

ORDER FOR SUPPLIES OR SERVICES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 02/11/2008	2. CONTRACT NO. (If any)	6. SHIP TO: Ryan Olsen		
3. ORDER NO. DTMA1V08061	4. REQUISITION/REFERENCE NO. PR100080006	a. NAME OF CONSIGNEE DOT/Maritime Administration, MAR-232		
5. ISSUING OFFICE (Address correspondence to) DOT/Maritime Administration, MAR-380 1200 New Jersey Ave SE, MAR380 W26-429		b. STREET ADDRESS 1200 New Jersey Avenue SE W28-321		
Washington DC 20590		c. CITY Washington	d. STATE DC	e. ZIP CODE 20590
7. TO: a. NAME OF CONTRACTOR		f. SHIP VIA		
b. COMPANY NAME NEAL R GROSS & CO INC		8. TYPE OF ORDER		
c. STREET ADDRESS 1323 RHODE ISLAND AVE NW		<input checked="" type="checkbox"/> a. PURCHASE REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	<input type="checkbox"/> b. DELIVERY - Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY WASHINGTON	e. STATE DC	f. ZIP CODE 20005-3701		
9. ACCOUNTING AND APPROPRIATION DATA 70 - 08 - 175000 - 2008 - - 11AG - - AL0020 - 0000110 - - 0025305 - - 6100 - 6600 - - 11 - N86087		10. REQUISITIONING OFFICE DOT/Maritime Administration, MAR-220		

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

a. SMALL b. OTHER THAN SMALL c. DISADVANTAGED d. WOMEN-OWNED

12. F.O.B. POINT Destination	14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
13. PLACE OF			10 days % 20 days % 30 days % days %
a. INSPECTION Government	b. ACCEPTANCE Government		

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	SEE LINE ITEM DETAIL					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.		17(h) TOT. (Cont. pages)
	21. MAIL INVOICE TO: Christy Remington				
	a. NAME DOT/ Enterprise Services Center (ESC) OFO/FAA, Oklahoma City				
	b. STREET ADDRESS (or P.O. Box) MARAD A/P Branch, AMZ-150 PO Box 25710				
	c. CITY Oklahoma City	d. STATE OK	e. ZIP CODE 73125	\$1,225.00	17(i) GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature) 

23. NAME (Typed) Barbara A. Gillum
TITLE: CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 02/11/2008	CONTRACT NO.	ORDER NO. DTMA1V08061
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ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Services of professional transcriber</p> <p>Mr. Connaughton, Chairman of the Coordinating Board of the Committee on Marine Transportation System requires the services of a professional transcriber to record the proceedings for approximately 2 hours of the meeting to be held February 26, 2008 for the Marine Transportation System. Transcriber should arrive at least a half hour before the meeting. After the conclusion of the meeting, MARAD will require a final report outlining the official minutes of the meeting. This report should be in both hard copy and electronic form, and be provided within 2-3 weeks after the meeting.</p> <p align="center"><i>Start Date</i> <i>End Date</i> 02/26/2008 03/18/2008</p> <p>Reference Requisition: PR100080006</p>	1.00		1,225.000	1,225.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17i) ⇒ \$1,225.00