



# Interagency Aviation TECH BULLETIN



No. IA TB 24-03

July 16, 2024

Page 1 of 1

**Subject: USFS and DOI Aircraft Procurement, Release vs. Reassigned**

**Area of Concern: Aviation Operations**

**Distribution: All Aviation Users**

**Discussion:**

During this busy fire season numerous questions have arisen regarding the procurement of aircraft services as it relates to using either a USFS or DOI contracted aircraft; and when do the payment documents change from one agency to another? **The National Rotor-Wing or National Fixed-Wing Coordinator, or appropriate DOI aviation manager will determine the *initial* path to take, depending on the resource order and originating ordering office.** For all aviation orders processed through the NICC, appropriate notification will be made to the vendors as to whether the resource is being hired by the USFS or DOI, at the time of hire. Please reference the information **below** to assist you in determining when to utilize the USFS or DOI payment system. On the following page are web links to assigned Task Order numbers (for On-Call Air Attack, SEAT, and Single Engine Scoopers) and instructions for completing the Department of Interior's (DOI) Aviation Information Report Support (AIRS) payment process.

**DOI Light Fixed Wing and On-Call Type 3 Helicopters or USFS Call When Needed (CWN) Light Fixed Wing and Type 1, Type 2, and Type 3 Helicopters.**

**1. USFS Incident/Project - Vendor hired under the USFS contract:**

Form - 122

System - IBS

Stay with this system until resource is "RELEASED FROM GOVERNMENT CONTROL", no matter how many reassignments take place to other land ownerships.

**2. USFS Fire - Vendor hired under the DOI contract (i.e. resource is already on contract with the DOI and is *REASSIGNED* to a FS fire):**

Form - AMD23e

System - AIRS

Stay with this system until resource is "RELEASED FROM GOVERNMENT CONTROL", no matter how many reassignments take place to other land ownerships.

**3. DOI Fire - Vendor hired under the USFS contract (i.e. resource is already on contract with USFS and is *REASSIGNED* to DOI fire):**

Form - 122

System - IBS

Stay with this system until resource is "RELEASED FROM GOVERNMENT CONTROL", no matter how many reassignments take place to other land ownerships.

4. **DOI Fire - Vendor hired under the DOI contract or DOI task order on FS Contract:**  
Form - AMD23e  
System - AIRS  
Stay with this system until resource is "RELEASED FROM GOVERNMENT CONTROL", no matter how many reassignments take place to other land ownerships.

***USFS National CWN Helicopters (T1/2/3) and Light Fixed-Wing that are hired under State contract authority for non-federal incidents must be released and rehired by the National Interagency Coordination Center (NICC) prior to switching to FS 122s. State resources may support federal fires without switching payment documents in alignment with each agency's policies.***

USFS CWN T1, T2, and T3 helicopters, and Light Fixed-Wing resource orders shall be processed by the NICC, the FS National Rotor-Wing Coordinator, the FS National Fixed-Wing Coordinator, and the Contracting Officer(s) to ensure proper contract competition. Contact the appropriate Forest Service National Aviation Coordinator for specifics about any USFS aircraft order processed through the NICC. Please note that all USFS T1/T2/T3 and LFW MATOC contracts may be utilized by the DOI under a DOI task order. Aviation Managers might assume that a USFS contracted asset was used to fill an order and that payment should be submitted through IBS. ***This may not always be true.*** Please contact the appropriate National Aviation Coordinator to confirm initial hiring agency.

Assigned Fire Task Orders (for DOI On-Call Air Attack, SEAT, and Single Engine Scoopers) and instructions on completing the DOI AIRS payment process are available at the following websites along with the information that you will need to complete the electronic AMD-23e:

1. <https://ibc.doi.gov/acquisition/aviation/vendor/airs>
2. <https://ibc.doi.gov/acquisition/aviation/customer/Fire-SAR>

**For additional DOI questions, please contact:**

Lower 48 – On Call Helicopters

- Austin Carter (208) 433-5032
- Marina Volynets (208) 207-7403

On-Call Light Fixed Wing

- Peter Deibert (208) 207-7396

AK On-Call Helicopters

Heather Sizick (571) 479-0323; Cell: (571) 531-6431

**For additional USFS questions, please contact:**

USFS National Legacy Type 1& Type 3 MATOC

- David Hershey 208-387-5627
- Jermain Compton (737) 268-5490

USFS Type 1 & Type 2 MATOC

- Shelia Stoddard (623) 293-8721

USFS National LFW Contracts

- Matt Morris (208) 749-1603

USFS R10 Regional T3 & LFW Contracts

- Amelia Velasco (208) 569-8238
- David Hershey (208) 387-5627

USFS National Type 1 & 2 CWN COR

- Megan Heffentrager (208) 972-4092
- John McKee (406) 370-7028

**Definitions:**

Released – Aircraft is released from the operational control of the Government and demobilized - (there is a break in service, the vendor can move the aircraft at their discretion, and a final payment document for the assignment has been submitted).

Reassigned – Aircraft has not been released from the operational control of the Government and there is no break in service. The payment process continues under the “initial hiring agency” (AMD 23e or IBS 122) regardless of the number of reassignments or agency with operational control of the incident.

/s/ Walker Craig

/s/ Paul Linse

---

Walker Craig  
Chief, Division of Technical Services  
DOI, Office of Aviation Services

---

Paul Linse  
Assistant Director of Aviation, Fire and  
Aviation Management  
USDA, Forest Service