

**GEOSPATIAL INFORMATION MAPS / PROGRAM 3842SR2**

**TERM: Oct 8, 2020 - July 31, 2021 W/OPTIONS**

Item No.	DESCRIPTION	Basis of Award	FREDERIC PRINTING		MONARCH LITHO		WILLIAMS & HEINTZ		
			State 050	Code 22236	State 040	Code 60078	State 190	Code 95460	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	
<b>I.</b>	<b>COMPLETE PRODUCT:</b>								
1.	Four Color Process:								
(a)	Makeready and/or Setup, per unit	409	x	125.00	51,125.00	118.00	48,262.00	176.00	71,984.00
(b)	Running, per 1,000 copies	2,674	x	6.50	17,381.00	12.80	34,227.20	9.90	26,472.60
2.	Additional Pantone Ink Color(s):								
(c)	Makeready and/or Setup, per unit	344	x	8.00	2,752.00	12.70	4,368.80	28.00	9,632.00
(d)	Running, per 1,000 copies	1,781	x	0.50	890.50	1.50	2,671.50	1.75	3,116.75
<b>II.</b>	<b>PAPER: Per 1,000 Leaves</b>								
(a)	White Matte-Coated Text, 80 lbs., per unit, JCP A240	390	x	20.00	7,800.00	1.58	616.20	15.10	5,889.00
(b)	White Chemical Wood Map, Lithographic-Finish, 22 lbs., per unit, JCP E40	696	x	17.50	12,180.00	1.65	1,148.40	18.60	12,945.60
(c)	White Printable Plastic Film (Synthetic Paper/Polyart II), 4.5 mil., per unit, JCP O90	553	x	50.50	27,926.50	46.00	25,438.00	54.80	30,304.40
<b>III.</b>	<b>ADDITIONAL OPERATIONS:</b>								
(a)	BLM, ISBN Bookland/EAN Bar Code Markings, per order	18	x	35.00	630.00	85.00	1,530.00	1.00	18.00
(b)	Composite digital color content proof, per unit	26	x	1.00	26.00	6.50	169.00	2.00	52.00
(c)	720 x 720 dpi Inkjet proof, per unit.	174	x	1.00	174.00	7.50	1,305.00	2.00	348.00
(d)	Accordion folds with parallel, and right angle folds, per 1,000 copies	119	x	1.00	119.00	4.75	565.25	9.00	1,071.00

	<b>Awarded</b>							
<b>CONTRACTOR TOTALS</b>			<b>121,004.00</b>		<b>120,301.35</b>		<b>161,833.35</b>	
<b>DISCOUNT</b>		<b>2%</b>	<b>2,420.08</b>		<b>2,406.03</b>	<b>1%</b>	<b>1,618.33</b>	
<b>DISCOUNTED TOTALS</b>		<b>20 days</b>	<b>118,583.92</b>		<b>20 days</b>	<b>117,895.32</b>	<b>20 days</b>	<b>160,215.02</b>
			<b>1,255.03</b>		<b>2,525.48</b>		<b>2,894.72</b>	
<b>DISCOUNTED TOTALS WITH AGENCY ESTIMATED PSI TRAVEL</b>			<b>119,838.95</b>		<b>120,420.80</b>		<b>163,109.74</b>	

\*4 press sheet inspections-2 from CO and 2 from UT

\*\* (TRAVEL TO/FROM, 3-DAY STAY, 4 ORDERS)

August 17, 2020

This is Amendment No. 1. The specifications in our invitation for bids on Program 3842sr2, scheduled for opening at August 18, 2020 at 2:00 pm MST, are amended as follows:

1. The requirement for Paper Tyger paper is removed from pages 10, 14, and 16.
2. Polyart II specified basis weight is changed from 61 lbs. to 4.5 mils on pages 10 and 16.
3. SECTION 3. – DETERMINATION OF AWARD II.(d) quantity will be added to II.(c) changing the quantity from 26 to 553.
4. SECTION 3. – DETERMINATION OF AWARD II.(d) is removed.
5. SECTION 4. – SCHEDULE OF PRICES II. PAPER: (d) is removed and bids for this paper will not be considered in determination for award.

All other specifications remain the same.

If amendment is not acknowledged on bid, direct acknowledgement to:

[bidsdenver@gpo.gov](mailto:bidsdenver@gpo.gov)

Amended bid or acknowledgement must be submitted using the method(s) specified in the solicitation for bid submission. Telephone or Fax submission is not acceptable.

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO BID OPENING.

Failure to acknowledge receipt of amendment, by amendment number, prior to bid-opening time, may be reason for bid being declared nonresponsive.

Sincerely,

DIANE L. ABEYTA  
Contracting Officer

3842sr2

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U.S. GOVERNMENT PUBLISHING OFFICE

Denver, CO

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Geospatial Information Maps

as requisitioned from the U.S. Government Publishing Office (GPO) by

Various Agencies

Single Award

**TERM OF CONTRACT:** The term of this contract is for the period beginning date of award and ending July 31, 2021, plus up to four (4) optional 12-month extension period(s) that may be added in accordance with the “OPTION TO EXTEND THE TERM OF THE CONTRACT” clause in SECTION 1 of this contract. The anniversary date of this contract shall be considered August 1, 2020.

**THIS IS A RE-ADVERTISEMENT 3842sr2.** The bid opening has been extended. All previously submitted bids will not be considered. All interested contractors **MUST** resubmit their bids for consideration, and contractors are encouraged to read the entire specification prior to bidding with special attention to the Schedule of Prices.

**BID OPENING:** Bids shall be publicly opened at 2:00 p.m., prevailing Denver, CO, time, on August 18, 2020.

**BID SUBMISSION:** Due to the COVID-19 pandemic, the physical office will **NOT** be open. Based on this, bidders **MUST** submit email bids to [bidsdenver@gpo.gov](mailto:bidsdenver@gpo.gov) for this solicitation. No other method of bid submission will be accepted at this time.

The company name, program number, and quote opening date must be specified in the subject line of the emailed bid submission. Bids received after 2:00 p.m. prevailing Denver, Colorado time on the bid opening date specified above will not be considered for award.

**BIDDERS, PLEASE NOTE:** All bidders are cautioned to familiarize themselves with all provisions of these specifications before bidding. With particular attention to the following:  
Abstracts of contract prices are available at <https://www.gpo.gov/how-to-work-with-us/vendors/contract-pricing>.

**ADDITIONAL EMAILED BID SUBMISSION PROVISIONS:** The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following:

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder’s email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO’s stated limit.
4. When the email bid is received by GPO, it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO’s email server as the official time stamp for bid receipt at the specified location.

**Doing Business with GPO Customer Services During Coronavirus Pandemic.**

Contractors should continue performance on contracts. Contractors must continue to fully comply with the terms and conditions of these contracts. Deliveries, proof approvals, and press sheet inspections for agencies may be impacted. It is requested that contractors contact a Government employee at the delivery location to confirm their availability to receive prior to shipping.

Schedules and other adjustments will be made in accordance with GPO Contract Terms. Caution should be used to safeguard all products should any delivery delays be imposed by the Government.

As a reminder, contractors must furnish contract compliance information required in accordance with GPO Contract Terms, Contract Clause 12: Notice of Compliance With Schedules.

Contractors should immediately contact your GPO contract administrator and/or contracting officer to identify impacted orders if any delay is anticipated, including temporarily closure of a production facility or the planned suspension of any services.

If you have any questions on a particular contract, please contact the Customer Services contract administrator and/or contracting officer for your contract (best method of communicating with them is via email). Office team e-mail addresses can be found at <https://www.gpo.gov/how-to-work-with-us/agency/services-for-agencies/procurement-services-team>.

**BIDDER'S NAME AND SIGNATURE:** Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms – Publication 310.2. When responding by email, fill out and return one copy of all pages in “SECTION 4. – SCHEDULE OF PRICES,” including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, § 2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

For information of a technical nature, contact Beverly Boecher at (303) 236-5292, x4; or email [bboecher@gpo.gov](mailto:bboecher@gpo.gov).

## SECTION 1. - GENERAL TERMS AND CONDITIONS

**GPO CONTRACT TERMS:** Any contract which results from this Request for Bids will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 9-19)).

GPO Contract Terms (GPO Publication 310.2) –

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>

GPO QATAP (GPO Publication 310.1) –

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>

**QUALITY ASSURANCE STANDARDS:** The following documents and publications shall apply to these specifications: In the event of conflict between the documents and publications referenced herein and the content of this specification shall be considered a superseding requirement.

Product Quality Levels:

- (a) Printing (page related) Attributes – Level II.
- (b) Finishing (item related) Attributes – Level II.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests – General Inspection Level I.
- (b) Destructive Tests – Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	O.K. Press Sheets
P-8. Halftone Match (Single and Double Impression)	O.K. Press Sheets
P 9. Solid and Screen Tint Color Match	O.K. Press Sheets
P 10. Process Color Match	O.K. Press Sheets

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Average Type Dimension/Electronic Media
P-8. Halftone Match (Single and Double Impression)	Approved Proof, Electronic Media
P 9. Solid and Screen Tint Color Match	Approved Proof, Electronic Media
P 10. Process Color Match	Approved Proof, Electronic Media

**SUBCONTRACTING:** Subcontracting will not be permitted.

**OPTION TO EXTEND THE TERM OF THE CONTRACT:** The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed five (5) years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “EXTENSION OF CONTRACT TERM” clause. See also “ECONOMIC PRICE ADJUSTMENT” for authorized pricing adjustment(s).

**EXTENSION OF CONTRACT TERM:** At the request of the Government, the term of any contract resulting from this solicitation may be extended for such period of time as may be mutually agreeable to the GPO and the contractor.

**ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from date of award to July 31 2021, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted “Consumer Price Index For All Urban Consumers – Commodities less Food” (Index) published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending April 30, 2021, called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

The Government will notify the contractor by contract modification specifying the percentage increase or decrease to be applied to invoices for orders placed during the period indicated. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs and separately adjusted paper prices. Payment discounts shall be applied after the invoice price is adjusted.

**PRE-AWARD SURVEY:** In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site pre-award survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

**POST AWARD CONFERENCE:** Unless waived by the Contracting Officer, the total requirements of the job as indicated in these specifications will be reviewed by the Government representatives with the contractor's representatives at the U.S. Government Publishing Office, Denver Regional Office, immediately after award. At the option of the Government, the post award conference may be held via teleconference or waived.

**ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS:** A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual print order for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

**ORDERING:** Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from date of award through July 31, 2021, plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued", upon notification by the Government for purposes of the contract when it is electronically transmitted or otherwise physically furnished to contractor in conformance with the schedule.

**COMMUNICATIONS:** Each communication must be clearly labeled with the GPO jacket, purchase order and print order number, and the title of the product to which the communications apply.

**REQUIREMENTS:** This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled "Ordering". The quantities of items specified herein are estimates only, and are not purchased hereby. Except as may be otherwise provided in this contract, if the Government's requirements for the items set forth herein do not result in orders in the amounts or quantities described as "estimated", it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor all the items set forth which are required to be purchased by the Government activity identified on page 1.

The Government shall not be required to purchase from the contractor, requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders which provide for shipment/delivery to or performance at multiple destinations.

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the "Ordering" clause of this contract.

**PAYMENT:** The GPO Denver office will utilize the following procedure. Billing certification sheets for the work performed will be sent by the contractor to the ordering agency for examination and certification as to correctness of the billing as applicable to the work performed.

The ordering agency is required to return the signed billing certification to the contractor within five (5) workdays of receipt. In addition, after certification a copy of the approved billing certification sheet and the accompanying print order with all additional pages are to be submitted by the agency and the contractor to the GPO Denver office via fax (303) 236-5332 or email to: [InfoDenver@gpo.gov](mailto:InfoDenver@gpo.gov).

After examination and certification by the ordering agency, contractor must submit their invoice to GPO. Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of receiving payment. Instruction for using this method can be found at the following web address:  
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process, refer to the General Information of the Office of Finance web page located at: <https://www.gpo.gov/how-to-work-with-us/agency/billing-and-payment>.

NOTE: Exception to the Billing Certification Requirement: On all GPO Denver placed orders with print order series 15000, 25000, 45000, 65000, 85000, 95000 the billing certification requirement is WAIVED.

## SECTION 2. - SPECIFICATIONS

**SCOPE:** These specifications cover the production of maps requiring such operations as electronic pre-press, proofing, press-sheet inspections, printing, binding, packing, and distribution to multiple locations.

**TITLE:** Geospatial Information Maps.

**FREQUENCY OF ORDERS:** Approximately 25 orders per year.

**QUANTITY:** It is anticipated that orders will be face only and/or face and back with one map per order. Orders will range from 1,000 to 3,500 copies per map, with an occasional order requiring up to 30,000 copies.

**TRIM SIZES:** Various trim sizes will be ordered as follows: 27 x 36" up to and including 36 x 48". The sheet size will be paid for at the page size of 94 square inches.

**GOVERNMENT TO FURNISH:** Color accurate inkjet color charts or an occasional hard copy will be furnished for visual color match during printing.

Platform: Macintosh OS 10.7.5 and newer; Windows 7 and newer.

File Transfer/Storage Media: Upload to contractor FTP site; Email; CD-ROM; DVD; Thumb Drive; Agency FTP site.

Software: Adobe CS and CC native software files in InDesign, Illustrator, Photoshop, and Adobe Acrobat, version 10 or later. ArcGis 10.6 (and/or associated upgrades) production mapping PDF files. At agency option an agency may provide a full color hard copy which is to be used for general color and registration purposes only. These hard copies must not be used for color match. An initial order per agency may be provided for creation of a color accurate proof and color matching standards for future orders submitted from that agency. This initial order will include electronic media and a hard copy color reference.

All platform system and software upgrades (for specific applications) which may occur during the term of the contract must be supported by the contractor.

Fonts: All printer and screen fonts will be furnished/embedded, as applicable. Type 1 (printer and screen) fonts, True Type fonts, Postscript, and Open Type fonts will be provided with each print order. The contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor's archive immediately after completion of the contract.

Additional Information: No prepress functions (e.g., color correction, UCR/GCR, sharpening or other image enhancement) or procedures have been applied to supplied images. Colors will be provided in CYMK and RGB. Files will be furnished in native application and/or PDF format. All necessary scans and graphics will be properly linked and in final position. Some files may be compressed using PKZip or similar compression software. Hard copy visuals output from furnished files may be furnished to be used as a reference only. CYMK to be used for color identification.

Identification markings such as register marks, commercial identification marks of any kind, etc., carried in the electronic files, must not print on finished product.

**CONTRACTOR TO FURNISH:** All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product(s) in accordance with these specifications.

The contractor must be able to accept files electronically via a contractor-hosted FTP server, by email and by agency supplied media. The contractor must provide their FTP site access information to ordering agencies to post materials, retrieve materials, and to post and retrieve proofs from their secure FTP site.

**CONSULTATION:** It is anticipated that prior to placing a print order or during the course of production of an order, the agency may consult with the contractor over the telephone or web based video conference regarding technical matters under the specifications involving electronic media. A majority of consultations will be limited to short telephone inquiries or web based video conference of a technical nature which will NOT require access to the contractor's electronic system. This level of consultation, which may occur frequently, will be at no cost to the Government.

**ELECTRONIC PREPRESS:** Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors other than those described below, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency and the GPO printing specialist mentioned on page 2 immediately upon discovery.

The contractor will not receive additional compensation or time for common errors associated with the output of files. Common errors include, but are not limited to:

- Color issues and shifts (RGB color data, spot colors, loss of black plate)
- Page integrity (text reflow or type substitution)
- Errors associated with embedded graphics
- Missing prepress features (e.g., bleeds, trim marks)
- Loss of text characters from graphic elements
- Defining proper file output selection for the imaging device being used

The contractor shall create or alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions.

Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of each print order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

**PROOFS:** The contractor is cautioned that proofs must be made from the final digital files (used for printing) that are to be delivered to the Government.

When ordered, contractor to submit one "Press Quality" PDF soft proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

When ordered, no charges will be allowed for PDF soft proofs.

When ordered, composite digital color content proof. Direct to plate must be used to produce the final product with a minimum resolution of 2400 x 2400 dpi. Proof must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face only and/or face and back, trimmed and folded to the finished size of the product, as applicable.

When ordered one set of inkjet proofs per map that are G7 profiled and use pigment-based inks. A proofing RIP that provides an option for high quality color matching (such as Device Links Technology and/or ICC Profiles Technology), and meets or exceeds industry tolerance to ISO 12647-7 Standard for Graphic Technology (as of 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

Pantone colors may be substituted with a similar color (with the exception of process yellow) but may not be built out of the four process colors. If producing Inkjet proofs, Pantone colors must be simulated on proofs and must be proofed separately on a digital color content, overlay, or inkjet proof.

Submit proofs together with the furnished media (including visual when applicable) and a prepaid air bill to the contact indicated on print order. The proof is to include contractor's proof cover memo form, with information identifying a point of contact, their phone number at the contractor's plant, full identification of the order and to include a filled-out return bill of lading or similar document to be used by the agency for the return of the proofs. All packages containing proofs must be clearly marked on the outside as "PROOFS", and contain the GPO Jacket Number, Program Number, Print Order number and publication title. Any terms and conditions on the contractor's proof documents are subordinate to GPO Contract Terms.

In the event proofs are disapproved by the Government, or the contractor fails to submit proofs by the date specified in the contract, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default. However, failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the original production schedule allotted in the specifications.

The contractor must notify the agency contact by email, and/or phone call when the proofs are shipped to the department with the name of the carrier service and tracking number. In addition, if the proofs are not returned by the department within the specified time the contractor must notify the agency and GPO contract administrator that the proofs have not been returned.

The contractor is cautioned that these proofs must be made from the final digital files (used for this printing) that are to be delivered to the Government.

If any contractor's errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the Government. No extra time will be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

The contractor must not print prior to receipt of an "OK to Print."

**STOCK/PAPER:** The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 13" dated September 2019.

The paper to be used will be indicated on each print order. When folding is ordered, all paper must have the grain parallel to the greatest number of folds. All text paper used in each copy must be of a uniform shade.

White Matte-Coated Text, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A240.

White Chemical Wood Map, Lithographic-Finish, basis weight: 22 lbs. per 500 sheets, 17 x 22", equal to JCP Code E40.

White Printable Plastic Film (Synthetic Paper/Polyart II), basis weight: 61 lbs., equal to JCP Code O-90.

White Printable Plastic Film (Synthetic Paper/Paper Tyger), basis weight: 27 lbs., equal to JCP Code O-90.

**PRINTING:** When ordered print in 4-color process, or 4-color process plus additional ink Pantone color(s) as indicated per order with exact register and exact Pantone color match. Print one or two sides, head to head, head to foot, or head to side per order. Contractor to match specified Pantone color(s), and 4-color process inkjet proofs approved for color match by agency. Orders to be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units). Contractor must use fade resistant inks.

All orders must be printed on a press capable of printing for (4) colors in a single pass through the press (minimum of four (4) printing units).

Clear, sharp screen printing in ink colors per print order. Printing must withstand a "Scotch Tape Test". Press a strip of "Scotch" tape firmly on the printed area and remove. There should be no transfer of the printed area to the tape.

Margins will be indicated on the print order or furnished electronic file. Bleeds on one to three sides are anticipated.

On Department of the Interior, BLM, orders (when ordered), the contractor is to include a specified ISBN Bookland/EAN Bar Code Markings and position the bar code according to the furnished instructions. The specifications on the Bookland/EAN bar code symbology required on publications using the International Standard Book Number System are in accordance with the requirements established in the UPC Symbol Specifications Manual, January 1986.

**PRESS SHEET INSPECTION:** Final makeready press sheets may be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. When a press sheet inspection is required, it will be specified on the individual print order. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as BRUNNER, GATF, GRETAG, or RIT) must show areas consisting of 1/8 x 1/8" minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated across the entire press sheet.

*Viewing Light:* Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

Travel expenses (consisting of Government air fare and per diem for food and lodging) to be incurred by the Government for two (2) press sheet inspections will be a factor in determining award. This will be based on sending one (1) Government representative for two (2) agencies from Denver, Colorado and the Ogden, Utah area for three (3) calendar days.

**MARGINS:** Margins will be as indicated on the furnished electronic files.

**BINDING:** Trim four sides. When ordered, accordion fold map with right angle fold to specified size with a suitable number of vertical parallel folds, and two right angle wrap-around folds ensuring the title panel faces out. Most orders will require folding of all copies. A folding dummy may be furnished by an agency.

**PACKING:** When ordered, copies to be packaged flat with suitable protection on top, bottom, and corners. Each container must not exceed 45 pounds when fully packed and should have a minimum bursting strength of 275 lbs. psi.

All shipments which fill less than a shipping container must be packaged with materials of sufficient strength and durability and in such a manner which will guarantee that the product will not be damaged and the package will not open nor split when processed through the U.S. mail system or a small package carrier delivery system.

**PALLETIZING:** Pallets or skids are required for all destinations receiving 10 or more shipping containers. NOTE: All box labels MUST be clearly visible from outside pallet. Maximum height (including pallet) 47".

Fasten with straps over edge protectors when the containers fill more than 1 layer on the pallet. Pallets shall be suitably packed so as to insure acceptance and safe delivery by common carriers to the point of delivery.

**LABELING AND MARKING:** When proofs are ordered, each package must be clearly labeled with the GPO jacket, purchase order, program number, and print order numbers, and the number or title of the product to which the proofs apply.

Contractor to download GPO Form 905 (R. 7-15) – Labeling and Marking Specifications which can be located on GPO.gov, Fill appropriate blanks, and attach to shipping containers.

**AGENCY INSPECTION SAMPLES:** For orders placed by the Department of Interior, BLM, the first five (5) folded copies, as soon as completed, must be sent for inspection to Bureau of Land Management; INSPECTION SAMPLES; Attn: Data Integration Section Chief OC-535, BLM Bldg. 50, Entrance, S-1, Denver Federal Center, Denver, CO 80225.

These samples cannot be deducted from the total quantity ordered. The package or envelope containing the samples shall be identified by the GPO jacket, purchase order, program number, print order number, and the number or title of the product to which the samples apply. The contractor will comply with the shipping schedule regardless of this requirement and will be notified of the test results only if there are deficiencies.

**SUPERINTENDENT OF DOCUMENTS:** Ordering agencies will include quantities and locations for copies to be shipped to the Superintendent of Documents. Only reprints will be excluded.

When BLM 100K Surface Maps are ordered the agency will include Superintendent of Document quantities for shipment to USGS (GPO Depository Copies #0619-G-16); Bldg. 810, Dock Door S-3, SW; (dock ph. 303-202-4682); Denver Federal Center; Denver, CO 80225; Attn: Pat Donahoo (ph. 303-202-4682). Deliveries must be completed prior to 2:00 pm.

All Superintendent of Documents copies are to be shipped f.o.b. destination in the quantities specified and to locations indicated on each order.

**DEPARTMENTAL RANDOM COPIES (BLUE LABEL):** All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special label (GPO Form 2678-Departmental Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list.

A copy of the print order/specification and a signed Certificate of Selection of Random Copies must be included.

**DISTRIBUTION:** Agency quantities are to mail/ship f.o.b. contractor's city and are to be delivered by the date indicated on the print order with inside delivery required. The cost for orders requiring lift gates and/or hand carts must be included in costs. The contractor must combine on one bill of lading (and a continuation sheet if necessary) all orders scheduled for shipment to a single destination on the same day. Complete addresses and quantities will be furnished with each print order.

Mail/Ship f.o.b. contractor's city will be requested to multiple locations within the United States including Alaska and Hawaii. All shipping charges shall be included per order with billing certification for agency approval along with proof of delivery. Mailing/Shipping charges are to be listed separate from production through packaging charges on the contractor's invoice, and will be reimbursed at actual cost.

The contractors shall mail/ship by whichever method is most economical and reasonable to the Government and insure prompt delivery. Shipments must be made direct to the destination stated in the specifications and must be delivered to that point on or before the delivery date on the order.

Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, and print order numbers: total quantity delivered, number of cartons, and quantity per carton: date of delivery, and signature of the Government agent accepting delivery. The original copy of this receipt must accompany the contractor's invoice for payment.

Upon completion of each order, contractor must notify the ordering agency on the same day the order is shipped via email to the address indicated on the print order. The subject line of the email shall be "Distribution Notice for Program 3842-S, Print Order XXXXX, Jacket Number XXX-XXX." The notice must provide all applicable tracking numbers, delivery methods, and title of product. Contractor must be able to provide copies of all delivery receipts upon agency request. Upon completion of each order, all furnished material (including electronic media, if applicable, digital deliverables) and samples if applicable must be returned to the ordering agency.

All expenses incidental to picking-up, returning materials, submitting proofs, and furnishing samples, must be borne by the contractor.

**SCHEDULE:** Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

When applicable, the print order and furnished material are to be picked up and returned to the contact listed in print order. At the Government's option, the print order and furnished materials may be emailed to the contractor or uploaded to the contractor's FTP site.

No definite schedule for pickup of material and placement of orders can be predetermined.

The following schedule begins the workday after notification of the availability of print order and furnished material; the workday after notification will be the first workday of the schedule.

Contractor must complete production and distribution within ten (10) to twenty (20) workdays. All proof time and transit time is included in the schedule.

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proof will be returned within five (5) workdays after receipt at the agency; revised proofs, if required, due to contractor errors will be returned within the same number of workdays after receipt at the agency. Note: The first workday after receipt of proofs by the agency is day one of the hold time. The proof hold period ends when the contractor is notified that the proofs are available for pick-up by the contractor or their designated service. All proof and transit time is included in the schedule. The contractor is directed to include a filled-out return bill of lading or similar document to be used by the agency for the return of the proofs. The cost of transporting of the proofs and the furnished materials BOTH ways is to be borne by the contractor. The contractor has the option of using their own personnel to pick up and deliver the proofs.

When ordered, the contractor must notify the agency contact of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least 4 workdays prior to the inspection. Inspections will only be accepted Monday through Friday between the hours of 8:00 AM and 5:00 PM contractor's local time. A suitable space shall be provided at the contractor's plant for this purpose. It is anticipated that a minimum of two (2) press-sheet inspections, requiring one (1) Government employee will be required during the first year of this contract. In the option years of the contract it is anticipated that one press-sheet inspection annually with one (1) Government employee will be required. Note: See Contract Clause 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

The contractor must return ALL Government furnished materials required under the terms of this contract separate from the order within five (5) workdays from shipment of the order by registered mail or alternate traceable means. The contractor must be able to produce a separate signed receipt for these materials any time during the course of the contract. Materials are to be returned to the pickup address unless otherwise indicated on the print order.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

### SECTION 3. - DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices bid in the "SCHEDULE OF PRICES" to the following units of production which are the estimated requirements to produce one (1) year's production under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for a like period of time.

The following item designations correspond to those listed in the "SCHEDULE OF PRICES".

- I.**
  - 1. (a) 409
  - (b) 2,674
  - 2. (c) 344
  - (d) 1,781
  
- II.**
  - (a) 390
  - (b) 696
  - (c) 26
  - (d) 527
  
- III.**
  - (a) 18
  - (b) 26
  - (c) 174
  - (d) 119

**SECTION 4. - SCHEDULE OF PRICES**

Bids Mail/Ship f.o.b. contractor's city and f.o.b. destination.

Prices must include the cost of all required materials and operations for each item listed in accordance with these specifications.

Bids for each item listed in its respective format group, as defined in "Section 2 – Specifications," must include the cost of all required materials and operations in accordance with these specifications.

Bidder must make an entry in each of the spaces provided. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids may be declared non-responsive.

An entry of "NC" (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

Bids submitted with "NB" (No Bid), "NA" (Not Applicable), or blank spaces for an item may be declared non-responsive.

The Contracting Officer reserves the right to reject any offer that contain prices for individual items of production (whether or not such items are included in the DETERMINATION OF AWARD) that are inconsistent or unrealistic in regard to other prices in the same bid or to GPO prices for the same operation if such action would be in the best interest of the Government.

All invoices submitted to the GPO shall be based on the most economical method of production.

Fractional parts of 1,000 will be prorated at the per-1,000 rate.

Contractor's billing invoice must be itemized in accordance with the line items in the "SCHEDULE OF PRICES."

**I. COMPLETE PRODUCT** (except paper and other additional operations covered under II. And III.):

Prices bid shall include the cost of all required materials and operations, including bindery, necessary for the complete production of the product listed in accordance with these specifications. Additional colors of ink on sides printing in 4-color process will be allowed under Additional Pantone ink color (c) and (d). One page-size unit will be allowed for each unit in the product. The number of page units will be determined by dividing its trim size by 94 sq. in. unit with any fractional parts prorated.

1. Four Color Process:

- (a) Makeready and/or Setup, per unit \$ \_\_\_\_\_
- (b) Running, per 1,000 copies \$ \_\_\_\_\_

2. Additional Pantone Ink Color(s):

- (c) Makeready and/or Setup, per unit \$ \_\_\_\_\_
- (d) Running, per 1,000 copies \$ \_\_\_\_\_

\_\_\_\_\_  
(Initials)

**II. PAPER:** Payment for paper supplied by the contractor under the terms of these specifications, as ordered on the individual print orders, will be based on the net number of leaves furnished for the product ordered. The cost of any paper required for makeready or running spoilage must be included in the prices bid.

One page-size unit will be allowed for each unit in the product. The number of page units will be determined by dividing its trim size by 94 sq. in. unit with any fractional parts prorated.

Per 1,000  
Leaves

- (a) White Matte-Coated Text, 80 lbs., per unit, JCP A240 \$ \_\_\_\_\_
- (b) White Chemical Wood Map, Lithographic-Finish, 22 lbs., per unit, JCP E40 \$ \_\_\_\_\_
- (c) White Printable Plastic Film (Synthetic Paper/Polyart II), 61 lbs., per unit, JCP O-90 \$ \_\_\_\_\_
- (d) White Printable Plastic Film (Synthetic Paper/Paper Tyger), 27 lbs., per unit, JCP O-90 \$ \_\_\_\_\_

**III. ADDITIONAL OPERATIONS:**

For proofing, one page-size unit will be allowed for each unit in the product. The number of page units will be determined by dividing its trim size by 94 sq. in. unit with any fractional parts prorated.

- (a) BLM, ISBN Bookland/EAN Bar Code Markings, per order \$ \_\_\_\_\_
- (b) Composite digital color content proof, per unit \$ \_\_\_\_\_
- (c) 720 x 720 dpi Inkjet proof, per unit \$ \_\_\_\_\_
- (d) Accordion fols with parallel, and right angle folds, per 1,000 copies \$ \_\_\_\_\_

**SHIPMENT(S):** Shipments will be made from: City \_\_\_\_\_, State \_\_\_\_\_

The city(ies) indicated above will be used for evaluation of transportation charges when shipment f.o.b. contractor's city is specified. If no shipping point is indicated above, it will be deemed that the bidder has selected the city and state shown below in the address block, and the bid will be evaluated and the contract awarded on that basis. If shipment is not made from evaluation point, the contractor will be responsible for any additional shipping costs incurred.

**DISCOUNTS:** Discounts are offered for payment as follows: \_\_\_\_\_ Percent, \_\_\_\_\_ calendar days. See Article 12 "Discounts" of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

**AMENDMENT(S):** Bidder hereby acknowledges amendment(s) number(ed) \_\_\_\_\_

**BID ACCEPTANCE PERIOD:** In compliance with the above, the undersigned agree, if this bid is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications.

NOTE: Failure to provide a 60-day bid acceptance period may result in expiration of the bid prior to award.

**BIDDER'S NAME AND SIGNATURE:** Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms - Publication 310.2. When responding by fax or mail, fill out and return one copy of all pages in "SECTION 4. - SCHEDULE OF PRICES," including initialing/signing where indicated.

Failure to sign the signature block below may result in the bid being declared non-responsive.

Bidder \_\_\_\_\_  
(Contractor Name) (GPO Contractor's Code)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City - State - Zip Code)

By \_\_\_\_\_  
(Printed Name, Signature, and Title of Person Authorized to Sign this Bid) (Date)

\_\_\_\_\_  
(Person to be Contacted) (Telephone Number) (Email)

**COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID**



***THIS SECTION FOR GPO USE ONLY***

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials)

Contracting Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials)