



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

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Information Bulletin No. OR-2008-065

To: All District Managers

From: Deputy State Director for Management Services

Subject: Multidisciplinary Architect-Engineer (A-E), Indefinite Delivery, DD: 6/2/2008
Indefinite Quantity (IDIQ), Oregon and Washington, Contract
No. HAC065M00

This Information Bulletin describes how the Branch of Procurement Management (OR-952) will change the administration of the subject A-E contract and reiterates the A-E Contracting Officer Representatives (COR) certification requirements. Starting June 2, 2008, Task Order Managers (TOM) will no longer be designated for the subject A-E contract. Instead, CORs will be assigned at the field office level where the work resides. Currently Doug Baird, located in the state office, Branch of Engineering and Facilities (OR-959), is the sole COR for the IDIQ contract, and field office engineers are designated as TOMs. TOMs participate significantly in the administration of the A-E contract, but do not have any contractual authority. With this change, TOM designations in place on June 2, 2008, will remain in place until the task orders are completed.

Starting June 2, 2008, the state office's role in contract administration will change to a support role. OR-952 will appoint the state office engineering position as an alternate COR on task orders to support field offices on an as-needed basis and to provide technical assistance. The state office alternate COR will continue to process task order payments and will work closely with the COR appointed for each task order to verify work progress and quality for payment approval purposes.

Only registered professional engineers may serve as CORs on this A-E contract. This is consistent with the Oregon/Washington Bureau of Land Management 1203-Engineering Delegation of Authority and the 9100 Manual Policy.

In order to serve as a COR for A-E contracts, individuals must take a 40-hour A-E-specific COR training course and keep their certification current by taking a general 40-hour COR refresher course every 2 years (the same refresher course is required for all government CORs). A-E-specific COR training course (40 hours) has been scheduled for July 21-25 at the Eugene District. Students must register on DOI learn to participate and receive credit for the class. There is no tuition required for this class. The class is only for engineers who will be serving as CORs for A-E contracts. Engineers certified as CORs for A-E contracts will also be authorized to administer A-E contracts up to \$100,000 using the Short Selection Process. This process can be used in lieu of the A-E IDIQ contract to procure A-E services up to \$100,000.

If you have any questions, please contact Paul Fredericks, Chief Branch of Engineering and Facilities at (503)–808-6404 or Yuri Dyson, Contracting Officer, at (503)-808-6229.

Districts with Unions are reminded to notify their unions of this Information Bulletin and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
Chris Moyer
Acting Associate Deputy State Director
for Management Services

Authenticated by
Paj Shua Cha
Records Section

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