

**Jacket:** 408-947

**Title:** DODEA Engage NY Printing of Teacher & Student Material

**Agency:** DLA Document Services

**Bid Opening:** May 7, 2019

11:00 AM

<b>Contractor Name</b>	<b>Bid</b>	<b>Terms</b>		<b>Discounted Total</b>
Colonial Press International	\$556,695.00	2.0%	20 days	\$545,561.10
Las Vegas Color Graphics, Inc	\$935,555.00	5.0%	20 days	\$888,777.25
Gray Graphics	\$1,247,780.00	3.0%	20 days	\$1,210,346.60
Westland Printers	\$1,449,751.00	0.5%	21 days	\$1,442,502.25
Monarch Litho Inc.	\$2,022,202.00	2.0%	20 days	\$1,981,757.96
Gateway Press Inc.	\$2,700,000.00	1.0%	20 days	\$2,673,000.00

BID OPENING: May 3, 2019

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL KEN KERNS at (202) 512-1239/0307. AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. NO COLLECT CALLS.

### FACSIMILE BID SPECIFICATIONS

U.S. Government Publishing Office (GPO)  
Washington, D.C.

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 (revised 8-02)).

The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, all applicable pages.

BIDDERS, PLEASE NOTE: GPO has issued a new GPO Publication 310.2, GPO Contract Terms – Solicitation Provisions, Supplemental Specifications, and Contract Clauses (Rev 1-18). Prospective bidders should carefully read this publication as the applicable terms within become an integral part of this contract. The document is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions.

PREAWARD CONFERENCE: Unless waived by the Contracting Officer, the total requirements of the job as indicated in these specifications will be reviewed by Government representatives with the contractor's representatives via telephone conference prior to award.

Any modification that results in a price change must be authorized by DLA Document Services before the contractor/vendor proceeds. Failure to obtain this authorization may result in non-payment for those modifications.

Proof of delivery must be emailed to [DCGPO.docsvcs@dla.mil](mailto:DCGPO.docsvcs@dla.mil) upon completion.

All the requirements of these specifications apply equally to all items unless otherwise indicated herein.

PRODUCT: Perfect Bound Books

TITLE: DODEA ENGAGE NY PRINTING of TEACHER & STUDENT MATERIAL

QUANTITY: 79,937 total copies of 66 different books (modules), (47 total Teacher Books for 5,397 copies and 19 total Student Books for 73,540 copies).

NOTE: Contractor to print, bind and deliver various quantities of 66 modules to approx. 106 different "Physical

Addresses". Addresses consist of 25 CONUS addresses, 1 APO/FPO and 80 OCONUS addresses. (see 8 page attachment for delivery addresses and module sets quantities).

PAGES: various page counts for 66 different books. (See below)

47 total TEACHER BOOKS: (number of text pages of each module plus separate wrap around cover).

<b>Math 6</b>	<b>Math 7</b>	<b>Math 8</b>	<b>Accelerated Math 7/8</b>
Module 1: 244	Module 1: 224	Module 1: 160	Module 1A: 300
Module 2: 220	Module 2: 300	Module 2: 208	Module 1B: 160
Module 3: 204	Module 3: 384	Module 3: 204	Module 2A Part 1: 396
Module 4: 392	Module 4: 296	Module 4: 516	Module 2A Part 2: 240
Module 5: 332	Module 5: 288	Module 5: 172	Module 2B: 400
Module 6: 256	Module 6: 328	Module 6: 196	Module 3: 288
		Module 7: 332	Module 4A: 524
			Module 4B: 368
<b>Math 8/Algebra I</b>	<b>Algebra I</b>	<b>Geometry</b>	<b>Algebra II</b>
Module 0: 428	Module 1: 344	Module 1: 300	Module 1: 508
Module 1: 484	Module 2: 240	Module 2: 536	Module 2: 328
Module 2: 436	Module 3: 332	Module 3: 220	Module 3: 596
Module 3: 332	Module 4: 296	Module 4: 212	Module 4: 388
Module 4: 324	Module 5: 156	Module 5: 292	
Module 5: 156			

19 total STUDENT BOOKS: (number of text pages of each module plus separate wrap around cover).

<b>Math 6</b>	<b>Math 7</b>	<b>Math 8</b>	<b>Accelerated Math 7/8</b>
Modules 1-3: 348	Modules 1-3: 448	Modules 1-4: 452	Module 1: 204
Modules 4-6: 476	Modules 4-6: 484	Modules 5-7: 364	Module 2: 432
			Module 3: 160
			Module 4: 464
<b>Math 8/Algebra I</b>	<b>Algebra I</b>	<b>Geometry</b>	<b>Algebra II</b>
Modules 0: 184	Modules 1-2: 316	Modules 1-2: 456	Modules 1-2: 412
Modules 1-2: 451	Modules 3-5: 392	Modules 3-5: 348	Modules 3-4: 492
Modules 3-5: 404			

TRIM SIZE: 8-1/2 x 11"

GOVERNMENT TO FURNISH:

Two DVD-Rs processed on a PC compatible or a Macintosh containing pdf files for covers and pdf files for

text. Color Identification System Used: RGB, All fonts are not furnished..

One CD-R using Microsoft Excel with one file containing the Distribution Lists. The Excel file is one file separated by 9 different regions, labeled "AM SE", "AM MIDATL", "EU EAST", "EU WEST", "EU SOUTH", "PAC SOUTH", "PAC EAST", "PAC WEST, "VA"

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from [gpo.gov](http://gpo.gov), fill in appropriate blanks, and attach to shipping containers.

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

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 contract administrator.

The contractor shall create or change 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.

NOTE: File Work Required:

Contractor to convert the production files from RGB to CMYK and embed missing fonts for all covers and Teacher Text. Contractor to convert the production files from RGB to print Black & Grayscale and embed missing fonts for all Student Text. Contractor to extend bleeds on cover files as necessary. Page images may need to be reposition to avoid type and art from being cut off after being torn from book at the perforation and for uniform margins throughout. Contractor to reposition pages and page numbers for odd and even uniformity. Page images may need to be reposition to avoid loss of information after perforation and drilling.

NOTE: CONTRACTOR MUST PROVIDE IN AN EXCEL SPREADSHEET, ALL DELIVERY TRACKING NUMBERS TO DoDEA POC's, THE DAY THE PRODUCT SHIPS AND UPDATES OF WHEN DELIVERED TO: [Shannon.Hart@hq.dodea.edu](mailto:Shannon.Hart@hq.dodea.edu) and [Curtis.cox@dla.mil](mailto:Curtis.cox@dla.mil).

E-MAIL PROOFS (indicate margins): CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT". One set of E-Mailed Electronic Page Proofs. Contractor to submit one "Press Quality" PDF "soft" proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

E-Mailed proofs (marked with Jacket/Req. Number plus return name and E-Mail address) directly to the Agency at [Shannon.Hart@hq.dodea.edu](mailto:Shannon.Hart@hq.dodea.edu) and [Curtis.cox@dla.mil](mailto:Curtis.cox@dla.mil). Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon E-Mailing proofs and immediately upon receiving the returned proofs (or OK E-Mail) back from the Department.

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. 12" dated March 2011.

Cover: JCP Code\* L70, Coated One Side (C1S) Cover, Point Size 10 pt.

Text: FOR TEACHER BOOKS: JCP Code\* A80, Opacified Offset Book, Basis Size 25 X 38" 60lbs.

Text: FOR STUDENT BOOKS: JCP Code\* A60, Offset Book, Basis Size 25 X 38", 50lbs.

#### PRINTING:

Digital Printing NOT Acceptable.

Covers 1, 4, and spine print solids, screen tints, illustrations, type and rule matter in 4-color process, with some type and illustrations reversing out to appear white on a full coverage background. Covers 2 and 3 blank. Full uncommon bleeds on all sides. After printing flood coat the entire surface with a flood gloss aqueous coating. Contractor to position text for spine. Spine measuring less than 1/4" prints at contractor's discretion. Contractor to adjust spine of cover as needed.

TEACHER Text: Pages print fine detail graphs, screen tints, illustrations, type and rule matter in 4-color process, with some type and illustrations reversing out to appear white. A fine detail seals prints on scattered pages throughout.

STUDENT Text: Pages print fine detail graphs, screen tints, illustrations, type and rule matter in Black ink, with some type and illustrations reversing out to appear white. A fine detail seals prints on scattered pages throughout.

Perforate vertically (micro-perf without ink) along the entire 11" dimension located 1/4" from the left (bind) edge. Perforation must create a trim appearance, so that the edges are clean and free of burs and indentation after detachment. All perforations shall be cut clean and sufficiently deep to permit easy separation but not to tear in ordinary handling. Pages should not detach from book until intentionally torn on perf by the product user

#### MARGINS:

Covers: Inadequate gripper, bleeds all sides.

Text: adequate gripper, contractor to reposition type and images to allow for adequate margins.

#### BINDING:

Perfect-bind text and wraparound cover; trim three sides.

Hinge score 1/4" from left side. Grain of cover must run parallel to the spine. Contractor to determine spine thickness and adjust backstrip if necessary. Type must center on width of spine.

STUDENT BOOKS: Covers and Text are 3-hole drilled left side with suitable diameter to the right of the perforation, 4-1/4" center to center. Drill holes must be far enough from perforation, so drill holes do not tear when removed. Text pages once detached must be able to be placed in a 3-ring binder. Contractor must allow for drill holes. No loss of information allowed. Loss of information books will be rejected.

#### PACKING:

Pack suitable in shipping containers. Separate Teacher and Student Books and pack boxes by Individual Titles

to each specified location. There are total of 16 Titles (8 teachers and 8 students) with modules to each. Shipping containers may be packed in complete sets or by individual Title/Modules as long as they are easily identified on the outside of the boxes. See break down under "PAGES" herein for number of Modules per Title and see Distribution list for number of Copies per Module.

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.

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

Product Quality Levels:

- (a) Printing Attributes -- Level III.
- (b) Finishing 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	Ok'd Proofs/Electronic Media
P-9. Solid or Screen Tints Color Match	Electronic Media
P-10. Process Color Match	Electronic Media

DISTRIBUTION: F.O.B. destination.

\*\*\*\*\*SHIPPING COST ARE NOT REIMBURSEABLE\*\*\*\*\*

Note: Distribution list contains CONUS and OCONUS Destinations and must arrive on or before scheduled Delivery Date. See Distribution list attached. Deliver by traceable means that guarantee delivery date. NOTE: USPS CANNOT BE USED FOR DELIVERY OF THIS PRODUCT WITH THE EXCEPTION OF APO/FPO ADDRESSES.

Contractor to verify with small package courier, deliverability to each specific address on distribution lists in the event an address is undeliverable prior to shipping and presented to the agency in enough time to make correction and still make the delivery date.

Deliver two (2) samples of each module and all Government Furnished Material to: Shannon Hart, (571-372-5868) Instructional Systems Specialist, 9-12 Mathematics Department of Defense Education Activity, 4800 Mark Center Dr., Alexandria, VA 22350-1400.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to Curtis.cox@dla.mil. The subject line of this message shall be "Distribution Notice for Jacket 408-947, Req. No. 9-240369G. The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency

request

All expenses incidental to returning materials, submitting proofs, and furnishing sample copies must be borne by the contractor.

**SCHEDULE:**

Furnished material will be available for pick up at the U.S. Government Publishing Office, 27 G St., NW, Washington, DC 20401, on May 10, 2019.

Proofs will be withheld not more than 3 workdays from receipt at the Department to receipt in the contractor's plant.

Partial delivery to arrive on or before June 3, 2019 for all CONUS addresses. Balance to deliver on or before June 17, 2019 for all OCONUS addresses. See Distribution list attached. Dated material for Educational Classes.

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.

**OFFERS:** Offers must include the cost of all materials and operations in accordance with these specifications. In addition, a price must be submitted for each additional 100 copies. The prices for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

**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 low contractor may be required to provide one or more of the following financial documents:

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

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

**PAYMENT:** 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 invoicing. 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>.

**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: CSPS, 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 Jacket number 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 January 2018. 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 submission instructions posted in the Bid Submission/Opening area. If further instruction or assistance is required, call (202) 512-0526.



**JACKET NUMBER:** \_\_\_\_\_

**BID PRICE:** \_\_\_\_\_

**ADDITIONAL RATE:** \_\_\_\_\_ **PER:** \_\_\_\_\_

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

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

**BID ACCEPTANCE PERIOD:** In compliance with the above, the undersigned agree, if this bid is accepted

Within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications.

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

**BIDDER'S NAME AND SIGNATURE:** Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms - Publication 310.2. When responding by fax or mail, fill out and return one completed copy of current page(s).

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

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

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

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

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

\_\_\_\_\_  
(Signature) (Date)

\_\_\_\_\_  
(Telephone Number) (Email)

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