, 20 cfm air compressor, and a 2 ton crane.

### **Luber**

A luber is a truck equipped with lubricants, pumps and hoses to properly lubricate vehicles and heavy equipment, and may be equipped for some refueling as well.

**NOTE:** The only time luber or mechanic service truck rates are paid is when CAL FIRE has specifically requested that type of equipment.

CAL FIRE will not hire luber, welder or mechanic service vehicles to service private hired equipment on the fireline.

Service vehicles are usually hired to service State equipment at the incident base, under direct supervision of the incident Equipment Manager.

Privately owned, contract equipment is hired WET and the rate includes fuel and maintenance. If a State-hired service vehicle is used to service hired private heavy equipment because the equipment owner/operator lacks servicing resources, the service vehicle's hourly rate, plus supplies, will be deducted from the heavy equipment owner/operator's payment. CAL FIRE mechanic personnel are billed at a \$150.00 hourly rate, prorated to the nearest ½ hour.

Service vehicle work time will be documented on a CAL FIRE-297 shift ticket by its assigned agency supervisor. The rates for service vehicles include the skilled operator and/or skilled mechanic.

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## **SPECIAL VEHICLES**

**3833.13.10**

(May 2015)

Special vehicles are identified in the Emergency Equipment Rental Rate schedule as vehicles from sedans to stakeside trucks. Please note that the module rate of special vehicles includes all costs of operating vehicles (including fuel, lube, maintenance, etc.) incurred by the owner or vendor. Incident hired fuel trucks should be capable of providing fuel and oil to special equipment owners/operators for cash or credit purchases.

Special vehicles obtained from commercial leasing firms shall not be hired using rates from the private equipment rental rate schedule. The State shall pay a commercial leasing firm their standard rate based upon an itemized billing. It should be emphasized that the State will not honor payment for insurance on rented or leased vehicles obtained from a commercial equipment or leasing company. Therefore when hiring equipment from such firms, invoiced charges will not include insurance coverage offered by the firm.

### Deductions

Necessary mechanical work (\$150.00 hourly) and parts provided by CAL FIRE to hired special vehicles will be documented on a Forestry Mobile Equipment Work Order, Form ME-107, and placed in the vendor's financial package CAL FIRE-250. This charge will be shown as a deduction on the Emergency Equipment Use Invoice, CAL FIRE-61, pay document.

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## **MISCELLANEOUS SUPPORT EQUIPMENT**

**3833.14**

(May 2015)

### **SHOWER UNITS**

**3833.14.1**

(May 2015)

The vendor must meet the following requirements:

- Have the ability to continually service a minimum of 400 persons at an incident;
- Be constructed of nonporous readily cleanable surfaces to facilitate sanitation and cleaning;
- Have no less than 8 shower heads with a minimum of 20 psi water pressure and 2 gpm flow at the head;
- Have one wash basin and mirror for every two shower heads;
- Have continuous hot water heating capability;
- Be sanitized at least twice daily by using the following procedure (as a minimum): wash down with soap or detergent, rinse thoroughly, and sanitize with a household bleach (5 percent chlorine) using a minimum of 1 tablespoon bleach to 2 gallons water or equivalent;
- Use potable water for all showers and wash basins;

- Each wash basin shall be provided with hot and cold water or temperature controlled heated water and after use grey water storage;
- Dressing area shall be enclosed and be capable of accommodating as many people as the number of shower heads provided;
- Dressing area shall have twice the number of clothes hooks as shower heads; Areas will also have sufficient heating and ventilation to provide a comfortable atmosphere, sufficient drainage to prevent the accumulation of standing water
- Carpets/flooring that can be sanitized.

**NOTE: Only potable water is to be used in showers and wash basins.**

The vendor shall provide a minimum storage capacity of 2500 gallons for storage of grey water when a drainage sump is not provided.

The vendor shall furnish the following:

- All labor and equipment to transport, set up and maintain the mobile shower facility;
- Paper bath towels, paper hand towels and soap;
- All fuel and electricity required for heat, lights and hot water;
- Living accommodations for vendor's personnel;
- 1500 gallon potable water storage
- Repairs to equipment.

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**MOBILE LAUNDRY UNITS**  
(May 2015)

**3833.14.2**

The following are recommended minimum requirements for mobile laundry units:

- Ability to support a 1500 person incident (wash, dry and fold);
- Ability to perform at least 125 lbs. heavy duty/soil cycle laundry service per hour including wash, dry and folding;
- Ability to provide a maximum of a 24 hour turn-around time for washing, drying and folding laundry;
- Provide all supplies including soap, bags for clean clothes, tags, and the like;
- Minimum of 1500 gallon potable water storage;
- Minimum of 1500 gallon grey water storage;
- Ability to maintain continuous hot water delivery (optional for this contract period);
- Labor and equipment to transport, set up and maintain unit(s);
- Vendor to provide manufacturer's data on equipment capacities;
- Capacity is rated at "Heavy Duty" or "Heavy Soil" washing cycle;
- Hour meter on equipment; and

- Totally self-sufficient units; i.e., generators, or other power source and operating supplies.

## **GENERATORS**

**3833.14.3**

(May 2015)

**Generators 20 KW and over include: fuel, 2 temp/Ground Fault Interrupter (GFI) protected power boxes, 250' temp power cord, setup, tear down, and standby technician.** In addition electrical devices, panels, and power cable connectors must be rain tight and meet or exceed OSHA and National Electric Code (NEC) standards. Generators are not to be packaged, If vendor has additional power boxes and power cords, the rate should be negotiated at per box and per foot as a Special Rate, and paid for as needed.

## **TENTS**

**3833.14.4**

(May 2015)

Tent rates are based on the manufacturer's usable square footage of the tent. Rate includes, set up and take down. Additional payment is available for tents with insulated roofs and insulated walls. All tents will include adequate interior lighting, distribution spider box, pig tails, American Disabilities Act (ADA) approved double doors, and ADA approved ramp thresholds.

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## **CLERICAL SUPPORT MODULES**

**3833.14.5**

(May 2015)

### **CLERICAL SUPPORT MODULES, Type 1**

**3833.14.5.1**

(May 2015)

The following are the minimum requirements for a Type 1 Clerical Support Module:

**Availability:** The unit must be self-contained and available within two (2) hours of notification (physically traveling).

**Generator:** A quiet type generator, of sufficient size to operate all equipment and climate control associated with the unit. The unit must arrive fully fueled. All connections (wires/plugs) are to be provided by vendor.

**Clerical Personnel:** A minimum of one trained clerical person available with the unit 24 hours per day, proficient in word processing using Microsoft Office; A trained key operator for copier(s) plotter and printers. Additional trained clerical support availability to meet incident demands.

### **Minimum Equipment and Capability:**

- Photocopiers: two (2) with capability to:
  - Produce 400 copies of 40 pages twice per day in three (3) hours;
  - Color page insert capable;
  - 11" X 17" page insert capable;
- Fax machine: one (1) stationary; laser type, heavy duty, capable of sustaining large volume of faxing;
- Fax machines: three (3) remote with capability for photocopying, plain paper type and available for use at other locations at the Incident base;
- Telephone capabilities: Unit shall be pre-wired for telephone use with a minimum of four (4) line capability and a single hook-up box located on unit exterior.
- Computers: (2) compact disc read-write drive, minimum of one available USB port, Microsoft Office Professional software, operating system of Windows XP or better and networked with scanner and printers;
- Printer: one (1) laser type networked with all computers and capable of 11" X 17" printing;
- Color Printer: one (1) laser type networked with all computers;
- Plotter: one (1) 36" format, non-GIS ready and networked with all computers
- Scanner: one (1) color flatbed networked with all computers;
- Staplers: One (1) heavy duty and one (1) light duty stapler;
- Hole Punch: One (1) heavy duty three hole adjustable punch with capacity of 25 pages at a time;
- 18" Paper cutter:
- Laminator: one (1) 11" X 17" capacity;
- Paper Shredder: one (1) cross cut type, capable of shredding 6 letter sized pages at a time;
- Clerical Support Module supply stock. Unit shall be initially stocked by the Vendor as follows and must maintain restocking at same level:
  - Minimum 12 cases 8 ½ X 11" paper
  - Minimum 5 cases 11 X 17" paper
  - Minimum 3 different colors of 8 ½ X 11 paper (3 reams each color)
  - Toner for seven (7) days
  - Copier and printer supplies for 80,000 copies
  - One hundred blank write-able compact discs
  - Laminate supplies – laminate for 25 copies, 11 X 17"
  - Laminate for 50 copies, 8 ½ X 11"

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#### **CLERICAL SUPPORT MODULE, Type 2** **(May 2015)**

**3833.14.5.2**

The following are recommended minimum requirements for the Type 2 Clerical support Module: The unit shall be climate controlled and shall arrive fully fueled. All necessary connections (wires/plugs) are to be provided by vendor.

**Clerical Personnel:** minimum of one trained clerical person available with the unit 24 hours per day, proficient in word processing using Microsoft Office, and trained key operator for copier and printer.

**Minimum Equipment:**

- Photocopier: one (1) capable of producing 100 copies of 20 pages twice per day in three hours. Clerical staff or copies capability of insertion of up to three colored copies per Incident Action Plan;
- FAX Machine: one (1) laser type, heavy duty, capable of sustaining large volume of faxing;
- Telephone capability: minimum of 100 feet of telephone line with RJ-11 connectors;
- Computer: one (1) with 3 ½ inch disk drive, compact disc read-write drive, minimum of one available USB Port, Microsoft Office Professional software, operating system of Windows XP or better and networked with printer;
- Printer: One (1) laser type networked to computer;
- Stapler: One Heavy duty and one Light duty stapler;
- Hole Punch: One (1) Three-hole heavy duty hole punch;
- Generator: One (1) quiet type with sufficient size to operate all equipment described above;
- Clerical Support Module supply stock: Unit shall be initially stocked, with vendor to maintain restock availability with the following supplies:
  - Minimum 5 cases of 8 ½ X 11” paper
  - Minimum 3 different colors of 8 ½ X 11 paper (one ream each color)

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**GEOGRAPHIC INFORMATION SYSTEMS (GIS) SUPPORT MODULES      3833.14.6**  
(No. 49 February 2014)

The table below shows the computer, printer, plotter and workspace requirements for each type of module. [See 3800 Handbook Exhibit 27](#) for the list of specific requirements. Rates are to be negotiated at sign up.

Type I-III GIS Modules shall include: trailer or cargo truck; mileage; an operator available 24 hours per day and 7 days per week; a generator (with fuel); wired and wireless computer network; and the office equipment provided (tables, chairs, necessary toner, ink, staples, etc.). These modules are self-contained trailers or cargo box trucks which provide work space for GIS Specialists (GISS) to perform their work. They can be used when the incident base has no buildings/office space available for GISS or when the necessary environmental conditions (AC, heating, dust free, etc.) are not available in on-site buildings. The Type III Module is used when all GISS provide their own laptops and will only need a module with a network, printer and plotter for the incident.

Type IV and V Modules only include equipment and do not come with a trailer or cargo truck. These modules shall include a wired and wireless computer network and technical support within 2 hours of support request. Type IV and V Support Modules can be used when office space is available in the incident base for GIS workers and no trailer/truck is necessary. These are less expensive modules since they do not come with a trailer/truck.

Refer to Exhibit 27 GIS Vendor Typing for draft minimum complement and capability.

## **MOBILE KITCHEN UNIT (MKU) SUPPORT MODULES**

**3833.14.7**

(May 2015)

### **MKU Support Module A:**

Support Module A includes all three support modules:

- Support Module B – Kitchen Area
- Support Module C – Feeding Area
- Support Module D - Sanitation
  
- Potable Water Truck - minimum 1000 gallons
- Grey water truck - minimum 1000 gallons w/250 gallon bladder bag
- Food prep trailer - minimum 24 ft. w/reefer
- Support/Reefer trailer - minimum 24 ft. for lunches
- Hand wash trailer - 8 sinks minimum
- Scullery (dish washing) trailer w/personnel
- Generator - minimum 75 -100 KW
- Forklift- minimum 4000 lbs. - off road capable with pneumatic tires
- Shower unit 2 - 4 heads for kitchen inmates (includes potable and grey water storage)
- Laundry - 1 washer/1 dryer for kitchen laundry w/power
- 2 Tents with sides, floor, AC and power for sleeping inmates
- Tents for feeding – no floor or sides
- Tent for Kitchen Area w/sides and floor (storage)
- Tent for Kitchen Area no sides or floor (cover between MKU & Prep Trailer)
- Tables and chairs for 250 people
- Lighting package w/power for feeding area (includes power cords)
- Lighting package w/power for kitchen (includes power cords)

### **MKU Support Module B- Kitchen Area:**

- Potable Water Truck - minimum 1000 gallons
- Forklift - min 4000 lbs. - off road capable with pneumatic tires
- Generator - minimum 75 - 100 KW
- Food prep trailer - minimum 24 ft w/reefer
- Support/Reefer trailer - minimum 24 ft for lunches
- Lighting package w/power for kitchen (includes power cords)

**MKU Support Module C- Feeding Area:**

- 2 Tents with sides, floor, AC and power for sleeping inmates
- Tent for feeding – no floor or sides
- Tables and chairs for 250 people
- Lighting w/power for feeding area (includes power cords)
- Tent for Kitchen Area w/sides and floor (storage)
- Tent for Kitchen Area no sides or floor (cover between MKU & Prep Trailer)

**MKU Support Module D- Sanitation:**

- Grey water truck- minimum 1000 gallons w/250 gallon bladder bag
- Shower unit 2 - 4 heads for kitchen inmates (includes potable and grey water trucks)
- Laundry- 1 washer/1 dryer for kitchen laundry w/power
- Scullery (dish washing) trailer w/personnel
- Hand wash trailer- 8 sinks minimum

Ownership of all equipment included in the modules shall be verified.

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**PORTABLE TOILETS, HAND WASH BASINS & HAND WASH TRAILERS 3833.14.8**  
**(May 2015)**

Portable toilets include delivery, relocation as needed, and pick up. They require two services daily with cleaning and wiping down. Dump fees will be compensated by the state unless included in the CAL FIRE Facility Use Agreement.

Hand Wash Basins include potable water and grey water storage, soap, paper towels, set up, tear down, and daily cleaning. Any unit designed (factory produced) to accommodate multiple personnel will be compensated as multiple basin units based on the number of faucet heads available.

Hand Wash Trailers include hot and cold water, soap, towels, 1000 gallon grey water storage, 500 gallon potable water storage, set up, tear down, daily cleaning, and operator.

**OTHER TYPES OF EQUIPMENT 3833.14.9**  
**(No. 49 February 2014)**

For equipment not discussed elsewhere, the following is the preferred method of hiring:

<b>Commercial vans (U-Haul)</b>	Use commercial vendor’s method of hire
<b>Portable pumps</b>	Dry; daily rate without operator

<b>Ambulances</b>	Wet; hourly rate with personnel, not including medical transport
<b>Dumpsters</b>	Daily rate with full service; one-time delivery/pickup

Miscellaneous special equipment commonly hired to assist with Incident Base operations include:

- Mobile Kitchen Unit and/or steam table
- Grey water collections
- Light standards
- Mobile office trailers
- Clerical office trailers (3934.2.2.15)
- Portable wash basins
- Portable pumps
- Laundry Units (3934.2.2.7)
- Generators (3934.2.2.13)

When negotiating the appropriate rate for a particular piece of Special Equipment, refer to a “Rental Equipment Rate Guide”, or local equipment rental vendor.

Specialty items that are best rented through a negotiated rate:

- Ambulance, EMT, etc.
- Building/facility rental
- Construction equipment
- Crash trucks
- Dumpsters
- Computers and related equipment
- Janitorial services
- Photocopy machines
- Security officers (guard services)
- TVs
- Clerical Support Module (3934.2.2.15)

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**FIRE SUPPRESSION REPAIR EQUIPMENT (Hourly Rate)**  
 (No. 49 February 2014)

**3833.15**

Equipment hired under an EERA may be used during and immediately after an incident for suppression repair work. As a general rule, equipment under EERA should not be used for suppression repair work beyond five days after fire containment.

When suppression repair work beyond five days after containment occurs, a separate incident number may be established to track emergency suppression repair equipment

hired under negotiated rate. This will allow procurement officials time to competitively acquire rehabilitation equipment and services at the negotiated rate. When equipment will be utilized for suppression repair for an extended period following an incident, competition should be sought. The standard rates in these situations may not provide the best value to the State.

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**GRADERS, EXCAVATORS, AND BACKHOES** **3833.15.1**  
(May 2015)

Graders and Excavators hired for fireline work and are then re-assigned to fire suppression repair are paid at the rates shown in [3934.2.3](#).

These items of equipment must be equipped with a backup alarm of at least 97 dbs.

At the time of hire and for the duration of the incident, each operator of fireline equipment shall have and maintain the PPE listed in [3833.11.2](#).

All operators of such equipment performing non fireline suppression repair work are required to be equipped with minimum personal safety equipment listed in [3833.11.3](#).

**OTHER CONSTRUCTION EQUIPMENT** **3833.15.2**  
(No. 44 May 2011)

Other construction equipment that is only used for non-emergency incident rehabilitation work may be hired at a negotiated, lower than EERA rate, on the EERA. All operators of such equipment are required to be equipped with the minimum personal safety equipment as listed in [3833.11.3](#).

**TRAILER MOUNTED BRUSH CHIPPER MODULE** **3833.15.3**  
(May 2015)

Modules are hired wet. Module includes appropriate tow vehicle.

Operator personal protective equipment is listed in [3833.11.3](#).

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(see Next Section)

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(see Forms or Forms Samples)