

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. W56HZV-11-D-L508	2. DELIVERY ORDER/ CALL NO. 0024	3. DATE OF ORDER/CALL (YYYYMMDD) 2014 Nov 06	4. REQ./ PURCH. REQUEST NO. 0010605283	5. PRIORITY
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6. ISSUED BY INSTAL & VEHICLE SUP CONTRACTING DIV 6501 E. 11 MILE ROAD WARREN MI 48397-5000	CODE W56HZV	7. ADMINISTERED BY (if other than 6) INSTAL & VEHICLE SUP CONTRACTING DIV KAREN L KENNEDY CCTA-HDC-AIMS350 KAREN.L.KENNEDY26.CIV@MAIL.MIL WARREN MI 48397-5000	CODE W56HZV	8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)
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9. CONTRACTOR UNIFIED BUSINESS TECHNOLOGIES, INC. MICHELLE D'SOUZA 353 INDUSCO COURT SUITE C TROY MI 48083-4646	CODE 3XMH1	FACILITY 3XMH1	10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE	11. MARK IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input checked="" type="checkbox"/> WOMEN-OWNED
			12. DISCOUNT TERMS Net 14 Days	
13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15				

14. SHIP TO SFAE-CSS-TV MICHAEL P. STJOHN MICHAEL P. STJOHN SFAE-CSS-TV MICHAEL.P.STJOHN3.CIV@MAIL.MIL WARREN MI 48397-5000	CODE W56TRU	15. PAYMENT WILL BE MADE BY DFAS-INDY VP GFEB5 8899 E 56TH STREET INDIANAPOLIS IN 46249-3800	CODE HQ0490	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
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16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input type="checkbox"/>	Reference your quote dated Furnish the following on terms specified herein. REF:

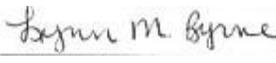
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
<input checked="" type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies: 1			

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

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

* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.	24. UNITED STATES OF AMERICA TEL: 586-282-6553 EMAIL: lynn.m.byrne.civ@mail.mil BY: LYNN M. BYRNE	 CONTRACTING / ORDERING OFFICER	25. TOTAL	\$39,557.60
			26. DIFFERENCES	

27a. QUANTITY IN COLUMN 20 HAS BEEN

INSPECTED RECEIVED ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	c. DATE (YYYYMMDD)	d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	28. SHIP NO.	29. DO VOUCHER NO.	30. INITIALS
f. TELEPHONE NUMBER	g. E-MAIL ADDRESS		31. PAYMENT
		<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY
36. I certify this account is correct and proper for payment.			33. AMOUNT VERIFIED CORRECT FOR
a. DATE (YYYYMMDD)	b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		34. CHECK NUMBER
			35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
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Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		1	Each	\$39,557.60	\$39,557.60

Video & Audio System Installation PM-MTV
FFP

Reference Quotation: 151/2014, dated: 09/24/2014

The contractor shall provide the necessary services and supplies to integrate audio visual (A/V) equipment for Room 214W, Building 230 2nd floor, PM-MTV conference room at 6501 E. 11 Mile Rd, Warren, MI 48397. Work to be performed shall be IAW the Performance Work Statement (PWS).

SHIP ALL DELIVERABLES TO:

Detroit Arsenal
Central Receiving Dock, Bldg 249
ATTN: Mike St. John, 586-282-7929
6501 E. 11 Mile Road
Warren, MI 48397-5000
michael.p.stjohn3.civ@mail.mil
SFAE-CSS-TS / MS 414

PLACE OF PERFORMANCE:

Detroit Arsenal
ATTN: Mike St. John, 586-282-7929
6501 E. 11 Mile Road
Warren, MI 48397-5000
michael.p.stjohn3.civ@mail.mil
SFAE-CSS-TS / 230 / MS 414

DELIVERIES WILL NOT BE ACCEPTED AFTER 3:30PM

SHIPPING IS INCLUDED IN COST

MARK FOR: W56HZV-11-D-L508-0024

EXPEDITED DELIVERABLES ARE ACCEPTABLE AT NO ADDITIONAL COST TO THE GOVERNMENT.

FOR INVOICING INSTRUCTIONS, SEE CLAUSE: 52.232-4007 WIDE AREA WORKFLOW.

FOB: Destination

PURCHASE REQUEST NUMBER: 0010605283

NET AMT	\$39,557.60
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ACRN AA	\$39,557.60
CIN: GFEB001060528300001	

Section C - Descriptions and Specifications

TASK ORDER 0024

**U.S. ARMY TACOM Life Cycle Management Command
Corporate Information Office (CIO-G6)
INFORMATION TECHNOLOGY TASK ORDER**

TASK ORDER NO.: 0024	CLIN:	REV.: N/A	DATE:
CONTRACT NO.: W56HZV-11-D-L508-0024	CONTRACT REFERENCE: W56HZV-11-D-L508-0024		
CONTRACTOR: Unified Business Technologies			
PROJECT TITLE: TASK 1: PM-MTV Video and Audio system installation - Building 230 2 nd Floor Room, 214W PM-MTV conference room			
START DATE: November 7, 2014	COMPLETION DATE: January 6, 2015		

Contracting Officer Representative (COR): Michael StJohn / michael.p.stjohn3.civ@mail.mil / (586) 282-7929

Alt. COR: Chris Kaczmar / christopher.d.kaczmar2.civ@mail.mil / (586) 282-5479

Period of Performance (POP): 60 days

*****If Applicable: Substitutions of equipment, software, instructions, or objectives listed in the Task Orders are not acceptable and shall not be used.*****

Objective:

To install two video projection/display systems in the newly constructed PM-MTV conference room, Building 230, Room 214W. As the room can be sectioned off into two separate conference rooms, we need to ensure video feeds are available at two separate tables in the conference room allowing computers to connect to one, or both, of the displays.

To install two touch-screen switching devices, each with the ability to control both projectors or monitors; select between single or dual display; and if dual display is selected, have the ability to display different images on the two screens.

In addition to the video display capabilities, we will install two conferencing phones with the ability to act as separate units, or act as one when the room is not divided.

Major System Requirements:

- The displays for each side of the room will be large-screen, LED HD TVs. The display size will be a minimum of 75”.
- System must be able to transmit HDMI and VGA signals from conference tables to the displays
- Digital connectivity (HDMI/VGA) will be made available at the conference table in each of the rooms

Description of Effort:

The Contractor shall provide the necessary supervision, design and engineering, programming, system integration, installation, materials (mounting hardware, cables, connectors, adapters, etc.), equipment and software/firmware, warranty, support, documentation, design-build, and schematics, and transportation in support of the scope of work. It is the Contractor's responsibility to propose any and all items required for a complete and operational system.

Contractor shall ensure security settings are applied to installed equipment as required by the applicable elements of the appropriate STIG to ensure security compliancy as required in accordance with (IAW) the base contract performance work statement (PWS) at C3.5.5 IAW CDRL A001.

The Contractor shall perform tests and adjustments as required in PWS at C.3.6.3 and subparagraphs IAW CDRL A002.

There is NO Government Furnished Equipment for this project.

The Contractor shall identify, procure and install required components to integrate and function with existing facilities and fixtures in each of the rooms. The component lists will consist of current state-of-the-art equipment that would be part of any standard configuration for VTC systems.

The Contractor shall provide the PM-TS office with telecommunications materials and integration in accordance with the objective and effort described in this task order.

Task 1: Bldg 230, 2nd Floor, Room 2225, PM-MTV Conference Room(s)

1.1 The Contractor shall install video display equipment as stated in this task order. The contractor shall coordinate scheduling with the government and commence installation activities located at PM-TS, 6501 E. 11 Mile Road, Warren, MI 48397 within 30 days of task order award in accordance with PWS at C.3.8.1.

1.2 The Contractor shall install all required materials in the execution of this task order. Since commercially available VTC equipment changes and improves rapidly, the contractor may find, through market research, that a more suitable, less costly component will satisfy the technical specification of the requirement. When that is the case, the Contractor shall make the recommendation to the COR for a material option of, at minimum, an equivalent technical specification and function, to include full documented technical specification and cost disclosure. The Contractor shall proceed with any alternate component(s) only after approval from the COR and final approval from the contracting officer.

1.3 Materials List: Not applicable

1.4 Task 1 specific tasks:

1.4.1 The Contractor will provide, at a minimum, HDMI and VGA connections at two locations in the existing conference room tables. If cubbies are not already installed in the tables, the Contractor will install as needed.

1.4.2 The Contractor will provide, at a minimum, HDMI and VGA connections to the displays.

1.4.3 The Contractor will ensure all cables running from the conference table to the conference room walls are protected against trip hazards, cable damage from heavy equipment, and other incidents due to unsecured cables.

TASK 1: PM-MTV Video and Audio system installation - Building 230 2nd Floor Room, 214W PM-MTV conference room

Line	Qty	Description
1	1	Crestron DMPS-300 Digital Media Presentation System
2	2	Crestron DM-TX-201-C DM 8G+ Transmitter VGA\HDMI
3	2	Crestron DM-RMC-SCALER-C DM 8G+ Receiver
4	2	Crestron CEN-SWPOE-5 5-Port POE Switch
5	2	Sharp 80" LED Display
6	2	XL LCD Tilt Mounts
7	2	TSW-1050 w/table mount
8	2	Soundstation VTX-1000
9	1	SSVTX Expansion Mics
10	2	Kramer cable cubbies
11	2	Crestron In-Ceiling Drop in tile speakers (pair)
12	2	Connectrac Floor Track Systems
13		Installation Material
14		Labor, System Integration, Project Management, and Training
15		Standard and Preventative Maintenance
16		Shipping and Handling

2. System Maintenance:

2.1 In accordance with the base contract PWS at C.3.7, the Contractor shall inspect for and provide quarterly preventive maintenance for all material components and system assemblies under this task order for 12 months after task order award and acceptance of the system by the COR. This maintenance shall include: Cleaning projector/flat panel filters and housings, recording lamp run times, projector/flat panel run times, testing all sources through equipment, realigning images on projectors/flat panels, confirming cable connection points, calibrating, testing audio/video quality, firmware/software updates.

2.2 If after maintenance of the rooms the contractor reports that a component is not functioning properly or if any parts require replacement, the contractor shall provide a list of recommended

repairs to include replacement material components, labor and associated costs to the COR. The COR shall have 15 days to approve revised parts lists, and costs prior to the execution of those recommended changes, after which time a modification may be executed to this task order. Under no circumstance shall the Contractor execute work for repairs which are not approved by the COR and contracting officer and funded under this task order.

3. Training:

3.1 In accordance with the base contract PWS at C.3.9, the Contractor shall provide training to a group of no more than six users for up to two hours, within two weeks of approved conference room completion. The Contractor shall meet with the groups in their telecommunication conference room facility and demonstrate the telecommunication system operation to full functionality and answer any questions the group may have as to system operability.

4. Meetings:

4.1 The Contractor shall facilitate a "Start of Work" meeting in accordance with the base contract PWS at C.3.11.1. This meeting shall be held once prior to the start of work and within 15 days of award. The Contractor shall prepare an agenda and provide meeting minutes to the COR as part of the first Monthly Contract Progress and Management Report IAW CDRL A001.

5. Warranty:

5.1 A minimum of one-year warranty shall be provided from the date of acceptance to cover all new Contractor-provided equipment and installation related to cabling and physical workmanship.

5.2 Any new Contractor-provided Crestron equipment will have the Federal Government Hardware Warranty of 5 years included with it.

6. Inspection:

6.1 Upon completion of integration activities, the Government will have 15 days to inspect and test the equipment and approve installation to the room. If the system is not approved, the Contractor shall have 15 days to address and correct the reason. Subsequently, the Government will have 15 days to reinspect and approve the work.

7. Technical Report:

7.1 The Contractor shall provide an annual Technical Report which will summarize the progress of the contract over the previous year's period of performance. This Technical Report will include a chronological narrative accounting of all activities (indicating location of each VTC by room name and number) broken down by month and a final status of each task performed during the period of performance. Also included will be items which may have been

attachments to monthly reports, and not be limited to any and all drawings, project plans, specifications, notes, minutes and schematics which are critical to the progress of the contract. Contractor shall prepare and submit report within 15 days of last day of period of performance for the year IAW CDRL A002.

8. Documentation:

8.1 As referenced in base contract PWS at C.3.12, the Contractor shall prior to final acceptance of a project and prior to instructing the Government in proper operation of the system, the Contractor shall provide, part of the Monthly Contract Progress and Management Report IAW A001, hard or electronic copy (CD/DVD) of the items below

- System/ technical manuals for all hardware/software
- Provide instruction manual/user guide for all hardware/software provided
- Licenses and license keys
- Updated As-Built drawings showing equipment logical connectivity (PDF format)
- Inventory of all provided hardware/software including Manufacturer, Model, Serial number, Version, and warranty/service expiration date. (Excel format)
- Configuration Records
- Programming Source Code

9. Deliverables:

CDRL A001 -- Contractor shall submit Monthly Contract Progress and Management Report as required in C.3.3.1. Design Drawings, Wiring Schematics and Equipment List as required in C.3.4. System Programming as required in C.3.5.

CDRL A002 -- Contractor shall submit Technical Report as required in C.3.3.2 and a System Test Plan IAW C.3.6.3

List of all installation requirements for AV Rack, power, screen and flat panel installation IAW this task order.

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 05-NOV-2014 TO 04-JAN-2015	N/A	SFAE-CSS-TV MICHAEL P. STJOHN MICHAEL P. STJOHN SFAE-CSS-TV MICHAEL.P.STJOHN3.CIV@MAIL.MIL WARREN MI 48397-5000 586-282-7929 FOB: Destination	W56TRU

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 0212015201520200000442423252 A.0021614.2.3.1 6100.9000021001
COST CODE: A5XDI
AMOUNT: \$39,557.60
CIN GFEBS001060528300001: \$39,557.60

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

252.232-7003 Electronic Submission of Payment Requests and Receiving JUN 2012
Reports

CLAUSES INCORPORATED BY FULL TEXT

52.232-4007

WIDE AREA WORK FLOW (WAWF), CODES, AND DESIGNATED ACCEPTORS (AUG 2012)

The contractor shall use WAWF to electronically process invoices for payment and receiving reports. The contractor shall register to use WAWF and take the Web-based training at <https://wawf.eb.mil>. Direct any questions relating to the system and vendor training to the Ogden Help Desk at 866-618-5988.

To properly route an invoice and receiving report through WAWF, the contractor shall indicate the following when prompted:

1. Select the appropriate type of invoice as indicated below. **It is imperative that contractors select the proper type of invoice.** Improper selection of an invoice type will result in the delay of a payment or the rejection of an invoice submittal.

 X **Invoice and Receiving Report Combo (Supplies)**

Use for contracts that are entirely for supply requirements or for contracts that are predominantly for supply requirements but also includes minimal service line items.

 Invoice 2-in-1 (Services)

Use for contracts that are entirely for service requirements.

2. Use the following DoDAAC (Department of Defense Activity Address Code) codes when prompted:
 - Your firm's CAGE Code: 3XMH1
 - Issue and Admin DoDAAC Code: W56HZV
 - Ship-To DoDAAC Code: W56TRU
 - Accept-By DoDAAC Code: W56TRU
 - Payment DoDAAC Code: HQ0490
3. Include the **Purchase Request Number** as specified in each Contract Line Item Number (CLIN). This number can be found at the bottom of the extended description of each CLIN. **NOTE:** The purchase request number may be different for each CLIN.
4. Indicate the proper **Unit of Measure** as specified in each CLIN. Failure to indicate the proper Unit of Measure will lead to vendor pay issues.
5. Indicate the following **Acceptor, Alternate Acceptor, and Contract Specialist** when the WAWF system prompts for "additional e-mail submission" after clicking "Signature".
 - Primary Acceptor Name: Mike StJohn
 - Primary Acceptor e-mail: Michael.P.StJohn3.civ@mail.mil
 - Alternate Acceptor Name: Chris Kaczmar

- Alternate Acceptor e-mail: christopher.d.kaczmar2.civ@mail.mil
- Contract Specialist Name: Karen Kennedy
- Contract Specialist e-mail: Karen.L.Kennedy26.civ@mail.mil

To track the status of an invoice, in WAWF click on the link, “Pay Status” (myInvoice-External link) found under the tab named “Lookup” or by going to <https://myinvoice.csd.disa.mil/index.html>. If the payment office indicated in the contract is Columbus, direct any payment related questions to the Defense Finance Accounting Services (DFAS) Columbus at 800-756-4571. If the payment office is other than Columbus, contact the contract administrator for the customer service phone/fax numbers.

[End of clause]