

**MEMORANDUM OF UNDERSTANDING
BETWEEN
IDAHO DEPARTMENT OF LANDS
AND
IDAHO DEPARTMENT OF FISH AND GAME**

WHEREAS, this Memorandum of Understanding (MOU) is entered into by and between the state of Idaho Department of Fish and Game, hereinafter referred to as "IDFG", and the state of Idaho Department of Lands, hereinafter referred to as "IDL", under the provisions of Idaho Code 58-115 which authorizes IDL to cooperate with other state agencies in the employment of services and the use of equipment, and Idaho Code Title 67, Chapter 58, which authorizes the training of state agency personnel and the use of state agency equipment and personnel in the prevention and suppression of natural resource disasters.

WHEREAS, it is to the mutual benefit of the State and its agencies to assist and cooperate in a program of cooperative efforts in such ways as will contribute to the public welfare and protection of state natural resources;

WHEREAS, it is the intent of IDFG to provide needed support to IDL with personnel and/or equipment for wildfire incidents within Idaho. Said support shall be for those IDFG personnel working within the scope of their regular employment and normal job duties.

WHEREAS, pursuant to cooperative agreements with federal land management agencies, IDL is the point-of-hire for all State and local government entities who may dispatch employees and equipment to wildland fires on lands outside such entities' jurisdictional responsibility.

NOW, THEREFORE, in consideration of these premises, the parties hereto agree as follows:

A. The IDFG agrees to:

1. Provide IDFG personnel and vehicles/equipment, when available, to support wildland fire suppression, or all hazard incidents, within the state of Idaho, when available.
2. Personnel shall be self-sufficient for travel to/from incidents, including meals, lodging, etc. unless otherwise agreed upon prior to mobilization.
3. Vehicles/Equipment may be required to be inspected prior to mobilization or upon arrival to an incident. Inspection locations shall be determined and communicated to IDFG at time of request.
4. IDFG shall keep record of personnel time worked on Crew Time Reports (CTR), SF-261. CTRs shall be completed and approved daily while at the incident.
5. IDFG Vehicles/Equipment shall record mileage and/or hours used daily on Emergency Equipment Shift Tickets, OF-297.
6. Upon release from the incident, a post-use inspection may be completed. If there are damages to the equipment at the incident, they will be documented on the post-use inspection and on a Property Loss or Damage Report, OF-289. Claims for damages will be billed to the incident through IDL. All claims are subject to review and in accordance with State policy and procedures.

7. At the time of demobilization, IMT Finance or host agency will provide the IDFG all payment documents, including the **original** Emergency Firefighter Time Report, OF-288. If an OF-288 was not created at the incident, the original Crew Time Reports, SF-261, and the pink copy of the Emergency Shift Tickets, OF-297, will be provided to the individual(s).

B. The IDL agrees to:

1. IDL shall furnish IDFG personnel Personal Protective Equipment (PPE), specifically Nomex shirt and pants, when necessary, for assistance on incidents. PPE may also be obtained from the Supply Unit on large incidents. IDFG personnel receiving PPE are responsible for the return of said PPE to the issuing unit.

C. It is Mutually agreed:

1. This MOU shall remain in effect for five (5) years beginning July 1, 2014. The MOU may be cancelled by giving thirty (30) days written notice by either party.
2. This MOU is made in the state of Idaho, and Idaho law shall govern all aspects of this MOU.
3. IDFG shall designate the Administrative Bureau Chief as the MOU administrator.
4. IDL's MOU administrator is the Chief, Bureau of Fire Management.
5. Agencies participating in this MOU, and operating pursuant to this MOU, understand that IDFG and IDL personnel shall remain employees of their respective agencies.
6. Meals are typically provided at the incident. Costs for meals while in travel status to and from an incident are based upon agency policy and the Idaho Board of Examiners Travel Policy or General Services Administration (GSA) rates.
7. A camping area for tents is designated for personnel assigned to an incident. Tents may be obtained through IDL or at the Supply Unit at the fire if there is one established at the incident.

D. Billing

IDFG shall provide to IDL an itemized Invoice or Interagency Billing Input Form; along with supporting documentation including a copy of the Resource Order (RO); original Emergency Firefighter Time Reports, OF-288, or the original Crew Time Reports, SF-261; Emergency Equipment Shift Tickets, OF-294; copy of published rates and/or policy for vehicle/equipment costs being reimbursed; receipts for all other reimbursable costs; and an IBIS payroll report for personnel time being billed.

IDL will reimburse IDFG for actual personnel costs including benefits, while working under this MOU.

Reimbursement for IDFG vehicles and equipment shall be in accordance with IDFG policy and in accordance with their fleet rate schedule, attached hereto.

All invoices, including supporting documentation, shall be submitted to the IDL Administrative Office for payment listed within said MOU within two (2) weeks upon release of the incident, or as soon as possible.

IDL Administrative Office for Payment:

IDL Bureau of Fire Management
Wendy Walter, Fire Business Program Manager
3284 West Industrial Loop
Coeur d'Alene, ID 83815-6021
Phone: 208-769-1525
Fax: 208-769-1524
wwalter@idl.idaho.gov

IDFG Administrative Contacts:

Michael Pearson
Administration Bureau Chief
michael.pearson@idfg.idaho.gov

Billing Payment Contact:

Susan Smith, Financial Specialist Senior
Phone: 208-287-2803
Fax: 208-334-2148
susan.smith@idfg.idaho.gov

E. AMENDMENTS

This MOU shall be reviewed annually and may be extended or modified upon written agreement of the agencies. However, no amendment or modification of this MOU shall be effective unless it is in writing signed by all agencies.

IN WITNESS THEREOF, the parties have executed this MOU as of the last due date written below:



Kenneth E. Ockfen
Chief, Bureau of Fire Management
Idaho Department of Lands

Date: Oct 9, 2014



Michael Pearson
Administration Bureau Chief
Idaho Department of Fish and Game

Date: 24 Sept 2014

Idaho Department of Fish and Game
 Fleet Management Program
 FY 2016 Rental Rates
 (effective 7/1/2015)

Category 1
 Category 2
 category 3
 category 4

Rental Rate Indicator	Valid Year	Class Code	Class Suffix	Unit of Measure	Description	Rental Rate per Unit	Rental Rate per Month	Rental Rate per Day
ABX00	2016	1104	0	H	CRANES & CRANE SHOVELS	108.79	-	-
ABY00	2016	1110	0	H	FORKLIFT MEDIUM (GAS)	5.44	155.00	15.50
ABZ00	2016	1116	0	H	GRADER MOTOR MEDIUM	13.35	24.00	2.40
ACB00	2016	1132	0	H	ROLLING VIBRATORS & COMPACTORS	20.46	233.95	23.40
ACC00	2016	1138	0	H	BULLDOZER HEAVY	10.51	77.92	7.79
ACD00	2016	1140	0	H	BULLDOZER MEDIUM	11.76	385.00	38.50
ACE00	2016	1142	0	H	TRACTOR LOADER	7.06	224.45	22.45
ACF00	2016	1152	0	H	TRACTOR WHEELED 14+ HP	10.95	89.57	8.96
ACG00	2016	1154	0	H	TRACKHOE	10.95	537.41	53.74
ACH00	2016	1156	0	H	TRACTOR BACKHOE	11.04	265.29	26.53
ACK00	2016	1804	100	M	ATV	1.06	62.21	6.22
ADK00	2016	1804	200	M	UTV	2.59	77.59	7.76
ACM00	2016	1806	0	H	BOAT AIR-THRUST	9.13	179.17	17.92
ACN00	2016	1807	0	H	BOAT INBOARD PROP	3.99	313.49	31.35
ADJ00	2016	1807	100	H	TRAWLER & TRAILER	4.62	447.84	44.78
ACO00	2016	1808	100	H	BOAT INBOARD JET CUSTOM	39.79	383.24	38.32
ACQ00	2016	1814	0	M	MOTORCYCLE	1.20	45.99	4.60
ACR00	2016	1817	0	H	OUTBOARD MOTOR 1-10 HP STD	12.37	18.71	1.87
ACT00	2016	1819	0	H	OUTBOARD MOTOR 11-25 HP STD	12.37	29.72	2.97
ACU00	2016	1820	0	H	OUTBOARD MOTOR 26-50 HP STD	12.37	54.18	5.42
ACV00	2016	1821	0	H	OUTBOARD MOTOR 51-75 HP STD	12.37	72.74	7.27
ACW00	2016	1822	0	H	OUTBOARD MOTOR 66+ HP JET	12.37	77.52	7.75
ACX00	2016	1823	0	H	OUTBOARD MOTOR 76+ HP STD	12.37	141.81	14.18
AAA00	2016	1825	0	M	PU 1T 2WD EXT-CAB	0.45	142.41	14.24
AAD00	2016	1826	0	M	PU 1T 4WD EXT-CAB	0.45	192.39	19.24
AAE00	2016	1826	100	M	PU 1T 4WD REG-CAB	0.45	166.15	16.62
AAF00	2016	1826	200	M	PU 1T 4WD CREW-CAB	0.45	181.60	18.16
AAK00	2016	1828	0	M	PU 1/2T 4WD EXT-CAB	0.33	177.91	17.79
AAL00	2016	1828	100	M	PU 1/2T 4WD REG-CAB	0.33	130.77	13.08
AAM00	2016	1828	200	M	PU 1/2T 4WD CREW-CAB	0.33	162.40	16.24
AAR00	2016	1830	0	M	PU 1/2T SML 4WD EXT-CAB	0.33	179.14	17.91
ABD00	2016	1834	0	M	PU 3/4T HD 4WD EXT-CAB	0.40	246.90	24.69
ABE00	2016	1834	100	M	PU 3/4T HD 4WD REG-CAB	0.40	232.88	23.29
ABF00	2016	1834	200	M	PU 3/4T HD 4WD CREW-CAB	0.40	258.30	25.83
ABJ00	2016	1836	300	M	SEDAN MEDIUM	0.11	202.93	20.29
ABR00	2016	1840	0	M	SUBURBAN TYPE 4WD	0.31	274.14	27.41
ACY00	2016	1844	0	M	TRUCK DUMP 12+ YDS	1.20	403.05	40.31
ACZ00	2016	1845	0	M	TRUCK DUMP 5-6 YDS	1.20	183.75	18.38
ADA00	2016	1850	0	M	TRUCK SINGLE AXLE DIESEL >1T	0.67	352.60	35.26
ADB00	2016	1851	0	M	TRUCK SINGLE AXLE GAS >1T	0.67	198.62	19.86
ADC00	2016	1854	0	M	TRUCK TANDEM AXLE DIESEL	0.65	350.81	35.08
ADD00	2016	1856	0	M	TRUCK TRACTOR DIESEL	0.65	336.39	33.64
ABS00	2016	1860	0	M	SUV HD 4WD	0.25	341.15	34.12
ABT00	2016	1862	0	M	SUV SMALL 4WD	0.25	293.84	29.38
ABW00	2016	1865	0	M	VAN SMALL (MINIVAN)	0.25	263.52	26.35
ADE00	2016	1866	0	M	BUS/MOTORHOME	1.05	200.00	20.00
ADG00	2016	5502	0	M	SNOWMOBILE	1.33	73.40	7.34
ADH00	2016	5520	0	H	SNOW TRACTOR	1.39	-	-

Personal Equipment Rental Rates (Refer to Policy No. A- 6.0)			
Type of Equipment	All - Day Rate	Half - Day Rate	Per Hour
Horse	\$50.00	NA	N/A
Llamas	\$16.00	\$8.00	N/A
Llamas (standby)	\$8.00	\$4.00	N/A
Trail Machines	\$25.00	\$12.50	N/A
Snow Machines	\$45.00	N/A	N/A
Trailing Dogs	\$5.00	\$2.50	N/A
River Rafts	\$32.00	N/A	N/A
Kayaks	\$20.00	N/A	N/A
Travel Trailers Over 18	\$26.00	\$13.00	N/A
Travel Trailers Under 18	\$22.00	\$11.00	N/A
Jet Boats	N/A	N/A	\$42.00