

ORDER FOR SUPPLIES OR SERVICES (FINAL)

1. CONTRACT NO. N00178-05-D-4367				2. DELIVERY ORDER NO. JM01		3. EFFECTIVE DATE 2009 Feb 01		4. PURCH REQUEST NO. N69450-09-NR-55135		5. PRIORITY Unrated	
6. ISSUED BY NAVFAC SOUTHEAST Bldg. 902 P.O. Box 143 Jacksonville FL 32212-0143			CODE N69450	7. ADMINISTERED BY DCMA VIRGINIA 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342				CODE S2404A	8. DELIVERY FOB DESTINATION OTHER (See Schedule if other)		
9. CONTRACTOR Imagine One Technology and Management LTD 907 McKinney Blvd. Colonial Beach VA 22443-1923			CODE IGAG9	FACILITY 605928741		10. DELIVER TO FOB POINT BY (Date) See Schedule			11. X IF BUSINESS IS		
						12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW			X	SMALL	
						13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G			X	SMALL DISADVANTAGED	
									X	WOMEN-OWNED	
14. SHIP TO See Section D			CODE	15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264				CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.		
16. TYPE OF ORDER	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract.								
	PURCHASE		Reference your _____ furnish the following on terms specified herein.								
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.											
Imagine One Technology and Management LTD						Nancie Lumpkins President and CEO			1/22/2009		
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)		
If this box is marked, supplier must sign Acceptance and return the following number of copies:											
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule											
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES				20. QUANTITY ORDERED/ ACCEPTED *	21. UNIT	22. UNIT PRICE		23. AMOUNT		
	See Schedule										
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA				25. TOTAL		\$45,851.89	
				BY: /s/Dawn M Brown				26. DIFFERENCES			
				01/16/2009 CONTRACTING/ORDERING OFFICER							
27a. QUANTITY IN COLUMN 20 HAS BEEN											
INSPECTED	RECEIVED	ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:									
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE						c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE						28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS	
						PARTIAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR	
f. TELEPHONE						g. E-MAIL ADDRESS		FINAL			
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.						31. PAYMENT COMPLETE		34. CHECK NUMBER			
a. DATE		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER				PARTIAL		35. BILL OF LADING NO.			
						FULL					
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CONTAINERS		41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.	

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GENERAL INFORMATION

PART-TIME Construction Manager Contingency Engineering

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Supplies/Services	Qty	Unit	Unit Price	Total Price

2000	PART-TIME Construction Manager Contingency Engineering (O&MN,N)	400.0	LH	\$64.63	\$25,852.00
2001	TRAVEL AS ALLOWED BY STATEMENT OF WORK (O&MN,N)	1.0	Lot	\$19,999.89	\$19,999.89

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

CONSTRUCTION MANAGER

STATEMENT OF WORK

STATEMENT OF WORK

The Contractor shall provide professional, administrative, or technical services in support of each member's initiatives and assigned missions. The work effort is to provide the support required to achieve the desired degree of responsiveness essential to accommodate workload demands. Specific work shall include, but not be limited to the following:

The objective of this contract is to provide quality assurance and/or complete inspection for various construction contracts world-wide. The inspection service shall be provided as required to achieve the project goals. The inspection services shall require the contractor to travel to a project site as required by the Contracting Officer. Trips shall be coordinated to coincide with the most critical construction activities and as approved by the Contracting Officer. There shall be a minimum of one site visit for this contract. The contractor shall be capable of traveling to two sites a month for 5 day periods if required by the Contracting Officer.

The inspector shall:

- . Interpret and enforce contract provisions, plans and specifications and scopes of work covering the facility under construction or other work being accomplished.
- . Document contract progress by generating reports; inspect all construction work including mechanical and electrical installations and photographs of the work.
- . Plans and oversees inspections to ensure proper execution of contracts and to ensure that progress is satisfactory.
- . Investigates problems in the field.
- . Monitors schedule of construction operations with contractor performing work.
- . Initiates, analyzes and evaluates all progress reports on work performed.
- . Estimates and determines percentage of completion on work in progress and final determination on the amount of work in place.
- . Checks and approves contractor's estimates for partial payment.
- . Performs daily force account and equipment report and maintains daily diary of events at individual construction sites.

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- Maintains open lines of communication between contractor and NAVFAC Atlantic.
- Additional duties may be requested for a specific project. Specific duties are outlined as follows:
 - Provide a bi-weekly update of the progress of the construction projects. Advise NAVFAC Atlantic of any item that may jeopardize the timely completion of the project.
 - Inspect the construction work using the three phases of control and ensure the contractor's reports are prepared on a daily basis.
 - Organize, participate and document meetings with the contractor and NAVFAC Atlantic.
 - Prepare construction non-compliance notices for issuance by NAVFAC Atlantic when workmanship or materials are deficient.
 - Verify that construction contractor maintains one up-to-date set of as-built record drawings, clearly and accurately showing all changes and variations as they are made.
 - Report discrepancies of plans and specifications to NAVFAC Atlantic and AE.
 - Review and evaluate contractor's performance statements and invoices and provide recommendations for processing progress payments. As a pre-requisite to approval of payments, review the as-built records, submittal register and daily reports for currency and accuracy.
 - Promptly notify NAVFAC Atlantic of any conflicts, unforeseen conditions, or potential construction problems as soon as they are identified. Advise NAVFAC Atlantic of construction contractors' position, possible solutions and recommended course of action.
 - Test and "check-out" all installed operating systems.
 - Conduct pre-final and final inspections in conjunction with NAVFAC Atlantic; prepare punch list and re-inspect for contractor compliance.
 - Monitor contractor requests for utility outages.
 - Prepare Official Government Estimate and recommend to NAVFAC Atlantic proposed action concerning correspondence and requests for change orders.
 - Bring to the attention of NAVFAC Atlantic all disputes with the contractor relative to contract requirements. Provide a written analysis of the dispute noting all relevant issues.
 - Maintain orderly working files for correspondence, minutes of meetings and conferences, submittal data, submittal status log, inspection and bi-weekly progress reports, Contract Construction Compliance Notices, punch lists, Request for Information and contract documents including amendments, notices to proceed, change orders and modifications.
 - Ensure Contractor Daily Reports are submitted in a timely manner and correctly completed.

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- Perform other inspections as directed by NAVFAC Atlantic.
- Monitor construction contractor's safety plan for compliance with the specifications and attend safety meetings with the contractor. Issue notices of Safety Violations as appropriate. If a written notice is given, NAVFAC Atlantic will sign such notices.
- The inspector shall promptly notify NAVFAC Atlantic of any possible future contractor's claims.

PERIOD OF PERFORMANCE

The period of performance is 2/1/09 through 09/30/09.

PLACE OF PERFORMANCE

The place of performance will vary among construction contract sites world-wide.

SECURITY CLEARANCE

Contractor employees must have a trustworthiness determination made by the NAVFAC Atlantic Security Office, applying the security criteria and adjudication policy in SECNAVINST 5510.30A, prior to start of the contract. A favorable security determination must be made that the employees are eligible for assignment to non-critical sensitive duties and for access to sensitive information or areas and the contractor must maintain that eligibility until completion of the contract. The contractor is required to notify NAVFAC Atlantic of any potentially disqualifying information that could affect the continued security eligibility of the employee to perform sensitive duties under this contract. If the contractor does not have a NAC or NACI favorably adjudicated, the employee will be required to complete an SF-85P, Questionnaire for Public Trust Positions. The SF-85P will be reviewed and approved by the NAVFAC Atlantic Security Office, Code 09L, who will initiate the investigation. This must be done prior to the contractor employee reporting to work. The employee is required to provide proof of U.S. citizenship.

POINTS OF CONTACT

Primary Client Representative:

Sharon Wheeler, Program Analyst

Code CIBRM

Commander, NAVFAC Atlantic

6506 Hampton Boulevard

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Norfolk, VA 23508-1278

Telephone: (757) 322-4449 DSN: 262-4449

FAX: (757) 322-8377 DSN: 262-8377

Email: sharon.a.wheeler@navy.mil

Technical Representative:

Christopher Reich

Email: Christopher.reich@eu.navy.mil

Financial Representative:

Gina Johns, Budget Analyst

Code FM3

Commander, NAVFAC Atlantic

6506 Hampton Boulevard

Norfolk, VA 23508-1278

Telephone: (757) 322-8418 DSN: 262-8418

FAX: (757) 322-4132 DSN: 262-4132

Email: gina.johns@navy.mil

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SECTION D PACKAGING AND MARKING

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SECTION E INSPECTION AND ACCEPTANCE

N/A

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SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following firm items are from date of task order award through 12 months thereafter, estimated at:

2000	2/1/2009 - 9/30/2009
2001	2/1/2009 - 9/30/2009

Services to be performed hereunder will be provided at (insert specific address and building etc.)

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SECTION G CONTRACT ADMINISTRATION DATA

SUBMISSION OF INVOICES

In accordance with DFAR CLAUSE 252.232-7003 (JAN 2004) the contractor shall submit invoicing electronically through Wide Area Work Flow (WAWF). Facsimile, e-mail, and scanned documents are not acceptable electronic forms.

Task Order Manager
Dawn M Brown, ACQ
Bldg 903 P.O.Box 30
Jacksonville, FL 32212-0030
dawn.m.brown@navy.mil
904-542-6379

Accounting Data		Amount
SLINID	PR Number	
2000		25852.00
LLA : AA1709091804/KU2N/0252/62470/8/068732/2D/SC030Q/AA004BPPX009		
2001		19999.89
LLA : AA1709091804/KU2N/0252/62470/8/068732/2D/SC030Q/AA004BPPX009		

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SECTION H SPECIAL CONTRACT REQUIREMENTS

SECURITY REQUIREMENT

The following is required for all DoD contractor employees working in Government facilities.

DOD 5200.08-R/C3.3: "The CAC shall be the principal identity credential for supporting interoperable access to installations, facilities, buildings, and controlled spaces".

DOD 5200.08-R/C3.3.1.2: "A National Agency Check with Inquiries (NACI) or equivalent national security clearance (e.g. National Agency Checks including credit check (NACLC)) is required for permanent issuance of the credential. The credential may be issued upon favorable return of the FBI fingerprint check, pending final favorable completion of the NACI/equivalent, based on a commander/director risk management decision. An individual holding a valid national security clearance shall not require an additional submission of the NACI/equivalent."

SECNAV M-5510.30/9-24,6: "Commands will include the FAD (facility access determination) program requirements in contract specifications when trustworthiness determinations will be required on the contractor employees". In this case the FAD program requirement is a CAC now required by the regulation above.

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SECTION I CONTRACT CLAUSES

Standard Clauses shall apply

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SECTION J LIST OF ATTACHMENTS

WAWF ROUTING TABLE