05

U.S. Department of Justice
Reimbursement Agreement Between Agencies

Bar Code

Parties to the Agreement:

Provider Agency			Customer Agency	
Provider Cost Center: 9T09401007	RCN: 902502	RCN Description: Systems Anal	Customer Contact: John Clements	Phone: 301-504-0444
Provider Contact: Surrindar Hansra		Phone: 202-514-5699		
Customer Number:	Customer Alias:			
Provider Name: Systems Technology Staff/IRM/JMD/DOJ			Customer Name (If billing address is different, specify on reverse side.): CPSC	
Address: 500 First St., N.W. Room 300			Address: 4330 East West Highway	
City: Washington	State: D.C.	Zip: 20530	City: Washington	State: DC / Zip: 20207

Duration:

This Agreement shall become effective on Nov. 25, 1998 and shall continue through Sept. 30, 1999.

Provide the Following Services or Goods:

Brief explanation of work or services to be performed and basis for determining cost:

Provide for contractor services for Systems Analysis for the CPSC.

Contractor Cost = $61,534.30
Administrative Fee (STS) = 2,153.70
Total Cost = $63,688.00

DynCorp Task 44
CPSC-IAG-99-1147

(Attach additional sheet for continuation of explanation, If necessary.)

Estimated amount: $63,688.00

Customer Financing:

(Customer agency will indicate accounting data to be charged by completing applicable blocks. Federal agencies will be billed by OPAC, except for billings among the OBDs and USMS, billings within an organization, and bilings to the Department of Defense.)

Agency Location Code	Appropriation Symbol	Cost Center	YRegDoc	Obl Month	Obl SOC	Pay SOC
	99 2 940 99169 25.43					

Other Accounting Information *(Where applicable, multiple Obligation Month and SOC data should be identified in this block. Customers not using the FMIS may use this block to describe unique data required for their accounting system.)*

Approvals:

(See reverse side of form.)

Approved for Provider Office:	Approved for Customer Office:
Organization: DOJ/JMD/IRM/Systems Technology Staff	Organization: U.S. Consumer Product Safety Commission
Signature: Edward A. Mayer	Signature:
Title: Jim Gallagher, Assistant Dir., Contracts Management Service	Title: Robert J. Frost, Contracting Officer

When intrafund billing data are manually submitted to the billing office, the Provider Intrafund Data block on the reverse side must be completed by the provider of the goods or service.

FORM DOJ—216 JULY 1994

Provider Intrafund Data *(For crediting revenues to the Provider)*			
YRegDoc	Obligation Month	Obligation SOC	Payment SOC
Other Accounting Information *(Where applicable, multiple Obligation Month and SOC data should be identified in this block.)*			

Billing Address		
Name		
Address		
City	**State**	**Zip**
Contact	**Phone**	

Conditions of Agreement

1. Financing:

   The charges for services shall include both direct and indirect costs applicable to the agreement. Advance payments are made on an estimated cost basis. If the estimated advance is different from the actual costs, proper adjustment *(refund or additional billing)* on the basis of the actual costs incurred shall be made upon completion of the work. *(The frequency of billing, such as monthly, quarterly, etc., must be stated in the narrative portion of the form.)*

2. Other Provisions:

U.S. Department of Justice --- Justice Management Division

INFORMATION RESOURCES MANAGEMENT

Systems Technology Staff STS

Memorandum of Understanding (Non-DOJ Users)

CONTRACTS MANAGEMENT SERVICE

1. Upon execution of DOJ Form-216, the Systems Technology Service (STS) of the Department of Justice (DOJ) will provide contractor support via task orders using ADP Related Services contracts, Micrographics contracts, and a Data Entry contract, as requested in one or more of the following areas:

   a. Acquisition assistance for ADP applications systems and services.
   b. Requirements analyses.
   c. Economic (cost/benefit) analyses of software systems.
   d. Feasibility studies.
   e. Data base design and development.
   f. Systems enhancement support.
   g. Systems analyses, design and specifications.
   h. Programming and systems development.
   i. Systems testing.
   j. Transition and Implementation assistance and training.
   k. Facilities management.
   l. Records management systems for electronic and microfilm documents.
   m. Microfilming of paper documents and Computer Output Microfilm (COM).
   n. Data entry (keying) services.

2. The Using Agency will:

   a. Provide the name, address, and telephone number of an authorized contact person who will manage the project for the Using Agency.
   b. Execute a Reimbursement Agreement (RA), DOJ Form DOJ-216, which includes the total estimated cost for the project, i.e., (1) contractor cost, and (2) STS handling fee. The amount shown on the RA is Using Agency's financial obligation/commitment to the STS and to the contractor. During period of performance, funds for the project will not be deobligated at the sole discretion of the Using Agency.
   c. Provide appropriation code, organization cost center, and debtor code needed for STS to charge the Using Agency for

requested services.

d. Reimburse STS for STS handling fee upon presentation of a signed voucher, Form 1081 or other appropriate accounting document.

e. Reimburse STS on a monthly basis for contractor resources used in providing services described in paragraph 1(a) through 1(n), upon presentation of a signed voucher, Form 1081 or other appropriate accounting document.

3. STS will:

a. Provide contractor support described in the Using Agency's statement of work and contractor's technical and cost proposals.

b. Advise the Using Agency, if requested, in the development of Statement of Work.

c. In micrographics area, analyze existing needs and make recommendations leading to conversion of existing systems to an integrated micrographic system.

d. Process invoices received from contractors on a monthly basis in the following manner:

(1) The contractor will submit monthly invoices to the Contracting Officer's Technical Representative (COTR).

(2) The COTR will certify that the invoice amount equals that shown on the contractor's monthly progress report which has been approved by the government technical project manager. The COTR will then forward the certified invoice to the DOJ Finance Staff for payment to the contractor.

(3) DOJ Finance Staff will forward a signed voucher, Form 1081 or other appropriate accounting document to the Using Agency for reimbursement.

4. The address and telephone number for STS is:

Assistant Director
Contracts Management Service
Systems Technology Staff
Information Resources Management
Justice Management Division
Department of Justice
10th & Constitution Avenue, N.W. - Room 6237
Washington, DC 20530

(202)514-5699

U.S. Department of Justice
Justice Management Division

Systems Technology Staff

Washington, D.C. 20530

Dodie Kes$ler
Contracting Officer
Consumer Product Safety Commission
4330 East West Highway
Washington, D.C. 20207

Subject: WPR# 196 Reimbursement Agreement

Dear Ms. Kes$ler:

Amount shown on the subject Reimbursement Agreement corresponds to the reduced scope of work as described in a letter dated November 9, 1998 from Mr. John Clements to Mr. Surrindar Singh Hansra. This letter stated that the Consumer Product Safety Commission has requirement only for the continuation of one senior technical specialist. This change was reflected in DYNCORP's best and final proposal, dated November 20, 1998.

If you have any questions, please call me on (202) 514-5699.

Sincerely,

Surrindar Hansra

Surrindar Singh Hansra
Contracting Officer's Technical Representative
Contracts Management Service

cc: John Clements