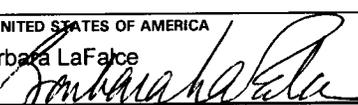


ORDER FOR SUPPLIES OR SERVICES					PAGE 1 OF 4	
1. CONTRACT/PURCH ORDER/AGREEMENT NO. HE1254-05-P-0475		2. DELIVERY ORDER/CALL NO.	3. DATE OF ORDER/CALL (YYYYMMDD) 2005 SEP 26	4. REQUISITION/PURCH REQUEST NO. HE1254-2005004-0105	5. PRIORITY	
6. ISSUED BY DoD Education Activity Attn: Headquarters Procurement Branch 4040 North Fairfax Drive Arlington VA 22203-1613			7. ADMINISTERED BY (If other than 6) Ryan Kirkwood 703-588-3621 Ryan.Kirkwood@hq.dodea.edu Arlington VA 22302	8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)		
9. CONTRACTOR American Guidance Service, Inc. 4201 Woodland Road, Unit 1 Circle Pines MN 55014-1745		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) 2005 OCT 30	11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED	12. DISCOUNT TERMS 0 Days 0% Net 30		
13. MAIL INVOICES TO THE ADDRESS IN BLOCK Send invoices to address in block 6, ATTN: Invoices						
14. SHIP TO Shipping addresses shown in Appendices A & B		15. PAYMENT WILL BE MADE BY DFAS - Vendor Pay Attn: DFAS-BVD/IN 8899 East 56th Street Indianapolis IN 46249-1500		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.		
16. DELIVERY/CALL TYPE OF ORDER	<input checked="" type="checkbox"/> PURCHASE	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract. Reference your Price List confirmed to be up to date by Richard Johnson 09/23/2005 furnish the following on terms specified herein. <b>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.</b>				
NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)			
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:						
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 Continuation Page for Line Item Details					
*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 Barbara LaFace BY:  CONTRACTING/ORDERING OFFICER			25. TOTAL	\$23,519.16	26. DIFFERENCES
27a. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> 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		
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			28. SHIP. NO.	29. D.O. VOUCHER NO.	30. INITIALS	
f. TELEPHONE NUMBER	g. E-MAIL ADDRESS		PARTIAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR	
			FINAL		34. CHECK NUMBER	
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.			31. PAYMENT	35. BILL OF LADING NO.		
a. DATE (YYYYMMDD)	b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		COMPLETE			
			PARTIAL			
			FINAL			
37. RECEIVED AT	38. RECEIVED BY (Print)	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NUMBER	42. S/R VOUCHER NO.	

**SCHEDULE Continued**

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT \$
0001	<p>All products and services are to be performed in accordance with the attached statement of work.</p> <p>Vineland-II Survey Form Starter Set w/Assist</p> <p>Accounting and Appropriation Data: 9750100.6010 P7210 1135 2521 DEAC50045A3629 S49451 99DA</p>	80.00	EA	279.99	22,399.20
0002	<p>Shipping/Handling</p> <p>Accounting and Appropriation Data: 9750100.6010 P7210 1135 2200 DEAC50045A3628 S49451 99DA</p>	1.00	EA	1,119.96	1,119.96

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B. 5 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998).....4

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## SECTION B

B. 1 252.204-7004 ALTERNATE A (NOV 2003)

(Reference 252.204-7004)

B. 2 252.243-7001 PRICING OF CONTRACT MODIFICATIONS (DEC 1991)

(Reference 252.243-7001)

B. 3 52.249-1 TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (FIXED-PRICE) (SHORT FORM) (APR 1984)

(Reference 52.249-1)

B. 4 52.243-1 CHANGES--FIXED-PRICE (AUG 1987)

(Reference 52.243-1)

B. 5 52.252-2 CLAUSES INCORPORATED BY REFERENCE (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 of a clause may be accessed electronically at this/these address(es): FAR clauses/provisions: <http://www.arnet.gov/far> DFARS clauses/provisions: <http://www.acq.osd.mil> FAR and DFARS clauses/provisions: <http://farsite.hill.af.mil>  
(End of clause)

B. 6 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER--CENTRAL CONTRACTOR REGISTRATION (OCT 2003)

(Reference 52.232-33)

# **VINELAND ADAPTIVE BEHAVIOR SCALES**

## **STATEMENT OF WORK**

### **1.0 INTRODUCTION**

The Department of Defense Education Activity (DoDEA) serves the educational needs of dependents of the military and civilian employees stationed in 14 foreign countries, 7 states, Puerto Rico, and Guam. All DoDEA schools are fully accredited by US accreditation agencies. The school system offers a typical American education and uses materials and equipment comparable to stateside schools.

### **2.0 BACKGROUND**

2.1 DoDEA is entering the third year of a 56 million dollar, six year Special Education Initiative (SEI). As part of the master plan of the SEI, DoDEA requires that assessment instruments be updated as new editions are published for DoDEA Special Education Assessors.

2.2 A major focus of DoDEA's vision for special education is to enhance student achievement, special education programs, facilities, and resources through the SEI. The initiative is the implementation of the newly established positions of Special Education Assessor and Speech/Language Pathologist Assessor. The two positions function as a team providing diagnostic assessment support for special education. The implementation of assessor positions has reduced the amount of testing required of the special education teacher and has resulted in more time for special education teachers to work directly with students. Another important benefit of this implementation is that DoDEA has moved toward having highly qualified professional teams administering the diagnostic assessments required in the special education process. Assessment instruments have been purchased; however, as current instruments are updated, it is vital that DoDEA replace the outdated instruments.

### **3.0 CONTRACT SCOPE**

The Contractor shall provide a packet containing the Vineland Adaptive Behavior Scales, Second Edition to eighty assessors (Note: Appendix A contains the school addresses and number of copies for Europe; Appendix B contains the district office address and number of copies for DDESS).

**4.0 MATERIAL REQUIREMENT.** The Contractor shall provide:

4.1 The Vineland Adaptive Behavior Scales, Second Edition. Each packet shall include the following.

4.1.1 Ten (10) Survey Interview Record Booklets.

4.1.2. Ten (10) Parent/Caregiver Rating Forms.

4.1.3. Ten (10) Survey Interview Reports for Parents

4.1.4. Ten (10) Survey Form Reports for Caregivers.

4.1.5. One (1) Survey Manual.

4.1.6. Scoring/reporting software (ASSIST).

**5.0 DELIVERABLES.** The contractor shall furnish all items to be delivered in accordance with the locations identified in Appendices A & B.

**6.0 PROJECT MANAGER:** The Government's Project Manager is:  
Dr. Ed Tyner  
Administrator, Special Education Initiative  
Education Directorate  
Phone: 703-588-3186

**Appendix A**  
**(mail indicated number-to each school)**

**Ansbach Complex** [REDACTED]

Ansbach Middle/High School  
Unit 28614  
APO AE 09177-8614

CIV: 49-9802-832-808 FAX: 49-9802-1496

**Attention:**

**Merijoyce Zeitler, Special Education**  
**Sally Kingsbury, Speech/Language**

**Bamberg Complex** [REDACTED]

Bamberg Elementary School  
Unit 27539  
APO AE 09139-75398

CIV: 49-951-300-7616/8615 FAX: 0951-300-31815

**Attention:**

**Monica OneFeather, Special Education**  
**Karen Young-Cox, Speech/Language**

**Boeblingen Complex** [REDACTED]

Boeblingen Elementary School  
Unit 30401  
APO AE 09107-0401

CIV: 49-7031-15715 FAX: 49-7031-221-368

**Attention:**

**Marcia Grell, Special Education**  
**Joyce Levitt, Speech/Language**

**Vilseck Complex** [REDACTED]

Vilseck Elementary School  
Unit 28040  
APO AE 09112-8040

CIV: 49-9662-832812/833226 FAX: 49-9662-7385

**Attention:**

**Sue Kirlin, Special Education  
Elizabeth VanSlyke, Speech/Language**

**Wuerzburg Complex (██████)**

Wuerzburg Elementary School  
Unit 26625  
APO AE 09036-6625

CIV: 49-931-700-660 FAX: 49-931-700-691

**Attention:**

**Vicki Nicholson, Special Education  
Joyce Tegfeldt, Speech/Language**

**Hohenfels Complex (██████)**

Hohenfels Elementary/High School  
Unit 28214  
APO AE 09173

CIV: 49-9472-737 FAX: 49-9472-8632

**Attention:**

**Kathy Wall, Special Education and  
Speech/Language**

**Darmstadt Complex (██████)**

Darmstadt Elementary School  
Unit 29500, Box 33

CIV: 49-6151-951-6410 FAX: 49-6151-663-062

**Attention:**

**Marcia Reass, Special Education**

**Giessen Complex (██████)**

Giessen Elementary School  
Unit 20911

APO AE 09169-0211

CIV: 49-641-46265 FAX: 49-641-48333

**Attention:**

**Jerry Miller, Special Education  
TBA, Speech/Language**

**Hanau Complex** [REDACTED]

Sportsfield Elementary School  
Unit 20193, Box 0014  
APO AE 09165

CIV: 49-6181-953-650 FAX: 49-6181-953-6555

**Attention:**

**Kathie Andre, Special Education  
Tracy Hewitt, Special Education  
Mimi Butler, Speech/Language**

**Heidelberg Complex** [REDACTED]

Patrick Henry Elementary School  
Unit 29237  
APO AE 09102

CIV: 49-6221-338-9054 FAX: 49-6221-765-491

**Attention:**

**Janelle Jackson, Special Education  
Meg Cambon, Speech/Language**

**Mannheim Complex** [REDACTED]

Mannhiem Elementary School  
Unit 29938  
APO AE 09086-9938

CIV: 49-621-722-109 FAX: 49-621-723-905

**Attention:**

**Valerie Brewer, Special Education  
Melissa Wakefield, Special Education  
Karin Franzen, Speech/Language**

**Wiesbaden Complex (████████)**

Hainerberg Elementary School  
Unit 29647  
APO AE 09096-9647

CIV: 49-611-723-2918 FAX: 49-611-74123

**Attention:**

**Carolyn Dolit, Special Education  
Sharon Kleckley, Speech/Language**

**Belgium Complex**

Shape Elementary School (████████)  
Unit 21420, Box 0005  
APO AE 09705-0005

CIV: 32-65-44-5718/9/75 FAX: 32-65-314-852

**Attention:**

**Pamela DeFeis, Special Education  
Denise Richards, Speech/Language**

**Croughton Complex (████████)**

Croughton Elementary School  
422<sup>nd</sup> ABS/DoDDS  
Unit 5845, Box 15  
APO AE 09494-0015

CIV: 44-1869-810-613 FAX: 44-01869-810-440

**Attention:**

**Carol Teachey, Special Education  
TBA, Speech/Language**

**Iceland**

A.T.Mahan Elementary/High School (████████)  
PSC 1003 Box 48  
FPO AE 09728

CIV: 011-354-425-3138

**Attention:**

**Sherry Adair, Special Education**

**Menwith Hill Complex (██████████)**

Menwith Hill Elementary/High School  
PSC 45 Unit 8435  
APO AE 09468

CIV: 44-1423-777778

**Attention:**

**Judi Ragar, Special Education**

**Lakenheath Complex**

Lakenheath Elementary School (██████████)  
Unit 5185, Box 40  
APO AE 09461-8540

CIV: 44-1638-523721/532672 FAX: 44-1638-53-3943/1161

**Attention:**

**Mary Wisdom, Special Education**  
**Bonnie Fleming, Speech/Language**

**Lakenheath Middle/High School (██████████)**

DoDDS CCSM, Unit 5185, Box 55,  
APO AE 09461-8555

CIV: 44-1638-527841/7694

**Attention:**

**Nancy Hill**  
**John Gregoire**

**AF North Complex (██████████)**

AF North Elementary School  
Unit 21606  
APO AE 09703-1606

CIV: 31-455-278-50 FAX: 31-455-278-246

**Attention:**

**Jeff Bronson, Special Education**  
**Tina Haydel, Speech/Language**

**Baumholder Complex (██████████)**

Smith Elementary School  
Unit 23814, Box 30  
APO AE 09034-0030

CIV: 49-6783-5693 FAX: 49-6783-88874

**Attention:**

**Sharon Ford Bell, Special Education  
Lavita Alston-Emerson, Speech/Language**

**Bitburg Complex (██████████)**

Spangdahlem Elementary School  
52 SPTG/CCSE-S  
Unit 3640 Box 50  
APO AE 09126-4050

CIV: 49-6565-4033 FAX: 49-6565-4449

**Attention:**

**Linnette Kroloff, Special Education  
Sally Spriggs, Speech/Language**

**Ramstein Complex I (██████████)**

Ramstein Elementary School  
Unit 3240, Box 430  
APO AE 09094-0430

CIV: 49-6371-473-996 FAX: 49-6371-472-402

**Attention:**

**Debrah Pohlmann, Special Education  
Carol Walbridge, Speech/Language**

**Ramstein Complex II (██████████)**

Ramstein IS  
Unit 3240, Box 600  
APO AE 09094-600

CIV: 49-6371-42530 FAX: 49-6371-51238

**Attention:**

**Linda Vincent, Special Education  
Sharon Marconi, Speech/Language**

**Vogelweh Complex (██████████)**

Vogelweh Elementary School  
Unit 3240, Box 435  
APO AE 09094-435

CIV: 49-631-91222 FAX: 49-631-59073

**Attention:**

**Lori Deditius, Special Education  
Jodi Johnson, Speech/Language**

**Aviano Complex (████████)**

Aviano Elementary School  
Unit 6210, Box 180  
APO AE 09604-0180

CIV: 09-0434-305-283 FAX: 39-0434-660-921

**Attention:**

**Becky Miller, Special Education  
Tracey Medeiros, Speech/Language**

**Naples Complex (████████)**

Naples Elementary School  
PSC 808, Box 0039  
FPO AE 09618-0039

CIV: 39-081-811-4053 FAX: 39-081-811-4057

**Attention:**

**Jerry Edwards, Special Education  
Sharon Foraker, Speech/Language**

**Rota Complex (████████)**

Rota Elementary School  
PSC 819, Box 19 DGF  
FPO AE 09645-0005

CIV: 34-956-824-185/7 FAX: 34-956-823-940

**Attention:**

**Linda Hill, Special Education  
Jill Storm, Speech Language**

**Sigonella Complex (████████)**

Sigonella High School  
PSC 824, Box 2630  
FPO AE 09267-2630

CIV: 39-095-564-281 FAX: 39-095-56-3899

**Attention:**

**Janet Smtih, Special Education  
Karla Magyar, Speech/Language**

**Vicenza Complex ( )**

Vicenza Elementary School

Unit 31401, Box 11

APO AE 09630-0005

CIV: 39-0444-717-710 FAX: 39-0444-717-715

**Attention:**

**Joni Rogers, Speech/Language Assessor**

**Appendix B**  
**(mail indicated number to each office)**

**DDESS Special Education**  
**Instructional Systems Specialists-SPED**

<p><b>Dr. Cynthia H. Chen (██████)</b> Coordinator of Special Education – <b>DDESS Headquarters</b> 700 Westpark Dr., Third Floor Peachtree City, GA 30269 (678) 364-8010 FAX (770) 632-8720 <a href="mailto:cindy.chen@am.dodea.edu">cindy.chen@am.dodea.edu</a></p>	
<p><b>Dr. Maria V. Barkmeier (██████)</b> Director of Special Programs DDESS- Puerto Rico Building 566 Superintendent's Office Fort Buchanan, Puerto Rico 00934 (787) 707-4631/4649 FAX (787) 707-4609 <a href="mailto:maria.barkmeier@am.dodea.edu">maria.barkmeier@am.dodea.edu</a></p>	<p><b>Ms. Tommye Woods (██████)</b> Director of Student Services (706) 545-8252 <b>GA/AL District</b> 7201 Custer Road, Bldg. 2670 Fort Benning, GA 31905-5000 (706) 545-8252 FAX (706) 545-7469 <a href="mailto:tommye.woods@am.dodea.edu">tommye.woods@am.dodea.edu</a> <a href="mailto:shirley.Jaeger@am.dodea.edu">shirley.Jaeger@am.dodea.edu</a></p>
<p><b>Ms. Rita Pike (██████)</b> Director of Special Programs <b>Fort Bragg Dependent Schools</b> PO Box 70089 Fort Bragg, NC 28307-0089 (910) 436-4571x233 FAX (910) 436-6998 <a href="mailto:rita.pike@am.dodea.edu">rita.pike@am.dodea.edu</a></p>	<p><b>Dr. Stacey Cacace (██████)</b> Director of Student Services <b>Camp Lejeune Dependent Schools</b> 855 Stone Street Camp Lejeune, NC 28547-2520 (910) 451-2461 x241 FAX (910) 451-2200 <a href="mailto:stacey.cacace@am.dodea.edu">stacey.cacace@am.dodea.edu</a></p>
<p><b>Mr. Dennis Labriola (██████)</b> Director of Student Services <b>Fort Knox Community Schools</b> 4553 Fayette Avenue Fort Knox, KY 40121-2707 (502) 624-5153x36 FAX (502) 624-4260 <a href="mailto:dennis.labriola@am.dodea.edu">dennis.labriola@am.dodea.edu</a></p>	<p><b>Ms. Pat Wilson (██████)</b> Special Education Director <b>Fort Campbell Dependent Schools</b> 77 Texas Avenue Fort Campbell, KY 42223-5127 (270) 439-1927 x107 FAX (270) 439-6992 <a href="mailto:pat.wilson@am.dodea.edu">pat.wilson@am.dodea.edu</a></p>

**Ms. Kathy Black** (b) (6)  
Director of Special Education  
**South Carolina DDESS Schools**  
Laurel Bay Central Office-Cardinal Lane  
Laurel Bay, SC. 29906  
(843) 846-6105 x 43 **FAX (843) 846-6316**  
[kathy.black@am.dodea.edu](mailto:kathy.black@am.dodea.edu)

**Ms. Rhonda LaVenuta** (b) (6)  
Pupil Personnel Services Coordinator  
**NY/VA DDESS Schools**  
3308 John Quick Road  
Quantico, VA 22134-1702  
(703) 432-0281 **FAX (703) 432-1130**  
[rhonda.lavenuta@am.dodea.edu](mailto:rhonda.lavenuta@am.dodea.edu)