

ABC Engineering
ProTech Fisheries Contract No. 1305M218FNFFK1234

To: US Department of Commerce
1315 East West Highway
SSMC2, Room 11392
Silver Spring MD 20910
Attn: Regina Evans

From: ABC Engineering
32 Leesburg Pike
Falls Church VA 22043

Tax Identification Number:
21-1234567

DUNS:
123456789

Cage Code:
1Z550

Amount Obligated to date: \$235,452.80

Start Date: 9/30/2018

End Date: 9/29/2020

Report Period: 1/1/2019 – 1/31/2019

LIST OF TASK ORDERS AWARDED TO DATE (in sequential numeric order):

- Order Number:** 1305M219FNFFP00001
Project Title: Communications and Outreach Support
Date of Task Order Award: 11/18/2018
Contractor Program Manager and contact info: John Fish, 301.555.1234
NOAA Customer Staff Office/Division/Branch: NMFS/NWFSC/Conservation Biology Division
Task Order Type: Time and Materials
Period of Performance: 12/1/2018 – 11/30/2020
Total Task Order value (including options): \$158,621.19
Amount obligated to date: \$75,452.80
Task Order Contracting Officer (CO): Michael Black
Task Order Contracting Officer's Representative (COR): David White
Status of task order for this reporting period: Developed flyers and handouts for the upcoming Fred Hall Fishing Show at the Long Beach CA Convention Center; also created floor banners and booth backdrop. Began researching additional trade shows to attend.
Projection for the next 60 days: Continue researching upcoming trade shows to attend; prepare additional outreach materials, focusing on each of the regions and centers; begin work on podcasts for NOAA website.
- Order Number:** 1305M319FNFFN00079
Project Title: Program Management Support
Date of Award: 1/28/2019
Contractor Program Manager and contact info: Jane Smith, 301.555.1212
NOAA Customer Staff Office/Division/Branch: NMFS/SERO/Protected Resources Division
Task Order Type: FFP
Period of Performance: 2/1/2019 – 1/31/2021
Total Task Order value (including options): \$160,000.00
Amount obligated to date: \$160,000.00
Task Order Contracting Officer (CO): John Doe
Task Order Contracting Officer's Representative (COR):

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Status of task order for this reporting period: N/A

Projection for the next 60 days: Prepare for conducting gap analysis, begin working with stakeholders, prepare draft analysis and evaluation report with recommended approach.

3. Etc.

TASK ORDER MODIFICATIONS ISSUED TO DATE (if none issued then state "N/A")

1. **Order Number:** 1305M319FNFFS0006
Project Title: Electronic Monitoring Technologies Support
Date of Modification Award: 1/29/18
NOAA Customer Staff Office/Division/Branch: NMFS/AKFSC/Fisheries Monitoring & Analysis Division
Task Order Type: Time & Materials
Purpose of modification: Extend period of performance due to weather related scheduling delays
Amount obligated for modification, if applicable: N/A
2. **Order Number:**
Project Title:
Date of Modification Award:
NOAA Customer Staff Office/Division/Branch:
Task Order Type:
Purpose of modification:
Amount obligated for modification, if applicable:
3. Etc.

WEBSITE UPDATES (Summarize the changes to your website, if applicable, as stated in section H.4 of the IDIQ contract)

1. Updated website to include recent contract award with the US Coast Guard. (January 2019)
2. Etc.