

Emergency Management Assistance Compact Mission Ready Package (MRP)

2011-25

Assisting State Emergency Management Mission Reference			
Resource Provider Tracking Number:			
NOTE: Development of a Mission Ready Package does not guarantee deployment on an EMAC mission through your state emergency management agency (SEMA). Development of the MRP should be coordinated with your SEMA. NIMS Resource Typing is not a requirement for developing an MRP under EMAC as all resources are valuable. All costs are estimated based on current data and should be validated at the time the MRP is requested. Costs may vary from the costs estimated in the MRP or the actual costs incurred during the deployment. Therefore, the MRP should be maintained in an operational state of readiness to facilitate both deployment and reimbursement requirements.			
1. MRP Title:		Emergency Support Function (ESF) 12 - Liquid Fuels Shortage Event Support	
2. Resource Provider / Agency Name:		NV Governor's Office of Energy	
3. Location:	Address:	600 East William St, Suite 200	
	City:	Carson City	
	State:	NV Governor's Office of Energy	Zip: 89701
4. Point of Contact:	First Name:	Lorayn	Last Name: Walser
	Phone:	775-434-4534	Mobile:
	24-hr Phone:	775-230-9851	Email: l.walser@energy.nv.gov
5. NIMS Resource Typing (if applicable):			
NIMS Category:	Incident Management	Kind:	Personnel
		Type:	Other
Components:	One (1) Liquid Fuels Shortage Specialist		
Metrics:			
6. Identify Emergency Support Functions (ESFs) Supported:			
ESF #12 - Energy			
7. Mission Capabilities:			

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This individual is skilled and experienced in liquid fuels shortage incident response and will provide staff augmentation to assist with ESF 12 functions. This support staff will work with the designated jurisdictional energy office/ESF 12 lead, or in support of a jurisdictional Emergency Operations Center.

8. Detailed Resource Description:

The staff person will support the following tasks and activities:

- For pre-event evacuations, monitor fuel availability and pricing at retail stations using GasBuddy or other fuel monitoring websites.
- Communicate with fuel industry groups and contacts to assess current and anticipated needs; relay this information to state and federal government partners as relevant.
- Coordinate with emergency managers to assess the availability of state resources (e.g., fuel reserves, state fuel for first responders, and other critical fuel users) and identify any shortages or limitations that could affect event response.
- Provide fuel sector situational reports to Governor's office, state leadership, state agencies, local emergency

9. Resource is: Mobile (has transportation component built in)

10. Space and Size Requirements Needed to Carry out Mission:

Space to operate and coordinate with other ESFs within the EOC.

11. Limiting Factors to the Resource:

- Compatible communication and integration with local emergency management, fuel providers, and state representatives.
- Road conditions and accessibility.
- Detailed understanding of local/regional impacts from liquid fuels shortages.
- Team members will deploy with a minimum amount of PPE to ensure their personal protection during an initial 72-hour operational period.

12. Logistical Support Needed During Mission:

- Briefing on current incident status and utility providers' damage assessment/restoration priorities.
- Access to the EOC and impacted utilities' executive staff.
- Appropriate lodging for staff.
- Transportation to/from the EOC from airport and lodging accommodations.
- Access to internet and telephone, access to customer outage data, and other important fuel provider data.
- Information on critical infrastructure and access and functional needs demographics.

13. Deployment Timeline

N+ 14

Details and Costs for Travel, Personnel, Equipment, Commodities, & Other:

14. Travel:

Enter all Travel cost details under "Travel" tab in worksheet.

Total Personal Vehicle Costs:	\$ -	Total Rental Vehicle Total Costs:	\$ -
Total Governmental Vehicle Costs:	\$ -	Total Air Travel Costs:	\$ -
Total Expenses Meals & Tips (Receipt):	\$ -	Total Meals & Tips (Per Diem):	\$ -
Total Lodging	\$ -	Total Parking Fees:	\$ -
Total Shipment and Transportation Costs:	\$ -		

Identify any transportation requirements:

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Transportation will need to be provided for support staff from airport to EOC and to/ from lodging accommodations. Physical security access for any on-site travel to fuel provider facilities will have to be coordinated and approved ahead of deployment.

15. Personnel:

Enter all personnel cost details under "Personnel" tab in worksheet.

Number of Lines of Data Entered	1	Total Number of Personnel Assigned to Mission	1
Total Daily Personnel Costs	\$ 1,836.80	Total Personnel Costs	\$ -

List personnel by Type (if applicable).

1-Liquid Fuels Shortage Specialist

Identify the minimum licenses or certifications carried by the personnel on mission:

Support staff should have experience in energy and emergency management and possess the following skills and abilities:

RESPONSE

- Information sharing
- Facilitating Restoration
- Mitigating Impacts
- Deploying Resources

ABILITY TO GATHER INFORMATION IN THE FOLLOWING AREAS

- Threat forecasting

Requirements for Rotation of Personnel:

Shift length will comply with state and local regulations. Length of deployment to be determined by the requesting jurisdiction.

16. Equipment:

Enter all Equipment cost details under "Equipment" tab in worksheet.

Number of Fuel Consuming Equipment	0	Number of Non-Fuel Consuming Equipment	0
Total Equipment Cost Calculated by Quantity	\$ 2,300.00	Total Equipment Cost Calculated by Rate	\$ -

List all Equipment Requirements:

Electricity and internet access; access to applicable liquid fuels shortage data

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Identify the Type of Property (Expendable, Accountable, or Sensitive):

Accountable

Identify any maintenance and rehabilitation requirements needed for this equipment:

Will include the restocking and resupply of items any used

17. Commodities:

Enter all Commodities cost details under "Commodities" tab in worksheet.

Lines of Commodity Data Entered:	1	Total Costs of Commodities:	\$	-
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18. Other:

Enter all Other cost details under "Other" tab in worksheet.

Lines of Other Data Entered	2			
Total Other Cost Calculated by Quantity	\$	100.00	Total Other Cost Calculated by Rate	\$ -

19. ESTIMATED DAILY COSTS ARE GENERATED BELOW. THESE ARE ONLY APPROXIMATIONS FOR DAILY COSTS AND MAY NOT ACCURATELY REFLECT TRUE DAILY COSTS.

	Personnel:	Equipment:	Commodities:	Other:
	\$ 1,836.80	\$ -	\$ -	\$ -
ESTIMATED AVERAGE DAILY COSTS WITHOUT TRAVEL, EQUIPMENT (by daily rate), & OTHER (by daily rate):	\$ 1,836.80			
Enter total number of estimated mission days:				
Travel (costs that are fixed and are not calculated by a daily rate):	#DIV/0!			
Equipment (costs fixed by quantity & not calculated by a daily rate):	#DIV/0!			
Other (costs fixed by quantity & not calculated by a daily rate):	#DIV/0!			
ESTIMATED AVERAGE DAILY COST WITH TRAVEL, EQUIPMENT, OTHER (from above):	#DIV/0!			

20. TOTAL MISSION READY PACKAGE ESTIMATED COSTS:

Travel:	Personnel:	Equipment:	Commodities:	Other:
\$ -	\$ -	\$ 2,300.00	\$ -	\$ 100.00
ESTIMATED TOTAL MISSION COST:		\$ 2,400.00		

Assisting State Emergency Management Mission Reference Number:		0				
Resource Provider Tracking Number:		0				
Total Travel Costs:		\$ -				
Enter Detailed Travel Costs Below:						
Personal Vehicle:						
Personal vehicle rates are calculated by the mileage rates available at www.gsa.gov. Mileage rate includes fuel & wear/tear on vehicle.	Mileage	Mileage on Mission Site	Return Mileage	Rate Per Mile	Total:	
					\$ -	
Rental Vehicle:						
Rental vehicle fee includes the rental rate and fuel.	Vehicle Rental	Insurance (optional)	Total Purchase Cost for Fuel (must submit receipts for reimbursement)		Total:	
					\$ -	
Governmental Vehicle Costs:						
Governmental vehicle costs are for only fuel. Costs for wear/tear on vehicle should be expensed under "Equipment".	Total Cost for Government Vehicle Use (must submit receipts for reimbursement)				Total:	
					\$ -	
Total Air Travel:						
Price of air ticket includes cost to and from mission site.	Cost for Air Travel Ticket(s):	Additional Fee Not Included in the Ticket Purchase Price			Total:	
					\$ -	
Meals/Tips:						
	Total Meal Expense:	Total Meal Expense plus tips (must submit receipts for reimbursement)				Total Actual Meals/Tips
						\$ -
While traveling to and from or while on a mission, per diem rates may change. Use a different box to note changes in per diem rates. If more per diem rate boxes are needed, please contact NEMA.	Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate	Total Per Diem Meals/Tips \$ -
					\$ -	
	Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate	
					\$ -	
	Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate	
					\$ -	
	Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate	
					\$ -	
	Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate	
					\$ -	
	Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate	
					\$ -	
	Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate	
					\$ -	
Daily Per Diem Rate:	Per Diem Rate	# of Days @ Rate	# of Personnel	meals/tips at Per Diem Rate		
				\$ -		

Lodging							
Lodging can be input at per diem or actual costs.	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Lodging	Lodging Rate	# of Nights @ Rate	# of Rooms	Total Per Day	Total Lodging	
					\$ -	\$ -	
	Total Lodging Per Day:		\$ -		Total Lodging per Mission:		\$ -
	Parking Fees						
	Parking may include hotel, airport, or lot fees.	Total Parking Expenses					Total Parking Fees
							\$ -
	Shipment & Transportation Costs for Equipment, Commodities, & Supplies						
	Costs for shipping and transporting equipment, commodities, and supplies to and from the mission site.	Equipment	Commodities	Supplies	Total Shipping & Transportation Costs		
					\$ -		
	Notes/Comments:						
GOE/ESF12 uses federal per diem rates for travel and meals.							

EMAC Mission Ready Package Cost Estimate

Assisting State Emergency Management Mission Reference		0						
Resource Provider Tracking Number:		0						
Equipment is nonexpendable resources. It is expected that equipment used during a mission is the property of the mission provider. Equipment purchased to conduct the mission is the property of the Requesting State and must be left with the state emergency management agency at time of demobilization unless reimbursement for the newly purchased equipment is not requested. Equipment should be fully accounted for both during the mission and when returned home. Costs to decontaminate or restore equipment to pre-mission condition should be included under the "Other" tab within this worksheet. Damaged or destroyed equipment must be documented. Costs for deductibles or items not covered by insurance must be documented and included in the reimbursement package. Rental equipment should be entered under the "Other" tab of this worksheet.								
Total Equipment Calculated by Quantity:		\$	2,300.00		Total Equipment Calculated by Rate:		\$	-
Lines of Equipment Entered:	4	# of Fuel Consuming Equipment:		# of Non-Fuel Consuming Equipment:				
Equipment Costs:								
Equipment Description:		Priced by Quantity			Priced by Equipment Rate			
		Cost Per Item	Quantity	Total Costs	Rate Per Day	Quantity	# of Days Used	Total Cost:
1	Laptop Computer (internet capable), with power strip and vehicle chargers	\$1,000.00	1	\$ 1,000.00				\$ -
2	Cell Phone with charger	\$1,100.00	1	\$ 1,100.00				\$ -
3	Portable printer	\$150.00	1	\$ 150.00				\$ -
4	Wireless hot spot	\$50.00	1	\$ 50.00				\$ -
5				\$ -				\$ -
6				\$ -				\$ -
7				\$ -				\$ -
8				\$ -				\$ -
9				\$ -				\$ -
10				\$ -				\$ -
11				\$ -				\$ -
12				\$ -				\$ -
13				\$ -				\$ -

Equipment Costs:								
Equipment Description:		Priced by Quantity			Priced by Equipment Rate			
		Cost Per Item	Quantity	Total Costs	Rate Per Day	Quantity	# of Days Used	Total Cost:
14				\$ -				\$ -
15				\$ -				\$ -
16				\$ -				\$ -
17				\$ -				\$ -
18				\$ -				\$ -
29				\$ -				\$ -
20				\$ -				\$ -
21				\$ -				\$ -
22				\$ -				\$ -
23				\$ -				\$ -
24				\$ -				\$ -
25				\$ -				\$ -
26				\$ -				\$ -
27				\$ -				\$ -
28				\$ -				\$ -
29				\$ -				\$ -
30				\$ -				\$ -
31				\$ -				\$ -
32				\$ -				\$ -
33				\$ -				\$ -

Equipment Costs:								
Equipment Description:		Priced by Quantity			Priced by Equipment Rate			
		Cost Per Item	Quantity	Total Costs	Rate Per Day	Quantity	# of Days Used	Total Cost:
34				\$ -				\$ -
35				\$ -				\$ -
36				\$ -				\$ -
37				\$ -				\$ -
38				\$ -				\$ -
39				\$ -				\$ -
40				\$ -				\$ -
41				\$ -				\$ -
42				\$ -				\$ -
43				\$ -				\$ -
44				\$ -				\$ -
45				\$ -				\$ -
46				\$ -				\$ -
47				\$ -				\$ -
48				\$ -				\$ -
49				\$ -				\$ -
50				\$ -				\$ -

Assisting State Emergency Management Mission Reference Number:		0		
Resource Provider Tracking Number:		0		
Commodities are expendable (or consumable) resources such as office supplies, sundries, water, ice, snacks, fuel, and other one-time use items. All receipts for commodities must be submitted at the time of reimbursement and must be directly related to the mission.				
Lines of Commodity Data Entered:	1	Total Commodity Costs for Mission Calculated by Quantity:		\$ -
Commodity Costs:				
Commodity Description:		Priced by Quantity		
		Cost Per Item	Quantity	Total Mission Costs
1	Personal Protective Equipment (for 72 hours)- Per CDC guidance			\$ -
2				\$ -
3				\$ -
4				\$ -
5				\$ -
6				\$ -
7				\$ -
8				\$ -
9				\$ -
10				\$ -
11				\$ -
12				\$ -
13				\$ -
14				\$ -
15				\$ -
16				\$ -
17				\$ -
18				\$ -
19				\$ -
20				\$ -
21				\$ -
22				\$ -

Commodity Costs:				
Commodity Description:		Priced by Quantity		
		Cost Per Item	Quantity	Total Mission Costs
23				\$ -
24				\$ -
25				\$ -
26				\$ -
27				\$ -
28				\$ -
29				\$ -
30				\$ -
31				\$ -
32				\$ -
33				\$ -
34				\$ -
35				\$ -
36				\$ -
37				\$ -
38				\$ -
39				\$ -
40				\$ -
41				\$ -
42				\$ -
43				\$ -
44				\$ -
45				\$ -
46				\$ -
47				\$ -
48				\$ -

Commodity Costs:				
Commodity Description:		Priced by Quantity		
		Cost Per Item	Quantity	Total Mission Costs
49				\$ -
50				\$ -
51				\$ -
52				\$ -
53				\$ -
54				\$ -
55				\$ -
56				\$ -
57				\$ -
58				\$ -
59				\$ -
60				\$ -
61				\$ -
62				\$ -
63				\$ -
64				\$ -
65				\$ -
66				\$ -
67				\$ -
68				\$ -
69				\$ -
70				\$ -

EMAC Mission Ready Package Cost Estimate

Assisting State Emergency Management Mission Reference		0					
Resource Provider Tracking Number:		0					
"Other costs" includes anything that would not fall under equipment (non-expendable resource) and commodity (expendable resource). Examples may include mobile phone fees, laundry costs, decontamination, vaccination costs, equipment rental costs, and any other cost not specified elsewhere within the worksheet.							
Lines of Other Data Entered:	2	Total Other Costs Calculated by Quantity:	\$ 100.00	Total Other Costs Calculated by Rate:		\$ -	
Other Costs:							
Other Description:		Priced by Quantity			Priced by Rate		
		Cost Per Item	Quantity	Total Mission Costs	Rate Per Day	Quantity	# of Days Used
1	Cell Phone Service fees			\$ -			\$ -
2	Hotspot fees	\$100.00	1	\$ 100.00			\$ -
3				\$ -			\$ -
4				\$ -			\$ -
5				\$ -			\$ -
6				\$ -			\$ -
7				\$ -			\$ -
8				\$ -			\$ -
9				\$ -			\$ -
10				\$ -			\$ -
11				\$ -			\$ -
12				\$ -			\$ -
13				\$ -			\$ -
14				\$ -			\$ -
15				\$ -			\$ -

EMAC Mission Ready Package Cost Estimate

Other Costs:								
Other Description:		Priced by Quantity			Priced by Rate			
		Cost Per Item	Quantity	Total Mission Costs	Rate Per Day	Quantity	# of Days Used	Total Cost:
16				\$ -				\$ -
17				\$ -				\$ -
18				\$ -				\$ -
29				\$ -				\$ -
20				\$ -				\$ -
21				\$ -				\$ -
22				\$ -				\$ -
23				\$ -				\$ -
24				\$ -				\$ -
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28				\$ -				\$ -
29				\$ -				\$ -
30				\$ -				\$ -
31				\$ -				\$ -
32				\$ -				\$ -
33				\$ -				\$ -
34				\$ -				\$ -
35				\$ -				\$ -

EMAC Mission Ready Package Cost Estimate

Other Costs:								
Other Description:		Priced by Quantity			Priced by Rate			
		Cost Per Item	Quantity	Total Mission Costs	Rate Per Day	Quantity	# of Days Used	Total Cost:
36				\$ -				\$ -
37				\$ -				\$ -
38				\$ -				\$ -
39				\$ -				\$ -
40				\$ -				\$ -
41				\$ -				\$ -
42				\$ -				\$ -
43				\$ -				\$ -
44				\$ -				\$ -
45				\$ -				\$ -
46				\$ -				\$ -
47				\$ -				\$ -
48				\$ -				\$ -
49				\$ -				\$ -
50				\$ -				\$ -