

# National Multi-Agency Coordinating Group

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NMAC Correspondence M2022-04

May 13, 2022

To: Geographic Area Coordination Center Managers

Cc: Geographic Area Coordinating Group Chairs

From: National Multi-Agency Coordinating Group (NMAC)

Subject: National Emergency Rental Vehicle (NERV) Usage

The NERV program is a Blanket Purchase Agreement (BPA) that provides emergency rental vehicle capacity for interagency incident response. This program is intended for:

- Incident responders who require 4x4, off-road vehicles with heavy-duty tires to meet the needs of the assignment.
- Administratively Determined (AD) incident responders.
- Incident pool vehicles that will be managed by a mobilization center, dispatch center, ground support unit, etc. for active or imminent incidents. This BPA is not to be used for long-term field-unit or pool vehicle needs.

NERV continues to be utilized inappropriately to obtain long term (season long) rentals which is outside the program scope. NERV is not an appropriate solution for known fleet shortages or non-emergency events; (e.g., training, preparedness, prescribed burns). The attached appendix 4a, Season Long Rental Alternatives, identifies options to obtain vehicles through proper channels. We encourage users to familiarize themselves with the intended use of the program outlined in the attached SOP.

Additionally, we are seeking compliance from users on the return of completed payment packages. NERV users are required to email final paperwork package to the payment team at: [sm.fs.nerv@usda.gov](mailto:sm.fs.nerv@usda.gov). Non-compliance is creating an undue burden on the payment team to seek documentation and make timely payments.

If users have questions regarding their NERV they are encouraged to reach out to the NERV program at 208-390-4868 or [sm.fs.nerv@usda.gov](mailto:sm.fs.nerv@usda.gov).

/s/ Ken Schmid, NMAC Chair



## Recommended Alternatives for Season Long Rentals

- **Agency GSA Fleet Holdovers**
  - Work with Agency Fleet personnel
  - Identify what is permissible
  - Determine Operational Feasibility
  - Determine Budgetary and Fiscal Feasibility
- **GSA**
  - **RSVP (Rental Supplemental Vehicle Program) - [link](#)**
    - For federal fleet and official business vehicle rental needs for transportation support for national and natural disasters, emergencies, tests, and drills; NOT for TDY.
    - Not intended for Long Term augmentation of federal fleet.
    - Available through GSA Advantage (Schedule 48-411-2)
    - Rates
      - Maximum daily, weekly, and monthly rates are posted online, includes unlimited mileage, for U.S. non-airport locations.
    - Pricing
      - Based on volume, rental length, and vehicle availability.
      - Varies by location.
    - Ordering procedures
      - Procurement official prepares RFQ. Posts RFQ for 2-5 days, and awards orders through GSA e-Buy (if under the micro purchase threshold) or Agency system with their GSA Advantage Customer Profile.
    - Payment
      - GSA SmartPay III Purchase Card or Purchase Order.
  - **STR (Short Term Rental) Program - [link](#)**
    - Rental vehicles for federal customers' seasonal work, special events, surge requirements, or fleet vehicles out of service for maintenance or repair; NOT for TDY.
      - Vendors are from RSVP pool: with GSA BPAs
    - Rates
      - Maximum daily, weekly, and monthly rates are posted online, includes unlimited mileage, for U.S. non-airport locations.
    - Pricing
      - Based on volume, rental length, and vehicle availability.
      - Varies by location.
    - Ordering procedures
      - Authorized Customer (Fleet) submits needs worksheet, using GSA Customer Number, BOAC, and fund code
        - GSA develops and posts RFQ for 5-10 days.
        - GSA sends quotes to customer for review.
        - GSA awards BPA Call to vendor

- Payment
  - Charged to GSA Customer Number, BOAC, and fund code
    - Vendor bills GSA who then bills customer
    - Single line billing for similar vehicle types
    - Individual line for fuel, i.e., STR Rental and STR Fuel.
- **Procurement/Commercial**
  - **Flex Fleet**
    - Based out of SLC, UT
    - Truck Rentals nationwide
      - Light, Heavy-duty trucks (1/2 ton and ¾ ton trucks) and flatbed trucks (including 1-ton and 1.5-ton trucks).
      - Passenger Vans
    - Procurement official would need to reach out to determine how to procure.
  - **Incident Only Emergency Equipment Rental Agreement (EERA)**
    - EERA Template for use by Contracting Officer for use by Procurement Officials/BUYTs
    - While mostly suited to short term, may have longer term application for Mob Centers

**Comparison Similarities and Differences: RSVP to STR Program**

<b><i>RSVP</i></b>	<b><i>STR Program</i></b>
RFQ by Agency Procurement Official	Agency Fleet enters worksheet
CO Obligates and Awards	GSA CO RFQ & Awards
RFQ out for 2-5 days	RFQ out for 2-10 days
48-72-hour response	48-72-hour response
Pay with charge card or PO	Pay by GSA customer number and Billing Office Accounting Code (BOAC) – No Purchase Order
16 Vendors	12 Vendors
No fuel card (consider how to pay)	Fuel card if requested
No TDY use	No TDY use
Request quantity 1-30	Request quantity 1-30
1-120 days	1-120 days (may go through the process again for additional 1-120-day needs, but both are mutually exclusive events)
Sedans of all sizes	Sedans of all sizes
Mini vans	Mini vans
SUVs and Pick-ups	SUVs and Pick-ups
Passenger and cargo vans	Passenger and cargo vans
Box, Flat Bed and Stake Trucks	Box, Flat Bed and Stake Trucks
Refrigerated trucks and trailers	Refrigerated trucks and trailers
Request special needs in RFQ (4x4, off road operations, delivery and pick up locations, etc.)	Request special needs in worksheet (4x4, off road operations, delivery and pick up locations, etc.)
<b><i>Off-road allowable only in writing</i></b>	
Requirements must be defined in RFQ for routine maintenance activities, damages, or in the field repairs	Generally, for maintenance needs, call the vendor and the vendor arranges maintenance and repair.