



Douglas A. Ducey
Governor

Office of the State Forester

Arizona State Forestry



Jeffery C. Whitney
State Forester

June 3, 2016

D. Clark Partridge
State Comptroller
Department of Administration
100 North 15th Avenue
Phoenix, AZ 85007

DEPT OF ADMIN
GENERAL ACCTING OF
2016 JUN -7 PM 3:39

Re: Special Meal Rates for Wildland Firefighter Personnel

Dear Mr. Partridge:

Arizona State Forestry wishes to gain approval for higher per meal allowances provided to those individuals involved with wildland fire suppression activities or other non-fire emergency response activities during FY 2017.

The fire season is already underway in Arizona and to properly continue into and through FY 2017, we must establish purchase agreements to feed our crews out on the fire line, and to provide reimbursement for staff and cooperators involved in the same.

To adequately meet the nutritional needs of our firefighters and provide our meal vendors adequate compensation, meal expense rates need to be set at:

- a. Breakfast - Maximum \$12 including appropriate tax and gratuity.
- b. Lunch, Sit-down - Maximum \$16 including appropriate tax and gratuity.
- c. Sack Lunch – Maximum \$ 16 including appropriate tax. No gratuity.
- d. Dinner, Sit-down - Maximum \$27 including appropriate tax and gratuity.

Wildland firefighters expend a great deal of energy and need sufficient nutrition to keep working day after day. The National Wildfire Coordinating Group (NWCG) and the USDA guidelines for meals that satisfy the recommended 6,000 calories per day requirements are as follows (reference <http://www.fs.fed.us/logistics/logistics/food/documents/feedingtechtip.htm>):

Breakfast consisting of:

- Eggs - 2 (3 when scrambled).
- Meat - 4 oz bacon, ham, beef or pork chop (bone-in), 6 oz sausage.
- Bread - 3 slices (or equivalent, i.e., donut, pastry, biscuit, etc)
- Milk - 1 pint
- Fruit - 1 small fruit or 4 oz chilled juice.

Duty ♦ Respect ♦ Integrity

Lunch and dinners consisting of:

- (1) Protein: Steak - 10 oz boneless, 14 oz bone-in, or
Roast beef/roast pork - 10 oz boneless, or
Pork Chops - 12 oz bone-in, or
Poultry - 8 oz boneless, 16 oz bone-in, or
Ham - 8 oz boneless
- (2) Vegetables - 4 oz
- (3) Salad (with dressing) - 4 oz
- (4) Potatoes - 6 oz
- (5) Bread - 2 slices
- (6) Milk - 1 pint
- (7) Fat - 2 oz butter or margarine
- (8) Dessert - one serving

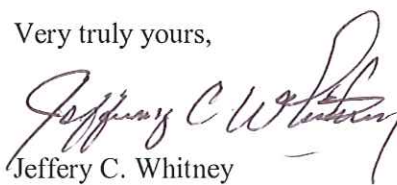
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Reasonable substitutions are allowed.

The activities of Arizona State Forestry are not solely limited to wildfire suppression. We also respond to many non-fire disasters throughout the State and part of our mission is to support the affected community by utilizing the local businesses whenever possible. Without the approval of the meal rates the only options we have are to attempt to talk the vendors into lowering their prices to adhere to the present meal rates, or to contact an out – of – town catering service. Contract catering costs, which not only include the meals, but also included the added costs for transportation, wash stations, extra water and the resource to deliver it, set up and tear down of all equipment, and added state personnel to monitor the caterer are much higher than the requested meal rates. (http://www.fs.fed.us/fire/contracting/food/food_contract.pdf)

Thank you for your timely consideration of this request.

Very truly yours,


Jeffery C. Whitney
State Forester

Approved,
D. Keith Pentz
6-10-16