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	O OTHER SPECIAL AGREEMENTS
I.a. AGREEMENT NUMBER	b. AMENDMENT NUMBER (if applicable)
2. PARTIES TO THE AGREEMENT	
a. NAME OF OPERATING UNIT AND OFFICE (Name of administrative contact, including address, telephone and FAX numbers and e-mail.)	b. NAME OF OPERATING UNIT AND OFFICE (Name of administrative contact, including address, telephone and FAX Numbers, and e-mail.)
☐ Requesting OU ☐ Servicing OU	☐ Requesting OU ☐ Servicing OU
3. PROJECT TITLE OR PURPOSE	4. GOODS AND SERVICES BEING EXCHANGED (The description of goods and services being exchanged and delivery requirements are included in the attached terms and conditions.)
5. LEGAI. AUTHORITY 15 U.S.C 1521 31 U.S.C. 1535 (DoC Working Capital Fund) (Economy Act) Programmatic Authority	6. ANTICIPATED PERIOD OF AGREEMENT START DATE: COMPLETION DATE:
7. FUNDING	
a. Estimated Total Cost	b. Funds Citation/Cost Center
	Frequency of Distribution:(quarterly, monthly, etc.)
c. Cost Allocation □ 100% reimbursed by requesting Operating Unit	
☐ Other. Explain:	
d. Funds Availability/Budget Approval	
	Signature and Date (Head of Operating Unit or designee)
8. EXECUTION OF THE AGREEMENT	

b. OU Approval Official

Date

Signature

Date

a. OU Approval Official

Signature

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9. "RESOLUTION OF DISAGREEMENTS

Nothing herein is intended to conflict with current DOC, bureau, or office directives. If the terms of this agreement are inconsistent with existing directives of either of the offices entering into this agreement, then those portions of this agreement which are determined to be inconsistent shall be invalid, but the remaining terms and conditions not affected by the inconsistency shall remain in full force and effect. At the first opportunity for review of the agreement, all necessary changes will be accomplished either by an amendment to this agreement or by entering into a new agreement, whichever is deemed expedient to the interest of both parties.

Should disagreement arise on the interpretation of the provisions of this agreement, or amendments and/or revisions thereto, that cannot be resolved at the operating level, the area(s) of disagreement shall be stated in writing by each party and presented to the other party for consideration. If agreement on interpretation is not reached within thirty days, the parties shall forward the written presentation of the disagreement to respective higher officials for appropriate resolution."

10. DETERMINATION AND FINDING PURSUANT TO 48 CFR § 17.503(b) [NOTE: place a check in each space that applies.] It has been determined that this Economy Act order: - does not require contracting action by the servicing agency; or - requires contracting action by the servicing agency and that one of the following circumstances exists: the acquisition will appropriately be made under an existing contract of the servicing agency, entered into before placement of the order, to meet the requirements of the servicing agency for the same or similar supplies or services; the servicing agency has capabilities or expertise to enter into a contract for such supplies or services which is not available within the requesting agency; or the servicing agency is specifically authorized by law or regulation, i.e., [set forth the citation for the law or regulation], to purchase such supplies or services on behalf of other agencies. [Signature of DOC official who has authority to sign this D&F, i.e., either a contracting officer or other official designated by the agency to sign the D&F] [title] Signature Date Title Name 11. ECONOMY ACT CERTIFICATION As an authorized designee of the agency head, I have determined that (1) amounts are available; (2) the order is in the best interest of the U.S. Government; (3) the order can be provided by the other party to this Agreement; and (4) the ordered goods or services cannot be provided by contract as conveniently or cheaply by a commercial enterprise. Signature Date Name Title