

**FIVE MOST FREQUENTLY ASKED QUESTIONS ABOUT
SALEM/EUGENE DISTRICT CONTRACTS**

1. **QUESTION: How does the Salem district office advertise Service and Construction Solicitations?**

ANSWER: By oral and electronic communications.

2. **QUESTION: What is the telephone number and the electronic web site's to go to for accessing those solicitations?**

ANSWER: The telephone number is (503) 375-5646.

ANSWER: For Service and Construction solicitations \$25,000.00 and under, those are advertised at: <http://ideasec.nbc.gov>.

ANSWER: For Service and Construction contracts above \$25,000.00 those contracts are advertised at: <http://fbo.gov>.

3. **QUESTION: Is there assistance available for the small business owners who are having difficulty viewing and printing district contracts?**

ANSWER: Yes, there are two places to contact.

a. For inquiries that are solicitations valued \$25,000.00 and under calls will be accepted by the Procurement Staff by calling (503) 375-5646. For solicitations that are over valued over \$25,000.00 you may call (503) 808-6226 Oregon State Office Procurement Staff.

b. The Small Business Administration (SBA) in Portland, Oregon has available a Business Resource Center (BRC) within the SCORE office that is open to all small business's owners. Hours of operation are M-F from 9 – 4. Address 1515 SW 5th Ave, Suite 1050. They can be contacted at (503) 326-3441, or the following email address:pdxhelp@sba.gov.

4. **QUESTION: Why must I be enrolled at Central Contractor Registration (CCR)?**

ANSWER: Effective October 1, 2004, the Bureau of Land Management (BLM) and the Department of Interior (DOI) now acquire goods and services electronically using the internet.

The Office of Management and Budget (OMB) has instructed all federal agencies to use the CCR system as a single, Government-wide system for contractor procurement and payment information.

5. **QUESTION:** What parts of the solicitation do I need to return:

ANSWER: For Request for Quotes for Service Contracts the quoter must return the Standard Form 18 (SF18), Sections B and K and any additional required documentation completely filled out.

ANSWER: For Construction Contracts the quoter must return SF18, Parts II and VIII and any additional required documentation completely filled out