

ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER 09/07/2007	2. CONTRACT NO. (If any)	6. SHIP TO: Frank Bajowski		
3. ORDER NO. BPC07000149	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 Washington DC 20590		b. STREET ADDRESS 1200 New Jersey Ave., SE MAR380, W28-201		
		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 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.		
c. STREET ADDRESS Headquarters, DCAA Suite 2135 8725 John J. Kinaman Rd		<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 Fort Belvoir	e. STATE VA	f. ZIP CODE 22060-6219		
9. ACCOUNTING AND APPROPRIATION DATA - 70 - X4303 - 000 - 20 - 07 - 93 - 040AUD00 - 0661000 - 00 - 025433 - - 600K - - - -		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)	16. DISCOUNT TERMS
13. PLACE OF			10 days % 20 days % 30 days % days %
a. INSPECTION	b. ACCEPTANCE		

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) 17(i) GRAND TOTAL
	21. MAIL INVOICE TO: Justin Breeden				
	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		\$67,301.92

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 BPC07000149	Title MOU BTWN DCAA & USDOT	Page 2 of 2
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Total Funding: \$67,301.92

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
70	X4303	000	20	07	93	040AUD00	0661000	00	025433		600K
Division		Closed FYs		Cancelled Fund							

Line Item Number	Description	(Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
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0001	Interim incurred costs audit of		1.00	NTE	\$67,301.920	\$ 67,301.92
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(09/07/2007 to 05/31/2008)

Patriot Contract Services of contract numbers DTMA8C05012/018/021 (See attached IAO).

Funding Information:

- 70 - X4303 - 000 - 20 - 07 - 93 - 040AUD00 - 0661000 - 00 - 025433 -
- 600K - - - -
\$67,301.92

Total Cost: \$67,301.92

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 0005 of July, 2000)

TO: East Bay Branch Office
Defense Contract Audit Agency
39510 Paseo Padre Parkway, Suite 210
Fremont, CA 94538-4741

COPY TO OA POINT OF CONTACT FOR PAYMENT:

Iris Cooper, Contracting Officer
DOT/MARITIME ADMINISTRATION
MAR-380, Room W28-201
1200 New Jersey Avenue, S.E.
Washington, DC 20590

1. DOT UNIFORM PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER:

DTMA1X01001, BPC07000149

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

Frank Bajowski, Contracting Officer
DOT/Maritime Administration
Office of Acquisitions
MAR-380, Room W28-201
1200 New Jersey Avenue, S.E.
Washington, DC 20590
TEL: (202) 366-1744
FAX: (202) 366-3237
E-MAIL: Frank.Bajowski@dot.gov

3. DESCRIPTION OF THE SERVICES REQUIRED:

Perform an interim audit for August 2005 through May 2008 of reimbursable costs billed under Ship Manager Contract Nos. DTMA8C05012, DTMA8C05018 and DTMA8C05021 with Patriot Contract Services (PCS) 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, stop chest records, payrolls, payroll taxes, payroll fringe benefits, and injury and illness claims as provided by the contractor.

Study the contracts concentrating on portions relating to compensation, including Attachment J-9 of DTMA8C05012, DTMA8C05018 and DTMA8C05021 regarding reimbursables.

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 Ship Manager 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 Contracting Officer (CO) for review and comment prior to conducting departure briefing with PCS.

DESIRED DELIVERY DATE: Delivery of the audit report for CY 05, 06 and 07 by March 31, 2008 is desired.

Delivery of the audit report for CY 07 by September 30, 2008 is desired.

5. FUNDS CITE, AMOUNT OBLIGATED AND FUNDING LIMITATION:

OA ACCOUNTING AND APPROPRIATION CITE: 70X4303000 2007 93040AUD00
0661000000 25433 600K

AMOUNT OBLIGATED: \$23,185,000.00

FUNDING LIMITATION OF THIS ORDER: \$67,301.92 Ceiling Amount.

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



Frank Bajowski, Contracting Officer
DOT/Maritime Administration
MAR-380, Room W28-201
1200 New Jersey Avenue, S.E.
Washington, DC 20590
(202) 366-1744

07 Sep 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.