

DESIGNATION OF CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)  (REF. FSH 6309.11 and FSH 6309.32)	CONTRACT NO. See attached list	FILE CODE 6300
	UNIT Fire & Aviation Management	
TO: See Attached List of COTR Representatives	PROJECT National VIPR Crew Carrier Buses	
	CONTRACTOR See Attached List	

You are authorized the responsibility and authorized to perform the function of Contracting Officer's Technical Representative (COTR) on the above contracts/agreements. Your major duties and responsibilities are:

1. Assist the Contracting Officer (CO) with contract enforcement with the technical specifications, work schedules, labor standards and compliance with environmental, health and safety issues of the contract.
2. Contact the CO, in a timely manner, whenever the Contractor's equipment or personnel are not in condition to perform the services required and recommend necessary action to the CO.
3. Communicate with the CO any recommended scope changes or other changes that may result in a modification to the contract. Recommended contract modifications or adjustments will be provided to the CO with appropriate documentation for the request.
4. Recommend to the CO any necessary action related to delays in contract performance or the need to to stop work under the contract, and document past performance by accurately characterizing the contractor's actual performance.
5. Report any discrepancies in invoices to the CO and provide documentation to support the representation.
6. Designate qualified Inspectors to assist with contract compliance and ensure designated Inspectors are performing their delegated duties.
7. Resolve differences or disputes between Inspectors and Contractors. If resolution can not be reached, contact the CO. Written documentation regarding all disputes must be forwarded to the CO.
8. Ensure contract daily diaries and/or unit logs are maintained documenting all contract actions, in regards to deficiencies, that may be useful at a later date in the event of a dispute or investigation. All documentation shall be forwarded to the CO.

In accordance with FAR 1.602-2(d):

\*You have no authority to make any commitments or changes that affect price, quality, quantity, delivery, or other terms and conditions of the contract.

\*You shall not redelegate your designated authority to another person.

\*You may be personally liable for unauthorized acts.

CONTRACTING OFFICER'S NAME (Print or Type)	SIGNATURE	DATE
MELINDA G. DRAPER, Contracting Officer CC: CONTRACTOR, COTR, Contract Files	<i>Melinda A. Draper</i>	6/21/11

**CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVES (COTRs)  
FOR THE  
NATIONAL VIPR I-BPA Crew Carrier Buses  
(06-21-11)**

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## NATIONAL VIPR I-BPA Crew Carrier Buses

CONTRACTOR	AGREEMENT NUMBER
Access Bus Company	AG-024B-B-11-7021
Alpine Transport, Inc.	AG-024B-B-11-7028
Beach Transportation Company	AG-024B-B-11-7019
Big Sky Bus Lines, Inc.	AG-024B-B-11-7008
Big Sky Busing Inc.	AG-024B-B-11-7006
Black Hawk Transportation, Inc	AG-024B-B-11-7007
Bush Fire Services, Inc.	AG-024B-B-11-7022
C & D Busing	AG-024B-B-11-7010
Calder Transport	AG-024B-B-11-7036
Caldwell Transportation Company, Inc.	AG-024B-B-11-7029
Cibola Enterprises LLC	AG-024B-B-11-7030
Crewzers Fire Crew Transport, Inc.	AG-024B-B-11-7045
Expeditors By Lindale, Inc.	AG-024B-B-11-7044
Fairview Valley Fire	AG-024B-B-11-7031
Fire Express	AG-024B-B-11-7020
Fireattack Transport Co, Inc.	AG-024B-B-11-7004
Firefighter's Express, Inc.	AG-024B-B-11-7014
Fireline Services, Inc.	AG-024B-B-11-7025
Gadabout Firerunners	AG-024B-B-11-7032
Gary L. Thompson	AG-024B-B-11-7023
GED Logistics, Inc.	AG-024B-B-11-7018
Harlow's School Bus Service Inc.	AG-024B-B-11-7043
J & S Trucking	AG-024B-B-11-7033
J.C. Bussing, Inc.	AG-024B-B-11-7016
John Abeyta	AG-024B-B-11-7037
Mountain Transporter	AG-024B-B-11-7035
North Coast Emergency Services	AG-024B-B-11-7024
Pelican Charters, Inc.	AG-024B-B-11-7041
R. Olivas Transportation	AG-024B-B-11-7005
R.V. Transportation, LLC	AG-024B-B-11-7046
Rocky Mountains Transportation	AG-024B-B-11-7026
Sarpy Transportation	AG-024B-B-11-7012
Southeast Transporters, Inc.	AG-024B-B-11-7017
Stafford Firefighter Transport	AG-024B-B-11-7038
Tactical Transport	AG-024B-B-11-7013
Tom W. Roy	AG-024B-B-11-7039
Treasure State Transit	AG-024B-B-11-7011
Trojan Transport	AG-024B-B-11-7034
Trumen Contracting	AG-024B-B-11-7009
Waterdog, LLC	AG-024B-B-11-7040
We-Go Services, LLC	AG-024B-B-11-7027
Western Truck & Equipment	AG-024B-B-11-7042
William Eacert	AG-024B-B-11-7003