

U.S. GOVERNMENT PUBLISHING OFFICE

Government Publishing & Print Procurement

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Signage

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

Department of the Interior
(DOI)

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning September 1, 2026 and ending August 31, 2027, plus up to four (4) 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 opened virtually at 11:00 a.m., Eastern Time (ET), on August 19, 2026, at the U.S. Government Publishing Office. All parties interested in attending the bid opening shall email bids@gpo.gov one (1) hour prior to the bid opening date and time to request a Microsoft Teams live stream link. This must be a separate email from the bid submission. The link will be emailed prior to the bid opening.

BID SUBMISSION: Bidders must email bids to bids@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time. The program number and bid opening date must be specified in the subject line of the emailed bid submission. *(Bids received after the bid opening date and time specified above will not be considered for award.)*

RESTRICTION ON LOCATION OF PRODUCTION FACILITIES: All production facilities used in the manufacture of the products ordered under this contract must be located within a 100-mile radius of one of these specified locations: Sacramento, CA 95825-1898; Denver, CO 80225-0007; Boise, ID 83706-1234; Billings, MT 59101-1362; Boulder City, NV 89005; or Salt Lake City, UT 84138-1102.

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

Abstracts of contract prices are available at: <https://www.gpo.gov/how-to-work-with-us/vendors/contract-pricing>.

Due to size constraints, Attachments 1 through 3 are not attached to this specification. A copy of Attachments 1 through 3 can be located on the GPO website at: <https://www.gpo.gov/how-to-work-with-us/vendors/contract-opportunities> or by contacting GPO directly at: lgiacomo@gpo.gov. It is strongly encouraged that bidders obtain a copy of Attachments 1 through 3 prior to submitting a bid. Submitting a bid without reviewing these attachments is at the bidders' risk.

For information of a technical nature, contact Linda Giacomo at: lgiacomo@gpo.gov or (202) 512-2226.

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. 01-18)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 09-19)).

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>.

In addition to GPO QATAP, the agency-furnished “*Reclamation Sign Guidelines for Planning, Designing, Fabricating, Procuring, Installing, and Maintaining Signs for Outdoor Public Use Areas*” shall also apply. (See Attachment 2.) In the event of a conflict between the GPO QATAP and the agency’s document, the document with the tighter tolerance(s) shall be considered the superseding requirement.

GPO IMPRINT REQUIREMENT: The GPO imprint requirement, GPO Contract Terms, Supplemental Specifications, No. 9, is waived.

SUBCONTRACTING: Subcontracting is permitted for signs produced on Red Cedar substrate and for production of the fabrication date stickers only.

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

Product Quality Levels:

- (a) Printing Attributes (page-related) – Level III.
- (b) Finishing Attributes (item-related) – 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	Government O.K.’d Product
P-9. Solid and Screen Tint Color Match	Government O.K.’d Product
P-10. Process Color Match	Government O.K.’d Product

NOTE: The “Government O.K.’d Product” is the approval that will be provided during the production inspection.

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

- P-7. Average Type Dimension.
- P-9. O.K. Color Samples; Pantone Matching System.
- P-10. Electronic Media.

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 September 1, 2026 to August 31, 2027, 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 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, 2026, 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.

BUY AMERICAN ACT: Refer to GPO Contract Terms (GPO Publication 310.2, Rev. 01-18).

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward 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(s)
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from supplier(s) for substrates specified (See “BUY AMERICAN ACT.”)
- 7) Letter of commitment from any subcontractor

These 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.

PREAWARD TEST: The contractor being considered for award will be required to demonstrate its online ordering system and demonstrate its ability to produce the items required in these specifications at the requisite quality level by completing a preaward test. The Government reserves the right to waive the preaward test if there is other evidence that, in the opinion of the Contracting Officer, indicates that the contractor being considered for award has the capability to successfully produce the items required.

The preaward test will consist of two (2) parts: the online ordering system verification test and the preaward test sample. (NOTE: The two tests will occur simultaneously within the 12-workday test schedule.)

Online Ordering System Verification Test –

Contractor must demonstrate that its online ordering system can:

- Establish a secure logon and catalog that will display the various signage products required under this contract. (For the purpose of this demonstration test, the contractor’s online catalog does not have to display the specific products required in this contract. The contractor must be able to show any product line demonstrating the capability to provide an online system catalog.)
- Allow the Government to input “dummy” variable data simulating an order.
- Display a finished proof for viewing purposes and approval.
- Display a shopping cart tailored to the Government.
- Allow for request and receipt of simulated order approval.

Contractor must produce a representative order which will include the following:

- Demonstration of ability to establish a product catalog of various products and accept orders via secure, Internet-based website.
- Successful digital generation of PDF soft proof for view purposes of the order and the offline process for the press-quality PDF soft proof along with the method to approve or reject proof.
- Successful order acknowledgement notification and copy of order to the order submitter and any other email address the submitter inputs on the order.
- Demonstration of email being sent to the email address submitted for approval and successful receipt of order approval.
- Demonstration of reporting ability. (See “REPORTS” specified herein.)
- Demonstration of ability to provide final shipping notification details and tracking to submitter.

Preaward test demonstration must be completed within 12 workdays of notification. In order for proper arrangements to be made, notification must be given at least three (3) workdays prior to the online ordering system verification test. *The prospective contractor must notify the GPO specialist identified at time of the preaward test.*

If the online ordering system verification test is disapproved by the Government, the contractor may be permitted, at the option of the Government, additional time to correct defects and/or provide a revised demonstration if so notified by the Contracting Officer.

In the event the revised demonstration is disapproved by the Government, the contractor shall be deemed to have failed to comply with the applicable requirements of these specifications and may be reason for a determination of non-responsibility.

Failure to deliver a complete test demonstration within the stated time period may disqualify the contractor from further consideration for award.

No charges will be allowed for costs incurred in the performance of this online ordering system verification test.

Preaward Test Sample –

For the preaward test sample, the Government will furnish, via email, an Adobe Illustrator file representative of the files that will be furnished on this contract.

The prospective contractor must produce one (1) sign for Format B. For the test sample, the contractor must produce the full-size sign showing all required elements – including text, logo, and border.

The prospective contractor shall print/screen print and construct the test sample on Coated Aluminum (0.0125” gauge) with the 3M 7310 White reflective material with matched laminate as specified under “SUBSTRATE.”

Preaward test sample must be delivered f.o.b. destination to: U.S. Department of the Interior, Bureau of Reclamation, Attn: Jaclyn Zechman, 6th Avenue and Kipling Street, Building 67, Room 167, Denver Federal Center, Denver, CO 80225-0007. (NOTE: At time of delivery to the ordering agency, the prospective contractor must notify the GPO specialist identified at time of preaward test.)

Preaward test sample must be delivered within 12 workdays of receipt of furnished test material.

If preaward test sample is disapproved by the Government, the contractor may be permitted, at the option of the Government, additional time to correct defects and/or submit revised test sample if so notified by the Contracting Officer.

In the event the revised preaward test sample is disapproved by the Government, the contractor shall be deemed to have failed to comply with the applicable requirements of these specifications and may be reason for a determination of non-responsibility.

Failure to deliver completed preaward test sample within the stated time period may disqualify the contractor from further consideration for award.

All operations necessary in the performance of this preaward test shall be performed at the facilities and on the equipment in which the contract production will be performed.

No charges will be allowed for costs incurred in the production or delivery of the preaward test sample.

ASSIGNMENT OF JACKET, PURCHASE ORDER, AND PRINT ORDER NUMBERS: 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 September 1, 2026 through August 31, 2027, 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 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.

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.

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.

PAYMENT: Within five (5) workdays of receipt of monthly print order, the contractor must submit an itemized statement of billing for the *previous* month, a copy of the report, and a copy of all shipping/mailling documentation to the ordering agency for verification, approval, and signature. Contractor to submit the billing invoice and all required documentation to: publishingservices@usbr.gov.

After ordering agency verification and approval, the contractor must submit the approved, signed, billing invoice to the U.S. Government Publishing Office.

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/vendors/how-to-get-paid>.

<i>Contractor's billing invoices must be itemized in accordance with the line items in the "SCHEDULE OF PRICES." Failure to submit invoices as instructed may result in delay of payment or rejection of invoice.</i>

SECTION 2. – SPECIFICATIONS

SCOPE: These specifications cover the production of various-sized signs requiring such operations as secure online ordering, composition, electronic prepress, printing, construction, packing, and distribution.

TITLE: Signage.

FREQUENCY OF ORDERS: Monthly print orders will be issued for all online orders placed during the previous month. (For example, the print order issued in October will be for all online orders placed in September.)

There will be approximately 30 to 125 online orders per year.

QUANTITY:

Formats A through E – Approximately 1 to 20 copies per sign per format per online order.

Formats F through K and AA through DD – Approximately 1 or 2 copies per sign per format per online order.

On rare occasion, an order requiring up to approximately 800 signs of a common content, single-style sign may be placed – Formats G, H, I, J, and K.

More than one type of sign of a single format or more than one format may be ordered on the same online order requiring the same schedule.

NUMBER OF SIDES: Face only or face and back.

TRIM SIZES: Various trim sizes will be ordered and paid for in their respective format classification as specified in the below table.

Some signs may have irregular shapes. (See Exhibit A.)

Format	Dimension	Gauge	Substrate
Format A	96 x 48"	0.125"	Aluminum with 3M 7310 Reflective
Format B	85 x 48"	0.125"	Aluminum with 3M 7310 Reflective
Format C	85 x 10.3"	0.125"	Aluminum with 3M 7310 Reflective
Format D	67 x 48"	0.125"	Aluminum with 3M 7310 Reflective
Format E	56.5 x 48"	0.125"	Aluminum with 3M 7310 Reflective
Format F	48 x 36"	0.125"	Aluminum with 3M 7310 Reflective
Format G	18 x 24"	0.080"	Aluminum with 3M 7310 Reflective
Format H	12 x 18"	0.080"	Aluminum with 3M 7310 Reflective
Format I	12 x 12"	0.080"	Aluminum with 3M 7310 Reflective

Format	Dimension	Gauge	Substrate
Format J	18 x 24"	0.080"	Aluminum with 3M IJ-180-CV3 Film
Format K	12 x 18"	0.080"	Aluminum with 3M IJ-180-CV3 Film
Format AA	Up to and including 6 square feet	As Ordered	As Ordered
Format BB	Over 6 square feet, up to and including 12 square feet	As Ordered	As Ordered
Format CC	Over 12 square feet, up to and including 23 square feet	As Ordered	As Ordered
Format DD	Over 23 square feet, up to and including 40 square feet	As Ordered	As Ordered

For Formats AA through DD, the ordering agency may require a custom sign based on any of the specifications in this contract.

GOVERNMENT TO FURNISH: Electronic media will be furnished for the online ordering system template as follows –

Platform: Macintosh OS 13 or Windows 10 (or higher).

Storage Media: FTP; Email; Thumb Drive.

Software: Adobe CC native software files in InDesign, Illustrator, Photoshop, and Acrobat PDF for layout reference only (current or near current versions).

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

Fonts: All printer and screen fonts will be embedded – as applicable. Type 1 (printer and screen) fonts, True Type fonts, and Open Type fonts will be provided with each 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: Files will be furnished in native application and/or PDF format – for layout reference only. Pantone Matching System and CMYK will be used for color identification. GPO Form 952 (Digital Publishing Information) will be furnished.

Static Data: Various DOI department and organization seals, line art copy, and photo images will be furnished as PDF files, via email, or in a mutually agreed upon format.

Variable Data: Variable data will be input into contractor-furnished online ordering system for each order.

Microsoft Excel document (via email) with potential locations for shipping. (See Attachment 1.)

PDF copy of the “*Reclamation Sign Guidelines for Planning, Designing, Fabricating, Procuring, Installing, and Maintaining Signs for Outdoor Public Use Areas*.” The intent of this document is to provide needed direction that will facilitate uniform application of the signing guidelines on a Reclamation-wide basis. (See Attachment 2.)

Bureau of Reclamation Warranty – 3M-TSD-PW0001 (3M Account Representative at (512) 626-2864). This warranty is applicable to all signs manufactured under this contract. (See Attachment 3.)

Sample miniature aluminum sign printed face and back (one side with a slate blue background and one side with a recreational brown background) to be used for matching these two colors will be provided to the contractor at the Government’s expense. (Slate blue and recreational brown will be the two most commonly ordered background colors.)

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

EXHIBITS: The facsimiles of samples pages shown as Exhibits A and B are representative of the requirements that will be ordered under this contract. However, it cannot be guaranteed that future orders will correspond exactly to these exhibits.

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.

Within 10 workdays of contract award, contractor must produce two (2) sets of sample miniature (minimum 4 x 4”) aluminum signs. Each set consists of two (2) color samples – one printed with slate blue (covering the entire sample) and one printed with recreational brown (covering the entire sample).

These samples will be the standard to be matched throughout the term of the contract for these two colors – unless otherwise specified. Samples are to be stored in a sealed envelope when not in use.

Contractor is to submit both sets to the ordering agency. The ordering agency will retain one set and return one set to the contractor with approval.

Contractor to submit sets to: U.S. Department of the Interior, Bureau of Reclamation, Attn: Jaclyn Zechman, 6th Avenue and Kipling Street, Building 67, Room 167, Denver Federal Center, Denver, CO 80225-0007. (Package must be identified as “PROGRAM 132-S COLOR SAMPLES.”)

ONLINE ORDERING: Contractor must provide a secure, web-based, online ordering system site that permits the ordering agency to order various signage products from a predetermined catalog of sign types, including a method for allowing a custom size and material options to select, and price based on contract line item pricing as specified in “SCHEDULE OF PRICES.”

The contractor must be able to accept live online orders within 21 calendar days of contract award.

The online ordering system must have the following capabilities –

1. Contractor’s website must contain an individual template for each sign type and subtype as specified in this contract – no other commercial items permitted. (See Formats A through K and Formats AA through DD.)
2. The standard templates must identify default size, material, and any other pertinent specifications to aid in the ordering process.

3. Contractor's ordering system must provide a form with fillable fields specifically designed to accept data and place an order request as a one-step process. Form with fillable fields is required for each online order placed. Form must have, at a minimum, fields for the following:

a. Are you a Federal Employee?	Yes/No (If yes, go to b. – If no, go to c.)
b. Which bureau do you work for?	Bureau of Reclamation (BOR); Fish and Wildlife Service (FWS); National Park Service (NPS); Department of the Interior (DOI); or Other
c. Are you a Non-Federal Partner?	Yes/No (If yes, go to d.)
d. Name of Non-Federal Partner	Variable Free Text
e. BOR Funding Agreement in Place?	Yes/No (If no, complete Charge Card Form)
f. Charge Card Payment Mechanism	Yes/No (If no, consult Regional Sign Coordinator)
g. Charge Card Ending 4-Digits	4-Digit Numeric Field
h. Reclamation Region	(Dropdown Selection)
i. Region Sign Coordinator	(Populated Automatically Based on Region)
j. Sign Program Manager	(Default Populated Automatically)
k. Billing Address Code	(Populated Automatically Based on Region)
l. Order Submitter Name	Variable Free Text
m. Submitter Email Address	Variable Free Text
n. Phone Number	Variable Free Text
o. Shipping Address	Variable Free Text
p. Reclamation Fund Code	Variable Free Text
q. Reclamation WBS Code	Variable Free Text
r. Reclamation Organizational Code	Variable Free Text
s. Attachments	Allow Multiple Attachments
t. Comment Field	Variable Free Text

4. Other exact screen content will be determined during the development of the online ordering website, to include, but not limited to, the following:
- At contractor's option, the online ordering system may be set up to allow for multiple shipping addresses per order or a single address per order provided the ordering system has instructions so that the order submitter is aware.
 - The online ordering system must be set up so that an email is sent to the appropriate Government personnel (to be identified after award) when an order being placed requires payment by credit card. (See item 3.e. in chart.)

5. The user must be able to select the appropriate format style of signage the user requires from the catalog. Once selected, the system to take the user to that specific format signage ordering page and provide the additional required input fields necessary for the user to complete the order.
6. The online ordering system must allow images to be attached to orders, as needed, for showing existing signage and verbiage that needs to be replicated as a non-standard format style sign with unique size requirements.
7. The online ordering system must provide free text fields in the ordering process to allow for input of possible other unique order requirements.
8. The system must allow for agency request for assistance with the layout of the sign for Formats AA through DD. (See "COMPOSITION.") This may be accomplished via teleconference.
9. Composition and page layout must be in accordance with the pre-approved template designs.
10. Placement of an order request must result in the generation of an Adobe Acrobat PDF soft proof viewable during order placement. System must allow the submitter to request that a press-quality PDF proof (offline proof) be emailed directly to the email address specified in the online order. (See "PROOFS.")
11. The system must have field requesting if a production inspection is required.
12. Proof must show proper shape and proportional scale of the desired sign with agency logo, background color, and any other pertinent information for the location. (NOTE: This requirement applies to both the PDF proof for order viewing/confirmation purposes and for the offline, press-quality PDF proof, if required.)
13. The online ordering system must have a "shopping cart" feature with the ability to save (indefinitely) items placed in the shopping cart until the PDF soft proof(s) has been approved, rejected, or cancelled.
14. Ordering agency must be able to make changes to saved information and/or orders at any time prior to approving the order. If information is changed, system must generate a new PDF soft proof. At contractor's option, the online ordering system may be set up to allow for the order submitter to make changes to a saved order (for either the order itself or the product being ordered) or for the contractor's customer service staff to make the order submitter's changes provided the ordering system has instructions so that the order submitter is aware.
15. Once the user submits an order for approval, the system must generate an email to the user indicating the order has been sent to their respective Regional Sign Coordinator for approval and concurrently generate an email to the Regional Sign Coordinator indicating that an order is awaiting approval with a link to said order proof needing review.
16. Online PDF proof must require an electronic confirmation/approval. (The contractor must not produce the sign(s) until electronic confirmation is entered into the contractor's online ordering system.)

NOTE: The actual order will not be considered "placed" until an electronic confirmation is entered into the contractor's online ordering system by the Regional Sign Coordinator. At contractor's option, the online ordering system may be set up to allow for the electronic confirmation to be entered into the online ordering system or offline via an alternative workflow solution (e.g., via email) provided the ordering system has instructions so that the order submitter is aware.

REPORTS: Contractor will be required to furnish the following reports –

- 1) On the first workday of each month, the contractor must generate and submit a monthly report to the ordering agency documenting all orders placed and completed during the previous month. Any order submitted but not shipped will be reported in the month the complete order shipped – including partial shipments.

The report must include, but is not limited to: date each online order was placed, order dollar amount, shipping costs, tracking number, variable data input content fields, sign type, format and size, base material, sheeting, lamination, and all fields for the online system – 3.a. through 3.t. in above chart.

After receipt of the first report, the Government may require additional information be added to the report – as specified.

- 2) Within the first five (5) workdays of each contract year (if exercised), the contractor will be required to furnish a report listing all signs ordered in the previous year along with each of their fabrication dates.
- 3) Within five (5) workdays of completion of the contract, the contractor must furnish a report listing every sign ordered through the entire contract term along with each of their fabrication dates.

The deliverable format for all required reports is Microsoft Excel (current version).

All required reports must be emailed to: publishingservices@usbr.gov.

DATA RIGHTS: All data is and shall remain the exclusive property of the Government with unlimited rights to all documents/material produced under this contract. The Government, upon request, shall have access and download capability of all data for research, investigation, transfer, or migration to other systems in a readable format. Contractor shall deliver all content to the ordering agency at the end of the contract, in a mutually agreed upon format, at no additional cost to Government.

COMPOSITION: Contractor will occasionally be required to set type, adjust font leading/tracking, and/or place/insert one or more logo(s)/graphic(s), as ordered, in conjunction with the contractor's online ordering system, as specified herein.

Contractor to match typestyle and typesize for each sign design. Contractor to follow the "*Reclamation Sign Guidelines for Planning, Designing, Fabricating, Procuring, Installing, and Maintaining Signs for Outdoor Public Use Areas*" for the layout "look and feel," fonts, and relevant format of the various sign style standards.

For Formats AA through DD, contractor may be required to assist the customer with art layout and graphics to align with sign guideline standards provided. (See "*Reclamation Sign Guidelines for Planning, Designing, Fabricating, Procuring, Installing, and Maintaining Signs for Outdoor Public Use Areas*.") When required, the contractor will be allowed to charge on an hourly basis in accordance with line item I.(a)(2) under PREPRESS OPERATIONS in the "SCHEDULE OF PRICES."

ELECTRONIC PREPRESS (Static Data): 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.

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 changes to the copy.

SYSTEM TIMEWORK: System timework will consist of minor adjustments and/or corrections required by the ordering agency, as specified under “ELECTRONIC PREPRESS,” on furnished electronic media. Timework will be rounded up to the closest 15-minute increment. Prior to work, the contractor will be required to inform the agency of the approximate time required for adjustments and/or corrections *prior* to making them.

PROOFS:

- *Online Proof (Order Viewing/Confirmation Purposes Only)* – One (1) Adobe Acrobat (most current version) PDF soft proof of each sign ordered. PDF proof must show all text matter and position of agency logo. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

This proof is to be generated automatically with the workflow option for routing proof approval or rejection as part of the order submission acceptance process. (See “ONLINE ORDERING.”)

- *Offline Proof* – When ordered, one (1) 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.

This proof will be generated as an offline process (through the online ordering system) and must have a method for tracking date of order submission, date of proof out for agency review, and date of agency response.

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.

The contractor must not print prior to receipt of an “O.K. to Print.”

SUBSTRATE:

Aluminum Sign Material – Aluminum 5052-H38 conversion coating sheeting or corrosion-resistance equivalent (0.080” or 0.125” thick – as specified).

The surfaces must be continuous, fully sealed, and free of powdery surfaces, smut, and blemishes.

Miscellaneous Sign Material – An order may require a computer-routed (or carved) or sandblasted sign on a plastic substrate or red cedar material as specified below. The material may be left unfinished, painted, or stained as specified in the online order.

- Premium Graphic Film, 3M IJ-180-CV3, White
- Western Red Cedar (minimum thickness of 1-1/5” of clear, all-heart vertical grain)

HDO Plywood Sign Material – An order may require a plywood substrate. The plywood must conform to one of the three (3) following standards:

- HDO (high-density overlay) marine plywood sign grade; 3/4” thick. Plywood sheeting manufactured in the United States - must conform to ANSI/HPVA (HPVA 1994); Technical or Type I, both are exterior grades. The glue requirements are part of the American National Standards.

- HDO (high-density overlay) marine plywood sign grade; 3/4" thick. Plywood sheeting manufactured in Britain - must conform to BS 1088 Plywood with a WBP Glue Line.
- HDO (high-density overlay) marine plywood sign grade; 3/4" thick. Plywood sheeting manufactured in Australia - must conform to AS/NZS2272 with a permanent Type "A" phenolic bond.

NOTE: Contractor must be in compliance with the "BUY AMERICAN ACT." Refer to GPO Contract Terms (GPO Publication 310.2, Rev. 01-18).

Reflective Sheeting – There are three (3) levels of options of reflective sheeting as specified below. Each order may vary on the type of reflective sheeting required. Each option is to be pressure sensitive with permanent adhesive. All adhesives used must be suitable for mounting to aluminum.

ASTM Type I sheeting construction shall not include a vapor coated layer, and the sheeting shall have an initial daytime luminance factor, Y% (luminance value), of at least 50 in accordance to ASTM D4956 standards.

- ASTM Type I, 3M Advanced Flexible Engineer Grade Reflective Sheeting, 7310, White
- ASTM Type IV, 3M High Intensity Prismatic Reflective Sheeting, 3930, White
- ASTM Type XI, 3M Diamond Grade Reflective Sheeting, 4090, White

Protective Sheeting – Contractor to use a manufacturer's required match component laminate over the entire printed surface as specified per order.

The finished sign must not have air pockets or other debris under the laminate layer.

- Gloss Overlamine – or equivalent
- Luster (Satin) Overlamine – or equivalent

Fabrication Date Stickers – Any commercial, weather-resistant, pressure-sensitive sticker substrate that must adhere to the sign substrates specified.

PRINTING: Digital printing and screen printing are both acceptable printing processes requiring appropriate UV inks and/or UV protective lamination/coating for each respective production method to achieve the greatest fade resistance longevity.

For the purpose of this contract, the term "printing" is used interchangeably with the terms printing, digital printing, screen printing, routed/carved, sand-blasted, engraved, scorched, and/or painting, as is applicable to the production method required for the substrate.

For all signs, the GPO imprint requirement is waived. (Imprint must not print on final product.)

Aluminum, Premium Graphic Film, and HDO Plywood Sign Material – Print face only or face and back in four-color process or in one color – as ordered.

Printing on face consists of text matter, line matter, and agency logo(s). Background of sign will print in a solid color (as specified in the online order) that is to be built out of the four-color process with type and graphics reversing out to white. Agency logo(s) will print in four-color process. Signs may contain multiple agency logos.

If required for aluminum signs, the printing on the back will be the same as the printing on the face of sign. If required for HDO plywood signs, the printing on the back will consist of printing the entire surface of the back in the same background color as on the face.

Most signs will require a consistent white reflective border around entire perimeter of sign on all sides. (See Exhibit A.) However, a custom sign may bleed on all sides.

Match Pantone number as indicated in the online order.

For products that are screen printed, the contractor must formulate a custom ink to match the Pantone color specified. Four-color process screen builds are not allowed for Pantone inks if screen printing technology is utilized. For products that are digitally printed, a four-color process build is acceptable. If products are digitally printed, the printing must be a simulation to match the Pantone color specified.

Screen printing must be clear and sharp. There must be no dirt, streaks, ghosting, hickies, or blemishes of any type on finished product.

If screen printing is used, after printing, apply a clear UV coating/laminate suitable for outdoor use to provide UV protection to entire surface of the printing substrate for fade resistance. Coating must be guaranteed to withstand exposure to ultraviolet radiation, temperature fluctuation, moisture, and acidity. (See "WARRANTY.") Coating will not be required on the back of the sign.

Red Cedar Material – Route, carve, sandblast, or engrave face only.

"Printing" will consist of computer-routed/carved, sandblasted, or laser-engraved text and/or line images into the material surface. The method of production must be in accordance with industry standards for type of substrate material. The substrate may be required to be left unfinished, painted in one color, scorched (typically letters and line image only), stained, clear UV oil applied, or any combination thereof.

Signs may contain multiple agency logos.

Paints must match Pantone number as indicated in the online order.

When required, coat the entire surface of the back of sign in a clear, all-weather coating.

The clear, all-weather coating must be an exterior type with an anti-fouling agent and also protects against micro-organisms. Paints must be either a Billboard Enamel or a Bulletin Enamel and must match the solid background color specified.

All Sign Materials – Inks/paints must be fade resistant to artificial, fluorescent, and natural lighting, and be sun fast, using industrial quality inks/paints. The inks/paints used must not show any appreciable change in color after exposure in an Atlas Fadeometer for a minimum of five (5) years.

Fabrication Date – All signs are required to have a fabrication date printed as a sticker applied to the back of the sign or applied to a sheet of paper that is to be included with the packing of the sign – as specified below.

Stickers indicate the fabrication date. This date will serve as the warranty coverage period start date.

If the background color of the face of the sign prints in slate blue or recreation brown, contractor to print stickers to match the background color. If the background color of the face of sign is a color other than slate blue or recreation brown, print stickers in either slate blue or recreation brown – at contractor's option. Sticker text reverses out to white. Printing on sticker will consist of text matter (numbers). (See Exhibit B.)

Stickers are required for all signs. Stickers must be discreet in size, color, and non-detectable from 10 feet away.

PRODUCTION INSPECTION: Final makeready product will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual production run. Upon approval of the product, contractor is charged with maintaining those standards throughout the production run (within QATAP tolerances when applicable) and with discarding all makeready products that preceded approval. When a production inspection is required, it will be specified in the online order. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A production 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.

Viewing Light – Signs will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009. A viewing area under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

NOTE: It is anticipated that there will be quarterly production inspections. Production inspections must take place in the facility that is located within the restricted production area.

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

CONSTRUCTION: Manufacture (die-cut, trim, etc.) each sign in the shape and dimensions specified, on the substrate specified, as indicated in the online order.

Premium Graphic Film, 3M IJ-180-CV3 – When ordered, film is to be applied/wrapped onto the aluminum substrate.

Unless otherwise specified in the online order, all signage up to and including 12 square feet must have 1" radius die-cut rounded corners. All signage over 12 square feet must have 1-1/2" radius die-cut rounded corners.

Signage Up To And Including 18 x 24" – All signage is to have pre-drilled holes, 3/8" in diameter, at top and bottom of signage, with locations in accordance with TELES PAR perforated square tubing industry standards for placement and spacing. Contractor to adjust artwork wherever practical.

Signage Larger Than 18 x 24" – Drilling of holes may or may not be required. If required, the location and size of holes will be specified in the online order.

All Signage – For drilling on any sign, holes may be required in the corners, along the edge, and in the interior of the sign as specified. The contractor is to compensate for the drilled areas so that the holes do not drill through or obscure any of the written text.

Fabrication Date Stickers – Stickers must be 3" in width by 1-1/2" in height. Trim four sides. Punch hole in the month of the fabrication. (See Exhibit B.)

Stickers are to be applied to all signs with an aluminum substrate that print face only – including signs printed on the graphic film and applied to aluminum. Apply the sticker on the back of the sign, near the bottom edge.

If an aluminum sign prints face and back, the sticker is to be applied to a sheet of paper and inserted with the sign when packed.

For all other substrates, the sticker is to be applied to a sheet of paper and inserted with the sign when packed.

Stickers must have a permanent adhesive and must be weather resistant in accordance with manufacturer's requirements.

WARRANTY: Contractor must provide a comprehensive performance warranty and support for no less than five (5) years from date of finished graphic sign fabrication for all reflective sheeting orders placed under this contract. Any defects in the graphics are grounds for replacement at contractor's expense.

Defects in the graphics are hereby defined as excessive fading, discoloration, cracking, crazing, peeling, blistering, excessive dimensional change, loss of adhesion, loss of reflectivity, or those attributed to ink which make the finished graphic visually unsuitable for its intended purpose when viewed with the intended lighting angle and distance for such a graphic, as determined by customary industry standards, considering normal wear and tear. *All instances specified above are considered a defect when they cause the sign to be unusable for its intended purposes.*

Contractor to provide tracking or reporting on all signs under warranty with their fabrication date. (See "REPORTS" specified herein.)

PACKING: Apply a protective masking or static-cling liner to the face of each finished sign as indicated in the online order. The protective liner must release cleanly after installation without leaving any residue and must not damage lamination.

If more than one sign is ordered in an online order and is destined for the same location, the signs may be packed together in the same crate.

A plastic release liner from prismatic sheeting, commonly known as an SCW 568 slip-sheet, or equal, must be placed between each sign with the glossy side of the slip-sheet placed against the face side of the sign. Pad the sign with closed-cell packaging foam, micro-foam, or equal.

Signs should be crated if sent via a commercial truck line. Wood boxes and corrugated crates must be properly designed to avoid damage to the sheeting.

Pack shipment to prevent movement and chafing. Pack signs on edges whenever practical. If packed flat on skid, contractor is to ensure that no other pallet is stacked on top by shipper.

Signs damaged during shipment must be immediately reproduced, at contractor's expense, upon written notification from the Contracting Officer and photo image documenting the damage.

LABELING AND MARKING: Contractor to download GPO Form 905 (Rev. 7-15), Labeling and Marking Specifications, which can be located at gpo.gov, fill in appropriate blanks, and attach to shipping containers – wood boxes or corrugated crates.

DISTRIBUTION: Ship/mail f.o.b. contractor's city (reimbursable) to addresses as specified in the online order.

Complete addresses and quantities will be furnished with each online order. (See Attachment 1 for list of potential distribution addresses.)

Contractor must ship/mail by the most economical means to the Government. Unless otherwise specified, contractor is not to ship using overnight express carriers. If shipped, shipping must be via traceable small package carrier. If mailed, contractor is responsible for the required postage. Contractor will be reimbursed for all shipping/ mailing costs upon submittal of appropriate shipping/ mailing receipts with billing invoice for payment.

On occasion, the ordering agency may require the contractor to use the agency's shipping account. In these instances, the agency's shipping account information will be provided in the online order.

If mailed, all products mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" or "International Mail," as applicable.

Upon completion of each order, contractor must notify the ordering agency (on the same day the order ships/mailed) via email to the address indicated on the print order. The subject line of the email shall be "Distribution Notice for Program 132-S, Print Order XXXXX, Jacket Number XXX-XXX." The notice must provide all applicable tracking numbers, shipping/mailing methods, and title of product. Contractor must be able to provide copies of all shipping/mailing receipts upon agency request.

Upon completion of the contract, all furnished material (as applicable) must be returned to: U.S. Department of the Interior, Bureau of Reclamation, Attn: Jaclyn Zechman, 6th Avenue and Kipling Street, Building 67, Room 167, Denver Federal Center, Denver, CO 80225-0007.

All expenses incidental to returning material (as applicable), maintaining the online ordering system (including online proof), 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) or prior to the Electronic Confirmation being entered into the contractor's online ordering system – as applicable.

Monthly print orders will be furnished via email.

Furnished material (when applicable) will be shipped to the contractor at the Government's expense. The majority of furnished material will be provided via the online ordering system.

Online proof shall be automatically generated by the contractor's online ordering system. (See "ONLINE ORDERING.")

When required, an offline PDF soft proof will be emailed to the email address provided in the online order.

No definite schedule for placement of online orders can be predetermined.

The following schedule begins the workday after issuance of a confirmed electronic order via the online ordering system; the workday after issuance will be the first workday of the schedule. (See "ONLINE ORDERING.")

- Contractor's online ordering system shall generate an immediate PDF soft proof to the person placing the order request.
- *Online Proof for Viewing and Confirmation of Order:* For the majority of online orders, electronic proof confirmation will be given within two (2) workdays of order entry into the online ordering system.
- *Offline Proof:* When an offline press-quality PDF soft proof is required, contractor must submit the PDF proof the same workday as request of the offline PDF proof.
- Proof will be withheld no more than two (2) workdays from its receipt at the ordering agency until changes/corrections/"O.K. to Print" are provided to the contractor via email. (The first workday after receipt of proofs at the ordering agency is day one (1) of the hold time.)
- *Formats A through K:* For single orders containing 10 or less signs, contractor must complete production and distribution within 15 workdays of receipt of order confirmation.
- *Formats AA through DD:* For single orders containing 10 or less custom signs, contractor must complete production and distribution within 25 workdays of receipt of order confirmation.
- *ALL Formats:* For single orders containing 11 or more signs (standard and/or custom), contractor must complete production and distribution within 45 workdays of receipt of order confirmation.
- All proof time (including offline proofs) is included in the above schedules as applicable to each online order placed.

The contractor must notify the U.S. GPO of the date and time the production inspection can be performed. In order for proper arrangements to be made, notification must be given at least three (3) workdays prior to the inspection. Notify the U.S. Government Publishing Office, Quality Control for Published Products, Washington, DC 20401 at (202) 512-0542. Telephone calls will only be accepted between the hours of 8:00 a.m. and 2:00 p.m., prevailing Eastern Time, Monday through Friday. NOTE: See contract clauses, paragraph 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 ship/deliver date indicated on the print order is the date products ordered for shipping/ mailing f.o.b. contractor's city must be picked up by small package carrier or delivered to the U.S. Postal Service.

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.

For compliance reporting purposes, the contractor is to notify the U.S. Government Publishing Office of the date of shipment or delivery, as applicable. Upon completion of each order, contractor must contact the Shared Support Services Compliance Section via email at: compliance@gpo.gov. Personnel receiving email will be unable to respond to questions of a technical nature or to transfer any inquiries.

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 (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.	(a)(1)	40			
	(2)	20			
	(b)	100			
	(c)	15			
II.	1.(a)	5			
	(b)	15			
	(c)	5			
	(d)	20			
	(e)	1			
	(f)	5			
	(g)	30			
	(h)	300			
	(i)	300			
	2.(a)	30			
	(b)	5			
		(1)	(2)	(3)	(4)
	3.(a)	600	100	100	100
	(b)	100	100	200	700
	(c)	10	40	15	100
	(d)	70	80	20	80
	(e)	1	10	15	25
	(f) (1)	500	200	150	700
	(2)	80	30	50	60
	(3)	80	10	40	30
	(g) (1)	100	50	40	120
	(2)	600	180	200	700
	(h)	10	15	25	20
	4.	2,000			
III.	(a)	40			
	(b)	5			
	(c)	15			
	(d)	20			

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SECTION 4. – SCHEDULE OF PRICES

Bids offered are 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 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 will be declared non-responsive.

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.

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

Contractor's billing invoices must be itemized in accordance with the line items in the "SCHEDULE OF PRICES." Failure to submit invoices as instructed may result in delay of payment or rejection of invoice.

I. PREPRESS OPERATIONS: Prices offered shall include the cost of all required materials and operations necessary for complete prepress operations required under this contract.

(a) Composition –

(1) Typesetting, adjusting font leading/tracking,
and/or placing/inserting logos and graphics..... per sign.....\$ _____

(2) Assisting with art layout and graphics for Formats AA through DDper hour.....\$ _____

(b) Offline press-quality PDF soft proof..... per proof.....\$ _____

(c) 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 line item I.(c) System Timework.

(Initials)

II. PRINTING AND CONSTRUCTION: Prices offered must be all-inclusive for printing and construction, as required, in accordance with these specifications, and shall include the cost of all required materials and operations, all makeready and setup costs, creation/maintenance of online ordering system, online orders, composition, generation of online PDF proofs (for order viewing/confirmation only), generation of all required reports, and substrates, as applicable to its respective format trim size group, as defined in "SECTION 2. - SPECIFICATIONS."

I. Signs on ASTM Type I Reflective Sheeting on Aluminum Substrate –

Prices submitted for line items II.1.(a) through (i) must include the cost for reflective sheeting and protective sheeting.

(a) Format A (96 x 48"): Aluminum (0.125")
Printing in four-color process, including construction.....per side.....\$ _____

(b) Format B (85 x 48"): Aluminum (0.125")
Printing in four-color process, including construction.....per side.....\$ _____

(c) Format C (85 x 10.3"): Aluminum (0.125")
Printing in four-color process, including construction.....per side.....\$ _____

(d) Format D (67 x 48"): Aluminum (0.125")
Printing in four-color process, including construction.....per side.....\$ _____

(e) Format E (56.5 x 48"): Aluminum (0.125")
Printing in four-color process, including construction.....per side.....\$ _____

(f) Format F (48 x 36"): Aluminum (0.125")
Printing in four-color process, including construction.....per side.....\$ _____

(g) Format G (18 x 24"): Aluminum (0.080")
Printing in four-color process, including construction.....per side.....\$ _____

(h) Format H (12 x 18"): Aluminum (0.080")
Printing in four-color process, including construction.....per side.....\$ _____

(i) Format I (12 x 12"): Aluminum (0.080")
Printing in four-color process, including construction.....per side.....\$ _____

(Initials)

2. *Signs on Premium Graphic Film Substrate –*

Prices submitted for line items II.2.(a) and (b) must include the cost for non-reflective graphic film sheeting and protective sheeting.

(a) Format J (18 x 24"): Aluminum (0.080")
Printing in four-color process,
including construction..... per sign.....\$ _____

(b) Format K (12 x 18"): Aluminum (0.080")
Printing in four-color process,
including construction..... per sign.....\$ _____

3. *Custom Signs –*

Prices submitted for line items II.3(a)(1), (2), (3), and (4) and II.3(b)(1), (2), (3), and (4) are for base pricing only. The cost of reflective sheeting and protective sheeting shall be charged under the applicable line items – as ordered.

Prices submitted for line items II.3(c)(1), (2), (3), and (4) are for base pricing only. The cost of reflective sheeting, protective sheeting, or stain/all-weather coating shall be charged under the applicable line items – as ordered.

Prices submitted for line items II.3(d)(1), (2), (3), and (4) must include the cost for non-reflective graphic film sheeting and protective sheeting.

Prices submitted for line items II.3.(e)(1), (2), (3), and (4) must include the cost for unfinished, painted in one color, or scorched – as ordered. The cost of the stain/all-weather coating shall be charged under the applicable line items – as ordered.

	<u>Format AA</u> (1)	<u>Format BB</u> (2)	<u>Format CC</u> (3)	<u>Format DD</u> (4)
(a) Aluminum (0.080"): Printing in four-color process, including constructionper square foot/per side.....\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(b) Aluminum (0.125"): Printing in four-color process, including constructionper square foot/per side.....\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(c) HDO Plywood: Production in one color, including constructionper square foot/per side.....\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(d) Premium Graphic Film: Printing in four-color process, including construction and aluminum substrateper square foot.....\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

(Initials)

	<u>Format AA</u> (1)	<u>Format BB</u> (2)	<u>Format CC</u> (3)	<u>Format DD</u> (4)
(e) Red Cedar: Production in unfinished, painted in one color, or scorched, including constructionper square foot.....\$	_____	\$ _____	\$ _____	\$ _____
(f) Reflective Sheeting:				
(1) ASTM Type I (White):per square foot/per side.....\$	_____	\$ _____	\$ _____	\$ _____
(2) ASTM Type IV (White):per square foot/per side.....\$	_____	\$ _____	\$ _____	\$ _____
(3) ASTM Type XI (White):per square foot/per side.....\$	_____	\$ _____	\$ _____	\$ _____
(g) Protective Sheeting:				
(1) Gloss Overlamine:per square foot/per side.....\$	_____	\$ _____	\$ _____	\$ _____
(2) Luster (Satin) Overlamine:per square foot/per side.....\$	_____	\$ _____	\$ _____	\$ _____
(h) Stain or Clear, All-Weather Coating:per square foot/side.....\$	_____	\$ _____	\$ _____	\$ _____

4. *Fabrication Date Stickers* –

Printing in one ink color,
including construction and application (sign or paper)per sticker..... \$ _____

III. PACKING AND DISTRIBUTION: Prices offered must be all-inclusive, as applicable, and must include the cost of packing; crates; all necessary wrapping and packing materials; labeling and marking; and distribution, in accordance with these specifications.

Packing and Sealing Shipping Crates (All Signs) –

- (a) Up to and including 6 square feet..... per crate\$ _____
- (b) Over 6 square feet, up to and including 12 square feet per crate\$ _____
- (c) Over 12 square feet, up to and including 23 square feet per crate\$ _____
- (d) Over 23 square feet, up to and including 40 square feet per crate\$ _____

(Initials)

SHIPMENTS: 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 Solicitations 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 point(s), in exact accordance with specifications. *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 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. *Failure to sign the signature block below may result in the bid being declared non-responsive.*

Bidder _____
(Contractor Name) (GPO Contractor 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 Address) (Fax Number)

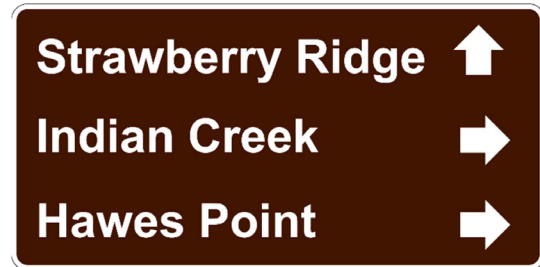
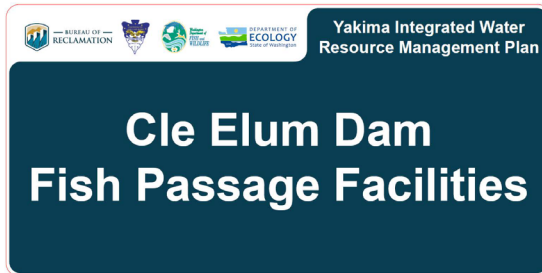
THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____ Contracting Officer: _____ Date: _____
(Initials) (Initials)

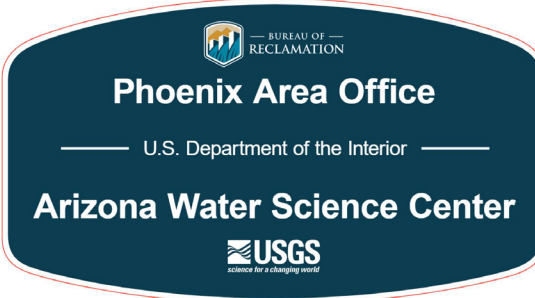
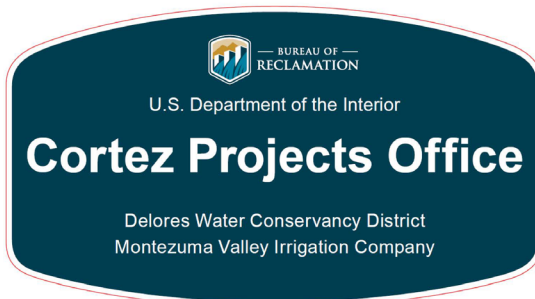
EXHIBIT A

Samples of Signs

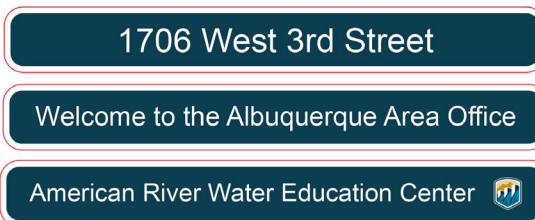
Page 1 of 4



Format A (96 x 48")



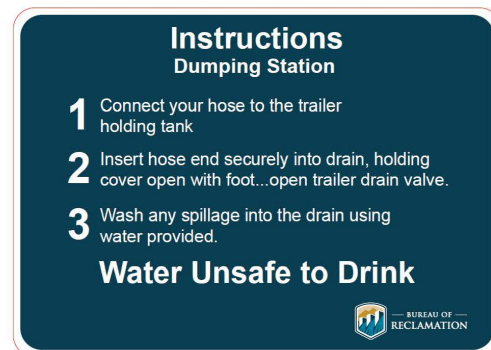
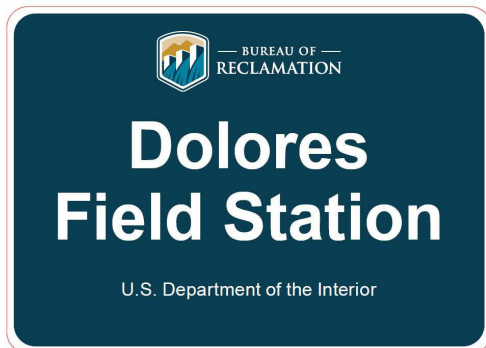
Format B (85 x 48")



Format C (85 x 10.3")

EXHIBIT A
Samples of Signs

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Format **D** (67 x 48")

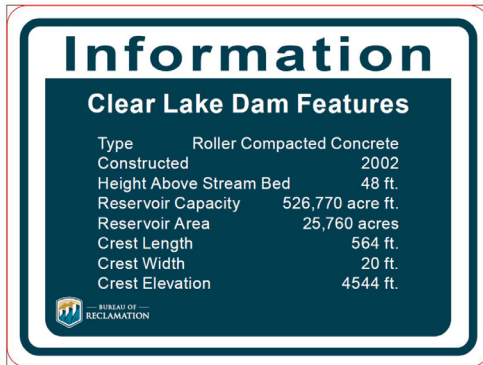


Format **E** (56.5 x 48")

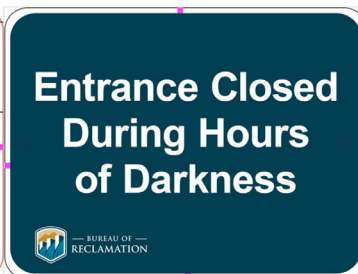
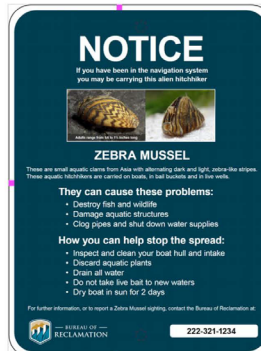
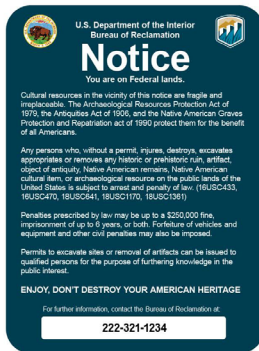
EXHIBIT A Samples of Signs

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Format **F** (48 x 36")



Format **G/J** (18 x 24")

Page 3 of 4

EXHIBIT A
Samples of Signs

Page 4 of 4



Format **H/K** (12 x 18")



Format **I** (12 x 12")

EXHIBIT B
Sample of Fabrication Date Sticker

