



August 16, 2016

AMENDMENT NO. 1

RE: PROGRAM 142-S

SPECIFICATIONS AMENDED

Bid opening date is extended from August 17, 2016, to August 18, 2016.

On page 5 of 17, after **TRIM SIZE:**, delete 9.

On page 13 of 17, delete 2. (a) 60,652 and insert 2. (a) 60.

Remainder of specifications same. Acknowledge on bid or amend bid by letter to U.S. Government Publishing Office -- Bid Section, -- Room C-161, Stop: PPSB, -- Washington, DC 20401, M/F: Program number, bid opening time and date. Failure to acknowledge receipt of this amendment, by amendment number, prior to bid opening time, may be reason for bid being judged nonresponsive.

Authorized by:

BRIAN T. COLEMAN
Customer Services

Written by: bc

Program No 0142S Term 09/01/16 To 08/31/17						
TITLE: Proceedings of the Marine Safety and Security Council (PMSSC)						
				Walsworth Publishing Company, Inc.		Publishers Press
				MARCELINE, MO		Shepherdsville, KY
				Current Contractor		
ITEM NO.	DESCRIPTION	BASIS OF AWARD	UNIT RATE	COST	UNIT RATE	COST
I.	ELECTRONIC PREPRESS:					
(a)	Trim/Page-size unit produced from electronic file per page/color	1,504	\$ 1.00	1,504.00	4.08	6,136.32
(b)	Digital color content proofs.....per trim/page-size unit	376	\$ 0.72	270.72	1.54	579.04
(c)	One-piece laminated color proofs.....per trim/ page-size unit	376	\$ 5.35	2,011.60	20.42	7,677.92
(d)	Adobe acrobat PDF soft proofs.....per file	4	\$ 35.00	140.00	20.42	81.68
(e)	Repurposed deliverable (E-publication).....p/disk	4	\$ 495.00	1,980.00	51.05	204.20
(f)	System Timework.....per hour	5	\$ 67.00	335.00	61.26	306.30
II.	PRINTING AND BINDING					
(a)	Text pages printing in 4-color process including binding ...per page					
(1) Makeready and/or Setup	352	\$ 17.88	6,293.76	30.63	10,781.76
(2) Running Per 1,000 Copies	10,560	\$ 6.75	71,280.00	7.56	79,833.60
(b)	Complete Cover (1 through 4).....per complete cover					
(1) Makeready and/or Setup	4	\$ 403.00	1,612.00	280.79	1,123.16
(2) Running Per 1,000 Copies	120	\$ 42.54	5,104.80	40.84	4,900.80
(c)	Varnishing or equal cover pages 1 & 4.....per order					
(1) Makeready and/or Setup	4	N/C	-	40.84	163.36
(2) Running Per 1,000 Copies	120	N/C	-	5.11	613.20
(d)	Reply card:printing face and back in black ink including stub and perforating if required.....per card					
(1) Makeready and/or Setup	4	\$ 440.25	1,761.00	122.53	490.12
(2) Running Per 1,000 Copies	120	\$ 30.20	3,624.00	35.84	4,300.80
(e)	Inserts.....per page					
(1) Makeready and/or Setup	2	\$ 798.00	1,596.00	30.63	61.26
(2) Running Per 1,000 Copies	60	\$ 113.70	6,822.00	7.56	453.60
III.	PACKING AND DISTRIBUTION:					
1.	Bulk shipments (other than by mail):					
(a)	Pack/seal shipping containers.....per container	60	N/C	-	2.04	122.40
2.	Mailing: Price includes cost of creating and affixing labels					
(a)	Single copies mailed as self-mailers.....per 1,000 copies	60	\$ 40.50	2,430.00	NEW	-
(b)	Sgl/Mult copies in kraft envelopes (up to 200 leaves)per envelope	6,740	\$ 0.92	6,200.80	0.41	2,763.40
(c)	Quantities over 200 leaves to 12 lbs in cushioned shipping bags cushioned shipping bags or wrapped in shipping bundles maximum weight 14-lbsper bag or bundle	1,936	\$ 1.75	3,388.00	1.54	2,981.44
(d)	Quantities over 12 lbs to 36 lbs packed in shipping containers maximum weight 40-lbs.....per container	508	\$ 2.04	1,036.32	2.04	1,036.32
CONTRACTOR TOTALS				\$117,390.00		\$124,610.68
DISCOUNT				0%	5%	\$6,230.53
DISCOUNTED TOTALS				\$117,390.00		\$118,380.15

U.S. GOVERNMENT PRINTING OFFICE

Washington, D.C.

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Proceedings of the Marine Safety and Security Council (PMSSC)

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

United States Coast Guard

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning **September 1, 2016** and ending **August 31, 2017** plus up to four optional 12-month extension periods that may be added in accordance with the "Option to Extend the Term of the Contract" clause in Section 1 of this contract.

BID OPENING: Bids shall be publicly opened at 11 a.m., prevailing Washington, D.C. time, on August 17, 2016.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: PPSGB, 732 North Capitol Street, NW, Washington, DC 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, Fax No. (202) 512-1782. The program number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised June 2001. Hand delivered bids are to be taken to: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC, time, Monday through Friday. The contractor is to follow the instructions in the Bid Submission/Opening area. If further instruction or assistance is required, call (202) 512-0526.

BIDDERS, PLEASE NOTE: These specifications have been revised; therefore, all bidders are cautioned to familiarize themselves with all provisions of these specifications before bidding.

Special attention is directed to the following item which differs from the previous contract:

Repurposed Deliverables: Contractor will be required to furnish upon completion of the order, one copy of an interactive, navigable online E publication (repurposed deliverable of customer provided PDF files). Digital Magazine for Desktop, Tablet and Mobile with the following features including: Digital replication for desktop, tablet and mobile. Hosting. Customized URL. Archiving. Google analytics. FC, Editorial and TOC hot links. Text reader for editorial only. Social media sharing. Forward to a friend. Advertising hot links. Tabs. Ad index link to page. Video up to 50 MB, audio up to 50MB and animation up to 50 MB. Contractor to upload digital magazine.

Abstracts of contract prices are available at <http://www.gpo.gov/gpo/abstracts/abstract.action?region=DC>

For information of a technical nature call Kevin Hodges (202) 512-0310.

SECTION 1.- GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised August 2002)).

GPO Contract Terms (GPO Publication 310.2) – <http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf>.

GPO QATAP (GPO Publication 310.1) – <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>.

DISPUTES: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at www.gpo.gov/pdfs/vendors/contractdisputes.pdf. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

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

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	Approved Proof/Electronic Media Output
P-8. Halftone Match (Single and Double Impression)	Approved Proof/Electronic Media Output
P-9. Solid and Screen Tint Color Match	Pantone Matching System/Electronic Media Output
P-10. Process Color Match	Approved Proof/Electronic Media Output

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. **NOTE:** There are no reimbursable postage charges on this contract. All mailing is to be done using the Coast Guard indicia.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from the beginning of the contract to August 31, 2017 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 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 May 31, 2016, 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.

NOTE: There are no reimbursable postage charges on this contract. All mailing is to be done using the Coast Guard indicia.

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.

POSTAWARD CONFERENCE: In order to ensure that the contractor fully understands the total requirements of this program, as indicated in these specifications, Government representatives reserve the right to conduct a conference with the contractor's representatives at the Government Printing Office (GPO), Washington, DC, immediately after award.

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 September 1, 2016 through August 31, 2017, 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" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

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.

NOTE: 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.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of a saddle-stitched magazine with separate-cover, including a tear-card with occasional insert requiring such operations as electronic prepress, proofs, printing (including 4-color process plus varnish), perforating, inserting, binding, packing, and distribution.

TITLE: Proceedings of the Marine Safety and Security Council (PMSSC).

FREQUENCY OF ORDERS: Approximately 3 to 5 orders per year.

QUANTITY: Approximately 20,000 to 60,000 copies per order. **Note:** The majority of orders will be for approximately 30,000 copies.

NUMBER OF PAGES: Approximately 80 to 100 pages plus separate wrap-around 4-page cover per order, a reply card (2-up) and occasional insert.

TRIM SIZE: 9

Magazine: Approximately 8-1/2 x 11".

Reply card (2-up): Reply card (2-up): Approximately 9-1/2 x 8-1/8" folded and stitched in at 3 x 5" from left edge; perforated at 4" from left edge.

Inserts: Flat size up to approximately 31 x 21", with various fold-ins, perforated/scored and folded as directed on print order. Inserts must trim flush or smaller than the trim size of the magazine.

GOVERNMENT TO FURNISH:

Electronic Media will be furnished as follows:

Platform: Macintosh OS X or later, or any future Windows platform software, as it becomes available.

Storage Media: CD-ROM, DVD-R/RW (Files may also be transmitted via FTP or E-mail).

Software: Adobe InDesign and Adobe Creative Suite

Files using Adobe software will be created in current versions or near current versions of the above mentioned programs.

Note: All platform system and software upgrades (for specified applications) which may occur during the term of the contract must be supported by the contractor. The contractor must provide the upgrades within one (1) month of notification by the Government.

Fonts: All screen and printer fonts will be furnished.

The contractor is cautioned that furnished fonts are the property of the Government and/or its contractors and may be used only for the purpose of producing material under this contract. Any use other than the contract is in violation of copyright laws. All fonts are to be eliminated from the contractor's archive immediately after completion of the contract

Additional Information:

A visual of the furnished electronic files will be provided. Files will be supplied in native page layout application.

CMYK will be used for color identification.

GPO Form 952 (Desktop Publishing - Disk Information).

Camera copy for "Postage and Fees Paid" mailing indicia.(to be reproduced as necessary to accomplish mailing). U.S. Postal Service Form 3615, "Mailing Permit Application and Customer Profile."

One reproduction proof, Form 905 (R. 06/03) with Labeling and Marking specifications.

Blue Labels and Selection Certificates for shipping Departmental Random Copies.

CD-ROM file supplied in Microsoft Excel spreadsheet format for distribution.

U.S. Government Printing Office Form 712, "Certificate of Conformance".

GPO Form 892 (Proof Label).

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, 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.

CONSULTATION: It's anticipated that prior to placing a print order or during the course of production of an order, the United States Coast Guard may consult with the contractor (over the telephone or face-to-face contact) regarding technical matters under the specifications involving electronic media. A majority of consultations will be limited to short telephone and/or person-to-person inquiries of a technical nature which will NOT require access to the contractor's electronic pre-press (EPS). This level of consultation, which may occur frequently, shall 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, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency, Barbara Chiarizia/Leslie Goodwin at (202) 372-2315/ (202) 372-2318 and the GPO representative, Kevin Hodges (202) 512-0310 if the schedule is affected.

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

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.

Contractor may be required to color correct or enhance supplied digital files.

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

Flat-tone screens may be required occasionally as full-page backgrounds, bleeding all sides, or in specified areas for special effect borders, lettering, or illustrations. Flat-tone screens will be required in a variety of screen percentages and combinations

DIGITAL DELIVERABLES: Upon completion of each order, the contractor must furnish final production native application files (digital deliverables). The digital deliverables must be an exact representation of the final printed product, unless otherwise specified. 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.

NOTE: The Government will accept PDF files as digital deliverables when furnished by the Government.

Repurposed Deliverables: Contractor will be required to furnish upon completion of the order, one copy of an interactive, navigable online E publication (repurposed deliverable of customer provided PDF files). Digital Magazine for Desktop, Tablet and Mobile with the following features including: Digital replication for desktop, tablet and mobile. Hosting. Customized URL. Archiving. Google analytics. FC, Editorial and TOC hot links. Text reader for editorial only. Social media sharing. Forward to a friend. Advertising hot links. Tabs. Ad index link to page. Video up to 50 MB, audio up to 50MB and animation up to 50 MB. Contractor to upload digital magazine.

Example of an E-publication includes:

<http://uscgreservist.epubxp.com/i/635271-iss1-2016/>

HARD PROOFS:

In addition to providing online proofing capabilities, the contractor must be able to supply, at the client's request, physical, color proofs to the Government Printing Office (GPO) based on the Government's final approval of the online proof.

One set of digital color content proofs for entire publication. At contractor's option, a film-based composite blueline may be submitted. Proofs 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 and back, trimmed and folded to the finished size of the product.

High Res Proofs:

One set of digital one-piece composite laminated color proofs on the actual production stock (Kodak Approval, Screen TrueRite, Polaroid PolaProof, Latran Prediction, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for COVERS and 8 random TEXT PAGES. At contractor's option, a film-based composite laminated color proof on the actual production stock may be submitted. Proofs must show dot structure and be in press configuration.

Or, Contractor's Option:

In lieu of digital one-piece laminated proofs, one set of composite inkjet proofs for ALL pages that are G7 profiled and use pigment-based inks. A proofing RIP that provides option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-2 standard for Graphic Technology (as of 3/19/09 and future amendments) must be utilized. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain one of the following color control strips to be evaluated for accuracy: IDEAlliance ISO 12647-7 (2007 or later) Wedge or P2P25 Target.

Proofs must contain color 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 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 and indicate margins. Proofs will be used for color match on press.

SOFT PROOFS:

Contractor must be able to provide a web based platform allowing for accurate online proofing with color representation based on customer's use of third party display calibration tools, Web based platform must have automatic prepress functionality to identify the possibility of poor reproduction quality low resolution photographs as well as convert PMS to CMYK.

NOTE: Any errors or deviations from the specifications due to processing of the digital files by the contractor will be

corrected and will be at no cost to the Government. Proofs of pages that require corrections will be marked up by the Government and returned to the contractor. Corrections shall be accomplished by revising the process and generating new proofs.

It is understood that hard proofs supplied under this contract will match the soft proofs AND the final output.

At Government's option some faxed proofs, or revised proofs, may be acceptable but must be at least 300 dpi (indicate margins).

When applicable, PDF soft proofs must be emailed to the ordering agency. Email address to:
Barbara.M.Chiarizia@uscg.mil

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 can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications..

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. 11" dated February 1999.

Government Paper Specification Standards No. 11 - <http://www.gpo.gov/vendors/vol11.htm>

All text paper used in each copy must be of a uniform shade.

Text:

White Litho (Gloss) Coated Book, basis weight 60 lbs. per 500 sheets. 25 x 38", equal to JCP Code A170.

Cover:

White Litho (Gloss) Coated Book, basis weight 70 lbs. per 500 sheets. 25 x 38", equal to JCP Code A180.

Reply Card:

White Index, basis weight 110 lbs. per 500 sheets, 25-1/2 x 30-1/2", equal to JCP Code K10.

Inserts:

White Litho (Gloss) Coated Book, basis weight 60 lbs. per 500 sheets. 25 x 38", equal to JCP Code A170.

PRINTING:

Text: Prints head-to-head in four-color process. Four-color process pages are scattered throughout the publication with the balance of the pages printing black only.

Cover: Covers 1 through 4 print head-to-head in 4-color process with reverses and heavy ink coverage.

***When indicated on the print order, (after printing) flood coat the entire surface of Covers 1 and 4 with an aqueous coating or clear, non-yellowing varnish, approximately 65% of the orders will require additional coating/varnish.**

Reply Card: Print head to head in black ink.

Inserts: Print head to head in in four color process.

Must be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units).

Pages including illustrations may print to and must align across the bind. Covers 1 and 4 and an occasional text page may bleed up to three sides and reversed-out areas.

MARGINS: Maintain margins as indicated on copy/Electronic media. Bleed pages are scattered throughout.

BINDING:

Paper Covers: Wrapped around and trimmed flush. Grain must run parallel to spine, score on fold

Magazine: Gather text and cover, saddle-wire stitch in two places on 11" dimension and trim three sides to 8-1/2 x 11". Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

Reply Card: Saddle stitch reply card (2-up). Perforate using a 1/2 inch perforated stub from seam and one horizontal perforation between cards for easy removal.

Inserts: Stitched into the center-spread of the magazine, perforated/scored and folded as directed on the print order. Inserts must trim flush or smaller than the trim size of the magazine.

PACKING:

Band in units of 100. Bands will consist of strips of heavy kraft paper, approximately 4-1/2" in width, around the short dimension. Banding may not cause bowing of product.

Bulk Shipments:

Pack in shipping containers not to exceed a maximum gross weight of 40 lbs. when fully packed. Chipboard or equal must be placed top and bottom to prevent bowing.

*The contractor is responsible for proper packaging of all items shipped; additional packaging information may be found in chapter one of the USPS Domestic Mail Manual.

CAUTION: 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.

Mailed Shipments:

Single copies, excepting those sent to foreign destinations, must be mailed as self-mailers.

Single copies going to foreign destinations must be mailed in kraft envelopes.

Insert multiple copies (up to 200 leaves) into kraft envelopes.

Quantities over 200 leaves, up to 12 pounds, must be inserted into cushioned shipping bags or wrapped in shipping bundles (maximum gross weight 14 pounds).

Quantities over 12 pounds, up to 36 pounds, must be wrapped in shipping bundles or packed in shipping containers (not to exceed a maximum gross weight of 40 lbs. when fully packed).

NOTE: Cushioned shipping bags must be made with an exterior ply of at least 60 pounds basis weight and must be sealed with heavy duty steel stitches spaced no more than 2-1/2 inches apart and not more than 1-1/4 inches from the end of the bag. Heavy duty filament reinforced cloth or plastic backed pressure sensitive tape that will remain sealed at below freezing temperatures may be used instead of steel stitching provided the tape seals the sack securely.

***A fiber-filled padded bag or any bag that will produce a powdery substance when torn during shipment or opening must not be used.**

LABELING AND MARKING (Package and/or Container label): Contractor must reproduce shipping container label from furnished repro; fill in appropriate blanks and attach to shipping containers. Contractor must affix a mailing label to the back of each copy mailed singly as a self-mailer. (Ink jet labels are acceptable)

Affix a Postage and Fees Paid label and address label to each unit of mail packaged in kraft envelopes, cushioned shipping bags and containers. Affixed labels must be completely covered with transparent tape.

Contractor is responsible for duplicating original labels for each destination as needed.

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 execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Magazines</u>	
<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 government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list to the address under "**Schedule**". A copy of the **PRINT ORDER/SPECIFICATION** and a signed Government-furnished certificate of selection must be included.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies (Blue Label), the contractor may be required to submit quality assurance random copies to test for compliance against the specifications. The print order will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the print order must be included.

A U.S. Postal Service approved Certificate of Mailing, identified by Program, Jacket and Print Order numbers, must be furnished with billing as evidence of mailing.

DISTRIBUTION:

DELIVER F.O.B. DESTINATION: Deliver approximately 500 copies to approximately 4 addresses within the commercial zone of Washington, DC.

F.O.B. CONTRACTOR'S CITY: Approximately 20,000 to 60,000 copies to approximately 14,000 nationwide destinations (including approximately 1,500 copies to foreign destinations).

CHANGE-OF-ADDRESS AND CODING ACCURACY SUPPORT SYSTEM (CASS): Contractor is required to use Coding Accuracy Support System (CASS) -certified ZIP+4 software licensed by the U.S. Postal Service (USPS) to generate ZIP + 4 Codes and Delivery Point Barcodes. Contractor is required to furnish USPS with any required CASS and NCOA certificates.

NCOA Certification: Contractor is required to process all files through USPS approved NCOA software such as NCOALink or FastForward and furnish USPS with required NCOA certification to achieve the required postal discounts. **Important: Contractor cannot change the mailing address on the notice. Notices that require a move update can have the new address printed on a label on the outside of the mailing envelope and placed over the original address information, or sent at the full USPS first class rate.**

Note: All related costs to perform this operation must be included in submitting bid pricing. No additional reimbursement will be authorized.

Inside delivery to the room numbers specified on print order (GPO 2511) is required.

The contractor is cautioned that "Postage and Fees Paid" permit imprint may be used only for the purpose of mailing material produced under this contract. **NOTE**: There are no reimbursable postage charges on this contract. All mailing is to be done using the Coast Guard indicia.

All mailing shall be made at the most economical rate.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" or "International Mail" as applicable.

All copies mailed must be sorted and prepared in packages and sacks as prescribed for *Periodicals* mail in the U.S. Postal Service manual.

The contractor is required to fill in all applicable items on USPS form(s), (PS Form 3600-R, Postage Statement – and or PS Form 3651-LP, Postage Statement – International Letter-post) and submit in duplicate to the entry post office. The post office will return a verified copy of USPS form(s) to the contractor. The contractor must immediately fax a copy to: Ed Larson (202) 475-3929 identifying the Program Number, Print Order, Jacket Number as appropriate.

Certificate of Conformance: When using Permit Imprint Mail the contractor must complete GPO Form 712 - Certificate of Conformance (Rev. 2-91), supplied by GPO and the appropriate mailing statement or statements, supplied by USPS.

Upon completion of each order, all furnished material and two sample copies must be returned to the USCG, Attn: Marion Collazo (202-475-4683), 1900 Half Street, SW, JR10-1138, Washington, DC 20593. All expenses incidental to returning materials, electronic media, submitting proofs, and furnishing sample copies must be borne by the contractor.

PAYMENTS ON PURCHASE ORDER: Processing vouchers for payment, FAX the completed invoice to us by utilizing the GPO barcode coversheet program application. Click on the following hyperlink and follow the instructions as indicated:

<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>

Facsimile transmission should only be used when no samples are required with your invoice, otherwise payment will be held up while the invoice is returned to you for the required sample(s).

ALL voucher packages and envelopes **MUST** be mailed to: COMPTROLLER-FMCE, Office of Financial Management, U.S. Government Printing Office, Washington, DC 20401

Note: Do not mail your invoice to any other GPO Procurement Office as this will delay payment.

NOTE: One copy of contractor's billing voucher for each Print Order showing each item for payment identified by item number, item description, quantity, and cost must be sent to: USCG, Attn: Marion Collazo (202-475-4683), 1900 Half Street, SW, JR10-1138, Washington, DC 20593 and USCG, Attn: Barbara Chiarizia, (202-372-2315), 2100 2nd Street, SW, Washington, DC 20593.

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).

No definite schedule for pickup of material can be predetermined. However, furnished material will be ready for pick up within twenty-four hours of notification. If a special edition of the publication is ordered, the performance dates for two publications may coincide or be back-to back.

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:

Complete production and distribution, including proofing, must be made within 18 workdays. Proofs will be held for three workdays.

Contractor must submit Repurposed Deliverable (online E-publication), Digital deliverable, within five (5) workdays of OK to print to: United States Coast Guard, Attn: Barbara Chiarizia, (202) 372-2315, 2100 2nd Street, SW, Washington, DC 20593. NOTE: Must be delivered between the hours of 9:00 am and 5:00 pm.

Note: The contractor must notify USCG, Attn: Barbara Chiarizia, (202) 372-2315, at least 48 hours in advance prior to delivery of proofs.

NOTE: The ship/deliver date indicated on the print order is the date products ordered for delivery f.o.b. destination must be received at the destination(s) specified, and products ordered for mailing/shipping f.o.b. contractor's city must be delivered to the Post Office or picked up by the small package carrier.

All original materials are to be returned to USCG, Attn: Marion Collazo (202-475-4683), 1900 Half Street, SW, JR10-1138, Washington, DC 20593 no later than 5 working days after final delivery, in accordance with GPO Contract Terms.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with each 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.

Upon completion of each order, the contractor is to notify the Government Printing Office of the date of shipment (or delivery, if applicable). Call (202) 512-0520; callers outside the Washington, DC area may call toll free 800-424-9470 or 800-424-9471.

SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce one year's orders 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.

Bidders shall state the location of the plant from which this product(s) will be shipped.

The following item designations correspond to those listed in the "Schedule of Prices".

- I. (a) 1,504
- (b) 376
- (c) 376
- (d) 4
- (e) 4
- (f) 5

- II. (1) (2)
- (a) 352 10,560
- (b) 4 120
- (c) 4 120
- (d) 4 120
- (e) 2 60

- III. 1. (a) 60
- 2. (a) 60,652
- (b) 6,740
- (c) 1,936
- (d) 508

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SECTION 4.- SCHEDULE OF PRICES

Bids offered are f.o.b. destination and f.o.b. contractor's city.

Prices must include the cost of all required materials and operations for each item listed 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 nonresponsive.

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) or blank spaces for an item may be declared nonresponsive.

The Contracting Officer reserves the right to reject any offer that contains 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 offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

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

A charge will be allowed for each page, whether printed or blank. Unless otherwise specified, no more than three blank pages shall be permitted at the end of the text.

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

I. ELECTRONIC PREPRESS:

- (a) Trim/Page-size unit produced from electronic file per page/per color ...\$_____
- (b) Digital color content proofs.....per trim/page-size unit.....\$_____
- (c) One piece laminated color proofsper trim/page-size unit\$_____
- (d) Adobe acrobat PDF soft proofs.....per file \$_____
- (e) Repurposed deliverable (E-publication).....per file\$_____
- (f) System Timework.....per hour \$_____

Electronic prepress operations which cannot be properly classified under any other item shall be charged as "System Timework". Any charge made under "System Timework" must be supported by a statement outlining in detail the operation for which payment is claimed. In case of dispute, the contracting officer reserves the right to be the final judge as to the operations and/or number of hours chargeable under Item (f).

(Initials)

II. PRINTING AND BINDING: : Prices offered shall include the cost of all required materials, paper, and all operations (including, printing, perforating, folding, and binding) necessary for the complete production of the product listed in accordance with these specifications.

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 1,000 Copies</u> (2)
(a) Text pages printing in 4-color process including binding per page	\$ _____	\$ _____
(b) Complete Cover (1 through 4)per complete cover	\$ _____	\$ _____
(c) Varnishing or equal cover pages 1 & 4)per order	\$ _____	\$ _____
(d) Reply card: printing face and back in black ink Including stub and perforating if required.....per card	\$ _____	\$ _____
(e) Inserts.....per page	\$ _____	\$ _____

III. PACKING AND DISTRIBUTION: Prices offered must be all-inclusive, as applicable, and must include the cost of packing; banding, kraft envelopes, cushioned shipping bags, shipping bundles, and shipping containers; all necessary wrapping and packing materials; labeling and marking; NCOA certification, and complete distribution, in accordance with these specifications.

1. Bulk Shipments (other than by mail):

(a) Packing and sealing shipping containers..... per container \$ _____

2. Mailing: Price includes cost of creating and affixing labels.

(a) Single copies mailed as self-mailers per 1,000 copies..... \$ _____

(b) Single/Multiple copies in kraft envelopes (up to 200 leaves)... per envelope..... \$ _____

(c) Quantities over 200 leaves, up to 12 lbs.
 in cushioned shipping bags or wrapped in shipping bundles
 maximum gross weight 14 lbs. per bag or bundle \$ _____

(d) Quantities over 12 lbs., up to 36 lbs. packed in shipping containers maximum
 gross weight 40 lbs. per container \$ _____

 (Initials)

My production facilities are located within the assumed area of
production.....yes _____no

NOTICE: Bidders OUTSIDE the assumed production area specified on page one of these specifications should
complete the following information.

1. Proposed carrier(s) for pickup of Government Furnished Material_____

a. Number of hours from acceptance of print order to pickup of
Government Furnished Material....._____

b. Number of hours from pickup of Government Furnished Material
to delivery at contractor's plant....._____

2. Proposed carrier(s) for delivery of completed product_____

a. Number of hours from notification to carrier to pickup of completed product....._____

b. Number of hours from pickup of completed product to delivery at destination....._____

INSTRUCTIONS FOR BID SUBMISSION: Fill out "Section 4. - Schedule of Prices," initialing or signing each page
in the space(s) provided. Submit two copies (original and one exact duplicate) of the "Schedule of Prices" with two
copies of the GPO Form 910 "BID" form. Do not enter bid prices on GPO form 910; prices entered in the "Schedule
of Prices" will prevail.

NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO Form 910.

Bidder_____

(City - State)

By_____

(Signature and title of person authorized to sign this bid)

(Person to be contacted)

(Telephone Number)