

ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER 09/11/2006	2. CONTRACT NO. (If any)	6. SHIP TO: Margaret D. Blum		
3. ORDER NO. BPC06000177	4. REQUISITION/REFERENCE NO.	a. NAME OF CONSIGNEE DOT/Maritime Administration, MAR-800		
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 7214		
Washington DC	20590	c. CITY Washington	d. STATE DC	e. ZIP CODE 20590
7. TO:		f. SHIP VIA		
a. NAME OF CONTRACTOR Paul E. Young		8. TYPE OF ORDER		
b. COMPANY NAME TESSADA & ASSOCIATES, INC.		<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 8001 Forbes PI Ste 310		<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 Springfield	e. STATE VA	f. ZIP CODE 22151-2205		
9. ACCOUNTING AND APPROPRIATION DATA See Line Item Detail		10. REQUISITIONING OFFICE		

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		See Line Item Detail for Delivery Dates	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)
	21. MAIL INVOICE TO:				
	a. NAME See Line Item Detail				
	b. STREET ADDRESS (or P.O. Box)				
	c. CITY	d. STATE	e. ZIP CODE	\$200,320.80	17(i) GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature) <i>Wayne W. Leong</i>	23. NAME (Typed) Wayne Leong TITLE: CONTRACTING/ORDERING OFFICER
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Line Item Summary	Document Number BPC06000177	Title Alaska Admin. Cont Officer	Page 2 of 3
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Total Funding: \$200,320.80

FYs Fund Budget Org Sub Object Class Sub Program Cost Org Sub Proj/Job No. Sub Reporting Category
See Line Item(s)
Division Closed FYs Cancelled Fund

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
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0001	Contract Administration Services	09/22/2006	2,080.00	HR	\$87.860	\$ 182,748.80
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(09/22/2006 to 09/21/2007)

Services to administer the contract for the Port of Anchorage Expansion Project in accordance with statement of work.

Funding Information:

- 69 - X1750 - 1 - 06 - PAD - - PAD0025 - 180000 - - 2522 - - 11N6 - 6354 - - -
\$62,552.00

- 69 - X1750 - 1 - 06 - PAT - - PAT0025 - 180000 - - 2522 - - 11N6 - 6355 - - -
\$115,000.00

- 69 - X1750 - 9 - 06 - 210 - - X000645 - 180000 - - 2522 - - M-6 - 0645 - - 41 - N66356
\$5,196.80

0002	Reimbursable Travel	09/21/2007	1.00	LOT	\$17,572.000	\$ 17,572.00
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Travel in accordance with Federal Travel Regulations as directed by MARAD.

Funding Information:

- 69 - X1750 - 9 - 06 - 210 - - X000645 - 180000 - - 2522 - - M-6 - 0645 - - 41 - N66356
\$17,572.00

Total Cost: \$200,320.80

Address Detail**Title**

Alaska Admin. Cont Officer

Document Number

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Shipping Addresses

Code	Detail
0001	Org: DOT/Maritime Administration, MAR-800 Addr: 400 Seventh Street, SW., Room 7214 Washington DC 20590 Attn: Margaret D. Blum, Associate Administrator Phone: (202) 366-4721 ext. Fax: () - ext.

Invoice Addresses

Code	Detail	Code	Detail
0001	Org: DOT/Maritime Administration, MAR-330 Addr: 400 Seventh Street, SW., Room 7325 Washington DC 20590 Attn: Ruby P. McPhaul Phone: (202) 366-5088 ext. Fax: () - ext.	0002	Org: DOT/Maritime Administration, MAR-330 Addr: 400 Seventh Street, SW., Room 7325 Washington DC 20590 Attn: Ruby P. McPhaul Phone: (202) 366-5088 ext. Fax: (202) 366-8558 ext.

Statement of Work

Administrative Contracting Officer

Port of Anchorage Expansion Project

1. Review Contractor's Insurance Plans
2. Review and evaluate contractor's proposals under FAR Subpart 15.4 and, when negotiations will be accomplished by the PCO, furnish comments and recommendations to the PCO.
3. Assist with the determination of allowability of costs suspended or disapproved as required, provide recommendations to the PCO regarding the suspension or disapproval of costs and provide recommendations to the PCO for approval of final vouchers.
4. Monitor the contractor's financial condition and advise the PCO when it jeopardizes contract performance.
5. Analyze quarterly limitation on payment statements and advise the PCO regarding overpayments under the contract.
6. Assist with the negotiation and execution of contractual documents for settlement of partial and complete contract terminations for convenience.
7. Assist with the processing and execution of novation agreements and change of name agreements under FAR Subpart 42.12.
8. Perform production support, surveillance, and status reporting, including timely reporting of potential and actual slippages in contract delivery schedules.
9. Assist with the performance of pre-award surveys.
10. Ensure contractor compliance with contractual quality assurance requirements.
11. Ensure contractor compliance with contractual safety requirements.
12. Report to the PCO any inadequacies noted in specifications.
13. Perform analyses of contractor cost/task order proposals.
14. Assist in evaluating and make recommendations to the PCO for acceptance or rejection of waivers and deviations.
15. Assist with the review and surveillance of the contractor's commercial purchasing system.
16. Assist with the placement of subcontracts.
17. Assist with the review and evaluation of awards to preference programs as stipulated in contract attachment J-2.
18. Perform supporting contract administration.
19. Ensure timely submission of required reports.
20. Assist with the accomplishment of administrative closeout procedures.
21. Determine that the contractor has a drug-free workplace program and drug-free awareness program.
22. Support the program, Hawaii Port Infrastructure Expansion program, and the Acquisitions office regarding program reviews, program status, program performance, and actual or anticipated program problems.
23. Assist with the monitoring of the contractor's environmental practices for adverse impact on contract performance or contract costs, and for compliance with environmental requirements specified in the contract.
24. Attend program, status, and acquisition meetings as directed.
25. Provide weekly status reports detailing events occurred during the past reporting period and anticipated events for the next month.
26. Prepare program briefings, point papers, and presentations as directed.
27. Assist the PCO with regularly scheduled Contract Administration Reviews.
28. Assist with review of contractor invoices and provide comments regarding the allowability of costs invoiced.