VIPR IBPA Presentation for the 2023 Western Region COFE Seminar – January 12, 2023

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Agenda

- **Introductions/Overview of the PPS/IPO Organization**

- **I-BPA Overview – What is VIPR, what is an I-BPA?**

- **2023 I-BPA Program Overview**
  - **New Solicitations and Rollover Modifications**

- **Help and Assistance**
  - **Procurement Technical Assistance Centers (PTAC)**
  - **Help Desk & 6 Step Quick Start Guide**

- **Questions**

PPS

Organizational Overview

- **Procurement and Property Services (PPS) –**
  - **Incident Procurement Operations (IPO)**
    - At Incident Management Support (AIMS)
    - Aviation Contracting Branch
    - **Equipment & Services Branch (ESB)**
    - Logistics Contracting Branch

PPS

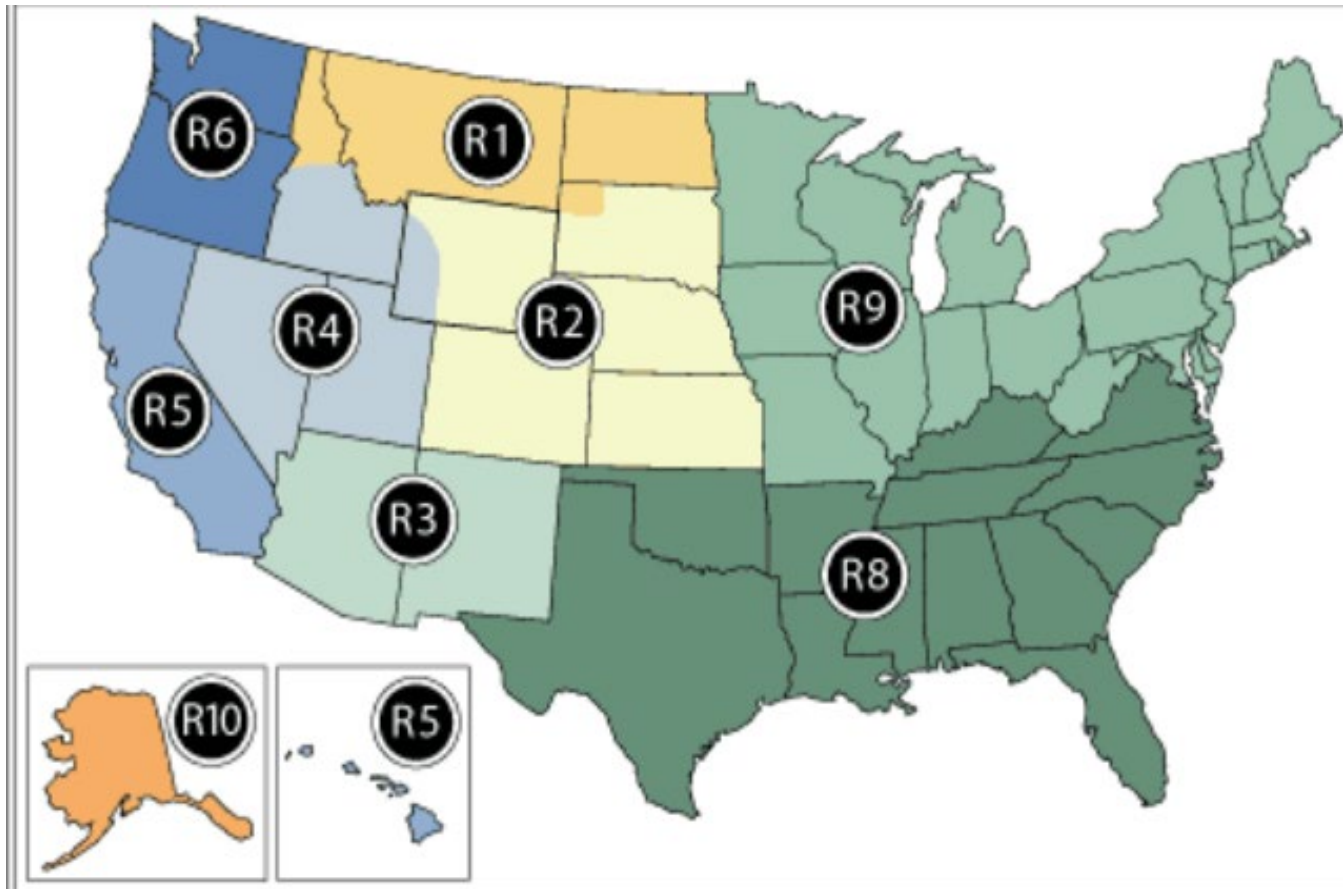# Incident Procurement Operations

Equipment & Services (ESB): Coordinates the agency's pre-season needs for equipment and service contracts supporting Fire and Aviation Management Equipment and Services; portfolio includes the I-BPA program work and support across the Directorate.

Equipment & Services Branch

- **East Zone (Regions 1,2,4,8,9)**
- **National Zone**
- **West Zone (Regions 3,5,6,10)**

ESB Contacts

- Link:
  https://www.fs.usda.gov/business/incident/contacts.php?tab=business/incident/vendors.php?view=tab_vendor#field

Overview

- WHAT IS VIPR?
- WHAT IS A VIPR I-BPA?

WHAT IS VIPR?

- **<u>VIPR</u>** — **<u>V</u>**irtual **<u>I</u>**ncident **<u>PR</u>**ocurement.
  - VIPR is a web-based incident procurement system that allows the Contracting Officers (COs) to create, award, and manage solicitations and agreements through an electronic procurement process.

  - VIPR provides numerous tools for COs to use for incident blanket purchase agreements (I-BPAs), including creation of solicitations and amendments, collection and evaluation of offers, electronic award and modification of agreements, electronic management of contract files, and creation of Dispatch Priority Lists (DPLs).
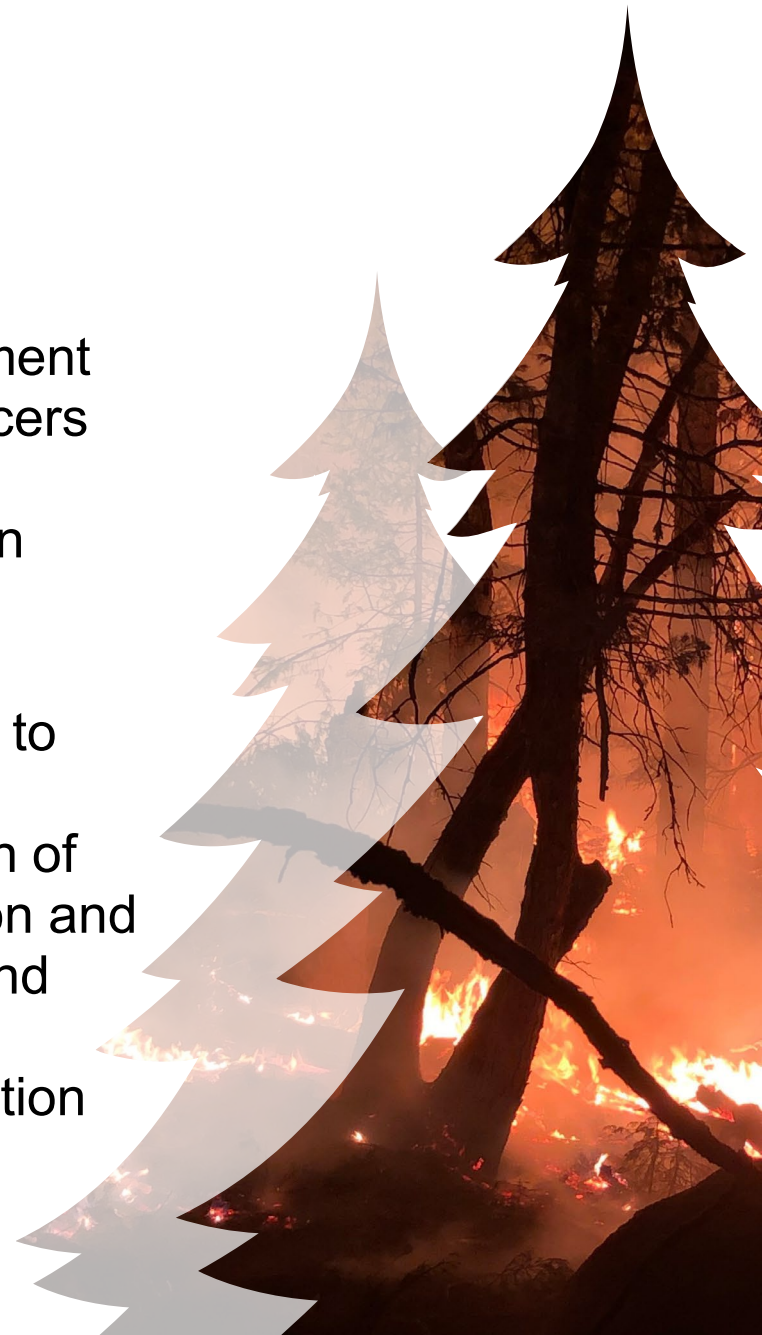
WHAT IS A VIPR I-BPA?

- An Incident Blanket Purchase Agreement (I-BPA) is not a binding contract. The orders placed against the I-BPA or 'BPA Calls' are the binding contract at time of order/dispatch. NO GUARANTEE OF WORK. NO FUNDING TIED TO I-BPA.

- BPAs are established preseason to fulfill reoccurring needs during the fire season. We agree on the rates, location of the resources, and ensure the vendor's resources meet the Government's requirements. VIPR BPAs are typically for 3-5 years duration. Each year the vendor is offered the opportunity to change dispatch center, equipment attributes (like or greater/cannot change type), and rates.

- BPAs can be used by any of the Government's Wildland Fire Cooperators, but it is OPTIONAL.

WHAT IS A VIPR I-BPA?

- Each VIPR advertisement has multiple awards. Each Award is tied to a dispatch center. Each dispatch center will have a ranked listing by resource called a Dispatch Priority Listing (DPL) produced by VIPR.

- Ranking is determined by software program within VIPR. Each "advantage" will be clearly listed within the solicitation. The Best Value to the Government will be ranked higher.

- When there is an incident, after Agency and Cooperator resources have been used, the local DPL of the closest dispatch center is then used in ranked order to contact contracted VIPR vendors.

- If local DPL is exhausted, there is an OPTION to go to neighboring dispatch centers.

I-BPA Preseason Agreements are Available for the Following Equipment/Service Categories

- Bus, Crew Carrier
- Chipper
- Clerical Support Unit
- Communications Unit
- Dozer
- Engine
- Excavator
- Faller and Faller Module
- Feller Buncher
- Fuel Tender
- GIS Unit
- Gray Water Truck
- Handwashing Unit
- Helicopter Operations Support Unit
- Masticators-Boom Mounted
- Mechanic with Service Truck – Heavy Equipment Type 1

- Mechanic with Service Truck – Light Auto/Heavy Truck Type 2
- Mobile Laundry
- Mobile Sleeper Unit
- Potable Water Truck
- Pumper Cat
- Refrigerated Trailer
- Road Grader
- Skidder
- Skidgine
- Softtrack
- Strip Mulcher/Masticator
- Tractor Plow
- Transport
- Vehicle with Driver
- Water Tender (Support or Tactical)
- Weed Washing Unit

2023 Solicitations

Bus, Crew Carriers

Heavy Equipment Dozer, Excavator, Tractor Plow, and associated Transports

Emergency Medical Responder

ALS and BLS Ambulance Service

Mechanics With Service Truck

Vehicle With Driver

Fuel Tenders

Fallers

Mobile Laundry

Solicitations issued February 2023

2023 Rollover Modifications

- Water Handling
- Heavy Equipment with Water
- Weed Washing Units
- Refrigerated Trailers
- Misc Heavy Equipment
- Chippers
- Potable/Gray Water Trucks & Trailer Mounted Handwashing
- Communications Units
- GIS Units
- Helicopter Operations Support Units
- Chainsaw Repair
- Mobile Sleeper Units
- Incident Base Units

Modifications issued January 2023

Help and Assistance

Procurement Technical Assistance Centers (PTAC)

VIPR/IIA Help Desk

6 Step Quick Start Guide

PTAC Contacts

- **Arizona**
  480-647-9989

- **California**
  916-442-1729

- **Colorado**
  719-667-3848

- **Idaho**
  208-562-3746

- **Montana**
  406-869-8413

- **Nevada**
  702-486-0585

- **New Mexico**
  505-224-5965

- **Oregon**
  541-736-1088

- **Utah**
  435-586-8883

- **Washington**
  360-464-6043

- **Wyoming**
  307-772-7372

Southern Region (Region 8) Individual state PTAC Contacts:
https://www.aptac-us.org/

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VIPR/IIA Help Desk

- VIPR-
  - **https://www.fs.usda.gov/business/incident/vendorapp.php?tab=tab_d**

    – VIPR Vendor User Guide/Quick Reference Guide
    – Vendor Web Application Overview PowerPoint
    – Tutorials Online step by step

    – FAQs: **https://www.fs.usda.gov/business/incident/faq.php?tab=tab_d**
    – Helpdesk: **https://iiahelpdesk.nwcg.gov/**

  NEED ASSISTANCE –
  HELPDESK 1-866-224-7677 (Option 3)

6 Step Quick Start Guide for New Vendors

- **Step 1** – Obtain an e-mail address: If you don't already have one, obtain a valid email address. You can obtain one from your internet service provider (ISP) or you can use one of the many free services available on the Web. A valid email address is required to registerUEI (Unique Entity Identifier), System for Award Management (SAM), and eAuthentication.

- **Step 2** – Obtain UEI # (Unique Entity ID). Request a free UEI Number from the System for Award Management (SAM): https://sam.gov/content/entity-registration

- **Step 3** – Obtain an IRS TIN Number; For invoicing, payment, and tax purposes, you must have a Taxpayer Identification Number as required by the IRS. www.irs.gov

6 Step Quick Start Guide for New Vendors
Continued

- **Step 4** – Register with SAM: In order to do business with the Federal Government (as required by FAR 4.11), you must register in the System for Award Management (SAM). You are required to validate your information in SAM once per year. Even if you do not have any updates, you must access SAM at least once every 12 months to keep your SAM account active. The Government cannot make payments to vendors with an expired or inactive SAM account.

- **Step 5** – Obtain Level 2 e-Authentication account; The individual from your company who will be signing your preseason incident agreement with the Forest Service must obtain a Level 2 eAuthentication account in order to transact business with the government. NOTE: You MUST access your eAuthentication account at least once every 90 days to keep your account from being deactivated. https://www.eauth.usda.gov/eauth/b/usda/registration

- **Step 6** – Locate advertisement on SAM website https://sam.gov/content/home

  - ➢ ****Procurement Technical Assistance Centers (PTAC) are free assistance centers for small businesses that assist in required government registrations. https://www.aptac-us.org/find-a-ptac/**

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Information Links

- **VIPR Overview:**
  https://www.fs.usda.gov/business/incident/vipr.php?tab=tab_d

- **Resources:**
  https://www.fs.usda.gov/business/incident/entities.php?tab=tab_b

- **Vendor/General Information:**
  https://www.fs.usda.gov/business/incident/vendors.php?view=

- **System for Award Management (SAM):**
  https://sam.gov/content/home

- **Procurement Technical Assistance Centers (PTAC):**
  https://www.aptac-us.org/contracting-assistance/

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Questions?