LABARRE LAW OFFICES, P.C.
Scott C. LaBarre
1660 South Albion, Suite 918
Denver, Colorado 80222
Voice: [redacted]
Fax: [redacted]
E-mail: slabarre@[redacted]

March 16, 2012

Office of the United States Trade Representative
FOIA Officer
1724 F Street, NW
Washington, DC 20508

Re: Freedom of Information Act ("FOIA") Request

To Whom It May Concern:

On behalf of the National Federation of the Blind ("NFB"), I submit this formal request under the Freedom of Information Act, 5 U.S.C. § 552 ("FOIA"). For the purpose of this request, the term "records" as used herein includes all records or communications preserved in electronic or written form, including but not limited to correspondence, documents, data, videotapes, audio tapes, e-mails, faxes, files, guidance, guidelines, evaluations, instructions, analyses, memoranda, agreements, notes, orders, policies, procedures, protocols, reports, rules, technical manuals, technical specifications, training manuals, or studies.

I request records obtained or created from January 1, 2003 to the present regarding **whether any website developed, procured, maintained or used by the above federal agency or its subdivisions to provide information or services to members of the public complies with Section 508 of the Rehabilitation Act**, 29 U.S.C. § 794d and 36 C.F.R. § 1194. The term "agency" includes the federal agency specifically named above as well as any departments, divisions, administrations, agencies, bureaus, boards, commissions, offices, independent establishments, interagency committees, working groups, councils, consortiums, government corporations, foundations, institutes or any other program or activity in which the Agency has oversight, control or membership.

This formal request includes but is not limited to any records that fall within the following six categories:

1. Any records of testing, evaluation results, reports, survey responses, assessments or other similar records produced or intended to be produced to the United States Attorney General that relate to whether the above websites are compliant with Section 508 of the Rehabilitation Act;

2. Any further records of testing, evaluation results , reports, survey responses, assessments or other similar records **not** produced to the United States Attorney General that relate to whether the above websites are compliant with Section 508 of the Rehabilitation Act;

3. Any records regarding the plan, process, methods or manuals used to ensure that the above websites remain compliant with Section 508 as design and content changes are made.

4. Any records referencing whether testing for Section 508 compliance was done when any portion of the above websites were procured, developed, maintained or used;

5. Any records that specifically state which personnel position within the above agency is responsible for ensuring the above websites are compliant with Section 508;

6. Any records describing who the above websites were procured from or who developed or maintained those websites.

I request that all records be produced in an electronic format. Production using "tagged" files in the Adobe Portable Document Format (PDF) is preferable. Whenever possible, records responsive to paragraph 1 should be kept in a separate file even if those records are responsive to other paragraphs. In order of preference, delivery can be achieved by the following: emailing a compressed data file (ZIP), shipping a CD-ROM or other data disc medium containing the files, faxing documents or mailing physical copies. As this information is of timely value, I would appreciate your communicating with me by email or fax, rather than by mail, if you have questions regarding this request. The contact information to be used for questions and delivery is as follows:

FOIA Response
Atten: Timothy Elder
E-mail: telder@[redacted]
Mailing Address: LaBarre Law Offices P.C., 1660 South Albion Street, Ste. 918, Denver, Colorado 80222
Fax: [redacted]
Phone: [redacted]

I request a waiver or appropriate reduction of any fees because disclosure of this information is in the public interest. Disclosure is likely to contribute significantly to public understanding of the operations or activities of the government and is not primarily in the commercial interest of the requester.

The requester, NFB, is a national advocacy organization and a non-profit corporation duly organized under the laws of the District of Columbia with its principal place of business in Baltimore, Maryland. The purpose of the NFB is to promote the general welfare of the blind by (1) assisting the blind in their efforts to integrate themselves into society on terms of equality and (2) removing barriers and changing social attitudes, stereotypes and mistaken beliefs that sighted and blind persons hold concerning the limitations created by blindness resulting in the denial of opportunity to blind persons in virtually every sphere of life.

Disclosure of these records will provide valuable information about the current effectiveness of Section 508 and the level of access that blind members of the public have to the increasingly dominant mediums that agencies use to communicate with members of the public. NFB and others will be able to use these records to support advocacy efforts throughout the government and raise awareness about the operation of government websites.

TO assist in your analysis of the fee waiver, the following is a detailed discussion of the six factors that are typically considered by most federal agencies when granting such a request.

(1) **The subject of the requested records concerns "the operations or activities of the government."** The request seeks records that clearly and directly relate to the operation of federal websites. Further, it directly relates to the operation and activities that government agencies use to ensure federal websites comply with Section 508 of the Rehabilitation Act as that standard is implemented on a daily basis. Communicating with members of the public is an essential operation and activity of every government agency. This essential operation is increasingly facilitated through public government websites. The request is focused on these exact communicative operations and activities of government.

(2) **The disclosure is "likely to contribute" to an understanding of government operations or activities.** There is no common understanding among the public or even between federal agencies about the operations and activities that federal agencies use to ensure their respective websites are compliant with Section 508 and thus accessible to disabled persons. Though many agencies publish their accessibility policies, none disclose the methods used to ensure accessibility and compliance with Section 508. There is no source, other than the requested records, that reveals how Section 508 compliance is achieved by a specific individual agency. There is a patchwork of approaches used by agencies to develop a website and ensure it is accessible to disabled persons. Disclosing the requested records will greatly contribute to the understanding of how compliant agencies operate their websites as well as why noncompliant agencies fail to meet the standard. Moreover, Congress saw fit to require the Attorney General to biannually survey agencies on this point to aid in the understanding of such government operations. However, the Attorney General has failed to even produce one of the biannual reports. Thus, there is a vacuum of

understanding on the operation of federal agency websites. Disclosing these records will help fill that vacuum.

(3) **Disclosure of the requested information will contribute to the understanding of the public at large, as opposed to the individual understanding of the requestor or a narrow segment of interested persons.** There are millions of disabled persons with sensory or manual impairments who rely on assistive technology to access information on websites and interact with those websites. Disclosure of these records will contribute to their understanding of their government's commitment to ensure they are not excluded from e-government. Further, many members of the public are dedicated to ensuring that disabled persons can retain independence and remain self-sufficient. When a disabled person cannot independently access essential information from their government, such goals cannot be achieved. Disclosure of the requested records will advance an understanding of how to better ensure that federal websites are universally accessible to all members of the public, including persons with disabilities. The NFB has long advocated for accessible websites and intends to share the disclosed records as well as the similar disclosed records of other federal agencies with academics, journalists, Congress and leaders within the executive branch.

(4) **The contribution to public understanding of government operations or activities will be "significant."** The requested records will be combined with the records of other federal agencies. By comparing the records of several agencies, the public will gain a better understanding about website accessibility and how social entities can approach the task of operating an accessible website. Each federal agency can learn from the records that the disclosing agency produces. In essence, this process of parallel disclosure between multiple agencies will open a dialogue so that any federal agency can review what other federal agencies are doing to comply with the Section 508 standards. Furthermore, Congress, as the representative of the public, will be able to understand the number of federal agencies that are failing to fulfill their obligations to disabled persons under Section 508.

(5) **The requester has no commercial interest that would be furthered by the requested disclosure.** This request is being submitted on behalf of the national Federation of the Blind ("NFB") by its legal representative. As previously noted, The NFB is a nonprofit organization that is regularly recognized as the leading advocate for blind persons. It has no ability or opportunity to profit from the requested records. The only benefit from the disclosure of the records, financial or otherwise, will be to disabled persons who experience improved access to federal websites and to society as a whole.

(6) **The magnitude of any identified commercial interest to the requestor is not sufficiently large in comparison with the public interest in disclosure.** As noted above, NFB does not have a commercial interest in the requested records. However, to the extent the agency perceives such an interest; the interest to the public

in disclosure would greatly outweigh any perceived commercial interest. Disabled persons will enjoy a higher quality of life, greater independence, and improved access to vital government services if federal agencies remain accountable to their legal obligations under Section 508. This public interest was the very intent of Congress when it enacted this statute. It is a public interest that overshadows any possible commercial interest of a nonprofit organization or its legal agent.

In the event no such fee waiver can be obtained, I consent to pay any reasonable fees associated with the production of these records. If the cost is likely to exceed $100, the public liaison should first contact me before delivering the records.

Pursuant to FOIA, I expect you to make your determination within twenty (20) working days after the receipt of this letter. Further, I request that this letter be considered for expedited review. There is a compelling need to obtain these records on an expedited basis. There is an urgency to inform the public about federal agencies that are increasingly using inaccessible websites in violation of Section 508. Further, there is an absence of reliable data on this issue because the Attorney General has not produced any of the biannual reports on federal agency compliance as required by 29 U.S.C. § 794d(d)(2).

I would not expect that there should be any unusual circumstances associated with this request that would require an extension. However, if the Agency contends that there are unusual circumstances, I request an opportunity to narrow the request or to receive partial disclosure within the statutory response time. Should it be necessary to refine the scope of our single request and/or invoke a maximum ten (10) day extension, please e-mail me at telder@[redacted] in order to avoid unnecessary delay.

President Obama has instructed in his January 21, 2009 FOIA Memorandum, "[t]he Freedom of Information Act should be administered with a clear presumption: In the face of doubt, openness prevails." *See* Federal Register Presidential Documents Vol. 74, No. 15. In that light, I request that a presumption of disclosure be applied to this request and the above agency make all disclosures within its discretion. Thank you very much for your prompt attention to this matter.

Sincerely,

Scott C. LaBarre

Scott C. LaBarre

SL/te

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF THE UNITED STATES TRADE REPRESENTATIVE
WASHINGTON, D.C. 20508

April 27, 2012

Mr. Scott C. LaBarre
LaBarre Law Offices, P.C.
1660 South Albion, Suite 918
Denver, Colorado 80222

Dear Mr. LaBarre:

This letter is USTR's response to your Freedom of Information Act request for **"records obtained or created from January 1, 2003 to the present regarding whether any website developed, procured, maintained or used by the above federal agency or its subdivisions to provide information or services to members of the public complies with Section 508 of the Rehabilitation Act."**

Please be advised that we are releasing two **(2)** documents within the scope of your request. One document has been redacted pursuant to 5 U.S.C. §552(b)(2), which pertains to records that are related solely to the internal personnel rules and practices of an agency.

Inasmuch as this constitutes a complete response to your request, I am closing your file in this office. In the event that you are dissatisfied with USTR's determination, you may appeal such a denial, within thirty (30) days, in writing to:

FOIA Appeals Committee
Office of the United States Trade Representative
1724 F Street, N.W.
Washington, D.C. 20508

Both the letter and the envelope should be clearly marked: "Freedom of Information Act Appeal". In the event you are dissatisfied with the results of any such appeal, judicial review will thereafter be available to you in the United States District Court for the judicial district in which you reside or have your principal place of business, or in the District of Columbia, where we searched for the records you seek.

Should you have any questions, please feel free to contact the FOIA office at (202) 395-3419.

Sincerely,

Jonathan R. Weinberger
Associate General Counsel

Case File #12032316

STATEMENT OF OBJECTIVES (SOO)

C.1. Background

The United States Trade Representative is a member of the President's Cabinet and serves as the President's principal trade advisor, negotiator, and spokesperson on trade issues. The Office of the United States Trade Representative (USTR) is comprised of approximately 300 staff and depends on direct and indirect support of other agencies, the Congress and interested stakeholders to carry out its responsibilities. One of USTR's strategic goals in carrying out its mission is to communicate the benefits of free and fair trade and international investment to domestic and foreign audiences, thereby building public support for opening markets around the world to trade and foreign investment. Means and Strategies to achieve this goal include use of the newest communications technologies, **including a user-friendly public website** to give other agencies, interested stakeholders and the public a clear understanding of the benefits of free and fair trade.

C.2. Program Objective

WWW.USTR.GOV is the official public web site of the Office of the United States Trade Representative. The site is the primary resource for all information on trade issues, policy, and agreements conducted by the United States government. The current incarnation of the site has been in place for approximately 5 years. In that time, the site has grown in scope and size, and a number of issues have been identified that can only be addressed by a **comprehensive redesign**. The objective is to complete the comprehensive redesign project within 6 months of contract award.

C.2.1 The following is an overview of key issues that must be addressed via the redesign:

- Section 508: As a government site, the site must be compliant with Section 508 standards for access by disabled users. The current design and coding is not compliant.
- Design: The current design inhibits site growth and expansion, poorly communicates USTR's brand, and is not inviting to user interaction.
- Organization: The organization of content and navigation does not meet the needs of the variety of user groups that use the site, and does not accurately represent USTR's internal structure and methods of content structuring.
- Usability: The site usability is poor, leaving users confused on how to locate content or to use any of the site's functionality.
- Searchability: Search is poorly implemented and does not provide an adequate interface or range of features to meet user needs.
- Adaptability: The site design and structure are rigid and inhibit USTR from adapting to new trends and technologies for the site.
- Document/Link Propagation: Technical constraints in the existing hosting environment prevent USTR from effectively managing and placing related links between categories of content within the site.
- Content Accuracy: Some content within the site is dated and in need of updating.
- Web Analytics: USTR has little to no visibility on user visits and trends.

C.2.2 The following are a few positive aspects of the current website:

- The USTR staff has been effective in using the CMS to categorize and tag the many PDF's that make up a majority of site content.
- CMS: CrownPeak CMS has been critical in helping to maintain and publish the vast amount of content in USTR.gov. The CMS will also be valuable for the redesign in making aspects of integrating the new design and information architecture easier than if the site were not in a CMS.
- The site has a good repository of content – it is just in need of better structuring and enhanced searchability.

C.3. Contract Objectives

The objectives for the comprehensive redesign are grouped within the following high-level areas: Information Architecture, Design, Content Management System (CMS) Implementation, migration of USTR's existing data to the new site, and follow-on (optional) maintenance.

C.3.1 Information Architecture Objectives: To address the issues of information organization and accessibility, as well as to support the design changes, a new information architecture is required. The new information architecture and deliverables must address and define the following:

C.3.1.1 Taxonomy: A unified taxonomy for content categorization needs to be developed. The existing categories and document types from the CMS should be leveraged as a starting point, although these should be adapted, expanded, and refined to represent as closely as possible the internal understandings of USTR in a way that will transcend staff fluctuations due to changes in the administration.

C.3.1.2 Main Navigation: The main navigation should be updated to support the current trading relationships, countries, and topics. Existing can be leveraged as a starting point.
Navigation Vectors/Reusable Navigation Components: Almost all content in the site shares a common set of categories to help describe that content. This common information should be utilized as "navigation vectors" that allow the exploration of other content with similar categorizations. For example, possible vectors for each content item include: Date, Document Type, Country, Region, Topic, Trade Definitions/Help with Trade, Contact Us. These vectors should be represented in a consistent way across all content to build familiarity in the user's cognitive map of the site. Each vector should have a set type of functionality that is most appropriate to the vector being explored. For example, clicking on the Date vector might execute a search for all content with the same date. Using the Country vector might take the user to the country's overview page. Trade Definitions would provide a glossary of terms. It may also be useful to consider the vectors as reusable navigation components that could be leveraged throughout multiple areas of the site to enhance the content offerings and connections.

C.3.1.3 User identification: User personas and scenarios for the main User Groups (Press, Foreign nationals, General public, Other government agencies) must be developed. The scenarios must illustrate multiple types of usage of the proposed information architecture to validate its suitability as a solution.

C.3.1.4 Points of Entry: To support the disparate needs of the main User Groups, the information architecture should support a multiple "points of entry" concept where the clustering of content and functionality at a high level (at the very least, the home page) can be tailored to the needs of each main group. This can still lead into the same underlying architecture for the rest of the site, but would allow a user more easily make use of the site from their perspective.

C.3.1.5 Redirects: Custom URL redirects should be setup to allow featured content or content areas to be reached. For example, www.ustr.gov/press should take one immediately to the Press Room, www.ustr.gov/china to USTR's country page on China, and www.ustr.gov/nafta to details on NAFTA.

C.3.1.6 Search: Revised simple, advanced, and faceted search interfaces must be a part of the new information architecture.

C.3.1.7 General: The information architect will need to consult with the CMS vendor to understand the existing content structure from an administrative capability, and how to best leverage that in the new system.

C.3.2 Design Objectives: The new design must emphasize a fresh, clean look that improves readability and usability of the site. Specific design objectives include:

C.3.2.1 Branding: Overall, more effective and prominent branding of the USTR must be a part of the site design. Specifically, the branding must: Highlight the USTR's mission and activities; Reinforce USTR's relationship to the Executive Office of the President of the United States; and Communicate USTR's Cabinet-level prominence in our nation's government.

C.3.2.2 Layout: a three-column layout would best serve the joint needs of increasing site usability and improving information architecture for both the end user and USTR content administrator constituencies. Most navigation would be located in the left column, main content in the center, and related content and links in the right.

C.3.2.3 Color Palette: A new color palette should be chosen, focusing on readability of content. Main content areas should have white backgrounds, and an emphasis on cleanliness is key. Links should have specific colors and treatments so that they are easily recognizable as links – they should not blend into the content as they do now. Color selection should reinforce the groupings of content areas and navigational areas, and not be so similar so as to cause confusion.

C.3.2.4 Implementation: All design should be implemented using Cascading Style Sheets (CSS) and images in such a way that the presentation layer is abstracted from the content layer, allowing design and layout to be modified independently of the content.

C.3.2.5 Home Page Layout: The home page must become much more flexible and useable with the following specific changes at a minimum: Height should not be constrained to allow for more content to be presented; Title and link text should be given more room to accommodate document titles that are frequently quite long; and News areas should be more extensive to allow for more content to be presented.

C.3.2.6 Flash: the use of Flash should be extremely limited due to difficulties in updating and maintenance. Any use of Flash that is recommended will require significant justification prior to approval.

C.3.2.7 Photography: The design must accommodate easier integration of photography from USTR events. When provided, photography should be presented as a prominent element on a page, with ample space for captions. Photos must be easy to upload and manipulate. Any custom treatment of photo borders will require significant justification and must be capable of being regularly implemented without USTR intervention or additional staff cost.

C.3.2.8 Consistency: The design should be unified across the site, and consistent between page and document types (e.g., countries, industries, services). This will reinforce a user's location in the site, and breed familiarity with the content.

C.3.2.9 Graphic usage: Graphics on the site should not inhibit site growth or scalability. Where possible, navigation and other labeling text should be attractively styled with CSS rather than using images or graphics.

C.3.2.10 Section 508: As a government site, **the design and coding must be compliant with Section 508 standards for access by disabled users.** If the primary design cannot conform to Section 508 requirements, an alternative design must be provided that is compliant. The alternative design must implement the same information architecture so that content does not need to be restructured to accommodate the design.

C.3.2.11 Reuse: The design can allow for new methods of presenting the main content of a page, but must not require extensive reconstruction of existing content in order to minimize content rebuilding.

C.3.2.12 News Ticker: a "latest news ticker" feature should be included on the home page.

C.3.2.13 Geographic interface: A map or geographic interface is required for USTR site sections focusing on world trade and regions.

C.3.2.14 Landing pages: The design must provide for landing pages to be created for key agreements or countries mentioned in USTR content.

C.3.2.15 Search: The design must facilitate the placement of simple and advanced search elements within each page.

C.3.2.16 Examples: Example sites cited by USTR as having design elements to emulate include: The White House: whitehouse.gov; US Department of State: www.state.gov; Washington Post: www.washingtonpost.com; New York Times: www.nytimes.com; PricewaterhouseCoopers: www.pwc.com

C.3.3 Content Management System Implementation Objectives: The Contractor will assist USTR in comparing its existing CMS (Crownpeake) versus two viable alternative systems. The comparison will address total cost of ownership (TCO), ease of administration, security, performance, and features. USTR will then choose the target CMS system for the redesigned site. The CMS and the design are closely integrated and therefore the CMS selection must be made very early in the redesign process. The CMS will require some configuration to support the new design and information architecture. The extent of the configuration cannot be adequately determined until the redesign elements are almost complete, however if USTR remains with the existing CMS, there are a few known modifications to be made:

C.3.3.1 Improved "home pages" for content: For the main content sections (e.g., Trading Relationships, Countries, Topics), each should be given its own "home page". From a conceptual viewpoint, the idea is to make each page capable of having enhanced content organization and presentation features. This would result in a certain amount of content weight being taken from the home page to keep it streamlined, but bolster the main content sections to provide more valuable content, with greater variety in the presentation.

C.3.3.2 Content Entry from non-CMS users: In order to distribute the content creation load without incurring significant CMS training costs for large groups of users, a web-based form can be created to allow users to enter content to the CMS in a structured way.
The content would be entered into the form and submitted, and the form would insert the content via SMTP into the CMS. USTR CMS Administrators would receive email notification of the new content being posted, and would be responsible for approving the content prior to publishing it to the live web site.

C.3.3.3 Certification and Accreditation: Once USTR selects a CMS, the Contractor will assist USTR in completing the Certification and Accreditation documentation required by EOP Information Assurance.

C.3.4 Migration and Launch of New Site Objectives: The Contractor will migrate USTR's content into the content management system and launch the new site.

C.3.4.1 Contractor will attempt to migrate as much content as possible in an automated fashion. The amount of content that can be systematically migrated will depend the on the structure of the current content. The remaining content will be manually migrated to the new site.

C.3.4.2 Contractor will deploy site to test environment and review the site with USTR staff.

C.3.4.3 Contractor will deploy the site to production and resolve any last minute issues discovered during the deployment.

C.4 Training and Documentation: The Contractor will provide all necessary training on the operation of the new CMS system to the USTR Webmaster. The contractor will provide all system and software documentation.

C.5. Follow-on (optional) maintenance objectives: The contractor will provide labor categories and rates for the base year plus 3 option years with skills necessary to perform follow-on updates and maintenance to the website design or CMS.

C.6. Website hosting (optional): www.ustr.gov uses a "decoupled" architecture, with the CMS residing at CrownPeake and the public-facing server at the EOP datacenter. USTR may choose to move the public-facing server out of Dakota. The contractor will provide a monthly cost for base year plus 3 option years to host the public-facing content.

C.7. General

C.7.1. The Contractor shall provide the necessary qualified personnel, facilities, equipment, supplies, services, Subcontractors and related administrative and information technology support to accomplish the objectives.

C.7.2. All code/software and documentation developed to support this project are property of the Government and shall not be used for any purpose other than that intended by this contract. All source code created for the contract shall be delivered to the Government in a manner that it may be readily used to modify or update the site in the future.

C.7.3. If deployment of the new web site requires contractor presence at the EOP datacenter, Contractor shall provide a list of all contractor personnel assigned to work there to USTR at least one week prior to arriving on-site. The list must include each employee's name, social security number, and date of birth. All personnel must be cleared thru the EOP security office.

AWARD/CONTRACT

1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350) | RATING | PAGE OF PAGES 1 54

2. CONTRACT (Proc. Inst. Ident.) NO. UST-GEN-O-08-0001

3. EFFECTIVE DATE 09/30/2008

4. REQUISITION/PURCHASE REQUEST/PROJECT NO. UST-GEN-R-08-0093

5. ISSUED BY CODE OAS

OAS
1800 G STREET, NW
WASHINGTON DC 20503

6. ADMINISTERED BY (If other than Item 5) CODE UST

EOP/UST
1800 G STREET, NW
WASHINGTON DC 20503

7. NAME AND ADDRESS OF CONTRACTOR (No., Street, City, County, State and ZIP Code)

DATA FEDERAL CORPORATION
Attn: MARK SOBIANEK
1783 FOREST DRIVE
SUITE 298
ANNAPOLIS MD 21401-4229

CODE 786193136 FACILITY CODE

8. DELIVERY

FOB ORIGIN X OTHER (See below)

9. DISCOUNT FOR PROMPT PAYMENT

N/30 PROMPT PAY

10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN | ITEM

11. SHIP TO/MARK FOR CODE EOP

EOP
GSA/EOP, Anacostia Naval Annex
250 Murray LN SW Bldg 410 Door 123
EOP
WASHINGTON DC 20509

12. PAYMENT WILL BE MADE BY CODE EOP/OA

EOP/OA
Fax Invoices to: 202-395-6236, For Inquiries Call: 202-395-7250, Free Electronic Notification of Payments https://fmsapps.treas.gov/paid

13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION

10 U.S.C. 2304 (c) ( ) 41 U.S.C. 253 (c) ( )

14. ACCOUNTING AND APPROPRIATION DATA

See Schedule

15A. ITEM NO.	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
	Continued				

15G. TOTAL AMOUNT OF CONTRACT $161,822.00

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X	B	SUPPLIES OR SERVICES AND PRICES/COSTS	2			PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.	
X	C	DESCRIPTION/SPECS./WORK STATEMENT	4	X	J	LIST OF ATTACHMENTS	44
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CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE

17. CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)

18. X AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any condition sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.

19A. NAME AND TITLE OF SIGNER (Type or print)
Christopher M. Toven

19B. NAME OF CONTRACTOR

BY Christopher M. Toven
(Signature of person authorized to sign)

19C. DATE SIGNED 9/30/08

20A. NAME OF CONTRACTING OFFICER
ALTHEA KIREILIS

20B. UNITED STATES OF AMERICA

BY [signature]
(Signature of the Contracting Officer)

20C. DATE SIGNED

NSN 7540-01-152-8069
PREVIOUS EDITION IS UNUSABLE

STANDARD FORM 26 (Rev. 4-85)
Prescribed by GSA
FAR (48 CFR) 53.214(a)

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED: UST-GEN-C-08-0001

NAME OF OFFEROR OR CONTRACTOR: DATA FEDERAL CORPORATION

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Pursuant to Section 8(a) of the Small Business Act [15 U.S.C. 637(a)], this document establishes a contract between the Executive Office of the President, Office of Administration, and the U.S. Small Business Administration (Data Federal Corporation as subcontractor) for web design services per the proposal submitted by Data Federal Corporation dated September 26, 2008, as amended on September 30, 2008, and the terms and conditions described herein. U.S. Small Business Administration Requirement No. pending. Accounting Info: (B)(2) [redacted] FOB: Destination Period of Performance: 09/30/2008 to 09/30/2012				
0001	The contractor shall perform a comprehensive redesign of the web site for the Office of the U.S. Trade Representative (USTR), www.ustr.gov. The redesign shall include the following high-level tasks: Information Architecture, Design, Content Management System (CMS) Implementation, and migration for a firm, fixed price of $149,822.00. Delivery by March 31, 2009. Web maintenance and updates up to 120 hours for a firm, fixed price of $12,000. Period of performance is April 1, 2009 to September 29, 2009. Obligated Amount: $161,822.00 Amount: $127,800.00 Amount: $34,022.00				161,822.00
0002	(Option year 1) Web maintenance and updates up to 120 hours for a firm fixed price of $12,420.00. Period of performance is September 30, 2009 to September 29, 2010. Amount: $0.00(Option Line Item) 09/30/2009				0.00
0003	(Option year 2) Web maintenance and updates up to 120 hours for the firm fixed price of $12,854.40. Period of Continued ...				0.00

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED UST-GEN-C-08-0001	PAGE 3 OF 54

NAME OF OFFEROR OR CONTRACTOR
DATA FEDERAL CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	performance is September 30, 2010 to September 29, 2011. Amount: $0.00(Option Line Item) 09/30/2010				
0004	(Option year 3) Web maintenance and updates up to 120 hours for the firm, fixed-price of $13,304.40. Period of performance is September 30, 2011 to September 29, 2012. Amount: $0.00(Option Line Item) 09/30/2011				0.00
	The total amount of award: $161,822.00. The obligation for this award is shown in box 15G.				