



# ENGINE PROGRAM GUIDELINES

## OSFM Engine Program Overview:

The Oregon State Fire Marshal ("OSFM") Engine Program was borne of SB762 (2021) and allows OSFM to procure fire apparatus to be strategically placed around the state with host structural fire agencies. These apparatus are intended to assist local host agencies with keeping fires small and away from communities. The program's intention is to increase response capacity at the local, regional, and statewide levels by supplementing available apparatus. Host agencies will not be required to respond to statewide mobilizations, provided OSFM apparatus are being used at the local and/or regional levels.

All OSFM apparatus will be equipped per the 2022 Oregon Fire Service Mobilization Plan for response in the wildland-urban interface. This equipment will become the property of the host agency. Apparatus must maintain appropriate equipment based on type per the current mobilization plan. The apparatus may be retrofitted or modified to meet agency needs (see Retrofitting below). Apparatus specifications were created by a committee of fire service members representing all regions in the state and are available upon request. The specifications were developed to meet the needs of the Oregon fire service as a whole.

## Host Agencies:

Agencies selected to host an OSFM apparatus will be asked to agree to a 3-year commitment and to comply with the host agency requirements. Host agencies will need to sign an Intergovernmental Agreement ("IGA") with OSFM outlining all terms and conditions of hosting the apparatus.

Insurance Coverage – Host agencies will be required to provide insurance coverage for their OSFM apparatus. OSFM must be listed as an additional insured.

Preventative maintenance, repairs, and tire replacements – Host agencies will be required to provide all required maintenance and tire replacements (per DOT standards) for their assigned apparatus. Agencies will be reimbursed by OSFM up to \$3,500 a year per apparatus for maintenance and repairs.

Reimbursable maintenance includes, but is not limited to:

- oil changes
- safety inspections
- tire rotation/tread checks
- battery checks
- brake checks
- cabin, air, and fuel filter replacements
- transmission services
- annual pump testing
- repairs not covered by warranty



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Preventative maintenance will be conducted in accordance with the provided maintenance schedule and may only be performed by a certified mechanic (in-house or otherwise). All services must be documented at the host agency and available to OSFM upon request. Any repair of physical damage or mechanical breakdown required as the result of negligence or failure to follow host agency policies is not reimbursable.

If an OSFM apparatus is damaged while on a conflagration or state mobilization, OSFM will be responsible for repairs only if approved through the standard claims process in place. If the damages are not covered by OSFM's insurance claim, the host agency will be responsible for the damages.

Hardship – If a host agency is unable to pay for required maintenance or tire replacement outside of the reimbursable amount, they may request assistance from OSFM because of financial hardship.

Provided Equipment – All provided equipment on OSFM apparatus, including hose and ladders, will be the property of the host agency. Any equipment requiring regular testing or replacement will be the responsibility of the host agency. Apparatus must maintain appropriate equipment based on type per the current mobilization plan.

Storage and Readiness – Host agencies will be expected to store their OSFM apparatus indoors in a secure, climate-controlled environment. The apparatus must be maintained in a response-ready condition except while out of service for maintenance or repairs. Connection to shore power while parked will be required; connection to an air supply is preferred but not mandatory. If you cannot meet this requirement, there is a place in the application to provide an alternative storage and readiness plan.

Termination of Agreement - Host agencies may terminate their agreement after providing a ninety (90) day notice. Likewise, OSFM may terminate an agreement with a host agency after providing a ninety (90) day notice if the terms and conditions in the IGA are not met (host agency is unable to comply with maintenance or testing requirements; unable to provide insurance; unable to staff apparatus).

## **Allowable Uses of OSFM Apparatus by Host Agency:**

Emergency Response - A host agency may deploy their assigned OSFM apparatus at their discretion. While designed for a wildland response, the apparatus may be used for any incident it can support. The apparatus may be used as a first-out engine or held in reserve at the host agency's discretion.



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## **Apparatus Coloring, Logo, and Numbering:**

Apparatus Color – OSFM apparatus will be white with black and red striping.

Apparatus Logo – The apparatus will contain logos of the host agency and OSFM. The host agency logo will be displayed prominently.

Apparatus Numbering – The host agency will use their local numbering system to provide an apparatus number. OSFM will use an internal asset number for tracking purposes.

## **Retrofitting or Modifying OSFM Apparatus:**

With prior OSFM approval, the host agency may modify compartments or correct defects on their assigned apparatus. Modifications or retrofitting must not hinder the apparatus from operating primarily as a wildland response apparatus. Any modification to the suspension or frame will not be permitted.

## **Mobilization Requirements:**

State Mobilization – An agency is not required to mobilize to an OSFM request to host an OSFM apparatus. If a host agency mobilizes, their OSFM apparatus must be first-out or second-out to a mobilization if the OSFM apparatus meets the resource request.

Mobilization of an OSFM apparatus may be part of a county or multi-county task force or strike team consisting of apparatus owned by other agencies.

OSFM apparatus will be reimbursed at 50% of the appropriate rate in the Oregon Fire Service Mobilization Plan.

Apparatus Staffing – As with agency-owned apparatus, an OSFM apparatus may be mobilized to a state mobilization with personnel from agencies other than the host agency. Personnel time on a state mobilization will be compensated by OSFM per the Oregon Fire Service Mobilization Plan.

Mobilization Types – The mobilization types below are an inclusive list of the types of responses the OSFM apparatus may be mobilized to.

- Immediate Response
- Pre-positioning
- Conflagration
- Emergency Mutual Assistance Compact ("EMAC")



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## **Selection of Host Agencies:**

Evaluation Process – Applications from potential host agencies will be scored and reviewed by members of the Engine Program Advisory Group (EPAG). EPAG members will include representatives from stakeholder groups and associations. The EPAG will recommend host agencies to the OSFM.

Timing of Selection – The application process is open until September 30, 2022. Once final selections are made, an IGA will be completed with host agencies by April 30, 2023.

## **Ownership:**

OSFM will retain ownership of the apparatus provided to local fire agencies under the OSFM Engine Program. All provided equipment will become the property of the host agency.

## **Training & Required Operator Certification:**

Training – OSFM will provide initial apparatus training to host agencies. Each host agency is required to attend.

Operator Certification Requirements – Any operator certified by their agency may operate an OSFM apparatus. No additional certification is required.

## **Scheduled Inspections of Apparatus by OSFM:**

OSFM may perform announced visits as deemed necessary to visually inspect assigned OSFM apparatus and to review maintenance records. Visits will be scheduled in coordination with the hosting agency to ensure minimal impact on operations.

## **Out-of-Service and Retired Apparatus:**

Availability of Reserve OSFM Apparatus – If an assigned OSFM apparatus is taken out of service for any reason, OSFM will work with hosting agencies to ensure an assigned apparatus is returned to service as quickly as possible. OSFM will not have any reserve apparatus and there will not be an expectation for agencies to transfer their assigned apparatus to another agency to cover a shortage.

Retired Apparatus – OSFM apparatus retired from service will be subject to the Oregon Department of Administrative Service's (DAS) surplus equipment rules. Agencies may be able to purchase their assigned apparatus under the surplus process administered by DAS.