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**ADDENDUM TWO**  
**RFP Number: ODF-1632-09**  
**2009 Interagency Firefighting Crew**  
**Agreement RFP**

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This Addendum modifies the Request for Proposal (RFP) Document(s) only to the extent indicated herein. All other areas not specifically mentioned or affected by this Addendum shall remain in full force. This Addendum shall be added as a part of the Original RFP.

The Contract is hereby amended as follows (new language is indicated by underlining and deleted language is indicated by brackets)

**Item 1: Changes section to read as follows:**

A.3.2 The **Best Value Ranking** will result in the award of points by evaluators based on their assessment of the following Evaluation Criteria for each submitted **Proposal**. Section C.5.3 contains detailed criteria for the evaluation of **Proposals**.

**Item 2: Changes section to read as follows:**

C.3.4. **Federal Central Contractor Registration** – Proposer must possess and submit [a copy of] its current Federal Central Contractor Registration number. For information, see the following website:

<http://www.ccr.gov/FAQ.aspx#who>

Proposers need not submit this [document] number prior to **Closing**. However, it must be submitted no later than June 1, 2009 or Proposer will not be eligible for dispatch to any fires under the jurisdiction of the Federal Government.

**Item 3: Changes section to read as follows:**

C.2.1.1 **Required Documents**

- **Federal Central Contractor Registration Number** – See Section C.3.4. Proposer need not submit this [document] number prior to **Closing**. However, it must be submitted no later than June 1, 2009 or Proposer will not be eligible for dispatch to any fires under the jurisdiction of the Federal Government.

**Item 4: Changes section to read as follows:**

C.4.1 **Past Performance Materials**

- **Crew Performance Evaluations** - Proposer's 10 most recent evaluations for fire suppression incidents (Crew Performance Rating, ICS 224). Proposers must submit only one performance evaluation per incident. Proposer must provide evaluations from the 10 most recent incidents. If proposer has not been to 10 incidents, proposer may provide multiple performance evaluations from each incident to make up the 10. Proposers with no past performance under the current company name may submit evaluations for other companies if they have the same owners as current company.

**Item 5: Changes section to read as follows:**

**C.4.1 Past Performance Materials**

- **Narrative** - A narrative not exceeding four (4) page in length explaining programs, systems and techniques that have been and will be employed by the Proposer to [insure] ensure that the performance of its supervisors, crews and other employees will meet the standards required by the **Agreement** and the considerations identified in Section C.5.3.1. **Proposers must submit three extra copies of the Narrative with its Proposal.**

**Item 6: Changes section to read as follows:**

**C.5.3.1 Past Performance (65 possible points)**

- **Crew Performance Evaluations** – The evaluators will consider the past performance information submitted by the Proposer in relation to the scope of this procurement. Points will be awarded based on an assessment of the 10 most recent evaluations for fire suppression incidents. The evaluators may access and consider any federal, state, or local past performance databases to research Proposers' past contract performance. Proposers must submit only one performance evaluation per incident. Proposer must provide evaluations from the 10 most recent incidents. If proposer has not been to 10 incidents, proposer may provide multiple performance evaluations from each incident to make up the 10.

**Item 7: Changes numbering to read as follows:**

**C.5.4 Phase 4 – Reasonableness Determination of Submitted Price**

[5.4.5.] 5.4.4 If **ODF** rejects any Proposers by application of Section 5.4.3, the remaining Proposers on the **Preliminary Best Value List** will be re-ranked, and the re-ranked list will constitute the **Final Best Value List**.

**Item 8: Changes section to read as follows:**

C.5.3.4 **Price (60 possible points)** - ODF will evaluate the proposed Price of each Proposer by reviewing the Pricing page submitted by the Proposer for **Type 2 Twenty-person Crews** and applying that Price using the matrix below. Points for Price will be added to, or be deducted from points awarded to the Proposer for its **Technical Proposal** to determine the **Preliminary Best Value Ranking** of Proposers. **All Prices offered with fractional pricing will be rounded up to the nearest whole dollar.** Desirable Points: Proposer shall receive an additional 2 points for each dollar of a proposed hourly rate below \$34.

**Price Matrix**

Hourly Rate (\$)	Points Awarded or (Deducted)
34	60 points
35	55 points
36	50 points
37	45 points
38	40 points
39	35 points
40	30 points
41	25 points
42	20 points
43	15 points
44	10 points
45	5 points
46	0 points
47	(5 points)
48	(10 points)
49	(15 points)
50	(20 points)
51	(25 points)
52	(30 points)
53 and above	Deduct 5 points for each dollar above 53

**Example 1** – Proposer 1 submits a **Technical Proposal** and is awarded 120 points after the evaluation of Past Performance, Technical Capability, and Safety and Training. Proposer 1 submits a Price of \$42.15 per hour for each member of a **Type 2 Twenty-person Crew**. The applicable Price for Proposer 1 is \$43 per hour (\$42.15 rounded **up** to the next higher dollar) and the Proposer will receive 15 additional points for a **Best Value** score of 135 points.

**Example 2** – Proposer 2 submits a **Technical Proposal** and is awarded 125 points after the evaluation of Past Performance, Technical Capability, and Safety and Training. Proposer 2 submits a Price of \$46 per hour for each member of a **Type 2 Twenty-person Crew**. The applicable Price for Proposer 2 is \$46 per hour but Proposer 2 will not receive any additional points. Proposer 2's **Best Value** score of 125 points.

**Example 3** - Proposer 3 submits a **Technical Proposal** and is awarded 115 points after the evaluation of Past Performance, Technical Capability, and Safety and Training. Proposer 3 submits a Price of \$50 per hour for each member of a **Type 2 Twenty-person Crew**. The applicable Price for Proposer 3 is \$50 per hour and 20 points will be **deducted** leaving Proposer 3 with a **Best Value** score of 95 points.

**Item 9: Replaces Appendix B in its entirety with version attached to the end of this Addendum #2**

See revised Appendix B at the end of this Addendum #2

### **Changes to ATTACHMENT 2- The Agreement**

**Item 10: Changes section to read as follows:**

2.4 Prices shall be firm for the **Initial Term of the Agreement**. **Contractor** may request Price adjustments in writing no later than [ninety (90)] sixty (60) Days prior to the expiration of the **Initial Term of the Agreement**, or if applicable, the first **Extension Term**. Price Adjustments shall not exceed the percentage of change in the U.S. Department of Labor Consumer Price Index based on the Portland/Salem Urban Consumers percentage difference (a) between July 1, 2009 and July 1, 2010 (for the first Extension Term), or July 1, 2010 and July 1, 2011 (for the second extension term).

**Item 11: Changes section to read as follows:**

4.2 The **Administering Agency** shall, at its sole discretion, have the option to extend the **Term of the Agreement** for up to two additional one-year periods (each an "**Extension Term**"). If the **Administering Agency** intends to extend the **Term of the Agreement**, it shall transmit a **Renewal Notice** to the **Contractor**

no later than [sixty (60)] ninety (90) **Days** prior to the expiration of the **Initial Term of the Agreement**, or if applicable, the first **Extension Term**.

### **Exhibit A - Definitions**

**Item 12: Definition is changed to read as follows:**

**“Severity/Preparedness Assignment”** means the class of assignments that are related to pre-suppression capability and fire preparedness activities. Appropriate severity/preparedness activities are standby at a specified location, [patrol,] tool sharpening, or other activities that do not unduly interfere with fire readiness and a 10-minute mobilization response time.

**Item 13: Definition is changed to read as follows:**

**“Trainee”** means an individual who is preparing to qualify for a **Crew** position. All required [training courses and] prerequisite experience must be completed before initiation of a **PTB**, following which the **Trainee** is eligible for on-the-job training, task evaluation and position performance evaluation.

**Item 14: Changes section to read as follows:**

B 1.6 **Government** reserves the right to reject any **Crew Member** who is not in full compliance with the specifications in this **Exhibit**. In addition, failure of any **Crew Member** to demonstrate an ability to perform the tasks listed in the **PTB** for that **Crew Member’s** position shall be cause for immediate release of that **Crew Member** from an **Incident**. All required [training and] pre-requisite experience must be completed before the **PTB** may be issued. Only one **PTB** can be worked on at a time and must be completed before beginning pre-requisite experience for a new **PTB**, except for the Faller PTB which can be simultaneously completed with other PTB's.

### **Exhibit B - Crew Composition, Position Qualification Requirements and Training**

**Item 15: Title of Exhibit B, Table 1 changed to read as follows:**

*TABLE 1. [SEQUENCE] GUIDE FOR POSITION CERTIFICATION*

**Item 16: Title of Exhibit B, Table 2 changed to read as follows:**

*TABLE 2. [SEQUENCE] GUIDE FOR FALLER CERTIFICATION*

**Item 17: Changes section to read as follows:**

B 2.7 General Faller Guidelines

2. S-212 [Wildfire Power Saws] Wildland Fire Chain Saws is required for all certification levels.

**Item 18: Changes section to read as follows:**

B 2.8 Certification Guidelines

Faller Class A (FALA) Qualifications

REQUIRED TRAINING

[Wildfire Power Saws] Wildland Fire Chain Saws (S-212) and the field evaluation process.

**Item 19: Changes section to read as follows:**

B 2.8 Certification Guidelines

Faller Class B (FALB) Qualifications

REQUIRED TRAINING

[Wildfire Power Saws] Wildland Fire Chain Saws (S-212) and the field evaluation process.

**Item 20: Changes section to read as follows:**

B 2.8 Certification Guidelines

Faller Class C (FALC) Qualifications

REQUIRED TRAINING

[Wildfire Power Saws] Wildland Fire Chain Saws (S-212) and the field evaluation process.

**Item 21: Changes section to read as follows:**

*TABLE 2. GUIDE FOR FALLER CERTIFICATION*

Faller Class A (FALA):

2. Prior to the field certification, the Faller Class A candidate must successfully complete the classroom portion of S-212 [Wildfire Power Saws] Wildland Fire Chain Saws.

**Item 22: Changes section to read as follows:**

*TABLE 2. GUIDE FOR FALLER CERTIFICATION*

Faller Class B (FALB):

1. If not currently qualified as a Faller Class A, an individual may, with agency approval, become a candidate for Faller Class B. The candidate is required to successfully complete both the classroom and field evaluation portion of S-212 [Wildfire Power Saws] Wildland Fire Chain Saws.

**Item 23: Section is replaced in its entirety with the following:**

D 3.4 In order for a **Contract Crew** to be statused as **Available**, at least 20 **Crew Members** must be Available that meet Crew structure requirements, Crew Members and all required Equipment, supplies and vehicles for the **Contracted Crew** must be **Available** and be able to assemble at the applicable **DDL** within two hours after acceptance and confirmation of availability. A **Contracted Crew** shall be statused as **Unavailable** if it does not meet all of the conditions described above or if one of the following situations is applicable:

**Item 24: Changes Section to read as follows:**

D 3.4.2 **Crews** returning from assignment or in travel status must not be statused as **Available** if **Work/Rest** requirements need to be met.

**Item 25: Changes Section to read as follows:**

D 4.9 Prior to the **Crew's** departure from its **DDL**, or within two (2) hours of accepting an assignment, **Contractor** must fax a completed **Hand Crew Manifest** including **Resource Order** form to the dispatching office and the **PCSU** using the **Government Hand Crew Manifest** form.

**Contractor** shall complete the **Hand Crew Manifest** form as follows: Line 1 shall list the **CRWB**, lines 2, 10 and 20 shall list each FFT1 followed by their squad. Language Skills Assessment (LSA-E, LSA-S, LSA-E/S, LSA-R, LSA-E/R, NT) determination shall be listed in the experience column in addition to experience color code letter. See example **Attachment 3 to Exhibit D**. **Crew Members** listed on **Hand Crew Manifest** Form shall include only those names listed on the **Company Manifest** previously submitted to the **PCSU** as required under **B 4.0**

**Item 26: Changes Section to read as follows:**

E 3.2.5

**Step 2:** During the assignment the **Contractor's** evaluator must observe the **Trainee's** performance and initial all tasks in the **PTB** that the

**Trainee** demonstrates successfully. The final performance evaluation assignment for an FFT1, CRWB or STCR Trainee shall occur no sooner than the third training or evaluation assignment and shall be of sufficient duration and complexity so that the **Trainee** has the opportunity to demonstrate all the tasks of the position. If the **Trainee** does not have the opportunity to demonstrate all the tasks, an additional performance evaluation assignment will be necessary.

**Item 27: Attachment 3 to Exhibit D – Example - Hand Crew Manifest Form is replaced in its entirety with the Attachment 3 to Exhibit D included in this Addendum #2.**

**Item 28: Changes section to read as follows:**

#### **EXHIBIT G - SCHEDULE OF INSURANCE**

##### **G.7 NOTICE OF CANCELLATION OR CHANGE**

There shall be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without [sixty (60)] thirty (30) days' written notice from the **Contractor** or its insurer(s) to the **Administering Agency**. Any failure to comply with the reporting provisions of this clause shall constitute a material breach of the **Agreement** and shall be grounds for immediate termination of this **Agreement**.



## Attachment 3 to Exhibit D – Example - Hand Crew Manifest Form

HAND CREW MANIFEST FORM										
ORDERING UNIT Willamette NF		INCIDENT NAME Shady Beach Fire			INCIDENT NUMBER OR-WIF-456			RESOURCE NUMBER C - 17		
CONTRACTOR Western Contractors				IFCA NUMBER 08125			DEDICATED DISPATCH LOCATION Eugene			
CONTRACTOR REPRESENTATIVE Owner Jim Johnson				CONTACT PHONE: 503-391-5675			REPORT TO: Shady Cove State Park			
DEPARTURE			INTERMEDIATE STOPS				DESTINATION			
PLACE	ETD	ETA	PLACE		PLACE	ETD	ETA			
123 West Main Street Eugene, Oregon	0600	0700	Willamette NF SO Eugene, (inspection)		Shady Cove State Park	0800	0900			
CREW MEMBER NAME	M	F	IDENTIFICATION NUMBER	INCIDENT POSITION	SAWYER	EXPERIENCE AND LSA (Blue-Red-Yellow)				
1. John Smith	X		051025	CRWB		B	LSA-E/S			
2. Jim Jones	X		052125	FFT1		B	LSA-E			
3. Susan Smith		X	062055	FFT2		R				
4. Pedro Gonzalez	X		052205	FFT2		R				
5. Esteban Gomez	X		063500	FFT2	X	R				
6. Tom Savage	X		053415	FFT2		R				
7. Steve Jackson	X		063002	FFT2		R				
8. Greg Johnson	X		064210	FFT2	X	R				
9. Timothy Erickson	X		073285	FFT2		R				
10. Don Morris	X		073543	FFT1		B	LSA-E/S			
11. Mike Jones	X		053345	FFT2		R				
12. Carla Smith		X	074325	FFT2		R	- transfer			
13. Luis Cortez	X		083005	FFT2		R				
14. Jesus Rodriguez	X		083014	FFT2	X	R				
15. Jose Ruez	X		074533	FFT2		Y				
16. Jamie Pedro	X		083123	FFT2		Y				
17. Jorge Coria	X		083222	FFT2		Y				
18. Terry Brown	X		074531	FFT2		Y				
19. James Brown	X		074532	FFT2		Y				
20. Don Campbell	X		053167	FFT1		B	LSA-E/S			
DRIVER AND VEHICLE INFORMATION										
Driver Name	Identification Number	MSPA	Exp. Date	Vehicle License No.						
John Smith	051025	XXXXXXX	07/10	RGH 250						
Susan Smith	062055	XXXXXXX	08/10	LDX 322						
Pedro Gonzalez	052205	XXXXXXX	11/09	FIRE 10						
Timothy Erickson	073285	XXXXXXX	02/09	123 RED						
SIGNATURE OF AUTHORIZED REPRESENTATIVE (PRINT)							DATE 07-15-08			