



Tri-Cities Services, Inc.
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January 19, 1998

MDD-98-001

Mr. A. M. Sastry
Vice President
MACTEC
Post Office Box 1427
Richland, Washington 99352

Dear Mr. Sastry:

TASK ORDER NO. 363

The Task Order placed by DynCorp Tri-Cities Services, Inc. (DynCorp) with MACTEC for support services of Mr. Bruce Lenzer and Joan Faleide has been successfully completed. The Purchase Order requested the following support:

- Develop and prepare a Resource Loaded Schedule.
- Develop and distribute a flow chart diagramming the identified emergency response processes to be used as the basis for policy and procedure development.
- Attend weekly status meetings and document and update the weekly status schedule.
- Complete a monthly summary report of activities associated with this Task Order.
- Maintain the baseline schedule.
- Facilitate task team meetings (2 per week).
- Perform an independent schedule review of the Emergency Preparedness task schedule.
- Recommend process improvements to the task team activities.
- Produce a Final Executive Summary Report at the conclusion of the Task Order.

The tasks requested were essential to completion of the DynCorp activities associated with identification and closure of the PRF corrective actions.

The support provided by Mr. Lenzer and Ms. Faleide was truly outstanding. They are both incredibly talented and competent. The project could not have been accomplished without their assistance. Quite frankly, the job could not have been done better.

We remain very pleased with the support MACTEC continues to provide to DynCorp and look forward to doing business with you in the future.

Sincerely,



Michael D. Dallas, Director
Operations

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