

STATEMENT OF WORK (Example)

Submitted By:
[Your Organization's Name]

[Title of the Proposed Project]

1.0 OBJECTIVE.

- 1.1 Clearly state what the objectives of this project are.
- 1.2 Validate anecdotal information that double hull tankers work well to reduce oil outflow.
- 1.3 Address the issue of fire and explosion caused by accumulation of vapors between the hulls and perform a casualty analysis.

2.0 BACKGROUND.

- 2.1 Provide some background of the project.
- 2.2 This section usually provides some justification as to why the project was generated and why it should be funded.
- 2.3

3.0 REQUIREMENTS.

- 3.1 Scope. (Identify the phases of the project)
 - 3.1.1 The Contractor shall conduct an assessment
 - 3.1.2 The Contractor shall identify the
 - 3.1.3 The Contractor shall address
- 3.2 Tasks. (Identify the tasks to carry out the scope of the project)
 - 3.2.1 The Contractor shall
 - 3.2.2 The Contractor shall
 - 3.2.3
- 3.3 Project Timeline. See Enclosure (1).

4.0 GOVERNMENT FURNISHED INFORMATION.

4.1 Final Report Style Manual. See Enclosure (2).

5.0 DELIVERY REQUIREMENTS. (Identify the deliverables of the project)

5.1 The Contractor shall provide quarterly progress reports to the Project Technical Committee, the Ship Structure Committee Executive Director, and the Contract Specialist.

5.2 The Contractor shall provide

5.3 The Contractor shall provide a draft ASTM Standards for submission to the ASTM F-25.01 panel.

5.4 The Contractor shall provide a print ready master final report (paper copy and on 3.5" diskette in MS Word format) including the above deliverables formatted as per the Final Report Style Manual.

6.0 PERIOD OF PERFORMANCE.

6.1 Project Initiation Date: Date of Award.

6.2 Project Completion Date: ?? months from the Date of Award

7.0 GOVERNMENT ESTIMATE. These contractor direct costs are based on previous project participation expenses.

7.1 Project Duration: ?? Months.

7.2 Total Estimate: \$??.

7.3 The Independent Government Cost Estimate is attached as enclosure (3).

8.0 SOLE SOURCE JUSTIFICATION INFORMATION.

8.1 Company Selected for Sole Source Contract Award.

Organization Name

8.2 Basis for Sole Source Contract Award.

8.2.1 *Why this organization is the only one that can complete this project.*

8.2.2 *Supporting information required if you had to defend in court.*

8.3 Additional Information.

8.3.1 *Any additional information.*

8.3.2 *Organization is the only proper source to complete this work.*

9.0 Suggested Contracting Strategy.

Enclosures: (1) Project Timeline
(2) Final Report Style Manual
(3) Independent Government Cost Estimate