

**To:** Marvin, Jim[james\_a\_marvin@ibc.doi.gov]  
**Cc:** Keith Dickerson[kdickerson@flynda.com]; Charter Email[charter@flynda.com]; AQD Awards NBC[aqd\_awards@nbc.gov]; Vogel, Carol[Vogel.Carol@epa.gov]; Hupp, Millan[hupp.millan@epa.gov]; Cynthia Long[cynthia\_long@ibc.doi.gov]; Christopher Hereford[christopher\_hereford@ibc.doi.gov]  
**From:** Monroe, Cynthia  
**Sent:** Thur 7/27/2017 11:23:37 PM  
**Subject:** Re: ARA Order D17PB00304 EPA Irrigator Association Meetings

This information is in the system and available for use in AIRS.

Respectfully,

**Cindy Monroe**

Resource Analyst, Employee Support Branch

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Acquisition Services Directorate  
Interior Business Center  
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Our Focus: You*

On Wed, Jul 26, 2017 at 4:57 PM, Marvin, Jim <[james\\_a\\_marvin@ibc.doi.gov](mailto:james_a_marvin@ibc.doi.gov)> wrote:

Keith,

Attached is order D17PB00304 for the EPA Administrator's flight scheduled for July 27th. Payment on this order will use IPP, and all flight data for this project must be entered using AIRS. If you need any assistance the AIRS contact information is:

o Email: [AIRS\\_access@ibc.doi.gov](mailto:AIRS_access@ibc.doi.gov)

o Phone: (208) 433-5010

Funded orders are always required before any flight can proceed. This order is just coming in at the last minute. If you have any questions, issues, or concerns let me know. We all appreciate the people at North Dallas Aviation help in making this flight happen.

Jim Marvin  
Contract Specialist

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208-433-5064 (ofc)  
208-433-5030 (fax)

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