



COST RESOURCES EXERCISE

Create resource records for each of the following:

1. Incident phone charges (MISC).
2. Cache supplies (CACH).
3. Mob/Demob (TRAN).
4. Payment Team (OS).
5. Buying Team (OS).
6. Buying Team purchases (SUP).
7. Expanded Dispatch (OS).
8. Hand washing station (HNDW).
9. Supplies - other (SUP).
10. Helicopters (HELI).

NOTE: When adding Helicopter resources, refer to the Helicopter Use Summary Handouts (HBM-7 A, HBM-7 B, HBM-7 C).

Cost Resources Exercise

Request #	Account code	Person or Contract	Resource Name	Kind	Status	Unit ID	Agency	Config	Release Date/Time	Contract Agency	Assign Date	Accrual Code	Remarks	Generate Daily Costs
S-9999	Select from drop down menu	blank	Incident Phone Costs	MISC	C	Blank	FS	S	These blocks are filled in when resource is demobed.	FS	dd/mm/year	Use System Default	Estimated Cell phone charges	Check
S-9998		blank	Cache Supplies	CACH	C	Blank	FS	S		FS	dd/mm/year		Check	
S-9997		blank	Mob/Demob	TRAN	C	Blank	FS	S		FS	dd/mm/year		Check	
S-9996		blank	Mob/Demob	TRAN	C	Blank	WA	S		WA	dd/mm/year		Transportation costs for State employees	Check
S-9995		blank	Payment Team	OS	C	Blank	NPS	S		NPS	dd/mm/year		Check	
S-9994		blank	Buying Team	OS	C	Blank	FS	S		FS	dd/mm/year		Check	
S-9993		blank	Buying Team Supplies	SUP	C	Local Unit	FS	S		FS	dd/mm/year		Check	
S-9992		blank	Expanded Dispatch	OS	C	Blank	FS	S		FS	dd/mm/year		Check	
S-9991		blank	Supplies	SUP	C	Local Unit	WA	S		WA	dd/mm/year		State Employee purchasing with Agency card	Check
S-9990**		blank	Helicopter		C						dd/mm/year		Check	

** Refer to Helicopter Use Summy sheets for Specific information

HELIBASE DAILY USE and COST SUMMARY

Date:

Helibase Name:

Incident/Project Name:

Helibase Manager:

N #	Make/Model	Type	Contract Type	Total PAX Transported	Total Pounds Cargo	Total Gallons Water	Total Gallons Retardant	Total Gallons Foam	Flight Hours	Individual Aircraft Cost
15456	S-61N	1	CWN		19,160	25,920			5.0	\$27,135.00
185CH	BV107	1	CWN			23,750			4.6	\$25,869.00
97HJ	B205A++	2	CWN	25	900				4.0	\$10,321.00
223HT	B205A1++	2	CWN	44	1176				5.2	\$11,787.00
407NA	B407	3	OAS	4	2052				2.9	\$7,362.30
51UH	B206	3	CWN	6					5.7	\$5,235.40
8343F	Hughes 500	3	ST	2					3.1	\$3,893.45
Total Aircraft Use and Cost					23288	49670			30.5	\$91,603.15

Additional Support Expenses (Itemize Below)	Cost
Total	

Grand Total Cost of Helibase This Operational Period: \$91,603.15

HELIBASE DAILY USE and COST SUMMARY

Date:

Helibase Name:

Incident/Project Name:

Helibase Manager:

N #	Make/Model	Type	Contract Type	Total PAX Transported	Total Pounds Cargo	Total Gallons Water	Total Gallons Retardant	Total Gallons Foam	Flight Hours	Individual Aircraft Cost
15456	S-61N	1	CWN		9,300	13,860			3.2	\$22,580.30
185CH	BV107	1	CWN		1,730	2,000			1.6	\$17,977.60
223HT	B205A1++	2	CWN	50	1,415				3.9	\$10,456.60
97HJ	B205A++	2	CWN	42	6,000				6.0	\$12,369.00
343F	Hughes 500	3	ST	5					3.0	\$3,834.55
51UH	B206	3	CWN	2					4.1	\$4,464.20
407NA	B407	3	OAS	21	370				3.9	\$8,394.90
Total Aircraft Use and Cost					18815	15860			25.7	\$80,077.15

Additional Support Expenses (Itemize Below)	Cost
Total	

Grand Total Cost of Helibase This Operational Period: \$80,077.15

HELIBASE DAILY USE and COST SUMMARY

Date:

Helibase Name:

Incident/Project Name:

Helibase Manager:

N #	Make/Model	Type	Contract Type	Total PAX Transported	Total Pounds Cargo	Total Gallons Water	Total Gallons Retardant	Total Gallons Foam	Flight Hours	Individual Aircraft Cost
15456	S-61N	1	CWN			25,872			6.4	\$30,605.60
185CH	BV107	1	CWN						0.0	\$6,756.00
223HT	B205A1++	2	CWN	76	5,339				6.3	\$12,914.20
97HJ	B205A++	2	CWN	49	3,000				7.0	\$13,393.00
51UH	B206	3	CWN	3					3.1	\$3,938.10
8343F	Hughes 500	3	ST	4					2.8	\$3,728.75
407NA	B407	3	OAS	10					3.9	\$8,049.30
Total Aircraft Use and Cost						25872			29.5	\$79,384.95

Additional Support Expenses (Itemize Below)	Cost
185CH released at noon.	
Total	

Grand Total Cost of Helibase This Operational Period: \$79,384.95



GENERATED DAILY COSTS

This Handout outlines when the **Generate Daily Costs** checkbox is checked for Parents and Subordinates:

NOTE: I-Suite automatically checks or un-checks the **Generate Daily Costs** checkbox based on the Resource configuration.

1. A Resource with no Subordinates that may or may not contain actual posted Time (e.g. most overhead resources, resources with no subordinates, contract resources without subordinates.):
 - a. **Parent Resource** - Generate Daily Costs is checked.
 - b. **Subordinate Resource** - There is no subordinate resource.
2. A Resource with Subordinates. No Time posted for either the Parent or the Subordinate (e.g. Non-contract Crews and Engines prior to posting actual time):
 - a. **Parent Resource** - Generate Daily Costs is checked.
 - b. **Subordinate Resource** - Generate Daily Costs is NOT checked.
3. A Resource with Subordinates. Actual Time is Posted to the Subordinates (e.g. Crews and Engines after Actual Time was posted):
 - a. **Parent Resource** - Generate Daily Costs is NOT checked.
 - b. **Subordinate Resource** - Generate Daily Costs is checked.
4. A Resource with Subordinates. Actual Time is posted to both the Parent and the Subordinates. (e.g. Pickup truck with AD driver.)
 - a. **Parent Resource** - Generate Daily Costs is checked.
 - b. **Subordinate Resource** - Generate Daily Costs is checked.
5. Air Resources without Subordinates:
 - a. **Parent Resource** - Generate Daily Costs is checked.
 - b. **Subordinate Resource** - There is no subordinate resource.
6. Air Resources with Subordinates either with or without Time posted:
 - a. **Parent Resource** - Generate Daily Costs is checked.
 - b. **Subordinate Resource** - Generate Daily Costs is checked.

NOTE: Both Parent and Subordinate are checked to generate separate aircraft and crew costs.



COST REPORT DEFINITIONS

Sort Categories

Weekly Detail

This report contains detailed cost information for each day of the defined week. The cost information is broken down by **Kind Code** and **Direct/Indirect**. A **Daily Total** is included at the bottom of each date column.

Weekly Detail O/H Personnel

This report contains detailed overhead personnel cost information for each day of the defined week. The cost information is broken down by **Personnel Resource**, **Kind Code**, and **Direct/Indirect**. A **Daily Total** is included at the bottom of each date column.

Daily Summary

This report contains a summary of the costs for the current system date. The information is broken down by **Crews**, **Line Personnel**, and **Camp Personnel**.

Cumulative Cost Detail

This report identifies the **Daily Cost** for each day the incident has been open. The information is broken down by **Resource/Kind Codes**.

Cumulative Cost Detail O/H Personnel

This report identifies the **Daily Cost** for each day the incident has been open. The information is broken down by the **Kind Code** and then the **Personnel Resource**.

Category Total

This report identifies cost totals based on the **Category**.

People Weekly Summary

This report contains a summary of the people working on the incident for each day of the defined week. The information is broken down by **Kind Code** and **Direct/Indirect**. A **Daily Total** is included at the bottom of each date column.

People Daily Summary

This report contains a summary of the people working on the incident for the current system date. The information is broken down by **Crews**, **Line Personnel**, and **Camp Personnel**.

Other Categories

Analysis:

- **Resource** - This report can identify the average cost by Kind that exceeds the standard cost. It can also identify the individual costs by resource that exceeds the maximum rate.
- **Accountability** - This report identifies the percentage of resource types (i.e. Aircraft, Crew, Equipment, Support, Direct) defined for the incident and compares the **Current Values** with the **Standard Values**. The **Difference** and **Standard Deviation** are listed for each resource type.
- **Exception** - This report identifies resources with actual time posted that also have three or more days of unposted time.

Acres NVC:

- **Resource Loss (Summary)** - This report contains a high level view of the acres that were lost and the Net Value Change (NVC) resources that were affected. The information in this report is based on values defined on the **Acres Burned NVC/FIL** window.
- **Resource Loss (Mid - Level)** - This report contains a mid-level view of the acres that were lost and the NVC resources that were affected. The information in this report is broken down by **NVC Subtotals** for each date. The information in this report is based on values defined on the **Acres Burned NVC/FIL** window.
- **Resource Loss (Detail)** - This report contains detailed information about the acres that were lost and the NVC resources that were affected. In addition to the information included in the **Resource Loss (Mid-Level)** report, this report includes information about the **Fuel Intensity Level (FIL)**. The information in this report is based on the values defined on the **Acres Burned NVC/FIL** window.
- **Acres Burned** - This report contains the information that was defined on the **Acres Burned** window.

Aircraft:

- **Cumulative Air Costs Report.** This report identifies the air costs based on those resources that were assigned **Air kind codes** (i.e. AT).

Cost Share:

- **Cost Share Summary** - This report identifies the **Daily Cost** for the **Shift** on the listed dates. It also identifies the **Federal, State, and Other** percentage of the cost obligations for the **Shift** on the listed dates.
- **Cost Share by Shift and Kind** - This report identifies the **Daily Cost** for the **Shift** and **Kind** on the listed dates. It also identifies the **Federal, State, and Other** percentage of the cost obligations for the **Shift** and **Kind** on the listed dates.
- **Cost Share Detail** - This report contains detailed **Cost Apportionment** information for listed **Shifts** and **Resources**. This information includes **Daily Cost, Federal Cost, State Cost, and Other Cost**.
- **Cost Share Resource Worksheet** - This report contains **Cost Apportionment** information for listed **Resources**. This information includes **Daily Cost, Federal Cost, State Cost, and Other Cost**.

Resource/Kind:

- **Resource Kind by Cost** - This report identifies cost information based on kind and resource codes.
- **Resource Kind by Cost O/H Personnel** - This report identifies cost information based on overhead personnel resources.

Underutilized:

- This reports lists any resources that were checked as underutilized in the Daily Records screen



COST GRAPHS EXERCISE

1. Open the **Cost** module.
2. Select the **Cost** menu, and then click the **Graphs** option.
3. Under **Graph Types**, select **Total Cost**.

The following graphic identifies the buttons in the Graphs toolbar:



4. Change the **Background** color to something other than white.
5. Change the **Title** of the graph to “*Frog Fire Total Cost as of today’s date.*” Enter the total cost in the bottom title.
6. Change the **Fonts**. Underline the graph title and make it italic. Make the other titles italic.
7. On the **Data** tab, click the **Exploded Slices** button. Enter a pie slice value of **1** for all fields.
8. Change the **3D** appearance of the pie chart by tilting it down and changing the depth.
9. Change the **Markers** pattern. Select a different hatch for each pie piece.
10. Change the **Style** by checking the box **Colored as Slices**.
11. Go to **System** and select the appropriate options to print the graph (i.e. check border, color, landscape, and full page).
12. From **System**, save your graph as a template:
 - a. Under **Graph Template**, click the **Browse** button.



- b. Choose a location for your graph file and name it (the system will add a .gsp extension).
- c. Click the **Open** button.
- d. Enter the name of your template under **Graph Template** and click the **Save** button.

Do NOT check **Save Data** if you are creating a template. You can store multiple templates in a graph file. Exit the Graph module.

13. To load the template, re-open the Graph module:

- a. From the **System** tab, browse to find the location of the template file.
- b. Click the **Open** button.
- c. Select the file from the drop-down list and click **Load**.



COST PROJECTIONS EXERCISE

Exercise 1

Use the following information to create a projection that identifies whether the total cost of the incident will exceed the dollar limitation in the Wildland Fire Situation Analysis (WFSA). For this incident, that amount is \$3.5 million. The current plan is to increase resources and have the fire contained in 5 days. Additional resources are expected as follows:

ETA Tomorrow

- 3 Type 1 Crews (HC1)
- 5 Type 2 Crews (HC2)
- 4 Type 6 Engines (ENG6)
- 2 Water Tenders (WAT2)
- 10 Additional Direct Overhead Personnel (OD)

ETA the Following Day

- 2 Type 1 Crews (HC1)
- 6 Type 2 Crews (HC2)
- 3 Type 6 Engines (ENG6)
- 1 Water Tender (WAT2)
- 15 Additional Direct Overhead Personnel (OD)

In Addition, a special Type 1 Helicopter (HEL1) will be working on the fire for the next 3 days. It has an average cost of \$75,000 per day.

Use the following steps to create the projection:

1. Create a projection entitled WFSA Analysis.
2. Enter the number of days as 5.
3. Edit the projection based on the information defined above.
4. Save the projection.
5. Review the report.

Exercise 2

Use the following information to update the projection to include a Skidgine (SKID) for the last 3 days:

1. Add a resource through the Cost module.
 - Note in Remarks that this is for projection purposes only. This is just a reminder in case you forget to delete this resource after running the projection.
2. Run Create Cost.
3. Open the Projection Module.
4. Select the projection Titled WFSA Analysis.
5. Update the projection with the current day's cost.
6. Edit the projection.
7. Review the report.
8. Delete the SKID resource.

REDMOND AIR TANKER BASE - DAILY COST SUMMARY

OPERATIONAL PERIOD: _____
 INCIDENT NAME: _____
 INCIDENT NUMBER: _____
 USER UNIT: _____

BASE MANAGER: _____
 BASE ID
RDM

PHONE: _____
 FAX : _____
 EMAIL : _____

AIRCRAFT INFORMATION		INCIDENT COST																		
A/C # (ONLY)	MAKE/ MODEL	LANDING FEE			RETARDANT COST				FLIGHT COST				PER DIEM			EXTENDED HOURS			MISCELLANEOUS COST	TOTAL AIRCRAFT COSTS ²
		No.	COST PER 1000	Cost	LOADS	QTY GALS	\$ PER GAL	COST	FLIGHT RATE	HR	MIN	COST	#	RATE	COST	HR	CREW #	COST	Explain in REMARKS: ¹	
T-20	P-3A	3	3.07 322.35	967.05	3	7,627	0.879	6,704.13	\$6,104.00			7,019.60				1	3	117		\$14,807.78
T-458	AT-802				3	2,200	0.879	1,933.80	\$1,410.00			3,525.00	2	110	220	1	2	78		\$5,756.80
TOTAL FOR FIXED BASE:		3		967.05	6	9,827		8,637.93		3.65		10544.60	2		220	2	5	195	0	\$20,564.58
1 Remarks:																				

1 Make an entry only for availability to be charged to the incident in Miscellaneous Cost: availability or post-season.
 If availability is paid out of presuppression funds, do not enter as a Miscellaneous Cost.
2 Sum of costs for Landing Fee, Retardant, Flight Time, Per Diem, Extended Hours, and Miscellaneous Cost.

REDMOND AIR TANKER BASE - DAILY COST SUMMARY

OPERATIONAL PERIOD: _____
 INCIDENT NAME: _____
 INCIDENT NUMBER: _____
 USER UNIT: _____

BASE MANAGER: _____
 BASE ID
RDM

PHONE: _____
 FAX : _____
 EMAIL : _____

AIRCRAFT INFORMATION		INCIDENT COST																			
A/C # (ONLY)	MAKE/ MODEL	LANDING FEE			RETARDANT COST				FLIGHT COST				PER DIEM			EXTENDED HOURS			MISCELLANEOUS COST	TOTAL AIRCRAFT COSTS ²	
		No.	#REF!	Cost	LOADS	QTY GALS	\$ PER GAL	COST	FLIGHT RATE	HR	MIN	COST	#	RATE	COST	HR	CREW #	COST	Explain in REMARKS: ¹		
T-43	P-2V	2	3.07	411.38	2	4,150	0.879	3,647.85	\$3,537.00			6,649.56					0			\$10,708.79	
			205.69																		1.88
T-00	P-3A	3	3.07	967.05	3	7,579	0.879	6,661.94	\$6,104.00			14,710.64					0			\$22,339.63	
			322.35																		2.41
TOTAL FOR FIXED BASE:		5	1,378.43	5	11,729		10,309.79			4.29	21,360.20	0		0	0	0	0		0		\$33,048.42
¹ Remarks:																					

¹ Make an entry only for availability to be charged to the incident in Miscellaneous Cost: availability or post-season. If availability is paid out of presuppression funds, do not enter as a Miscellaneous Cost.
² Sum of costs for Landing Fee, Retardant, Flight Time, Per Diem, Extended Hours, and Miscellaneous Cost.

REDMOND AIR TANKER BASE - DAILY COST SUMMARY

OPERATIONAL PERIOD: _____
 INCIDENT NAME: _____
 INCIDENT NUMBER: _____
 USER UNIT: _____

BASE MANAGER: _____
 BASE ID
RDM

PHONE: _____
 FAX : _____
 EMAIL : _____

AIRCRAFT INFORMATION		INCIDENT COST																			
A/C # (ONLY)	MAKE/ MODEL	LANDING FEE			RETARDANT COST				FLIGHT COST				PER DIEM			EXTENDED HOURS			MISCELLANEOUS COST	TOTAL AIRCRAFT COSTS ²	
		No.	#REF!	Cost	LOADS	QTY GALS	\$ PER GAL	COST	FLIGHT RATE	HR	MIN	COST	#	RATE	COST	HR	CREW #	COST	Explain in REMARKS: ¹		
T-43	P-2V	3	3.07 205.69	617.07	4	8,157	0.653	5,326.52	\$3,537.00			11,566.00				12	3	468		\$17,977.59	
T-185	AT-802				9	6,396	0.653	4,176.59	\$1,685.00			11,829.00	2	110	220	6	2	234		\$16,459.59	
TOTAL FOR FIXED BASE:		3		617.07	13	14,553		9,503.11		10.29		23,395.00	2		220	18	5	702		0	\$34,437.18
1 Remarks:																					

1 Make an entry only for availability to be charged to the incident in Miscellaneous Cost: availability or post-season. If availability is paid out of presuppression funds, do not enter as a Miscellaneous Cost.
2 Sum of costs for Landing Fee, Retardant, Flight Time, Per Diem, Extended Hours, and Miscellaneous Cost.