



Montana Manufactured Housing & RV Association

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HURRICANE UPDATES:

RV Members: I was asked to transmit the following information to you from Dianne Farrell of RVIA.

The Federal Emergency Management Administration (FEMA) has re-contacted RVIA and asked that the following additional information be provided to RV manufacturers interested in selling units to FEMA: FEMA is currently purchasing only travel trailers that are already on manufacturer/dealer lots. An expanded list of criteria the trailers must meet (see prior RVIA e-mail dated 9-2-05, for initial FEMA criteria) as well as a description of the FEMA purchase process is attached.

Bianca Costa, FEMA, requests that manufacturers/dealers fax spreadsheets with their inventory to fax number 202-646-4156 (This is a different fax number than the attached information cites. RVIA is unable to reconcile this difference.) Bianca states that the fax need not be addressed to her; a simple address of "FEMA" is adequate as there are many other employees who can also process RV orders.

Question are being handled by Dianne Farrell, V.P. Gov't Affairs, RVIA, at (800) 336-0154 X315

Manufactured Housing Members:

The Dept of Homeland Security (DHS) is currently buying single-section homes but is initially focusing on those manufacturers and retailers with sizable numbers of homes to ship quickly. Many, many retailers have sent in inventory lists with two or three homes on it, which makes the contracting process difficult for DHS. You may want to encourage retailers in your area to work together to develop one consolidated list of single-sections and designate a single point of contact with DHS. The consolidated list can then be faxed to FEMA and HUD at:

HUD fax numbers: 202-708-4213 (Alternate# 202-708-2678)

FEMA fax numbers: 202-646-3846 (Alternate # 202-646-3695)

Please list each of the homes by VIN#, dimensions (width and length), number of bedrooms, baths, gas or electric, wind zone and price (excluding freight).

FYI, FEMA has sent an official request (attached) to all 50 governors asking that each state waive enforcement of state transportation regs for oversized loads for 90 days (subject to renewal). If the governor agrees, FEMA has asked the governor to inform all applicable state and local law enforcement, turnpike and transportation authorities about the waiver. We understand Pennsylvania has already granted the waiver. Also, in the memo, FEMA mentions the possibility of 150,000 homes being transported, but we caution folks about not reading too much into that prediction at this point.

FEMA TRAVEL TRAILER REQUIREMENTS

1. Inventory must be currently on the lot.
2. Provide VIN number for each travel trailer, make, model, etc.
3. 30'-35' ft manufactured length
4. Our preference is for each unit with prices under \$20,000.00, but please quote all units currently available on the lot
5. Must have AC/Heat
6. Must have furniture
7. Price must include delivery and PDI
8. Must be brand new and under warranty
9. Delivery locations are in Louisiana, Mississippi, and Alabama (estimate travel from your lot to farthest location; if purchased by FEMA, delivery charges will be invoiced as actual delivery mileage (not the estimate) However, there will be a not to exceed purchase order.
10. No toy haulers.
11. Submit quote in excel spreadsheet format only
12. Include contact person with contact numbers (office) (fax) (cell)
13. Designate whether your company is a small, large, disadvantaged (8a) or woman-owned.
14. Complete electronic funds form designating, DUNS number, Federal Tax ID No., Banking information, and all other information.
15. Fax: to 202-646-3846 or e-mail to Tamia.Minor@dhs.gov

ADDITIONAL INFORMATION

1. Once a verbal order has been placed, it will be follow in a few days by a hardcopy of the purchase order or contract.
2. In approximately 7 days (more or less), a FEMA Logistics Representative will call to give delivery instructions. The FEMA Logistics Representative must be able to provide you with the Purchase Order/Contract Number and VIN number of each unit to be shipped. If unable to do so, contact FEMA (Bryan McCreary, 202-646-3857, or e-mail Bryan.McCreary@dhs.gov immediately. Do not release any units to any one representing himself/herself as a FEMA representative if he/she does not know the Purchase Order/Contract Number and VIN numbers of the units.
3. Upon delivery of the units, please overnight mail the Certificates of Origin (title) made out to FEMA for each unit: DHS.FEMA, Attn: James Kaczorowski, Room 254, 500 C. Street, S.W., Washington, D.C. 20472.
4. Once units have been received by FEMA, you may invoice FEMA according to the purchase order/contract instructions.
5. The vendor must register on www.ccr.gov website, as all companies doing business with the federal government must be registered in Central Contractor's Registry.

**DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
ELECTRONIC FUND TRANSFER**

Electronic fund transfer is the required form of payment for all contracts awarded by the Federal Government. Please furnish the information below in order to process payments to your financial institution:

CONTRACTOR/VENDOR INFORMATION

1. Contractor/Vendor Name: _____
2. DUNS Number: _____
3. Federal Tax ID NO.: _____
4. Contractor/Vendor Address: _____
City, State & Zip _____
5. Contact Name: _____
6. Telephone Number: _____
7. Fax Number: _____
8. Business Size: Sm ___ Lg ___ Woman Owned ___ Disadvantaged(8a) ___

To obtain DUNS Number go to <http://update.dnb.com> or call 800-234-3867

BANKING INFORMATION

9. Bank Name: _____
10. Routing NO (ABA#): _____
11. Account NO _____
12. Account Type: Checking ___ Savings ___ Lockbox _____
13. Telephone No: _____
14. Bank Point of Contact _____