



FEMA

For: Bill Brown, US&R Operations Group Chair
Fred Endrikat, US&R Section Chief
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National US&R System

From: Rick Klein, US&R Logistics Work Group Chair

Date: August 30, 2013

**Re: Recommendation LOG 13-01 – USR Vehicle Purchase, Replacement,
and Disposal Guidance DRAFT 30AUG2013**

The following recommendation, attached USR Vehicle Purchase, Replacement, and Disposal Guidance DRAFT 30AUG2013 and related attached documents have been developed by the Logistics Work Group in conjunction with the US&R Grants Office under the direction of the US&R Operations Group Chair and National US&R Program Office.

ISSUE STATEMENT

The Logistics Work Group was instructed to work develop guidance for the purchase, replacement, and disposal of task force fleet vehicles and support units.

GENERAL BACKGROUND

- The National US&R System identified the need for a standardized vehicle fleet system for each of the 28 Task Forces and developed guidance and secured funding in order for task forces to purchase a fleet of vehicles consistent with the standards set forth in the acquisition documents.
- The FY2003 Cooperative Agreement Budget Guidance to Task Forces included funding and direction to develop a vehicle acquisition plan and purchase a large transport vehicle fleet and up to 15K forklift that would meet the transportation requirements for (1) Type I Equipment Cache (see attached Vehicle Purchase Memo 2JUL2003)
- The FY2004 Cooperative Agreement Budget Guidance to Task Forces included funding and direction to develop a vehicle acquisition plan to purchase command vehicles and support units such as ATV's and utility trailers (see attached Program Directive 2004-016)
- Task Forces currently are authorized a complement of fleet vehicles including semi-tractor trailers, box trucks, SUV command vehicles, and support units such as ATV's, Utility Trailers, and 5-15K Forklift per Program Directive 2011-014 or any program directive that may supercede or replace 2011-014. (See attached Program Directive 2011-014). **NO** additional vehicles or support units are authorized unless approved by the US&R Program Office.
- Per Program Directive 2011-014 or subsequent Convoy Standard, the cache transport fleet is limited to 215 linear feet of cache transport footage and thereby limits task forces to the number and combination of larger semi tractors and/or box trucks that they are authorized to purchase and maintain.

- 50 ■ Per Program Directive 2011-014 or subsequent Convoy Standard, the number of SUV
51 Command Vehicles, ATV's, and Utility Trailers that task forces are authorized to purchase
52 and maintain is defined. Task Forces should not exceed these quantities. A Sponsoring
53 Agency-owned or privately contracted service vehicle is authorized when the task force is
54 activated for federal US&R response but this vehicle is not to be purchased or maintained
55 utilizing Cooperative Agreement funding.
- 56 ■ Per Program Directive 2011-2014, a DOT-approved forklift trailer is authorized but no
57 additional prime mover for the trailer is identified or authorized. The trailer is required to be
58 pulled by one of the 5 cache transport box trucks or semi tractors.
- 59 ■ Task Forces may also have additional warehouse support forklifts or other material
60 handling equipment as may have been authorized for purchase by the Program Office.
- 61 ■ The estimated service life for the original larger vehicle fleet was at least 10 years per
62 Vehicle Purchase Memo 2JUL2003.
- 63 ■ The service life for the SUV command vehicles and support units to date has exceeded 5
64 years for most, if not all, task forces and the remaining service life will be variable from task
65 force to task force depending on usage, mileage, and/or maintenance issues.
- 66 ■ FY2011, FY2012, FY2013 Cooperative Agreement Budget Guidance to Task Forces
67 included \$40,000 in funding for task forces to consider the replacement of SUV Command
68 Vehicles.
- 69 ■ Per Program Directive 2012-013, task forces are authorized to purchase two (2) boat
70 transport trailers and four (4) Jon boats.
- 71 ■ The title to vehicles and/or support units purchased by task forces utilizing Cooperative
72 Agreement funding resides with the task forces.
- 73 ■ Cooperative Agreement regulations require task forces to coordinate the disposal of
74 equipment, including vehicles, with a value of \$5000 or more that have been purchased
75 utilizing Cooperative Agreement funding with the US&R Program Office.

76 77 **RECOMMENDATION**

- 79 ■ Distribute the proposed Vehicle Purchase, Replacement, and Disposal Guidance to the
80 National US&R System for 21 Day Review
- 81 ■ Adjudicate comments after the 21 Day Review Period
- 82 ■ Adopt the final Vehicle Purchase, Replacement, and Disposal Guidance by October 1,
83 2013

84 85 **ATTACHMENTS**

- 87 ■ USR Vehicle Purchase, Replacement, and Disposal Guidance DRAFT 30AUG2013
- 88 ■ Vehicle Purchase Memo 2JUL2003
- 89 ■ Program Directive 2004-016 – Command Vehicle Acquisition
- 90 ■ Program Directive 2011-014 – US&R Convoy Standard w/Attachments A, B, C
- 91 ■ US&R Water Operations Cache List
- 92 ■ FY12 GSA Fleet Minimum Vehicle Replacement Standard
- 93 ■ USR Vehicle Purchase, Replacement, Disposal Justification Form
- 94 ■ FF-119-7-1-2 Property Transfer Report
- 95 ■ 44 CFR 13.32c – 13.32e
- 96 ■ 2 CFR 215.34

97 98 **PROGRAM IMPACTS / DOCUMENTATION CHANGES**

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- 100 ■ Cooperative Agreement Guidance to include Vehicle Purchase, Replacement Justification,
101 and Disposal Plan requirements
- 102 ■ Associated document consistency with Task Force Convoy Standard
- 103 ■ Continue to monitor federal regulations or legal issues pertaining to purchase and disposal
104 of vehicles purchased with federal funding

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106 **FINANCIAL IMPACT TO TASK FORCES**

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- 108 ■ Costs, if any, for disposal of vehicle being replaced
- 109 ■ Return of funding to U.S. Treasury as a result of any sale of vehicles or property with
110 aggregate Fair Market Value of \$5000 or more.
- 111 ■ Potential monetary return to task force for the purchase of replacement equipment.

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113 **ALLIED WORK GROUP COORDINATION REQUIRED**

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- 115 ■ US&R Grants Office
- 116 ■ US&R Operations Group
- 117 ■ US&R Program Office

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119 **TIMETABLE FOR IMPLEMENTATION**

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- 121 ■ Immediate

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