UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Interagency Agreement Shared Service Center

Interagency Agreement Shared Service Center IASSC
Customer Centered, Service Oriented

EAST
Ariel Rios Building
1200 Pennsylvania Avenue, N.W.
Mail Code: 3903R
Washington, D.C. 20460

WEST
Park Place Building
1200 Sixth Avenue, Suite 900
Mail Stop: OMP-145
Seattle, WA 98101

JUN 24 2015

EPA Reference: RW-12-92432601-0
USDA Reference: 151A11132543-015

Dear Interagency Agreement (IA) Recipient:

Attached is an electronically signed, fully executed IA between EPA and your Federal Agency.

If you have questions, please contact the EPA Project Officer listed in box 14 or IA Specialist listed in box 6 of the attached EPA 1610 form.

We look forward to working with your organization for the successful completion of this project.

Sincerely,
Frank Roth, Chief
IASSC EAST
FISB/GIAMD

Enclosure

cc: Christina Miller, Region 10
Jennifer Keene, (CFC)

United States Environmental Protection Agency
Washington, DC 20460

Interagency Agreement/ Amendment

Part 1 - General Information

1. EPA IA Identification Number RW-12-92432601 - 0

2. Funding Location by Region EPA R10

3. Other Agency IA ID Number (if known) 151A11132543-015

4. Awarding Office IASSC East

5. Type of Action New

6. IA Specialist: Lenore Connell
202-564-5343
connell.lenore@epa.gov

7. Name and Address of EPA Organization
US Environmental Protection Agency
IASSC East
1200 Pennsylvania Avenue, NW Mail code 3903R
Washington, DC 20460

8. Name and Address of Other Agency
Department of Agriculture
Forest Service, Dept of Fire and Aviation
1400 Independence Avenue, SW
Washington, DC 20250

9. DUNS: 029128894 **10. BETC:** COLL

11. DUNS: 929332484 **12. BETC:** DISB

13. Project Title and Description
Wild Fire Incidents, Air Quality Smoke Management

EPA staff will be deployed to wildfire incidents to serve as Air Resource Advisor (ARA) to assist the Forest Service. The ARA monitors and communicates wildfire air quality impacts. This is part of a wildfire air quality response effort aimed at providing resources to address risks to the public and fire personnel from the impacts of smoke. Specifically, the ARA monitors air quality and effects on public and firefighter health and Safety. The ARA provides air quality information to the Incident Management Team and coordinates with partner agencies to ensure that accurate information is disseminated and smoke exposure is reduced.

14. EPA Project Officer (Name, Address, Telephone Number)
Christina Miller
1200 Sixth Avenue, Suite 900 (AWT-150)
Seattle, WA 98101
206-553-6512
E-Mail: miller.christina@epa.gov
FAX: 206-553-8509

15. Other Agency Project Officer (Name, Address, Telephone)
Pete Lahm
1400 Independence Avenue, SW
Washington, DC 20250
202-205-1084
E-Mail: plahm@fs.fed.us
FAX: 202-205-1401

16. Project Period: 05/01/2015 to 04/30/2016

17. Budget Period: 05/01/2015 to 04/30/2016

18. Scope of Work (See Attachment)
See attached Scope of Work;

19. Employer/Tax ID No. 520852695 **20. CAGE No:** 347A4 **21. ALC:** 68-01-0727

22. Statutory Authority for Transfer of Funds and Interagency Agreement
Economy Act 31 U.S.C. 1535

23. Other Agency Type
Federal Agency

24. Revise Reimbursable Funds and Direct Fund Cites (only complete if applicable)

	Previous Funding	This Action	Amended Total
Revise Reimbursable (in-house)		0.00	0.00
Direct Fund Cite (contractor)		0.00	0.00
Total			0.00

Funds	Previous Amount	Amount This Action	Total Amount
25. EPA Amount		$0.00	$0.00
26. EPA In-Kind Amount			$0.00
27. Other Agency Amount		$23,460.00	$23,460.00
28. Other Agency In-Kind Amount			$0.00
29. Total Project Cost		$23,460.00	$23,460.00

30. Fiscal Information

Treas. Symbol	DCN	FY	Appropriation	Budget Org	PRC	Object Class	Site/Project	Cost Org	Ob/De-Ob Amt
6815/160108		1516	BR	10B0X15	102A59	0			20,887.00
6815/160108		1516	BR	10B0Z15	102A59	0			2,573.00
									23,460

Part II - Approved Budget

EPA IAG Identification Number
RW-12-92432601 - 0

31. Budget Categories	Itemization of All Previous Actions	Itemization of This Action	In-Kind Itemization of This Action	Itemization of Total Project Cost to Date
(a) Personnel		$15,887.00		$15,887.00
(b) Fringe Benefits				$0.00
(c) Travel		$5,000.00		$5,000.00
(d) Equipment				$0.00
(e) Supplies				$0.00
(f) Procurement / Assistance				$0.00
(g) Construction				$0.00
(h) Other				$0.00
(i) Total Direct Charges	$0.00	$20,887.00	$0.00	$20,887.00
(j) Indirect Costs:	$0.00	$2,573.00		$2,573.00
Charged - Amount Rate: 12.32% Base: $ Not Charged: Funds-In: Not charged by EPA Amount $				
(k) Total (EPA Share %) (Other Agency Share %)	$0.00	$23,460.00	$0.00	$23,460.00

32. How was the IDC Base calculated?

33. Is equipment authorized to be furnished by EPA or leased, purchased, or rented with EPA funds? ☐ Yes ☒ No
(Identify all equipment costing $1,000 or more)

34. Are any of these funds being used on Procure/Assistance agreements? ☐ Yes ☒ No

Type of Procure/Assistance Agreement

Contractor/Recipient Name (if known)	Total Procure/Assistance Amount Under This Project	Percent Funded by EPA (if known)
	Total $ 0.00	

Part III - Funding Methods and Billing Instructions

35. **(Note: EPA Agency Location Code (ALC) - 68010727)**

☐ Disbursement Agreement	Request for repayment of actual costs must be itemized on SF 1080 and submitted to the Financial Management Office, Cincinnati, OH 45268-7002:
☐ Repayment	☐ Monthly ☐ Quarterly ☐ Upon Completion of Work
☐ Advance	Only available for use by Federal agencies on working capital fund or with appropriate justification of need for this type of payment method. Unexpended funds at completion of work will be returned to EPA. Quarterly cost reports will be forwarded to the Financial Management Center, EPA, Cincinnati, OH 45268-7002.
☐ Allocation Transfer-Out	Used to transfer obligational authority or transfer of function between Federal agencies. Must receive prior approval by the Office of Comptroller, Budget Division, Budget Formulation and Control Branch, EPA Hdqtrs. Forward appropriate reports to the Financial Reports and Analysis Branch, Financial Management Division, PM-226F, EPA, Washington, DC 20460.

36. ☒ Reimbursement Agreement ☒ Repayment ☐ Advance
☐ Allocation Transfer-In

Other Agency's Billing Address (include ALC or Station Symbol Number)	Other Agency's Billing Instructions and Frequency
12-40-1100	Billing and Collection procedures will follow the Intra-governmental Payment and Collection (IPAC) system process. See V11. Transfer of Funds section (pg 4) of the IAG Workplan attached below in Section N below. Other Agency TAS 12X1115

Part IV - Acceptance Conditions	EPA Identification Number RW-12-92432601 - 0

37. Terms and Conditions, when included, are located at the end of the 1610-1, or as an attachment.

Part V - Offer and Acceptance

Note: A) For Fund-out actions, the agreement/amendment must be signed by the other agency official in duplicate and one original returned to the Grants and IA Management Division for Headquarters agreements or to the appropriate EPA Regional IA administration office within 3 calendar weeks after receipt or within any extension of time that may be granted by EPA. The agreement/amendment must be forwarded to the address cited in item 29 after acceptance signature.

Failure to return the properly executed document within the prescribed time may result in the withdrawal of offer by EPA. Any change to the agreement/amendment by the other agency after the document is signed by the EPA Award Official, which the Award Official determines to materially alter the agreement/amendment, shall void the agreement/amendment.

B) For Funds-In actions, the other agency will initiate the action and forward two original agreements/amendments to the appropriate EPA program office for signature. The agreements/amendments will then be forwarded to the appropriate EPA IA administration office for signature on behalf of the EPA. EPA will return one original copy after acceptance returned to the other agency after acceptance.

EPA IA Administration Office (for administrative assistance)	EPA Program Office (for technical assistance)
38. Organization/Address U.S. Environmental Protection Agency IASSC East 1200 Pennsylvania Avenue, NW Mail code 3903R Washington, DC 20460	**39. Organization/Address** US Environmental Protection Agency R10 - Region 10 1200 Sixth Avenue, Suite 900 Seattle, WA 98101

Award Official on Behalf of the Environment Protection Agency

40. Digital signature applied by EPA Award Official | FOR Frank N. Roth - Chief Michelle Messick - AO delegate	Date 06/24/2015

Authorizing Official on Behalf of the Other Agency

41. Signature	Typed Name and Title	Date
	Tom Harbour , Asst Director of Fire & Aviation	05/20/2015

Administrative Conditions

1. **Resolution of Disagreements**

Should disagreements arise on the interpretation of the provisions of this agreement or amendments and/or revisions thereto, that cannot be resolved at the operating level, the area(s) of disagreement shall be stated in writing by each party and presented to the other party for consideration. If agreement or interpretation is not reached within 30 days, the parties shall forward the written presentation of the disagreement to respective higher officials for appropriate resolution.

If a dispute related to funding remains unresolved for more than 30 calendar days after the parties have engaged in an escalation of the dispute, disputes will be resolved in accordance with instructions provided in the Treasury Financial Manual (TFM) Volume I, Part 2, Chapter 4700, Appendix 10, available at http://www.fms.treas.gov/tfm/index.html.

2. **Cost Collection Upon Cancellation**

If the IA recipient cancels the agreement, the Environmental Protection Agency is authorized to collect costs incurred prior to the cancellation of the agreement, plus termination costs, up to the total payment amount provided for under the agreement.

Programmatic Conditions

See Attached . Please make sure to attach to EPA IAG that will be generated. The terms and conditions are contained in this agreement between FS and EPA.

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies

General Terms and Conditions (GT&C) Section

IAA Number 15IA11132543015 - 0000 - _____
GT&C # Order # Amendment/Mod #

DEPARTMENT AND/OR AGENCY			
1.		**Requesting Agency of Products/Services**	**Servicing Agency Providing Products/Services**
	Name	USDA, Forest Service, Fire & Aviation	U.S. Environmental Protection Agency (EPA), Region 10 (mailcode: AWT-150)
	Address	1400 Independence Ave. SW, Washington, DC 20250	1200 6th Avenue, Suite 900 Seattle, WA 98101

2. Servicing Agency Agreement Tracking Number (Optional)_____

3. Assisted Acquisition Agreement Yes ☐ No ☑

4. GT&C Action (Check action being taken)

☑ **New**

☐ **Amendment** – Complete only the GT&C blocks being changed and explain the changes being made.

☐ **Cancellation** – Provide a brief explanation for the IAA cancellation and complete the effective End Date.

5. Agreement Period Start Date 05-01-2015 (MM-DD-YYYY) End Date 04-30-2016 (MM-DD-YYYY) of IAA or effective cancellation date

6. Recurring Agreement (Check One) A Recurring Agreement will continue, unless a notice to discontinue is received.

Yes ☑ If **Yes,** is this an: Annual Renewal ☑
Other Renewal ☐ State the other renewal period: _____

No ☐

7. Agreement Type (Check One) ☑ Single Order IAA ☐ Multiple Order IAA

8. Are Advance Payments Allowed for this IAA (Check One) ☐ Yes ☑ No

If Yes is checked, enter Requesting Agency's Statutory Authority Title and Citation

Note: Specific advance amounts will be captured on each related Order.

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
General Terms and Conditions (GT&C) Section

IAA Number 15IA11132543015 - 0000 - _____
GT&C # Order # Amendment/Mod #

9. Estimated Agreement Amount (The Servicing Agency completes all information for the estimated agreement amount.)
(Optional for Assisted Acquisitions)

Direct Cost	$20,887.00	Provide a general explanation of the Overhead Fees & Charges
Overhead Fees & Charges	$2,573.00	See attached cost explanation
Total Estimated Amount	$23,460.00	

10. STATUTORY AUTHORITY

a. Requesting Agency's Authority (Check One)

Franchise Fund	Revolving Fund	Working Capital Fund	Economy Act (31 U.S.C. 1535/FAR 17.5)	Other Authority
☐	☐	☐	☑	☐

Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority

b. Servicing Agency's Authority (Check One)

Franchise Fund	Revolving Fund	Working Capital Fund	Economy Act (31 U.S.C. 1535/FAR 17.5)	Other Authority
☐	☐	☐	☑	☐

Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority

11. Requesting Agency's Scope (State and/or list attachments that support Requesting Agency's Scope.)
See attached narrative interagency agreement

12. Roles & Responsibilities for the Requesting Agency and Servicing Agency (State and/or list attachments for the roles and responsibilities for the Requesting Agency and the Servicing Agency.)
See attached narrative interagency agreement.

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
General Terms and Conditions (GT&C) Section

IAA Number 15IA11132543015 - 0000 - _____
GT&C # Order # Amendment/Mod #

13. Restrictions (Optional) (State and/or attach unique requirements and/or mission specific restrictions specific to this IAA).
See attached narrative interagency agreement.

14. Assisted Acquisition Small Business Credit Clause (The Servicing Agency will allocate the socio-economic credit to the Requesting Agency for any contract actions it has executed on behalf of the Requesting Agency.)

15. Disputes: Disputes related to this IAA shall be resolved in accordance with instructions provided in the Treasury Financial Manual (TFM) Volume I, Part 2, Chapter 4700, Appendix 10; Intragovernmental Business Rules.

16. Termination (Insert the number of days that this IAA may be terminated by written notice by either the Requesting or Servicing Agency.)

90

If this agreement is canceled, any implementing contract/order may also be canceled. If the IAA is terminated, the agencies shall agree to the terms of the termination, including costs attributable to each party and the disposition of awarded and pending actions.

If the Servicing Agency incurs costs due to the Requesting Agency's failure to give the requisite notice of its intent to terminate the IAA, the Requesting Agency shall pay any actual costs incurred by the Servicing Agency as a result of the delay in notification, provided such costs are directly attributable to the failure to give notice.

17. Assisted Acquisition Agreements – Requesting Agency's Organizations Authorized To Request Acquisition Assistance for this IAA. (State or attach a list of Requesting Agency's organizations authorized to request acquisition assistance for this IAA.)
N/A

18. Assisted Acquisition Agreements – Servicing Agency's Organizations authorized to Provide Acquisition Assistance for this IAA. (State or attach a list of Servicing Agency's organizations authorized to provide acquisition for this IAA.)
N/A

19. Requesting Agency Clause(s) (Optional) (State and/or attach any additional Requesting Agency clauses.)
See attached narrative interagency agreement.

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
General Terms and Conditions (GT&C) Section

IAA Number 15IA11132543015 - 0000 -
GT&C # Order # Amendment/Mod #

20. Servicing Agency Clause(s) (Optional) (State and/or attach any additional Servicing Agency clauses.)

21. Additional Requesting Agency and/or Servicing Agency Attachments (Optional) (State and/or attach any additional Requesting Agency and/or Servicing Agency attachments.)

22. Annual Review of IAA

By signing this agreement, the parties agree to annually review the IAA if the agreement period exceeds one year. Appropriate changes will be made by amendment to the GT&C and/or modification to any affected Order(s).

AGENCY OFFICIAL

The Agency Official is the highest level accepting authority or official as designated by the Requesting Agency and Servicing Agency to sign this agreement. Each Agency Official must ensure that the general terms and conditions are properly defined, including the stated statutory authorities, and, that the scope of work can be fulfilled per the agreement.

The Agreement Period Start Date (Block 5) must be the same as or later than the signature dates.

Actual work for this IAA may NOT begin until an Order has been signed by the appropriate individuals, as stated in the Instructions for Blocks 37 and 38.

23.	Requesting Agency	Servicing Agency
Name	Tom Harbour	Kate Kelly
Title	Director, Fire & Aviation, WO, USDA-FS	Director, Office of Air, Waste and Toxics, EPA Region 1(
Telephone Number(s)	(202) 205-1483	(206) 553-1271
Fax Number		
Email Address	tharbour@fs.fed.us	for kelly.kate@epa.gov
SIGNATURE		
Approval Date	5/20/15	4/8/15

United States Government
Interagency Agreement (IAA) – Agreement Between Federal Agencies
Order Requirements and Funding Information (Order) Section

IAA Number 15IA11132543015 - * -
GT&C # Order # Amendment/Mod #

Servicing Agency's Agreement Tracking Number (Optional) _____

PRIMARY ORGANIZATION/OFFICE INFORMATION		
24.	**Requesting Agency**	**Servicing Agency**
Primary Organization/Office Name	USDA Forest Service, Fire & Aviation	U.S. Environmental Protection Agency (EPA), Region 10
Responsible Organization/Office Address	1400 Independence Ave. SW, Washington, DC 20250	1200 6th Avenue, Suite 900 Seattle, WA 98101

ORDER/REQUIREMENTS INFORMATION

25. Order Action (Check One) *FS Order #15-IA-11132543-015

☑ **New**

☐ **Modification** (Mod) – List affected Order blocks being changed and explains the changes being made. For Example: for a performance period mod, state new performance period for this Order in Block 27. **Fill out the Funding Modification Summary by Line** (Block 26) if the mod involves adding, deleting or changing **Funding for an Order Line.**

☐ **Cancellation** – Provide a brief explanation for Order cancellation and fill in the Performance Period End Date for the effective cancellation date.

26. Funding Modification Summary by Line	Line # _____	Line # _____	Line # _____	Total of All Other Lines (attach funding details)	Total
Original Line Funding	$	$	$	$	$0.00
Cumulative Funding Changes From Prior Mods [addition (+) or reduction (-)]	$	$	$	$	$ 0.00
Funding Change for This Mod	$	$	$	$	$ 0.00
TOTAL Modified Obligation	$ 0.00	$ 0.00	$0.00	$ 0.00	$0.00
Total Advance Amount (-)	$	$	$	$	$ 0.00
Net Modified Amount Due	$ 0.00	$0.00	$0.00	$ 0.00	$0.00

27. Performance Period
For a performance period mod, insert the start and end dates that reflect the new performance period.

Start Date 05-01-2015 (MM-DD-YYYY) End Date 04-30-2016 (MM-DD-YYYY)

IAA Order

IAA Number 15IA11132543015 - * - _____
GT&C # Order # Amendment/Mod #

Servicing Agency's Agreement Tracking Number (Optional) _____

28. Order Line/Funding Information																	Line Number 001
			Requesting Agency Funding Information						Servicing Agency Funding Information								
ALC	12-40-1100								68-01-0727								
Component TAS Required by 10/1/2014	SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB	SP	ATA	AID	BPOA	E POA	A	MAIN	SUB	
			12			X	1115	000									
OR Current TAS format			12X1115						68X8145								
BETC			DISB						COLL								
Object Class Code (Optional)			2510														
BPN			DUNS 929332484						DUNS 029128894								
BPN + 4 (Optional)																	
Additional Accounting Classification/Information (Optional)			1325WGE5XJ15 PO# 4300206746 FS Order #15IA11132543015														

Requesting Agency Funding Expiration Date	Requesting Agency Funding Cancellation Date
No Year MM-DD-YYYY	No Year MM-DD-YYYY

Project Number & Title Air Resource Advisor

Description of Products and/or Services, including the Bona Fide Need for this Order (State or attach a description of products/services, including the bona fide need for this Order.)

This order provides FS obligation for reimbursement of actual costs to EPA for Mike McGown's services as an air resource advisor in support of fire suppression. At the time of assignment, Mike will be provided a Resource Order. A copy of the Resource Order will be incorporated into this order without necessitating a separate modification.

North American Industry Classification System (NAICS) Number (Optional) _____

Breakdown of Reimbursable Line Costs			OR	Breakdown of Assisted Acquisition Line Cost:
Unit of Measure			Contract Cost	$
Quantity	Unit Price	Total	Servicing Fees	$
1	$20,887.00	$ 20,887.00	Total Obligated Cost	$ 0.00
Overhead Fees & Charges		$ 2,573.00	Advance for Line (-)	$
Total Line Amount Obligated		$ 23,460.00	Net Total Cost	$ 0.00
Advance Line Amount (-)		$	Assisted Acquisition Servicing Fees Explanation	
Net Line Amount Due		$ 23,460.00		

Type of Service Requirements

☐ Severable Service ☐ Non-severable Service ☑ Not Applicable

IAA Order

IAA Number 15IA11132543015 - * - _____
GT&C # Order # Amendment/Mod #

Servicing Agency's Agreement Tracking Number (Optional) _____

29. Advance Information (Complete Block 29 if the Advance Payment for Products/Services was checked "Yes" on the GT&C.)

Total Advance Amount for the Order $_____ [All Order Line advance amounts (Block 28) must sum to this total.]

Revenue Recognition Methodology (according to SFFAS 7) (Identify the Revenue Recognition Methodology that will be used to account for the Requesting Agency's expense and the Servicing Agency's revenue)

☐ Straight-line – Provide amount to be accrued $_____ and Number of Months _____

☐ Accrual Per Work Completed – Identify the accounting posting period:

☐ Monthly per work completed & invoiced

☐ Other – Explain other regular period (bimonthly, quarterly, etc.) for posting accruals and how the accrual amounts will be communicated if other than billed. _____

30. Total Net Order Amount: $ 23,460.00
[All Order Line Net Amounts Due for reimbursable agreements and Net Total Costs for Assisted Acquisition Agreements (Block 28) must sum to this total.]

31. Attachments (State or list attachments.)

☐ Key project and/or acquisition milestones (Optional except for Assisted Acquisition Agreements)

☐ Other Attachments (Optional)

BILLING & PAYMENT INFORMATION

32. Payment Method (Check One) [**Intra-governmental Payment and Collection (IPAC)** is the Preferred Method.]
If IPAC is used, the payment method must agree with the IPAC Trading Partner Agreement (TPA).

☐ Requesting Agency Initiated IPAC ☑ Servicing Agency Initiated IPAC

☐ Credit Card ☐ Other – Explain other payment method and reasoning _____

33. Billing Frequency (Check One)

[An Invoice must be submitted by the Servicing Agency and accepted by the Requesting Agency BEFORE funds are reimbursed (i.e., via IPAC transaction)]

☐ Monthly ☑ Quarterly ☐ Other Billing Frequency (include explanation)_____

34. Payment Terms (Check One)

☑ 7 days ☐ Other Payment Terms (include explanation): _____

IAA Order

IAA Number 15IA11132543015 - * - _____
GT&C # Order # Amendment/Mod #

Servicing Agency's Agreement Tracking Number (Optional) _____

35. Funding Clauses/Instructions (Optional) (State and/or list funding clauses/instructions.)
The maximum total cost liability to the Forest Service for this agreement is $23,460.00, unless modified. Transfer of funds to EPA must be through the IPAC billing system. Prior to IPAC billing, provide a detailed list of expenditures to the FS Program Manager for review and approval. Once approved, the PO# should be place in the Purchase Order Number block on the IPAC bill, and the FS Order number 15IA11132543015 should be included in the description.

36. Delivery/Shipping Information for Products (Optional)

Agency Name	
Point of Contact (POC) Name & Title	
POC Email Address	
Delivery Address /Room Number	
POC Telephone Number	
Special Shipping Information	

APPROVALS AND CONTACT INFORMATION

37. PROGRAM OFFICIALS
The Program Officials, as identified by the Requesting Agency and Servicing Agency, must ensure that the scope of work is properly defined and can be fulfilled for this Order. The Program Official may or may not be the Contracting Officer depending on each agency's IAA business process.

	Requesting Agency	Servicing Agency
Name	Pete Lahm	Christina Miller
Title	Air Resource Specialist	
Telephone Number	(202) 205-1084	(206) 553-6512
Fax Number		
Email Address	plahm@fs.fed.us	miller.christina@epa.gov
SIGNATURE		
Date Signed	3-15-15	

38. FUNDING OFFICIALS - The Funds Approving Officials, as identified by the Requesting Agency and Servicing Agency, certify that the funds are accurately cited and can be properly accounted for per the purposes set forth in the Order. The Requesting Agency Funding Official signs to obligate funds. The Servicing Agency Funding Official signs to start the work, and to bill, collect, and properly account for funds from the Requesting Agency, in accordance with the agreement.

	Requesting Agency	Servicing Agency
Name	Stephen Gage	Kate Kelly
Title	Asst. Director, Fire and Aviation, WO	Director, Office of Air,Waste,Toxics, EPA R-10
Telephone Number	(208) 387-5605	(206) 553-1271
Fax Number		
Email Address	sgage@fs.fed.us	kelly.kate@epa.gov
SIGNATURE		
Date Signed	5/27/15	4/8/15

IAA Order

IAA Number 15IA11132543015 - * -
GT&C # Order # Amendment/Mod #

Servicing Agency's Agreement Tracking Number (Optional) _____

CONTACT INFORMATION		
FINANCE OFFICE Points of Contact (POCs) The finance office points of contact must ensure that the payment (Requesting Agency), billing (Servicing Agency), and advance/accounting information are accurate and timely for this Order.		
39.	**Requesting Agency (Payment Office)**	**Servicing Agency (Billing Office)**
Name	Elizabeth Martin	Jennifer Keene
Title	ASC - Incident Finance	Accounts Receivable
Office Address	101B Sun Ave. NE Albuquerque, NM 87109	EPA, Cincinnati Finance Center
Telephone Number	(877) 372-7248	(513) 487-2103
Fax Number	(866) 816-9532	
Email Address	emartin@fs.fed.us	
Signature & Date (Optional)		

40. ADDITIONAL Points of Contacts (POCs) (as determined by each Agency) This includes a Contracting Officer or **FS's Grants Management Specialist who by signing has reviewed and approved the authority and format of this agreement for signature.**

	Requesting Agency	**Servicing Agency**
Name	Danielle L Bohn	
Title	Grants & Agreements Specialist	Frank Roth, Branch Chief Fellowship, IA& SEE's Branch
Office Address	3833 S. Development Ave. Boise, ID 83705	1200 Pennsylvania Ave., NW, Rm 51290 Washington, DC 20460
Telephone Number	(208) 387-5616	
Fax Number	(208) 387-5398	
Email Address	daniellelbohn@fs.fed.us	
Signature & Date	The authority and format of this instrument has been reviewed and approved for signature by: 4-10-15	Michelle Messick for
Name		
Title		
Office Address	Danielle L. Bohn Date Forest Service Grants & Agreements Specialist	
Telephone Number		
Fax Number		
Email Address		
Signature & Date (Optional)		
Name		
Title		
Office Address		
Telephone Number		
Fax Number		
Email Address		
Signature & Date (Optional)		

INTERAGENCY AGREEMENT
For
INCIDENT COMMAND SYSTEM PERSONNEL
Between the

U.S. Department of Agriculture
Forest Service (FS)

And the

U.S. Environmental Protection Agency (EPA)

FS Agreement No. 15-IA-11132543-015
EPA Agreement No.

I. INTRODUCTION.

Fire management and suppression in the Nation's wild lands is an on-going concern to the American public. The FS is responsible for the stewardship and/or protection of lands owned or held in trust by the United States or under the jurisdiction of state agencies. Considerable cooperation and coordination between the FS and other federal agencies exists, which is critical to the success of fire management, suppression, and safety.

Wildfire response decisions are now based on risk and safety considerations. One of the challenging risks to the public and fire personnel to address is impacts from smoke. The wildfire air quality response effort is aimed at providing resources to address these risks through incident specialists (Air Resource Advisors), maintenance of a national cache of air quality monitoring equipment and operational smoke impact and forecasting modeling.

Air Resource Advisors (ARA) are technical specialists with expertise in air quality science including: monitoring, modeling, data analysis, and regulatory compliance and computer modeling. During wildfire events when smoke is a concern, the objective is to provide timely smoke impact and forecast information and messages based on best available science. ARAs work with multiple agencies to address public health concerns, smoke risk to transportation safety, and firefighter exposure.

This Interagency Agreement (hereinafter called the Agreement) between the EPA and the FS sets out the terms and conditions under which the EPA will provide assistance, technical support services, and personnel to the FS regarding Air Resource Advisors in support of wild land fire suppression.

II. AUTHORITIES.

The Economy Act of June 30, 1932, as amended (31 U.S.C. 1535)

III. PURPOSE.

The purpose of this Agreement is to establish the general guidelines, terms and conditions under which the FS will request and EPA will provide employees who are experienced (or trained) as Air Resource Advisor (ARA) -- having expertise in air quality and smoke dispersion science in order to assess wild land fire smoke risks and impacts. This expertise includes: monitoring, modeling interpretation, data analysis, and regulatory compliance and computer simulation modeling. For purposes of this Agreement, these employees will be hereinafter referred to as "qualified personnel." It is also intended to provide the basis for reimbursement to the EPA for services provided for response to wild land fires.

IV. OBJECTIVES.

The objectives of this Agreement are:

A. Identify qualified EPA personnel;
B. Continue and maintain interagency relationships; and
C. Define roles and responsibilities of the EPA and the FS.

V. RESPONSIBILITIES.

The Air Resource Advisor (ARA) addresses specific wild land smoke needs at Incidents or at various levels within the Geographic Area Coordination Center jurisdiction. The ARA monitors air quality to determine effects on public and firefighter health and safety. The ARA:

- Works with the Incident Management Team (IMT) to address risk from air quality impacts and support agency air quality concerns and objectives
- Coordinates with partner agencies to ensure accurate information is disseminated.
- Supports IMT in public meetings and other venues such as Inciweb and smoke blogs.
- Provides forecasts of air quality impacts to the public and fire personnel based on incident information
- Provides information on how to reduce public and firefighter smoke exposure
- Provides, installs, and operates air quality monitors (communities, base and spike camps)
- Evaluates and summarize air quality forecasts and monitoring data to support decisions

A. The EPA agrees to:

1. Provide ARA qualified personnel (or trainees), or technical specialists to serve as requested by the FS via Resource Order(s).

2. Provide human resource, payroll, and travel related services to their respective employees.

3. Restrict use of funds provided under this agreement to supporting only approved and authorized activities related to this agreement.

B. The FS agrees to:

1. Ensure that any requests for utilizing EPA resources will be reviewed and compliant with the

Economy Act, the Federal Acquisition Regulation (FAR), and any other applicable laws and regulations, as appropriate.

2. The utilization of EPA "qualified personnel" will be limited to no more than one deployment per individual per calendar year. Any additional deployment of an individual within a calendar year requires written permission from EPA management.

3. Reimburse the EPA for the following actual costs associated with resource-ordered ARA qualified personnel under this Agreement:

   a. Actual costs for base salary (and associated fringe benefits or other costs to the government) of EPA employees at the current pay rate.

   b. Costs above base salary, including overtime incurred by the EPA incident personnel. Overtime pay shall be calculated at the rates established by the EPA for its participating incident personnel.

   c. Administrative leave, as appropriate, for EPA incident personnel immediately following the release/travel date on the applicable Resource Order and return to the EPA employee's duty station. The determination of eligibility must be consistent with the policies in the Interagency Incident Business Management Handbook, Chapter 10, http://www.nwcg.gov/pms/pubs/large.html#iibmh, for federal employees. This assists with maintaining proper work-rest periods.

   d. All travel costs and lodging expenses are authorized consistent with the policies in the Interagency Incident Business Management Handbook for federal employees, http://www.nwcg.gov/pms/pubs/large.html#iibmh. Rental vehicles, cell phones, laptops, or privately owned vehicle (POV) mileage, must be authorized on the Resource Order.

   e. All associated EPA Indirect Cost for services and costs rendered.

VI. IT IS MUTUALLY UNDERSTOOD AND AGREED TO BY BOTH PARTIES THAT:

A. Procedures for notification of and obtaining services from the EPA will be in accordance with the *National Mobilization Guide*. An electronic copy of the *National Mobilization Guide* can be viewed via www.nifc.gov by selecting "National Interagency Coordination Center," then selecting the "Policy" and "Reference Material" links to the National Mobilization Guide.

B. Employees of each party shall at all times be subject to only the laws, regulations, and rules governing their employing agency, and shall not be entitled to compensation or other benefits of any kind other than specifically provided by the terms of their regular employment.

C. Each party to this Agreement shall comply with all Federal information technology laws, regulations and requirements; and will be responsible for properly protecting all information used, gathered, or developed as a result of work under this Agreement.

VII. AVAILABILITY OF APPROPRIATED FUNDS.

The ability of the parties to carry out their responsibilities under this Agreement is subject to their respective funding procedures and the availability of appropriated funds. Should either party encounter budgetary shortfalls which may affect the activities to be carried out under this Agreement, that party will provide timely notification to the other party in writing.

Prior to each assignment, a Resource Order will be developed and provided to the Principal Contacts listed in Section X. The Resource Order will identify the incident (by name and number) requesting the services as specified within this Agreement. The Resource Order will be incorporated into the Agreement without necessitating a modification to this Agreement.

VIII. TRANSFER OF FUNDS.

A. Billing and collection procedures will follow the Intra-governmental Payment and Collection (IPAC) system process.

B. Agency Financial Data Elements and Finance Contacts:

US EPA	USDA Forest Service
Jennifer Keene U.S. Environmental Protection Agency Cincinnati Finance Center Accounts Receivable Branch 513-487-2103	Albuquerque Service Center (ASC) Incident Finance c/o Elizabeth Martin 101B Sun Ave NE Albuquerque, NM 87109 Phone: 877-372-7248 Fax: 866-816-9532 Email: emartin@fs.fed.us
Agency Location Code: 68010727	Agency Location Code: 12-40-1100
DUNS: 029128894	DUNS: 929332484
Treasury Symbol: TBD on Funding Order	Treasury Symbol: 12X1115
Business Event Transaction Code: COLL	Business Event Transaction Code: DISB

C. EPA will lump sum bill the Forest Service within sixty (60) days of completion of service for each resource order.

D. EPA will provide a copy of the IPAC bill and supporting documentation to the FS Program Manager for each resource order.

E. It is the responsibility of the FS Program Manager to conduct any required verification of costs, authorization of expenditures and reconciliation of payment.

F. To meet financial accrual reporting requirements, EPA will provide the FS (ASC-Incident Finance) with an estimated cost per incident (funding order) of unbilled services on or about December 15, March 15, June 15, and September 15. This notification shall be sent to the Albuquerque Service Center Incident Finance at asc_ipc@fs.fed.us.

IX. AMENDMENTS.

Either party may initiate mutually-agreed upon amendments to this Agreement. Any such amendments shall be in writing and shall not take effect until documented and signed by authorized signatories for both parties.

X. PRINCIPAL CONTACTS.

The Points of Contact are responsible for coordinating an annual review of the currency and adequacy of this Agreement among the signatories, and/or their designees. Changes to the Points of Contact can be made by written notification to the parties.

EPA Program Contact	EPA Administrative Contact (s)
Mike McGown Idaho Operations Office EPA Region 10 950 W. Bannock Street Boise, ID 83702 Telephone: 208-378-55764 Email: mcgown.michael@epa.gov	**Christina Miller** Office of Air, Waste and Toxics (AWT-150) EPA Region 10, 1200 6th Ave, Suite 900 Seattle, WA 98101, Phone: 206-553-6512 Email: miller.christina@epa.gov **Lenore Connell** Senior Grants Management Specialist Fellowship, IA & SEE Branch Environmental Protection Agency 1200 Pennsylvania Ave, NW (Room 51290) Washington, DC 20460 Phone: 202-564-5343 Connell.lenore@epa.gov

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Pete Lahm Fire & Aviation, Air Resource Specialist 1400 Independence Ave SW Mailstop # 1107 Washington, DC 20250 Telephone: 202-205-1084 Email: plahm@fs.fed.us	Dani Bohn Grants/Agreements Specialist 3833 S. Development Ave. Boise, ID 83705 Telephone: 208-387-5616 FAX: 208-387-5398 Email: daniellelbohn@fs.fed.us

These terms and conditions are incorporated and made a part of the referenced agreement.

The authority and format of this agreement have been reviewed and approved for signature.

4-10-15

DANIELLE L. BOHN
U.S. Forest Service Grants & Agreements Specialist

Date