



## Equipment Purchase Assistance Program

### BACKGROUND

The U.S. Department of Homeland Security (DHS) Office of Grants and Training (G&T), has entered into an agreement with the Defense Logistics Agency (DLA), and the Defense Supply Center Philadelphia (DSCP), to provide State, local, and tribal grant recipients with the option to use a streamlined procurement process that is available through the DSCP Fire and Emergency Services Prime Vendor Program. The Equipment Purchase Assistance Program (EPAP) allows State, local, and tribal recipients of G&T grant funding to utilize DSCP prime vendors to expedite the procurement of equipment and associated supplies, services, and training.

### PURPOSE

The purpose of EPAP is to provide G&T grant recipients with cost- and time-saving procurement options. Some of the benefits of this program include:

- Expedited procurement process
- Electronic on-line ordering
- 24-hour/day customer service support
- Diversified commercial product lines
- Brand-name products
- Contract product addition capability
- Surge capability
- Seven day delivery for routine items
- Emergency delivery (within 24 hours) of routine items

### PROGRAM INFORMATION

EPAP provides the opportunity for G&T grantees to procure commercially available equipment through the DSCP Fire and Emergency Services Prime Vendor Program and other logistic support programs. The equipment offered by DSCP prime vendors includes a wide array of basic defensive equipment allowable under G&T's Homeland Security grant program, including operations and command center equipment, and other related equipment, supplies, services, and training. Product pricing has been deemed fair and reasonable and has been competed to ensure the customer receives the best value for these products in accordance with Federal Acquisition Regulations (FAR).

### DSCP Accounts

Establishing an account with DSCP is a simple, straightforward process initiated by contacting your G&T State Preparedness Officer who will put you in contact with your regional DSCP representative to confirm your agency's participation in EPAP and complete a cus-



tomter profile sheet. DSCP will assign a U.S. Department of Defense Activity Address Code (DoDAAC) and provide information to grantees that will allow them to submit requisitions to regional prime vendors. DSCP requisitions cannot be submitted without an assigned DoDAAC number.

### Prime Vendor Equipment List

For Prime Vendor details, G&T grant recipients may view DSCP's Prime Vendor Equipment List on DSCP's Web site at [www.dscp.dla.mil/gi/general/fire.htm](http://www.dscp.dla.mil/gi/general/fire.htm). Before viewing available equipment and pricing, a password and user ID must be obtained from DSCP or the Prime Vendor. If equipment does not appear on the DSCP Prime Vendor Equipment List, account holders may request that these products be added to the list. Equipment will be added after DSCP has reviewed and approved the product(s) for fair and reasonable pricing. Some equipment may not be available for purchase through DSCP due to restrictions under certain applicable laws.

Purchases may be made from the DSCP Prime Vendor Equipment List as long as the requested equipment is on the G&T Authorized Equipment List (AEL). The updated AEL is available at the following Web site: [www2.rkb.mipt.org/ael\\_fy2005.cfm](http://www2.rkb.mipt.org/ael_fy2005.cfm).

### Purchasing Equipment via the DSCP

When ordering through DSCP Prime Vendors, grantees may only use funds awarded by G&T. State and local funds may not be used. When ordering through DSCP Prime Vendors, purchase orders **must** identify DSCP as the vendor, and must not be written directly to the Prime Vendors. Once orders are placed and shipped, the Prime Vendor will notify DSCP, and the

Defense Finance and Accounting Service, on behalf of DSCP, will send a bill to the agency or jurisdiction submitting the requisition. Normal delivery time for routine, in-stock items is five to seven days. Delivery of non-routine items depends on the particular equipment and manufacturer.



### Establishing a DSCP Account

To establish an account with DSCP, or inquire about the program, please contact the G&T Centralized Scheduling and Information Desk at (800) 368-6498 or your G&T State Preparedness Officer for regional DSCP points of contact.

#### FOR ADDITIONAL INFORMATION

For more information about the Equipment Purchase Assistance Program or other initiatives of the Office of Grants and Training (G&T), please contact the Centralized Scheduling and Information Desk (CSID) at **1-800-368-6498** or [askcsid@dhs.gov](mailto:askcsid@dhs.gov).

The Prime Vendor Equipment List is available online at:

[www.dscp.dla.mil/gi/general/fire.htm](http://www.dscp.dla.mil/gi/general/fire.htm)

The Authorized Equipment List is available online at:

[www2.rkb.mipt.org/ael\\_fy2005.cfm](http://www2.rkb.mipt.org/ael_fy2005.cfm)