**ORDER FOR SUPPLIES OR SERVICES**

**DATE OF ORDER:** 04/12/2016

**CONTRACT NO. (if any):** IGSA-A/ACD-98-6070

**ORDER NO.:** HSCEDM-16-F-1G159

**REQUISITION/REFERENCE NO.:** 192116FCMONTG013.1

**ISSUING OFFICE:** ICE ENFORCEMENT REMOVAL

**STREET ADDRESS:** IMMIGRATION AND CUSTOMS ENFORCEMENT
801 1 STREET NW

**CITY:** WASHINGTON

**STATE:** DC

**ZIP CODE:** 20536

**NAME OF CONSIGNEE:** MONTGOMERY COUNTY OF

**NAME OF CONTRACTOR:** MONTGOMERY

**DATE OF ORDER:** 04/12/2016

**CONTRACT NO.** (if any)

**SHIP TO**

**NAME OF CONSIGNEE:** ICE ENFORCEMENT REMOVAL

**STREET ADDRESS:** IMMIGRATION AND CUSTOMS ENFORCEMENT
801 1 STREET NW

**CITY:** WASHINGTON

**STATE:** DC

**ZIP CODE:** 20536

**DATE OF ORDER:** 04/12/2016

**CONTRACT NO.** (if any)

**SHIP TO**

**NAME OF CONSIGNEE:** ICE ENFORCEMENT REMOVAL

**STREET ADDRESS:** IMMIGRATION AND CUSTOMS ENFORCEMENT
801 1 STREET NW

**CITY:** WASHINGTON

**STATE:** DC

**ZIP CODE:** 20536

**DATE OF ORDER:** 04/12/2016

**CONTRACT NO.** (if any)

**SHIP TO**

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**STREET ADDRESS:** IMMIGRATION AND CUSTOMS ENFORCEMENT
801 1 STREET NW

**CITY:** WASHINGTON

**STATE:** DC

**ZIP CODE:** 20536

**DATE OF ORDER:** 04/12/2016

**CONTRACT NO.** (if any)

**SHIP TO**

**NAME OF CONSIGNEE:** ICE ENFORCEMENT REMOVAL

**STREET ADDRESS:** IMMIGRATION AND CUSTOMS ENFORCEMENT
801 1 STREET NW

**CITY:** WASHINGTON

**STATE:** DC

**ZIP CODE:** 20536

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>SUPPLIES OR SERVICES</th>
<th>QUANTITY ORDERED</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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**DUNS NUMBER:** 043661782

The purpose of this FY 16 Task Order is to provide funding for detention and transportation services for ICE detainees at the Montgomery County Jail for the period of performance beginning July 01, Continued...

**SHIPPING POINT:**

**GROSS SHIPPING WEIGHT:**

**INVOICE NO.:**

**MAIL INVOICE TO:**

**NAME:**

**STREET ADDRESS:**

**CITY:**

**STATE:**

**ZIP CODE:**

**DISCOUNT TERMS:** Net 30

**NOTE:**

**OPTIONAL FORM 347.**

**PREVIOUS EDITION NOT USABLE**

**AUTHORIZED FOR LOCAL REPRODUCTION**

**Page 62 of 120**
2016 through June 30, 2017 under the provisions of Intergovernmental Service Agreement (IGSA) IGSA-A/RC-98-6070. The total obligated amount of this Task Order has increased:

From: $0
By: $25,500.00
To: $25,500.00

The funding provided in this modification is the amount presently available for payment and allotted to this task order. The service provider agrees to perform to the point that does not exceed the total amount currently allotted to the items currently funded under this task order. The service provider is not authorized to continue to work on those item(s) beyond that point. The Government will not be obligated to reimburse the service provider in excess of the amount allotted to those item(s) for performance beyond the funding allotted.

Field Office Point of Contact: (802)837-3123
Contracting Officer's Representative: (802)837-3123
Contracting Officer: (802)837-2022

Exempt Action: Y
Period of Performance: 07/01/2016 to 06/30/2017

COD: DETENTION HOUSING

Funded Bed Days for this CLIN have increased:
From: 0 Bed Days
By: 500 Bed Days
To: 500 Bed Days

Total funding for this CLIN has increased: Continued ...
**ORDER FOR SUPPLIES OR SERVICES**

**SCHEDULE - CONTINUATION**

**DATE OF ORDER**
04/12/2016

**CONTRACT NO**
IGSA-A/ACD-98-6070

**ORDER NO**
HSC20N-16-F-I6153

---

**ITEM NO**

**SUPPLIES/SERVICES**

**QUANTITY ORDERED**

**UNIT**

**UNIT PRICE**

**AMOUNT**

**QUANTITY ACCEPTED**

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<tr>
<th>FROM:</th>
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<td>By:</td>
<td>$25,000.00</td>
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<tr>
<td>To:</td>
<td>$25,000.00</td>
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</table>

**Accounting Info:**

(b)(4)

**Funded:** $25,000.00

**0001**

TRANSPORTATION

**Funding for this CLIN has increased:**

From: 50

By: (b)(4)

To: (b)(4)

**Accounting Info:**

(b)(4)

**Funded:** (b)(4)

Invoicing Instructions:
Service Providers/Contractors shall use these procedures when submitting an invoice.

1. Invoice Submission: Invoices shall be submitted in a .pdf format on a monthly basis via email to: Invoice.Consolidation@ice.dhs.gov
   Each email shall contain only one (1) invoice and the subject line of the email will annotate the invoice number. The emailed invoice shall include the 'bill to' address shown below:

   HHS, ICE
   Financial Operations - Burlington
   P.O. Box 1620
   ATTN: ICE-ERO/DRO-F00-FCH
   Williston, VT 05495-1620

   Note: the Service Provider's or Contractor's Dunn and Bradstreet (D&B) DUNS Number must be registered in the System for Award Management (SAM) at Continued...
ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

DATE OF ORDER: 04/12/2016
CONTRACT NO: IGSA-A/ACD-98-6070
ORDER NO: HSCEDM-16-E-0159

IMPORTANT

All packages and parts related to the contract shall also be notated on every invoice. The ICE Program Office identified in the task order/contract shall also be notated on every invoice.

2. Content of Invoices: Each invoice submission shall contain the following information:
   (i) Name and address of the Service Provider/Contractor. Note: the name, address and DUNS number on the invoice MUST match the information in both the Contract/Agreement and the information in the SAM. If payment is remitted to another entity, the name, address and DUNS information of that entity must also be provided which will require Government verification before payment can be processed;
   (ii) Dunn and Bradstreet (D&B) DUNS Number;
   (iii) Invoice date and invoice number;
   (iv) Agreement/Contract number, contract line item number and, if applicable, the order number;
   (v) Description, quantity, unit of measure, unit price, extended price and period of performance of the items or services delivered;
   (vi) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;
   (vii) Terms of any discount for prompt payment offered;
   (viii) Remit to Address;
   (ix) Name, title, and phone number of person to notify in event of defective invoice; and

3. Invoice Supporting Documentation: In order to ensure payment, the vendor must also submit supporting documentation to the Contracting Officer's Representative (COR) identified in the contract as described Continued...

https://www.sam.gov prior to award and shall be notated on every invoice submitted to ensure prompt payment provisions are met. The ICE Program Office identified in the task order/contract shall also be notated on every invoice.
<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>SUPPLIES/SERVICES</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
<th>QUANTITY ACCEPTED</th>
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Supporting documentation shall be submitted to the COR or contract Point of Contact (POC) identified in the contract or task order with all invoices, as appropriate. See paragraph 4 for details regarding the safeguarding of information. Invoices without documentation to support invoiced items, containing charges for items outside the scope of the contract, or not based on the most recent contract base or modification rates will be considered improper and returned for resubmission. Supporting documentation requirements include:

1. Fixed Price Items (items not subject to any adjustment on the basis of the contractor's cost experience, such as pre-established monthly guaranteed minimums for detention or transportation): do not require detailed supporting documentation unless specifically requested by the Government.

2. Fixed Unit Price Items (items for allowable incurred costs, such as detention and/or transportation services with no defined minimum quantities, stationery guard or escort services, transportation mileage or other Minor Charges such as sack lunches and detainee wages): shall be fully supported with documentation substantiating the costs and/or reflecting the established price in the contract and submitted in .pdf format.

3. Detention Services:
   1. Bed day rate;
   2. Resident's/detainee's check-in and check-out dates;
   3. Number of bed days multiplied by the bed day rate;
   4. Name of each detainee;
   5. Resident's/detainee's identification information

4. Transportation Services:
   1. The mileage rate being applied for that invoice;
   2. Monthly billing reports listing...
transportation services provided; number of miles; transportation routes provided; locations serviced and/or names/numbers of detainees transported; an itemized listing of all other charges; and, for reimbursable expenses (e.g. travel expenses, special meals, etc.) copies of all receipts.

(iv) Stationary Guard Services:
   (i) The itemized monthly invoice shall state the number of hours being billed, the duration of the billing (times and dates) and the name of the resident(s)/detainee(s) that was/were guarded.
   (v) Other Direct Charges:
   The invoice shall include appropriate supporting documentation for any direct charge billed for reimbursement.

4. Safeguarding Information: As a contractor or vendor conducting business with Immigration and Customs Enforcement (ICE), you are required to comply with DHS Policy regarding the safeguarding of Sensitive Personally Identifiable Information (PII). Sensitive PII is information that identifies an individual, including an alien, and could result in harm, embarrassment, inconvenience or unfairness. Examples of Sensitive PII include information such as: Social Security Numbers, Alien Registration Numbers (A-Numbers), or combinations of information such as the individual’s name or other unique identifier and full date of birth, citizenship, or immigration status. As part of your obligation to safeguard information, the following precautions are required:
   (i) Email supporting documents containing Sensitive PII in an encrypted attachment with password sent separately.
   (ii) Never leave paper documents containing Sensitive PII unattended and unsecure. When not in use, these documents will be locked in drawers, cabinets, desks, etc. so the information is not accessible to those Continued...

TOTAL CARRIED FORWARD TO 1ST PAGE ITEM 171HD $0.00
without a need to know.
(iii) Use shredders when discarding paper documents containing Sensitive PII.
(iv) Refer to the DHS Handbook for Safeguarding Sensitive Personally Identifiable Information (March 2012) found at http://www.dhs.gov/xlibrary/assets/privacy/dhs-privacy-safeguardingsensitivepiihandbook-march2012.pdf for more information on and/or examples of Sensitive PII.

5. If you have questions regarding payment, please contact ICE Financial Operations at 1-877-491-6521 or by e-mail at OCFO.CustomerService@ice.dhs.gov

The total amount of award: $25,500.00. The obligation for this award is shown in box 17(i).
## Amendment of Solicitation/Modification of Contract

### 1. Contract ID Code

#### 1A. Amendment of Solicitation/Modification No

#### 1B. Modification of Contract/Order No

#### 1C. Date Signed

<table>
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<tr>
<th>Item</th>
<th>Description</th>
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<tr>
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<tr>
<td>2</td>
<td>Amendment/Modification No</td>
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<td>3</td>
<td>Effective Date</td>
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<tr>
<td>4</td>
<td>Requisition/Purchase Requisition Code</td>
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<tr>
<td>5</td>
<td>Project No. (if applicable)</td>
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<tr>
<td>6</td>
<td>ISSUED BY</td>
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<tr>
<td>7</td>
<td>ADMINISTERED BY (if other than Item 6)</td>
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<tr>
<td>8</td>
<td>NAME AND ADDRESS OF CONTRACTOR</td>
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<td>9</td>
<td>FACILITY CODE</td>
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<td>10</td>
<td>AMENDMENT OF SOLICITATION NO</td>
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<td>11</td>
<td>MODIFICATION OF CONTRACT/ORDER NO</td>
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<tr>
<td>12</td>
<td>ACCOUNTING AND APPROPRIATION DATA</td>
</tr>
<tr>
<td>13</td>
<td>This item only applies to modifications of contracts/orders. It modifies the contract/order no. as described in Item 14.</td>
</tr>
<tr>
<td>14</td>
<td>Description of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible)</td>
</tr>
<tr>
<td>15</td>
<td>NAME AND TITLE OF SIGNER</td>
</tr>
<tr>
<td>16</td>
<td>DATE SIGNED</td>
</tr>
</tbody>
</table>

### 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 as amended, by one of the following methods: (a) by completing Items 8 and 10 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

Net Increase: $60,899.00

See Schedule

### 13. This Item Only Applies to Modifications of Contracts/Orders

- A This change order is issued pursuant to (specify authority). The changes set forth in Item 14 are 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.

X Bilateral Modification

E IMPORTANT: Contractor is required to sign this document and return copies to the issuing office.

### 14. Description of Amendment/Modification

- DNS Number: 0430811760
- Field Office Point of Contact: (b)(6)(7)(C) 312-147 (b)(6)(7)(C)
- Contracting Officer's Representative (COR): (b)(6)(7)(C) 312-347 (b)(6)(7)(C)
- Contracting Officer: (b)(6)(7)(C) 312-347 (b)(6)(7)(C)
- Contract Specialist: (b)(6)(7)(C) 706-792 (b)(6)(7)(C)

The purpose of this modification is to provide additional funding in the amount of $60,899.00 for Detention and Transportation Services for ICE detainees at the Montgomery County, MD jail under the provisions of Intergovernmental Service Agreement (IGSA) number 130013A-07-016.

Continued...

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

### 15. NAME AND TITLE OF SIGNER (Applicable)

- 15A Name and Title of Signer
- 15B Date Signed

### 16. NAME AND TITLE OF CONTRACTING OFFICER (Applicable)

- 16A Name and Title of Contracting Officer
- 16B Date Signed
The total obligated amount of this Task Order has increased:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Supplies/Services</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Amount</th>
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<tbody>
<tr>
<td>(A)</td>
<td></td>
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From: (b)(4)  
By: $80,000.00  
To: $80,000.00

The funding provided in this modification is the amount presently available for payment and allotted to this task order. The service provider agrees to perform to the point that does not exceed the total amount currently allotted to the items currently funded under this task order. The service provider is not authorized to continue to work on those items beyond that point. The Government will not be obligated to reimburse the service provider in excess of the amount allotted to those item(s) for performance beyond the funding allotted.

---

Except Action: Sensitive Award: S111
Delivery Location Code: ICE/PRO
ICE ENFORCEMENT REMOVAL
IMMIGRATION AND CUSTOMS ENFORCEMENT
301 I STREET NW
WASHINGTON, DC 20536

CBS Destination
Period of Performance: 07/01/2016 to 06/30/2017

Change Item 3001 to read as follows: Amount shown is the obligated amount:

3001 DETENTION HOUSING

Total funding for this CMS has increased as follows:

From: (b)(4)  
By: (b)(4)  
To: (b)(4)

Accounting Info:

(b)(4)

Funded: $0.00

Accounting Info:

(b)(4)

Continued...
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<th>UNIT</th>
<th>UNIT PRICE</th>
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<td>(b)(7)(E)</td>
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Change Item 3002 to read as follows (amount shown is the obligated amount):

**3002 TRANSPORTATION**

The total funding in this CLIN has increased as follows:

- Firm: (b)(4)
- By: (b)(4)
- To: (b)(4)

Accounting Info: Continued...
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<th>ITEM NO</th>
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All other terms and conditions remain unchanged.