

PROGRAM NO. 2080-S -- TERM: SEPTEMBER 1, 2014, THROUGH AUGUST 31, 2015

TITLE: "Flagship Newsletter"

This contract has a one year base and a 4 year extension potential.

ITEM NO. & DESCRIPTION	BASIS OF AWARD	Bosworth Stoughton, MA		Brenn-Park Inc dba Moonlight BPO Bend, OR		Esprit Graphic Communication Inc Kennewick, WA	
		UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I. COMPLETE PRODUCT:							
(a) Per Printed Page							
(1) Makeready and/or setup.....	64	8.25	528.00	N/C		62.00	3968.00
(2) Running per 100 copies.....	1267	6.35	8045.45	105.00	133035.00	3.10	3927.70
II. ADDITIONAL OPERATIONS:							
(a) Apply labels, fold to 5-1/2 x 8-1/2" and apply closure tabs, per 100 finished items.....	32	9.00	288.00	55.00	1760.00	15.00	480.00
(b) Computer time work on electronic camera copy corrections, per hour.....	4	100.00	400.00	N/C		80.00	320.00
CONTRACTOR TOTALS			\$9,261.45		\$134,795.00		\$8,695.70
DISCOUNT		1.00%	\$92.61	NET		NET	
DISCOUNTED TOTALS		20 days	\$9,168.84	30 days	\$134,795.00	30 days	\$8,695.70

ITEM NO. & DESCRIPTION	BASIS OF AWARD	Production Press Jacksonville, IL		WBC Inc, d/b/a Lithexcel Albuquerque, NM		PREVIOUS	
		UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I. COMPLETE PRODUCT:							
(a) Per Printed Page							
(1) Makeready and/or setup.....	64	58.80	3763.20	20.00	1280.00	16.00	1024.00
(2) Running per 100 copies.....	1267	3.34	4231.78	4.50	5701.50	4.50	5701.50
II. ADDITIONAL OPERATIONS:							
(a) Apply labels, fold to 5-1/2 x 8-1/2" and apply closure tabs, per 100 finished items.....	32	18.59	594.88	5.00	160.00	15.00	480.00
(b) Computer time work on electronic camera copy corrections, per hour.....	4	100.00	400.00	80.00	320.00	65.00	260.00
CONTRACTOR TOTALS			\$8,989.86		\$7,461.50		\$7,465.50
DISCOUNT		0.25%	\$22.47	1.00%	\$74.62	NET	
DISCOUNTED TOTALS		20 days	\$8,967.39	20 days	\$7,386.88	30 days	\$7,465.50

AWARDED

Reviewed by: _____

U.S. GOVERNMENT PRINTING OFFICE
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of the

Flagship Newsletter

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

Department of the Army/Corps of Engineers
Seattle, Washington

Single Award

The term of this contract is for the period

beginning September 1, 2014, and ending August 31, 2015

BID OPENING: Bids will be publicly open at 2:00 P.M., prevailing Seattle, WA, time on August 21, 2014.

CONTRACT TERM: The term of this contract is for one year (the base year), and four option years. Attention is directed to the clauses: "Economic Price Adjustment," and "Option to Extend the Contract Term."

Fill out and mail Section 4; Schedule of Prices; of this specification with a copy of the 910 form to: U.S. GOVERNMENT PRINTING OFFICE; 4735 E. Marginal Way South; Seattle; Washington; 98134. Mark your bid "ATTN: 2080-S" on the out side of the envelope.



The following web address will allow you to print a copy of the 910 form.

<http://www.gpo.gov/pdfs/vendors/sfas/bids910.pdf>



The following web address will allow you to print a copy of the current pricing abstract.

<http://www.gpo.gov/gpo/abstracts/abstract.action?region=Seattle> Scroll down and click on 2080-S. The spread sheet will be in a PDF format.

For information of a technical nature call Felicia Buchko, Ext. # 3, or email fbuchko@gpo.gov or call Ken Foster, Ext. # 7, or e-mail kfoster@gpo.gov, other questions should be directed to the contract administrator, Lautretz Moore, Ext. # 2, or e-mail lmoores@gpo.gov Phone: (206) 764-3726 (no collect calls).

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 Pub. 310.2, effective December 1, 1987 (Rev. 6/01)), and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979 (revised December 1992)).



<http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf> <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>

The above links will enable viewing of the most current versions of the afore mentioned documents.

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 MIL-STD-105):

- (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 Furnished Material or an approved proof.
P-9. Solid and Screen Tint Color Match	Government Furnished Material.
P-10. Process Color Match	Government Furnished Material.

SUBCONTRACTING: The predominant production function is press work.

OPTION EXTENSION OF CONTRACT TERM: The Government may extend the term of this contract by written notice to the contractor no later than 30 days before the contract expires. If the Government exercises this option, the extended contract will include all provisions herein. The total duration of this contract, including the exercise of any options, will not exceed five years.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a pre-award survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

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

ORDERING: Items to be furnished under this contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under this contract from September 1, 2014 through August 31, 2015. All print orders issued hereunder are subject to the terms and conditions of this contract. This contract shall control in the event of conflict with any print order. When mailed, a print order shall be "issued" for purposes of this contract at the time the Government deposits the order in the mail.

PAYMENT: Submit all vouchers to: Comptroller, Stop FMCE, Financial Management Service, U.S. Government Printing Office, Washington D.C., 20401. Using the GPO barcode cover sheet and faxing your invoice to GPO is the fastest and safest method of being paid. Your voucher goes directly into the electronic database of vouchers and is scheduled for payment. The following website address will allow you to create the GPO payment barcode cover page.



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

ECONOMIC PRICE ADJUSTMENT: The prices set forth in this contract shall be adjusted in accordance with the provisions of this clause, provided that in no event will prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

Price adjustment period: For the purpose of this clause, the program years shall comply with the Contract Term clause on page 1. There shall be no price adjustment for orders placed during the first program year of this contract.

Price adjustment: The prices shall be adjusted on the basis of the "Consumer Price Index For All Urban Consumers - Commodities Less Food", published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics, in the following manner:

- (1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first program year of the contract. This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.
- (2) **The Government will notify the contractor in writing of the percentage increase or decrease to be applied** to any invoices to be submitted for orders subject to price adjustment in accordance with this clause. Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause.

LIMITATION OF PERFORMANCE AND CONTRACTOR OBLIGATIONS: Funds are available for performance of this contract for the first program period only. The amount of funds available at award is not considered sufficient for the performance required for any program period other than the first program period. When additional funds are available for the full requirements of the next succeeding program period, the Contracting Officer shall, not later than the date specified in the "Options" clause (unless a later date is agreed to), so notify the contractor in writing.

The Government's obligation to the contractor, as specified and limited under this contract, extends only to work under program period requirements for which funds have been made available and as obligated by each print order.

The contractor is not obligated to incur costs for the performance required for any program period after the first unless written notification is received from the Contracting Officer of an increase in availability of funds. If so notified, the contractor's obligation shall increase only to the extent contract performance is required for the additional program period for which funds have been made available.

If this contract is terminated under the "Termination for the Convenience of the Government" clause "total contract price" in that clause means the amount available for performance of this contract, as provided for in this clause. The term "work in process" in that clause means the work under program period requirements for which funds have been made available. If the contract is terminated for default, the Government's rights under this contract shall apply to the entire multiperiod requirements.

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.

RECOVERED MATERIALS PROGRAM: The Government Printing Office is promoting the use of recovered materials in its contracts to the maximum extent practicable, provided all specification requirements are met. Offerors are encouraged to supply paper and paper products that contain recovered materials even in the absence of a specific solicitation provision or contract clause requiring such materials.

Recovered materials shall mean "recovered fiber" or "postconsumer recovered fiber" as defined in "Government Paper Specification Standards No. 12," published by the Joint Committee on Printing. However, when used in conjunction with the cotton/linen content of paper, "recovered fiber" means a postconsumer fiber and "recovered material" means a preconsumer fiber.

By submission of a bid or offer, or by substantial performance on a small purchase, the offeror certifies that the paper to be supplied contains at least the minimum percentage of recovered materials in the paper products as specified. This certification concerns a matter within the jurisdiction of an agency of the United States, and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001. The Government reserves the right to require proof of such certification prior to first delivery and thereafter as may be otherwise provided for under the provisions of the contract.

When the use of recovered materials is specified, the contractor shall maintain manufacturer/mill accounting and record summaries on the fiber weight content used as feed stock, for the purposes of Government audit, that will verify (a) the contractor's certification of the minimum percentage of recovered materials used in the performance of the contract, (b) that the paper and paper products are in compliance with the specification requirements, and (c) the paper is manufactured in accordance with the Environmental Protection Agency (EPA) Paper Products Recovered Materials Advisory Notice (61 FR 26985, May 29, 1996) whether the products are manufactured by the contractor or another paper mill. The contractor, if not the manufacturer, shall obtain this information from the paper manufacturer. The contractor shall maintain, and make available to the Government, these documents for one year after the expiration of the contract. Nothing in this clause shall excuse the contractor from furnishing the specified paper.

FACSIMILE BIDS: The solicitation provision in GPO Contract Terms (Pub. 310.2) permitting facsimile bids means a bid that has been transmitted to and has been received by a commercial enterprise via facsimile and subsequently delivered to the Government. **Facsimile bids transmitted to GPO offices will not be considered.**

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of newsletters requiring such operations as printing, binding, labeling, packing, and delivery.

TITLE: Flagship Newsletters.

FREQUENCY OF ORDERS: Approximately 4 issues per year.

QUANTITY: Approximately 1,979 copies per issue.

NUMBER OF PAGES: 12 to 16 pages per publication, an average of 16 pages per publication, self-cover.

TRIM SIZE: 8-1/2 x 11".

GOVERNMENT TO FURNISH:

Press-ready, Portable Document Format (PDF) sent by File Transfer Protocol (FTP).

Electronic media both IBM and/or Macintosh compatible. Native files could include but not be limited to: CorelDraw, PhotoShop, PageMaker, InDesign, and QuarkXPress. Software will be in a variety of versions. Printer fonts will be provided on the file. All four color process will be converted to CMYK. The contractor must have the current versions and up-grade as they become available.

Approximately 800 address labels per issue.

Packing instructions, when indicated by the agency.

Print orders.

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried in the electronic files, must not print on finished product.

CONTRACTOR TO FURNISH:

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

The contractor will host a website with secure FTP service using either Secure Sockets Layer (SSL) or Transfer Layer Security (TLS) encryption. The servers must be redundant and located in a secure locked, climate controlled, fire-resistant facility. This web site must allow the agency to post Government furnished material and print proofs from the site when required.

The contractor must provide website information allowing the ordering agencies to post and retrieve Government furnished materials and proofs from their secure website.

Prior to image processing, the contractor shall perform a basic preflight check of the furnished media and publishing files to assure correct output of the required reproduction image. If any errors, media damage, or data corruption that might interfere with proper file image processing are discovered during inspection by the contractor, work must be discontinued and further instructions should immediately be requested from the contract administrator, see below.

This preflight must identify any problem areas with digital file submission and must include but not be limited to missing or damaged fonts, damaged disks, missing bleeds, improper trim size, and improper color definition. The Contractor is also responsible for creating or altering any necessary trapping, setting proper screen angles and frequency (unless indicated otherwise by the Government), and defining proper file output selection for the

imaging device being used. All furnished files must be imaged as necessary to meet the assigned Quality Assurance Through Attributes Program (QATAP) level.

COMPUTER TIMEWORK: Will consist of minor repairs and/or corrections required by the ordering agency on electronic camera copy. Timework will be rounded up to closest 15-minute increments. **Prior to work, the contractor will be required to inform the agency of the approximate time required for repairs or corrections.**

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

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government may accept, as digital deliverables, Postscript files, and Adobe Acrobat Portable Document Format (PDF) files. File type of the returned Government furnished materials will be specified on the print order.

PROOFS: When indicated on print order, the contractor will fax, email or post the proof(s) to their secure website, at the option of the ordering agency. The contractor must 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. The proofs must display color and show color breaks, trim and fold lines and have all elements in their proper position.

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.

When proofs are requested, the contractor must not print prior to receipt of an "OK to print."

FILM/REPRODUCIBLES: Films are not required.

All halftones are to be 133 lpi or finer.

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.



http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf.

Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP. The Contracting Officer reserves the right to reject shipments of any order printed on paper the color of which, in his opinion, materially differs from that of the color specified.

White, No. 1 Coated Text, Gloss-Finish, Basis Weight: 80 lbs. per 500 sheets, Basis Size: 25 X 38", equal to JCP Code A181.

PRINTING: Print head to head in four color process; some pages require heavy ink coverage. Offset or digital printing is acceptable.

Digital printing must be capable of smooth gradient tints with no banding or tone jumping. Minimum acceptable resolution is 1200 X 1200 dpi. 4800 X 600 dpi is acceptable. HP Indigo 5500 or 7000, Xerox models 7000, 8000, 700, 800 and Xerox iGen4 are known to have this capability. Resolution of the contractor's machine will be reviewed at the time of the award. Published resolutions will be used to determine suitability. Software enhanced or simulated resolution specifications will not be accepted.

MARGINS: Most pages will bleed one to four sides.

BINDING: Saddle stitch in 2 places on the 11" left. Trim three sides. Splicing or binding stubs are not acceptable. Grain must run parallel to spine.

PACKING: Pack suitable quantities per shipping container. Each shipping container must not exceed 45 pounds when fully packed.

Ship using a method that will not damage the product. Damaged boxes will not be acceptable.

When instructed by the agency the contractor must bundle and label bundles in units as indicated by the agency.

LABELING AND MARKING: Contractor to use GPO form 905 to mark all shipping containers.

Contractor is to affix an address label to approximately 800 newsletters per issue, then fold to 8-1/2 x 5-1/2", and apply closure tabs. Tabbing must meet current U. S. Postal Services standards for mailing.

DISTRIBUTION: Deliver all copies, f.o.b. destination, as follows:

U. S. Army, Corps of Engineers
BLDG.# 1202
4735 East Marginal Way S.
Seattle, Washington 98134

Upon completion of each order, all originals and/or negatives must be returned to the Department.

All expenses incidental to picking up of Government furnished materials, returning materials, submitting proofs, and furnishing sample copies 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).

Furnished material must be picked up from and delivered to the ordering Department (see address under "Distribution").

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

Contractor must make complete production and delivery in five workdays.

Proof hold time will be one workday.

The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination specified.

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

SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices quoted in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce 12 months' work 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 during the term of this contract.

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

	(1)	(2)
I. (a)	64	1,267
II. (a)	32	
(b)	4	

SECTION 4.- SCHEDULE OF PRICES

Bids offered are f.o.b. destination.

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

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

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

Bids submitted with NB (No Bid), N/A or blank spaces for an item may be declared nonresponsive.

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

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

Fractional parts will be prorated at the 100 rate.

I. COMPLETE PRODUCT: Prices quoted shall include the cost of all materials and operations necessary for the complete production and delivery of the product listed in accordance with these specifications.

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 100 Copies</u> (2)
(a) Per printed page	\$ _____	\$ _____

II. ADDITIONAL OPERATIONS: The prices quoted for each of the following items must be all inclusive for the performance of operations that are additional to those specified under Item I, and must include the cost of all required materials and operations necessary, in accordance with these specifications.

- (a) Apply labels, fold to 5-1/2 x 8-1/2" and apply closure tabs. Cost per 100 finished items \$ _____
- (b) Computer time work on electronic camera copy corrections, per hour. \$ _____

BIDDER'S NAME AND SIGNATURE: Fill out and return all pages in "Section 4.- Schedule of Prices" and initial or sign each in the space provided, and submit with GPO Form 910, "Bid". Only the original is required. Do not enter bid prices on GPO Form 910. NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO Form 910.

Bidder _____

City - State

Signature and title of person authorized to sign this bid

Person to be contacted

Telephone Number