

ORDER FOR SUPPLIES OR SERVICES (DRAFT)

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

1. DATE OF ORDER 08/24/2006	2. CONTRACT NO. (If any)	6. SHIP TO: Frank Bajowski		
3. ORDER NO. BPC06000150/0002	4. REQUISITION/REFERENCE NO.	a. NAME OF CONSIGNEE DOT/Maritime Administration, MAR-380		
5. ISSUING OFFICE (Address correspondence to) DOT/Maritime Administration, MAR-380 400 Seventh Street, SW., Room 7310		b. STREET ADDRESS 400 Seventh Street, SW., Room 7310		
Washington	DC	20590	c. CITY Washington	d. STATE DC
				e. ZIP CODE 20590
7. TO:		f. SHIP VIA		
a. NAME OF CONTRACTOR		8. TYPE OF ORDER		
b. COMPANY NAME Defense Contract Audit Agency		<input type="checkbox"/> a. PURCHASE <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.		
c. STREET ADDRESS Headquarters, DCAA Suite 2135 8725 John J. Kingman Rd		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.		
d. CITY Fort Belvoir	e. STATE VA	f. ZIP CODE 22060-6219		
9. ACCOUNTING AND APPROPRIATION DATA - x303 - 9 - 06 - 30 - - 40AUDO - 16000 - - 254T - 06 - 3000 - 661 - - -		10. REQUISITIONING OFFICE DOT/Maritime Administration, MAR-380		

11. BUSINESS CLASSIFICATION (Check appropriate box(es))			
<input type="checkbox"/> a. SMALL	<input checked="" type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input type="checkbox"/> 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)
13. PLACE OF		16. DISCOUNT TERMS	
a. INSPECTION	b. ACCEPTANCE	10 days % 20 days % 30 days % days %	

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)
	Modification					
	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: John G. Hoban DOT/Maritime Administration, MAR-330 400 Seventh Street, SW., Room 7325 Washington DC 20590		17(J) NEW TOT. \$25,030.06	17(K) PREV. TOT. \$24,507.00	\$523.06

22. UNITED STATES OF AMERICA BY (Signature)	23. NAME (Typed) Frank Bajowski TITLE: CONTRACTING/ORDERING OFFICER
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Line Item Summary

Document Number

BPC06000150/0002

Title

PGM Closeout 2005 Audit

Page

2 of 2

Total Funding: \$25,030.06

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
Division	Closed FYs	Cancelled Fund									

Line Item

Number	Description	(Start date to End date)	Quantity	Unit of Issue	Unit Price	Total Cost
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This modification is issued to increase funding in the amount of \$523.06 for a total cost NTE \$25,030.06.

0001	Final incurred costs audit of Pacific Gulf Marine, Inc	(10/01/2006 to 05/10/2007)	0.00	NTE	\$523.06	\$523.06
	Change in Performance Period, Funding, Unit Price For contract number DTMA8C00016/17/28. See attached IAO					

Funding Information:

- - x303 - 9 - 06 - 30 - - 40AUDO - 16000 - - 254T - 06 -
3000 - 661 - - -
523.06

Previous Total: \$24,507.00
Modification Total: \$523.06
Grand Total: \$25,030.06
 (Includes Discounts)

ANNEX IV

INTERAGENCY AGREEMENT ORDER (IAO)
Issued Pursuant to the
MEMORANDUM OF UNDERSTANDING
Established between
The Department of Transportation
and
The Defense Contract Audit Agency
(Conformed to include Amendment 0001 of February, 1997)

TO: New Orleans Suboffice
Gulf Coast Branch Office
Defense Contract Audit Agency
13800 Old Gentilly Rd., Bldg. 350NDF
P.O. Box 29532
New Orleans, LA 70189-0532

Via: Defense Contract Audit Agency
Northern New Jersey Branch Office
Building 350 South
Picatinny Arsenal
Picatinny, NJ 07806-5000

COPY TO OA POINT OF CONTACT FOR PAYMENT:

Wayne Leong, Contracting Officer
DOT/MARITIME ADMINISTRATION
MAR-380, Room 7310
400 7th Street, SW
Washington, DC 20590

1. DOT UNIFORM PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER:

DTMA1X01001, BPC06000150, **Modification 0002**

2. NAME AND ADDRESS OF THE DOT CONTRACTING OFFICE TO BE PROVIDED THE REQUESTED AUDIT SERVICES AND REPORT(S).

Frank Bajowski, Procuring Contracting Officer
DOT/Maritime Administration
Office of Acquisitions
MAR-380, Room 7310
400 7th Street, S.W.
Washington, DC 20590
TEL: (202) 366-1744
FAX: (202) 366-3237
E-MAIL: frank.bajowski@.dot.gov

3. DESCRIPTION OF THE SERVICES REQUIRED:

Perform final cost incurred audit for year January through July 2005 of reimbursable costs billed under Ship Manager Contract Nos. DTMA8C00016/17/28 with Pacific Gulf Marine as follows:

Refer to contracts and addenda thereto; books of record including, but not limited to, general ledger, cash disbursements register, cash receipts register, and general journal; billings to MARAD; supporting documentation including, but not limited to, invoices, Master's statements, slop chest records, payrolls, payroll taxes, payroll fringe benefits, and injury and illness claims as provided by the contractor.

Study the GAA concentrating on portions relating to compensation, including Article 5 of DTMA91-91-A-10023, Article 6 regarding disbursements, and Exhibit A, Exclusion from Management Fee. Study General Agent Procedures (enclosed herein) concentrating on: Part 10 concerning Accounting and Reporting Procedures for General Agents (GA's); Part 11, Joint Bank Account; and, Part 12, Invoices/Disbursements/Bonds.

Trace books of record to supporting documentation.

When reviewing payrolls, ascertain that fringe benefits are in accordance with collective bargaining agreements.

Verify that seaman injury and illness claims were submitted to applicable unions for reimbursement of medical expenses.

Review the accounting system to verify its ability to handle a cost reimbursement contract. Emphasis should be given to tracking of invoices, particularly those billed for after completion of the contract.

Review billings to MARAD to verify that only reimbursable services are being paid as reimbursables, fees are not duplicated, that credits are given on vouchers for refunds from port agents, vendors, unions, etc., including Master's statements.

Render an opinion regarding the ability of the GA to accumulate reimbursable costs and risk associated with supporting a cost reimbursable contract.

Discuss and attempt to resolve questioned costs with the appropriate MARAD Region Administrative Contracting Officer (ACO) prior to preparing final reports of audit.

Discuss audit findings with the contractor.

Prepare the report of audit to include schedules of total fixed and reimbursable expenses and audit adjustments.

For purposes of this audit, invoices which have been approved by the ACO are allowable.

4. DELIVERY REQUIREMENTS:

Submit draft report to the Procuring Contracting Officer (PCO) for review and comment prior to conducting departure briefing with PGM.

DESIRED DELIVERY DATE: Delivery of the audit report by **May 10, 2007** is desired.

5. FUNDS CITE, AMOUNT OBLIGATED AND FUNDING LIMITATION:

OA ACCOUNTING AND APPROPRIATION CITE: X303 9 06 30 16000 40AUDO 254T
063000661

AMOUNT OBLIGATED: Approximately \$23,284,890.00

FUNDING LIMITATION OF THIS ORDER: **\$25,030.06**

6. PAYMENT PROVISION:

Payments will be in accordance with the basic agreement. Advance payments are not authorized.

7. ACQUISITION AUTHORITY:

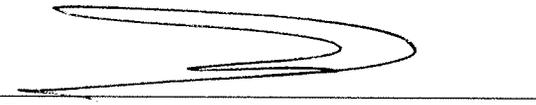
Not applicable. This order does not require the servicing agency to award a contract (see FAR 17.504).

8. PAYMENT OFFICE:

The payment office for this IAO is the OA point of contact for payment cited above. All requests for payment will be directed to that office.

9. ATTACHMENTS: **None.**

10. DATED SIGNATURE AND TITLE OF THE REQUESTING DOT CONTRACTING OFFICER



F. K. Bajowski, Jr., Contracting Officer
DOT/Maritime Administration
MAR-383, Room 7310
400 7th Street, S.W.
Washington, DC 20590
(202) 366-5620

12 JUL 07
Date

Note: Pursuant to the MOU DCAA will acknowledge acceptance or rejection of IAOs in writing within 15 days after receipt of the IAO.