



USDA Forest Service Intermountain Region

INTERMOUNTAIN ZONE FIELD PROCUREMENT OFFICE



Recent Changes to: Procurement/Contracting, Asset Management, Leasing, Grants and Agreements (G&A) and the Government Purchase Card (GPC):

The Acquisition Management (AQM) organizations across the nation were reorganized in October 2020. At that time, Grants and Agreements began reporting directly to the Regional Forester and Deputy Regional Foresters. Procurement, Asset Management, Leasing and Government Purchase Card are no longer a Regional asset. They now report to the Washington Office. As part of this transition, Procurement and Asset Management for Regions 1, 2 and 4 merged and are now the Procurement and Property Services (PPS) organization for the Intermountain Zone.

Procurement/Contracting:

Procurement represents the largest and most complex area of acquisition because of the dollar values, the number of people involved, administration requirements and the cycle times in the process. It is heavily regulated, and the regulations change frequently so developing and maintaining contracting expertise is difficult and time consuming. Improved acquisition planning and efforts to balance the workload discussed in the following sections will help the contracting process enormously. Procurement covers purchases for: Services, Supplies, Construction. Stewardship, and support for the Government Purchase Cards and Incident Management (National and Geographic buying team supporting Fire) now report to the Washington Office. Currently we have procurement offices in Ogden, Salt Lake City, Boise and Idaho Falls.

Zone POCs: Intermountain Zone Director: Matt Bird, Zone Chief: Judy Martin

Forest Specific POC:

Rebecca Martinez for the Humboldt-Toiyabe, Boise, Payette, Lucky Peak Nursery, Salmon-Challis, and Sawtooth.

Brian Wharton for the Uinta-Wasatch-Cache, Ashley, Manti-LaSal, Fishlake, Dixie, Regional Office R4, Bridger-Teton, and Caribou-Targhee.

Construction and Architect-Engineer (A&E) POC: Brian Wharton



USDA FOREST SERVICE INTERMOUNTAIN REGION

AQUISITION MANAGEMENT

Asset Management:

Current Region 4 property is aligned under the Intermountain Zone Property Management Officer (PMO) located in the Regional Office. At each of three Acquisition Centers (Idaho Falls, Salt Lake City, and Boise) there is a Property Management Officer and Property Specialists. The Property staff manages the required inventories of all personal and real property assets on required cycles. In addition, they track all assets procured in the region, assist in the disposal and acquisition of excess assets and manage one of the largest housing programs for employees in the FS.

Intermountain Zone PMO: Cary Williams

Leasing Management:

The current Leasing staff is comprised of two level I warranted Leasing Officers located in the Regional Office who handle 60 space occupancies throughout the Region. They prepare space requirements for staffs in expiring occupancies, solicit, negotiate, and award leases. In addition, they oversee the terms of occupancies in GSA owned and leased facilities occupied by Forest Service employees located within the Region 4 boundaries. At present, the current hot topics for leasing include COVID-19 cleansing and occupancy questions for leased facilities, keeping lease costs as low as possible in a thriving real estate market, and keeping up with a workload that has become a bubble in time as the Region's Forest Leadership Team struggles with the decision to lease, purchase, or construct facilities.

Leasing POCs: Lexie Pitre, Tom Underwood, Brent Bailey