

DELIVERY ORDER

FINAL

1. CONTRACT NO. N00178-05-D-4367	2. DELIVERY ORDER NO. JN01	3. EFFECTIVE DATE 03/26/2008	4. PURCHASE REQUEST NO. N62470-08-NR-55073
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5. ISSUED BY NAVFAC ATLANTIC 6506 Hampton Blvd. Norfolk VA 23508-1278 henry.bijak@navy.mil 757-322-4489	CODE N62470	6. ADMINISTERED BY DCMA VIRGINIA 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342	CODE S2404A
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7. CONTRACTOR Imagine One Technology and Management LTD 907 McKinney Blvd. Colonial Beach VA 22443-1923	CODE 1GAG9	FACILITY	8. DELIVERY DATE See Section F
			9. CLOSING DATE/TIME (hours local time -- Block 5 issuing office)
			SET ASIDE TYPE
			10. MAIL INVOICES TO See Section G

11. SHIP TO See Section D	12. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43213	CODE HQ0338
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13. TYPE OF ORDER	D	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract.
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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

03/26/2008

NAME OF CONTRACTOR

SIGNATURE

TYPED NAME AND TITLE

DATE SIGNED

14. ACCOUNTING AND APPROPRIATION DATA See Section G
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15. ITEM NO.	16. SCHEDULE OF SUPPLIES/SERVICES	17. QUANTITY ORDERED/ACCEPTED*	18. UNIT	19. UNIT PRICE	20. AMOUNT
See the Following Pages					

*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.	21. UNITED STATES OF AMERICA By: James K Bailey	03/26/2008 CONTRACTING/ORDERING OFFICER	22. TOTAL \$76,628.40
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SECTION	DESCRIPTION	SECTION	DESCRIPTION
B	SUPPLIES OR SERVICES AND PRICES/COSTS	H	SPECIAL CONTRACT REQUIREMENTS
C	DESCRIPTION/SPECS/WORK STATEMENT	I	CONTRACT CLAUSES
D	PACKAGING AND MARKING	J	LIST OF ATTACHMENTS
E	INSPECTION AND ACCEPTANCE		
F	DELIVERIES OR PERFORMANCE		
G	CONTRACT ADMINISTRATION DATA		

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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

2001	Labor (O&MN,N)	780.0	LH	\$59.78	\$46,628.40
2002	Travel (O&MN,N)	30000.0	Lot	\$1.00	\$30,000.00

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

CONSTRUCTION MANAGER

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 construction management, quality assurance and complete inspection for various construction contracts world-wide. The service shall be provided as required to achieve the project goals. The 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 a minimum of two sites a month for 5 day periods or one site for extended periods not to exceed 90 days as required by the Contracting Officer. The Contractor shall be able to travel within 72 hours after notification.

The contractor shall:

Interpret and enforce construction and design contract provisions, plans and specifications and scopes of work covering the facility under design and construction or other work being accomplished.

Document contract progress by generating reports; inspection of 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 work force account and equipment reports and maintains daily diary of events at individual construction sites.

Maintains open lines of communication between contractor and NAVFAC Atlantic.

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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.

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.

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PERIOD OF PERFORMANCE

The period of performance is 3/26/08 through 09/30/08.

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

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, General Engineer

Code CE

Commander, NAVFAC Atlantic

6506 Hampton Boulevard

Norfolk, VA 23508-1278

Telephone: (757) 322-8407 DSN: 262-8407

FAX: (757) 322-8040 DSN: 262-8040

Email: Christopher.reich@navy.mil

Financial Representative:

Cathy Garrett, Budget Analyst

Code FM3

Commander, NAVFAC Atlantic

6506 Hampton Boulevard

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Norfolk, VA 23508-1278
Telephone: (757) 322-4097 DSN: 262-4097
FAX: (757) 322-4132 DSN: 262-4132
Email: catherine.garrett@navy.mil

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SECTION D PACKAGING AND MARKING

N/A

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SECTION E INSPECTION AND ACCEPTANCE

Not Applicable

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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 30 September 2008, estimated at:

2001	3/26/2008 - 9/30/2008
2002	3/26/2008 - 9/30/2008

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SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager
Rochelle Lee, ACQRL
6506 Hampton Blvd
Norfolk, VA 23508
Rochelle.Lee@navy.mil
757-322-4523

SUBMISSION OF INVOICES

Invoices shall be submitted electronically to the following email addresses:

NFAinvoicesET@navy.mil

Invoices will be paid through the Navy's electronic invoice database. Therefore, a signed Form 7300 shall be provided electronically with each invoice in order to accomplish electronic payment. Invoices may be submitted monthly based on performance. For each invoice submitted, the contractor shall detail the hours worked, a brief summary of the work accomplished, and bi-weekly time sheets signed by a government official.

Accounting Data

SLINID	PR Number	Amount
2001		46628.40
LLA :		
AA 17 08081804 KU2N 0252 62470 8 068732 2D LCE00Q AA004GBAX008		
Standard Number: N0017805D4367		
2002		30000.00
LLA :		
AA 17 08081804 KU2N 0252 62470 8 068732 2D LCE00Q AA004GBAX008		
Standard Number: N0017805D4367		

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SECTION H SPECIAL CONTRACT REQUIREMENTS

H-XX NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS

For the purposes of FAR clauses 52.219-6, NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE, 52.219-3, NOTICE OF TOTAL HUBZONE SET-ASIDE, 52.219-18, NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) CONCERNS, and 52.219-27 NOTICE OF TOTAL SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS SET-ASIDE, the determination of whether a small business concern is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in this solicitation, and further, meets the definition of a HUBZone small business concern, a small business concern certified by the SBA for participation in the SBAs 8(a) program, or a service disabled veteran-owned small business concern, as applicable, shall be based on the status of said concern at the time of award of the SeaPort-e MACs and as further determined in accordance with Special Contract Requirement H-19.

Common Access Card

The issuance of a Common Access Card (CAC) to a contractor will require, at a minimum a completed National Agency Check (NAC), or what's considered a trustworthiness check, as well as an initiated National Agency Check with Written Inquires (NACI). Companies who employ our contractor personnel will have to complete and submit the NACI on behalf of the individuals prior to their arrival. (This clause must be annotated on all contracts.) This policy is in accordance with the DoD Physical Security Program, DoD 5200.8-R and the Contractors Verification System (CVS) Trusted Agent program. What this means is that:

Contractors that do not meet the above requirements cannot be issued a CAC.

Current contractors that already have a CAC, but do not have a NACI will be able to continue using their CAC until its expiration date. However, the above policy will apply to those individuals when renewing their CAC.

Contractor personnel will need to work with their employers in order to meet the NACI requirement.

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SECTION I CONTRACT CLAUSES

Standard clauses shall apply

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SECTION J LIST OF ATTACHMENTS

Statement of Work