

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE GS00Q9BGD0060	PAGE OF PAGES 1 2
2. AMENDMENT/MODIFICATION NO P00003	3. EFF DATE 01/14/2013	4. REQUISITION/PURCHASE REQ. NO. 0020068398	5. PROJEC. NO. (If applicable)	
6. ISSUED BY CODE 7004 DHS - Customs & Border Protection Department of Homeland Security 1300 Pennsylvania Ave., NW NP 1310 Washington DC 20229		7. ADMINISTERED BY (If other than Item 6) CODE DHS - Customs & Border Protection Department of Homeland Security 1300 Pennsylvania Ave., NW NP 1310 Washington DC 20229		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and Zip Code) UNISYS CORP 11720 PLAZA AMERICA DR TOWER III RESTON VA 20190 CODE 150780674 FACILITY CODE			9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. X HSBP1012F00316 10B. DATED (SEE ITEM 13) 09/15/2012	

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)

SEE ATTACHED

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

<input type="checkbox"/> 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.
<input checked="" type="checkbox"/> 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).
<input type="checkbox"/> C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/> D. OTHER (Specify type of modification and authority)

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

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

Modification# P00003 to HSBP1012F00316 for Information Technology (IT) Operations and Maintenance (O&M), Upgrades, Updates, Modifications and Enhancements for the United States Customs and Border Protection (CBP) Office of Information and Technology Targeting and Analysis Systems Program Office (TASPO) is to designate a Contracting Officer's Representative (COR).

COR: (b) (6)
(b) (6) @dhs.gov, 571 (b) (6)

See attached COR appointment form.

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) HYUN JUNG KOO Contracting Officer
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	16B. DATE SIGNED BY (b) (6) g Officer) 11/11/12

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT - Continuation1. CONTRACT ID CODE
GS00Q09BGD0060

2. AMENDMENT/MODIFICATION NO. P00003	3. EFF. DATE 01/14/2013	4. REQUISITION/PURCHASE REQ. NO. 0020068398	PAGE OF 2	PAGES 2
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14. DESCRIPTION OF AMENDMENT/MODIFICATION (*Organized by UCF section headings, including solicitation/contract subject matter where feasible.*)

All other terms and conditions remain in full force and effect.

**ATTACHMENT INFORMATION
FOR
AWARD/ORDER/IA MODIFICATION: HSBP1012F00316P00003**

I.1 CLINs/SCHEDULE OF SUPPLIES/SERVICES

Base Period			
ITEM NO	SERVICES	OBLIGATED VALUE	CEILING
001	Information Technology (IT) Operations and Maintenance (O&M), Upgrades, Updates, Modifications and Enhancements	(b) (4)	(4)
002	FIXED FEE		
003	OTHER DIRECT COSTS – NOT TO EXCEED		
004	CONTRACT ACCESS FEE		
005	TRANSITION		
	BASE PERIOD TOTAL	\$98,248,995.29	(b) (4)

OPTION YEAR I			
ITEM NO	SERVICES	OBLIGATED VALUE	CEILING
101	Information Technology (IT) Operations and Maintenance (O&M), Upgrades, Updates, Modifications and Enhancements		(b) (4)
102	FIXED FEE		
103	OTHER DIRECT COSTS – NOT TO EXCEED		
104	CONTRACT ACCESS FEE		
	OPTION PERIOD I TOTAL		

OPTION YEAR II			
ITEM NO	SERVICES	OBLIGATED VALUE	CEILING
201	Information Technology (IT) Operations and Maintenance (O&M), Upgrades, Updates, Modifications and Enhancements		(b) (4)
202	FIXED FEE		
203	OTHER DIRECT COSTS – NOT TO EXCEED		
204	CONTRACT ACCESS FEE		
	OPTION PERIOD II TOTAL		

OPTION YEAR III			
ITEM NO	SERVICES	OBLIGATED VALUE	CEILING
301	Information Technology (IT) Operations and Maintenance (O&M), Upgrades, Updates, Modifications and Enhancements		(b) (4)
302	FIXED FEE		
303	OTHER DIRECT COSTS – NOT TO EXCEED		
304	CONTRACT ACCESS FEE		

OPTION PERIOD III TOTAL	(b) (4)
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OPTION YEAR IV			
ITEM NO	SERVICES	OBLIGATED VALUE	CEILING
401	Information Technology (IT) Operations and Maintenance (O&M), Upgrades, Updates, Modifications and Enhancements		(b) (4)
402	FIXED FEE		
403	OTHER DIRECT COSTS - NOT TO EXCEED		
404	CONTRACT ACCESS FEE		
	OPTION PERIOD IV TOTAL		

TASK ORDER TOTAL	OBLIGATED VALUE	TOTAL CEILING VALUE
	\$98,248,995.29	(b) (4)

I.2 ACCOUNTING and APPROPRIATION DATA

ITEM #	ACCOUNTING and APPROPRIATION DATA	AMOUNT
10	6100.2574USCSGLCS0923060000Z00012400AP0704010200 IS5012574	(b) (4)
20	6100.2574GLCS0923060000ZJU412121R0HQ01 IU5012574	(b) (4)
30	6100.2574USCSGLCS0923060000Z00012400HQ0104010200 IU5012574	(b) (4)
40	6100.2574USCSGLCS0923060300Z63F12400AP0502050600 IU5322574	(b) (4)
50	6100.2574USCSGLCS0923060000Z63F12165HQ0102051100 IS5302574	(b) (4)
60	6100.2525USCSGLCS0901010200Z00012400HQ0105020100 JD0102525	(b) (4)
70	6100.2574USCSGLCS0923060400Z63F12400HQ0104010300 IU5442574	(b) (4)
80	6100.2574USCSGLCS0923060000Z63F12400AP0704010200 IU5012574	(b) (4)
90	6100.2574USCSGLCS0923060000Z63F12400AP0104010200 IU5012574	(b) (4)
100	6100.2574USCSGLCS0923060000Z63F12400AP0104010200 IU5012574	(b) (4)
110	6100.2574USCSGLCS0923060400Z63F12400AP0704010200 IU5452574	(b) (4)
120	6100.2574USCSGLCS0923060400Z63F12400AP0704010200 IU5452574	(b) (4)
130	6100.2574USCSGLCS0923060400Z63F12400AP0704010200 IU5452574	(b) (4)
140	6100.2574USCSGLCS0923060400Z63F12400AP0704010200 IU5452574	(b) (4)
150	6100.2574USCSGLCS0923060000Z84F12400AP0102030300 TR2022574	(b) (4)
160	6100.2574USCSGLCS0923060000Z00010165HQ0102051100 TA4002574	(b) (4)
170	6100.2574GLCS0923060400ZJU812124R0AP07 IU5012574	(b) (4)
180	6100.2574USCSGLCS0923060400Z00012400AP0704010200 IU5452574	(b) (4)
190	6100.2574USCSGLCS0923060400Z00012400AP0704010200 IU5452574	(b) (4)
200	6100.2574USCSGLCS0923060400Z00012400AP0704010200 IU5452574	(b) (4)
210	6100.2574USCSGLCS0923060400Z00012400AP0704010200 IU5452574	(b) (4)
220	6100.2574USCSGLCS0923060400Z00012400AP0704010200 IU5452574	(b) (4)
230	6100.2574USCSGLCS0923060300Z00012400AP0104010200 IU5372574	(b) (4)
240	6100.2574USCSGLCS0923060400Z00012400HQ0104010200 IU5412574	(b) (4)
250	6100.2574USCSGLCS0923060400Z00012400HQ0104010200 IU5412574	(b) (4)
260	6100.2574USCSGLCS0923060400Z00012400HQ0104010200 IU5412574	(b) (4)
270	6100.2574USCSGLCS0923010100Z00012400AP0602051400 IS5362574	(b) (4)
280	6100.2574USCSGLCS0923060300Z00012400AP0704010200 IU5372574	(b) (4)
290	6100.2574USCSGLCS0923060400Z00012400HQ0104010200 IU5412574	(b) (4)
300	6100.2574USCSGLCS0923060400Z00012400HQ0104010200 IU5412574	(b) (4)
310	6100.2574GLCS0923060000ZJGW12124R0HQ01 IU5012574	(b) (4)

ITEM #	ACCOUNTING and APPROPRIATION DATA	AMOUNT
320	6100.2574USCSGLCS0923060000Z000124R1HQ0102001700 NF1542574	(b) (4)
330	6100.2574USCSGLCS0923060300Z00012400AP0804050100 IU5372574	
340	6100.2574USCSGLCS0923060300Z00012400AP0704010200 IU5372574	
350	6100.2574USCSGLCS0923060300Z00012400AP0704010200 IU5372574	
360	6100.2574USCSGLCS0923060300Z00012400AP0302050800 IU5372574	
370	6100.2574USCSGLCS0923060300Z00012400AP0302050800 IU5372574	
380	6100.2574USCSGLCS0923060300Z00012400AP0104010200 IU5372574	
390	6100.2574USCSGLCS0923060300Z00012400AP0104010200 IU5372574	
400	6100.2574USCSGLCS0923060400Z00012400AP0704010200 IU5412574	
410	6100.2574GLCS0923060000ZJV212124R0HQ01 IU5012574	
420	6100.2574USCSGLCS0923060000Z00012166HQ0104010200 IS5012574	
430	6100.2574USCSGLCS0923060300Z00012400AP0602051400 IU5362574	
440	6100.2525USCSGLCS0923060000Z00012400HQ01060556IF IS5012525	
450	6100.2525USCSGLCS0923060400Z00009165HQ0104010200 IU5432525	
460	6100.2574USCSGLCS0923060400Z00012440AP0704010200 IU5452574	
470	6100.2574USCSGLCS0923060000Z00012400BN0101002900 IU5012574	
480	6100.2574GLCS0923060000ZJT812124R0HQ01 IU5012574	
490	6100.2574USCSGLCS0923060400Z00010165HQ0102051100 IU5432574	
500	6100.2574USCSGLCS0923060400Z00010165HQ0102051100 IU5432574	
510	6100.2574USCSGLCS0923060400Z00010165HQ0102051100 IU5432574	
520	6100.2574GLCS0923060400ZJU412121R0HQ01 IU5012574	
530	6100.2574USCSGLCS0923060400Z00010165HQ0102051100 IU5432574	
540	6100.2574USCSGLCS0923060400Z00009165HQ0102051100 IS5432574	
550	6100.2525USCSGLCS0901010200Z00012400HQ0105020100 JD0102525	
560	6100.2574GLCS0923020510ZJS512124M0HQ01 IU5012574	

DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

COR/ALTERNATE COR APPOINTMENT LETTER

INSTRUCTIONS: An Alternate Contracting Officer's Representative (COR) acts in the absence of a COR and is bound by the same scope of authority and responsibilities stated in this letter. Therefore, this Appointment Letter will be completed in the same manner for a COR and/or an Alternate COR. Please carefully review the explanation of COR authority and responsibilities herein and sign the last page of this document acknowledging your understanding and acceptance of this COR appointment. Your supervisor must also sign the last page of the COR Appointment Letter. Please return the signed Appointment Letter to the CBP Procurement Directorate, Contracting Officer within five (5) calendar days and forward a copy to the CBP COR Program Office at CORCORNER@cbp.dhs.gov. A copy of the letter should be retained for your files.

CUSTOMS AND BORDER PROTECTION			
COR's First Name: (b) (6)	MI: A	COR's Last Name: (b) (6)	
Office (e.g., OA, OFO, OBP): OIT	Division/Directorate: TASPO		
Telephone Number: 571 (b) (6)	Office Address: 5971 KINGSTOWNE VILLAGE PARKWAY ALEXANDRIA, VA 20598		
Email Address: (b) (6)@DHS.GOV	Supervisor's Phone Number: 571 (b) (6)		
Supervisor's Name: (b) (6)			

Dear VEVA COUSINS,

You are hereby appointed as the Contracting Officer's Representative (COR) for the Customs and Border Protection (CBP) Procurement Directorate (PD) under Contract/Order/Agreement: HSBP1012F00316 for the amount of (b) (4), awarded to UNISYS CORPORATION effective 09/15/2012.

HSBP1012F00316 is a: (check below)

Contract Purchase Order Task or Delivery Order Interagency/Intra-agency Agreement

Under this COR appointment, you are assigned responsibilities to assist the Contracting Officer (CO) in the administration of the Contract/Order/Agreement referenced above. This appointment remains in effect for the duration of the Contract/Order/Agreement, as long as your COR certification remains current. This appointment can only be changed or rescinded in writing by the CO.

SCOPE OF AUTHORITY

I, (b) (6), understand and agree that:

1. The CBP PD CO is the only individual with authority to enter into and administer Contracts/Orders/Agreements.
2. I have been delegated the authority to monitor delivery and performance under the Contract/Order/Agreement as the COR. Other than the CO, or the Alternate CO acting in my absence, I am the duly appointed Government employee assigned to provide technical direction for the Contract/Order/Agreement between the Government and the contractor.
3. This appointment does not change or supersede the established line of authority and/or responsibility of any organization.
4. I shall notify the CO immediately if I am unable to fulfill the responsibilities of this position for an extended period.
5. I shall protect the Government's interests while performing my COR duties. I must avoid any action that places me in a real or apparent conflict of interest that may compromise security or impair public confidence in the integrity of DHS.
6. I have read DHS Management Directive 0480.1, Ethics /Standards of Conduct, and discussed any questions I have with the CO regarding my understanding of the duties and obligations under this policy.

COR RESPONSIBILITIES

1. PREPARATION

- a. The COR must be knowledgeable of the terms and conditions, as well as the technical content in the Contract/Order/Agreement document(s). To understand the terms, the COR must read the Contract/Order/Agreement document(s) and discuss any unclear areas with the CO. The following is a list of topics in the Contract/Order/Agreement document(s) that the COR is expected to understand and manage:

Contract type	Time, place, and method of delivery or performance
Ordering procedures	Inspection, acceptance, and Quality Assurance
Performance & quality standards and metrics	Invoicing procedures
Earned Value Management	Government Property and Equipment
Reports and other deliverables	Special clauses
Packaging and marking	
Security requirements	

- b. While the official Contract/Order/Agreement file is maintained by the CO, the COR must create and maintain the Contract Administration File to document COR actions under this Contract/Order/Agreement. The Contract Administration File must include:

- Signed copy of the Acquisition Plan
- Signed copy of executed contract
- Signed copy of all executed contract modification(s) in numerical sequence
- Delivery Orders/Task Orders
- COR, Alternate COR appointment package, as applicable - including Appointment Letter, training certificates, Conflict of Interest Form, and notification to contractor to the CO
- COR, Alternate COR, SME, Program Manager (if appropriate), and CO Government contact information - including name, position, phone/fax number, email and function of every person providing technical or administrative assistance
- Contractor contact information - including name, position, phone/fax number, email and function of every person providing technical or administrative assistance
- Post-Award correspondence/meeting minutes
- E-mail communication & telephone conversation records
- Non-Disclosure Agreements
- Contract Administration Plan/critical milestones
- List of contractor employees working at a Government facility
- Approval documents (clearances and appropriate access credentials) for onsite contractor personnel
- List of Government Property and Equipment and Contractor Acquired Property
- Post-Award Orientation information checklist annotated with orientation attendees for Part I and Part II.
- Monitoring or surveillance plans and reports
- Contract reports
- Performance documentation/contractor evaluations
- Receipt, inspection, and acceptance information
- Invoices and payment tracking information
- Program management reviews/meeting minutes/onsite visit reports
- Unauthorized commitment ratification documentation, Prompt Payment Act Interest, and late payment notifications
- Claims
- Documentation of Freedom of Information Act requests received and submitted to the CO
- DHS and Congressional Briefings
- Final invoice & payment documentation
- Closeout Checklist

- c. In order to effectively monitor delivery and performance, the COR must read and become very familiar with the Contract/Order/Agreement schedule for performance standards and metrics, deliveries, completion dates, invoice due dates, option renewal dates and other report or data submission dates.

2. GENERAL ADMINISTRATION INFORMATION

- a. Determine the need, and ensure all requirements are met for contractor access credentials, background checks, and all other required clearances.
- b. Plan and coordinate as necessary with the BUILDING COORDINATOR AND LOCAL PROPERTY OFFICER
- c. Obtain and maintain a list of all employees working under the contract who will be working at the KINGSTOWNE facility. Maintain the list within the Contractor Tracking System (CTS) making adjustments for new and terminated employees, as appropriate. A copy of the current list shall be included in the Contract Administration File.
- d. Ensure all contractors (and subcontractor as applicable) have signed Non-Disclosure Agreement (NDA's) form.
- e. Safeguard the contractor's confidential business and technical information. Confidential information may include proposal pricing, technical documentation, or personnel data. Do not release any information without first consulting with the CO to determine if release of such information is permissible.
- f. Maintain communication with the contractor and the CO. Serve as a contact through which the contractor can relay questions and problems to the CO.
- g. Ensure all contractor personnel identify themselves and their company affiliation in all communications (written, telephonic, and electronic) related to the Contract/Order/Agreement.
- h. Monitor the contractor's compliance with safety, security, labor and environmental law requirements.
- i. Report any observed fraud, waste, and abuse or the appearance of fraud, waste and abuse to the CBP Office of Internal Affairs and the CO.
- j. Report opportunities to improve performance or cost efficiency to the CO.
- k. Provide Independent Government Cost Estimates (IGCEs) and other supporting information as required by the CO when changes to the Contract/Order/Agreement are required.
- l. Assist the CO in negotiating supplemental agreements and coordinating with contractors on other related contracts.
- m. Provide an evaluation of the contractor's technical performance at least annually and at the end of performance or delivery in the Contractor Performance Assessment Reporting System (CPARS).
- n. Keep the CO fully informed of any technical, administrative or contractual difficulties encountered during performance and make recommendations as appropriate.
- o. Seek guidance from the CO for specific situations not covered in this delegation.

3. MONITORING AND SURVEILLANCE

- a. Perform surveillance of the performance under the contract and conduct inspections necessary to ensure performance and compliance with the terms and conditions of the agreement. Resolve day-to-day matters within the scope of your authority.
- b. Assist the contractor in interpreting the terms and conditions or performance requirements, provided that any interpretation or clarification is within the limitations prescribed within this delegation.
- c. Immediately bring to the contractor's attention, any potentially hazardous working conditions. The contractor is always required to comply with Federal Occupational Safety and Health Administration (OSHA) guidelines, applicable labor and environmental laws, as well as any state or local requirements for workplace safety, whether in a Federal facility or other location. In addition, ensure that the contractor adheres to any specific safety clauses and/or the safety plan in the Contract/Order/Agreement.

- d. Immediately alert the CO to any possible contractor deficiencies or questionable practices so that corrections can be made before the problems become significant. Advise the CO of the following situations:
- Possible changes in contractor management and/or key personnel;
 - Potential labor disputes or workforce problems;
 - Disagreements with the contractor regarding the Statement of Work or Statement of Objectives or Performance Work Statement (SOW or SOO or PWS) requirements or other potential disputes with the contractor about technical or other business matters;
 - Lack of performance that may jeopardize the cost or required schedule of the business agreement.
- e. Review contractor requests for travel, overtime, Government assets, or subcontracting in a timely manner and forward to the CO for approval.
- f. Review and analyze the contractor's deliverables, service, and management reports.
- g. Provide feedback on contractor performance in the Contractor Performance Assessment Reporting System (CPARS).

4. INSPECTION AND ACCEPTANCE

- a. When applicable, inspect deliverables and monitor services for conformance to the performance standards, and accept or reject them.
- b. Follow the guidance within the contract agreement regarding inspection and acceptance.

5. INVOICES AND PAYMENT

- a. See clause FAR 52.216-7 ALLOWABLE COST AND PAYMENT and adhere to those conditions.
- b. Report any discrepancies in invoices to the CO. Provide documentation to support the representation.
- c. Review invoices to make sure charges are commensurate with observed performance and/or deliverables of all contract types.

6. GOVERNMENT PROPERTY AND EQUIPMENT

- a. Do not authorize or provide any Government-owned (or leased) equipment or supplies or use of Government space to the contractor, other than those specifically identified in the Contract/Order/Agreement and authorized by the CO.
- b. Monitor the contractor's use and care of any Government Property and Equipment. If you believe the contractor is using the item for unauthorized purposes or is not providing adequate maintenance or security for the property, you are required to bring your concerns to the contractor's attention. If the contractor does not agree to remedy the problem, or indicates that corrective action will impact the cost, performance or schedule, refer the matter to the CO.
- c. Coordinate with (b) (6) regarding the completion of all required documentation for the acceptance, use and return of Government Property and Equipment.
- d. Assist (b) (6) with the disposal of excess Government Property and Equipment and/or Contractor Acquired Property.
- e. Assist (b) (6) with the evaluation of lost, damaged or destroyed Government Property and Equipment and/or Contractor Acquired Property.
- f. Alert (b) (6) and the CO to any potential or existing Government Property and Equipment.

7. CONFLICT OF INTEREST AND STANDARDS OF CONDUCT

- a. The COR is required to complete an ethics training course annually. Upon completion of the annual ethics training, the COR shall submit documentation (e.g., certificate or e-mail) to the CBP COR Program Office indicating the annual ethics training requirement has been completed.
- b. If applicable, the COR must submit a disclosure, such as the OGE Form 450, Confidential Financial Disclosure Report. The form can be found at: http://oge.gov/forms/form_450.aspx.
- c. The COR must adhere to the standards of conduct as prescribed in Federal statutes, laws, regulations, and DHS and CBP guidelines.

8. EXCLUSIONS FROM COTR RESPONSIBILITIES

The COR is expressly **EXCLUDED** from performing or being responsible for the following:

- a. Making or giving the appearance of being able to make commitments, modifications, or any other action that would commit the Government to a change in price, performance quality, quantity, or the delivery schedule.
- b. Providing guidance to the contractor, either orally or in writing, which might be interpreted as a change in the scope or terms of the contract agreement.
- c. Signing any changes or modifications to contract agreements and/or task or delivery orders.
- d. Soliciting proposals.
- e. Specifying how the contractor will accomplish performance.
- f. Imposing or placing a demand upon the contractor to perform any task or permitting any substitution not specifically provided for in the contract agreement and/or directing the contractor to begin work prior to the contract award date.
- g. Increasing the dollar limit of the contract agreement or authorizing expenditures not specified under the contract agreement.
- h. Executing supplemental agreements.
- i. Taking any actions with respect to termination, except to notify the CO that the action is desired and to assist with the process as requested.
- j. Authorizing delivery or disposition of Government Property and Equipment not specifically authorized by the contract.
- k. Engaging in conduct prejudicial to the Government.
- l. Making unauthorized commitments on behalf of the Government.
- m. Discussing procurement plans or any other advance acquisition information that might provide preferential treatment to one firm when a solicitation is issued for a competitive procurement.

The responsibilities, and exclusions set forth in this document are not intended to be all encompassing. As a COR, you are required to consult with the Contracting Officer when you have questions on your authority. You are not authorized to re-delegate your authority. Violation or misuse of your authority could result in abuse of DHS and CBP policy leading to potential monetary loss to the COR, disciplinary actions, and other measures, depending on the extent of the offense

Contracting Officer		
Name HYUN J. KOO	Signature X (b) (6)	Date 1/11/13

The undersigned acknowledges the COR appointment on Contract/Order/Agreement: HSBP1012F00316 and accepts the duties, responsibilities and limitations described in the Appointment Letter

The CO reserves the authority to cancel the COR's appointment in accordance with HSAM, Chapter 3001.

COR/Alternate COR Acknowledgement: (Check the appropriate block)

COR Alternate COR

I, (b) (6), have read the COR Appointment Letter herein for Contract/Order/Agreement HSBP1012F00316 and fully understand my responsibilities and the limits of my authority. I further understand that my performance as a COR will be evaluated by the CO. I certify that I have taken the required training to obtain the DHS and CBP Acquisition Certification for CORs. In addition, I certify that I will complete the needed continuous learning requirements to maintain my certification during the duration of this appointment.

COR/Alternate COR		
Name (b) (6)	Signature X (b) (6)	Date 1/11/13

COR's/Alternate COR's Supervisor Acknowledgement: (Check the appropriate block)

COR Alternate COR

I, (b) (6), have read the COR Appointment Letter herein and fully understand, support and approve my employee's responsibilities and limitations as a COR under the above referenced Contract/Order/Agreement. I will not exert undue influence on the COR in the performance of his or her duties. I will ensure the COR has the opportunity and resources to obtain the training required to maintain his or her certification. I will ensure the COR's workload is balanced so that he or she has sufficient time and resources to perform all of the delegated duties. I acknowledge that I must attend the Part I and Part II Orientation for all contract actions appointed to the COR. I acknowledge that it is strongly recommended that I take the initial forty (40) hour Basic COR course.

COR's/Alternate COR's Supervisor		
Name (b) (6)	Signature X (b) (6)	Date 1/11/13