

If you can see it or hear it...we can produce it!

**US Media Services utilizes a Federal Prime Contract with CASU/RMRC*
to provide Government Agencies with award-winning media services.**

- **Film/Video/Audio Production**
- **DVD/CD Authoring and Replication**
- **Website Development and Hosting**
- **Media Asset Restoration and Repurposing**
- **Graphic Design and Printing Services**
- **508 Compliance / Audio-Visual Accessibility**
- **Outreach Development**



BENEFITS OF WORKING WITH US MEDIA SERVICES THROUGH CASU/RMRC

- **No waiting, review panels or competitive bidding**
- **Rapid initiation and completion of projects**
- **Assistance drafting the Statement of Work**
- **Service for clients located anywhere in the United States**
- **Procurement through Interagency Agreement or MIPR**
- **Carry funds over fiscal years**



STEP-BY-STEP CASU/RMRC for NEW FEDERAL CLIENTS

Step 1: Before using the Assisted Acquisition Services of Rocky Mountain Regional CASU (RMRC), you must become a member agency. Applying for membership is free and easy. Call RMRC and visit www.rmrc.casu.gov/joinus.htm to get started.

Step 2: On the "Join Us" webpage, click the "Memorandum of Understanding (MOU)" link, print the PDF, complete the agreement, have it signed by a signature authority and return it to RMRC.

Step 3: Complete the two page "Request for Service Form - Multi-Media Services" available at www.psc.gov/casu/rmrc/docs/RequestMM.pdf and return to RMRC.

Step 4: Create the Statement of Work (US Media Services will help with this process) sign it and return it to RMRC. Now we can get started and you can relax, knowing that your project is in good hands.

***CASU/RMRC is The Cooperative Administrative Support Unit / Rocky Mountain Regional CASU, a Denver based, federal entrepreneurial program providing Assisted Acquisition Services to federal government agencies and the military anywhere in the country. CASU is sponsored by the Interagency Council on Administrative Management, Executive Order 12479, 5/24/84. CASU/RMRC operates utilizing competitively awarded contracts and Blanket Purchase Agreements under the authority of the Department of Health and Human Services Service and Supply Fund, 42 U.S.C. 231 and meets all FAR requirements.**

RMRC/CASU CONTACT INFORMATION

www.rmrc.casu.gov

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