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Date: June 5, 2006

Route To:

Subject: Contracting Officer's Representative (COR) Certification Implementation Strategy
for Fire and Aviation Contracts

To: Regional Foresters

All Contracting Officer's Representatives (CORs) are required to be certified in accordance with FSH 6309.32-2005-1. For specific contracts, the Contracting Officer and the program manager determine the COR certification level needed for the contract based on the complexities of that procurement. The certification levels require a combination of formal training and on-the-job experience in certain competencies deemed necessary for the successful administration of the contracts. Line officers responsible for the mission shall provide qualified CORs and inspectors.

For national and regional contracts, it is required that those individuals designated as CORs by name meet the training and experience requirements for the particular level as determined by the Contracting Officer and program manager.

For many national fire and aviation contracts, BPAs, and Emergency Equipment Rental Agreements, however, many of the designations are by position rather than a named individual or CORs are not designated at all. The increase in our reliance on contracted resources has raised a number of questions as to who should be designated as CORs, what level of CORs are needed, and the cost of training and certifying CORs to adequately administer these contracts. Other considerations are our interagency partners, seasonal workforce, and AD employees and the appropriateness of designating them as CORs and inspectors.

To sort through all of these issues, we are assembling a working group that will include representatives from logistics, aviation, contracting, finance, and incident command. A charter is being developed that the group will use to assess the current state, review the requirements, and develop a strategy to develop and implement an appropriate COR certification program for fire and aviation contracts. It is anticipated that recommendations will be made by the end of the 2006 calendar year to help us move forward in implementing COR certification requirements for fire and aviation contracts. We will forward the charter as well as the members of the group when finalized.



In the meantime, it is expected that those individuals designated as CORs by name have the required training and experience to be certified at the appropriate level for that contract. Any questions should be directed to your local Acquisition Management staff.

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