

National Multi-Agency Coordinating Group

3833 South Development Avenue; Boise, ID 83705

NMAC Correspondence M2024-01

April 11, 2024

To: Geographic Area Coordination Center Managers

From: National Multi-Agency Coordinating Group

Subject: National Emergency Rental Vehicle (NERV) Usage

The NERV program provides rental vehicles for interagency emergency incident response via a Blanket Purchase Agreement (BPA). This program may be used when one or more of the following criteria are met:

- Incident responders (other than contractors) have a need for 4x4 off-road vehicles with heavy-duty tires to meet the needs of the assignment.
- Incident responders are Administratively Determined (AD) employees that are not self-sufficient or employees (other than contractors) that do not have an agency travel card.
- There is a need for a pool of vehicles to be managed by a mobilization center, dispatch center, ground support unit, etc., due to current or potential incident activity that cannot be met with existing fleet vehicles.
- Responders supporting USFS RX assignments that have a need meeting one or more of the above criteria ([see RX FAQ](#)).

Users are encouraged to familiarize themselves with the intended use of the program outlined in the Standard Operating Procedures ([SOP](#)) located on the NERV website. Additionally, users must understand and comply with the requirement to return the completed [payment package](#).

Individual NERV users are **required** to email the final paperwork package to the payment team at: SM.FS.NERV@usda.gov. Packages for vehicles that were managed as part of a pool are also **required** to be submitted using the SM.FS.NERV@usda.gov email. The mobilization center or other location managing the pool must ensure the process is completed. Damage of any kind that occurs during the rental period must be reported and included in the package documentation. Non-compliance with the requirement to return packages and failure to report damage are creating an undue burden on the payment team to seek documentation and make timely payments.

Users that experience problems or have questions regarding their NERV are encouraged to contact the NERV program at 208-390-4868 or sm.fs.nerv@usda.gov.

/s/ Dave Haston
Chair, National Multi-Agency Coordinating Group

Cc: Geographic Area Coordinating Group Chairs

