

AWARD/CONTRACT 1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350) RATING PAGE OF PAGES 1 23

2. CONTRACT (Proc. Inst. Ident.) NC TOFS-09-D-0010 3. EFFECTIVE DATE See Block 20C 4. REQUISITION/PURCHASE REQUEST/PROJECT NO.

5. ISSUED BY CODE OFS 6. ADMINISTERED BY (if other than Item 5) CODE OFS  
 OFS DEPARTMENT OF THE TREASURY 1500 PENNSYLVANIA AVE., N.W. WASHINGTON DC 20220  
 OFS DEPARTMENT OF THE TREASURY 1500 PENNSYLVANIA AVE., N.W. WASHINGTON DC 20220

7. NAME AND ADDRESS OF CONTRACTOR (No., Street, City, Country, State and ZIP Code) ANDERSON MC COY & ORTA 100 N BROADWAY SUITE 2600 OKLAHOMA OK 73102-8606  
 8. DELIVERY  FOB ORIGIN  OTHER (See below)  
 9. DISCOUNT FOR PROMPT PAYMENT

10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN ITEM

CODE 808759401 FACILITY CODE

11. SHIP TO/MARK FOR CODE 12. PAYMENT WILL BE MADE BY CODE OFS  
 OFS DEPARTMENT OF THE TREASURY 1500 PENNSYLVANIA AVE., N.W. WASHINGTON DC 20220

13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION 10 U.S.C. 2304 (c) ) X 41 U.S.C. 253 (c) ( 2 ) 14. ACCOUNTING AND APPROPRIATION DATA See Schedule

15A. ITEM NO	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
Continued					
15G. TOTAL AMOUNT OF CONTRACT					\$0.00

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CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE  
 17. CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)  
 18. AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number: TOFS-09-S-0010 including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any condition sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award contract. No further contractual document is necessary.

19A. NAME AND TITLE OF SIGNER (Type or print) VANESSA A. ORTA, MANAGING DIRECTOR  
 19B. NAME OF CONTRACTOR  
 19C. DATE SIGNED 5/26/09  
 19D. NAME OF CONTRACTING OFFICER PATRICK BREEN  
 19E. UNITED STATES OF AMERICA  
 19F. DATE SIGNED 05/26/2009  
 BY *Vanessa A. Orta* (Signature of person authorized to sign)  
 BY *Patrick Breen* (Signature of the Contracting Officer)

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
TOFS-09-D-0010

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NAME OF OFFEROR OR CONTRACTOR  
ANDERSON MC COY & ORTA

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	FOB: Destination Period of Performance: 05/26/2009 to 11/25/2009  Legal Services  The total amount of award: \$0.00. The obligation for this award is shown in box 15G.				

## SECTION B-SUPPLIES OR SERVICES PRICES

### B.1 Maximum and Minimum Contract Value

The minimum dollar value of this contract is \$50,000.00 and the program ceiling value is \$15,000,000.

### B.2 Task Orders

Task orders awarded pursuant to this contract will be either Fixed Price, Time and Materials, or Labor Hour, as specified in the order.

Labor Rate Table:

Labor Category	Hourly Labor Rate
Kilpatrick Stockton (KS) Partner	
Anderson McCoy and Orta (AMO) Partner	
AMO/KS Associate	
AMO/KS Paralegal	

### B.3 Travel

a) Travel expenses shall only be applicable to orders performed on a Labor Hour or Time and Materials basis. The prices of all task orders issued on a Firm Fixed Price basis shall be inclusive of any travel.

b) For Labor Hour and Time and Materials task orders, all non - local travel will be reimbursed in accordance with the provisions of the Federal Travel Regulations. The Federal Travel Regulations and current per diem rates can be accessed at:  
[www.gsa.gov/ftf](http://www.gsa.gov/ftf).

c) As a general rule, local travel will not be reimbursed under this contract. Examples of local travel, which will not be subject to reimbursement, are: travel to and from normal job site; supervisory personnel traveling to a Government site or alternative facility to oversee operations. Personnel temporarily working at a Government site or alternative facility will consider such facility his/her normal job site.

## SECTION C—DESCRIPTION/SPECIFICATIONS

### C.1 Scope of Work

The Department of the Treasury (Treasury) requires expertise and guidance in the development of equity and debt investment and co-investment programs pursuant to the Emergency Economic Stabilization Act of 2008 (EESA), including the preparation and review of legal documentation for such programs, the negotiation and closing of investment in one or more financial institutions, and the resolution of related matters in connection with EESA. This may include but is not limited to the Treasury's program for investing in Public Private Investment Funds (PPIF) pursuant to EESA. The following services may be required as set forth in individual task orders:

1. Development of equity and debt investment and co-investment programs pursuant to EESA, including the preparation and review of legal documentation for such programs, the negotiation and closing of investment in one or more financial institutions, and the resolution of related matters in connection with EESA.
2. Devising legal structures for PPIF funds, Treasury's investment in those funds, and the development of model term sheets;
3. Providing legal due diligence on applications from private asset managers for selection as PPIF fund managers and providing Treasury with the facts and legal analysis necessary to support selection of PPIF fund managers;
4. Drafting and negotiating fund-specific term sheets and operative documents relating to the funds and Treasury's investment in and loans to the funds;
5. Reviewing, commenting upon, and negotiating any documents drafted by or on behalf of other parties to the PPIF transactions (such as fund managers or investors);
6. Closing transactions with PPIF managers and other investors; and
7. Post-closing maintenance of individual PPIF structures, analysis of any legal issues with individual PPIF structures, drafting and negotiating amendments to the structures or documents pertaining to Treasury's investment in those structures, and analysis and execution of PPIF program changes in general.

Work requirements will be defined in individual task orders. The Contractor will assist Treasury in responding to urgent economic circumstances, as such, task orders are expected to involve extremely short deadlines.

If a task order is issued for the PPIF program, services shall include drafting and reviewing documentation for the PPIF program (including but not limited to term sheets and operative documents), negotiating and closing individual PPIF transactions,

overseeing the PPIF program following closing, and drafting, executing, and amending individual PPIF transactions and documentation. As part of the PPIF program, Treasury plans to invest TARP funds alongside private capital to purchase legacy assets.

**SECTION D—PACKAGING AND MARKING**  
**[reserved]**

## SECTION E – INSPECTION AND ACCEPTANCE

### E.1 Inspection and Acceptance Criteria

a. Final inspection and acceptance of all work, performance, reports and other deliverables under this contract shall be performed at the location specified in individual task orders. Each order will also designate the individual responsible for inspection and acceptance.

b. The basis for acceptance shall be in compliance with the requirements set forth in the orders and other terms and conditions of the contract. Deliverable items rejected under resulting task shall be corrected in accordance with the applicable clauses.

### E.2 Clauses Incorporated By Reference

This solicitation and any resultant contract incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text may be accessed electronically at this Internet address: <http://www.acquisition.gov/far/>

<u>Clause No.</u>	<u>Title and Date</u>
52.246-4	Inspection of Services – Fixed Price (Aug 1996)
52.246-6	Inspection—Time-and-Material and Labor-Hour (May 2001)

## SECTION F—PERFORMANCE

### F.1. Term of Contract

The total term of the contract is six months from the date of award.

### F.2. Contract Deliverables

#### Contract Level Deliverables:

**1. Monthly Contract Status Report.** The Contractor shall report each month, current with submission of its invoice, the status as of the end of the previous month:

- a) Hours and dollars spent, including cumulative totals of each and a forecast of future costs through the next month and total cost at completion;
- b) Current contractor personnel engaged;
- c) Any contract issues; and
- d) Weekly accomplishments.

**2. Status of Mitigation Plan.** In accordance with H.5 and 31 CFR Part 31, the Contractor shall provide documentation related to conflicts of interest throughout the term of the contract.

**3. Subcontract Consent.** In accordance with FAR clause 52.244-2 “Subcontracts (June 2007)” within Section I of this solicitation, the Contractor shall obtain Treasury’s written consent in advance for any proposed cost reimbursement, time and materials, or labor hour subcontracts, and for any proposed fixed-price subcontracts that would exceed \$100,000 or 5% of the total value of a task order.

**4. Future Deliverables.** All other future deliverables will be in accordance with the scope of work discussed above and will be identified in any resulting task orders issued against the IDIQ contract.

## SECTION G—CONTRACT ADMINISTRATION DATA

### G.1 Contractor's Proposal

The Contractor's proposal dated May 16,2009 is incorporated into the contract by reference.

### G.2 Order Pricing

The Treasury will order work within the scope of this contract on a Firm Fixed Price, Time and Materials, or Labor Hour basis, as specified in individual Task Orders.

#### G.2.1 Other Direct Costs (Time and Materials Task Orders only).

For task orders priced on a Time and Materials basis, the Contractor will be reimbursed only for the types of disbursements, expenses and charges designated as reimbursable below. Moreover, any reimbursement will be limited to actual costs incurred by the Contractor that are necessary to effect the legal actions under this contract and that are not accounted for as overhead costs in the Contractor's fixed labor rates. All invoices shall be fully documented by including receipts evidencing payment by the contractor and shall identify the action with which the expenditure is connected.

Treasury will reimburse:

- Court costs;
- Filing fees;
- Recording fees;
- To the extent authorized in writing in advance by the COTR, charges associated with Certified, Express, and related mail costs customary to the nature of the action that are required for expedited processing or are required by law;
- Non-local travel provided it is in accordance with Clause B.3 of the contract and the Federal Travel Regulations;
- Long distance telephone charges and conference calls (for voice, fax or data);
- Photocopy, binding, and printing services;
- Outside messenger services; and
- Westlaw and Lexis charges that are customary to the nature of the action.

Treasury will not pay for markups or surcharges added by the law firm to the items listed above.

Treasury will not reimburse:

- Word processing;
- Overtime charges;
- Secretarial/clerical charges, except with regard to labor hour charges for hours performed under the Legal Assistant labor category in the contract;

- Fax communications (except long distance telephone charges);
- Local travel, including car service;
- Local telephone charges;
- Local meals;
- Entertainment expenses;
- Books, subscriptions;
- Membership fees;
- Office supplies;
- Storage charges; or
- Lease or purchase of equipment or office space.

### **G.3 Key Personnel**

The Contractor shall list below the name(s) of the person(s) who will be assigned the responsibility for success of the work product(s). The individual(s) named shall be recommended by the Contractor in its proposal and subject to discussions and agreement by the Government prior to award. These individual(s) shall be in responsible positions so as to allocate and control personnel. The below listed individual(s) are designated as “Key Personnel”:

<b>Employee Name</b>	<b>Position Title</b>
Jeffrey T. Skinner (KS)	Partner
Michael J. Halloran (KS)	Partner
Rex R. Veal (KS)	Partner
Vanessa A. Orta (AMO)	Partner

### **G.4 Contents of Task Orders**

Government awarded Task Orders (TO) will include the following (as applicable):

- a) Contract and Task Order Number;
- b) Identify Responsible DO Organization for the TO and TO Point of Contact, email address and phone number;
- c) Identify Government officials (e.g., cognizant CO and TO COTR) contact information;
- d) Total TO Price (and identify funding by increment or fully funded);
- e) Obligated funding amount(s) and applicable Accounting Codes(s);
- f) TO resources table (including labor categories, fully loaded labor rates, number of labor hours, and total labor cost);
- g) Period of performance;
- h) Place of Performance;
- i) Performance Work Statement (PWS) or Statement of Work (SOW) with deliverables;
- j) Applicable performance and performance metrics detail;
- k) Special Requirements/Relevant Information (e.g., waivers);
- l) Government - furnished Property, if any, to be furnished to the contractor;
- m) TO work schedule as applicable;

- n) Key/essential TO personnel; and Payment Office information.

## **G.5 Ordering Procedures**

If the Government awards multiple IDIQ contracts under this solicitation, as is contemplated, the Government will give each contract holder a “fair opportunity to be considered” for individual task orders, unless an exception applies, in accordance with 41 USC 253j and FAR 16.505.

As individual work requirements arise, Treasury will follow the “fair opportunity” process and procedures detailed below. Unless an exception to the “fair opportunity” process applies, the “fair opportunity” process that Treasury will follow in awarding task orders under this procurement is as follows:

1. In circumstances where Treasury determines that the proposals submitted in response to this solicitation contain sufficient information for Treasury to conduct a fair opportunity analysis for work under a specific task order to be issued, the Treasury may consider the information in such proposals and determine the task order awardee(s) based on its review.
2. Where the circumstances in section (1) are not present, as determined solely by Treasury, Treasury will conduct a “fair opportunity” competition for task order work among all contract holders, unless an exception applies.
3. In conducting competitions, competing contract holders will be asked to identify any conflicts of interest for performing the task order work, any unique qualifications the firm may have to perform the work, and proposed reductions (if any) to the labor rates set forth in their contracts. In some instances, Treasury may require expedited responses from contract holders so as obtain services that are imminently needed. Treasury will award the task order based upon offerors’ conflicts of interest for the work, unique qualifications to perform the work, quality of prior work previously performed under the contract, and proposed pricing. Unless otherwise specified in a request for task order proposals, non-price factors will be considered more important than price. After making an award determination, Treasury will notify the competing contract holders of the task order award decision.
4. In accordance with 41 USC 253j and FAR 16.505(b)(5), Treasury has designated the following “Task and Delivery Order Ombudsman” to review any concerns or complaints raised by contractors about the fair opportunity process under this procurement:

Thomas A. Sharpe, Jr.  
Senior Procurement Executive  
Office of the Procurement Executive  
U.S. Department of the Treasury

655 Fifteenth Street, NW, Room 6113  
Washington, D.C. 20220

**G.6 Contracting Officer's Authority**

The Contracting Officer (CO) designated for this contract is:

<b>Contracting Officer:</b>
Patrick Breen
U.S. Treasury Department
Departmental Offices, Procurement Services Division
1500 Pennsylvania Avenue, NW
(Mail Stop: 1425 New York Avenue, 2 <sup>nd</sup> Floor)
Washington, DC 20220
Email: <a href="mailto:Patrick.Breen@do.treas.gov">Patrick.Breen@do.treas.gov</a>
Phone: 202-622-0651 Fax: 202-622-2343

**G.7 Contracting Officer's Technical Representative**

The Contracting Officer's Technical Representative (COTR) designated for this contract is:

<b>Contracting Officer's Technical Representative:</b>
Thomas Coleman
U.S. Treasury Department
Office of Financial Stability
1500 Pennsylvania Avenue, NW
Washington, DC 20220
Email: <a href="mailto:Thomas.Coleman@do.treas.gov">Thomas.Coleman@do.treas.gov</a>
Phone: 202-927-9625

## **SECTION H—SPECIAL CONTRACT REQUIREMENTS**

### **H.1 Non-Disclosure**

The Contractor recognizes that, in performing this contract, the Contractor may obtain access to non-public information that is confidential or proprietary in nature. Except as permitted by the contract, the Contractor agrees that it, its employees, its subcontractors, and its subcontract employees will not disclose to any third party, or otherwise use, any information it obtains or prepares in the course of performance of this agreement for any purpose other than to perform work under the contract without first receiving written permission from the Contracting Officer. The Contractor shall secure information received from or prepared or gathered for the Treasury Department under this contract in a secure location with access limited to only those personnel with a “need to know.” Notwithstanding any other language contained herein, the Contractor shall comply with 31 CFR § 31.217, including the requirement that the Contractor obtain a certification from each “management official” performing work under the contract and each “key individual”, as those terms are defined in 31 CFR § 31.201, stating that he or she will comply with the requirements of section 31.217(b). The Contractor shall obtain such certifications from such management officials and key personnel before they perform work under the contract.

### **H.2 Key Personnel**

During the contract performance period, any substitution or replacement of key personnel must be proposed by the Contractor and authorized by the Contracting Officer.

### **H.3 Cooperation with Other Organizations**

The Contractor agrees to cooperate with representatives of other contractors, Federal Reserve Banks, Federal agencies, governmental entities, and other organizations when the Treasury determines it to be in the best interest of the Government.

### **H.4 Labor Rates**

Labor provided under this contract and its task orders shall use the same or lower labor rates and the same categories provided in Contractor’s proposal as set forth in the Labor Rate Table. Labor rates may not exceed those set forth in the Labor Rate Table.

### **H.5 Conflicts of Interest**

(a) Treasury HAS NOT WAIVED any potential conflicts of interest as defined by Rules 1.7-1.11 of the ABA’s Model Rules of Professional Conduct, the Federal Acquisition Regulation (FAR) or 31 CFR Part 31. Further, Contractor agrees that its future attorney-client relationship with Treasury will be governed by the FAR, 31 CFR Part 31, and this contract. The Contractor agrees to negotiate in good faith concerning the inclusion of any different or additional conflict of interest policies and procedures that may be issued by Treasury pursuant to Section 108(b) of the Emergency Economic Stabilization Act of 2008 (EESA).

(b) Prior to the issuance of each new task order under the contract or any revision to this contract's or any task order's statement of work, the Contractor shall prepare a detailed written explanation of all actual conflicts, potential conflicts, or matters that may present the appearance of a conflict under the ABA's Model Rules, the FAR, or 31 CFR Part 31, and shall provide a detailed written plan explaining any and all steps the Contractor will undertake to avoid or mitigate such conflicts. The Contractor's disclosure submission shall include the information specified in 31 CFR § 31.211(b)(1) – (b)(6), including:

1. The Contractor's, any proposed or actual subcontractor's or consultant's relationship to any related entities as such term is defined in 31 CFR § 31.201;
2. The categories of troubled assets owned or controlled by the Contractor, any proposed or actual subcontractor or consultant, or any related entity of the Contractor or its proposed or actual subcontractors or consultants, if the arrangement relates to the acquisition, valuation, disposition, or management of troubled assets;
3. Information concerning all other business or financial interests of the Contractor, its proposed or actual subcontractors or consultants, or the related entities of the Contractor or its proposed or actual subcontractors or consultants, which could conflict with the Contractor's obligations under the contract;
4. A description of all organizational conflicts of interest and potential conflicts of interest; and
5. A written detailed plan to mitigate all organizational conflicts of interest, along with supporting documents;
6. A certification that the information provided to the Treasury in response to the above items is complete and accurate in all material respects. Only after receiving this information will Treasury determine whether conflicts prevent the Contractor from consulting for Treasury in that specific matter.

(c) Failure to make full and timely disclosure of actual or potential conflicts of interest, or matters that may present the appearance of a conflict, as well as failure to comply with 31 CFR Part 31 or Treasury conflicts of interest policies and procedures are extremely serious matters. Such failures may subject the Contractor to corrective action including but not limited to: (i) refusal to waive a conflict; (ii) termination of this contract for default; (iii) debarment of the contractor from federal contracting; (i) referral to the appropriate state licensing authorities; and/or, in appropriate cases (5) civil or criminal actions.

(d) It is solely within the discretion of the Treasury Department to determine whether or not a conflict of interest exists and whether any mitigation plan submitted by the Contractor avoids or mitigates a conflict. Even the appearance of a conflict may result in the denial of a waiver or other appropriate actions. In the event that matters are transferred to another contractor or entity pursuant to the corrective actions listed above, the Contractor is expected to follow Treasury Department policies and procedures and to cooperate fully in the orderly transfer of such matters.

(e) In addition to complying with 31 CFR Part 31 and any other applicable restrictions, the Contractor will: (1) not represent any parties against the United States in any matter that is the subject of a task order during the term of the contract and after the end of the contract; (2) not represent any other parties with respect to matters directly related to, or matters that may have a direct effect on, a specific transaction that is the subject of a task order during the term of the contract; and (3) have all attorneys assigned to work under this agreement receive conflicts training in consultation with the EESA Compliance Office. It is, however, understood that the Contractor may represent clients who seek to engage in a transaction with Treasury under other programs in support of the EESA. Further, the Contractor shall enter into and enforce agreements with all attorneys assigned to work under this contract prohibiting such attorneys from representing any other party regarding a specific matter that is the subject of a task order under this contract during the term of this contract and for six months thereafter.

(f) No later than 10 business days after the effective date of the contract, or any new task order under the contract or any revision to this contract's or any task order's statement of work, the Contractor shall (i) obtain and review the submissions required by 31 CFR § 31.212 for personal conflicts of interest, and (ii) certify in writing to Treasury that all such individuals have no personal conflicts of interest, or are subject to a mitigation plan or waiver approved by Treasury. Contractor agrees not to permit any such individual to perform work under this contract for any such institution or related entities of such institution with which such individual has disclosed a personal conflict of interest pursuant to 31 CFR § 31.212, absent obtaining Treasury's prior consent. In making this determination, the Contractor may rely on the information obtained pursuant to 31 CFR § 31.212(b), unless the Contractor knows or should have known that the information provided is false or inaccurate.

(g) Pursuant to 31 CFR §31.216(b), before the Contractor accepts a modification to, or task order issued under, this contract, the Contractor shall certify to the following:

- (1) The Contractor is aware of the prohibitions of paragraph (a) of 31 CFR §31.216 and, to the best of its knowledge after making reasonable inquiry, the retained entity has no information concerning a violation or possible violation of paragraph (a) of 31 CFR §31.216.
- (2) Each officer, employee, and representative of the Contractor who participated personally and substantially in preparing and submitting the amendment to this contract contemplated hereby or to any other bid, offer, proposal, or request for modification of this contract after the date hereof has certified that he or she:
  - (a) Is familiar with and will comply with the requirements of paragraph (a) of 31 CFR §31.216; and
  - (b) Has no information of any violations or possible violations of paragraph (a) of 31 CFR §31.216, and will report immediately to the Contractor any subsequently gained information concerning a violation or possible violation of paragraph (a) of 31 CFR §31.216.

(h) The Contractor shall include this clause in all subcontracts, consultant agreements, and lower tier subcontracts entered into after the date hereof unless a waiver is requested from, and granted by, the Contracting Officer.

#### **H.6 Publicity Requirements**

The Contractor agrees to submit within 48 hours of contract or any task order award a .pdf file of the fully executed contract or order with all proprietary information redacted for the purposes of having the redacted contract made public at the sole discretion of the Department of the Treasury. The document is intended for publication on Treasury's web site, and therefore must be compliant with section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d). If the submitted version of the document is not compliant, the Treasury may render the document compliant using standard commercial Optical Character Recognition software; Treasury assumes no liability for any resulting errors. The Contractor shall supply the point of contact to work directly with the Public Affairs office of the Department of the Treasury.

**PART II –CONTRACT CLAUSES**

**SECTION I—CONTRACT CLAUSES**

**I.1 Clauses Incorporated By Reference (FAR 52.252-2) (FEB 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text may be accessed electronically at this Internet address: <http://www.acquisition.gov/far/>

<b>Clause No.</b>	<b>Title and Date</b>
52.202-1	Definitions (JUL 2004)
52.203-3	Gratuities (APR 1984)
52.203-5	Covenant Against Contingent Fees (APR 1984)
52.203-6	Restrictions on Subcontractor Sales to the Government (SEP 2006)
52.203-7	Anti-Kickback Procedures (JUL 1995)
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity (JAN 1997)
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity (JAN 1997)
52.203-12	Limitation on Payments to Influence Certain Federal Transactions (SEP 2007)
52.204-4	Printing/Copying Double-Sided on Recycled Paper (AUG 2000)
52.204-7	Central Contractor Registration (APR 2008)
52.204-9	Personal Identity Verification of Contractor Personnel (SEP 2007)
52.209-6	Protecting the Government's Interest when Subcontracting with Contractor's Debarred, Suspended, or Proposed for Debarment (SEP 2006)
52.215-2	Audit and Records—Negotiation (JUN 1999)
52.215-8	Order of Precedence -- Uniform Contract Format (OCT 1997)
52.215-14	Integrity of Unit Prices (OCT 1997)
52.216-7	Allowable Cost and Payment (DEC 2002) Fill-in: 30th
52.216-18	Ordering (OCT 1995) Fill-in: “date of contract award” to “11/15/2009”
52.216-22	Indefinite Quantity (OCT 1995) Fill-in: contract expiration date plus 6 months.

52.216-29	Time-and-Materials/Labor-Hour Proposal Requirements—Non-commercial Item Acquisition With Adequate Price competition (FEB 2007)
52.219-8	Utilization of Small Business Concerns (MAY 2004)
52.219-9	Small Business Subcontracting Plan (APR 2008)
52.219-16	Liquidated Damages – Subcontracting Plan (JAN 1999)
52.222-3	Convict Labor (JUN 2003)
52.222-21	Prohibition of Segregated Facilities (FEB 1999)
52.222-26	Equal Opportunity (MAR 2007)
52.222-35	Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEP 2006)
52.222-36	Affirmative Action for Workers with Disabilities (JUN 1998)
52.222-37	Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEP 2006)
52.222-39	Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2004)
52.222-50	Combating Trafficking in Persons (AUG 2007)
52.223-6	Drug-Free Workplace (MAY 2001)
52.223-17	Affirmative Procurement of EPA-Designated Items in Service and Construction Contracts
52.224-1	Privacy Act Notification (APR 1984)
52.224-2	Privacy Act (APR 1984)
52.225-13	Restrictions on Certain Foreign Purchases (JUN 2008)
52.227-17	Rights in Data – Special Works (DEC 2007)
52.228-7	Insurance—Liability to Third Persons (MAR 1996)
52.232-1	Payments (APR 1984)
52.232-7	Payments under Time-and-Materials and Labor-Hour Contracts (FEB 2007) Fill-in: 30th
52.232-8	Discounts for Prompt Payment (FEB 2002)
52.232-17	Interest (JUN 1996)
52.232-18	Availability of Funds (APR 1984)
52.232-23	Assignment of Claims (JAN 1986)
52.232-25	Prompt Payment (OCT 2003)

52.232-33	Payment by Electronic Funds Transfer – Central Contract Registration (OCT 2003)
52.233-1	Disputes (JUL 2002) – Alternate I (DEC 1991)
52.233-3	Protest After Award (AUG 1996)
52.233-4	Applicable Law for Breach of Contract Claim (OCT 2004)
52.242-13	Bankruptcy (JUL 1995)
52.243-1	Changes – Fixed Price (AUG 1997)
52.243-3	Changes—Time-and-Materials or Labor-Hours (Sept 2000)
52.244-2	Subcontracts (June 2007)
52.245-1	Government Property (JUN 2007) Alternate I (JUN 2007)
52.245-9	Use and Charges (JUNE 2007)
52.246-20	Warranty of Services (MAY 2001) Fill-in: within 30 days from the date of acceptance by the Government
52.246-25	Limitation of Liability-Services (FEB 1997)
52.247-63	Preference for U.S.-Flag Air Carriers (JUN 2003)
52.248-1	Value Engineering (FEB 2000)
52.249-2	Termination for Convenience of the Government (Fixed Price) (MAY 2004)
52.249-6	Termination (Cost-Reimbursement) (May 2004) Alternate IV (Sept 1996).
52.249-8	Default (Fixed Price Supply and Service) (APR 1984)
52.249-14	Excusable Delays (Apr 1984)

## **I.2 Order Limitations (FAR 52.216-19) (OCT 1995)**

(a) *Minimum order.* When the Government requires supplies or services covered by this contract in an amount of less than \$100, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) *Maximum order.* The Contractor is not obligated to honor—

- (1) Any order for a single item in excess of \$15,000,000;
- (2) Any order for a combination of items in excess of \$15,000,000[]; or
- (3) A series of orders from the same ordering office within 2 days that together call for quantities exceeding the limitation in paragraph (b)(1) or (2) of this section.

(c) If this is a requirements contract (*i.e.*, includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is

not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.

(d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within 2 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

**I.3 Option to Extend Services (FAR 52.217-8 NOV 1999).**

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days of the contract expiration.

**PART III – LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS**

**SECTION J: LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS**

**Attachments to the Contract:**

1. **Non-Disclosure Agreement** – This form, or a substantially similar form, is required to be completed prior to award and shall be submitted by the offeror to the Contracting Officer. This non-disclosure agreement is provided as a sample of the certification of compliance required by 31 C.F.R. § 31.217.

**ATTACHMENT J-1**  
**NON-DISCLOSURE AGREEMENT**  
Conditional Access to Nonpublic Information

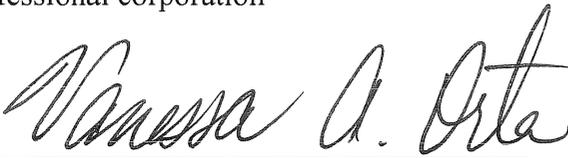
I, Vanessa A. Orta, Managing Director of Anderson, McCoy & Orta, a professional corporation hereby consent to the terms of Contract Number TOFS-09-5-0010 (“Contract”) between the U.S. Department of the Treasury (“Treasury”) and Anderson, McCoy & Orta, a professional corporation (“Contractor”) in consideration of my being granted conditional access to certain United States Government nonpublic information. I understand and agree to the following terms and conditions:

1. By being granted conditional access to nonpublic information, the Contractor [and subcontractor, as appropriate and applicable] and the Treasury have placed special confidence and trust in me, and I am obligated to protect this information from unauthorized disclosure, according to the terms of the Contract.
2. Nonpublic information refers to any information, provided to me by the Treasury or Contractor [or subcontractor, as appropriate and applicable] in connection with my authorized services to the Treasury, or that I obtain or develop in providing authorized services to the Treasury, other than information designated as publicly available by the Treasury in writing or that becomes publicly available from a source other than the Contractor [or subcontractor, as appropriate and applicable]. Nonpublic information includes but is not limited to information about the Treasury’s business, economic, and policy plans, financial information, trade secrets, information subject to the Privacy Act, personally identifiable information (PII), and sensitive but unclassified (SBU) information.
3. PII includes, but is not limited to, information pertaining to an individual’s education, bank accounts, financial transactions, medical history and other information which can be used to distinguish or trace an individual’s identity, including but not limited to social security numbers.
4. SBU information is any information where the loss, misuse, or unauthorized access to, or modification of which could adversely affect the national interest or the conduct of Federal Programs, or the privacy of individuals that they are entitled to under the Privacy Act and other Federal statutes.
5. I am being granted conditional access to nonpublic information, contingent upon my execution of this Agreement, to provide authorized services to the Treasury.
6. I agree to comply with the requirements of 31 C.F.R. § 31.217(b), and except as set forth in paragraph 14 below, I shall never divulge any nonpublic information provided to me pursuant to this Agreement to any third party, unless I have been advised in writing by the Contractor [and/or subcontractor, as appropriate and applicable] and/or the Treasury that such party is authorized to receive it.

7. I will submit to the Treasury for security review, prior to any submission for publication, any book, article, column or other written work for general publication that is based upon any knowledge I obtain during the course of my work in connection with the Treasury. I hereby assign to the Federal Government all rights, royalties, remunerations and emoluments that have resulted or will result or may result from any disclosure, publication, or revelation of nonpublic information not consistent with the terms of this Agreement.
8. If I violate the terms and conditions of this Agreement, I understand that the unauthorized disclosure of nonpublic information could compromise the security of individuals, the Contractor [and subcontractor as appropriate and applicable] and the Treasury.
9. If I violate the terms and conditions of this Agreement, such violation may result in the cancellation of my conditional access to nonpublic information. Further, violation of the terms and conditions of this Agreement may result in the Contractor [and/or subcontractor, as appropriate and applicable] and/or the United States taking administrative, civil or any other appropriate relief.
10. I understand that the willful disclosure of information to which I have agreed herein not to divulge may also constitute a criminal offense.
11. Unless I am provided a written release by the Treasury from this Agreement, or any portions of it, all conditions and obligations contained in this Agreement apply both during my period of conditional access, which shall terminate at the conclusion of my work on TOFS-09-5-0010, and at all times thereafter.
12. Each provision of this Agreement is severable. If a court should find any provision of this Agreement to be unenforceable, all other provisions shall remain in full force and effect.
13. I understand that the Treasury may seek any remedy available to it to enforce this Agreement, including, but not limited to, application for a court order prohibiting disclosure of information in breach of this Agreement.
14. I understand that if I am under U.S. Congressional or judicial subpoena, I may be required by law to release information, and that pursuant to 31 CFR § 31.217(b)(1), I shall provide prior notice to Treasury of any such disclosure or release. I make this Agreement in good faith, without mental reservation or purpose of evasion.

**[SIGNATURE PAGE TO FOLLOW]**

ANDERSON, McCOY & ORTA,  
a professional corporation

By:   
Vanessa A. Orta  
Managing Director

Date: May 26, 2009