

Program 1099-S; revised 080717. Term Date of Award To 08/31/18

TITLE: Streamline Magazine

ITEM NO.	DESCRIPTION	BASIS OF AWARD	Abbotts Printing Inc Yakima WA		Creel Printing LLC Las Vegas NV		Esprit Graphic Communications Kennewick WA		McDonald & Eudy Printers Inc. Temple Hills MD		WBC Inc. dba Lithexcel Albuquerque NM	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	COMPLETE PRODUCT:											
(a)	Four color process, per page.											
	1. Make-ready and/or Setup	144	\$ 51.70	\$ 7,444.80	\$ 20.00	\$ 2,880.00	\$ 98.50	\$ 14,184.00	\$ 50.00	\$ 7,200.00	\$ 85.00	\$ 12,240.00
	2. Running per 1,000 copies	346	\$ 17.40	\$ 6,020.40	\$ 21.57	\$ 7,463.22	\$ 16.56	\$ 5,729.76	\$ 25.00	\$ 8,650.00	\$ 110.00	\$ 38,060.00
II.	ADDITIONAL OPERATIONS:											
(a)	Emailed proof, per page.	144	N/C	\$ -	N/C	\$ -	\$ 2.50	\$ 360.00	\$ 4.00	\$ 576.00	\$ 2.50	\$ 360.00
(b)	Computer time work, cost per hour.	2	\$ 75.00	\$ 150.00	\$ 190.00	\$ 380.00	\$ 85.00	\$ 170.00	\$ 75.00	\$ 150.00	\$ 80.00	\$ 160.00
CONTRACTOR TOTALS			\$ 13,615.20		\$ 10,723.22		\$ 20,443.76		\$ 16,576.00		\$ 50,820.00	
DISCOUNT			NET \$ -		2% \$ 214.46		NET \$ -		1% \$ 165.76		1% \$ 508.20	
DISCOUNTED TOTALS			30 days \$ 13,615.20		20 days \$ 10,508.76		30 days \$ 20,443.76		20 days \$ 16,410.24		20 days \$ 50,311.80	

AWARDED

Review by: _____

U.S. GOVERNMENT PUBLISHING OFFICE
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Streamline Magazine

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

Department of Energy/Mission Support Alliance
Richland, WA

Single Award

The term of this contract is for the period

Beginning Date of Award and ending August 31, 2018,
this is the base. This contract has a four year extension potential

BID OPENING: Bids shall be publicly opened at 2 p.m., prevailing Seattle-time, on August 31, 2017

CONTRACT TERM: The term of this contract is for one year (the base year), and up to four option years. Special attention is directed to the following clauses in this contract: "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 PUBLISHING OFFICE; 4735 E. Marginal Way South; Seattle; Washington; 98134. Mark your bid "ATTN: 1099-S" on the outside 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>

THIS IS A NEW OFFERING, THERE IS NO HISTORY

For information of a technical nature call Felicia Buchko, Ext. # 3, or email fbuchko@gpo.gov, other questions should be directed to the contract administrator, Lautretz Moore, Ext. # 2, or email lmoore@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.

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Approved Proof and/or Government Furnished Material
P-8. Halftone Match (Single and Double Impression)	Approved Proof and/or Government Furnished Material
P-9. Solid and Screen Tint Color Match	Government Furnished Material or Pantone Match
P-10. Process Color Match	Approved Proof and/or Government Furnished Material

SUBCONTRACTING: The predominant production function is presswork.

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 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.

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 Date of Award through August 31, 2018 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.

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 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 (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending (insert the date that is 3 months prior to the beginning of the contract), 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.

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

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

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.

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.

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.**

PAYMENT: Submitting all invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the fastest method of getting paid. The information for using this method can be found at the following web address:
<https://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.
The following website address will allow you to create the GPO payment barcode cover page:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/>



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/finance/index.htm>.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of a self-cover saddle-stitched magazine requiring such operations as printing, binding, packing, mailing and bulk delivery.

TITLE: Streamline Magazine

FREQUENCY OF ORDERS: Approximately 4 orders per year.

NUMBER OF PAGES: An average of 36 pages per order.

QUANTITY: An average of 2,400 copies per order.

TRIM SIZES: 8-1/2 x 11"

GOVERNMENT TO FURNISH:

Digital files could include but are not limited to: PDF files, PUB, GIF, PNG, Microsoft Office Suite of products, PhotoShop, Illustrator, PageMaker, InDesign, CorelDraw, QuarkXPress, Freehand, Suitcase and PostScript. Software will be in a variety of versions. The contractor must have the current versions and up-grade as they become available.

Fonts and links.

Distribution list.

Handling Database.

At the option of the agency electronic media will occasionally be sent via email or contractor's ftp site.

Print Order (GPO Form 2511)

GPO form 905 for shipping container labels.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except form number and revision date, carried on copy or film or in 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 products in accordance with these specifications.

The contractor will host a secure FTP service with 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.

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

Contractor is responsible for converting images to an appropriate color space and file format for output. Contractor must also apply any and all necessary prepress functions to achieve best possible output quality of supplied files.

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.

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.

When required, 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 will not accept any proprietary file formats other than those supplied, unless specified by the Government.

PRINTING: Print head to head in color. Floodcoat all pages with a clear gloss-finish varnish or aqueous coating.

INK: Four-Color Process + Black + Clear Gloss Coating

COMPUTER TIME WORK: Will consist of minor repairs and/or corrections required by the ordering agency on electronic camera copy. Time work 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 will copy the furnished files and make all changes to the copy.

PROOFS:

Emailed 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 and image position. Proof will not be used for color match. Email proof to agency; subject line of email must include "PROOF for Program 1099S Print Order XXXXX". Contractor must call agency to confirm receipt of proof.

Proofs will be withheld not more than 1 workday from receipt by the Government to receipt in contractor's plant. When proofs are required the contractor must not print prior to receipt of an 'OK to print'.

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 12" dated March, 2011. http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf



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.

Stock to be used will be indicated on each print order.

Color of paper furnished must be a uniform shade and a close match by visual inspection of the JCP color samples.

White No. 2 Coated Text, Gloss-Finish, Basis Size 25 x 38", Basis Weight 80 lbs. per 500 sheets, equal to JCP Code A182

MARGINS: Bleeds on all pages.

BINDING: Collate all and saddle wire stitch in two places on 11" side and trim three sides.

Grain must run parallel to spine.

Score at all folds.

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

MAILING: Contractor must provide their own bulk mail permit to be included in the layout of the self-mailing publication; include the agency provided handling database; printing and adhering addresses; sorting for bulk mailing rates and delivering to post office.

Print return address, postage permit, and recipients address in black ink.

Contractor must run the provided address list through National Change of Address (NCOA) software prior to addressing the product. Provide a list of rejected names to the agency.

Contractor must label mailed copies with addresses. Contractor has option to label with paper labels or direct imaging. Contractor must ensure the address positioning is in accordance with current USPS regulations. Contractor must mail at the most economical mail rate.

Mailing will require the contractor to provide their own permit mailing indicia or applicable postage for individual mailing. The contractor is to mail according to current DMM, Bulk rate.

Contractor must sort for bulk mail rates.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" as applicable. The contractor must provide CASS and PAVE certified software for matching ZIP + 4, bar-coding, and presorting for maximum postal automation discounts (as applicable). In cases of a particular address that can not be CASS certified, but otherwise be considered minimally acceptable for processing through the Postal Service, the contractor must ensure all such pieces are mailed at the appropriate postal rate.

Do NOT tab.

DISTRIBUTION: An average of 2,073 addressed mailed copies and an average of 327 unaddressed copies.

Contractor must sort all addressed copies for bulk mail rates and deliver to local post office for mailing. Contractor to pay all postage. Submit GPO Form 712 or postal equivalent with billing documents. Contractor will be reimbursed mailing costs by submitting a properly completed Postal Service form (or equivalent) with the voucher for billing. The form, which will be acceptable as a "proof of mailing" for the contractor, MUST be certified by the Post Office as to accuracy, and include the GPO Print Order and Program number, total quantity delivered, number of items and date delivery was made.

Deliver F.O.B. destination to Richland, WA

Remaining unaddressed copies must be delivered F.O.B. destination via traceable small package third party carrier to:

Department of Energy/Mission Support Alliance
ATTN: Ginger Benecke
2490 Garlick Blvd
Richland, WA 99354

Mode of transportation for product delivery to Richland WA address must be able to provide information for trace of minimum of 24 hours. Deliveries not accepted after 3PM.

Upon completion of each order, all originals must be returned to the ordering Department.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to agency and to infoseattle@gpo.gov. Call the agency to confirm receipt of documentation. The subject line of the message shall be "Distribution for PROGRAM 1099S, PRINT ORDER: _____". 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.

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

All expenses incidental to picking up of Government furnished materials, returning materials, 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).

When requested by the agency Government furnished material must be picked up from and delivered (f.o.b. destination) at the ordering Department.

Schedule will begin the workday of notification of the availability of print order and furnished material.

No definite schedule for pickup of material can be predetermined.

Delivery to the post office must be made from within 7 to 10 days.

The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination(s) specified for unaddressed copies and to post office for addressed copies.

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 offered 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 for the term of this contract.

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

- I. (a)(1) 144
- (2) 346

- II. (a) 144
- (b) 2

SECTION 4.-SCHEDULE OF PRICES

Bids offered are f.o.b. contractor city for all mailed shipments and f.o.b. destination for all other shipments.

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 "each rate" or the 1000 rate, which ever applies.

- I. **COMPLETE PRODUCT:** Prices quoted shall include the cost of all required materials and operations necessary for the complete production, labeling, and distribution of the product(s) listed in accordance with these specifications.

	<u>Make-ready and/or Setup</u> (1)	<u>Running Per 1,000 copies</u> (2)
(a) Four color process, per page.	\$ _____	\$ _____

- II. **ADDITIONAL OPERATIONS:** Prices quoted shall include the cost of all required materials and operations necessary for the complete operations as listed below.

(a) Emailed proof, per page.	\$ _____
(b) Computer time work, cost 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 the GPO Form 910, "Bid". Only the original is required. Do not enter bid prices on the GPO Form 910. NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO Form 910.

Bidder _____

City – State _____

By _____
Signature and title of person authorized to sign this bid

Person to be contacted _____

Telephone Number _____