





National Mobile Shower Facilities Contractors provide and operate mobile shower units to wildland fire incidents and other types of activities throughout the contiguous western United States and Alaska. This includes all equipment, labor, materials, and supplies required to accomplish the full scope of work defined in the National Mobile Shower Facilities Contract. The National Contract is available for use by the Forest Service and other cooperating Federal and State Agencies. The National Mobile Shower Facilities Contracts awarded Winter 2009 are expected to remain in effect through December 31, 2013. Our office will likely not issue a Solicitation Request for Proposals until sometime in late 2012 or early 2013 to start work during the 2014 fire season.

Occasionally, due to unusually high levels of wildland fire activity, it may become necessary to obtain the services of additional mobile shower units on a temporary basis when all of those units already under National Contract are committed to fire incidents or are otherwise unavailable. Additional mobile shower units are not added to the National Contract but instead are obtained through the use of an Emergency Equipment Rental Agreement (EERA) and only until such time that fire incident activity declines and National Contract units become available. Additional units obtained through the use of an EERA are available for use on a Call-When-Needed (CWN) basis. This means that the Government makes no guarantees, is not obligated to place orders for services under the EERA, and the Contractor may choose to accept or not accept any orders for services placed under the EERA. However, when services are provided under the EERA, these services shall be performed in accordance with the current National Mobile Shower Facilities Contract specifications, terms, and conditions.

If you are just interested in providing your services on a CWN basis through an EERA, then you should communicate this desire in writing to the Contracting Officer, Melinda G. Draper, at the address shown below:

### **USDA Forest Service, Contracting**

National Interagency Fire Center 3833 S. Development Avenue Boise, Idaho 83705-5354

In your written request to be considered, you should include all information necessary to adequately describe your mobile Shower Facilities unit, your capabilities, and your past performance history. You should also include pricing submitted in the prescribed format as shown in the following pages. A request to be considered for an Emergency Equipment Rental Agreement may be submitted at any time. However, please remember that we will not consider entering into an EERA for any additional CWN units until such time as all National Contract resources have been committed to fire incidents or are otherwise unavailable *and* an actual need for additional units has been established. We will not consider entering into any EERA in advance when there is not an actual need for additional units.

# USE THIS FORM TO LIST INFORMATION FROM CHECKLIST OF INFORMATION TO INCLUDE WITH YOUR RESPONSE

	OFFEROR'S NAME:		
	OFFEROR'S ADDRESS:		
PROPOSED ADDRESS			
WHERE UNIT WILL BE PHYSICALLY LOCATED:			
(No P.O. Boxes)		RELOCATION FEE:	\$575.00

SHOWER	FACILITY U	NIT SUMMA	RY	SHOWER UNIT REQUIRED VIN NUMBERS				
Unit ID No.	Number of Shower Heads		Water Vehicle Capacity (Gallons)	Equipment Type	Vehicle Identification No. (VIN)			
				Shower Trailer				
	Male	Female		Water Vehicle				
				Tractor				
				Wash Basins (Sinks)				
				Other				

	RATES	(Total Shower	(Total Shower Facility with All Peripheral Support Equipment Included.)						
				Intermittent Use					
	Sh	ower Unit	Transport Water Vehicle	Water Vehicle					
SHOWER UNIT	Usage Rate/Day	Mileage To & From Incident	Rate/Mile	Rate/Hour					

### CHECKLIST OF INFORMATION TO INCLUDE WITH YOUR RESPONSE

- 1. Your complete business name
- 2. The name of the person authorized to sign contract on behalf of you company
- 3. Your company's taxpayer identification Number (TIN/EIN/SSN)
- 4. Your company's Dunn and Bradstreet DUNs (nine digit) number
- 5. Phone number AND FAX number for your company
- 6. Your shower unit ID number (see example)
- 7. Vehicle Identification Numbers (VIN) for your equipment (see example)
- 8. The capacity (in total gallons) of your potable water transport vehicle
- 9. The total number of shower heads (total for male and total for female)
- 10. Photos of your equipment
- 11. ALL pricing (see example)
- 12. The minimum and maximum number of staff required to operate the shower unit
- 13. List all Key Personnel and Alternate Key Personnel (see example) and their qualifications
- 14. Please submit your company policy and processes that specifically address your work/rest and length of assignments guidelines. Specifically address how you mitigate fatigue and ensure a safe and healthy work environment for your employees. This information will be maintained in the contracting office. It shall also be maintained as part of the information you are required to have at the worksite (such as a copy of the EERA) and made available to Government representatives, upon their request, to assist in monitoring as part of the overall contract administration activities.

Contractors wishing to do business with the Government are required to register in the Central Contractor Registration Database (CCR) and the Online Representations and Certifications (ORCA) Database. Payment for your services cannot be processed if you are not in registered in CCR *AND* ORCA.

Go to http://www.bpn.gov and/or http://orca.bpn.gov/login.aspx for more information.

# EXAMPLE MOBILE SHOWER FACILITIES UNIT SUMMARY (Revised per Modification NIFC-04)

Unit

**Shower Heads** 

Water

Vehicle

Sinks

Water

Storage Gal.

**Designated Dispatch Points (DDPs)** 

**Mandatory Availability Dates** 

**Contractor's Contact** 

Information

**Contract Number** 

Till Of Illation		Contract Number		Manuatory Availability Dates		Ullit		ower II	caus	venicie	SHIKS	ge Gai.		
Bishop S	Services, Inc		53-024B-4-2409					M	F	Total	Gal.		Potable	Gray
PO Box					Bend, OR - Uni	t E	E	8	4	12	4,000	8	1,500	2,500
		620	06/15 - 09/30		06/15 - 09/30									
Goldendale, WA 98620 Kev Personnel:		1275 S. HWY 97												
Lynn Woodruff		Bend, OR 97702												
	Edgar Holbrook Bruce Bane													
(509)77			Olaf La	arson	Salt Lake City,	<u>UT – Unit D</u>	D	8	4	12	4,000	8	1,500	2,500
(509)77	3-5752 Fax		Kelvin		07/01 – 09/30									
			Red La		2245 S. 1200 W									
			Kirtis S	Sourbrine	Ogden, UT 8440	01-0260								
						T 11 G	С			10	4.000		1.500	2.500
			<u> </u>	Alternates:		Goldendale, WA – Unit C		8	4	12	4,000	8	1,500	2,500
					1098 HWY 97	06/15 - 10/30								
					Goldendale, WA	09620		1	I					
					Goldendale, WA	98020								
Relocation	n Fee: \$575.0	0												
					Transport Intermittent Use		Min./Max. No.							
	Contract	Unit	Usage	Mileage to &	Water Vehicle	Water Vehicle	Requi	Required Staff		Equipment Types		Vehicle Identification No.		
Unit ID	Year	Rate	e/day	From Incident	Rate/Mile	Rate/Hr	Min.	Max.	In	Included with Unit		(VIN)		
Е	2005	\$2,	52,275 \$5.50		\$5.70	\$71.20	2	4	Shower Trailer – E		– E	7U47548007		
	2006		330	\$5.85	\$5.85	\$72.25			Trac	tor		706233		
ì	2007	\$2,380		\$6.00	\$6.00	\$73.50 \$74.25			Water Vehicle			7L81564004		
	2008 \$2,430		\$6.25	\$6.25										
D	2005		275	\$5.50	\$5.70	\$71.20	2	4	Shov	Shower Trailer – D		7U47548001		
	2006		330	\$5.85	\$5.85	\$72.25			Tractor			A036936		
	2007		380	\$6.00	\$6.00	\$73.50			Wate	er Vehicle		910502		
	2008	\$2,	430	\$6.25	\$6.25	\$74.25								
С	2005		275	\$5.50	\$5.70	\$71.20	2	4		Shower Trailer – C		7U47548012		
		\$5.85	\$5.85 \$72.25				Tractor			2FUY5DYB2XPB3557		5570		
	2007		380	\$6.00	\$6.00	\$73.50			Wate	er Vehicle		7L815640	002	
	2008	\$2,	430	\$6.25	\$6.25	\$74.25								
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EXAMPLE EXAMPLE EXAMPLE EXAMPLE EXAMPLE EXAMPLE EXAMPLE EXAMPLE

Forest Service National Interagency Fire Center 3833 S. Development Avenue Boise, ID 83705

File Code: 6320

**Date:** January 11, 2006

#### Dear Vendor:

This letter is a reminder that Contractors anticipating or currently doing business with Department of Agriculture (USDA) and potential vendors are required to register in the Central Contractor Registration (CCR) System. This information in the Central Contractor Registration (CCR) System must be updated yearly, even if there are no information changes.

As of October 1, 2003, vendors doing business with the Federal Government will be required to register in CCR before they can be awarded contracts, blanket agreements, blanket purchase agreements or basic ordering agreements.

The exceptions to the proposed registration requirement are: purchases that use the governmentwide commercial purchase card as the purchasing mechanism; classified contracts; contracts awarded in the conduct of emergency operations; contracts to support unusual or compelling needs; award to foreign vendors for work performed outside the United States if it is impractical to obtain CCR Information. A copy of the proposed rule can be found at <a href="http://www.ccr.gov/">http://www.ccr.gov/</a>.

The CCR is designed to be a highly secure, single repository of vendor information. Vendors are able to register with identifying company information; including electronic funds transfer (EFT) data, and allows you to control the accuracy of your own business information. The data from your registration will be used for payment purposes, as well as by procurement for other business-related endeavors. A template containing the information necessary for registration can be found at <a href="http://www.ccr.gov/handbook.cfm">http://www.ccr.gov/handbook.cfm</a>. An excerpt of this included for your information. Only authorized government financial and procurement officials will be able to access the proprietary and sensitive data. Annual renewal/update by vendors is necessary to remain active.

The preferred method for completing registration is via the World Wide Web at <a href="http://www.ccr.gov/">http://www.ccr.gov/</a>. A handbook and other information are available at that site, including information on how to obtain a DUNS number, which is required to begin the registration process. Once a vendor has registered in CCR a Trading Partner Identification Number (TPIN) is mailed to the individual identified by the vendor as the CCR point of contact. The TPIN is very important, as it is required for any changes to the registration.





Forest Service National Interagency Fire Center 3833 S. Development Avenue Boise, ID 83705

March 8, 2005 MEMORANDUM FOR FEDERAL VENDORS

SUBJECT: Online Representations and Certifications Application (ORCA)

Dear Vendor,

Beginning January 1, 2005, the Federal Acquisition Regulation (FAR) will require the use of the Online Representations and Certifications Application (ORCA) in Federal solicitations as a part of the proposal submission process. ORCA is a web-based system that centralizes and standardizes the collection, storage and viewing of many of the FAR required representations and certifications previously found in solicitations. With ORCA, you now have the ability to enter and maintain your representation and certification information, at your convenience, via the Internet, at <a href="http://orca.bpn.gov">http://orca.bpn.gov</a>. In addition, rather than receiving and reviewing paper submissions, government contracting officials can access ORCA and review your information online as a part of the proposal evaluation process. You will no longer have to submit representations and certifications completed in ORCA with each offer. Instead, a solicitation will contain a single provision that will allow you to either certify that all of your representations and certifications in ORCA are current, complete and accurate as of the date of your signature, or list any changes.

To prepare for this requirement and to register in ORCA, you will need to have three items: an active Central Contractor Registration (CCR) record; a Marketing Partner Identification Number (MPIN) identified in that CCR record and a valid DUNS number. Your DUNS number and MPIN act as your company's ID and password into ORCA. (Visit <a href="www.ccr.gov">www.ccr.gov</a> for more information on creating and entering your MPIN). The basic information provided in your CCR record is used to pre-populate a number of fields in ORCA. Vendors are reminded to protect their MPIN from unauthorized use.

Once in ORCA you will be asked to review pertinent information pre-populated from CCR, provide a point of contact, and answer a questionnaire that contains up to 26 questions. The questionnaire is to help you gather information you need for the clauses. The questionnaire is not the official version. Be sure to read the provisions carefully.

The answers you provide are then automatically entered into the actual FAR provisions. You are required to review your information, as inserted, in context of the full-text provisions for accuracy; acknowledge three additional read-only provisions; and click a time/date stamp before final submission. You will need to review and/or update your ORCA record when necessary, but at least annually in order to maintain its active status.

Detailed information regarding ORCA, how to submit your record, and whom to call for assistance can be found on ORCA's homepage at <a href="http://orca.bpn.gov">http://orca.bpn.gov</a> under Help.







## FedBizOpps.gov Designated as GPE

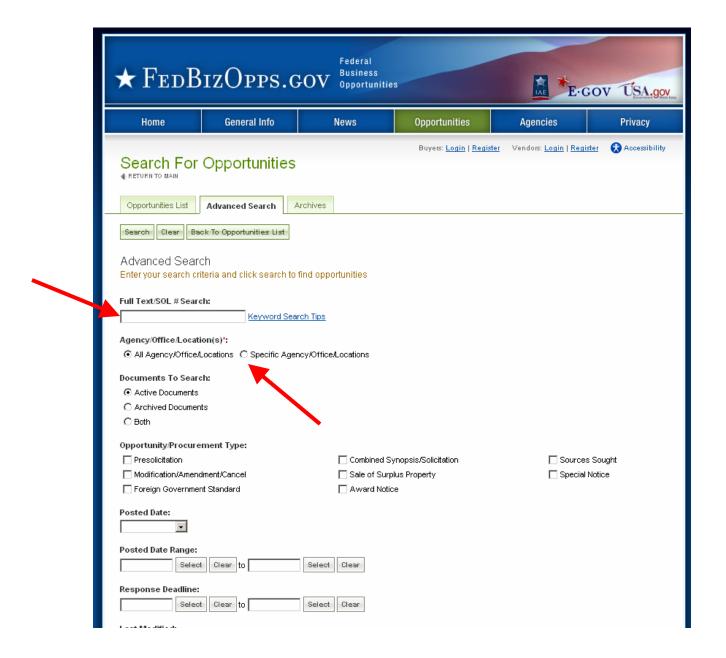
"FedBizOpps", managed by the General Services Administration (GSA), was designated by the Federal Acquisition Regulation (66 Fed. Reg 27407, May 16, 2001) as the Mandatory "Government wide point of entry (GPE)" effective October 1, 2001, for posting of Government business opportunities greater than \$25,000, including synopses of proposed contract actions, solicitations, and associated information, and subcontracting opportunity notices. During a transition period of October 1, 2001 through December 31, 2001, notices posted at FedBizOpps were forwarded to the previous GPE, the Commerce Business Daily (CBD). Effective January 1, 2002, the CBD was replaced by FedBizOpps as the official GPE and all Federal Procurement offices have been directed to utilize the FedBizOpps database. Effective January 4, 2002, the Department of Commerce ceased publication of the CBD through the U.S. Government Printing Office (GPO)

Note: Information on the Federal Business Opportunities website is FREE to the public. Some companies maintain similar looking Internet sites by re-posting information obtained from the FedBizOpps database. Most of these companies charge fees or sell monthly or yearly subscriptions for this service. Information that has been re-posted in this manner may contain errors and inaccuracies. Federal contracting professionals are responsible for the content of synopsis and solicitations submitted to FedBizOpps ONLY. The FedBizOpps staff does not make any changes or corrections to synopsis/solicitation content.

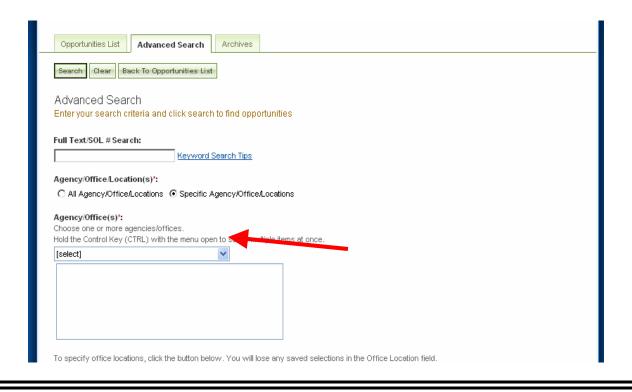


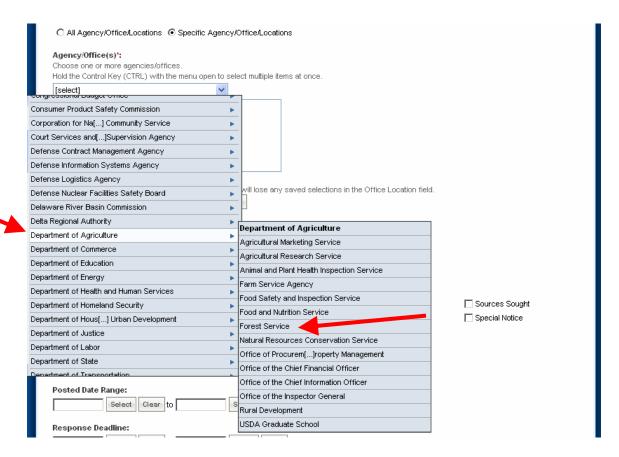
Use your computer's Internet browser to open the Federal Business Opportunities Main page found at <a href="https://www.fbo.gov">www.fbo.gov</a>. Use mouse to click on any of the "Opportunities" or "Search" buttons/links. This set of instructions will use the "Advanced Search" option.

Only authorized Federal employees (Buyers) may access FedBizOpps "Buyer" functions.



If you know the exact Solicitation number, simply enter it into the "**Full Text/Sol # Search**" field. If you do not know the Solicitation number, or if you want to view all Solicitations/Notices from the USDA Forest Service Contracting Office at the National Interagency Fire Center (NIFC), select/click the circle next to the "**Specific Agency/Office Locations**" option. This will open a dropdown list of all Federal Departments.

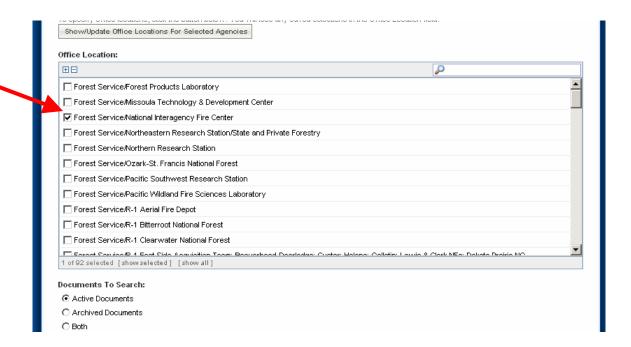




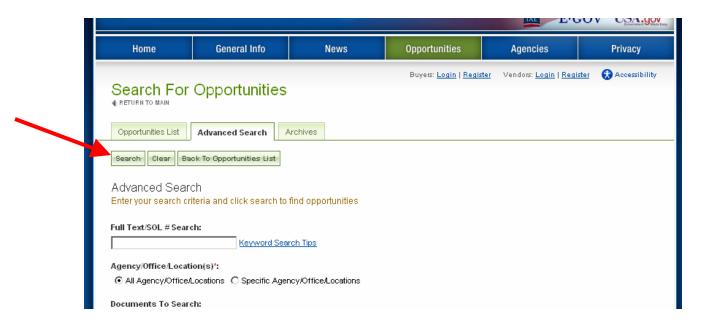
From the dropdown list select "Department of Agriculture" and then select "Forest Service".

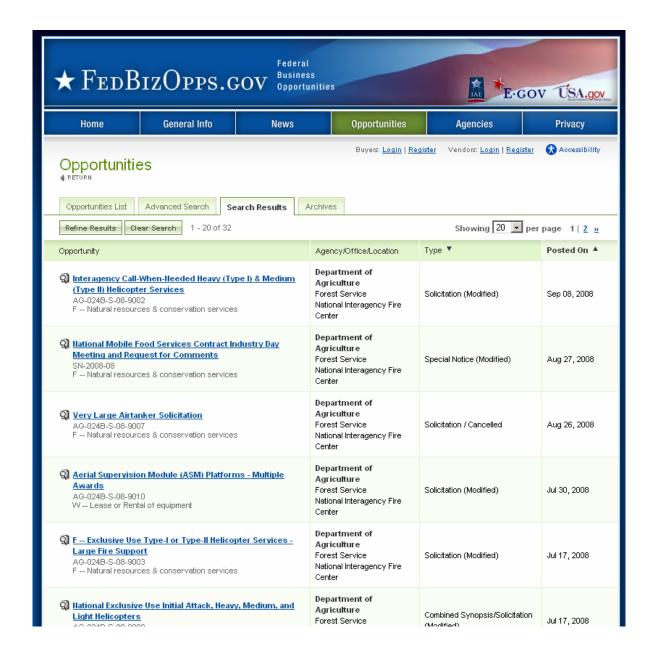
Once you have selected "Forest Service" select/click on the box "Show/Update Office Locations for Selected Agencies". This will open a dropdown list of all Forest Service locations.





Select/click the box next to "Forest Service/National Interagency Fire Center", and then select/click "Search".





This screen shows a listing of all Pre-Solicitation Notices, Award Notices, Modifications to Previous Notices, Sources Sought Notices, Special Notices, Combined Synopsis/Solicitations, etc. issued by our office at NIFC. Use your mouse to select/click on any link of interest (underlined & in Blue).

This is the <u>ONLY</u> place where the Forest Service Contracting Office at the National Interagency Fire Center, Boise, ID will post Solicitation notices and related documents.