

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF

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1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. USZA22-02-D-0014	2. DELIVERY ORDER/ CALL NO. 0021	3. DATE OF ORDER/ CALL 2002May31	4. REQ/ PURCH. REQUEST NO. DEC81821350300	5. PRIORITY
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6. ISSUED BY U.S. SPECIAL OPERATIONS COMMAND/SOAL-K 7701 TAMPA POINT BLVD. MACDILL AFB FL 33621-3323	CODE USZA22	7. ADMINISTERED BY DCMA CLEARWATER 9549 KOGER BLVD. GADSEN BLDG., SUITE 200 ST. PETERSBURG FL 34615-4822	CODE S1109A	8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER (See Schedule if other)
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9. CONTRACTOR SVERDRUP TECHNOLOGY, INC. 5340 W. KENNEDY BLVD. SUITE 300 TAMPA FL 33609	CODE 096A3	FACILITY	10. DELIVER TO FOB POINT BY (Date) 2002Sep30	11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED
			12. DISCOUNT TERMS Net 30 Days	
13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Basic Contract - Section G				

14. SHIP TO USSOCOM/SOCS-PA 7701 TAMPA POINT BLVD. MACDILL AFB FL 33621	CODE USZA22	15. PAYMENT WILL BE MADE BY DFAS OM/FP PO BOX 7020 BELLEVUE NE 68005-1920	CODE 525700	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
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16. TYPE OF ORDER	DELIVERY/ CALL <input checked="" type="checkbox"/>	PURCHASE <input type="checkbox"/>	This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.		
		Reference your quote dated		Furnish the following on terms specified herein.	
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.					

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
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If this box is marked, supplier must sign Acceptance and return the following number of copies:

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
SEE SCHEDULE					

<p><small>* 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</small></p>	25. TOTAL \$24,820.90
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26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED	27. SHIP NO.	28. DO VOUCHER NO.	30. INITIALS
DATE _____ SIGNATURE OF AUTHORIZED GOVT. REP. _____	<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR
36. I certify this account is correct and proper for payment. DATE _____ SIGNATURE AND TITLE OF CERTIFYING OFFICER _____	31. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		34. CHECK NUMBER
			35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
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Sverdrup Technology
Unified and Special Operations Group

Cost Proposal - SOCS Public Affairs Support

CLIN 0001 Labor (T&M)

	Labor Category	Site	Hours	Unit	Rate	Extended
	Public Affairs Specialist	On	626	Hrs	\$39.65	\$ 24,820.90
	Total Labor					\$ 24,820.90
CLIN 0007 Technical Data			1	LO		NSP
Grand Total						\$ 24,820.90

SPECIAL INSTRUCTIONS

All deliverables under this task order which are not clearly called out in the statement of work with specific performance requirements shall be issued to the contractor's Task Leader in the form of a written document issued by the Contracting Officer Representative (COR). The contractor shall document performance, hours, and costs, and the date of delivery of the draft or final deliverable in accordance with the contract data requirements listing.

ACCOUNTING AND APPROPRIATION DATA

AA: 9720100.56SF SC2 52SF DEC818 010000 5681B 015498 525700 F25700 ESP:HQ
AMOUNT: \$24,820.90

COMMAND PUBLIC AFFAIRS SUPPORT

Revised Statement of Work

1.0 Scope. This Statement of Work covers contractor writing, editing and photographing various news-releasable articles on command personnel, issues, history, or issues of general interest to the command and its components. Additionally, the contractor would be required to *provide miscellaneous public affairs support required* in support of United States Special Operations Command Public Affairs (USSOCOM-PA).

1.1 Background. The USSOCOM Public Affairs office is responsible for communicating to the public (local, national and international) the message of the command using one or more of four methods; media relations, community relations, internal information and plans. Currently these tasks are managed by a staff of five active duty military members, three civilian employees, and augmented by four reservists when funds and the reservist are available. Lengthy deployments, conferences, seminars, tours, newsletter production and military PCSs. coupled with low manning levels, are factors that cause this office to be shorthanded. Command level taskers for detailed information, flag/general officer level speechwriting support, regular media inquiries, and development of future public affairs guidance puts additional stress on an already strained staff.

2.0 Applicable Documents. Documents associated with this SOW are identified in the statement of work and in the USSOCOM PAO Standing Operating Procedures.

3.0 Requirements. The contractor will provide skilled journalist/photographer support to write material for the command newsletter, provide photographic support when called upon, and provide miscellaneous public affairs support as required, at the direction of the Public Affairs officer or his designated representative. The contractor will liase with any source necessary to complete the task at hand. The contractor will not release any material outside the command without prior review of the Public Affairs officer or his designated representative.

3.1 Specific Tasks.

3.1.1 The contractor will write and edit news-releasable news articles, take still photographs as requested, *design and layout the Tip of the Spear as required, maintain related files, photographs* and provide general public affairs support as needed.

3.1.2 The contractor will manage the command's still photographic requirements to include scheduling still photographers, checking out self-help cameras, arranging for film processing and printing, delivering finished prints to customers, and archiving prints as necessary.

4.0 Deliverables. Provide written news articles to the *executive* editor, *Tip of the Spear*, as required by the publication deadline, and all other tasks shall deliver as needed. The contractor will complete all tasks and submit the required deliverables to the Government within the period specified in the individual Subtasks.

6.0 Government Furnished Equipment /Material/ Space. Public Affairs will provide one available work station, one personal computer with access to our classified and unclassified LAN, one copier, one unclassified FAX, and one secure and non-secure telephone.

7.0 Travel. *No travel required.*

Period of Performance. The period of performance for this effort is from 31 May – 30 September 2002.

9.0 Acceptance. The contractor's work under this SOW will be made by the Contracting Officer's Representative (COR) based on the recommendation from the Performance Monitor (PM). The PM will evaluate the deliverables for correctness, completeness, sufficiency of technical content, and compliance with appropriate regulations, directives, specifications, and standards.

CONTRACT DATA REQUIREMENTS LIST <i>(1 Data Item)</i>					<i>Form Approved</i> OMB No. 0704-0188			
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Office for the Contract/PR No. Listed in Block E.								
A. CONTRACT LINE ITEM NO. 0007		B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER X _____					
D. SYSTEM/ITEM Public Affairs Support			E. CONTRACT/PR NO. USZA22-02-D-0014/0021		F. CONTRACTOR SVERDRUP TECHNOLOGY, INC.			
1. DATA ITEM NO. A002	2. TITLE OF DATA ITEM STATUS REPORT				3. SUBTITLE Monthly Summary Status Report			
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80368 Tailored			5. CONTRACT REFERENCE Basic SOW		6. REQUIRING OFFICE SOCS-PA			
7. DD 254 REQ NO	9. DIST STATEMENT REQUIRED NO	10. FREQUENCY Monthly	12. DATE OF FIRST SUBMISSION 10 July 2002	14. DISTRIBUTION				
8. APP CODE N/A	11. AS OF DATE TBD	13. DATE OF SUBSEQUENT SUBMISSION See Block 16	a. ADDRESSEE	b. COPIES				
16. REMARKS Block 4: Contractor format acceptable Block 12/13: Due on the 10th day after the end of each month. Electronic Submission preferred.					Draft	Final		
						Reg	Repro	
						SOCS-PA	1	
						SOAL-KBB	1	
15. TOTAL						2		

17. PRICE GROU

18. ESTIMATED TOTAL PRIC

[REDACTED]	H. DATE	[REDACTED]	J. DATE <i>March 7, 2002</i>
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