

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30			1. REQUISITION NUMBER	PAGE 1 OF
2. CONTRACT NO. AG-9J61-B-13-0100	3. AWARD/EFFECTIVE DATE 05/02/2013	4. ORDER NUMBER	5. SOLICITATION NUMBER	6. SOLICITATION ISSUE DATE
7. FOR SOLICITATION INFORMATION CALL:		a. NAME PAULETTE GORDON	b. TELEPHONE NUMBER (No collect calls) (916) 640-1064	8. OFFER DUE DATE/ LOCAL TIME

9. ISSUED BY USDA Forest Service Fire and Aviation Management 3237 Peacekeeper Way, Suite 101 McClellan, CA. 95652	10. THIS ACQUISITION IS FOR <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE DISABLED VETERAN- OWNED STANDARD: SMALL BUSINESS	<input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100 % <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> EDWOSB NAICS: 532420 SIZE	<input type="checkbox"/> 8(A) \$25.0
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11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS	<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	13b. RATING
			14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP

15. DELIVER TO Incident	16. ADMINISTERED BY See block 9.
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17a. CONTRACTOR/ OFFEROR Hartford Technology Rental Company 105 East Lake Road, Unit D East Dundee, IL/ 60118-9133	18a. PAYMENT WILL BE MADE BY See page (15)
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TELEPHONE NO. <input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER	18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW <input type="checkbox"/> SEE ADDENDUM
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19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE ATTACHED DOCUMENTS This agreement is established for use in the State of California (Region 5/U.S. Forest Service). Length of agreement is 5 years, (Base year and (4 1-year options).				

25. ACCOUNTING AND APPROPRIATION DATA See IAS requisition.	26. TOTAL AWARD AMOUNT (For Govt. Use Only)
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<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA	<input type="checkbox"/> ARE	<input type="checkbox"/> ARE NOT ATTACHED
<input checked="" type="checkbox"/> 27b. 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

<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>1</u> 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	<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:
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30a. SIGNATURE OF OFFEROR/CONTRACTOR <i>Mark Ferno</i> MARK FERNO REGIONAL MGR	31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) <i>Paulette Gordon</i>
30b. NAME AND TITLE OF SIGNER (Type or print)	31b. NAME OF CONTRACTING OFFICER (Type or print) Paulette Gordon
30c. DATE SIGNED 5/3/13	31c. DATE SIGNED 5/3/13

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER		PAGE 1 OF	
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30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (Type or print)		31c. DATE SIGNED		

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	See schedule on next page.				

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED:

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
33. SHIP NUMBER PARTIAL FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER	
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY			
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT			42a. RECEIVED BY (Print)		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE	42b. RECEIVED AT (Location)		
			42c. DATE RECD (YY/MM/DD)	42d. TOTAL CONTAINERS	

Contract Clauses

This is a Combined Synopsis/Solicitation, issued as a commercial item procurement under FAR part 12.6. FAR 52.212-1, 52.212-2, 52.212-3, 52.212-4 and 52.212-5 apply. Prior to award, the successful contractor must be registered in System for Award Management (SAM), <https://www.sam.gov/portal/public/SAM/>

52.252-2 Clauses Incorporated By Reference (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): <http://www.arnet.gov/far/> or <http://farsite.hill.af.mil/> .

52.236-7 Permits and Responsibilities (NOV 1991)

52.245-1 Government Property (JUN 2007)

Loss, Damage, or Destruction

- (a) For equipment furnished under this agreement **without** operator, the Government will assume liability for any loss, damage or destruction of such equipment, except that no reimbursement will be made for loss, damage or destruction due to (1) ordinary wear or tear, (2) mechanical failure, or (3) the fault or negligence of the Contractor or the Contractor's agents or employees or Government employee owned and operated equipment.
- (b) For equipment furnished under this agreement **with** operator, the Government shall not be liable for any loss, damage or destruction of such equipment, except for loss, damage or destruction resulting from negligence, or wrongful act(s) of Government employee(s) while acting within the scope of their employment. The operator is responsible for operating the equipment within its operating limits and responsible for safety of the equipment.

AGAR 452.209 – 70 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CONVICTION - ALTERNATE 1 (FEB 2012)

(a) Awards made under this solicitation are subject to the provisions contained sections 433 and 434 in the Consolidated Appropriations Act, 2012 (P.L. No. 112-74), Division E, as amended and/or subsequently enacted, regarding corporate felony convictions and corporate federal tax delinquencies. To comply with these provisions, all offerors must complete paragraph (1) of this representation, and all corporate offerors also must complete paragraphs (2) and (3) of this representation.

(b) The Offeror represents that –

(1) The Offeror is [], is not [] (*check one*) an entity that has filed articles of incorporation in one of the fifty states, the District of Columbia, or the various territories of the United States including American Samoa, Federated States of Micronesia, Guam, Midway Islands, Northern Mariana Islands, Puerto Rico, Republic of Palau, Republic of the Marshall Islands, U.S. Virgin Islands. (Note that this includes both for-profit and non-profit organizations.)

If the Offeror checked “is” above, the Offeror must complete paragraphs (2) and (3) of the representation. If Offeror checked “is not” above, Offeror may leave the remainder of the representation blank.

(2) (i) The Offeror has [], has not [] (*check one*) been convicted of a felony criminal violation under Federal or State law in the 24 months preceding the date of offer.

(ii) Offeror has [], has not [] (*check one*) had any officer or agent of Offeror convicted of a felony criminal violation for actions taken on behalf of Offeror under Federal law in the 24 months preceding the date of offer.

(3) The Offeror does [], does not [] (*check one*) have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

AGAR 452.209-71 ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE APPLICANTS - ALTERNATE 1 (FEB 2012)

(a) This award is subject to the provisions contained in sections 433 and 434 of the Consolidated Appropriations Act, 2012 (P.L. No. 112-74), Division E, as amended and/or subsequently enacted, regarding corporate felony convictions and corporate federal tax delinquencies. Accordingly, by accepting this award the contractor acknowledges that it –

(1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and criminal violation under any Federal law within 24 months preceding the award, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment of the awardee, or such officer or agent, based on these convictions and/or tax delinquencies and determined that suspension or debarment is not necessary to protect the interests of the Government.

(b) If the awardee fails to comply with these provisions, the Forest Service may terminate this contract for default and may recover any funds the awardee has received in violation of sections 433 or 434, amended and/or subsequently enacted.

Hartford Technology Rental Co. | 7806 Braygreen Rd, Suite 101 | Laurel, MD 20707 | USA
Phone: 301-931-2210 | Fax: 301-931-2230 | Email: mferro@hartfordrents.com



Classification: SBA Small Business/Veteran-Owned

Corporate Status: LLC

GSA Contract Number: GS-35F-0492V

CAGE Number: 3DB06

EIN: 36-4420137

C.C.R.: Yes

DUNNS: 11-261-3786

Technical Proposal

General Overview Hartford Technology Rental Co., LLC is a 100% U.S., small business, veteran-owned and customer focused technology rental company; in business for over 18 years. HTR has a history of leadership in the technology rental industry and is the premier provider of customer-specific rental solutions. HTR rental solutions are used by Fortune 500 companies, Government agencies and are supported and distributed throughout the U.S.

Software

Computer Software

HTR will ensure all computers will have the software required by this solicitation pre-installed prior to shipment. Software will meet or exceed the BPA specifications for Basic Type 1 and GIS Type 2 computers. HTR will coordinate with the USFS Region 5 Fire & Aviation Management GIS lab for any licensing requirements.

The computer software base image will include Windows 7 Professional, Microsoft Office Professional 2010 and any device drivers and software for items included in this BPA such as (Printers, Scanners, Plotters and peripheral devices).

Software Imaging

Upon award of BPA and within 2 weeks time, HTR will create software images for each of the two types of computers proposed in support of this BPA. HTR offers to ship the image units to the Dept. Of Agriculture Forest Service Technical Representative for confirmation of image units. Once image units are confirmed appropriate, HTR will create master images and store on our servers. This will allow HTR to provide rapid deployment of computers at the request of Government. HTR utilizes Symantec Ghost software for imaging duplication.

Prior to Shipment

At each order requested under this BPA, HTR will ensure the software image has the latest software patches and updates prior to imaging computers.

Return Of Equipment

When the Government returns equipment to HTR, all computer hard drives will be wiped and a fresh software image installed.

Based on the requirements of the BPA, HTR is proposing to use the following hardware. All hardware provided will meet or exceed the following specifications.

Laptop Computers

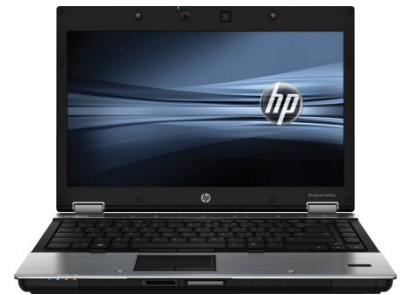
HTR plans to use HP EliteBook series laptops. HP EliteBook laptops meet the military standard Mil-Std-810G for vibration, dust, altitude and high temperature operation.

Basic Type 1 Computer

- Model: HP EliteBook 8440p
- Intel Core i5 processor
- 4GB RAM
- 160GB HDD
- DVDRW
- 10/100/1000 NIC
- 802.11 b/g/n Wi-Fi
- 14.1" LED display

Basic Type 1 Software

- Windows 7 Pro SP1 64-Bit
- MS-Office 2010 Std
- PDFCreator
- Adobe Acrobat Reader XI
- I-Suite (Latest version)
- CutePDF Writer
- 7-Zip
- VideoLAN VLC Media Player
- CDBurnerXP
- Chrome 24.0.#
- Firefox 18.0.1
- Java Update 9
- Adobe Flash 11 (Active X / Plug-in)
- Adobe Shockwave 11.6.8.#
- Silverlight 5

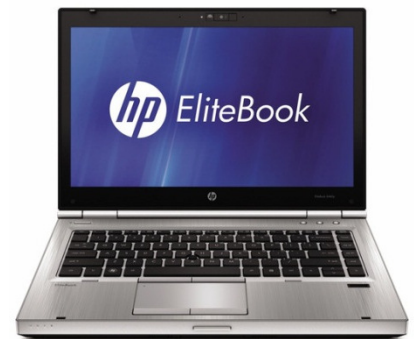


GIS Type 2 Computer

- Model: HP EliteBook 8460p
- Intel Core i7 processor
- 16GB RAM
- 250GB HDD
- DVDRW
- 10/100/1000 NIC
- 802.11 b/g/n Wi-Fi
- 14.1" LED display
- Bluetooth

GIS Type 2 Software

- All Basic Type 1 software
- ArcGIS 10 (SP-5) (ArcGIS 10.1 possible)
- FIMT (10.0.0.11) (FIMT compatible with 10.1)
- DNRGPS 6.0.0.15 and DNR Garmin 5.4.1
- Xtools (minimum 8.x, when available 9.x via USFS registration)
- CAL FIRE Tools
- Google Earth 7.x
- Export to KML 2.5.4
- Core FTP LE 2.2
- ArcGIS Explorer (Build 2012)
- ET GeoTools 10.1
- ET GeoWizards 10.1
- FDAT 2.4 – LANDFIRE Data Tool



All Computers Include:

- Carrying case
- External mouse and mouse pad
- Power supply
- 25' RJ45 patch cable

24/7 Support # 240-418-4455

Based on the requirements of the BPA, HTR is proposing to use the following hardware. All hardware provided will meet or exceed the following specifications.

HP T1300ps Plotter

- Model: HP T1300ps
- Model Size: 44 inches
- Print Technology: Thermal InkJet
- Memory: 160GB HDD, 32GB virtual
- Ink cartridges: 6 (cyan, gray, magenta, matte black, photo black, yellow)
- Connectivity: Gigabit Ethernet, USB 2.0
- Print Languages: Adobe PostScript 3, Adobe PDF 1.7, HP-GL/2, HP-RTL, TIFF, JPEG, CALS G4, HP PCL 3 GUI
- Document finishing: Sheet feed; two automatic roll feeds; automatic roll-switching; automatic cutter
- Media sizes: 8.3 to 44-in wide sheets



HP 510 Plotter

- Manufacturer: HP
- Model: DesignJet 510
- Model Size: 44 inches
- Print Technology: Thermal InkJet
- Memory 416MB
- Ink Cartridges: 4 (C,M,Y,B)
- Connectivity: Ethernet, USB
- Print Languages: HP-GL/2, HP-RTL, HP PCL 3 GUI
- Document Finishing: Sheet feed; Single roll feeds; automatic cutter
- Media sizes: 8.3 to 44 in wide sheets

Scanner

- Manufacturer: Canon
- Model: ImageFORMULA P-215
- Max Page Size: 8.5" x 14"
- 15ppm Simplex, 30ppm Duplex
- 20 Page Document Feeder
- Color: 24-bit
- Windows XP Pro and 7 compatible

Color AIO Printer

- Manufacturer: Brother
- Model: MFC-9970CDW
- Copy/Print/Scan/Fax
- 30ppm in Color and B/W
- Duplex
- 50 Page ADF
- USB, Ethernet, Wi-Fi
- Dims: 20" x 21" x 21" 63lbs

B/W AIO Printer

- Manufacturer: Brother
- Model: MFC 8710DW
- Copy/Print/Scan/Fax
- 40ppm
- Duplex
- 50 Page ADF
- USB, Ethernet, Wi-Fi
- Dims: 20"x21"x24" 36lbs

Small Workgroup Printer

- Manufacturer: Brother
- Model: HL-5370DW
- Up to 32ppm
- Max Page Size: 8.5" x 14"
- Input Capacity: 250 Sheets
- USB, Ethernet, 802.11 b/g
- Dims: 14.6" x 15.1" x 9.7" 21lbs

Large Workgroup Printer

- Manufacturer: HP
- Model: LaserJet 4015dn
- Up to 52ppm
- Max Page Size: 8.5" x 14"
- Input Capacity: 500 Sheets
- USB, Ethernet
- Dims: 16.5" x 21.2" x 15.5" 63lbs

Color Printer

- Manufacturer: HP
- Model: Color LaserJet CP5225dn
- Up to 20ppm
- Max Page Size: 11" x 17"
- Input Capacity: 500 Sheets
- USB, Ethernet
- Dims: 21.5" x 23.6" x 13.3" 120lbs

Network Switches

- Manufacturer: Cisco
- Model: SRW2008 & SR2016
- 10/100/1000 Auto Sensing
- Choice of 8, 16 or 24 Ports
- Un-Managed

Wireless Router

- Manufacturer: Cisco
- Model: N/A
- 802.11 b/g/n
- 4 10/100 LAN Ports
- 1 WAN Port

Wireless Cellular Router

- Manufacturer: Cradle Point
- Model: MBR1200
- 802.11 b/g/n
- 4 10/100/1000 LAN Ports
- 1 WAN Port
- 3 USB Cellular Ports / 1 Express Card Port

Network Cabling

All network cabling will be CAT 5E Shielded 350MHz patch cables.

17" LCD Monitor

- Model: IBM LP171
- 1280 X 1024 Native Resolution
- 4:3 Aspect Ratio

22" LCD Monitor

- Model: Lenovo L2240p
- 1680 X 1050 Native Resolution
- 16:10 Aspect Ratio (Widescreen)

Projector

- Model: Sharp PGF-310X
- 1024 X 768 Native Resolution
- 4:3 Aspect Ratio
- 3,000 Lumens

Logistics

HTR will use Federal Express as its primary shipper along with 3 freight companies to deliver proposed equipment.

Pricing Worksheet

Description	Charge	
Laptops		
Basic Type 1 (HP 8440p) *GSA Pricing*	\$ 150.34	Monthly Rate
GIS Type 2 (HP 8460p) *GSA Pricing*	\$ 192.84	Monthly Rate
Plotter		
HP DesignJet 510	\$ 1,183.20	Monthly Rate
510 Plotter Consumables	\$ 279.03	With Initial Order Only
HP DesignJet T1300ps	\$ 3,263.89	Monthly Rate
T1300ps Plotter Consumables	\$ 621.99	With Initial Order Only
Printers		
Brother Small Workgroup Printer w/ Wi-Fi	\$ 93.34	Monthly Rate
Small Workgroup Printer Consumables	\$ 83.71	With Initial Order Only
HP Large Workgroup Laser Printer	\$ 375.90	Monthly Rate
Large Workgroup Printer Consumables	\$ 154.91	With Initial Order Only
HP Color LaserJet Laser Printer w/ Wi-Fi	\$ 697.03	Monthly Rate
Color LaserJet Printer Consumables	\$ 1,371.75	With Initial Order Only
Brother B/W Laser AIO	\$ 127.71	Monthly Rate
B/W AIO Consumables	\$ 87.21	With Initial Order Only
Brother Color Laser AIO *GSA Pricing*	\$ 327.46	Monthly Rate
Color AIO Consumables	\$ 302.43	With Initial Order Only
Scanner		
Canon Scanner	\$ 127.53	Monthly Rate
LCD Monitors		
17" LCD *GSA Pricing*	\$ 20.00	Monthly Rate
22" LCD *GSA Pricing*	\$ 38.00	Monthly Rate
Projectors		
Sharp DLP Projector *GSA Pricing*	\$ 408.99	Monthly Rate
iPads		
Gen 2 16GB Wi-Fi + Verizon 3G	\$ 92.00	Monthly Rate
Gen 4 16GB Wi-Fi + Verizon 4G	\$ 119.00	Monthly Rate
2GB Data Plan	\$ 30.00	Monthly Rate
HTR 3G/4G Activation	\$ 10.00	With Initial Order Only
Networking		
8-Port Gigabit Switch *GSA Pricing*	\$ 25.00	Monthly Rate
16-Port Gigabit Switch *GSA Pricing*	\$ 50.00	Monthly Rate
24-Port Gigabit switch *GSA Pricing*	\$ 75.00	Monthly Rate
802.11 b/g/n Wireless Router *GSA Pricing*	\$ 50.00	Monthly Rate
802.11 b/g/n Cellular Wireless Router	\$ 82.47	Monthly Rate
CAT 5E Ethernet Cable (100')	\$ 16.54	With Initial Order Only
CAT 5E Ethernet Cable (50')	\$ 7.82	With Initial Order Only
CAT 5E Ethernet Cable (25')	\$ 5.16	With Initial Order Only
Peripherals		
LG N2B1 NAS Server 1TB X 2 RAID 1	\$ 225.50	Monthly Rate
USB Numeric Keypad	\$ 5.00	Monthly Rate

*Logistics Charges will be billed in addition to above rates.

COMPUTER EQUIPMENT RENTAL SPECIFICATIONS USFS Region 5 FY2013

Contractor Provided Equipment. Equipment shall meet all standards established by specification or incorporated by reference and shall be maintained in good repair by the Contractor. The Contractor shall provide equipment including software, software installed, hardware, and consumables as stated. No substitutions are permitted. The contractor shall provide computers with current Microsoft Windows 7 & Microsoft Office Security Patches at the time of shipping. There shall be no additional charges for the patches. Contractor will provide a 24 hour/7 day support phone number on the device should technical assistance be required. Contractor will provide a list of all equipment available for order with make and model #. Contractor will create a restore point in Windows 7 after the image is built for rapid recovery should the need arise. Contractor will provide a spare computer when 5 or more are ordered. Computers with technical issues will be replaced via FedEx.

Government Provided Services, Licensing, and Software: The Government GIS software installs will be coordinated through the USFS Region 5 Fire & Aviation Management GIS Lab. (*See attached). Licenses will be provided under existing USFS Enterprise Licensing Agreements. GIS software shall be fully functional upon arrival in the field. When returned to the vendor from field use, GIS computers shall be wiped, reimaged/reinstalled, licenses reset and shall be ready for the next order. (*ESRI approved process under the ELA with the Forest Service).

Ordering quantities (minimum): The Government anticipates-the minimum initial order of (5) units, with a total number per incident generally will not to exceed 40 units.

Dispatching/Ordering of Equipment: All awarded BPA contractors will be placed on a dispatch priority list by Geographic Area (ONCC / OSCC). Priority is given to price offered. This BPA does not preclude the Government from using any Agency or Agency Cooperator owned resources before mobilizing a resource order for this BPA.

Delivery requirements are as follows: The Government requires that units are to be received within a 24 hour period of the initial order. Units shall be shipped next day air. Units shall be packaged, wrapped with foam or bubble wrap within the container (box). The contractor shall be responsible for tracking of their equipment at all times in order to substantiate invoicing charges for shipping, rental period, etc.

The contractor must be able to arrange for special delivery for locations that do not allow for next day delivery. In this case, the contractor shall be paid on delivery costs to the Incident Location based on a per mile charge after a 100 mile minimum one way at the current GSA Federal Travel rates. A special handling fee of \$200 may also apply.

Logistics charges acceptable are as follows: (a) Federal Express billed with Contractors Invoice as a delivery charge (b) Commercial airline billed on Contractor Invoice with delivery charges.

Payment: All payments for this BPA will be processed by a commercial invoice delivered with equipment to the incident. Finance will execute an I-Suite Invoice along with the contractor's commercial invoice and submitted for payment. Payments are then forwarded to the Albuquerque Service Center (ASC). No payment shall be made by credit card under this agreement.

A commercial Invoice from the vendor shall include the following: (a) Resource Order with assigned "S" number (b) fire name (c) fire number (d) location of the fire (e) quantity and type of items being requested and shipping costs to and from the incident (estimated), (f) contact person to receipt of equipment ordered (g) timeframe estimated for rental shall be stated as End of Incident (h) Each incident resource order shall be considered the financial ordering document/call order for this BPA. Contractor shall invoice on a monthly basis.

Loss, Damage, or Destruction: For equipment furnished under this BPA the Government will assume liability for any loss, damage, or destruction of such equipment, except that no reimbursement will be made for loss, damage or destruction due to (1) ordinary wear or tear, (2) mechanical failure, or (3) the fault or negligence of the contractor or the Contractor's agents or employees or Government employee owned and operated equipment.

Technical Point of Contact USFS Region 5: Lorri Peltz-Lewis, lpeltzlewis@fs.fed.us, 916-640-1049

MINIMUM EQUIPMENT REQUIREMENTS

The contractor is responsible for all computer/printer/scanner rentals necessary to meet or exceed the BPA specifications.

SOFTWARE REQUIREMENTS AND SOFTWARE INSTALLS PRIOR TO RECEIPT SHALL INCLUDE:

1.) COMPUTERS:

a. Basic Type 1 Computers - Hardware/Software:

- i. Windows 7 (SP 1) 64-bit, Intel i3 equivalent 64-bit processor, minimum 4 GB RAM, Minimum 1280x960 video resolution, AntiVirus software installed & enabled.
- ii. User account has full Administrative access
- iii. 10/100/1000 802.11 b/g/n Wireless NIC
- iv. DVD RW/ CD RW
- v. Internal battery with 6 hour performance
- vi. External mouse, mouse pad, power supply, power cables, carrying case, and 25' CAT 5/6 Ethernet cable
- vii. Asset tags clearly marked on bottom of device for doing inventory at a glance
- viii. Microsoft Office 2010
- ix. Printer/Plotter drivers on contract are pre-installed and configured.
- x. PDFCreator (i.e., <http://sourceforge.net/projects/pdfcreator/>)
- xi. Adobe Acrobat Reader XI

- xii. I-Suite (Most current version from <http://isuite.nwcg.gov>) – provide installed OR at a minimum setup files loaded into a setup folder (under C: drive, named ISuite); verify most current version is available prior to shipping.
- xiii. CutePDF Writer (<http://www.acrosoftware.com/>)
- xiv. 7-Zip (<http://www.7-zip.org>)
- xv. VideoLAN VLC Media Player (<http://www.videolan.org>)
- xvi. CDBurnerXP (<http://cdburnerxp.se>) – or equivalent utility
- xvii. Chrome 24.0.#
- xviii. Firefox 18.0.1
- xix. Java Update 9
- xx. Adobe Flash 11 (both ActiveX & Plug-In)
- xxi. Adobe Shockwave 11.6.8.#
- xxii. Silverlight 5

b. GIS Type 2 Computers - Hardware/Software (*provided by USFS contact):

- i. Windows 7 (SP 1) 64-bit, Intel i7 equivalent 64-bit processor, minimum 16 GB RAM, Minimum 1280x960 video resolution, AntiVirus software installed & enabled.
- ii. User account has full Administrative access
- iii. 10/100/1000 802.11 b/g/n Wireless NIC and Bluetooth capability
- iv. DVD RW/ CD RW
- v. Internal battery with 6 hour performance
- vi. External mouse, mouse pad, power supply, power cables, carrying case, and 25' CAT 5/6 Ethernet cable
- vii. Asset tags clearly marked on bottom of device for doing inventory at a glance
- viii. Microsoft Office 2010
- ix. Printer/Plotter drivers on contract are pre-installed and configured.
- x. PDFCreator (i.e., <http://sourceforge.net/projects/pdfcreator/>)
- xi. Adobe Acrobat Reader XI
- xii. I-Suite (Most current version from <http://isuite.nwcg.gov>) – provide installed OR at a minimum setup files loaded into a setup folder (under C: drive, named ISuite); verify most current version is available prior to shipping.
- xiii. CutePDF Writer (<http://www.acrosoftware.com/>)
- xiv. 7-Zip (<http://www.7-zip.org>)
- xv. VideoLAN VLC Media Player (<http://www.videolan.org>)
- xvi. CDBurnerXP (<http://cdburnerxp.se>) – or equivalent utility
- xvii. Chrome 24.0.#
- xviii. Firefox 18.0.1
- xix. Java Update 9
- xx. Adobe Flash 11 (both ActiveX & Plug-In)
- xxi. Adobe Shockwave 11.6.8.#
- xxii. Silverlight 5

- xxiii. *ArcGIS 10 (SP-5) (ArcGIS 10.1 possible)
- xxiv. *FIMT (10.0.0.11) (FIMT compatible with 10.1)
- xxv. *DNRGPS 6.0.0.15 and DNR Garmin 5.4.1
- xxvi. *XTools (minimum 8.x, when available 9.x via USFS registration)
- xxvii. *CAL FIRE Tools
- xxviii. *Google Earth 7.x
- xxix. *Export to KML 2.5.4
- xxx. *Core FTP LE 2.2
- xxxi. *ArcGIS Explorer (Build 2012)
- xxxii. *ET GeoTools 10.1
- xxxiii. *ET GeoWizards 10.1
- xxxiv. *FDAT 2.4 - LANDFIRE Data Tool

2.) PLOTTER:

a. Plotter Type:

1. Plotter - Minimum 36"wide - PostScript compatible -
2. 4-color large capacity ink rolled paper plotter
3. Maximum memory for model
4. Plotter cables & connection devices to support on-site computer connectivity – including 25' CAT 5/6 Ethernet cable
5. Asset tags clearly marked on top of device for doing inventory at a glance
6. IP address preset to 10.5.1.80 to 99 with subnet 255.0.0.0 and clearly marked on top of device.
7. Plotter drivers on optical media (WinXP Pro and Windows 7 compatible)
8. Network Connectivity: Fast Ethernet 10/100USB Connectivity: 1 Hi-Speed USB 2.0
9. (Optional) Wireless network connection (802.11 b/g/n)
10. (Optional) printing direct from USB devices

b. Plotter Consumables:

1. One (1) unused set of ink cartridges and One(1) set of partially used ink cartridges
NOTE: Generic, refurbished, or recycled cartridges not acceptable
2. Waste cartridge shall be empty upon receipt of plotter
3. Minimum One (1) new waste cartridge included
4. Paper_- minimum Two (2) 150 ft 36" wide rolls of white 4 mil 24 lb. bond paper
NOTE: Recycled paper is not acceptable

3.) PRINTERS:

a. Printer Types (3 options):

- a. Small/Large Workgroup monochrome black and white (B/W) Laser
- b. All-in-One: print, scan, copy, and fax (can be B/W and/or Color)
- c. Printer – COLOR - Minimum 11"X17" capability

b. All printers will include:

- a. Printer cables & connection devices to support on-site computer connectivity – including 25' CAT 5/6 Ethernet cable
- b. Printer drivers on optical media (WinXP Pro and Windows 7 compatible)

- c. Network Connectivity: Fast Ethernet 10/100
- d. Asset tags clearly marked on top of device for doing inventory at a glance
- e. IP address preset to 10.5.X.X and clearly marked on top of device.
- f. USB Connectivity: 1 Hi-Speed USB 2.0
- g. (Optional) Wireless network connection (802.11 b/g/n)
- h. (Optional) Ability to print from a mobile device (e.g. iPad, iPhone, Android devices)

c. Printer Consumables:

- a. One (1) unused set of ink cartridges and One (1) set of partially used (not less than 25% full) ink cartridges
NOTE: Generic, refurbished, or recycled cartridges not acceptable
- b. Waste cartridge shall be empty upon receipt
- c. Minimum 1 new waste cartridge included
- d. Paper - minimum 4 reams (500 sheets/ream) of 20 lb bond paper

4.) SCANNERS: (USB 2 Interface)

a. Scanner Types

- a. 200 DPI B&W capable minimum of 15 ppm (simplex)
- b. 200 DPI B&W capable minimum 30 ppm (duplex), optical 600 DPI available
- c. 600 DPI Color capable minimum 15 ppm (simplex)
- d. 600 DPI Color capable minimum 30 ppm (duplex), optical 600 DPI available

b. All scanners will include:

- a. 8 bit gray scale or 24-bit color depth
- b. Max Page size of 8.5 x 14 in
- c. Printer cables & connection devices to support on-site computer connectivity – including 25' CAT 5/6 Ethernet cable
- d. Asset tags clearly marked on top of device for doing inventory at a glance
- e. IP address preset to 10.5.X.X and clearly marked on top of device.
- f. Windows XP & 7 Compatible
- g. Save files in PDF format – using program native to or compatible with scanner. Program must be provided with scanner.
- h. USB 2 Interface
- i. (Optional) Network Connectivity: Fast Ethernet 10/100
- j. (Optional) Wireless network connection (802.11 b/g/n)

5.) NETWORK EQUIPMENT (Asset tags clearly marked on top of device for doing inventory at a glance):

a. Switches:

- a. 10/100/1000 8 Port Switch
- b. 10/100/1000 16 Port Switch
- c. 10/100/1000 24 Port Switch
- d. 10/100 8 Port Switch
- e. 10/100 16 Port Switch
- f. 10/100 24 Port Switch

b. Routers:

- a. 802.11b/g/n Wireless Router (4 LAN Ports, 1 Ethernet WAN Port)
- b. 802.11 b/g/n Wireless Cellular Router (4 LAN Ports, 1 Ethernet WAN Port, 2 USB Cell Card WAN Ports, 1 Express Card WAN Port)

c. Cables:

- a. Cat 5/6 Ethernet Cable (100ft)
- b. Cat 5/6 Ethernet Cable (50ft)
- c. Cat 5/6 Ethernet Cable (25ft)

6.) PERIPHERIAL DEVICES (Asset tags clearly marked on top of device for doing inventory at a glance):

- a. 10/100/1000 Network Attached Storage (1TB)
- b. 10/100/1000 Network Attached Storage (2TB)
- c. 10/100/1000 Network Attached Storage (2TB in a RAID 1 Array)
- d. USB Numeric Keypads

7.) LCD COLOR MONITORS (Asset tags clearly marked on top of device for doing inventory at a glance):

- a. 17-19" LCD
- b. 22-24" Widescreen

8.) LCD PROJECTOR (Asset tags clearly marked on top of device for doing inventory at a glance):

- a. Minimum 2200 Lumen
- b. Minimum 1024x768 (XGA) resolution
- c. Weight no greater than 10 lbs
- d. Minimum projection distance 2 m

2013 Process for installation of required software and other security concerns for USFS Region 5 Computer Equipment - BPA

Technical Point of Contact USFS Region 5: Lorri Peltz-Lewis, lpeltzlewis@fs.fed.us, 916-640-1049

Step 1: Initial Installation:

All Computer equipment – computers, plotters, printers, scanners, network equipment, and peripheral devices will be delivered wiped clean of any data content stored on the device. Computers, plotters, printers, scanners, network equipment, and peripheral devices are referred to as “equipment” in this document.

GISS installation software and data will be provided on a distribution media (DVD or USB drive) with installation sequence and instructions provided. The contractor will first do a clean install the software per the instructions provided for the sole use of this contract. The User Account will have Full Administrative rights. The software and data will not be used for any other purpose or contract. Upon completion of the software installation the installs will be tested to ensure they are working properly as documented in the instructions provided. Images can be created or the use of a virtual machine is allowed to support the reloading process (Step 2). The computer equipment will be distributed as needed under the specifications of the contract.

Step 2: Reloading Computers Returned from an Incident: Computers that are returned after use on an incident will be completely wiped, image, or virtual machine destroyed. There will be no backups of any of the software or data that is left on these computers. The computer will be reimaged or virtual machine loaded as per the instructions in Step 1. Software will be tested to ensure it is fully functional.

Step 3: Completion of Contract: All computers used under this contract will be completely wiped, all images destroyed on computers and supporting servers and external media. Original media provided will be returned to the Contracting Officer on this contract. No copies of the installation software or data provided will be kept, nor will any backups be made of the returning computers or the originally provided software and data.

Step by Step outline of process:

Step 1: Initial GISS Installation:

- Detailed instructions will be provided including software and data on distribution media
- Contractor does clean install and can either image or use a virtual machine to support the reloading effort (Step 2).
- Contractor will test software installs per instructions provided to ensure all software installed is working correctly
- No other use of the software or data is allowed.
- Computer equipment will be pre-staged and available for incident needs.

Step 2: Reloading Computer Returned from an Incident:

- Computers, printers, and/or plotters will be wiped or virtual machine destroyed.
- No backups of the returned equipment will be made.
- Computer will be reimaged or virtual machine loaded.
- Software will be tested to ensure it is fully functional

Step 3: Completion of Contract:

- All equipment used under this contract will have their hard drives completely wiped, all images, and all virtual machine images destroyed.
- All backups on supporting servers or external media will be destroyed
- Original media provided for this contract will be returned to the contracting officer
- No copies of the installation software or data will be kept, including any backups

- 1.) **Ordering categories are:**
 - a. Ordered for use on an Incident – (Duration of the Incident Only)
 - b. Equipment noted on Computer/Printer,(Fire Laptops-I-suite Server- GIS Computers, Printers, Consumables, etc.)
 - c. Orders can be placed by extended authority given in BPA. (Includes: CO of signature, Incident Contracting (Regional), Dispatch, FSC/PUL on IMT's, Designated CO from Service Areas, Buying Teams).
- 2.) **Resource Order will state the following:**
 - a. Resource Order Number
 - b. Fire Name and Number
 - c. Time period for the rental is stated as **duration of the incident**
 - d. Location of Fire/ Delivery Location
 - e. Description of equipment types to be ordered and quantity requested.
 - f. Contact name, phone number, and email address of who placed the order at the fire and or who will receipt and hold accountability of the equipment at the fire location.
 - g. Contact name, phone number, and email address for individual placing the order.
 - h. Contact information for Contractor including phone, fax, e-mail address.
- 3.) **ORDERING Process for ALL categories above is as follows:**
 - a. Place order thru dispatch for number and types of equipment needed.
 - b. Dispatch will process order thru Contractor under Region BPA.
 - c. Contractor will arrange for the rentals to fill the resource order and contact Dispatch regarding the shipment information and contents of shipment. A copy of the shipping log shall be forwarded to the ordering individual for supporting documentation.
 - d. Resource order executed shall include items noted under (2).
 - e. A copy of resource order and supporting documents will be forwarded to the FSC or designated individual on the IMT.
 - f. Information regarding the resource order placed shall be shared with team members such as CTSP and COML for final receipt and accountability.
 - g. Full documentation including packing slips and confirmation of order placed, location of each piece of equipment is to be provided to the FSC and maintained current throughout the incident.
 - h. Any unit missing or received damaged and not in working order shall be returned and the contractor notified immediately. Supporting documentation of the return of any equipment is to be supporting in written format and put in the file for FSC and Designated Service Area CO of the host agency.
- 4.) **End of incident/Team transfers:**
 - a. ALL Equipment returns to vendor. This is the responsibility of the IMT / Host Unit-Agency/Designated Service Area CO.
 - b. If a new team is transitioned in under the INCIDENT NAME /FIRE NUMBER AS ORDERED ALL Equipment shall be transferred to the new team on a property transfer form. This form is to be put into the FSC packet for payment and documentation.
 - c. Equipment shall be closed out and payment processed from the original team if a transfer of property is done.
 - d. Transfer of equipment shall only occur if the Incident is ON GOING and the location, fire number and fire name remains unchanged.
 - e. **Important: Orders for Computer/Printers** requires a transfer of property from one team to another on the same incident. Payments remain based on a monthly invoice, however, the transfer of property between teams must be included in the payment package and the contractor notified of the new key team contact information.
 - f. Host agency/IMT Teams shall utilize the most cost-efficient method to return units.
- 5.) **Invoicing/Payment Process:**
 - a. Final invoice done-I suite. (Weekly/Monthly rates-MOH) **Payment ASC ONLY – NO P-CARD!**
 - b. Units returned to vendor noting receipt at vendor end.
 - c. Concurrence of both parties of goods shipped and received and condition of goods- no claims or issues.
 - d. Release of contractor from claims.
 - e. Ultimately, host unit or agency is responsible to finalize all payments to the vendor.
 - f. Claims shall be dealt at Service Area Level.
- 6.) **Teams going out of Region will need to place orders thru contact in that Region.**

BPA NUMBER/VENDOR/CONTACT INFO:**AG-9J61-B-13- / HARTFORD TECHNOLOGIES****Contacts: Mark Ferro - P: 301-931-2210 / F: 301-931-2230 / C: 240-418-4455 / Email: mferro@hartfordents.com****Peter Fernandes – P: 301-931-2200 / F: 301-931-2230 / C: 301-741-9560 / Email: pfernandes@hartfordrents.com**