

**Potable Water Contract Specifications
Idaho Department of Lands**

POTABLE WATER TANK/EQUIPMENT REQUIREMENTS:

1. Equipment shall meet all standards established by specification or incorporated by reference and shall be maintained in good repair by the Contractor.
2. The preferred method of hire is a daily rate with the contractor providing the operating supplies, and one operator per shift.

Equipment Typing:

1. Potable Water Trucks:
 - a. Type I - 4000+ gallons
 - b. Type II - 2500-3999 gallons
 - c. Type III - 1000-2499 gallons
 - d. Type IV - 400-999 gallons

Contractor Provided Equipment, Potable Water:

1. Potable water tanks shall be:
 - a. Used exclusively for drinking water. The potable water system, including filling hose and lines, pumps, tanks, and distributing pipes, shall be separate and distinct from other water systems. Do not use containers that have ever been previously used for gray water, toxic or bio-hazardous substances.
 - b. Only the following may be serviced for potable water cold/hot water trailer/truck mounted, catering, or showers. No other requests outside of those listed shall be serviced unless requested by the Incident Commander.
 - c. Potable Water Operators shall not use any potable water equipment outside of the scope of this Agreement, (e.g. Filling Weed Wash Units)
 - d. Clearly and conspicuously labeled with the words "POTABLE" or "FOR DRINKING WATER USE ONLY" on both sides of the tank in lettering at least 4 inches in height
 - e. The capacity of the tank (in gallons) shall be displayed on both sides of the tank, or on both cab doors in lettering at least 4 inches in height.
 - f. Name, city, and state of Contractor shall appear on both sides of the tank or on both truck cab doors in lettering at least 2 inches in height.
 - g. A seal or decal provided by the State or local authority shall be affixed to the upper left quarter of the rear of the tank, or other location if specified by the issuing agency, and shall be visible at all times indicating that the tank has been inspected, certified, and found to be in compliance with State requirements.
 - h. If decals are not provided by a State, a copy of the certificate or label shall be kept in the transport vehicle at all times.
 - i. An annual inspection and certification of the tank by the local health authority is required.
 - j. In addition, the carrier shall meet all laws and regulations for hauling on public roads. If the tank is part of the transport vehicle, then both the tank and vehicle shall meet State requirements, and the appropriate inspection and certification will be maintained for the vehicle.
 - k. All trucks must comply with local certification process.
 - l. Tank; four hundred (400) gallon capacity or greater and be made of non-toxic, non-corrodible/non-absorbent materials or coated with non-toxic coatings National Safety Foundation (NSF) International Standard 61 that can be adequately cleaned and sanitized.
 - m. Examples of acceptable tanks are stainless steel, food contact plastics (polyethylene), and food contact epoxy coatings. Surfaces that are exposed to water

shall be smooth, without pits, dents, or crimps that may hold contaminating matter and welds shall be of non-corrosive material.

- n. Fiberglass tanks, regardless of coatings, will not be accepted. Fiberglass tanks do not meet the required standards of (NSF) International Standard 61.
2. Tank Construction:
- a. Tanks shall be constructed to the following requirements at a minimum and meet all State requirements for certification compliance if the State has these established:
 - b. Openings: Hatches and other openings shall be completely covered and sealed with tight fitting coverings, permanently mounted food-grade gaskets, and security locks.
 - i. Water inlets and outlets shall be equipped with threaded or clamped caps, tethered to the ports with chain or cable.
 - ii. Inlet and outlet caps shall be in place on all fittings except when water is being discharged or loaded.
 - c. Tank vents: Vents will be designed to prevent water contamination. Tanks shall be vented by a downward facing, or otherwise protected vent opening of a sufficient size to allow air to replace water as it is discharged. This opening shall be protected by an appropriate screen as required in the state that certifies the equipment. If a State does not certify the equipment, the screen shall be made from non-toxic, non-absorbent material at a minimum.
 - d. Drain: Each potable water tank shall provide a means of drainage and, if it is equipped with a manhole, overflow, vent, or a device for measuring depth of water, provision shall be made to prevent entrance into the tank of any contaminating substance. No deck or sanitary drain or pipe carrying non-potable water or liquid shall be permitted to pass through the tank. A bottom drain shall be provided to facilitate complete discharge of water during sanitation procedures
3. Tank Filling Mechanisms:
- a. There shall be no backflow or cross connection between potable water systems and any other systems.
 - b. Pipes and fittings conveying potable water to any fixture, apparatus, or equipment shall be installed in such a way to prevent backflow.
 - c. Waste pipes from any part of the potable water system, including treatment devices, discharging to a drain, shall be suitably protected against backflow. Either of the following methods may be used:
 - i. An approved backflow prevention device complying with Uniform Plumbing Codes 603.3.1, 2, 3, 4, 5 and 8 such as acceptable double check valves on the direct filling connection to the tank shall be provided upon request. No filling mechanism connections shall be located between the tank and the check valve.
 - ii. Overhead filling through a hatch opening at the top of the tank, the filling spout must not be allowed to intrude into the tank further than two diameters of the filling pipe above the highest water level that is possible when the tank is filled.
 - d. If an overhead filler pipe is mounted on the vehicle, when not being used for filling, this pipe shall be capped at each end with threaded or clamped caps that are tethered to the ends of the filler pipe.
 - e. Sanitary techniques must be observed in the water transfer operation.
 - f. Care must be exercised to prevent foreign materials from entering the water.
 - g. Since contamination could be present on the exterior surfaces of hoses or pipes, they must never be submerged in a receiving vessel.
 - h. Adequate cleaning and sanitizing procedures shall be used on hauling vehicle(s) and associated equipment at the following times:

- i. When the equipment is placed into service, or when it has been unused and stored in a sealed condition for a period of 4 weeks or more.
 - ii. When the filled or empty tank has been exposed by open or unsealed cover caps or fittings to any condition of possible contamination of the tank or contents, including contact with dust, smoke, rain, or chemical substances
 - iii. When any fault or defect becomes apparent in the seals, vents, hatch doors, welds, valves, pipes, pumps, hoses or other equipment that may contaminate the water
 - iv. When bacterial analysis of the water indicates presence of coliform bacteria
4. Pumps:
- a. The potable water/food-grade pump shall have the capacity to transfer the potable water a minimum of twenty (20) feet vertical.
 - b. Only water transfer pumps which can be readily disassembled to demonstrate the condition of the impeller and impeller chamber shall be used.
 - c. Internal pump water contact surfaces, including seals, bearing, and lubricants must be constructed from food grade materials and must be smooth, non-porous, and corrosion resistant and use acceptable food grade lubricants.
 - d. The Contractor shall have available at all times the manufactures product data sheet that Demonstrates the materials in the pump housing are made of food grade material or states the pump is suitable for domestic or potable water use.
 - e. Include manufactures product data sheet that demonstrates the materials in the pump housing are made of food grade material or states the pump is suitable for domestic or potable water use.
 - f. Provide color photos of the impellers on the water pump. Ensure all photos are clearly labeled describing what is in each photo.
 - g. Pump shall meet NSF International Standard 61.
5. Hoses:
- a. Hoses shall have a smooth interior surface made of food-grade standard materials or materials meeting NSF International Standard 61.
 - b. Pumps, hoses, fittings, valves, and similar equipment shall be made of food-grade materials or materials meeting NSF International Standard 61 and shall be kept clean, disinfected and operated or handled in a manner that prevents contamination and capped or closed when not in use.
 - c. Hoses shall be marked/labeled "potable water" to include company name and the use of galvanized pipes or fittings is prohibited.
 - d. The ends of all hoses shall be provided with threaded or clamped caps. Such caps shall be in place when hoses are not in use. Hoses in storage compartments must also be capped.

Operational Requirements & Bacterial Testing:

1. Hauled water is vulnerable to increased handling, diversity of source, variability in hauling equipment, and shall not be stored in the vehicle for a period greater than one week.
 - a. All hauling equipment must be clean and in good condition.
 - b. In addition, all water-contact surfaces in hauling and storage facilities shall be disinfected prior to use.
2. All equipment surfaces intended for potable water contact, including source fill point equipment, containers, caps, tanks, hoses, valves, and fittings shall be inspected, washed, rinsed, sanitized, and replaced as often as necessary to effect and maintain sanitation of such surfaces.

- a. Disinfection needs to occur before the truck is put into service, when it has been unused and stored in a sealed condition after a period of 4 weeks or more, or after any food product has been hauled.
 - b. Follow applicable State specifications/guidelines for disinfection of tanks either where the equipment was certified or to the standards where the equipment is going to be used if crossing state boundaries.
 - c. When no applicable State specifications/guidelines for disinfection of tanks exist, at a minimum, the tank shall be thoroughly cleaned and disinfected.
 - d. After 24 hours contact time with the disinfecting solution, the tank shall be drained and flushed with drinking water.
 - e. Written procedures for equipment cleaning and sanitizing shall be maintained by the Contractor and shall be kept with the hauling vehicle at all times.
 - f. These procedures shall include the names, amounts, and contact times of cleaning and sanitizing agents to be used.
 - g. The frequency of equipment cleaning and sanitizing shall be tracked in a log to be kept with the vehicle at all times.
3. A copy of the Contractor's Log for cleaning and sanitizing procedures for all equipment, shall be provided to the Contracting Officer or designated Government Representative upon request. At a minimum or when required by the local jurisdiction or State Law one microbiological test for total coliform shall be performed within 2 established business days of the time of arrival at the incident at a certified laboratory.
- a. Sampling by the contractor must be performed to industry standards and to the standards required by the designated laboratory.
 - b. The sample to be tested shall be obtained at the time of arrival at the incident.
 - c. Where State-specific requirements have not been established, laboratory coliform test data must show that the water contains coliforms of less than 2.2 MPN (Most Probable Numbers)/100 ml (or "absence" if the presence/absence test is used).
 - d. In addition, a test shall be performed on the first water load following any of the required sanitation procedures, whenever switching to a different water source and/or at least once every 30 days during months when water hauling is performed, and/or whenever such analysis is requested by state or local health authorities or Government representative. All test results shall be turned into the incident.
 - e. If the Presence/Absence (P&A) test for the coliform analysis is used, then only negative (absence) results are acceptable.
 - f. If a sample tests positive (presence), the Contractor shall take out of service the contaminated truck, investigate the cause of the problem, take corrective actions, resample/test the water, and notify the Incident Commander or designated Government Representative at the Incident.
 - g. If the test data shows that the water contains more than 2.2 MPN/100 ml, the Contractor shall immediately take out of service the truck, investigate the cause of the problem, take corrective actions, resample/test the water, and notify the Incident Commander or designated Government Representative at the Incident.
 - h. The Contractor shall not haul water until the test shows that the water contains total coliform of less than 2.2 MPN/100 ml.
 - i. Copies of the test results shall be submitted to the Hiring Unit at the address indicated on the contract, within seven calendar days after the end of the incident assignment.
 - j. Test results shall clearly identify Contractors name, address, and contract number on the report.
 - k. Original laboratory test results shall be maintained by the Contractor and kept for at least 2 years.
 - l. Failure to comply with this requirement may result in the immediate cancellation or suspension of the contract.
 - m. The Incident commander or designated Government Representative at the Incident

with concurrence of the Contracting Officer will determine if/when the Contractor will be available for service.

4. Tank shall arrive at the inspection location empty. This allows the authority having jurisdiction to designate the water source and inspect the condition of the tank prior to filling.
5. Chlorine Residual: Contractors shall maintain a free chlorine residual level of 0.2 parts per million (ppm) up to 1.0 ppm at all times (1/3 cup of bleach that meets NSF standards to 1000 gallons water may achieve 1.0 ppm chlorine residual level).
 - a. When residual levels drop below required levels the load shall be dumped and tank refilled.
6. Contractors shall have chlorine residual test kits available at all times and test for free chlorine residual levels when:
 - a. Loading drinking water for transport
 - b. After adding any disinfectant, if the addition of disinfectant is necessary
 - c. When unloading; and
 - d. Every 24 hours the water is in use (provide with daily use documentation).
7. Maintain records of activities on board the vehicle showing water source location, dates, and times of loading, unloading, chlorine residual test results, cleaning/sanitizing, and other operational items as deemed necessary.
 - a. Copies of bacterial analysis test results and all agreements, contracts, licenses, etc. shall be maintained on board the vehicle at all times.
 - b. Contractor will provide copies of these records to the Incident Commander or designated Government Representative.
8. Failure of the contractor to perform the required testing at the times specified is grounds for immediate termination of an agreement.

Water Sources:

1. The host incident unit will designate the water source.
2. Use only potable water from a permitted private or public (municipal or community system) drinking water supply.
3. Filling must be accomplished using acceptable source water under pressure.
4. Drafting of surface water is not allowed under any circumstances.
5. The cost, if any, will be paid by the Government directly or by reimbursement to the potable water truck contractor.
6. A copy of the billing statement from the owner of the water source to the contractor must be submitted to the Government if a contractor requests reimbursement.

Government or Contracting Agency Testing:

1. The Government or contracting agency may at its option perform random testing.
2. The contractor shall provide reasonable access to all potable water tanks and apparatuses to the Government or contracting agency.

Accessibility:

1. Each truck shall be accessible to individuals for filling canteens or other water containers (mounted either on the truck or a separate stand.)
2. It shall have a minimum of seven valve outlets (capable of flowing 3 gallons per minute each); evenly spaced on a minimum 1 ½-inch pipe.
3. All materials used for plumbing the canteen filling stations must be constructed of food grade materials or acceptable metal (brass, aluminum, stainless steel, or copper).
4. Must have effective backflow prevention (check valves), and dispensing spouts or hose bibs shall be capped when not in use.

POTABLE WATER VEHICLE REQUIREMENTS:

1. The Contractor shall provide dependable equipment that meets all applicable state and federal laws relating to motor vehicles and equipment. The Government reserves the right to conduct inspections at any time.
2. All transportation vehicles shall be in sound mechanical condition with sufficient horsepower and mainframe configurations to ensure successful performance on roads and highways, or in terrain described in these specifications.
3. **All vehicles under this Agreement shall be able to be legally driven on highways under their own power and be able to travel at a minimum of 50 miles per hour.**
4. Vehicles used under this Agreement shall be licensed and legally operable on all roads.
5. An audible reverse warning device (backup alarm) of 87 decibel or greater measured at 5 feet behind and in the center of the equipment. Switches to activate the alarm will not be allowed.
6. Fire Extinguisher, multi-purpose 2A:10B:C that is securely mounted to the vehicle and accessible by the operator
7. The fire extinguisher shall have a current annual inspection tag and the annual maintenance tag in regards to a 5-year annual inspection and every 12 years regarding a hydrostatic test on all dry powder, metal fire extinguishers.
8. Seat belts shall be available for the driver and any passengers in the Potable Water Truck.

Chock Blocks (2 Required):

1. Vehicle will be equipped with a pair of wheel chocks constructed of a height of 8 inches or more and a width of 7 inches or more.
2. Wheel Chocks shall be constructed of non-sparking material (aluminum)
3. Wheel Chocks must have a solid bottom of ribbing to prevent sinking in soft soil.
4. Wheel Chocks must have a face beveled at a 30-50 degree bevel.
5. Wheel Chocks base must be 1.4 times the height.
6. Wheel Chocks will be accepted if the manufacture specifies that the Chock meet SAE J-348, NFPA 1901 or 1906 for the size vehicle.

GVWR/GAWR:

1. No potable water truck shall exceed the manufacturer's GVWR or Gross Axle Weight Rating (GAWR) per axle when the vehicle is fully loaded and equipped.
2. The vehicle GVWR plate should be on the driver's side doorpost, driver's door, or in the glove compartment.
3. The vehicle GVWR plate should be on the driver's side doorpost, driver's door, or in the glove compartment. If the vehicle has been modified and no longer matches the GVWR plate, the Contractor shall provide an aftermarket certification recertifying for the current weight of that vehicle.
4. Only a written verifiable GVWR from the manufacturer or final stage manufacturer will be accepted.
5. Vehicles without GVWR and GAWR ratings will be rejected at the pre-use inspection.
6. Tank capacity shall be permanently modified to meet manufacturer's GVWR/GAWR and overflow devices shall not be allowed.

Tires:

1. Tires shall have loading rating in accordance with the vehicle Gross Vehicle Weight Ratings (GVWR).
2. All tires on the vehicles, including the spare tire, if required, shall have sound sidewalls, body, and tire tread depth of a minimum of 2/32 inch for drive axle and 4/32 inch for steering axle.

Staffing and Personnel Requirements:

1. All Contractor personnel shall comply with Safety Standards (see attached Safety Standards). Contractors shall comply with the Fair Labor Standards Act when employing persons less than 18 years of age.
2. Commercial Driver's License (CDL) with appropriate endorsements and medical card valid for the state in which the operator resides
3. If tank is greater than 1,000 gallons and the truck has a GVWR of 26,001 pounds or more, a tank endorsement is required.
4. Training certification for Annual Fireline Safety Refresher including fire shelter use (RT-130) or equivalent training for each operator.

English Speaking Requirement:

1. Communications between Contractor crew personnel and Government incident personnel is mandatory for safe and effective performance. Contractor's representative shall be able to proficiently communicate in English, in the language of the crew, and read and communicate the Incident Action Plan, Safety Alerts, etc.
2. All radio communication on Government-assigned frequencies shall be in English.

ORDERING PROTOCOL FOR RESOURCES:

1. This Agreement does not preclude the Government from using any Agency or Agency Cooperator owned resources before resources are mobilized under this Agreement.
2. The Contractor shall restrict calls to the host dispatch center only. Dispatchers will not provide information, such as "when or if a Contractor will be called for an assignment" or "status of other contractors".

Acceptance:

At the time of acceptance of the assignment, the following information should be given by Dispatch to the Contractor. If possible, the Contractor should receive a copy of the Resource Order, which has all the information needed:

1. Resource Order Number
2. Incident Order Number and Name of Incident
3. Date and time to report to incident
4. Descriptive location of the designated site where the Contractor shall meet a Government representative. A map, if available, will be provided to the Contractor at time of hire.
5. Incident contact phone number for further information
6. Fire Code/Funding Code
 - a. Prior to departing for the incident, the Contractor shall provide to dispatch the complete name of each person dispatched with the resource, and the Estimated Time of Delivery (ETD) and Estimated Time of Arrival (ETA) from point of dispatch.
 - b. Dispatch offices may use a FAX or email to provide a hard copy of the resource order to the Contractor.

DISPATCHING PROCEDURES:**Dispatch:**

1. When receiving a dispatch call, the Contractor shall confirm their availability and ability to meet specified timeframes. If the Contractor cannot be reached or is not able to meet the time and date needed, the dispatcher may proceed with contacting the next resource on the priority dispatch list.
2. At time of dispatch, a resource order number will be assigned. The Contractor shall furnish the assigned resource order number upon arrival and check in at the assignment.
3. Contractor shall check in at the assignment at the time agreed upon when dispatched.

Travel Time:

1. The Government shall estimate the travel time to and from the incident.
2. Travel time via ground transportation shall be calculated by dividing distance (from point of hire to incident, or incident-to-incident or incident to point of hire) by average travel speed of 45 mph, plus applicable rest time.

Information to be provided by contractor at check-in:

1. The Contractor shall carry a minimum of one full, printed, and legible copies of the complete Agreement at all times. The Contractor shall furnish a copy of the complete Agreement to the Finance Unit.

Campsite:

1. A campsite may be provided.
2. The Contractor shall provide sleeping equipment such as tents or shelters, sleeping bags, etc. If the Government cannot provide a campsite, an overnight allowance may be authorized. (Remain Overnight Allowance (RON)).

Contractor's representative:

1. Unless otherwise designated, the operator(s) shall be considered the Contractor's Representative for this Agreement.

Emergency Incident Driving:

1. The Contractor shall follow the driving regulations and work/rest guidelines listed in the **NWCG Standards for Interagency Incident Business Management (SIIBM)**. The SIIBM can be found on the National Wildfire Coordinating Group's website using the following link: <https://www.nwccg.gov/sites/default/files/publications/pms902.pdf>
2. The Contractor is responsible for complying with all other current Federal, State, and Local driving regulations.

Demobilization:

1. The IC will determine the priority of demobilization.

PROPERTY:**Accountable, Durable, and Consumable Goods:**

1. Accountable and durable property will not be loaned or exchanged at the incident.
2. The Contractor shall arrive at the incident fully outfitted and prepared to perform under the terms of the agreement. If the resource, upon arrival at the incident or during the course of the incident does not have the required equipment or personal protective equipment, it will be considered noncompliant.
3. The Contractor may be given 24 hours or a timeframe designated by a Government representative to bring the resource into compliance.
4. Contractor shall be charged for Consumable Goods supplied by the Government and used by the resource while Under Hire.
 - a. The cost of all Consumable Goods, with the exception of those specifically listed below, shall be deducted from payment to the Contractor.
 - b. At the Government's discretion, the Government may provide the following incidental consumable goods at no cost, if available:
 - i. One-quart plastic canteens
 - ii. Plastic sheeting
 - iii. Replacement radio batteries

FIRST AID, MEDICAL COVERAGE, AND EMERGENCYEVACUATIONS:**Medical Expenses:**

1. The contractor is financially responsible for employee medical expenses and coverage.
2. The Government may provide first aid at the incident at no charge to the contractor. Any other medical expenses incurred will be the responsibility of the contractor.
3. If contractor personnel become ill or are otherwise injured and incident transportation is not available, the Government may evacuate or transport the injured/ill person(s) to a medical facility/hospital utilizing a commercial source (e.g. ambulance or air transport such as Life flight).
4. Commercial transport costs will be the responsibility of the Contractor.

Medical Documentation:

1. Contractor shall provide the operator(s) with an adequate supply of appropriate insurance forms, insurance ID card(s), and other necessary documents. Such documents shall accompany the injured/ill person(s) when the medical need arises.

VEHICLE CLEANING FOR NOXIOUS WEED CONTROL:

1. The resource shall arrive at the incident or designated inspection point washed and free of noxious weed seeds. While at the incident, the Government will normally provide cleaning facilities. If the Government requires use of commercial facilities, the Government will reimburse the Contractor for these costs based on written receipts.

INCIDENT PRE-USE INSPECTION:

1. All resources furnished under this agreement shall be in acceptable condition. The Government reserves the right to reject resources that are not in safe and operable condition. Prior to incident use or anytime the resource is under hire, the Government will perform inspections utilizing **Appendix 1 and or form OF-296 "Vehicle/Heavy Equipment Safety Inspection Checklist"** to insure compliance with the Agreement requirements.
2. The Contractor shall have available proof of insurance, current vehicle registration, and state/county/tribal food service inspection certificate.
3. If the resource does not pass inspection at the incident or designated inspection station, it is considered noncompliant. The Contractor may be given 24 hours or time frame designated by Government representatives to bring the resource into compliance. If the resource does not pass inspection, no payment will be made for travel to the incident or point of inspection or return to the point of hire, or for the time that the resource was not available.
4. Upon rejection, resource will be removed from the resource list until such time that the resource is brought into compliance and re-inspected at the Government's convenience.
5. Repeated failures at the pre-use incident inspection may be grounds for cancellation of the Agreement.
6. Government reserves the right to inspect at any time to include equipment, food, sanitation practices, quantities, and quality.

Inspection Reports:

1. Copies of the incident inspection reports and related documentation shall be distributed as follows:
 - a. See Potable Water Truck Checklist, **Appendix 1** for pre and post incident inspections & OF-296 (if applicable) – Need to match
 - b. The original shall remain with the fire documents on the Host Unit.
 - c. A duplicate copy will be given to the Contractor regardless of compliance/non-compliance

PERFORMANCE EVALUATIONS:

1. Contractor performance evaluations shall be submitted to the host agency at the end of incident.
2. The evaluator's signature shall be legible or printed on the form.

REMAIN OVERNIGHT ALLOWANCE (RON):

1. This is not applicable to travel to and from the incident Contractors are not paid per diem or lodging expenses to and from incidents.
2. When the Government cannot provide a campsite or meals, and if pre-approved by the **user unit** and properly **receipted and invoiced**, actual lodging expenses incurred by Contractors providing services under an Agreement whether for severity or incident responses are reimbursable.
3. Any associated lodging taxes are reimbursable as documented on the lodging invoice. If the resource is allowed to return to its dispatch location during off-shift time, RON allowance is not authorized.
4. The maximum RON that shall be allowed is based on the number of crewmembers shown on the shift ticket. Payment shall be included as an addition on the OF-286 Emergency Equipment Use Invoice. Documentation of authorization shall be included.

FOOD & DRINK:

1. Contractors are required to provide sufficient food and drink to support the operator(s) while in travel status and the first shift of the incident. This is not reimbursed by the Government.
2. After that time, when Government subsistence at incident camps are available, meals for Contractor's operator(s) will be furnished without charge. Government will furnish meals without cost if restaurant subsistence is approved for incident personnel.
3. The Government, during demobilization and/or reassignment, may provide sack lunches to the Contractor personnel without charging the Contractor.

ORDER CANCELLATION:

1. Order cancellation/enroute. If the order is cancelled after the resource order has been confirmed, and the resource is enroute, the resource is considered mobilized. Payment will be made according to the rate established in this agreement.

PAYMENTS:

1. Each incident host agency is responsible for their incident payments, regardless of the contracting agency. The payment office will be designated in block 9 on the Emergency Equipment - Use Invoice, Form OF-286.

RATES OF PAYMENTS:

1. Rates for equipment hired with Contractor furnished operator(s) shall include all operator(s) expenses. Payment will be at rates specified

INVOICING PROCESS:

1. The resource shall have one full, printed, and legible copies of the Agreement with the resource order information for the assigned incident.
2. The Government will verify the paid terms on an Emergency Equipment Shift Ticket (OF-297) (Attachment Exhibit G). The Government and the Contractor representatives will sign the OF-297 verifying the paid items.
3. The Finance Unit or designated representative will post the paid items to an Emergency Equipment Use Invoice, Optional Form 286 (OF-286)
4. When the resource is released to return to the Designated Dispatch Point (DDP), the Finance Unit will close out the Invoice including estimated mileage for return travel.
5. The incident will submit a payment package including all signed originals of the OF-286,

copies of the SF-1449, and the resource order, and transmittal sheet to the designate incident agency's payment office. The Contractor will be given a copy of all payment documents at the incident.

6. The Agency that requested the resource under this Agreement will be the responsible Agency for Contractor payment. Contractor will be paid according to the terms of this Agreement. This will occur at the time the incident is demobilized, Contractor is released, or sooner as determined by the Finance Unit

Idaho Department of Lands
POTABLE WATER TRUCK CHECKLIST
(For Pre-incident and Post-incident Inspections)

Contractor: _____ **Resource Order #:** _____
Incident Name: _____ **Incident #:** _____

THIS EQUIPMENT TYPE IS CLASSIFIED AS A - (Mark one below):

PWT1 (3001+ gallons): _____ PWT2 (2000-3000 gallons): _____
PWT3 (1001-2000 gallons): _____ PWT4 (500-1000 gallons): _____

REQUIRED ITEMS CHECKLIST:

Annual DOT or FMCVSA Inspection Reports	
State DEQ Potable water license and proof of yearly inspection for tank and pump.	
Annual Fireline Safety Refresher Training /fire shelter use (RT-130) or NRCG equivalent for each operator	
Current driver's license and a current medical card with GVWR of more than 10,000 lbs. Must have CDL if GVWR exceeds 26,000 LBS. Must have CDL and tank endorsement if GVWR exceeds 26,000 LBS. and tank capacity is greater than 1,000 gallons.	
All plumbing and hoses constructed of food grade material and/or acceptable metals (Brass, Aluminum, Stainless Steel or Copper)	
All discharge ports protected by check valve(s) to eliminate contamination from tank to tank.	
Fill mechanism protected by double check if tank does not have air gap filler	
Tank openings properly sealed and locked. Tank vents protected with filter.	
Seven ¾" hose bibs and one 1" faucet with backflow prevention on 1 ½" line	
Pump with easily disassembled pumphead with local health department certification that it is to be used as a potable water pump.	
Fire Extinguisher (10BC or better) with current inspections – (1 each)	
Back-up alarm (89+ decibel measure 5 feet behind vehicle)	
Reflectors (1 set of 3)	
Wheel chocks – (2 each)	
Tires – Minimum tread depth of 4/32" on steering axle and 2/32" on any other axle	
All Discharge gates, valves & Hoses covered and capped. Caps tethered to ports.	
Hose – Clean and sanitized food grade and marked "for potable water use"	
Camlock adapter – 2 inch male and 2 inch female	
Vehicle cleaned to reduce weed seed spread	
Equipment complement manifest which includes operational supplies, hose, fittings, etc.	

Pre-use ___ **Release** ___ **Comments on back? Yes** ___ **No** ___

Inspector (print): _____ **Date:** _____

Contractor Signature: _____ **Date:** _____