

Understanding the VIPR Process From eAUTH to ROSS



AGENDA

- ❖ What is purchased under VIPR and When?
- ❖ Finding the solicitation
- ❖ eAuthentication
- ❖ VIPR
- ❖ NAP/ROSS
- ❖ Understanding and navigating the VIPR website
(depending on time – but, GCAP can offer individual appointments if needed)

What is Purchased and When?

National Solicitation Plan

2018 National Solicitation Plan for I-BPAs												
Solicitation Year for Incident Blanket Purchase Agreements												
Document Revision Date 12/14/2017	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY	FY
Equipment Category	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
National												
Bus, Crew Carrier (Moved up to 2018)	RR					RR					RR	
Mobile Laundry (National in 2018)	RR					RR					RR	
Clerical Support Unit		RR					RR					RR
Communications Unit		RR					RR					RR
GIS Unit		RR					RR					RR
Helicopter Operations Support Unit		RR					RR					RR
Regional												
Potable & Gray Water Truck	RR			RR			RR			RR		
Handwashing Station, Trailer Mounted												
Toilet, Portable (after 2018 solicit using Generic Template)	RR											
Includes: Portable Toilet, Portable Handwashing Station/Wheelchair Accessible												
Heavy Equipment with Water: Includes: Pumper Cat, Skidgine, Softtrack		RR			RR			RR			RR	
Refrigerated Trailer		RR			RR			RR			RR	
Water Handling Equipment: Includes: Engine, Water Tender (Support), Water Tender (Tactical)		RR			RR			RR			RR	
Weed Washing Unit		RR			RR			RR			RR	
Faller Module (Single and Module)			RR			RR			RR			RR
Heavy Equipment: Includes: Dozer, Tractor Plow, Excavator, Transport			RR			RR			RR			RR
Mechanic with Service Truck			RR			RR			RR			RR
Tent and Canopy		RR				RR			RR			RR
Local												
Chipper	RR			RR			RR			RR		
Miscellaneous Heavy Equipment: Includes: Feller Buncher, Mulcher/Masticator (Boom Mounted), Strip Mulcher/Masticator, Road Grader, Skidder	RR			RR			RR			RR		
Generic	RR			RR			RR			RR		
Fuel Tender			RR			RR			RR			RR
Vehicle with Driver Includes: Passenger Vehicles and Trucks			RR			RR			RR			RR
National Solicitations/year	2	4	0	0	0	2	4	0	0	0	2	4
Regional Solicitations/year	2	4	4	1	4	4	1	4	4	1	4	4
Local Solicitations/year	3	0	2	3	0	2	3	0	2	3	0	2
Total Solicitations/year	7	8	6	4	4	8	8	4	6	4	6	10
RR - Indicates solicitation recomplete												
Computers - The Agency will use commercial procedures, or establish a Regional or Local BPA.												
Local I-BPAs are optional & solicited at the discretion of each region; therefore, not counted or recognized as a part of the national workload												
Trailers (Clerical Support Unit, Communications Trailer, GIS Unit, and Helicopter Operations Support Trailer) - all trailers were moved from Local and Regional to a National solicitation in 2014, and now done by ISB												
Generic Template is supported in VIPR as a Local solicitation template. The Generic template can be used to acquire other resources as identified on the Equipment and Method of Hire National Standards Chart, Exhibit 23 in the Interagency Incident Business Management Handbook												
Mobile Laundry moved from a Regional to a National solicitation for 2018 and is being handled by ISB												
Bus, Crew Carrier moved from FY2019 to FY 2018 solicitation year to meet revised requirements from FAM												
Toilet, Portable will not be a separate solicitation after the 2018 cycle, Generic template can be used for future portable toilet pre-season I-BPA needs												

National Agreements
run for five years

Regional Agreements
run for three years

Local Agreements run
for three years

Example of Generic:
Saw Sharpening

Finding the Solicitation

- ❖ FedBIZOPPS: www.fbo.gov
 - ❖ Advanced Search; Documents to Search – Both;
Keyword: vipr
 - ❖ Find new and historical data
- ❖ Read, read, read the solicitation - there might be changes
- ❖ R-6 Website:
https://www.fs.usda.gov/detail/r6/workingtogether/contracting/?cid=fsbdev2_027111
- ❖ Solicitation Templates:
https://www.fs.fed.us/business/incident/solicitations.php?tab=tab_d

eAuthentication Level 2

eAuthentication

Why eAuth Accounts Are Important

The Level 2 eAuth account allows you to electronically sign your preseason incident agreement with the Forest Service. The Level 2 account provides additional security through in-person verification of an account holder's identity, and helps to ensure the information you submit is protected. You cannot obtain a preseason incident agreement if you do not have a Level 2 eAuth account.

NOTE: This person's eAuth will be tied to your VIPR, choose wisely

VIPR website states: 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://identitymanager.eems.usda.gov/registration/index.aspx>

Create an Account

The screenshot shows the USDA eAuthentication website. At the top is the USDA logo and 'United States Department of Agriculture USDA eAuthentication'. Below this is a navigation bar with links: Home, About eAuthentication, Help, Contact Us, and Find an LRA. A breadcrumb trail reads 'You are here: eAuthentication > Account Creation'. The main heading is 'Create an Account - Getting Started'. On the left, there are 'Quick Links' (What is an account?, Create an account, Update your account) and 'Administrator Links' (Local Registration Authority Login). The main content area is divided into sections: 'USDA Federal Employees, Contractors, & Affiliates' with a 'Register for an Internal Account' button; 'USDA Customers - What Level of Access Do You Need?' with sub-sections for 'Request Level 1 Access to:' (listing visiting web pages, obtaining information, and participating in surveys) and 'Request Level 2 Access to:' (listing submitting transactions, entering contracts, and submitting forms), each with a corresponding registration button; and 'Changing from Level 1 Access to Level 2 Access' with a list of steps (log in, fill in information, verify identity) and a 'Log into Your Profile' button. The footer contains links for eAuthentication Home, USDA.gov, Site Map, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, and USA.gov.

USDA United States Department of Agriculture
USDA eAuthentication

login: Password:

Home About eAuthentication Help Contact Us Find an LRA

You are here: [eAuthentication](#) > Account Creation

Create an Account - Getting Started

Quick Links

- What is an account?
- Create an account
- Update your account

Administrator Links

- Local Registration Authority Login

USDA Federal Employees, Contractors, & Affiliates

If you are a USDA Federal Employee, Contractor, or Affiliate of the USDA, you must register for a USDA Internal Account.

[Register for an Internal Account](#)

USDA Customers - What Level of Access Do You Need?

Request Level 1 Access to:

- Visit a USDA web page that indicates a Level 1 account is necessary
- Obtain general information about the USDA or its agencies
- Participate in public surveys for a USDA agency

[Register for a Level 1 Account](#)

Request Level 2 Access to:

- Submit official business transactions via the Internet
- Enter into a contract with the USDA
- Submit forms or applications for the USDA via the Internet

[Register for a Level 2 Account](#)

Changing from Level 1 Access to Level 2 Access

If you already have a Level 1 account and require Level 2 access:

- Log into your profile
- Fill in and submit the required information
- Verify your Identity remotely by following the instructions on the "Level 2 Account Upgrade Request Confirmation" email, or visit a Local Registration Authority (LRA)

[Log into Your Profile](#)

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [USA.gov](#)

eAuth Password

Password
expires after
60 days

Updated this
year to state:
You **MUST**
change at least
half of your
password



Acquisition Management
USDA Forest Service



NOTES: You must complete all required fields, which are marked with an asterisk (*). And, although they are not marked with an asterisk, all of the security questions at the bottom of the screen are also required.

For the password requirement, you will need to create a password that adheres to specific rules, which are outlined below in "HELPFUL PASSWORD TIPS."

For the PIN requirement, you may select any 4-digit number that does NOT begin with zero (e.g., 1111, 9076, etc.). The PIN may be used by the IBS Helpdesk to verify your identity if you require helpdesk assistance with your Level 2 eAuth account.

HELPFUL PASSWORD TIPS

Ensure your password meets the following criteria:

- Is 9-12 characters
- Includes at least one upper-case letter (A, B, C, etc.) and at least one lower-case letter (a, b, c, etc.)
- Includes at least one of these characters: 0 1 2 3 4 5 6 7 8 9 ! # \$ % = + : ; , ? ~ * -
- Is NOT a word in the dictionary
- Is NOT any information from your profile (e.g., Mother's Maiden Name, Date of Birth, PIN, Your Name, Address, Phone Number, etc.)

Ensure you remember your eAuthentication user ID, password, and PIN, as well as the answers you used for the security questions, because you will need this information to access your account again in the future.

eAuth Registration

The screenshot shows the USDA eAuthentication Level 2 registration form. The header includes the USDA logo and navigation links. The main heading is "Register for Your Account - Level 2". Below this, it states "Form Approved OHS No. 0503-0014". The form is divided into several sections: "User Information", "Contact Information", "Login Information", and "Security Questions". Each section contains various input fields for personal and contact details. A "Continue" button is at the bottom right of the form.

USDA United States Department of Agriculture
USDA eAuthentication

Home | About eAuthentication | Help | Contact Us | Find an LRA

You are here: [eAuthentication](#) > [Account Creation](#) > [Account Request Form](#)

Register for Your Account - Level 2

Form Approved OHS No. 0503-0014

Step 1 of 5 - Level 2 Access Account Registration

USDA customers should complete the information below to create a USDA eAuthentication account. Please read the [eAuthentication Privacy Act Statement](#) and [Public Business Statement](#) for more information on how your personal information will be protected.

All required fields are **red** and marked by an asterisk (i.e. *). Enter your first and last name exactly as it appears on your Government issued photo ID (e.g. state driver's license).

Note: The characters < > ^ _ | are not allowed on this form (the character : is allowed for password only).

User Information Required field*

First Name*

Middle Initial

Last Name*

Home Address*

Home City*

Home State*

Home Zip/Postal Code*

Home Country*

Birth Date*

Contact Information

Home Phone

Email*

Confirm Email*

Login Information

User ID*

Password*

Confirm Password*

Security Questions

Please select and answer four distinct questions from the selections below. This information will be used to assist you in using our eAuthentication Self Service options and various other services.

The Security Questions and Answers that you provide may be the ONLY method available to validate your identity if your USDA account becomes inaccessible. Please select Questions and Answers that are easily memorable to you and hard for anyone else to guess. Each question may only be used once. For additional assistance, click the [help](#) icon.

1*

2*

3*

4*

[Continue](#)

[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [USA.gov](#)

The name and address you enter **MUST** match your photo ID

Follow Instructions in Email



HOME ABOUT SALES/REGISTRATION HELP CONTACT US SERVICE CENTERS

Create an Account

Level 2 Access
Step 3 of 4: Print and Check Email

Please print this page for future reference.

Congratulations **Name**, only one more step to complete your initial registration!

You should receive a confirmation email within 1 hour from eAuthHelpDesk@ftc.usda.gov with the subject line of "Activate Your USDA Account with Level 2 Access within 7 Days".
Step 4 is contained within this email. Please refer to the instructions in the email to complete your registration.

The User ID you created is: **User Name**
The email address you provided is: **User Email Address**

Level 2 access activation process:

1. Click on the email confirmation link provided in the email within **7 days**. Be sure to follow the instructions provided in the confirmation email. **If you do not click on the email confirmation link within the required 7 days, your account will be terminated and you will have to start the entire process over again.**

NOTE: Once you click the email confirmation link in the email, you will have an account with limited access that allows you to review your account information online.

2. Go to the eAuthentication web site at www.eauth.egov.usda.gov and click on "Update Your Account" link and login to review the account information you provided to ensure it is correct (e.g. first name, last name, etc. are the same as your government issued photo ID).
3. Take your government issued photo ID (e.g. state issued driver's license) and present it in person to a USDA Local Registration Authority (LRA) for activation of your account with Level 2 access. To find the nearest USDA Service Center office go to <http://offices.sc.egov.usda.gov>

NOTE: Until a USDA Local Registration Authority (LRA) activates your account with Level 2 access, you will NOT be able to conduct official electronic business transactions with the USDA via the Internet.

If after 24 hours you do not receive the confirmation email:

1. Check your email provider filters.
2. Check your personal email filter settings.
3. Contact the ITS Service Desk at eAuthHelpDesk@ftc.usda.gov or 800-457-3642. Please provide your User ID, first and last name, and email address.

You MUST
respond to the
email

Then you
authenticate that
you are who you
say you are...

- 6 Click the **Close Window** button. If this does not work, please close your browser window. Your request will be processed within one hour of receiving your submittal.
- 7 At least one hour after submitting your request, check your e-mail for a confirmation message with the Subject: *Action Required: Instructions to Activate Your USDA Account with Level 2 Access* from eAuthHelpDesk@ftc.usda.gov.

NOTE: If you have not received the account activation e-mail within an hour of your submittal, please look for the e-mail in your Junk or Spam e-mail file folders before contacting the Forest Service Incident Business Solutions Helpdesk at (866) 224-7677.

Completing Level 2 eAuth

- ❖ Go to LRA
 - ❖ Take government issue photo ID
 - ❖ Make an appointment ahead of time
 - ❖ May be only one person qualified as LRA
 - ❖ LRA Locator:
<https://www.fs.fed.us/business/incident/LRA/>
- ❖ Or, use the online authenticator

VIPR



VIPR

- ❖ Your eAUTH Username and Password log you into VIPR
- ❖ https://www.fs.fed.us/business/incident/vendorapp.php?tab=tab_d

VIPR Login Screen

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Find an LRA

You are here: [eAuthentication Home](#) > [eAuthentication Login](#)

eAuthentication Login

LincPass (PIV) ?

CLICK HERE TO
LOG IN
WITH YOUR
LincPass (PIV)

User ID & Password ?

User ID:

Password:

[I forgot my User ID | Password](#)

[REGISTER](#) [LOGIN](#)

[Change my Password](#)

WARNING

Upon Login You Agree to the Following Information:

- You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.
- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:
 1. You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search and seize any communication or data transiting or stored on this information system.
 2. Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.
 3. Your consent is final and irrevocable. You may not rely on any statements or informal policies purporting to provide you with any expectation of privacy regarding communications on this system, whether oral or written, by your supervisor or any other official, except USDA's Chief Information Officer.


[eAuthentication Home](#) | [USDA.gov](#) | [Site Map](#)
[Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [USA.gov](#)

New to VIPR

- ❖ First time login only
- ❖ Provide your DUNS#
- ❖ Verify DUNS#
- ❖ Checked against SAM
 - ❖ If SAM is inactive you cannot continue
- ❖ All through VIPR mandatory fields are indicated by *


Registering in the Vendor Application

Step 1: Enter DUNS (VIPR Checks DUNS Against VIPR Database)



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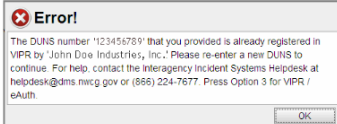
- All vendor application users **MUST** register in the application through the Registration Wizard.
- Once you log into the vendor application using your eAuth account, the Registration Wizard will appear and VIPR will conduct a two-part validation against the DUNS you enter: first to check your DUNS against the VIPR database and then to check if that DUNS is a valid DUNS in SAM.
- You will only need to go through the vendor application registration process once.



If you are new to VIPR and entering a DUNS that is not in the VIPR system, you will be asked to double check your DUNS. If the DUNS is correct, click Continue and proceed with the registration. If the DUNS is incorrect, click the Re-enter button and complete the DUNS fields.

- 1 All required fields throughout the vendor application are indicated by a red asterisk (*).
- 2 DUNS is your 9-digit DUNS for your company. You will be asked to verify that your DUNS is correct. NOTE: Only one eAuth account can be associated with one DUNS.
- 3 Click the **Save and Continue** to proceed to the next step.
- 4 Once you are registered in VIPR with a DUNS, you will be unable to change it, so VIPR will display DUNS validation messages.


If you wish to exit the Registration wizard before you complete all of the steps, close the Web browser. Your information will NOT be saved and you will need to start the registration process again.



If you have entered a DUNS that is registered to another vendor, you will be asked to re-enter a new DUNS. Click the OK button and enter a new DUNS.

NOTE: The VIPR Helpdesk email has changed to:
IIA-HelpDesk@fs.fed.us

Overview for Using the VIPR Vendor Application



Virtual Incident Procurement

New to VIPR

You must complete some basic business information. Some information transfers directly from SAM. If this information is not correct, you must correct at DUNs and SAM before importing into VIPR

Registering in the Vendor Application Step 2: Enter Contact Info

- If you are already in the VIPR system, some of your contact info will be filled in. You will need to complete the rest of the required fields.

Please enter the information below to register as a VIPR vendor.

Enter DUNS Enter Contact Info Finish

Basic Company Information

*Company Name: 1 * Indicates required fields

Your company name in VIPR must match your legal business name in the System for Award Management (SAM).

DBA:

DUNS: 2

Contact Information

*First Name:

*Last Name: 3

*E-mail:

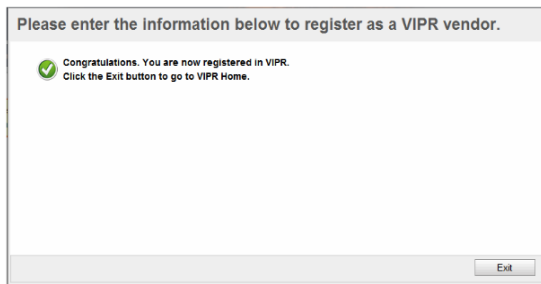
4

- The Company Name and DBA associated with the DUNS entered in Step 1 of the wizard will be imported from the SAM record associated with that DUNS, and the fields will be disabled. However, if you can edit these fields (possibly because SAM is unavailable at the time you register), you should ensure the information in VIPR matches exactly what you do have in your SAM record (same company name and DBA name).
- If the company information displayed is not correct, use the **Previous** button to check/re-enter your DUNS. If the DUNS is correct, but the company information is not, then you will need to exit the registration wizard and update your SAM record in SAM before registering in VIPR. **IMPORTANT:** Once you click on the Save and Continue button in this Enter Contact Info step, you will be unable to go back and edit your DUNS.
- Scroll down to enter and re-enter your E-mail address.
- Click the **Save and Continue** button to finish your registration.



Registering in the Vendor Application Step 3: Registration Completed

- You are now ready to use the vendor application.



- After you register or re-register, you must complete all of your company information in the vendor app before you will be able to submit a quote on a solicitation. Even if it looks like all of your company information is complete, still access the Edit Company Information wizard and walk through all of the steps. See [slide 12](#).

New VIPR

You are now registered in VIPR.

But, your VIPR is not complete.

Select exit to go to the home screen.

VIPR Home Page

The screenshot shows the VIPR (Virtual Incident Procurement) Home Page. The page has a blue header with the title "VIPR Virtual Incident Procurement". Below the header is a navigation bar with links: Home, My Company, My Resources, My Quotes, My Agreements, and Open Solicitations. A yellow message board at the top displays a "Planned Downtime for Vendor App" notice. The main content area is divided into sections: "Need Help Getting Started?" with links to "Edit Company Information", "Add New Resource", and "Find Solicitations"; "Alerts" with a list of amended and new agreements; and "Business References" and "Getting Help" at the bottom. A sidebar on the left contains images of firefighters and a link to "Acquisition Management USDA Forest Service". A footer at the bottom provides an "Overview for Using the VIPR Vendor Application" and a page number "8".

1 Logout

2 Home My Company My Resources My Quotes My Agreements Open Solicitations

3 Message Board: Planned Downtime for Vendor App
The VIPR 5.1 release is tentatively scheduled for 01/24/2013, and VIPR will be unavailable from 7:00a.m. MST until approximately 4:00p.m. MST. Published: Mon, Feb 11, 2013 10:35AM MST

4 Need Help Getting Started?
Click on a button below to access a wizard which will guide you through the process.

5 Alerts

The following solicitations have been amended and require your attention:

- AG-84MB-S-13-7000

[Review changes](#) and respond, if necessary.

The following new agreements have been made in the last 5 days:

- 02/06/2013 AG-0461-B-13-7008

[View agreements](#)

The following agreements have been modified and may require your attention:

- AG-04H1-B-11-7237

6 Business References
EEO Representations and Certifications
Dispatch Center Lookup
Dispatch Priority Lists
VIPR Preseason Agreements

Getting Help
Online Help
Frequently Asked Questions
About VIPR

Acquisition Management
USDA Forest Service

Overview for Using the VIPR Vendor Application

8

After the initial registration for new users – every login takes you to the VIPR home page

- 1 Use the Logout button or close your Web browser to log out of the application.
- 2 Use the links in Navigation bar to access the display pages and view your current information that is in the vendor application. You can also access the wizards from the display pages.
- 3 The Message Board displays special messages to vendors. If you do not see the yellow Message Board, there are no messages to be conveyed.
- 4 Click on a wizard link to perform an action (the wizards are also available through the display pages).
- 5 In addition to e-mail notices, the Alerts section notifies you of amended solicitations, newly awarded agreements (made within the last 5 days from current date), and modified agreements.
- 6 Footer provides links to key information, i.e. Online Help.

Navigate With Top Bar

Navigating on the Display Pages

Example of the My Company display page

The screenshot shows the 'My Company' page in the VIPR system. Callout 1 points to the 'Connected As' header showing 'J Doe Services LLC'. Callout 2 points to the top navigation bar with links: Home, My Company, My Resources, My Quotes, My Agreements, and Open Solicitations. Callout 3 points to the 'Edit Company Information' button. The page content includes a 'My Company Information' section with a 'NOTES' area and a 'View/Import from SAM' button. Below this are two main sections: 'Company Information' and 'Business Status'. The 'Company Information' section contains fields for Company Name, DUNS, DUNS+4, First Name, Last Name, Daytime Phone, Evening/After Hours Phone, Cell/Alternate Phone, Fax Phone, and E-mail Address. The 'Business Status' section contains fields for HUBZone, 8(a), Service Disabled Veteran Owned Small Business, Women-owned Small Business (WOSB), Economically Disadvantaged Women-Owned Small Business, Labor Surplus Area (LSA), and % company located in an LSA. A 'Supporting Information' section at the bottom includes a field for DOT Number (buses only).

- 1 The Connected As shows that you are connected as your company
- 2 Use the top Navigation bar to access the display pages, which display the current information for your...
 - Company Information
 - Resources
 - Quotes submitted and in work
 - Agreements awarded and modifications in work

Also displays a list of open solicitations that are used with the vendor application.

- 3 Each display page allows you to access the appropriate wizard from that specific display page.

Select:
My Company,
My Resources,
My Quotes,
My Agreements,
and
Open
Solicitations

Edit Company Information

Navigating in a Wizard

Edit Company Information

1 Edit Company Info 2 Edit Contact Info 3 Edit Address 4 Edit Status Details 5 Finished

Contact Information * Indicates required fields

*First Name: John

*Last Name: Doe

*Daytime Phone: 970-123-4567

*Evening/After Hours Phone: Field is Required

Cell/Alternate Phone:

Fax Phone:

*E-mail Address: jdoe@doe-services.com

*Verify E-mail Address: jdoe@doe-services.com

Previous Save and Continue Exit

Confirm

Are you sure you want to exit the wizard without saving any changes you have made in this step?

Click OK to exit the wizard.

OK Cancel

- 1 If you need to go back a step, you can click on a previous step.
- 2 Use the scrollbar to ensure you have viewed all of the fields and entered information for all required fields.
- 3 When you try to proceed to the next step, if you have required fields that are incomplete, you will get a "Field is Required" message.
- 4 If you need to go back a step, you can click on the **Previous** button (acts the same as callout #1).
- 5 Click the **Save and Continue** button to save your changes and proceed to the next step.
- 6 Click the **Exit** button to close the wizard.

Depending on what you have completed in the wizard, exiting the wizard before completing it may or may not save all of your changes. You will get a confirmation message on exiting letting you know your status.

Ensure you look at all sections to confirm correct information

Contact Information

NOTE: The contact information you put on this screen is used for all communication and appears on the Dispatch Priority List (DPL)

Editing Your Company Information
Step 2: Edit Contact Info

Edit Company Information

Edit Company Info | **Edit Contact Info** | Edit Address | Edit Status Details | Finished

Contact Information * Indicates required fields

1 *First Name: John

*Last Name: Doe

*Daytime Phone: 970-123-4567

*Evening/After Hours Phone: 970-789-0123 2

Cell/Alternate Phone:

Fax Phone:

*E-mail Address: jdoe@doe-services.com

*Verify E-mail Address: jdoe@doe-services.com

Previous Save and Continue Exit

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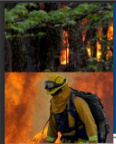
Overview for Using the VIPR Vendor Application

VIPR
Virtual Incident Procurement

13

View Import From SAM

The
View/Import
from SAM is
mandatory



Editing Your Company Information Step 3: Edit Address

1

Company Address

*Street Address: 1234 Main Street

*City: Some Big City

*State: CO

*Zip Code: 80000


Zip Plus:

2

Mailing Address

Same as Company Address: ☐

Street Address: P.O. BOX 00000

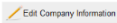
**My Company Information**

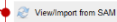
You can view or edit your company information.

NOTES:

- Use the View/Import from SAM button to ensure your company information in VIPR matches your company information in SAM; your information MUST match SAM.
- The Daytime Phone, Evening/After Hours Phone, and Cell/Alternate Phone numbers will be listed on the DPL.

* Indicates required fields





1 The company address and mailing address will be pre-populated with the address information from the SAM record associated with the vendor DUNS.

Once the address information is pulled into VIPR from SAM, you will be unable to edit the address fields in the **Edit Company Information** wizard.

2 If for some reason, your address information is not pre-populated with SAM data, complete your company Street Address, City, State, and Zip Code, which are required fields. Also, complete the Mailing Address only if it is different than your company address, otherwise, select the "Same as Company Address" check box.

3 If you change your company address or mailing address in your SAM record, you will need to use the "View/Import from SAM" button on the **My Company** page in the vendor application to import your changes from SAM into VIPR. Your address information in VIPR MUST match your address information in SAM or you will be ineligible to receive an award.

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Overview for Using the VIPR Vendor Application

VIPR
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14

Compare SAM Data

If the information doesn't match, you may need back out of VIPR and make changes at D & B then import to SAM then to VIPR

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Editing Your Company Information

My Company Page: Completed Information

Connected to: VIPR Services LLC

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Home **My Company** My Resources My Quotes My Agreements Open Solicitations

1 My Company Information

You can view or edit your company information.

NOTES:

2 Use the View/Import from SAM button to ensure your company information in VIPR matches your company information in SAM. Your information MUST match SAM.

The Daytime Phone, Evening/After Hours Phone, and Cell/Alternate Phone numbers will be listed on the DPL.

* Indicates required fields

3 Edit Company Information

4 View/Import from SAM

5 VIPR/SAM Company Information Comparison

Red text indicates a difference.

Parameter	VIPR Value	SAM Value
Company Name	JDoc Services LLC	JDoc Services LLC
Company DBA	John Doe Equipment	John Doe Services and Equipment
Physical Address		
Street Address 1	1234 Main Street	1234 Main Street
City	Some Big City	Some Big City
State	CO	CO
Zip Code	80886	80886

Cancel Import

Overview for Using the VIPR Vendor Application

17

1 Once you complete the wizard, you will be taken to the **My Company** page.

Notice that the company information you entered in the wizard is viewable from the **My Company** page.

2 The Daytime Phone, Evening/After Hours Phone, and Cell/Alternate Phone numbers will be listed on the DPL.

3 Click the "Edit Company Information" button if you need to edit your other company information.

4 If you change your company name, DBA, company address, and/or mailing address in your SAM record, you will need to use the "View/Import from SAM" button on the **My Company** page in the vendor application to import your changes from SAM into VIPR.


5 Once you click on the "View/Import from SAM" button, the VIPR/SAM Company Information Comparison popup window displays the fields in VIPR that MUST match the fields in SAM. Fields in red text indicate data discrepancies. The most common types of discrepancies are

- Abbreviations versus spelled out words
- Punctuation
- Spaces between words

Click the "Import" button to import the changes made in your SAM record into VIPR.

Status Details

Why might these be important?



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Editing Your Company Information

Step 4: Edit Status Details

1

Business Status
HUBZone ☒
8(a) ☒
Service-Disabled Veteran-Owned Small Business ☒
Women-owned Small Business (WOSB) Eligible Under the ☐
Women-owned Small Business Program ☐
Economically Disadvantaged Women-Owned Small Business ☐
Labor Surplus Area (LSA) ☐
* Indicates required fields

2

☐ Is company located in an LSA? ☐ No ☐ Yes
You can view your LSA status at: <http://www.doleta.gov/programs/lsa.cfm>

3

Discount Terms
% of payment reduction, # of days payment is due:

4

Supporting Information
DOT Number (buses only):

Overview for Using the VIPR Vendor Application

VIPR
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15

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER	PAGE OF PAGE
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	5. SOLICITATION NUMBER 1204H118Q7031	6. SOLICITATION ISSUE DATE 01/29/2018 12:11 PST	
7. FOR SOLICITATION INFORMATION CALL:	8. NAME Nathan Sabo	9. TELEPHONE NUMBER (No collect call)	10. TELEPHONE NUMBER (No collect call)	11. OFFER DUE DATE/LOCAL TIME 03/05/2018 16:00 PST	
9. ISSUED BY USDA Forest Service		10. THIS ACQUISITION IS	11. SET ASIDE: % FOR:		
Nathan Sabo 1740 SE Ochoco Way Redmond, Oregon, 97756		<input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> ECONOMICALLY DISADVANTAGED (EDWOSB) <input checked="" type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS	12. NAICS: 115310 13. SIZE STANDARD: \$ 19.0 million		
14. DELIVERY FOR FOR DESTINATION UNLESS BLOCK IS MARKED	15. DISCOUNT TERMS	16. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 120)	17. RATING		
<input type="checkbox"/> SEE SCHEDULE		<input type="checkbox"/> RFP <input type="checkbox"/> IFB <input type="checkbox"/> RFP			
18. DELIVER TO	19. ADMINISTERED BY Nathan Sabo 1740 SE Ochoco Way Redmond, Oregon, 97756				
20. CONTRACTOR/ OFFEROR	21. PAYMENT WILL BE MADE BY Refer to Exhibit B				
TELEPHONE NO.					
<input type="checkbox"/> 22. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER					
<input type="checkbox"/> 23. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
24. ITEM NO.	25. SCHEDULE OF SUPPLIES/SERVICES	26. QUANTITY	27. UNIT	28. UNIT PRICE	29. AMOUNT
	VIPRI I-BPA for Chipper for Region 6 - Pacific Northwest Region (Use Reverse and/or Attach Additional Sheets as Necessary)				
30. ACCOUNTING AND APPROPRIATION DATA					
31. TOTAL AWARD AMOUNT (For Govt Use Only)					
<input checked="" type="checkbox"/> 32. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND FAR 52.212-5 ARE ATTACHED: ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED					
<input type="checkbox"/> 33. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED: ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED					
34. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED					
35. AWARD OF CONTRACT: REF. OFFER					
36. DATED: YOUR OFFER ON SOLICITATION (BLOCK 6), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:					
37a. SIGNATURE OF OFFEROR/CONTRACTOR			37b. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		
38a. NAME AND TITLE OF SIGNER (Type or print)	38b. DATE SIGNED	38c. NAME OF CONTRACTING OFFICER (Type or print)	38d. DATE SIGNED		
AUTHORIZED FOR LOCAL REPRODUCTION PREVIOUS EDITION IS NOT USABLE					
STANDARD FORM 1443 (REV. 2/2012) Prescribed by GSA - FAR (48 CFR) 53.212					

SF1449

Tiered Set-asides



How Tiered Set Aside Works in VIPR

(b) Priority ranking for dispatch will be determined by applying a 5% advantage (to the method described in D.6.2) for each socioeconomic category (other than small business) checked in Block10 of the SF-1449.

A vendor meeting multiple targeted socioeconomic categories will receive multiple percentage points with a cap of 10%; for example if HUBZone, Service-Disabled Veteran-Owned, and 8(A) are all checked in Block 10 and a vendor qualifies as all three his advantage will be 10% for purposes of Dispatch Priority List placement.

Next...Select My Resources

For new vendors, you will be ready to enter your resources now.

Option 2: Using the Add New Resource from the My Resources Page

1 There is a new note on this page to let you know that you have another option for adding resources, which is through the quote submittal process (this is Option 1 that is described in the previous slides). However, you can still add resources outside of the Quote submittal process through this Option 2.

2 Click on **Add New Resource** button to trigger the **Manage Your Resources** wizard, which enables you to enter your resource information into the vendor application.

You will need to add your resource information one resource at a time.

3 Once you have completed the **Manage Your Resources** wizard for a resource, your resource information will appear in this table on the **My Resources** page.

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Manage Your Resources

As a new vendor, you will select the top button

Option 2: Using the Add New Resource from the My Resources Page Step 1: Intended Use for Resource

- Each year, the Forest Service re-solicits for a select group of resources. **These re-solicited resources may have new business requirements, which means the attributes on the resource forms and/or the values captured on the forms may change.** When you add a new resource, the "Intended Use" step is used by VIPR to determine what version of resource requirements to ask you to complete for your new resource. (Side note: This "Intended Use" step is only used when you are adding a new resource; it is not included in the Manage Your Resources wizard when you are editing an existing resource.)

Manage Your Resources

Intended Use | Classify Resource | Enter Resource Info | View Summary | Finished

How are you intending to use this new resource?

☐ As a new resource in response to a solicitation **1**

☐ To just enter into the application--intended use of resource is unknown at this time **2**

☒ As a replacement resource on my current existing agreement **3**

Select an agreement

AG-84M8-B-12-7003 (Fuel Tenders)

AG-8371-B-12-7060 (Potable & Gray Water Trucks/Handwashing Stations (Trailer Mounted))

Continue Exit

- Use this option for creating a resource to be submitted on open solicitations.** The resource form displayed will use the most recent version of the resource requirements. Do NOT use this option if you are creating a new resource to be used as a replacement resource on an existing agreement.
- Use this option for creating a resource that you anticipate using later on open solicitations.** The resource form displayed will use the most recent version of the resource requirements. Do NOT use this option if you are creating a new resource to be used as a replacement resource on an existing agreement.
- Use this option for creating a new resource to be used as a replacement resource for an existing agreement.** The resource form displayed will use the same resource requirements that were used for the resource type that is on the agreement. Do NOT use this option for open solicitations.

If you select this option, a list of your current existing agreements appears. From the list, select the agreement you wish to use the replacement resource for and click the **Continue** button. **IMPORTANT:** The new replacement resource you are adding is not automatically applied to the agreement you selected. The agreement selection is used to help VIPR determine the correct version of the form to display for you to complete. The correct version of the form must be completed in order to use the new resource as a replacement resource, which is done through the appropriate modification process.



Select Your Resource

Option 2: Using the Add New Resource from the My Resources Page Step 2: Classify Resource

Manage Your Resources

Intended Use | **Classify Resource** | Enter Resource Info | View Summary | Finished

Select a resource group that best defines your resource.

- Crew Carrier Buses
- Dozers
- Engines
- Excavators
- Fallers
- Feller Bunchers
- Fuel Tenders**
- GIS Units
- Generic
- Gray Water Trucks
- Handwashing Stations (Trailer Mounted)
- Helicopter Operations Support Trailer

Resource Group Details
- Fuel Tenders - 3 types determined by fuel tank capacity

Previous Continue Exit

Manage Your Resources

Intended Use | **Classify Resource** | Enter Resource Info | View Summary | Finished

Select a resource group that best defines your resource.

Fuel Tenders

Resource Group Details

Previous Continue Exit

Depending on what option you selected in the previous "Intended Use" step of the wizard, in Step 2, the Classify Resource step, you will see either...

- 1 A list of all resource groups available to be added as a new resource (options 1 or 2 in previous step)
- OR-
- 2 A list of only the resource groups that can be used as a replacement resource for the agreement you selected in the previous step (option 3 in the previous step).
- 3 Once you click on a resource group, the details/definition will appear in the box on the right.
- 4 **IMPORTANT:** When you are adding a new resource, you must complete ALL of the steps in the Manage Your Resources wizard in order to save your resource information.

Confirm

If you exit before completing ALL of the steps in the wizard none of the updates to this resource will be saved.

Click OK to exit the wizard.

OK Cancel

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Overview for Using the VIPR Vendor Application

VIPR
Virtual Incident Procurement

33

Entering Attributes

GCAP has had clients that do not already have the vehicle and do not know the VIN or other pertinent information.

These fields are mandatory

Research ahead of time - all attributes are listed in the solicitation

Option 2: Using the Add New Resource from the My Resources Page Step 3: Enter Resource Info (Continued)

- If you do not have existing resources to copy, then you will need to manually re-enter all of the resource information.

Manage Your Resources

Intended Use | Classify Resource | **Enter Resource Info** | View Summary | Finish

Fuel Tenders * Indicates required fields

Resource Description

*VIN: 1

*Equipment ID:

*License #:

*State (where license issued):

*Make:

*Model Year:

Resource Location

*City:

*State:

*Zip Code:

Zip Plus:

Resource Attributes

*Fuel Capacity (gallons):

Previous Continue Exit

1 Each resource MUST have either a VIN, Unique ID, or Serial Number. (All wheeled apparatus resources will have a VIN.)

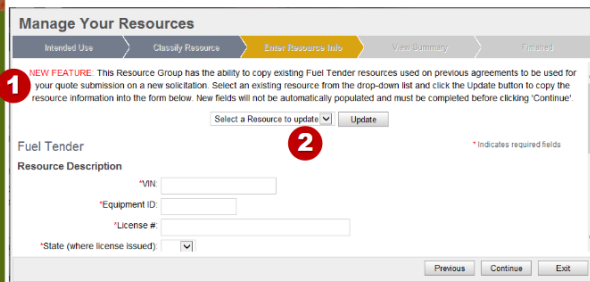
- Unique ID or Serial Number has a 40-character maximum limit, but no other restrictions.
- VINs have the following restrictions:
 - For a new resource that has a **Model Year ≥ 1980** , the VIN MUST be exactly 17 characters (numbers and letter only, except no I, O, or Q letters), no special characters, and no spaces between characters. (NOTE: In some cases, it may seem like you can enter more than 17 characters in the form, however, you will receive a validation error when you try to continue to the next step in the wizard.)
 - For a new resource that has a **Model Year of ≤ 1980** and the resource group is 2012 or older, then there are no restrictions for entering the VIN, except for a 40-character limit.
 - For a new resource that has a **Model Year of ≤ 1980** and the resource group is 2013 or newer, then there are no restrictions for entering the VIN, except for a 17-character limit.
 - The VIN and Model Year rules will not apply for existing resources that have been entered in the vendor application before the October 2012 version of VIPR.

Retuning VIPR Vendors

As a returning Vendor, you no longer need to reenter all of your equipment!

Option 2: Using the Add New Resource from the My Resources Page Step 3: Enter Resource Info

- New feature allows you to update/copy existing resource information to be used for new re-solicited solicitations



Manage Your Resources

Intended Use > Classify Resource > **Enter Resource Info** > View Summary > Printed

1 **NEW FEATURE:** This Resource Group has the ability to copy existing Fuel Tender resources used on previous agreements to be used for your quote submission on a new solicitation. Select an existing resource from the drop-down list and click the Update button to copy the resource information into the form below. New fields will not be automatically populated and must be completed before clicking 'Continue'.

Select a Resource to update: **2** **Update**

Fuel Tender

Resource Description

*VIN:

*Equipment ID:

*License #:

*State (where license issued):

Previous Continue Exit

- 1 If you wish to submit a quote for a new re-solicited solicitation, you cannot just use the same resources that you used for an older solicitation. For example, you cannot use your 2015 resources when submitting a quote for a 2018 solicitation. HOWEVER, you can now copy your resource information from an older resource form into the newer resource form (i.e. copy from a 2015 version of the resource form into the 2018 version of the resource form) without having to manually re-enter all of your resource information.

IMPORTANT: This Update (copy) function is only available if you have an existing older resource of the same resource group AND there is not already a new version of that resource, i.e. you cannot copy the same exact resource twice.

- 2 From the drop-down list next to the Update button, select a resource to update and then click the **Update** button.
- 3 The fields on the resource form are populated with the same information from the resource that you selected to use for updating/copying. You CAN edit any of the fields to make changes, including the VIN/Unique ID/Serial Number field, but you do not have to. If there are new required fields with the new version of the resource form, you will need to complete them.

IMPORTANT: If you are updating/copying resource information, you should still thoroughly review the pre-populated data to ensure it is what you want.



business/incident/static/Overview for Using the Vendor Application.pdf

Automatic Zoom

Overview for Using the VIPR Vendor Application

Option 2: Using the Add New Resource from the My Resources Page

Step 4: View Summary

Manage Your Resources

Intended Use > Classify Resource > Enter Resource Info > **View Summary** > End

Fuel Tenders

Resource Description

VIN: J1234567890123FT1 **1**

Equipment ID: FT01J1234

License #: MXKWMKD

State (where license issued): CO

Make: JOHN DEER

Model: FT01-ABC

Model Year: 2000

Resource Location

City: FORT COLLINS

State: CO

Zip Code: 80526

Zip Plus:

Resource Attributes

Fuel Capacity (gallons): 4000 **2**

Previous Continue Exit

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Review Carefully

While you can go back and edit...you cannot edit the VIN.

- 1 Scroll through the **View Summary** to ensure the information you entered is what you want.

If you need to, you can click on a previous step (or the Previous button) to go back and edit information.

Once you complete the wizard for adding this new resource into the vendor application, you will be able to edit the resource information later, if needed, from the My Resources page.

- 2 In this step of the wizard, click the **Continue** button to save your resource information into the vendor application.

is/business/incident/static/Overview for Using the Vendor Application.pdf

Option 2: Using the Add New Resource from the My Resources Page
Step 5: Finished

Manage Your Resources

Intended Use → Classify Resource → Enter Resource Info → View Summary → **Finished**

✓ Your resource is now saved in VIPR. **1**

Your resource qualifies for the following resource categories: **2**

- Fuel Tender Type 1

3 Your resource qualifies for the following resource categories:

- NONE. Your resource, as currently configured, does not qualify for any resource categories. If you wish to edit your resource, click on the 'Enter Resource Info' step.

4 View Resource Information PDF

Resource Information for Fuel Tender Type 1

Resource Description

VIN: J1234567890123FT1
Equipment ID: FT01J1234
License #: MXXWMD123
State (where license issued): CO
Make: JOHN DEERE
Model: FT01-ABC
Model Year: 2000

Resource Location

City: FORT COLLINS
State: CO
Zip Code: 80526
Zip Plus:

Resource Attributes

Fuel Capacity (gallons): 4000

Qualifying Resource Categories

Fuel Tender Type 1

Current Award Contract Numbers

None

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Overview for Using the VIPR Vendor Application

Finished Adding Your Resource

Make sure this is the Type of resource you thought you had.

Again, all of the attributes are in the solicitations.

Next Step, Select My Resources

All resources show up on My Resources page.

You can “Hide” some if the page gets too cluttered.

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My Resources Page

- Your resource now appears in the My Resources page.

My Resources

You can add resources into the vendor application. Once they are in the application, you can use the Action column to view a summary of your resource information and/or edit your resource information.

NOTE: If you have existing resources you would like to reuse for a new solicitation, you can now update those resources during your quote submittal for the new solicitation through the Open Solicitations tab.

NOTE: If your resource is used in a quote or awarded on an agreement, you will be unable to delete the resource and will not see the Delete button in the Action column for that resource.

To sort information in the table, click on a column heading, except for the Action column.

Logout

Home My Company **My Resources** My Quotes My Agreements Open Solicitations

1 Hide Selected 2 Show All

1	2	3	4	5	6
Unique ID	Equipment ID	Resource Group	Last Update	Action	
TRACYTESTFUELTHDE	LJ	Fuel Tender (2017)	11/07/2017 20:09 UTC	8 9 10 11	
TRACYTESTFUELTHDE	LJ	Fuel Tenders (2014)	02/04/2014 15:43 UTC		
MWSTTRACYTEST-002	LKJ	Mechanic w/36 Trac-Light Auto/Heavy Truck Type 2 (2014)	11/07/2017 16:51 UTC		
CHIPPER TRACY TEST 01-ABC	LKJ	Chipper (2016)			

Showing 4 of 6

- The "Hide Selected" button will not display any resources that have been selected to "Hide" from the view.
- Click on a table column heading to sort the information in ascending or descending order.
- The "UNQUALIFIED" label indicates that the resource you entered does not have the attributes to qualify as any of the resource categories types for the specific Resource Group.
- The year next to the Resource Group name indicates the year that the resource group was solicited for by the Forest Service. In the example shown, notice the Fuel Tenders (2011) and Fuel Tenders (2014). While the resource group may be the same, the resource requirements may be different for each solicitation year.
- Indicates the date and time of your last update to your resource.
- Triggers the **Manage Your Resources** wizard, which allows you to add a new resource. Once you complete the wizard for the resource, the resource will appear in this table.
- "Showing # of (total)#" indicates the number of resources that you have. If the number of resources you see does not match the total #, then you may have some resources that you have "hidden."
- Displays a PDF version of your resource information.
- Triggers the **Manage Your Resources** wizard where you can edit your resource information.
- Displays the information specific to a resource (i.e. resource qualifications and status and resource attribute details). This info is also found in the PDF document (item #8). For more details, see next slide.
- Deletes your resource from the VIPR system. If you do not see this Delete icon, then your resource has been used in a quote at some point and cannot be deleted.

Overview for Using the VIPR Vendor Application

39

Open Solicitations

A new vendor will not have anything under My Quotes or My Agreements yet.

Existing vendors can view their past information.

Select Open Solicitations

May be a long list – be careful – make sure to select the correct Region

Blue arrow starts the Submit a Quote

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Option 1: Using the Quote Submittal Wizard

Viewing the Open Solicitations

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Home My Company My Resources My Quotes My Agreements **Open Solicitations**

Logout

Open Solicitations

If you wish to submit a quote on a solicitation, in the Action column for a specific solicitation click on the Start icon to start the quote process. If you already have quotes (submitted or work-in-progress) then go to **My Quotes** to view, edit, or resubmit your quotes.

To sort information in the table, click on a column heading, except for the Action column.

1

3

2

4

5

6

NOTE: For new solicitations created after October 1, 2017, the new numbering scheme will be 12<office code>YYQ7###, where YY is solicitation year, and Q is for solicitation and 7### is the solicitation number. For example: 12034318Q7004. Existing solicitations created prior to October 1, 2017 will retain their current numbering scheme of AG-<office code>-S-YY-7###. For example: AG-0343-S-16-7026

Open Solicitations

If you wish to submit a quote on a solicitation, in the Action column for a specific solicitation click on the Start icon to start the quote process. If you already have quotes (submitted or work-in-progress) then go to **My Quotes** to view, edit, or resubmit your quotes.

To sort information in the table, click on a column heading, except for the Action column.


6

Solicitation Number	Solicitation Title	Issue Date	Close Date	Status	Response Status	Action
12045G18Q7000	VIPR I-EPA for Rottgenstedt Tractor for Region 8 - Pacific Northwest Region (Rs)	11/07/2017 07:55 MST	12/30/2017 00:00 MST	Published	N/A	
12045W18Q7000	VIPR I-EPA for Fuel Tender for Region 6 - Pacific Northwest Region (Rs)	11/07/2017 07:50 MST	12/30/2017 00:00 MST	Published	New Submission In Progress	
12910418Q7000	VIPR I-EPA for Chopper for RS - Pacific Southwest Region (Rs)	11/03/2017 13:18 MCT	12/29/2017 00:00 MST	Published	Submitted	

Overview for Using the VIPR Vendor Application

20

You Can View and Print the Solicitation Here



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Option 1: Using the Quote Submittal Wizard

Step 2: View Solicitation

1

Quote a Solicitation
View Solicitation | Select Resources | Add Rates | Review Quote | Sign Quote | Finished
VIPR I-BPA for Chipper for R5 - Pacific Southwest Region (tis)
Solicitation Number: 1291U418Q7000
Close Date: 12/23/2017 00:00 MST
View Complete Solicitation **2**
Solicitation Synopsis
Solicitation Synopsis: test
Contracting Officer
Contracting Officer: Jane Doe
Street Address: 2150 Centre BLVD
City, State, Zip: Fort Collins CO, 80526
Daytime Phone: 970.999.9999
Amendments:
None
Continue Exit

Quote a Solicitation
View Solicitation | Select Resources | Add Rates | Review Quote | Sign Quote | Finished
VIPR I-BPA for Fuel Tenders for R4 - Intermountain Region (tis)
Solicitation Number: AG 84MB-S-13-7626 (Under Protest) **3**
Close Date: 12/23/2013 20:00 MST
View Complete Solicitation
Solicitation Synopsis
Solicitation Synopsis: test
Contracting Officer

Overview for Using the VIPR Vendor Application

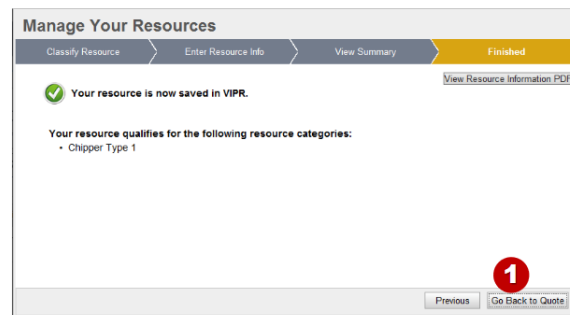
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22

- 1 View a summary of the solicitation information.
- 2 View a PDF of the latest version of the complete solicitation package.
- 3 Notice the "Under Protest" label for a solicitation that is under protest. The solicitation will be highlighted with this label throughout the quote wizard and on the **My Quotes** page, as well.

Select Your Qualified Resources

Option 1: Using the Quote Submittal Wizard Step 3: Select Resources (Continued)



Manage Your Resources

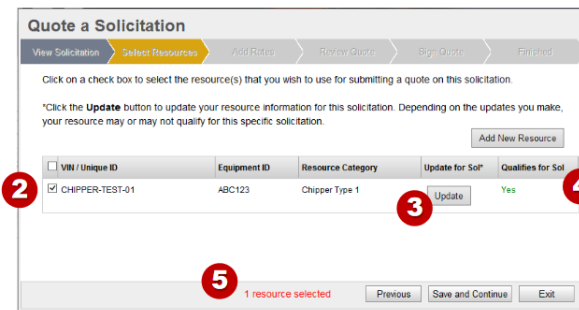
Classify Resource > Enter Resource Info > View Summary > **Finished**

✓ Your resource is now saved in VIPR. [View Resource Information PDF](#)

Your resource qualifies for the following resource categories:

- Chipper Type 1

Previous **1** Go Back to Quote



Quote a Solicitation

View Solicitation > **Select Resources** > Add Roles > Review Quote > Sign Quote > Finished

Click on a check box to select the resource(s) that you wish to use for submitting a quote on this solicitation. *Click the **Update** button to update your resource information for this solicitation. Depending on the updates you make, your resource may or may not qualify for this specific solicitation. [Add New Resource](#)

<input type="checkbox"/> VIN / Unique ID	Equipment ID	Resource Category	Update for Sol*	Qualifies for Sol
<input checked="" type="checkbox"/> CHIPPER-TEST-01	ABC123	Chipper Type 1	3 Update	4 Yes

5 1 resource selected Previous Save and Continue Exit

1 Once you have finished adding your resource, click the **Go Back to Quote** button to go back to the Quote a Solicitation wizard.

2 Back in the Quote a Solicitation wizard, use the check boxes to select the resources you wish to include in your quote. If you select the check box next to the "VIN/Unique ID" column heading, then all of resources that qualify for the solicitation will be selected.

3 If you wish to update a resource before or after submitting your quote, click the **Update** button, which will access the Manage Your Resources wizard. Remember, you **MUST** complete all of the steps in the Manage Your Resources wizard in order for your updates to be saved. Once you've completed the Manage Your Resources wizard, you can use the Go Back to Quote button to continue with your quote submittal. Note that if you selected the check box for the resource and then clicked the Update button, the checkbox will be cleared and you will need to select it again.

4 Only resources that are of the same resource group that match what the solicitation is asking for will be listed in table. The Qualifies for Sol column lets you know which resources qualify for the solicitation.

If your resource is already awarded on an agreement or has been suspended, then it will not appear in this list as an "Available" resource.

5 The counter indicates the number of resources selected to submit on the quote.

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Overview for Using the VIPR Vendor Application

24

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Overview for Using the VIPR Vendor Application

Option 1: Using the Quote Submittal Wizard

Step 4: Add Rates and Dispatch Center

- 1 The counter indicates the number of the resources that have the Dispatch Center and Rate information completed.
- 2 (Optional) If you have a DUNS+4 remit address that you wish to include with your quote, click the "Select DUNS+4 for Quote" button to select the DUNS+4. (NOTE: You cannot add new DUNS+4 values here → you would need to add the DUNS+4 value in the Edit Company Information wizard and then come back to this quote to select it.
- 3 Set the Dispatch Center and Rates for each resource that is included in your quote. (For Generic solicitations, the Set DC & Rates button may also include the Double Shift option → Set DC, Rates, & Double Shift.)

The list of Dispatch Centers displayed is specific to the region associated with the solicitation.

If you need assistance determining what dispatch center to select, view the Dispatch Center Lookup Web page at <https://www.fs.fed.us/business/incident/dispatchlookup.php>
- 4 If you exit the wizard in this step, your selections up to this point (Steps 1 and 2) will be saved and you can come back to this quote later (from the **My Quotes** page).

Overview for Using the VIPR Vendor Application


VIP Virtual Incident

Pricing and Dispatch

This may take some research.

At the end of this training we will go to the VIPR website and demonstrate where to find this data.

View and Print Your Quote



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Option 1: Using the Quote Submittal Wizard

Step 5: Review Quote

Quote a Solicitation

View Solicitation > Select Resources > Add Rates > **Review Quote** > Sign Quote > Finished

Quote Summary

Quote for Solicitation: 1291U418Q7000
Solicitation Description: VIPR I-BPA for Chipper for R5 - Pacific Southwest Region (tis)
Number of Resources Quoted: 1

Chipper Type 1
CHIPPER-TEST-ABC

Unique ID: CHIPPER-TEST-ABC
Equipment ID: ABC123
License #: 123456
State (where license issued): LA
Make: Simpson

Vendor Quote for Solicitation: 1291U418Q7000

Vendor Name: 1-A CONSTRUCTION & FIRE LLP
DUNS: 129133380
DUNS4:
Quote Submitted On: Not Submitted
Total Number of Resources Quoted: 1

Information for each resource, grouped by category:

Chipper Type 1
Table 1 - Quote for Chipper Type 1 - VIN CHIPPER-TEST-ABC for CA-ANCC Chipper Center

Resource Information	Attribute Values and Rates
Unique ID	CHIPPER-TEST-ABC
Equipment ID	ABC123
License #	123456
State (where license issued)	LA
Make	Simpson
Model	12-ASBC
Model Year	2020
City	KH
State	KI
Configuration	Self-Propelled
Mulching Capability	24
Vendor Provides 2-Person Crew	Yes
Boom Feed	Yes
In-Feed Mechanism that operates in forward, reverse, and stop modes	Yes
Daily Rate	200.00

Vendor Details

Business Status

HUBZone: No
8(a): No
Service-Disabled Veteran-Owned Small Business: No
Women-Owned Small Business (WOSB) (Eligible under the Women-Owned Small Business Program: Yes
Economically Disadvantaged Women-Owned Small Business: Yes

Labor Surplus Area (LSA):
Is company located in an LSA?: No

Discount Terms

% of payment reduction, # of days payment is due: 1%; 7


- 1 Scroll down to view your quote information.
- 2 View a PDF version of your quote information, which includes resource information and key vendor company info (i.e. DUNS, Business Status, LSA).

View Quote PDF

2

Overview for Using the VIPR Vendor Application

26



Agree and Submit Your Quote

Option 1: Using the Quote Submittal Wizard Step 6: Sign Quote

Quote a Solicitation

View Solicitation > Select Resources > Add Rates > Preview Quote > **Sign Quote** > Finished

Quote Signature

I agree and understand that I, as an authorized agent of the company, am electronically signing this quote and agree to furnish and deliver all items set forth or otherwise identified on this quote or any additional sheets subject to the terms and conditions specified in the solicitation.

Please check the following 'I Agree' box to sign your quote, then click the Submit button.

☒ I Agree

Please wait...

- 1 Read the quote signature statement.
- 2 If you agree with the statement, select the **I Agree** check box.
- 3 After you click the **Submit** button, it may take a few seconds to process your submittal, so please wait and do not click on any other buttons.

When you submit your quote you should receive a confirmation email. . If you do not receive this email, follow up to confirm submittal.

Many vendors contact the CO to confirm receipt of their VIPR submittal.

You can view, withdraw, and resubmit your quote up until the due date.

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My Quotes Page

- Once you submit a quote, view your quote information from the **My Quotes** page

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Home My Company My Resources **My Quotes** My Agreements Open Solicitations

My Quotes

If you do not have any quotes, click on **Open Solicitations** to find a solicitation and start the quote process.

If you have quotes, then use this Quotes table to find your quote and then depending on the state of your quote, use the Action column to view a submitted quote, edit or delete a quote in progress, resubmit a quote, or withdraw your quote.

If you wish to resubmit a quote and the solicitation is closed, you must contact the Contracting Officer to determine if it's appropriate to put you into negotiations, which will allow you to resubmit a quote.

The link to the solicitation package will always be the latest version of the solicitation and may contain amendments published after you submitted your quote.

To sort information in the table, click on a column heading, except for the Action column.

Solicitation Number	Solicitation Title	Close Date	Last Amended Date	Solicitation Status	Response Status	Action
1204801827302	VIPR I-BPA for Fuel Tender for Region 6 - Pacific Northwest Region (Its)	12/23/2017 00:00 MST	N/A	Published	New Submission in Progress	1 2 3 4 5 6 7
1204501827300	VIPR I-BPA for Refrigerated Trailer for Region 6 - Pacific Northwest Region (Its)	12/23/2017 00:00 MST	N/A	Published	Submitted	6 7
12015141827306	VIPR I-BPA for Chipper for R6 - Pacific Southwest Region (Its)	12/23/2017 00:00 MST	N/A	Published	Withdrawn	4 5 6 7

Refresh Quotes Table

Solicitation Number	Solicitation Title	Close Date	Last Amended Date	Solicitation Status	Response Status	Action
AG-84MB-S-13-7026 (Under Protest)	VIPR I-BPA for Fuel Tenders for R4 - Intermountain Region (Its)	12/23/2013 20:00 MST	09/03/2013 15:45 MDT	Published	Submitted	8

Overview for Using the VIPR Vendor Application

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Important!


Check Response Status!

If your status states: Submission in Progress, it is not submitted!

It must state: Submitted

- 1 Refreshes your quote information in the table.
- 2 If you started a quote, but exited the window before you completed all of the steps then your quote is a "new submission in progress" you can click the **Edit** icon to continue the quote.
- 3 Click the **Delete** icon if you wish to delete a "new submission in progress."
- 4 Once you submit a quote, you cannot delete the quote; however, you can edit, withdraw or resubmit your quote until the solicitation is closed.
- 5 Click the **Withdraw a Quote** icon if you wish to withdraw your submitted quote.
- 6 View a PDF version of your submitted quote.
- 7 If you have submitted a quote, but wish to resubmit your quote, click the **Resubmit** icon which will trigger the Submit a Quote window.
- 8 You can withdraw your quote until the solicitation closes. Once the solicitation is closed, you will need to ask the CO to put you into negotiations. If you are not "In Negotiations" then you will not see the Resubmit icon on your withdrawn quote.
- 9 If you submitted a quote on a solicitation "under protest," it will appear on your **My Quotes** page. You can resubmit your quote on the solicitation under protest if you wish to do so.

Responding to an Amended Solicitation



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Resubmitting a Quote on a Solicitation or Responding to an Amended Solicitation

- From the **My Quotes** page, you can resubmit your quote. You will also use the Resubmit icon to respond to an amended solicitation.
- If you do not see the Resubmit icon, then the solicitation is closed. You must contact the Contracting Officer to determine if it's appropriate to put you into negotiations, which will allow you to resubmit your quote.

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Home My Company My Resources **My Quotes** My Agreements Open Solicitations

My Quotes

If you do not have any quotes, click on **Open Solicitations** to find a solicitation and start the quote process.

If you have quotes, then use this Quotes table to find your quote and then depending on the state of your quote, use the Action column to view a submitted quote, edit or delete a quote in progress, resubmit a quote, or withdraw your quote.

If you wish to resubmit a quote and the solicitation is closed, you must contact the Contracting Officer to determine if it's appropriate to put you into negotiations, which will allow you to resubmit a quote.

The link to the solicitation package will always be the latest version of the solicitation and may contain amendments published after you submitted your quote.

To sort information in the table, click on a column heading, except for the Action column.

Solicitation Number	Solicitation Title	Close Date	Last Amended Date	Solicitation Status	Response Status	Action
AG-6268-S-14-7124	VIPR I BPA for Clerical Support Unit for Region 13 - National	09/25/2014 14:30 MDT	09/19/2014 09:22 MDT	Closed	Submitted	
AG-4293-S-14-7200	VIPR I BPA for Chipper for Region 8 - Southern Region (Is)	09/25/2014 14:45 MDT	N/A	In Negotiations	Submitted	

[Refresh Quotes Table](#)

Solicitation Number	Solicitation Title	Close Date	Last Amended Date	Solicitation Status	Response Status	Action
AG-6468-S-13-7026 (Under Protest)	VIPR I BPA for Fuel Tenders for R4 - Intermountain Region (Is)	12/23/2013 20:00 MDT	06/03/2013 15:45 MDT	Published	Submitted	

- 1 Click on the link to view the latest version of the solicitation package.
- 2 Indicates when the solicitation has been amended.
- 3 When resubmitting a quote, remember to include all of the resources that you wish to include in your quote. **Your latest submitted response is the response on record in VIPR.**
- 4 Also, you can use the resubmittal quote option to apply a DUNS+4 to your quote if you didn't with your original quote, or you can change the DUNS+4 that was applied to your original quote.
- 5 If you wish to resubmit your withdrawn quote after the solicitation has closed, you will need to ask the CO to put you into negotiations. If you are not "In Negotiations," then you will not see the Resubmit icon next to your withdrawn quote.
- 6 The Withdraw option and "In Negotiations" option also apply to a solicitation under protest.

Overview for Using the VIPR Vendor Application

44

Agreements Page

Once awarded, you will see your Agreement/s listed here.

This is where you start the response to the modification.

Remember, these are three-year agreements. The second and third year will be modifications (or five years for National Agreements).



My Agreements Page

After the solicitation closes, if you are awarded an agreement... (1) you will receive an e-mail notification, (2) an alert will be posted on the Home page, and (3) your agreement will be accessible through the **My Agreements** page.



Home My Company My Resources My Quotes **My Agreements** Open Solicitations

My Agreements

If you used the vendor application to submit a quote and you received an award, then those agreements (or modifications to those agreements) will be listed in the table below. Use the Action column to view the agreement or modification or respond to a modification.

NOTE: Agreements or modifications to agreements for non-vendor application resources will NOT appear in the table. To get information in the table, click on a column heading, except for the Action column.

[Refresh Agreements Table](#)

Agreement Number	Solicitation Title	Award Date	Award End Date	Last Modified	# Resources	Status	Action
AG-04H15-14-7012	VIPR I&BPA for Heavy Equipment for Region 6 - Pacific Northwest Region	05/31/2017	05/31/2017	05/31/2017	0	Expired	
AG-06H15-15-7004	VIPR I&BPA for Heavy Equipment for Region 6 - Pacific Northwest Region	04/20/2015	04/20/2015	03/14/2017	1	Active	
AG-06H15-17-7010	VIPR I&BPA for Heavy Equipment for Region 6 - Pacific Northwest Region	05/19/2017	05/19/2020	05/19/2020	6	Active	
	Rollover Modification Response due by 10/22/2017 01:00 Mountain Standard Time		05/19/2020			Awaiting Vendor Signature	
10PRL41817001	VIPR I&BPA for Choppers for R6 - Pacific Northwest Region (B)	11/07/2017	11/07/2020	11/07/2017	1	Active	

NOTE: For new awards created after October 1, 2017, the new numbering scheme for the agreements will be 12-office code>YYT7###, where YY is solicitation year, T is for award, and 7### is the agreement number. For example: 1203431817004. Existing agreements created prior to October 1, 2017 will retain their current numbering scheme of AG-<office code>-B-YY-7###. For example: AG-0343-B-16-7026

AG-02H15-13-7001	VIPR I&BPA for Rollovered Trainers for R4 - Inland Northwest Region (B)	05/29/2013	05/29/2016	06/04/2013	1	Active	
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8 AG-02H15-13-7001 **(Sol Under Protest)** VIPR I&BPA for Rollovered Trainers for R4 - Inland Northwest Region (B)

- Refreshes the list of agreements and the status of those agreements in the table.
- Lists agreements that you have been awarded.
- Indicates the status of the agreement and the action needed, if there is any. Some modifications ask for "vendor acknowledgement of modification," which is not required.
- Displays a PDF version of the last signed agreement.
- Click on the **Start** icon to trigger the **Agreement Modification Response** wizard.
- View the modification package for the agreement.
- Indented row and modification type indicates an agreement has a modification that requires your response or acknowledgement. NOTE: For details about the Rollover modification due date, go to [slide 47](#).
- If you have been awarded an agreement and the solicitation is put "under protest," your agreement will be listed in the My Agreements page and will be highlighted with the "Sol Under Protest" label.


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Overview for Using the VIPR Vendor Application

VIPR
Virtual Incident Procurement

46

Responding to Modifications – Three Types



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Responding to a Modification

Three Types of Agreement Modification Responses

1

Agreement Modification Response

Review Modification | Apply Resource Changes | Sign Modified Agreement | Submitted

Modification Summary

Modification of Agreement: AG-8538-B-12-7001
Type of modification: Standard and/or Extend Modification
Date sent to vendor: 08/26/2011
Description: This mod will extend agreement through '08/26/2015'. Vendor needs to change attributes for one resource, withdraw one resource, and replace one resource.

Continue | Exit

2

Agreement Modification Response

Review Modification | Apply Resource Changes | Sign Modified Agreement | Submitted

Modification Summary

Modification of Agreement: AG-3061-B-11-7131
Type of modification: Novation
Date sent to vendor: 09/24/2013
Description: Transferring ownership of Agreement «AG-3061-B-11-7131» from «Novus's Super Amazon Equipment LLC» to «Jee Services LLC». The contractor information on the SF-1448 and SF-30 forms will be updated with the purchasing vendor's information once the CO signs the modification.

Continue | Exit

3

Agreement Modification Response

This modification has been signed by the Contracting Officer. If you have any questions or concerns regarding this award, contact the Contracting Officer; otherwise, no further action is required.

Modification Summary

Modification of Agreement: 129140187501
Type of modification: Administrative Mod
Date sent to vendor: 11/03/2012
Description: [CO - please enter the description for this modification; this description will appear on the SF-30 in block 14].

Exit

Overview for Using the VIPR Vendor Application



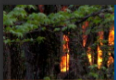
48

- 1 This modification response is used for Standard/Extend, Rollover, and Inspection Correction modifications. These types of modifications do require a vendor response.

With Standard/Extend and Inspection Correction mods, you can apply changes to your resources and all company information, except changes to LSA and Business Status. With Rollover mods you can apply ALL changes to your company information, including LSA and Business Status changes and changes to your resources, and you can make changes to the DC and Rates.

- 2 This modification response is used for the Novation modification. This mod requires a vendor response from the purchasing vendor. The selling vendor of a Novation mod can view the modification, but there is no modification response action available for the selling vendor.
- 3 This modification response is used for Suspend/Resume Resources, Terminate/Reinstate Resources, Expire, Cancel Agreement, Suspend/Resume Agreements, and Administrative modifications. These types of modifications do NOT require a vendor response and have already been signed by the CO at this point in the process.

Review the Modification



Responding to a Modification

Step 1: Review Modification

Agreement Modification Response

Review Modification | Apply Resource Changes | Sign Modified Agreement | Submitted

Modification Summary

1 Modification of Agreement: AG-8538-B-12-7001
Type of modification: Standard and/or Extend Modification
Date sent to vendor: 08/26/2011
Description: This mod will extend agreement through '08-26-2015'. Vendor needs to change attributes for one resource, withdraw one resource, and replace one resource.

2 [View Mod PDF](#)

[Continue](#) [Exit](#)

1 Review a summary of the modification.

2 View a preview PDF of the modification package before your changes.

PREVIEW 11_08_26_12_23_AWARD_AG-8538-B-12-70_VIPR_MOD_01[1].pdf - Adobe Acrobat Pro

File Edit View Window Help

Agreement # AG-8538-B-12-7001 With Vendor JDoe Services LLC Page: 1

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30			
2. CONTRACT NO. AG-8538-B-12-7001	3. AWARD EFFECTIVE DATE 08/26/2011 - 08/26/2014	4. ORDER NUMBER	5. SOLICITATION NUMBER AG-8538-S-12-7000
7. FOR SOLICITATION INFORMATION CALL: John Doe		6. TELEPHONE NUMBER (do not use ext.) 970-296-8826	8. OFFER DUE DATE LOCAL TIME 08/26/2011
9. ISSUED BY USDA Forest Service Regional Services John Doe 2150 Centre BLVD Fort Collins, Colorado, 80526		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) <input checked="" type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB) <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB) <input type="checkbox"/> RAIN	
11. DELIVERY FOR FOB DESTINATION		12. DISCOUNT TERMS	
		13b. RATINGS	

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Overview for Using the VIPR Vendor Application

VIPR
Virtual Incident Procurement

49

Mod May Not Require Action



Responding to a Modification

No Vendor Action: Acknowledgment ONLY

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Home My Company My Resources My Quotes **My Agreements** Open Solicitations

My Agreements

If you used the vendor application to submit a quote and you received an award, then those agreements (or modifications to those agreements) will be listed in the table below. Use the Action column to view the agreement or modification or respond to a modification.

NOTE: Agreements or modifications to agreements for non-vendor application resources will NOT appear in the table.
To sort information in the table, click on a column heading, except for the Action column.

Agreement Number	Solicitation Title	Award Date	Award End Date	Last Modified	# Resources	Status	Action
1291U418T7001	VIPRI BPA for Chipper for RS - Pacific Southwest Region (Rts)	11/07/2017	11/07/2020	11/07/2017	0	Suspended Resource in Agreement	
	CO Suspend/Resume Resources		11/07/2020	11/07/2017			 1

Agreement Modification Response

This modification has been signed by the Contracting Officer. If you have any questions or concerns regarding this award, contact the Contracting Officer; otherwise, no further action is required.

Modification Summary

Modification of Agreement: 1291U418T7001
Type of modification: CO Suspend/Resume Resources
Date sent to vendor: 11/07/2017
Description: [CO - please enter the description for this modification; this description will appear on the SF-30 in block 14].

2

3

1 If the modification to the agreement does NOT require a vendor signature, you will just be asked to acknowledge the modification (this is not required).

At this point, the CO has already signed the modified agreement.

2 Review a summary of the modification.

3 View a PDF of the modification package.

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VIPR
Virtual Incident Procurement

Overview for Using the VIPR Vendor Application

53

Rollover Mods

My Agreements Page (Continued)

- For Rollover modifications ONLY, COs may set a due date for when a vendor MUST respond to the Rollover modification.

Agreement Number	Solicitation Title	Award Date	Award End Date	Last Modified	#Resources	Status	Action
AG-6219-B-15-7025	VIPR IADPA for Fuel Tenders for Region 2 - Rocky Mountain Region	03/31/2011	03/31/2014	01/10/2013	2	Active	
	Rollover Modification		03/31/2014	01/10/2013		Awaiting Vendor Signature	
	Response due by 01/11/2013 12:00 a.m. Central						

Agreement Number	Solicitation Title	Award Date	Award End Date	Last Modified	#Resources	Status	Action
AG-6219-B-15-7025	VIPR IADPA for Fuel Tenders for Region 2 - Rocky Mountain Region	03/31/2011	03/31/2014	01/10/2013	2	Active	
	Rollover Modification		03/31/2014	01/10/2013		Awaiting CO Action	
	Response due by 01/10/2013 12:00 a.m. Central						

Warning

The due date for responding to this modification has expired. If you wish to submit a response to this modification you MUST contact the Contracting Officer.

Agreement Number	Solicitation Title	Award Date	Award End Date	Last Modified	#Resources	Status	Action
AG-6219-B-15-7025	VIPR IADPA for Fuel Tenders for Region 2 - Rocky Mountain Region	03/31/2011	03/31/2014	01/10/2013	2	Active	
	Rollover Modification		03/31/2014	01/10/2013		Awaiting Vendor Signature	
	In negotiations						

- For Rollover modifications only: If the CO has set a due date for when a vendor needs to respond to the Rollover modification, it will be listed under the Rollover Modification label. Vendors MUST respond to the Rollover modification before the date, time, and timezone set for the response due date.

If the Rollover modification label does not display a due date, then the CO has not set a due date for the vendor response.

If the response due date has expired:

- The status of the modification will change to "Awaiting CO Action."
- You will be unable to submit or re-submit a response to the modification.
- The vendor can talk with the CO who will determine if the CO will put the vendor "In Negotiations," which would allow the vendor to submit or re-submit a response to the modification AFTER the due date.




You can change your dispatch and your pricing during the rollover modifications. . Keeping in mind this may change your ranking on the DPL.

The FS policy had been that if you did not have any changes...just let the modification rollover.

During 2018 they determined that it is best to respond to the modification even if you do not have any changes.

Changes to Pricing and Dispatch



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Responding to a Modification Step 2: Apply Resource Changes

Agreement Modification Response

Review Modification | **Apply Resource Changes** | Sign Modified Agreement | Submitted

DUNS+4: 1234 Select DUNS+4 for Agreement (Optional)

VIN / Unique ID	Equipment ID	Resource Category	Dispatch Center	Action
755COPPER03 (SUSPENDED)	HL345	Copier	ID-BDC	Set DC & Rates Updates to Resource No Changes to Resource Replace Resource Withdraw Resource
755COPPER03	HL345	Copier	ID-BDC	Set DC & Rates Replace Resource Withdraw Resource
880COPPER01	HL345	Copier	ID-BDC	Set DC & Rates Replace Resource Withdraw Resource

Previous | Continue | Exit

Select DUNS+4 Number

Select a DUNS+4 to associate with this response.

DUNS+4: None (Optional)

Resource Comparison

Bold Red text indicates change

Attribute	Currently Awarded	Apply These Updates
Resource Category	Copier	Copier
Unique ID	755COPPER03	755COPPER03
Equipment ID	HL345	HL345AAA
Licenses #	1234	1234AAA
Date (when license issued)	ID	ID
Name	SWIS	SWIS
VIN	7555	7555AAA

OK

Choose VIN / Unique ID

Select the VIN / Unique ID of the resource that replace your resource:

Select a Resource None

OK

1 (Optional) If you have a DUNS+4 remit address that you wish to add to or change on your agreement, click the "Select DUNS+4 for Quote" button to select the DUNS+4. (NOTE: You cannot add new DUNS+4 values here → you would need to add the DUNS+4 value in the Edit Company Information wizard and then come back to this mod response to select it.)

2 If your resource has been suspended through a previous modification, a "Suspended" label will be highlighted in subsequent modifications to remind you that the resource is suspended; you will be able to select any of the standard four actions (No changes, Updates, Replace, Withdraw) for your suspended resource.

3 The Set DC & Rates button will only be enabled for Rollover Modifications.

4 In the Action column, select the appropriate action that you wish to take with this modification type. NOTE: If you made changes to your resource and those changes disqualify the resource from the agreement, then the only Actions available through a modification will be Replace Resource or Withdraw Resource.

5 Click on the Magnifying Glass icon to view the Resource Comparison of your resource information before your change versus after your change. Changes are highlighted in bold, red font.


6 If your selection is to "Replace" the resource, you will be asked to select the VIN/Unique ID of the resource that you want to be the replacement for the current resource.

Overview for Using the VIPR Vendor Application

VIPR
Virtual Incident Procurement

50

Accept and Submit your Mod



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Responding to a Modification

Step 3: Sign Modified Agreement and SAM/VIPR Check

Agreement Modification Response

Review Modification → Apply Resource Changes → **Sign Modified Agreement** → Submitted

Modification Signature

I agree and understand that I, as an authorized agent of the company, am electronically signing this agreement modification and agree to furnish and deliver all items set forth or otherwise identified on this agreement modification or any additional sheets subject to the terms and conditions specified in the solicitation.

Please check the following 'I Agree' box to sign your agreement modification submission, then click the Submit button.

I Agree: ☒ **3**

2 Preview Modification Response

4 Please wait. Previous Submit Exit

5

Error!

Your company information in VIPR does NOT match your SAM record. Go to the My Company page and click on the 'View/Import from SAM' button to update your information. After the import is complete, you can respond to this modification.

OK

Error!

Your SAM record is either inactive or expired or you have no record at all in SAM. You must re-activate your SAM record or create a new SAM record. After your record in SAM is active, then go to the My Company page in the vendor application and click on the 'View/Import from SAM' button to update your information in VIPR. Once the import is complete, you can respond to this modification.

OK


- 1 Read the modification signature statement.
- 2 Click the Preview Modification Response button to view the list of resources that will be included in your modification response. Changes made to the resource attributes (through the modification) will be highlighted.
- 3 If you agree with the statement, select the **I Agree** check box.
- 4 After you click the **Submit** button, it may take a few seconds to process your response, so please wait and do not click on any other buttons.
- 5 When you click on the Submit button to respond to a modification, VIPR will check to see...
 - If your company name, DBA, company address (a.k.a. physical address), or mailing address in VIPR matches what is the SAM record associated with the vendor DUNS. If the information in VIPR does not match SAM, then you will be unable to respond to modifications to the agreement. You will need to use the "View/Import from SAM" button on the **My Company** page in the vendor application to import your changes from SAM into VIPR.
 - If your SAM record is inactive or has expired. If your SAM record is inactive or expired, you will be unable to respond to modifications to your agreement until you update your SAM record to make it active.

VIPR
Virtual Incident Procurement

Overview for Using the VIPR Vendor Application

51

Submitted Mod



Acquisition Management
USDA Forest Service

Responding to a Modification Step 4: Submitted

Agreement Modification Response

Review Modification > Apply Resource Changes > Sign Modified Agreement > **Submitted**

✓ Your modification response has been successfully submitted. **1**

Previous Exit

1 Your modification response is successfully submitted.

2 Notice the Status of the modified agreement now indicates "Awaiting Contracting Officer Signature."

VIPR

Virtual Incident Procurement

Home My Company My Resources My Quotes **My Agreements** Open Solicitations

✓ My Agreements

If you used the vendor application to submit a quote and you received an award, then those agreements (or modifications to those agreements) will be listed in the table below. Use the Action column to view the agreement or modification or respond to a modification.

NOTE: Agreements or modifications to agreements for non-vendor application resources will NOT appear in the table.
To sort information in the table, click on a column heading, except for the Action column.

Refresh Agreements Table

Agreement Number	Solicitation Title	Award Date	Award End Date	Last Modified	# Resources	Status	Action
AG-91WB-B-13-7001	VIPR I-BFA for Tents for RS - Pacific Southwest Region (Rs)	02/11/2013	02/11/2016	02/11/2013	0	Active	
AG-84MB-B-13-7007	VIPR I-BFA for Copiers for R4 - Inlandmountain Region (Rs)	02/11/2013	02/11/2016	02/11/2013	2	Active	
	Rollover Modification* Response due by 02/12/2013 12:00 a.m. Central	02/11/2016	02/11/2013			2 Awaiting Contracting Officer Signature	

Overview for Using the VIPR Vendor Application

VIPR
Virtual Incident Procurement

52

INSPECTIONS

Inspection process

- ❖ The USDA Forest Service has a list of approved inspectors that must be utilized for inspection of resources.
- ❖ **Completed prior to award of Agreement**
 - ❖ Contractor gets to choose who they want to utilize on the list,
 - ❖ set up appointment
 - ❖ Get inspection completed
 - ❖ Fix any issues if necessary
 - ❖ Keep copy of inspection
- ❖ Inspections will need to be completed prior to April 30th of each year
- ❖ Review solicitation for required form, last year it was exhibit M, typically for heavy equipment.

Annual DOT Inspection

The annual DOT Inspection is required of all CMV's that have a GVWR of 10,001 lbs or more, as defined in the definition of a CMV in CFR 390.5.

CFR 396.17 requires that all CMV's that meet the above definition be inspected annually, according to Appendix G of the FMCSA regulations.

Click on the following link to access Appendix G

http://www.idealease.com/safetycompliance/Appendix_G.pdf

NAP & ROSS

Requesting a NAP User Account for Contractors

- As a Contractor we are asking you to status your equipment in ROSS as being available or unavailable.
- The first step is to request a user account in NAP. Once obtained you will be able to access ROSS Web Status.
- You will then be able to status your equipment yourself as to available or unavailable. And choose local, geographic area (GACC) (which is region 6, Washington and Oregon) and nationally.




NAP & ROSS

<https://famit.nwcg.gov/applications/ROSS>

The NAP account is only the application that allows you to manage your password for ROSS


Similar to creating a login at eAuth and using it at VIPR...you create your login at NAP and use it to log into ROSS.

Portal to NAP & Ross



APPLICATIONS / Resource Ordering And Status System (ROSS)

Resource Ordering and Status System (ROSS)

Reports	Posted 10/17/18 at 0700 MDT	
Reports Management Board	The Federal Government must meet email authentication requirements by Oct 16, 2018 or any non-compliant email sent by a .gov domain will be rejected at the direction of DHS by all processing email systems. Due to these requirements, email messages from ROSS and NAP may end up in your Junk or Spam folders starting tomorrow, October 3, 2018.	
Analytical Reports		
Archive Data Delivery		
ROSS Reports Index		
User Support		
User Support		
Accounts/Password	Please check your Junk/Spam folders for email messages being sent from ROSS and NAP. If found, please save the message and send to Angie Hinker at ahinker@fs.fed.us .	ROSS Helpdesk
Download Apps		Contact
Training	Posted 10/05/18:	
ROSS Dispatcher Materials	NAP Version 1.3.9 release notes are available at, https://famit.nwcg.gov/sites/default/files/1.3.9%20-%20Release%20Notes%20-%20NAP.pdf	Login to Web Status
ROSS Report Materials		Web Status Login
ROSS Training and Practice Calendar		
Reserving ROSS Training or Practice servers		
History and Info		
Documents Library		
Module Descriptions		
Change Control Board		
Contract Partners		
ROSS Glossary of Terms		
Release Notes		
Additional Sites and Links		
Request Org Update		
ROSS and IROC Communications		

ROSS version 2.16.11 is currently deployed.

If you have a previous version of ROSS loaded, you must uninstall the old version before reinstalling 2.16.11.

ROSS 2.16.11 Installer: <https://rossinstaller.nwcg.gov/ROSSPROD2/4/>

[2.16.11 Release Notes](#)


SUBJECT: Error when downloading ROSS using Windows 10

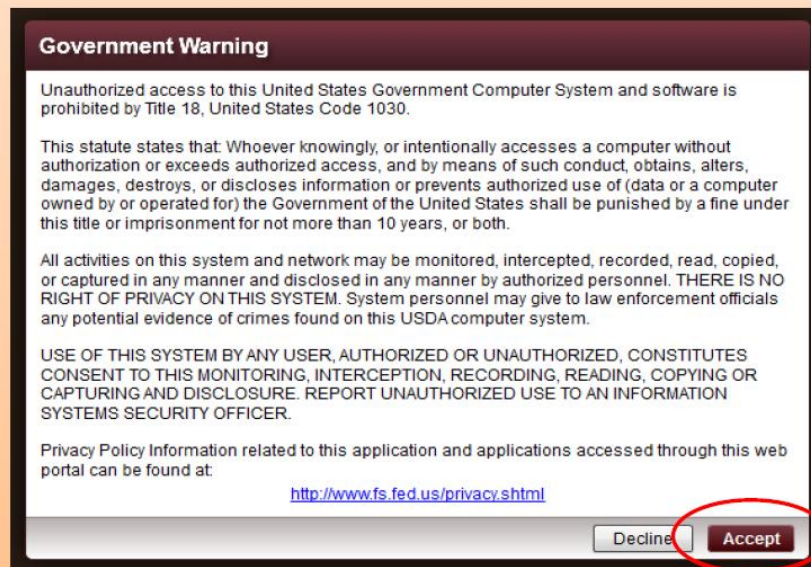
NESS Application Portal
[NAP Login](#)

News

<https://famit.nwcg.gov/applications/ROSS>

Click Accept

- When the Government warning dialog box pops up, click 









Nap Home Screen

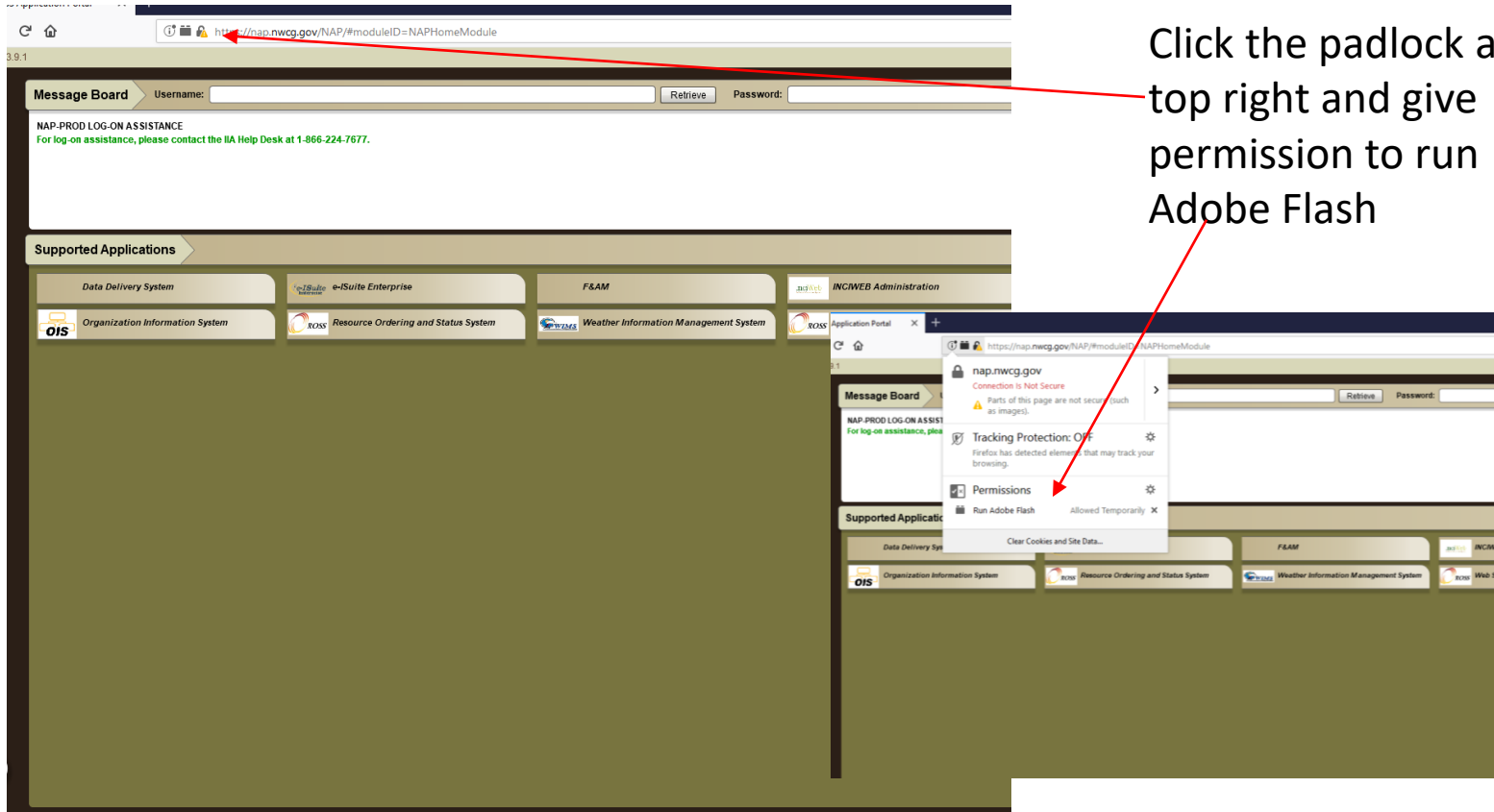
Message Board Username: Password:

NAP-PROD LOG-ON ASSISTANCE
For log-on assistance, please contact the IIA Help Desk at 1-866-224-7677.

Supported Applications

 Data Delivery System	 e-Suite Enterprise	 F&AM	 INCWEB Administration	 Interagency Cache Business System
 Organization Information System	 Resource Ordering and Status System	 Weather Information Management System	 Web Status (ROSS)	

Brown Screen - Adobe Flash Mandatory



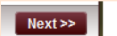
New Users

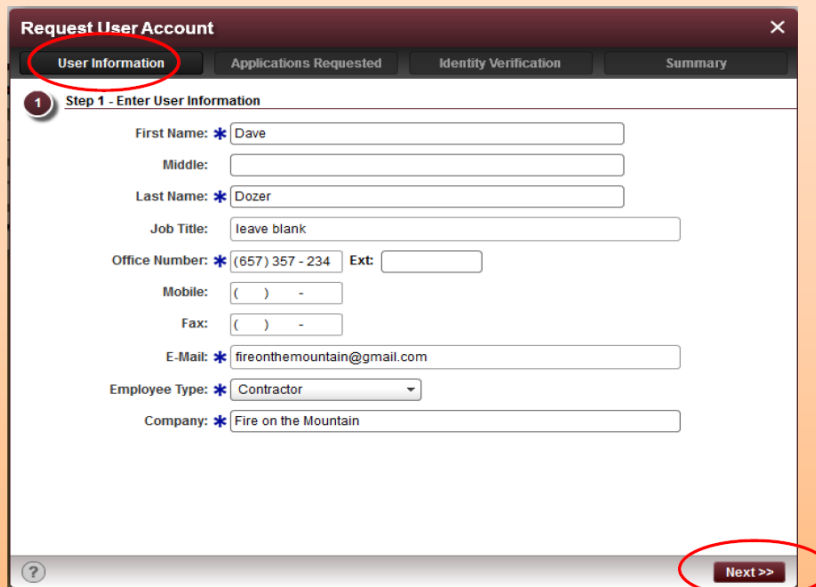
➤ On the NAP Home Screen, click

+ Request User Account

The screenshot shows the NAP Home Screen interface. At the top, there is a 'Message Board' section with a login form containing fields for 'Username:' and 'Password:', and buttons for 'Retrieve', 'Reset', 'Login', and '+ Request User Account'. The '+ Request User Account' button is circled in red. Below the login form, there is a message: 'NAP-PROD LOG-ON ASSISTANCE' and 'For log-on assistance, please contact the IIA Help Desk at 1-866-224-7677.' Below this, there is a 'Supported Applications' section with a grid of application icons and names: 'INCMWEB Administration', 'Interagency Cache Business System', 'OIS Organization Information System', 'Resource Ordering and Status System', and 'Weather Information Management System'.

New to NAP – you will Request User Account

- On the User Information tab, complete the following information about your request, and click 



Request User Account

User Information Applications Requested Identity Verification Summary

Step 1 - Enter User Information

First Name: * Dave

Middle:

Last Name: * Dozer

Job Title: leave blank

Office Number: * (657) 357 - 234 Ext:


Mobile: () -

Fax: () -

E-Mail: * fireonthemountain@gmail.com

Employee Type: * Contractor

Company: * Fire on the Mountain



User Information

Your name and phone number and your email.

Then, select “Contractor” from the Employee Type dropdown.

Then your Company Name

Select “Next”

- On the Applications requested tab, fill out as follows:

Request User Account

User Information | **Applications Requested** | Identity Verification | Summary

2 Step 2 - Requested Standard and/or Privileged Account Access to the following application instances

Application Access: WSR-Web Status (ROSS)

Instance: * PROD (Standard)

Enter the individual who can validate your need to access this application. You CAN NOT validate yourself. (Agency employees: enter manager or supervisor. Contractors: enter your government contracting office personnel.)

Contact's First Name: * Chris

Contact's Last Name: * Contracting

Title: * Contracting Officer

Phone Number: * (246) 641 - 2266 Ext

E-Mail: * valid email address for your contracting officer

E-Mail address is invalid

<< Back Next >>

Applications Requested

Application Access: WSR-Web Status (ROSS)

Instance: PROD (Standard)

The Contact is the Contracting Officer listed on the solicitation for your Agreement, along with their contact information

Verify and View Summary

- The Identity Verification tab will ask you to verify the information you supplied on the previous page. If all looks correct, click next.

If all is correct - SAVE

Request User Account

User Information Applications Requested **Identity Verification** Summary

3 Step 3 - Select Identity Verification Contact
Select the individual who can validate your identity and the need for a NAP account.
Select from the Application Verifiers entered on the previous page.

Identity Verification * Contact: Chris Contracting

Contact's First Name: Chris

Contact's Last Name: Contracting

Title: Contracting Officer

Phone Number: (246) 641-2266 Ext

E-Mail: chriscontractingofficer@fs.fed.us

4 Step 4 - Review Summary

User Information: Dave Dozer
Fire on the Mountain
(657) 357-2345
fireonthemountain@gmail.com

Employee Type: Contractor

Application Instances Requested: ROSS, Chris Contracting (246) 641-2266
PROD (Standard)

Identity Verification Contact: Chris Contracting (246) 641-2266

<< Back Next >> < Back Save

Wait for Approval

- ❖ Wait for two emails from donotreply@nwcg.gov
 - ❖ This will identify your new NAP User Account
 - ❖ Gives you a Temporary NAP Password
 - ❖ **NOTE: Your password must be updated every 60-days**
- ❖ When your NAP profile is established you must contact the dispatch center and advise them of your new profile and user name
 - ❖ The dispatch center has to find your profile and check the box “Vendor Rep Web Access.”
 - ❖ Not always your local dispatch center
 - ❖ Our Clients have had success calling: Northwest Area Coordination Center – **503-808-2720**

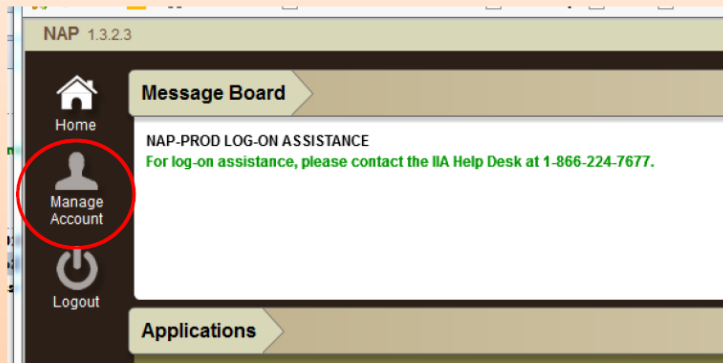
The screenshot shows the top section of the NAP login interface. At the top left is a 'Message Board' header. To its right are two input fields: 'Username:' and 'Password:'. The 'Username:' field is circled in red. To the right of the 'Password:' field is a 'Retrieve' button, also circled in red. Further right is a 'Login' button, circled in red. To the right of the 'Login' button is a '+ Request User Account' link. Below the input fields is a message: 'NAP-PROD LOG-ON ASSISTANCE' followed by 'For log-on assistance, please contact the IIA Help Desk at 1-866-224-7677.' Below this message is a 'Supported Applications' section with five icons and labels: 'INCIWEE Administration', 'Interagency Cache Business System', 'Organization Information System', 'Resource Ordering and Status System', and 'Weather Information Management System'.

Update Your Password

Return to NAP and login with the temporary password

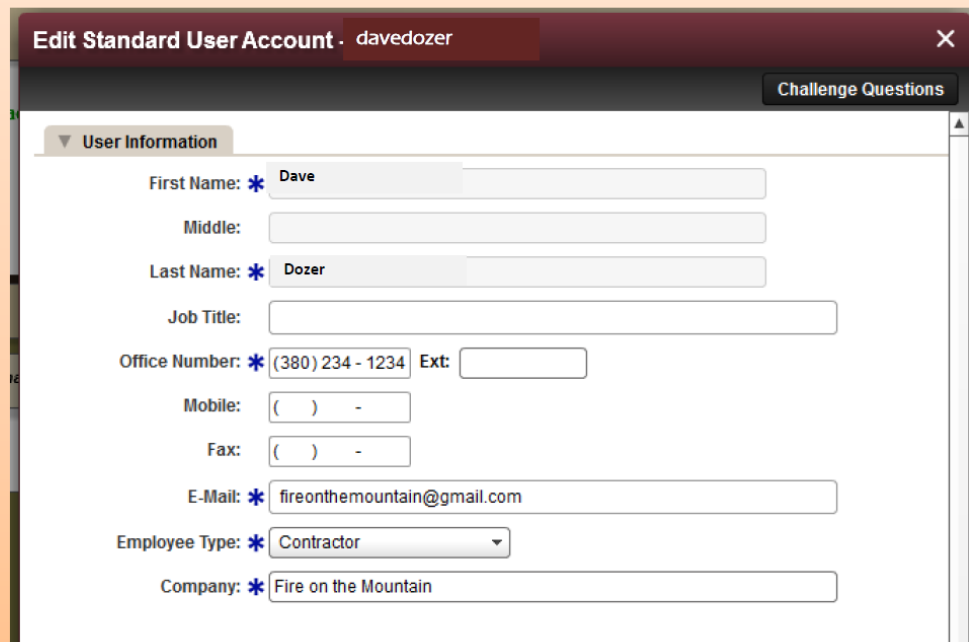
Select Manage Account

➤ Click on the Manage Account Icon



Review once more...

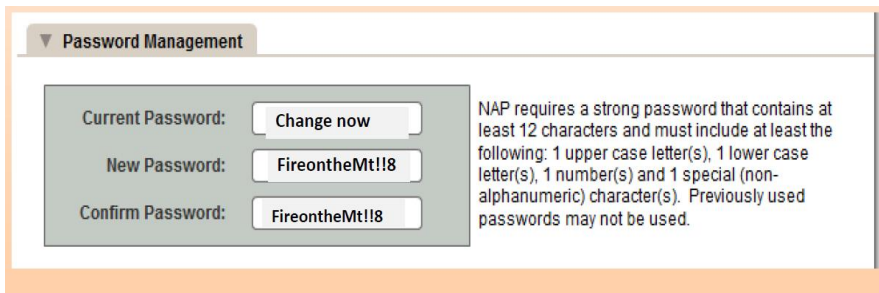
- Make sure your user information is correct. If not, call the helpdesk. 866-224-7677.



The screenshot shows a web application window titled "Edit Standard User Account - davedozer". The window has a dark header bar with a "Challenge Questions" button on the right. Below the header, there is a tab labeled "User Information". The form contains the following fields:

- First Name: * Dave
- Middle:
- Last Name: * Dozer
- Job Title:
- Office Number: * (380) 234 - 1234 Ext:
- Mobile: () -
- Fax: () -
- E-Mail: * fireonthemountain@gmail.com
- Employee Type: * Contractor (dropdown menu)
- Company: * Fire on the Mountain

Almost Finished, I Promise!

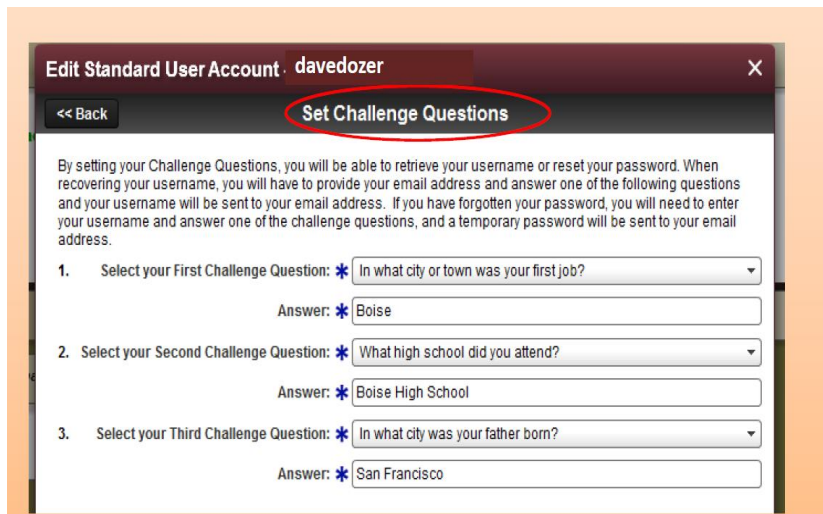


▼ Password Management

Current Password:	<input type="button" value="Change now"/>	NAP requires a strong password that contains at least 12 characters and must include at least the following: 1 upper case letter(s), 1 lower case letter(s), 1 number(s) and 1 special (non-alphanumeric) character(s). Previously used passwords may not be used.
New Password:	<input type="text" value="FireontheMt!!8"/>	
Confirm Password:	<input type="text" value="FireontheMt!!8"/>	

Update your password following the password criteria

Remember: The password expires every 60-days – You should receive reminder emails



Edit Standard User Account · davedozer

[<< Back](#) **Set Challenge Questions**

By setting your Challenge Questions, you will be able to retrieve your username or reset your password. When recovering your username, you will have to provide your email address and answer one of the following questions and your username will be sent to your email address. If you have forgotten your password, you will need to enter your username and answer one of the challenge questions, and a temporary password will be sent to your email address.

- Select your First Challenge Question: *
Answer: *
- Select your Second Challenge Question: *
Answer: *
- Select your Third Challenge Question: *
Answer: *

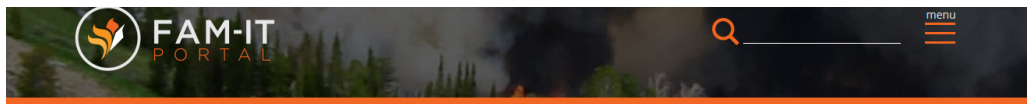
At the top of the window click on “Challenge Questions” and complete the three required questions

ROSS

Logging into ROSS

❖ Using the login and password created at NAP

❖ <https://famit.nwcg.gov/applications/ROSS>



APPLICATIONS / Resource Ordering And Status System (ROSS)

Resource Ordering and Status System (ROSS)

Reports	Posted 10/17/18 at 0700 MDT
Reports Management Board	The Federal Government must meet email authentication requirements by Oct 16, 2018 or any non-compliant email sent by a .gov domain will be rejected at the direction of DHS by all processing email systems. Due to these requirements, email messages from ROSS and NAP may end up in your Junk or Spam folders starting tomorrow, October 3, 2018.
Analytical Reports	
Archive Data Delivery	
ROSS Reports Index	
User Support	
User Support	
Accounts/Password	
Download Apps	Please check your Junk/Spam folders for email messages being sent from ROSS and NAP. If found, please save the message and send to Angie Hinker at ahinker@fs.fed.us .
Training	
ROSS Dispatcher Materials	
ROSS Report Materials	
ROSS Training and Practice Calendar	
Reserving ROSS Training or Practice servers	
History and Info	
Documents Library	
Module Descriptions	
Change Control Board	
Contract Partners	
ROSS Glossary of Terms	
Release Notes	
Additional Sites and Links	
Request Org Update	
ROSS and IROC Communications	

Posted 10/05/18:

NAP Version 1.3.9 release notes are available at: <https://famit.nwcg.gov/sites/default/files/1.3.9%20-%20Release%20Notes%20-%20NAP.pdf>


ROSS version 2.16.11 is currently deployed.

If you have a previous version of ROSS loaded, you must uninstall the old version before reinstalling 2.16.11.

ROSS 2.16.11 Installer: <https://rossinstaller.nwcg.gov/ROSSPROD2/#>

[2.16.11 Release Notes](#)

SUBJECT: Error when downloading ROSS using Windows 10



ROSS Helpdesk

Contact

Login to Web Status

Web Status Login

NESS Application Portal

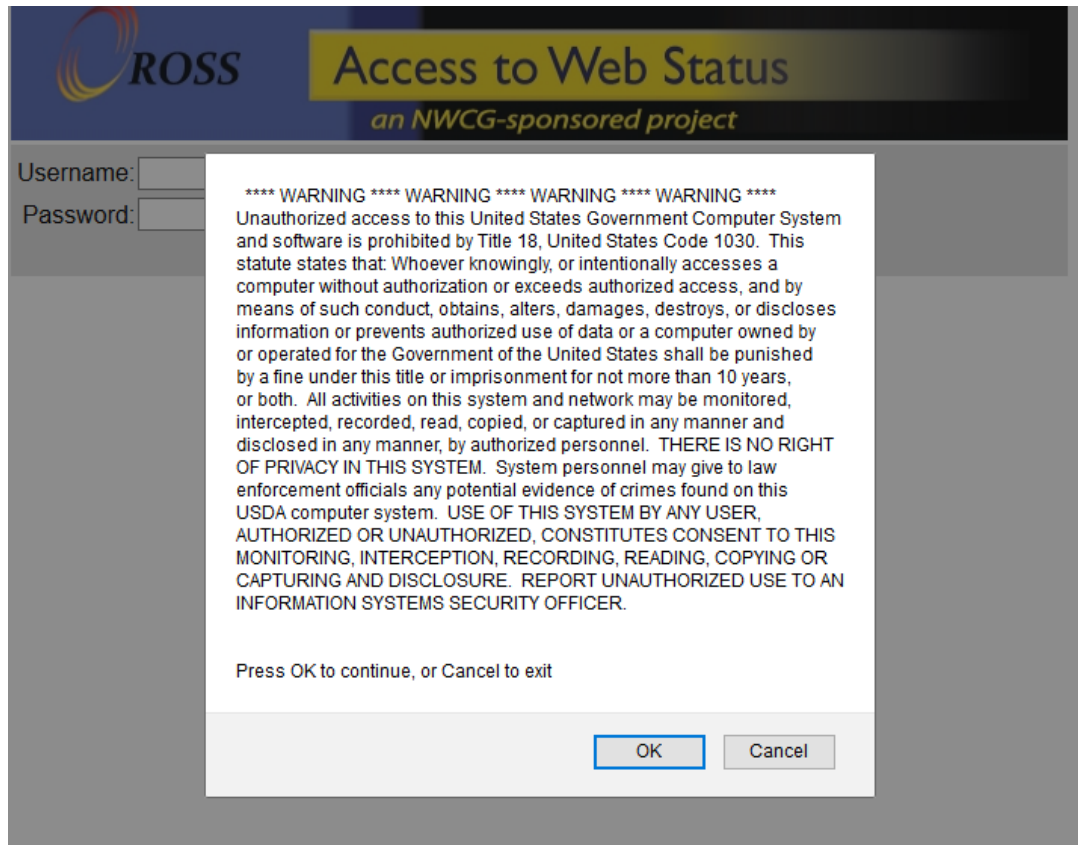
NAP Login

News

Select Login to Web Status

Press OK to Continue

The FS is planning to replace ROSS in the near future



The screenshot shows the ROSS (Resource Overview and Status System) login interface. At the top, the ROSS logo is on the left, and the title 'Access to Web Status' is centered, with the subtitle 'an NWCG-sponsored project' below it. On the left side, there are input fields for 'Username:' and 'Password:'. A large white dialog box is centered on the screen, displaying a security warning. The warning text reads: '**** WARNING **** WARNING **** WARNING **** WARNING **** Unauthorized access to this United States Government Computer System and software is prohibited by Title 18, United States Code 1030. This statute states that: Whoever knowingly, or intentionally accesses a computer without authorization or exceeds authorized access, and by means of such conduct, obtains, alters, damages, destroys, or discloses information or prevents authorized use of data or a computer owned by or operated for the Government of the United States shall be punished by a fine under this title or imprisonment for not more than 10 years, or both. All activities on this system and network may be monitored, intercepted, recorded, read, copied, or captured in any manner and disclosed in any manner, by authorized personnel. THERE IS NO RIGHT OF PRIVACY IN THIS SYSTEM. System personnel may give to law enforcement officials any potential evidence of crimes found on this USDA computer system. USE OF THIS SYSTEM BY ANY USER, AUTHORIZED OR UNAUTHORIZED, CONSTITUTES CONSENT TO THIS MONITORING, INTERCEPTION, RECORDING, READING, COPYING OR CAPTURING AND DISCLOSURE. REPORT UNAUTHORIZED USE TO AN INFORMATION SYSTEMS SECURITY OFFICER.' Below the warning text, it says 'Press OK to continue, or Cancel to exit'. At the bottom of the dialog box are two buttons: 'OK' and 'Cancel'.

ROSS

Access to Web Status
an NWCG-sponsored project

Username:

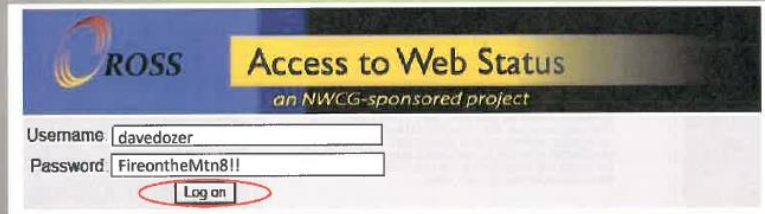
Password:

**** WARNING **** WARNING **** WARNING **** WARNING ****
Unauthorized access to this United States Government Computer System and software is prohibited by Title 18, United States Code 1030. This statute states that: Whoever knowingly, or intentionally accesses a computer without authorization or exceeds authorized access, and by means of such conduct, obtains, alters, damages, destroys, or discloses information or prevents authorized use of data or a computer owned by or operated for the Government of the United States shall be punished by a fine under this title or imprisonment for not more than 10 years, or both. All activities on this system and network may be monitored, intercepted, recorded, read, copied, or captured in any manner and disclosed in any manner, by authorized personnel. THERE IS NO RIGHT OF PRIVACY IN THIS SYSTEM. System personnel may give to law enforcement officials any potential evidence of crimes found on this USDA computer system. USE OF THIS SYSTEM BY ANY USER, AUTHORIZED OR UNAUTHORIZED, CONSTITUTES CONSENT TO THIS MONITORING, INTERCEPTION, RECORDING, READING, COPYING OR CAPTURING AND DISCLOSURE. REPORT UNAUTHORIZED USE TO AN INFORMATION SYSTEMS SECURITY OFFICER.

Press OK to continue, or Cancel to exit

OK Cancel

ROSS Log On and Status

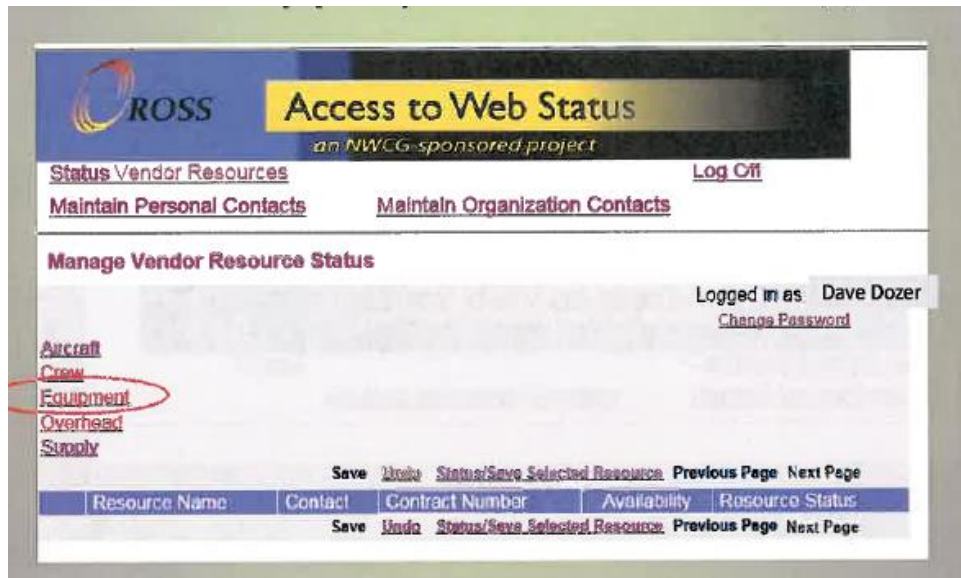


1. Logon with NAP
User Name and
Password

2. Select Status
Vendor Resources



Status in ROSS



ROSS Access to Web Status
an NWCG-sponsored project

[Status Vendor Resources](#) [Log Off](#)
[Maintain Personal Contacts](#) [Maintain Organization Contacts](#)

Manage Vendor Resource Status

Logged in as: Dave Dozer
[Change Password](#)

[Aircraft](#)
[Crew](#)
[Equipment](#)
[Overhead](#)
[Supply](#)

Save Undo Status/Save Selected Resource Previous Page Next Page

Resource Name	Contact	Contract Number	Availability	Resource Status
---------------	---------	-----------------	--------------	-----------------

Save Undo Status/Save Selected Resource Previous Page Next Page

3. Select equipment
(unless you are a
Faller or Faller
Modules – select
Overhead)

Status Each Resource

4. Select your resource
5. Determine the current status
6. Select Status/Save Selected Resources

Resource

[Status Vendor Resources](#) [Log Off](#)

[Maintain Personal Contacts](#) [Maintain Organization Contacts](#)

Manage Vendor Resource Status

Logged in as: Dave Dozer

[Change Password](#)

Aircraft
Crew
Equipment
Overhead
Supply

DPL#

Resource Name	Contact	Contract Number	Availability	Resource Status
<input checked="" type="radio"/> ENGINE - T4 - 001 - Fire on the Mtn - 51	Northwest Coordination Center	AG-04H1-13-7245	<input checked="" type="checkbox"/>	Available
<input type="radio"/> ENGINE - T4 - 002 - Fire on the Mtn - 52	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable
<input type="radio"/> ENGINE - T4 - 010 - Fire on the Mtn - 57	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable
<input type="radio"/> ENGINE - T8 - 001 - Fire on the Mtn - 68	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable
<input type="radio"/> ENGINE - T8 - 002 - Fire on the Mtn - 73	Northwest Coordination Center	AG-04H1-13-7245	<input checked="" type="checkbox"/>	Available
<input type="radio"/> ENGINE - T8 - 003 - Fire on the Mtn - 74	Northwest Coordination Center	AG-04H1-13-7245	<input checked="" type="checkbox"/>	Available
<input type="radio"/> ENGINE - T8 - 004 - Fire on the Mtn - 75	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable
<input type="radio"/> ENGINE - T8 - 008 - Fire on the Mtn - 76	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable
<input type="radio"/> ENGINE - T8 - 010 - Fire on the Mtn - 77	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable
<input type="radio"/> ENGINE - T8 - 010 - Fire on the Mtn - 78	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable
<input type="radio"/> ENGINE - T8 - 018 - Fire on the Mtn - 82	Northwest Coordination Center	AG-04H1-13-7245	<input type="checkbox"/>	Unavailable (N/A)

[Save](#) [Undo](#) [Status/Save Selected Resource](#) [Previous Page](#) [Next Page](#)

Note displayed availability

Set Availability and Area

Manage Resource Status

Logged in as: Dave Dozer
[Save](#) [Undo](#) [New Remark](#)

Name: ENGINE - T4 - 006 - Fire on the Mtn. - 77
Organization: Pacific Northwest Regional Office - USFS (OR-R06)
Home Dispatch: Central Oregon Interagency Dispatch Center (OR-COC)
Contract Number: AG-04H1-B-13- 7245
Incident: NONE
Request #:
Location: Terrebonne, OR
Status: Unavailable
Set Resource Status:
Unavailability Reason:
Availability Area: National
[Save](#) [Undo](#) [New Remark](#)

Qualifications: Engine, Type 4 () QUALIFIED
Remarks: No remarks are available

Unavailability Periods:

FROM	TO	REASON

[Delete](#) [Add](#) [Edit](#) [Delete](#) [Add](#) [Edit](#)

If you choose this option, dispatch is unable to edit. Equipment would have to be made available by vendor.

7. Set Resource Status under the drop down

8. Set Availability Area: Local; GACC (R-6, WA & OR); National – It is important that you understand the area you are wanting to be considered for.

Help: 866-224-7677



VIPR Website

<https://www.fs.fed.us/business/incident/vendors.php?view=>

Questions?

