

BID OPENING: Bids shall be opened at 11:00 AM., prevailing Eastern Standard Time (EST), on December 8, 2020 by the U.S. Government Publishing Office, in Washington, DC 20401. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

BID SUBMISSION: NOTE: Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, vendors MUST submit e-mail bids to bidsapsdc@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time.

The Jacket Numbers 417-082/083/084 (S) and bid opening date must be specified in the subject line of the e-mailed bid submission. Bids received after 11:00 AM EST on the bid opening date specified above will not be considered for award.

For information regarding the solicitation requirements prior to award please email Steve Gaumer at sgaumer@gpo.gov. For contract administration after award, contact APS DC at 202-512-0307.

Additional e-mailed Bid Submission Provisions:

The Government will not be responsible for any failure attributable to the transmission or receipt of the e-mailed bid including, but not limited to, the following—

- (1) Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
- (2) The vendor's email provider may have different size limitations for sending e-mail, however vendors are advised not to exceed GPO's stated limit.
- (3) Illegibility of bid.
- (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 e-mailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the e-mail is received by GPO's email server as the official time stamp for bid receipt at the specified location.

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 9-19)).

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

SPECIFICATIONS WILL APPLY EQUALLY TO ALL JACKETS AND ALL ITEMS UNLESS OTHERWISE INDICATED.

PRODUCT: Twelve (12) Folded CACFP Worksheets & Four (4) Flat CACFP Worksheets.

TITLE: Jacket 417-082: CACFP Worksheets 6 English / 6 Spanish

Jacket 417-083: CACFP Worksheets 2 English (front)/Spanish (back)

Jacket 417-084: CACFP Worksheets 2 Spanish

QUANTITY: Jacket 417-082: 400,000 - **Item 1 FNS-861, Serving Vegetables in the CACFP**
100,000 - **Item 2 FNS-861-S, (Spanish) Serving Vegetables in the CACFP**
400,000 - **Item 3 FNS-858, How to Spot Whole Grain-Rich Foods for the CACFP**
100,000 - **Item 4 FNS-858-S, (Spanish) How to Spot Whole Grain-Rich Foods for the CACFP**
400,000 - **Item 5 FNS-860, Using the WIC Food List to Identify Grains for the CACFP**

100,000 - **Item 6 FNS-860-S, (Spanish) Using the WIC Food List to Identify Grain for the CACFP**

400,000 - **Item 7 FNS-859, Serving Snacks in the CACFP**

100,000 - **Item 8 FNS-859-S, (Spanish) Serving Snacks in the CACFP**

400,000 - **Item 9 FNS-857, Using the Nutrition Facts Label in the CACFP**

100,000 - **Item 10 FNS-857-S, (Spanish) Using the Nutrition Facts Label in the CACFP**

400,000 - **Item 11 FNS-856, Is My Recipe Whole Grain-Rich in the CACFP**

100,000 - **Item 12 FNS-856-S, (Spanish) Is My Recipe Whole Grain-Rich in the CACFP**

PLUS 50 QARC's for each Item.

Jacket 417-083: 150,000 - **Item 1 FNS-661 & FNS661-S Calculating Sugar Limits for Yogurt in the Child and Adult Care Food Program – English front / Spanish back**

150,000 - **Item 2 FNS-662 & FNS-662-S Calculating Sugar Limits for Breakfast**

Cereals in the Child and Adult Care Food Program – English front / Spanish back

PLUS 50 QARC's for each Item.

Jacket 417-084: 100,000 - **Item 1 FNS-652-S, (Spanish) Choose Yogurts That Are Lower in Sugar**

100,000 - **Item 2 FNS 653-S, (Spanish) Choose Breakfast Cereals That Are Lower in Sugar**

PLUS 50 QARC's for each Item.

TOTAL: 3,500,000 CACFP Worksheets. PLUS 50 QARC's for each Item.

PAGES: Jacket 417-082: 4 pages per item #.

Jacket 417-083: 2 pages per item # .

Jacket 417-084: 2 pages per item #.

TRIM SIZE: Jacket 417-082 – 17 x 11" folded to 8-1/2 x 11"

Jacket 417-083 – 8-1/2 x 11"

Jacket 417-084 – 8-1/2 x 11"

GOVERNMENT TO FURNISH: One (1) Adobe Acrobat PDF file for each Item to use for production.
Four (4) Adobe InDesign files.

GPO Form 892 (R. 12/17) Proofs

GPO Form 2678 (departmental random copies-blue label).

GPO Form 917 (Certificate of Selection).

GPO Form 915 (Business Reply Label).

GPO Form 2686 QARC Random copies sampling & shipping instructions.

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from 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(s) in accordance with these specifications.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the 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.

Digital Deliverables: The contractor shall make all revisions to the electronic files. Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

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

PROOFS:

3 set(s) of digital color content proofs for each Worksheet/Item. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size of the product.

PLUS

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

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

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

Send proofs together with the furnished media (copy, electronic files) directly to: One (1) Inkjet proof and Two (2) Content proofs of each Item to Dane Henshall, 859 N. Kensington St., Arlington, VA 22205, 703-305-2290; One (1) Inkjet proof of each Item to Don Newsome, 14357 Southgate Court, Woodbridge, VA 22193, 703-898-5400; and One (1) Content proof of each item to Mimi Wu, 350 G Street SW, N612, Washington, DC 20024, 703-605-3209. Contractor must call GPO Contract

Compliance Section at 202-512-0520, or e-mail information to compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than (5) workdays from receipt in the department to when they are made available for pickup at the department. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT".**

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 13" dated September 2019. https://www.gpo.gov/docs/default-source/forms-standards-pdf-files/vol_13..PDF.

JCP Code* A60, Uncoated Text, White, Basis Size 25 x 38", Basis Weight 80lbs.

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

PRINTING:

DIGITAL PRINTING IS NOT ACCEPTABLE.

Print head to head with type/rule matter, illustrations, solids, screen tints, and agency logo's in 4-color process plus some type/ reversing out to appear white. Bleeds throughout.

PRESS SHEET INSPECTION: Final makeready press sheets will be inspected and approved virtual by Donald Newsome via Teams or I-Phone (donald.newsome@usda.gov, 703-898-5400) for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

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

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

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least (2) workdays prior to the inspection. Notify the U.S. Government Publishing Office, Contract Management Division, Quality Control for Published Products Section (CSPS), Washington, DC 20401, on telephone area code (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing eastern time. Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1 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.

INKS: 4-Color Process

MARGINS: Inadequate Gripper

BINDING: Jacket 417-082: All Items – Fold from 17 x 11 to 8-1/2 x 11", Head out, trim 3 sides.

Jackets 417-083, 417-084: All Items – Trim 4 sides.

PACKING: Shrink wrap in 25's. Do not collate, box and label each item/publication separately. Pack in cartons

suitable to prevent shifting of or damage to materials. Identify shipping containers with GPO Jacket #, name of publication, FNS-XXX number, approximate number of packs per box.

LABELING AND MARKING (package and/or container label): Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

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

Product Quality Levels:

(a) Printing Attributes -- Level II

(b) Finishing Attributes -- Level II

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

(a) Non-destructive Tests -- General Inspection Level I.

(b) Destructive Tests -- Special Inspection Level S-2.

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Approved PSI / Furnished Electronic Media
P-10. Process Color Match	Approved PSI / Furnished Electronic Media

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

P-7. Type Quality and Uniformity	Approved Proofs / Furnished Electronic Media
P-10. Process Color Match	Approved Proofs / Furnished Electronic Media

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

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket and Purchase Order numbers, must be furnished with billing as evidence of mailing.

DISTRIBUTION: DELIVER F.O.B. destination. Deliver by traceable means.

Contractor must notify the ordering agency 5 days prior to the product ships/delivers via e-mail sent to dane.henshall@usda.gov and laurelpdc2@gpo.gov. The subject line of this message shall be Distribution Notice for Jackets 417-082/083/084, Requisitions 1-00174/1-00175/1-00176.

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.

Deliver 25 copies of each item for each jacket 417-082/083/084 via traceable means to: Dane Henshall, 859 N. Kensington St., Arlington, VA 22205, 703-305-2290.

Deliver balance of all for each jacket 417-082/083/084 of all items (includes 200 Departmental Random "Blue Label" Copies for each item) via traceable means to: US Government Publishing Office, **TEAM NUTRITION – CACFP Worksheets (TEAM NUTRITION MUST BE IN BOLD AND CAPS)**, C/O: RECEIVING – USDA – FNS-#### (Label according to content), 8660 Cherry Lane, Laurel, MD 20707, PH: 202-512-2010 X33400.

Note: For the "Blue Label" Copies -- A copy of the Government furnished certificate (GPO Form 917) must accompany the voucher sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the voucher. NOTE: Form is also available at <https://www.gpo.gov/pdfs/vendors/sfas/Form917.pdf>

Send digital deliverables via traceable means to: Mimi Wu, 350 G Street SW, N612, Washington, DC 20024.

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

SCHEDULE: The purchase order and GFM will be available via e-mail or contractor's FTP site on Dec 11 , 2020.

Delivery complete on or before 1/13/2021.

FOB Destination 1/13/2021.

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.

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proofs will be withheld (5) workdays from receipt in the Agency until they are made available for pickup by the contractor.

OFFERS: Offers must include the cost of all materials and operations for each jacket listed in accordance with these specifications. Award will be based on the lowest total price for the jackets listed. 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 pre-award survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

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

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

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>.

JACKET NUMBER	BID PRICE:	ADDITIONAL/M
Jacket 417-082	\$ _____	Item #1 - \$ _____ Item #2 - \$ _____ Item #3 - \$ _____ Item #4 - \$ _____ Item #5 - \$ _____ Item #6 - \$ _____ Item #7 - \$ _____ Item #8 - \$ _____ Item #9 - \$ _____ Item #10 - \$ _____ Item #11 - \$ _____ Item #12 - \$ _____
Jacket 417-083	\$ _____	Item #1 - \$ _____ Item #2 - \$ _____
Jacket 417-084	\$ _____	Item #1 - \$ _____ Item #2 - \$ _____
TOTAL	\$ _____	

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.

Initials

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

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)

Jacket: 417-082s
Title: CACFP Worksheets
Agency: Agriculture
Bid Opening: December 8, 2020 at 11:00am

Contractor Name	Bid	Terms		Discounted Total
Advantage Mailing LLC - Anaheim	\$141,526.26	1.0%	20 days	\$140,111.00
Consolidated Graphics dba Westland Printers	\$155,973.00	0.5%	21 days	\$155,193.14
Specialty Print Communications	\$167,911.00	5.0%	21 days	\$159,515.45
Gray Graphics	\$169,650.00	2.0%	20 days	\$166,257.00
District Creative Printing	\$182,010.00	2.0%	20 days	\$178,369.80
Monarch Litho	\$190,091.00	2.0%	20 days	\$186,289.18
Las Vegas Color Graphics	\$234,665.00	5.0%	20 days	\$222,931.75
			days	
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00
			days	\$0.00

/