

INTEGRATED RESOURCE TIMBER CONTRACT PROSPECTUS

Stewardship Contract Name: Nickelplate Stew Type of Contract: Weight Scaled

National Forest: Idaho Panhandle Ranger District: Priest Lake

Method: Best Value

Location to Receive Offers: Idaho Panhandle National Forests :

Address: 3815 Schreiber Way
Coeur d'Alene ID 83815

Date: September 12, 2012 Time: 10:00 am

1. **INTRODUCTION.** This prospectus furnishes prospective offerors with information not contained in the published advertisement and is designed to enable offerors to decide whether or not to further investigate this Stewardship Project. The prospectus is not a legally binding document, but is offered to provide general information about a Stewardship Project. The prospectus does not include descriptions, estimates, and other data that are contained in the sample contract, unless otherwise stated. In the event that the prospectus contains an error or contradicts the sample contract, the contract governs. Offerors are urged to examine the sample contract and make their own estimates. Integrated Resource Contract form 2400-13 will be used. Inspect the contract area and the sample contract before submitting an offer. Obtain the appraisal, other information on the timber and stewardship projects, and conditions of offering at Forest Service offices listed above and in the named attached advertisement.

This is a Stewardship End Results Contract authorized by 16 U.S.C. 2104.

2. **OFFERING.** This is a BEST VALUE OFFER Stewardship Contract. Offerors must submit sealed offers on prepared forms they can obtain from Forest Service offices listed above and in the attached advertisement. The forms include instructions for offering and submission of the required certifications. **THE OFFERS WILL NOT BE PUBLICLY OPENED.**

The offeror is required to submit a technical and price proposal and comply with all other provisions stated on the offer form. The proposal should be practical and be prepared simply and economically, providing a straightforward, concise delineation of what it is the offeror will do to satisfy the requirements of the contract. Upon contract award, this technical proposal will become a binding part of the contract. See General Information for instructions for preparation of technical proposals and evaluation factors for award.

3. LOCATION AND DESCRIPTION OF TIMBER AND STEWARDSHIP PROJECTS. Refer to the sample contract and contract area map attached to the sample contract for legal location of contract area, location of Subdivisions, location of cutting units, the acreage of contract area, the cutting unit acreage, and location of stewardship work activities.

THE FOLLOWING GENERAL LOCATION, ROUTES OF ACCESS, ACREAGES, AND OTHER SPECIAL LOCATION DATA DO NOT SUPERSEDE THE CONTRACT AREA MAP OR SAMPLE CONTRACT.

The sale area is 1,520 acres in size and is located in sections 9, 11, 14, 15, 16, 21, 22, 23, 28 and 29, T61N, R5W, of the Boise Meridian, Bonner County, State of Idaho. The sale lies in the Reeder and Kalispell Creek drainages of the Priest Lake Ranger District, Idaho Panhandle National Forests. The sale area is centered in the community of Nordman. Harvest is planned on 826 acres.

All cutting unit boundaries have been marked on three sides of cutting unit boundary trees with streaks of orange paint extending from near ground level to a height of six feet or more and orange stump marks. The middle streak faces the cutting unit. Where a cutting unit is adjacent to a system road, the road is the boundary and no paint was used. Portions of units 40a, 81, 83, 110, 112, 114, 115, 116 and 138 boundaries, seen from the Hwy 57 corridor and adjacent to county roads and residences, have been marked with pink flashers and orange stump marks for visual concerns.

All units are Species Designation. Log Forwarding is required in all units. Winter logging is required in units 40, 40a, 45, 49, 81, 86, 88, 110, 112, 114, 115, 116, 126 and 138 where logging is required on snow or frozen ground.

4. QUANTITIES AND RATES. The quality, size, cut per acre, and product suitability of the timber are estimates based on detailed cruise information on file and available for inspection at the Forest Service offices listed above and in the advertisement. **VOLUME QUANTITIES LISTED HEREIN ARE MADE AVAILABLE WITH THE UNDERSTANDING THAT VALUES SHOWN ARE FOREST SERVICE ESTIMATES AND ARE NOT GUARANTEED.** For these reasons, offerors are urged to examine the contract area and make their own estimates.

Road Construction Costs. The advertised rate does not include the estimated cost of specified road construction. The estimated road construction cost has been included in the appraisal as a cost that the contractor will incur. The contractor will be responsible for the road construction cost and **WILL NOT** receive credit towards stumpage costs for this expense, i.e., **THIS CONTRACT DOES NOT INCLUDE STEWARDSHIP CREDIT FOR THE CONSTRUCTION OF SPECIFIED ROADS** and contractors should consider the cost of specified road construction when developing their offers.

THE MINIMUM ACCEPTABLE OFFER RATE FOR THE MANDATORY TIMBER CUTTING UNITS IS STATED IN THE ATTACHED OFFER FORM. THESE RATES ARE EFFECTIVE AT THE TIME OF ADVERTISEMENT.

Mandatory Estimated Quantities and Rates per Unit of Measure

Species	Product	Unit of Measure	Estimated Quantities	Average DBH	Advertised Rates	Base Rates	Required Deposits	
							Slash Disposal	Road Maintenance
Combined Softwood	Saw-timber	Ton	35,076.00	10.0	\$8.69	\$1.89	\$2.54	\$0.21
Combined Softwood	Non-Saw-timber	Ton	6,523.00		\$8.69	\$1.89	\$2.54	\$0.21
Required Removal at Fixed Rates								
N/A								
TOTAL			41,599.00					

Optional Estimated Quantities and Rates per Unit of Measure

Species	Product	Unit of Measure	Estimated Quantities	Average DBH	Advertised Rates	Base Rates	Required Deposits	
							Slash Disposal	Road Maintenance
N/A								
Required Removal at Fixed Rates								
N/A								
TOTAL								

The minimum acceptable total value offer for advertised timber is \$ 361,495.31 for the Mandatory Timber Cutting Units. It does not include any fixed rate species listed on the offer form in block 14 titled “Required Removal at Fixed Rate. Only the Fixed Rate Applies.” This total amount for stumpage is the volume of each species multiplied by its advertised rate, plus the volume of each fixed rate species multiplied by its fixed rate.

The offer rate for species and unit of measure are assigned under procedures for distribution of “bid premium,” as noted in this prospectus. This rate has been established by appraisal, with a cost allowance for the roads specified by the contract, if any. Required deposits for slash disposal and road maintenance are in addition to the advertised rates for timber. Contractors are responsible for the cost of specified road construction. Specified road costs ARE NOT available to use as credit for the payment of stumpage.

Estimated Knutson-Vandenberg deposit for contract area improvement work in a total amount of \$78,601.00 is included in total sale value.

The quality, size, cut per acre, and product suitability of the timber are estimates based on detailed cruise information on file and available for inspection at the Forest Service offices listed above and in the advertisement. **VOLUME QUANTITIES LISTED HEREIN ARE MADE AVAILABLE WITH THE UNDERSTANDING THAT VALUES SHOWN ARE FOREST SERVICE ESTIMATES AND ARE NOT GUARANTEED.** For these reasons, offerors are urged to examine the contract area and make their own estimates.

Stewardship Project Information

Project Number (a)	Project Description (b)	Unit of Measure (c)	Estimated Quantity (d)
Mandatory Stewardship Projects			
1	Grapple Piling and Skid Trail Decompaction	Acres	25
2a	Grapple Piling (Units 40,45,47,75,83,86 and 139)	Acres	457
3	Fireline Construction (Excavator)	Miles	3
4a	Slashing (Units 40,45,47,49,75,83,86 and 139)	Acres	474
5	Boulder Placement	Sites	3
Optional Stewardship Projects			
2b	Grapple Piling (Units 40a,50,88 and 126)	Acres	134
4b	Slashing (Units 50 and 126)	Acres	118

All of the mandatory stewardship projects, as shown in A.4.3 of the sample contract, shall be performed. Optional stewardship projects, as shown in A.4.3 of the sample contract, shall be performed when authorized in writing by Contracting Officer. Such authorization may be for all or a portion of the quantity shown. Optional stewardship projects may be selected and authorized in any order. Upon written request of Contractor, additional stewardship projects shall be considered and authorized; however, Contracting Officer shall not be obligated to authorize additional stewardship projects if three or more authorized optional stewardship projects or any of the mandatory stewardship projects remain uncompleted. Contracting Officer shall not be obligated to authorize additional stewardship projects at any time if Contracting Officer determines that there is insufficient value of remaining designated timber to cover the value of additional stewardship projects

5. **PERIOD OF CONTRACT.** The normal operating season covers the period between November 16 and March 31 for all logging, and July 1 through October 31 for all road and slash work.

The contract termination date is December 31, 2017. Extensions of this contract may be granted only when the contractor has met specified conditions.

The technical proposal is a binding part of the contract. The contractor must also submit an annual operating schedule before commencing operations. This schedule will include the anticipated major activities and needs for harvest. This annual operating schedule of operations does not require concurrence of the Forest Service.

6. PAYMENT. Payment for timber and any required deposits for slash disposal or road maintenance are required in advance of cutting. Contractor may earn stewardship credits or provide an acceptable payment guarantee prior to cutting. “Stewardship Credits” are credits that are earned and established when work described in K-G.9# - Stewardship Projects of the sample contract has been performed and accepted. Stewardship Credits shall be earned at the offer rate as shown in the awarded contract. Earned Stewardship Credits may be used to pay for Included Timber value in excess of Base Rates and Required Deposits. **Base Rates and Required Deposits must be paid in cash.**

7. PERFORMANCE BOND. A performance bond is required. The maximum penal sum of the bond will be \$ 20,000.00 . If an irrevocable letter of credit is used to secure the performance bond, the termination of the letter of credit must be in accordance with the Contracting Officer’s letter. The Contracting Officer may adjust the actual amount needed to cover only required work released in the harvest or work area.

8. SPECIFIED ROADS. The Forest Service has determined that the following National Forest System roads shall be constructed or paid for, in whole or in part, by the timber sale Contractor. Sufficient information to permit a prospective bidder to calculate the likely cost to be incurred for road construction is available at the Forest Supervisor’s Office. See the sample contract for verification of specific details and information concerning construction specifications. CONSTRUCTION ESTIMATES AND INFORMATION CONTAINED HEREIN, TOGETHER WITH RELATED SPECIFICATIONS, ARE NOT GUARANTEED. The following roads are those that Forest Service considers necessary to remove the timber from this sale.

Road Number	Road Name	Traffic Service Level	Approximate Miles	Estimated Road Construction Cost	Type of Work *
1362	Indian Creek	C	0.82	\$ 3,516.51	R
308	Kalispell Leclerc Creek	A	2.30	\$24,084.84	R
2242	Nickelplate	D	1.26	\$ 8,933.99	R
2242A-I	Nickelplate Spur A Seg I	D	0.31	\$ 3,610.16	R
2242A-II	Nickelplate Spur A Seg II	D	0.73	\$ 3,074.70	R
2231	Reeder Burn	D	0.83	\$ 7,151.17	R
2231A	Reeder Burn Spur A	D	0.66	\$19,538.61	R
2516	Upper Reeder	D	2.93	\$ 2,574.92	R

* C = Construction
R = Reconstruction

The required specified road completion date for all roads is October 31, 2013 . If provision **K-F.1.3# – Road Completion Date** has different dates for projects, this is the final road completion date.

Total estimated road construction cost allowed in appraisal is \$ 86,950.34.

A bidder qualifying as a small business concern may elect to have the Forest Service construct the specified roads listed above. Completion dates for construction apply whether construction is performed by the Contractor or by the Forest Service. If the bidder elects Forest Service construction, it is the Forest Service's intent to perform construction through contract. The Forest Service shall not award the timber sale contract unless either it receives a satisfactory road construction bid or, if it fails to receive such a bid within 120 days of opening timber sales bids, the bidder agrees to perform road construction.

If Contractor elects Forest Service construction, the total estimated public works construction cost that would be paid in addition to current contract rates is \$ 93,938.20. See provision **K-E.1.2# – Amount Payable for Timber** in the sample contract for additional information.

9. ROAD MAINTENANCE. Contractor shall perform or pay for road maintenance work, commensurate with contractor's use, on roads controlled by Forest Service, and used by contractor in connection with this contract. Road maintenance requirements are based on the predicted haul route. Any change in the contractor's actual haul route may necessitate a change in the roads to be maintained and/or in the amount of required deposit for road maintenance. Required deposits for road maintenance are listed in K-F.3.1# - Road Maintenance Requirements of the sample contract.

10. INAPPLICABLE STANDARD PROVISIONS. See the attached sample contract.

11. SPECIAL K PROVISIONS. See sample contract.

12. FINANCIAL ASSISTANCE. The Small Business Administration (SBA) may be able to assist small business concerns in financing construction of specified roads listed in the sample stewardship contract. Such SBA assistance, if available, may be in the form of guaranteed bank loans or direct participation SBA loans. Applicants must meet SBA size and eligibility requirements. **APPLICANTS ALSO MUST MEET CREDIT REQUIREMENTS OF SBA AND/OR A LOCAL BANK. APPROVAL OF LOAN ASSISTANCE RESTS WITH SBA AND IS CONTINGENT ON AVAILABILITY OF LOCAL FUNDS OR SBA FUNDS. FAILURE TO BE ELIGIBLE OR TO OBTAIN A LOAN IN NO WAY AFFECTS REQUIREMENTS OF OFFER FOR ADVERTISED TIMBER OR THE STEWARDSHIP CONTRACT.** If requested by the contractor, the stewardship contract can provide repayment of direct SBA loans through the Forest Service as the timber is cut.

13. SET-ASIDE SALES. Not Applicable

14. LOG EXPORT AND SUBSTITUTION RESTRICTIONS.

The contract requires domestic processing of included timber except for species declared to be surplus, and prohibits the use of such included timber in substitution for unprocessed private timber exported. The offeror, by signing the offer for advertised timber, certifies compliance with the applicable prohibitions against export and substitution prescribed in the Forest Resources Conservation and Shortage Relief Act of 1990, as amended (16 U.S.C. 620, et seq.) with each offer.

15. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE REVIEW. If the total contract value for this contract exceeds \$10 million, before award, the Forest Service shall request an equal employment opportunity compliance review of the contractor to determine compliance with the provisions of Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375 of October 13, 1967 and Executive Order No. 12086 of October 5, 1978.

16. AWARD. The Contracting Officer is required to make a determination of contractor responsibility as stated in Title 36, Section 223.101, of the Code of Federal Regulations.

To determine a contractor to be responsible, a Contracting Officer must find that:

- a. The contractor has adequate financial resources to perform the contract or the ability to obtain them;
- b. The contractor is able to perform the contract within the contract term taking into consideration all existing contracts and Governmental business commitments;
- c. The contractor has a satisfactory performance record on similar type contracts. A prospective contractor that is or recently has been seriously deficient in contract performance shall be presumed not to be responsible, unless the Contracting Officer determines that the circumstances were beyond the contractor's control and were not created through improper actions by the contractor or affiliate, or that the contractor has taken appropriate corrective action. Past failure to apply sufficient tenacity and perseverance to perform acceptably under a contract is strong evidence that a contractor is not a responsible. The Contracting Officer shall consider the number of contracts involved and extent of deficiency of each in making this evaluation;
- d. The contractor has a satisfactory record of integrity and business ethics;
- e. The contractor has or is able to obtain equipment and supplies suitable for completing the requirements of the contract;
- f. The contractor is otherwise qualified and eligible to receive an award under applicable laws and regulations.

Offerors, by signing the offer form, certify that, to the best of offeror's knowledge, the offeror will meet the requirements in 36 CFR 223.101, determination of contractor responsibility, and if awarded this

contract, that offeror will complete the contract and any modifications thereof in accordance with its terms including requirements to purchase, cut, and remove included timber or forest products and complete stewardship projects by the termination date.

17. FALSE STATEMENTS ACT. Offerors, by signing the offer form, certify that they are aware that offeror is subject to the penalties prescribed in 18 U.S.C. 1001, Chapter 47, Fraud and False Statements (P.L. 104-45). The Act states “whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than 5 years, or both.”

18. DAMAGES. This contract shall be terminated for breach if: 1) Contractor fails to execute this stewardship contract or furnish a satisfactory performance bond by the date required in the award letter, if required; or 2) offeror is found to have violated the False Statements Act in making any statement or certification on the offer form including not meeting responsibility requirements, and offeror has made a false statement.

19. SUSPENSION AND DEBARMENT CERTIFICATION. Non-procurement debarments and suspensions are governed by the Government-wide common rules (7 CFR 3017).

These rules require each contractor, to submit a certification for itself, its principals, and its affiliates when submitting an offer on stewardship contracts. The offeror must designate its status regarding debarment, suspension, and other matters as specified on the offer form. The offeror, by signing the offer, certifies this status. An explanation for not submitting a certification may be submitted. The Contracting Officer will determine whether the explanation provides sufficient reason for permitting participation in the competition. Also, as a contractor enters into transactions with subcontractors, these subcontractors must certify their eligibility. The certification titled “Subcontractor Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion” must be provided to subcontractors, but completed certifications are not required to be submitted with the offer. Contractor must keep these subcontractor certification forms on file for review by the Forest Service, if requested.

The certification forms and instructions for subcontractors transactions are provided as an addendum to the offer form.

20. OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) REGULATIONS. Conduct of operations on this contract is subject to compliance with all OSHA requirements related to the various work activities. Inspection by OSHA may include inspection for compliance with the logging operations regulations at 29 CFR 1910.266. This standard is applicable to the entire logging industry wherever logging operations occur. Information is available to assist contractors to ensure compliance with the logging operations regulations during conduct of this contract from the U.S. Department of Labor, Occupational Safety and Health Administration, OSHA Boise Area Office, 1150 North Curtis Road, Suite 201, Boise ID 83706.

21. GENERAL. (Add other information, such as scaling instructions, show-me trips, requirements for erosion control, slash disposal, protection of reserve trees, streamcourse protection, protection of habitat of threatened and endangered and sensitive species, protection of heritage resources, right-of-way easements, other information peculiar to the sale offering, and discussion of contract changes or procedures. Regional Foresters may issue additional instructions.)

Contractors should include as a consideration of bid the cost of performance bonds when submitting a price proposal for this contract.

The contract area lies in the Kalispell-Granite and/or Lakeshore Bear Management Unit (BMU). All timber harvest activities are restricted to the timeframe when grizzly bears are denning between November 15 and April 1. Bismark Meadows has been buffered during unit layout to provide at least 756 feet of no harvest activities to protect grizzly bears that use the meadows in the spring (units 81 and 86).

Vegetative screening along Highway 57, Reeder Creek County Road, and Forest Service Roads 2242 & 2242A has been accomplished through unit layout (buffers) and silvicultural prescription (designation). Stump heights shall be a maximum of 6" adjacent to Highway 57, Reeder Creek County Road, and residences for a distance of 100-200 feet, depending on topography, in units 40, 47, 49, 50, 81, 83, 86, 88, 126 and 139; and in all of units 40a, 110, 112, 114, 115, 116 and 138.

Slash disposal activities in all units, including grapple piling and burning; and road maintenance on restricted roads 2516 and 2231A, will not occur during the spring grizzly period from April 1 to June 30.

Any currently undriveable roads open for this sale shall be returned to pre-haul condition or obliterated, and be kept unavailable to the public during sale implementation.

Sensitive plants have been found adjacent to units 45, 75, 86, 110 and 126. They have been omitted from cutting units. Fell trees away from these plant sites and keep equipment out.

Protected streamcourses are adjacent to units 40, 45, 47, 49, 50, 72, 75 and 126. Wet areas have been identified adjacent to units 40, 45, 47, 50, 75, 81, 83, 112 and 139. Equipment is prohibited from protected streamcourses and wet areas.

In order to prevent the spread of noxious weeds into the contract area, contractor shall be required to clean off-road logging and construction equipment prior to entry onto the contract area. Contractor shall clean equipment again prior to leaving cutting unit 75.

Archaeological sites have been found adjacent to units 50, 72 and 86. They have all been buffered with appropriate buffers of no activities to protect these sites. A historic trail runs through unit 72. Contractor shall clean off any debris after logging, restoring trail to its pre-logging condition, and limit skid trail crossings. Coordinate with the Bonner County Groomer Advisory Board for any activities that may disrupt the use of groomed snowmobile routes, in order to provide alternate routes if needed.

Large woody debris shall be retained in all units to meet wildlife objectives.

Winter logging conditions are required in units 40, 40a, 45, 49, 81, 86, 88, 110, 112, 114, 115, 116, 126 and 138 to protect soils. Winter logging conditions shall include one of the following:

- 0 inches of frozen soil with 10 inches of machine-packed snow;
- 2 inches of frozen soil with 6 inches of machine packed snow;
- 24 inches of unsettled snow or 18 inches of settled snow; or
- 4 inches of frozen soil – no snow cover necessary.

Prior to commencement of logging operations, a pre-work conference will be held.

This project may be affected by litigation that could result in operations being suspended or the contract being cancelled. As a condition of award, the contractor will be required to sign a limited liability agreement that would limit the liability of the Government if operations are suspended or if the contract is cancelled. A copy of the agreement is attached.

INSTRUCTIONS FOR THE PREPARATION OF TECHNICAL AND PRICE PROPOSALS

(a) - General Instructions. Proposals submitted shall be furnished in the following format with the numbers of copies as specified below.

(1) - The proposal must include a technical proposal and price proposal. Each of the parts shall be separate and complete so that evaluation of one may be accomplished independently from evaluation of the other. The technical proposal must not contain reference to cost.

(2) Offerors must submit a proposal that meets all requirements specified in the sample contract. No alternate proposals will be accepted.

(3) - The Government will evaluate proposals in accordance with the evaluation criteria set forth below. **In addition to the evaluation criteria in the Instructions to Bidders, consideration will be given to proposals that offer to remove and utilize un-merchantable material in lieu of piling.**

(4) - Offerors shall submit their proposal(s) in the following format and the quantities specified:

(a) 1 copy of the completed, signed offer form FS-2400-14BVu provided by the Forest Service for this contract.

(b) 3 copies of the technical proposal

(c) 1 copy of the business/cost proposal

(b) Technical Proposal Instructions. Technical proposals will be evaluated to determine the ability of the contractor to meet the requirements of the Government. Refer to offer form for Technical Proposal Instructions.

EVALUATION, NEGOTIATION AND AWARD PROCESS

Proposals will be evaluated and rated to determine which Offerors are within a competitive range, price and other factors considered. Award may be made without further negotiations. Proposals should be submitted initially on the most favorable terms that the offeror can submit to the Government, from both price and technical standpoints. However the Government may, after evaluation of proposals, conduct further oral or written discussions as appropriate, with all offerors whose proposals are within a competitive range. Proposals that do not address one or more criteria or sub-factors, may not be considered further for award.

Award Statement. Award will be made to that offeror (1) whose proposal is technically acceptable and (2) whose technical/cost relationship is the most advantageous to the Government. The critical factor in making any price/technical trade-offs is not the spread between the technical ratings, but rather the significance of that difference. The significance of the difference in ratings will be determined on the basis of what that difference is and what it would cost the Government to take advantage of it. Award may not necessarily be made for technical capabilities that would appear to exceed those needed for fulfilling the requirements of this contract. The Government reserves the right to make cost/technical trade-offs that are in the best interest and to the advantage of the Government.

EVALUATION CRITERIA

Proposals shall be prepared and submitted in accordance with instructions contained in the prospectus. The criteria are listed in descending order of importance. Price proposals will not be scored. All technical factors when combined, are approximately equal to price.

POSTAWARD DEBRIEFING OF OFFERORS

(a)

- (1) An offeror, upon its written request received by the agency within 3 days after the date on which that offeror has received notification of contract award in shall be debriefed and furnished the basis for the selection decision and contract award.
- (2) To the maximum extent practicable, the debriefing should occur within 5 days after receipt of the written request.
- (3) An offeror that was notified of exclusion from the competition, but failed to submit a timely request, is not entitled to a debriefing.
- (4)
 - (i) Untimely debriefing requests may be accommodated.
 - (ii) Government accommodation of a request for delayed debriefing, or any untimely debriefing request, does not automatically extend the deadlines for filing protests. Debriefings delayed could affect the timeliness of any protest filed subsequent to the debriefing.

- (b) Debriefings of successful and unsuccessful offerors may be done orally, in writing, or by any other method acceptable to the contracting officer.
- (c) The contracting officer should normally chair any debriefing session held. Individuals who conducted the evaluations shall provide support.

- (d) At a minimum, the debriefing information shall include—
- (1) The Government’s evaluation of the significant weaknesses or deficiencies in the offeror’s proposal, if applicable;
 - (2) The overall evaluated cost or price (including unit prices) and technical rating, if applicable, of the successful offeror and the debriefed offeror, and past performance information on the debriefed offeror;
 - (3) The overall ranking of all offerors, when any ranking was developed by the agency during the source selection;
 - (4) A summary of the rationale for award;
 - (5) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror; and
 - (6) Reasonable responses to relevant questions about whether source selection procedures contained in the solicitation, applicable regulations, and other applicable authorities were followed.
- (e) The debriefing shall not include point-by-point comparisons of the debriefed offeror’s proposal with those of other offerors. Moreover, the debriefing shall not reveal any information prohibited from disclosure by Federal Acquisitions Regulations 24.202 or exempt from release under the Freedom of Information Act (5 U.S.C. 552) including—
- (1) Trade secrets;
 - (2) Privileged or confidential manufacturing processes and techniques;
 - (3) Commercial and financial information that is privileged or confidential, including cost breakdowns, profit, indirect cost rates, and similar information; and
 - (4) The names of individuals providing reference information about an offeror’s past performance.
- (f) An official summary of the debriefing shall be included in the contract file.

No reimbursement will be made for stewardship credits until all included timber is cut and removed, per E(T).2.2.2, Excess Stewardship Credits.

The successful offeror shall register in the Central Contractor Registration (CCR) at www.ccr.gov.