



**U.S. Department of
Transportation**

Office of the Secretary
of Transportation

GENERAL COUNSEL

1200 New Jersey Avenue, SE
Washington, DC 20590

SEP 2 2008

Marcia Hofmann
Electronic Frontier Foundation
454 Shotwell Street
San Francisco, CA 94110

File No. **FY 2008-046**

Dear Ms. Hofmann:

This is in response to your Freedom of Information Act (FOIA) request that was dated November 28, 2007. You requested copies of all memoranda of understanding, contracts or other agreements between DOT and Google or other technology companies from January, 2006 to the present for the digitization or other copying of agency information (including pre-existing "legacy" information and data holdings) to promote greater access of such data by the general public.

In accordance with the FOIA, 5 U.S.C. 552, enclosed are the requested records that were maintained in the Office of the Secretary of Transportation (OST), with the exception of pricing information that is considered confidential commercial information. This information has been redacted and is being withheld pursuant to FOIA exemption 4.

Exemption 4 of the FOIA protects trade secrets and commercial or financial information obtained from a person that is privileged or confidential. This exemption is intended to protect the interests of both the government and submitters of information. It encourages submitters to voluntarily furnish useful commercial or financial information to the government and it correspondingly provides the government with an assurance that such information will be reliable. The exemption affords protection to those submitters who are required to furnish commercial or financial information to the government by safeguarding them from the competitive disadvantages that could result from disclosure. 5 U.S.C. 552(b)(4) and 49 C.F.R. 7.13(c)(4).

As we mentioned to you in our letter dated July 25, 2008, other components within the Department also have responsive records and will be responding to you directly.

I am the person responsible for this determination. If you are dissatisfied with this response, you may appeal to Rosalind A. Knapp, Deputy General Counsel, U.S. Department of Transportation, 1200 New Jersey Avenue, S.E., Washington, DC 20590. An appeal must be made in writing and be submitted within 30 days after you received this determination. It should contain any information and argument you wish to rely on

and the envelope in which the appeal is sent should be prominently marked "FOIA Appeal." The Deputy General Counsel's determination will be administratively final.

I apologize for the delay in responding to your request. If you have any questions, please contact Jeff Davis at (202) 366-5531, or me at (202) 366-5546.

Sincerely,

A handwritten signature in black ink that reads "Kathy Ray". The signature is written in a cursive, flowing style.

Kathy Ray
FOIA Officer

Enclosures

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 3

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

1. DATE OF ORDER 05/02/2006	2. CONTRACT NO. (If any) DTOS59-06-C-00420	6. SHIP TO: a. NAME OF CONSIGNEE Lee Tomlinson
3. ORDER NO.	4. REQUISITION/REFERENCE NO. FY-06-18-05	

5. ISSUING OFFICE (Address correspondence to) U.S. Department of Transportation OST/ Acquisition Svcs / M-63 400 Seventh Street, SW Room 5106 Washington DC 20590	b. STREET ADDRESS US DEPARTMENT OF TRANSPORTATION OST/OFFICE OF PUBLIC AFFAIRS (A-1) 400 - 7TH STREET, SW, RM 10413
c. CITY WASHINGTON	d. STATE DC
	e. ZIP CODE 20590

7. TO: WINDSOR TANNER	f. SHIP VIA
a. NAME OF CONTRACTOR VIDEO MONITORING SERVICES OF AMERICA LP	

b. COMPANY NAME	8. TYPE OF ORDER
c. STREET ADDRESS 330 WEST 42ND ST STE 2930	<input type="checkbox"/> a. PURCHASE REFERENCE YOUR: VMS <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 NEW YORK	e. STATE NY
	f. ZIP CODE 10036-6904

9. ACCOUNTING AND APPROPRIATIONS DATA See Schedule	10. REQUISITIONING OFFICE Lee Tomlinson, A-1, 202 366-9484
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11. BUSINESS CLASSIFICATION (Check appropriate box(es))	
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED	

12. F.O.B. POINT Destination	13. PLACE OF	14. GOVERNMENT B/L/NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 09/30/2006	16. DISCOUNT TERMS Net 30
a. INSPECTION Destination	b. ACCEPTANCE Destination			

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)
	Tax ID Number: 13-3889971 DUNS Number: 966602682 Invoices shall reference the order number, the accounting and appropriation data (see Block 9), and the COTR/Consignee name. Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	17(h). TOTAL (Cont. pages)
	21. MAIL INVOICE TO:			
	a. NAME DOT/OST			\$8,000.00
	b. STREET ADDRESS (or P.O. Box) Mike Monroney Aero Center Accounts Payable Branch Code AMZ-150 P.O. Box 25780			\$8,000.00
	c. CITY Oklahoma City	d. STATE OK	e. ZIP CODE 73125	17(i). GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature) 	23. NAME (Typed) THERESTA LANIER TITLE: CONTRACTING/ORDERING OFFICER
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NSN 7540-01-152-8083

PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 6/95)

Prescribed by GSA/FAR (48 CFR) 53.213(e)

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE OF PAGES

2

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

DATE OF ORDER 05/02/2006 CONTRACT NO. DTOS59-06-C-00420

ORDER NO.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	<p>It is the federal Government's policy to pay contractor invoices via Electronic Funds Transfer (EFT). Unless the cognizant payment office has already been provided the necessary EFT information (e.g., EFT payments have been or are being made under other contracts by the same payment office), the contractor shall include the following information on its first invoice to effect EFT payments: the name, address, and 9-digit Routing Transit Number of the Contractor's financial agent; the Contractor's account number and the type of account (checking, savings, or lockbox); and name, title, telephone number, and signature (manual or electronic, as appropriate), of the official authorized to provide this information. Failure to include this information can result in rejection of the invoice as improper in accordance with FAR Part 32.9.</p> <p>PERIOD OF PERFORMANCE</p> <p>BASE YEAR 5/2/06 - 9/30/06 OPTION 1 10/01/06 - 9/30/07 OPTION 2 10/01/07 - 9/30/08</p> <p>FUNDING FOR THE OPTION YEARS ARE SUBJECT TO AVAILABILITY OF FISCAL YEAR FUNDS. THE GOVERNMENT RESERVES THE UNILATERAL RIGHT TO FUND AND EXERCISE THE OPTIONS.</p> <p>Federal Acquisition Regulation (FAR) clauses 52.213-4, "Terms and Conditions - Simplified Acquisitions (Other than Commercial Items) (JAN 2004)" and 52.204-7, "Central Contractor Registration" (OCT 2003) are incorporated by reference into this order. The full text of these clauses may be viewed at http://www.arnet.gov/far/</p> <p>POINTS OF CONTACT</p> <p>THERESTA LANIER, CONTRACTING OFFICER 202-493-0130 Continued ...</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE OF PAGES

3

3

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

DATE OF ORDER

CONTRACT NO.

05/02/2006

DTOS59-06-C-00420

ORDER NO.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
0001	<p>KIM RIDDLE, COTR 202-366-9951 Accounting Info: 04A0102060/2006/0181010000/08010000000/26000 Period of Performance: 05/02/2006 to 09/30/2006</p> <p>Contractor shall provide viewing of newsclips per the SOW below:</p> <p>The U.S. Department of Transportation requires a monitoring and recording tool for viewing relevant television news coverage in the top 200 U.S. media markets as well as national broadcast and cable networks. Coverage must be available for viewing within 24 hours of broadcast. The tool should be provided in a form that allows all employees of the Department and select individuals outside the Department to view the selected coverage if desired. The company shall create a website and using Quickview, post television clips from the top 200 markets directly to that website for viewing for 21 days.</p> <p>Rate identified is per clip. Obligated Amount: \$8,000.00</p>				8,000.00	
0002	<p>Option Year 1: October 1, 2006 - September 30, 2007 newsclips viewing. Obligated Amount: \$0.00 Amount: \$0.00 (Option Line Item)</p>		EA			
0003	<p>Option Year 2: October 1, 2007 - September 30, 2008 Obligated Amount: \$0.00 Amount: \$0.00 (Option Line Item)</p> <p>Total amount of award: \$8,000.00. The obligation for this award is shown in box 17(i).</p>		EA			

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO.

00001

3. EFFECTIVE DATE

05/02/2006

4. REQUISITION/PURCHASE REQ. NO.

FY-07-18-03

5. PROJECT NO. (If applicable)

1

2

6. ISSUED BY

CODE

M-63

CODE

M-63

U.S. Department of Transportation
OST/ Acquisition Svcs / M-63
400 Seventh Street, SW
Room 5106
Washington DC 20590

U.S. Department of Transportation
OST/ Acquisition Svcs / M-63
400 Seventh Street, SW
Room 5106
Washington DC 20590

8. NAME AND ADDRESS OF CONTRACTOR (Name, street, county, State and ZIP Code)

VIDEO MONITORING SERVICES OF AMERICA LP
ATTN: WINDSOR TANNER
330 WEST 42ND ST
STE 2930
NEW YORK NY 10036-6904

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

X 10A. MODIFICATION OF CONTRACT/ORDER NO.
DTOS59-06-C-00420

10B. DATED (SEE ITEM 11)

05/02/2006

CODE

133889971

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

04A102070/2007/0181010000/0801000000/26000

Net Increase:

\$6,500.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

X Mutual agreement of both parties.

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return _____ 1 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Tax ID Number: 13-3889971

DUNS Number: 966602682

The purpose of this modification is to exercise option year 1 - CLIN 0002 (FY07) for the purchase video/new clips related to Departmental issues. As such, the word "option" is hereby removed. See below.

*****SUBJECT TO THE AVAILABILITY OF FY07 FUNDS*****

THIS ORDER IS SUBJECT TO THE AVAILABILITY OF FY 2007 FUNDS. ONCE THE DOT FY 2007 APPROPRIATIONS BILL IS PASSED ALL FUNDS ARE HEREBY RELEASED. NO FUTHER CORRESPONDENCE IF REQUIRED.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 8A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

Windsor Tanner, Regional Sales Director

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

THERESA LANIER

15B. CONTRACTOR/OFFEROR


(Signature of person authorized to sign)

15C. DATE SIGNED

9/13/06

16B. UNITED STATES OF AMERICA


(Signature of Contracting Officer)

16C. DATE SIGNED

9/13/06

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

DTOS59-06-C-00420/00001

PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR

VIDEO MONITORING SERVICES OF AMERICA LP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Delivery: 09/30/2007 FOB: Destination Discount Terms: Net 30 Period of Performance: 05/02/2006 to 09/30/2006 Delivery Location Code: A-1 OFFICE OF PUBLIC AFFAIRS 400 7TH ST., SW, RM 10413 Lee Tomlinson WASHINGTON, DC 20590 Change Item 0002 to read as follows (amount shown is the obligated amount): 0002 Purchase of video/news clips. Obligated Amount: \$6,500.00				6,500.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO.

3. EFFECTIVE DATE

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (if applicable)

00002

09/25/2006

FY-06-18-10

6. ISSUED BY

CODE

M-63

7. ADMINISTERED BY (if other than item 6)

CODE

M-63

U.S. Department of Transportation
OST/ Acquisition Svcs / M-63
400 Seventh Street, SW
Room 5106
Washington DC 20590

U.S. Department of Transportation
OST/ Acquisition Svcs / M-63
400 Seventh Street, SW
Room 5106
Washington DC 20590

8. NAME AND ADDRESS OF CONTRACTOR (fict., street, county, State and ZIP Code)

VIDEO MONITORING SERVICES OF AMERICA LP
ATTN: WINDSOR TANNER
330 WEST 42ND ST
STE 2930
NEW YORK NY 10036-6904

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

x 10A. MODIFICATION OF CONTRACT/ORDER NO.
DTOS59-06-C-00420

10B. DATED (SEE ITEM 11)

05/02/2006

CODE 133889971

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

04A0102060/2006/0181010000/08010000000/26000

Net Decrease:

-\$5,400.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

X Mutual agreement of both parties.

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return _____ 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Tax ID Number: 13-3889971

DUNS Number: 966602682

The purpose of this modification is to deobligate FY06 funds for CLIN 0001, Viewing of
newsclips per DOT SOW.

Accordingly, DTOS59-06-C-00420 with Video Monitoring Service of America LP is modified as follows.

FOB: Destination

Discount Terms:

Net 30

Period of Performance: 05/02/2006 to 09/30/2006

Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

Windsor Tanner Regional Director

15B. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

SHERRILL S. KING

15B. CONTRACTING OFFICER

15C. DATE SIGNED

15D. UNITED STATES OF AMERICA

15E. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

NSN 7540-01-152-8070
Previous edition unusableSTANDARD FORM 30 (REV. 10-63)
Prescribed by GSA
FAR (48 CFR) 53.245

NAME OF OFFEROR OR CONTRACTOR
VIDEO MONITORING SERVICES OF AMERICA LP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>This modification deobligates funds in the amount of -\$5,400.00.</p> <p>Total new order is decreased from \$14,500.00 by -\$5,400.00 to \$9,100.00.</p> <p>Except provided herein all other terms and conditions remains unchanged and in full force and effect.</p>				

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

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

1

2

1. DATE OF ORDER

02/16/2006

2. CONTRACT NO. (If any)

6. SHIP TO:

a. NAME OF CONSIGNEE

SHARON CABOGA

3. ORDER NO.

DTOS59-06-P-00073

4. REQUISITION/REFERENCE NO.

06-20-0059

5. ISSUING OFFICE (Address correspondence to)

US Department of Transportation

OST Acquisition Services M-63

400 Seventh Street SW

Room 5106

Phaedra Johnson, CO @202-366-0742

WASHINGTON DC 20590

b. STREET ADDRESS

US DOT

400 7TH ST ROOM 7117

c. CITY

WASHINGTON

d. STATE

DC

e. ZIP CODE

20590

7. TO:

f. SHIP VIA

a. NAME OF CONTRACTOR

MALSOW MEDIA GROUP

8. TYPE OF ORDER

☒ a. PURCHASE

☐ b. DELIVERY

REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated.

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

WASHINGTON

e. STATE

DC

f. ZIP CODE

20007-2231

9. ACCOUNTING AND APPROPRIATIONS DATA

See Schedule

10. REQUISITIONING OFFICE

Sharon Caboga

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

☒ a. SMALL

☐ b. OTHER THAN SMALL

☐ c. DISADVANTAGED

☐ 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)

01/13/2006

16. DISCOUNT TERMS

Net 30

a. INSPECTION

Destination

b. ACCEPTANCE

Destination

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)

Tax ID Number: 54-1612250
DUNS Number: 785805011
This order is incrementally funded in the amount of 22040.00 the remaining 360.00 will be funded at a later date.
Accounting Info:
56GEN/F000002006/25215/FH00000000/19-DEC-2005
Continued ...

18. SHIPPING POINT

19. GROSS SHIPPING WEIGHT

20. INVOICE NO.

17(h).
TOTAL
(Cont.
pages)

21. MAIL INVOICE TO:

a. NAME

DOT/OIG

\$22,040.00

b. STREET ADDRESS
(or P.O. Box)

P.O. BOX 269013

c. CITY

OKLAHOMA CITY

d. STATE
OK

e. ZIP CODE

73126-9013

\$22,040.00

17(i).
GRAND
TOTAL

22. UNITED STATES OF AMERICA

BY (Signature)

23. NAME (Typed)

PHAEDRA JOHNSON

TITLE: CONTRACTING/ORDERING OFFICER

NSN 7540-01-152-8083

PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 6/95)

Prescribed by GSA/FAR (48 CFR) 53.213(e)

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE OF PAGES

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

DATE OF ORDER

CONTRACT NO.

02/16/2006

ORDER NO.

DTOS59-06-P-00073

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
0001	<p>Period of Performance: 02/21/2006 to 03/28/2006</p> <p>Contractor to provide a high quality, customized "New Employee Video", used to market the mission and responsibilities within the Department of Transportation, Office of Inspector General. (See attached Statement of Work). Fully Funded Obligation Amount: \$22,400.00 Incrementally Funded Amount: \$22,040.00</p> <p>The Contracting Officer's Technical Representative (COTR) for this order is James Vincent of OIG (reference block 6 for the COTRs mailing address). Changes to the COTR may only be made by the Contracting Officer; changes will be done in writing either via e-mail, letter, or modification. The COTR has the authority to manage the technical progress of the required services but cannot provide direction that would result in any change (including monetary) to the terms and conditions of the order.</p> <p>Invoices shall reference the order number, the accounting and appropriation data (see Block 9), and the COTR/Consignee name.</p> <p>It is the federal Government's policy to pay contractor invoices via Electronic Funds Transfer (EFT). Unless the cognizant payment office has already been provided the necessary EFT information (e.g., EFT payments have been or are being made under other contracts by the same payment office), the contractor shall include the following information on its first invoice to effect EFT payments: the name, address, and 9-digit Routing Transit Number of the Contractor's financial agent; the Contractor's account number and the type of account (checking, savings, or lockbox); and name, title, telephone number, and signature (manual or electronic, as appropriate), of the official authorized to provide this information. Failure to include this information can result in rejection of the invoice as improper in accordance with FAR Part 32.9.</p> <p>Total amount of award: \$22,400.00. The obligation for this award is shown in box 17(i).</p>				22,040.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

DOT/OIG RECRUITMENT DVD

STATEMENT OF WORK

BACKGROUND

The Office of Inspector General is an administration that works within the Department of Transportation to promote effectiveness and heads off, or stops, waste fraud and abuse in departmental programs. We do this through audits and investigations. In addition, the OIG consults with Congress about ongoing programs and proposed new laws and regulations.

The Inspector General is committed to fulfilling its statutory mission and assisting Members of Congress, the Secretary, and senior department officials in achieving a safe, efficient, and effective transportation system that meets vital national interests and enhances the quality of life of the American people, today and tomorrow.

OBJECTIVES

This delivery order is to provide a high quality, customized "New Employee Video," used to market the mission and responsibilities within the Department of Transportation, Office of Inspector General (DOT/OIG). This video will be approximately 8 to 10 minutes in length and will be used as a recruiting tool for potential employees, career interns and new hires during their orientation.

The OIG will be able to provide broadcast quality video footage that can be used in the production.

The objective of this video is to ensure that each new hire receives a clear, concise, understanding of the Office of Inspector General's mission and functions. As well as, other facilities that are open to the department such as the gym, cafeteria, credit union, store, etc. These objectives will be limited to time and resources identified. Specifically, produce a:

1. High quality DVD
2. 8-10 minutes in length
3. Include various forms of Transportation
4. Employee Participation (showing diversity of disciplines)
5. Active dynamic format that keeps audience attention
6. Provide 10 VHS and 35 DVD originals granting copyright authority to DOT/OIG

TASK DESCRIPTION

1. **Consultation:** within one week after the award, the contractor shall consult with the OIG Training Administrator to ask questions and clarify the work for the production of the video.
2. **Project Plan:** within two weeks of the award, the contractor shall provide a detailed project plan. The project plan shall address the production of the video and indicate timelines and major milestones in order to complete this task. As well as, provide a list to the DOT/OIG of any items or resources they will need.
3. **Script:** Contractor will be responsible for writing and coordinating the script, and narration of the video portion. DOT/OIG employees may be used during the video. During the third week after the award of the contract, the contractor will set up a meeting with the Training Administrator to review and approve the video script and details prepared by writers and narrators.
4. **Film:** Contractor will provide an entertaining film that will encompass participation from employees from all OIG regions.
5. **Preparation & Production:** Three weeks of preparation should be allowed after taping video to provide draft to Training Administrator. One week will be provided to Training Administrator to review draft video and provide any modifications to contractor for final version of video. This review will allow the option of the DOT/OIG to tailor the video content, script, and flow of the video development to meet the specific needs of the DOT/OIG.
6. **Presentation Materials:** Develop a video presentation 8 to 10 minutes in length in VHS and DVD formats. Final video and DVD should be delivered to the Department of Transportation, Office of Inspector General, Training and Conference Center, 409 3rd St., SW, Room 301A, Washington, DC 20024 by deadline.

DELIVERABLES

The preferred delivery date for this video and copies is the week of February 13, 2006.

In responding to this statement of work, the contractor will provide:

1. A sample video which illustrates a few ideas that will be considered for the video.
2. The total number of contracting employees and their titles assigned to produce the video. Recommendation for OIG employee's usage in video.
3. Total cost to produce this video and provide copies for distribution.
4. References and an example of previous work completed.

TERMINATION

If the contractor decides not to provide the services agreed upon, at least 30 days written notice shall be given to the DOT/OIG. If the DOT/OIG decides to terminate the services with the contractor, 30 days written notice shall be given.

IV. ACCEPTANCE AND INSPECTION

Please mail your response and accompanying documentation to the Department of Transportation, Acquisition Services, Contracting Officer at this address: Contracting Officer, OST, Acquisition Services, 400 7th Street, SW, Room 5106, Washington, D.C. 20590.

Considerations for contract award will be based on the quality of the sample video; costs; dates of availability; and whether the requirements of the statement of work have been met. The Training Administrator will review all documentation.

AMENDMENT OF SOLICITATION/MODIFICATION CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO.

3. EFFECTIVE DATE

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

00001

03/09/2006

06-20-0059/01

6. ISSUED BY

CODE

M-63-PHAEDRA

7. ADMINISTERED BY (If other than Item 6)

CODE

M-63-PHAEDRA

US Department of Transportation

OST Acquisition Services M-63

400 Seventh Street SW

Room 5106

Phaedra Johnson, CO @202-366-0742

WASHINGTON DC 20590

US Department of Transportation

OST Acquisition Services M-63

400 Seventh Street SW

Room 5106

Phaedra Johnson, CO @202-366-0742

WASHINGTON DC 20590

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

X 10A. MODIFICATION OF CONTRACT/ORDER NO.

DTOS59-06-P-00073

10B. DATED (SEE ITEM 11)

02/16/2006

CODE 541612250

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
- Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

56GEN/F000002006/25215/FH00000000/19-DEC-2005

Net Increase:

\$360.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

X Remove Incremental Funding

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Tax ID Number: 54-1612250

DUNS Number: 785805011

The purpose of this modification is to fully fund this order. Accordingly, DTOS59-06-P-00073 is hereby modified as follows:

Delivery: 02/28/2006

FOB: Destination

Discount Terms:

Net 30

Period of Performance: 02/21/2006 to 03/28/2006

Delivery Location Code: JM-30

SHARON CABOGA

Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

PHAEDRA JOHNSON

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

03/09/2006

NSN 7540-01-152-8070

Previous edition unusable

STANDARD FORM 30 (REV. 10-83)

Prescribed by GSA

FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

DTOS59-06-P-00073/00001

PAGE
2OF
2

NAME OF OFFEROR OR CONTRACTOR

MALSOW MEDIA GROUP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	<p>US DOT 400 7TH ST ROOM 7117 WASHINGTON DC 20590</p> <p>Change Item 0001 to read as follows (amount shown is the obligated amount):</p> <p>Contractor to provide a high quality, customized "New Employee Video", used to market the mission and responsibilities within the Department of Transportation, Office of Inspector General.</p> <p>Obligated Amount for this Modification: \$360.00 New Total Obligated Amount for this Award: \$22,400.00</p> <p>Except herein all other terms and conditions remain unchanged.</p>				360.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO.

3. EFFECTIVE DATE

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

00002

07/10/2006

06-20-0059/02

6. ISSUED BY

CODE

M-63-PHAEDRA

7. ADMINISTERED BY (If other than Item 6)

CODE

M-63-PHAEDRA

US Department of Transportation
OST Acquisition Services M-63
400 Seventh Street SW
Room 5106
Phaedra Johnson, CO @202-366-0742
WASHINGTON DC 20590

US Department of Transportation
OST Acquisition Services M-63
400 Seventh Street SW
Room 5106
Phaedra Johnson, CO @202-366-0742
WASHINGTON DC 20590

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

MALSOW MEDIA GROUP
2134 WISCONSIN AVE NW
WASHINGTON DC 20007-2231

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.
DTOS59-06-P-00073

10B. DATED (SEE ITEM 11)

CODE 541612250

FACILITY CODE

02/16/2006

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

Net Increase:

\$900.00

56GEN/F000002006/25215/FH00000000/19-DEC-2005

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE

- A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
- B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
- C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
- D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Tax ID Number: 54-1612250

DUNS Number: 785805011

The purpose of this modification is to increase this order by \$900.00. Accordingly, DTOS59-06-P-00073 is hereby modified as follows:

CHANGES FOR LINE ITEM NUMBER: 1- to increase this order for \$900.00 cancellation fee.

Total Amount changed
from \$22,400.00 to \$23,300.00

Obligated Amount for this modification: \$900.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

07/10/2006

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

DTOS59-06-P-00073/00002

PAGE

2

OF

2

NAME OF OFFEROR OR CONTRACTOR

MALSOW MEDIA GROUP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR ACCOUNTING CODE: 56GEN/F000002006/25215/FH00000000/19-DEC-2005 Amount changed from \$22,400.00 to \$23,300.00 Percent changed from 100 to 1</p> <p>Obligated Amount for this Modification: \$900.00 New Total Obligated Amount for this Award: \$23,300.00 Delivery: 06/30/2006 FOB: Destination Discount Terms: Net 30 Period of Performance: 02/21/2006 to 03/28/2006 Delivery Location Code: JM-30 SHARON CABOGA US DOT 400 7TH ST ROOM 7117 WASHINGTON DC 20590</p> <p>Except herein all other terms and conditions remain unchanged.</p>				

1. A sample video which illustrates a few ideas that will be considered for the video.
2. The total number of contracting employees and their titles assigned to produce the video. Recommendation for OIG employee's usage in video.
3. Total cost to produce this video and provide copies for distribution.
4. References and an example of previous work completed.

TERMINATION

If the contractor decides not to provide the services agreed upon, at least 30 days written notice shall be given to the DOT/OIG. If the DOT/OIG decides to terminate the services with the contractor, 30 days written notice shall be given.

IV. ACCEPTANCE AND INSPECTION

Please mail your response and accompanying documentation to the Department of Transportation, Acquisition Services, Contracting Officer at this address: Contracting Officer, OST, Acquisition Services, 400 7th Street, SW, Room 5106, Washington, D.C. 20590.

Considerations for contract award will be based on the quality of the sample video; costs; dates of availability; and whether the requirements of the statement of work have been met. The Training Administrator will review all documentation.

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 3

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

1 DATE OF ORDER

08/17/2006

2. CONTRACT NO. (If any)

6. SHIP TO:

a. NAME OF CONSIGNEE

DOROTHY BEARD

3 ORDER NO.

DTOS59-06-P-00129

4. REQUISITION/REFERENCE NO.

SC20061202012000K005

b. STREET ADDRESS

DOCKETS & MEDIA

PL-401

400 7th Street, SW

c. CITY

WASHINGTON

d. STATE

DC

e. ZIP CODE

20590

f. SHIP VIA

5 ISSUING OFFICE (Address correspondence to)

DOROTHY BEARD

US DOT/DOCKETS & MEDIA MGT

400 7TH ST SW., PL-401

WASHINGTON DC 20590

7 TO: TOM JENKINS

a. NAME OF CONTRACTOR

WHITLOCK GROUP

b. COMPANY NAME

c. STREET ADDRESS

3900 GASKINS ROAD

d. CITY

RICHMOND

e. STATE

VA

f. ZIP CODE

23233

9. ACCOUNTING AND APPROPRIATIONS DATA

14ISV2006.0910.31040.1202012000

10. REQUISITIONING OFFICE

DOROTHY BEARD

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

☒ a. SMALL

☐ b. OTHER THAN SMALL

☐ c. DISADVANTAGED

☐ 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

Net 30

13. PLACE OF

a. INSPECTION

Destination

b. ACCEPTANCE

Destination

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)
	Tax ID Number: 54-0617014 DUNS:023892201					
	Continued ...					

18. SHIPPING POINT

19. GROSS SHIPPING WEIGHT

20. INVOICE NO.

21. MAIL INVOICE TO:

a. NAME

DOT / FAA / OST WCF Account

\$6,670.44

b. STREET ADDRESS
(or P.O. Box)

Accounts Payable Branch
WCF Account, c/o AMZ-150
P.O. Box 25730

c. CITY

Oklahoma City

d. STATE

OK

e. ZIP CODE

73125-0730

\$6,670.44

17(h).
TOTAL
(Cont.
pages)

17(i).
GRAND
TOTAL

22 UNITED STATES OF AMERICA

BY (Signature)

23. NAME (Typed)

SHERILL S. KING

TITLE CONTRACTING/ORDERING OFFICER

NSN 7540-01-152-8083

PREVIOUS EDITION NOT USABLE

M6318 FILE COPY

OPTIONAL FORM 347 (Rev 6/95)

Prescribed by GSA/FAR (48 CFR) 53.213(e)

ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE OF PAGES

2 3

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

DATE OF ORDER CONTRACT NO.

08/17/2006

ORDER NO.

DTOS59-06-P-00129

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	Mark For: Renee Wright DOT/Dockets 400 7th Street, SW PL-401 Washington DC 20590 Period of Performance: 08/17/2006 to 08/17/2007					
0001	ADC Audio Patch Panels PPA3-14MKIINO				1,165.90	
0002	ADC Composite Video Patch Panels PPV-24MKII				3,818.18	
0003	ADC Component Video Patch Panels CV-8-N75 Federal Acquisition Regulation (FAR) clauses 52.213-4, "Terms and Conditions - Simplified Acquisitions (Other than Commercial Items) (JAN 2004)" and 52.204-7, "Central Contractor Registration" (OCT 2003) are incorporated by reference into this order. The full text of these clauses may be viewed at http://www.arnet.gov/far/ Invoices shall reference the order number, the accounting and appropriation data (see Block 9), and the COTR/Consignee name. It is the federal Government's policy to pay contractor invoices via Electronic Funds Transfer (EFT). Unless the cognizant payment office has already been provided the necessary EFT information (e.g., EFT payments have been or are being made under other contracts by the same payment office), the contractor shall include the following information on its first invoice to effect EFT payments: the name, address, and 9-digit Routing Transit Number of the Contractor's financial agent; the Continued ...				1,686.36	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE OF PAGES

3

3

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

DATE OF ORDER CONTRACT NO.

08/17/2006

ORDER NO.

DTOS59-06-P-00129

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	<p>Contractor's account number and the type of account (checking, savings, or lockbox); and name, title, telephone number, and signature (manual or electronic, as appropriate), of the official authorized to provide this information. Failure to include this information can result in rejection of the invoice as improper in accordance with FAR Part 32.9.</p> <p>POC: Gov't: Renee Wright, 202-493-0402 Vendor: Tom Jenkins, 800-726-9843 phone, 804-273-9380 fax Contract Specialist: pleshette.brown@dot.gov</p> <p>Total amount of award: \$6,670.44. The obligation for this award is shown in box 17(i).</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))