

Program 1075-S Term 4/1/2021 to 3/31/2022  
 TITLE: Section 508 Compliant Files

ITEM NO	DESCRIPTION	BASIS OF AWARD	AITHERAS LLC		Apex CoVantage LLC		Codemantra US LLC		Command Business Products		Econometrica Inc	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
<b>I.</b>	<b>REMEDiate FILE:</b> Prices offered must include the cost of all required materials and operations necessary for remediating files. Prices offered to include two assessment reviews (one before remediation and one after remediation), one review each of reading order, alt text, and by screen reader.											
a)	OCR Scanning, cost per page	2250	0.02	\$ 45.00	0.34	\$ 765.00	0.42	\$ 945.00	1.00	\$ 2,250.00	0.85	\$ 1,912.50
b)	OCR Repair; charges for OCR repair will only be allowed when authorized by the agency. Cost per page	75	2.19	\$ 164.25	3.82	\$ 286.50	3.47	\$ 260.25	5.00	\$ 375.00	3.39	\$ 254.25
c)	Untagged Files											
	1. Form Field Pages, cost per page	75	2.63	\$ 197.25	7.02	\$ 526.50	34.72	\$ 2,604.00	8.00	\$ 600.00	3.39	\$ 254.25
	2. Text Matter Pages, cost per page	2250	2.19	\$ 4,927.50	3.93	\$ 8,842.50	2.00	\$ 4,500.00	4.75	\$ 10,687.50	1.69	\$ 3,802.50
	3. Tables of Contents and Index Pages, cost per page	200	5.25	\$ 1,050.00	3.99	\$ 798.00	24.97	\$ 4,994.00	4.75	\$ 950.00	3.39	\$ 678.00
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	1000	0.88	\$ 880.00	NC	\$ -	1.56	\$ 1,560.00	NC	\$ -	3.39	\$ 3,390.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	1000	0.88	\$ 880.00	NC	\$ -	8.32	\$ 8,320.00	NC	\$ -	8.47	\$ 8,470.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	400	2.63	\$ 1,052.00	NC	\$ -	6.24	\$ 2,496.00	NC	\$ -	3.39	\$ 1,356.00
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	400	5.25	\$ 2,100.00	NC	\$ -	12.49	\$ 4,996.00	NC	\$ -	5.93	\$ 2,372.00
d)	Manually Tagged Files											
	1. Form Field Pages, cost per page	25	1.33	\$ 33.25	7.02	\$ 175.50	24.31	\$ 607.75	8.00	\$ 200.00	5.08	\$ 127.00
	2. Text Matter Pages, cost per page	900	1.09	\$ 981.00	3.93	\$ 3,537.00	0.81	\$ 729.00	4.75	\$ 4,275.00	2.54	\$ 2,286.00
	3. Tables of Contents and Index Pages, cost per page	80	2.63	\$ 210.40	3.99	\$ 319.20	16.20	\$ 1,296.00	4.75	\$ 380.00	5.08	\$ 406.40
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	400	0.44	\$ 176.00	NC	\$ -	0.97	\$ 388.00	NC	\$ -	5.08	\$ 2,032.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	500	0.44	\$ 220.00	NC	\$ -	8.10	\$ 4,050.00	NC	\$ -	12.70	\$ 6,350.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	160	1.32	\$ 211.20	NC	\$ -	6.08	\$ 972.80	NC	\$ -	5.08	\$ 812.80
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	160	2.63	\$ 420.80	NC	\$ -	12.15	\$ 1,944.00	NC	\$ -	8.04	\$ 1,286.40
e)	Auto Tagged Files											
	1. Form Field Pages, cost per page	38	2.63	\$ 99.94	7.02	\$ 266.76	34.72	\$ 1,319.36	8.00	\$ 304.00	2.54	\$ 96.52
	2. Text Matter Pages, cost per page	1350	2.19	\$ 2,956.50	3.93	\$ 5,305.50	1.94	\$ 2,619.00	4.75	\$ 6,412.50	1.27	\$ 1,714.50
	3. Tables of Contents and Index Pages, cost per page	120	5.25	\$ 630.00	3.99	\$ 478.80	24.31	\$ 2,917.20	4.75	\$ 570.00	2.54	\$ 304.80
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	600	0.88	\$ 528.00	NC	\$ -	1.52	\$ 912.00	NC	\$ -	2.54	\$ 1,524.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	600	0.88	\$ 528.00	NC	\$ -	8.10	\$ 4,860.00	NC	\$ -	6.35	\$ 3,810.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	240	2.63	\$ 631.20	NC	\$ -	6.08	\$ 1,459.20	NC	\$ -	2.54	\$ 609.60
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	240	5.25	\$ 1,260.00	NC	\$ -	12.15	\$ 2,916.00	NC	\$ -	4.44	\$ 1,065.60
<b>II.</b>	<b>ADDITIONAL OPERATIONS</b>											
a)	Burning, packaging, and titling CD/DVD disc in black ink, cost per disc	50	11.57	\$ 578.50	NC	\$ -	NC	\$ -	NC	\$ -	8.47	\$ 423.50
CONTRACTOR TOTALS				\$ 20,760.79		\$ 21,301.26		\$ 57,665.56		\$ 27,004.00		\$ 45,338.62
DISCOUNT			1.00%		2.00%		NET	\$ -	5.00%	\$ 1,350.20	2.00%	
DISCOUNTED TOTALS			15 days	\$ 20,760.79	15 DAYS	\$ 21,301.26	30 DAYS	\$ 57,665.56	30 DAYS	\$ 25,653.80	10 DAYS	\$ 45,338.62

ITEM NO	DESCRIPTION	BASIS OF AWARD	Edge Digital Group		Michele Tezduyar, StratComm		Nelnet Inc DBA Nelnet Diversified Solutions LLC		Net Centric Technologies Inc dba Commonlook		SeeWriteHear LLC	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
<b>I.</b>	<b>REMEDIATE FILE:</b> Prices offered must include the cost of all required materials and operations necessary for remediating files. Prices offered to include two assessment reviews (one before remediation and one after remediation), one review each of reading order, alt text, and by screen reader.											
a)	OCR Scanning, cost per page	2250	0.50	\$ 1,125.00	35.00	\$ 78,750.00	1.25	\$ 2,812.50	5.75	\$ 12,937.50	0.10	\$ 225.00
b)	OCR Repair; charges for OCR repair will only be allowed when authorized by the agency. Cost per page	75	10.00	\$ 750.00	55.00	\$ 4,125.00	5.00	\$ 375.00	0.50	\$ 37.50	7.50	\$ 562.50
c)	Untagged Files											
	1. Form Field Pages, cost per page	75	30.00	\$ 2,250.00	100.00	\$ 7,500.00	5.00	\$ 375.00	45.00	\$ 3,375.00	14.98	\$ 1,123.50
	2. Text Matter Pages, cost per page	2250	7.50	\$ 16,875.00	10.00	\$ 22,500.00	5.00	\$ 11,250.00	4.00	\$ 9,000.00	2.07	\$ 4,657.50
	3. Tables of Contents and Index Pages, cost per page	200	60.00	\$ 12,000.00	108.00	\$ 21,600.00	5.00	\$ 1,000.00	4.00	\$ 800.00	6.23	\$ 1,246.00
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	1000	1.00	\$ 1,000.00	0.75	\$ 750.00	1.00	\$ 1,000.00	0.50	\$ 500.00	0.59	\$ 590.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	1000	1.00	\$ 1,000.00	15.00	\$ 15,000.00	2.40	\$ 2,400.00	0.50	\$ 500.00	3.00	\$ 3,000.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	400	5.00	\$ 2,000.00	50.00	\$ 20,000.00	4.00	\$ 1,600.00	0.50	\$ 200.00	8.32	\$ 3,328.00
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	400	30.00	\$ 12,000.00	65.00	\$ 26,000.00	4.00	\$ 1,600.00	NA	\$ -	13.08	\$ 5,232.00
d)	Manually Tagged Files											
	1. Form Field Pages, cost per page	25	30.00	\$ 750.00	100.00	\$ 2,500.00	5.00	\$ 125.00	45.00	\$ 1,125.00	14.98	\$ 374.50
	2. Text Matter Pages, cost per page	900	7.50	\$ 6,750.00	10.00	\$ 9,000.00	5.00	\$ 4,500.00	4.00	\$ 3,600.00	2.07	\$ 1,863.00
	3. Tables of Contents and Index Pages, cost per page	80	60.00	\$ 4,800.00	108.00	\$ 8,640.00	5.00	\$ 400.00	4.00	\$ 320.00	6.23	\$ 498.40
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	400	1.00	\$ 400.00	0.75	\$ 300.00	1.00	\$ 400.00	0.50	\$ 200.00	0.59	\$ 236.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	500	1.00	\$ 500.00	15.00	\$ 7,500.00	1.00	\$ 500.00	0.50	\$ 250.00	3.00	\$ 1,500.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	160	5.00	\$ 800.00	50.00	\$ 8,000.00	2.40	\$ 384.00	0.50	\$ 80.00	8.32	\$ 1,331.20
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	160	30.00	\$ 4,800.00	65.00	\$ 10,400.00	4.00	\$ 640.00	NA	\$ -	13.08	\$ 2,092.80
e)	Auto Tagged Files											
	1. Form Field Pages, cost per page	38	30.00	\$ 1,140.00	100.00	\$ 3,800.00	5.00	\$ 190.00	45.00	\$ 1,710.00	14.98	\$ 569.24
	2. Text Matter Pages, cost per page	1350	7.50	\$ 10,125.00	10.00	\$ 13,500.00	5.00	\$ 6,750.00	4.00	\$ 5,400.00	2.07	\$ 2,794.50
	3. Tables of Contents and Index Pages, cost per page	120	60.00	\$ 7,200.00	108.00	\$ 12,960.00	5.00	\$ 600.00	4.00	\$ 480.00	6.23	\$ 747.60
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	600	1.00	\$ 600.00	0.75	\$ 450.00	5.00	\$ 3,000.00	0.50	\$ 300.00	0.59	\$ 354.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	600	1.00	\$ 600.00	15.00	\$ 9,000.00	1.50	\$ 900.00	0.50	\$ 300.00	3.00	\$ 1,800.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	240	5.00	\$ 1,200.00	50.00	\$ 12,000.00	1.00	\$ 240.00	0.50	\$ 120.00	8.32	\$ 1,996.80
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	240	30.00	\$ 7,200.00	65.00	\$ 15,600.00	4.00	\$ 960.00	NA	\$ -	13.08	\$ 3,139.20
<b>II.</b>	<b>ADDITIONAL OPERATIONS</b>											
a)	Burning, packaging, and titling CD/DVD disc in black ink, cost per disc	50	10.00	\$ 500.00	75.00	\$ 3,750.00	10.00	\$ 500.00	25.00	\$ 1,250.00	4.50	\$ 225.00
CONTRACTOR TOTALS				\$ 96,365.00		\$313,625.00		\$ 42,501.50				\$39,486.74
DISCOUNT			NET	\$ -	0.50%		NET	\$ -	NET	\$ -	NET	\$ -
DISCOUNTED TOTALS			30 DAYS	\$ 96,365.00	10 DAYS	\$313,625.00	30 DAYS	\$ 42,501.50	30 DAYS	\$ -	30 DAYS	\$39,486.74

ITEM NO	DESCRIPTION	BASIS OF AWARD	Splash Box Marketing LLC		Supremus Group LLC		Sycamore Remediation		T-Base Communications USA Inc		Technical Imaging Systems Inc	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
<b>I.</b>	<b>REMEDIATE FILE:</b> Prices offered must include the cost of all required materials and operations necessary for remediating files. Prices offered to include two assessment reviews (one before remediation and one after remediation), one review each of reading order, alt text, and by screen reader.											
a)	OCR Scanning, cost per page	2250	1.00	\$ 2,250.00	0.95	\$ 2,137.50	0.88	\$ 1,980.00	1.50	\$ 3,375.00	0.50	\$ 1,125.00
b)	OCR Repair; charges for OCR repair will only be allowed when authorized by the agency. Cost per page	75	4.00	\$ 300.00	4.44	\$ 333.00	5.75	\$ 431.25	15.00	\$ 1,125.00	15.00	\$ 1,125.00
c)	Untagged Files											
	1. Form Field Pages, cost per page	75	4.00	\$ 300.00	4.44	\$ 333.00	17.50	\$ 1,312.50	15.00	\$ 1,125.00	5.00	\$ 375.00
	2. Text Matter Pages, cost per page	2250	4.00	\$ 9,000.00	4.44	\$ 9,990.00	5.50	\$ 12,375.00	3.50	\$ 7,875.00	4.00	\$ 9,000.00
	3. Tables of Contents and Index Pages, cost per page	200	4.00	\$ 800.00	4.44	\$ 888.00	15.00	\$ 3,000.00	7.50	\$ 1,500.00	5.00	\$ 1,000.00
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	1000	NC	\$ -	NC	\$ -	0.40	\$ 400.00	0.75	\$ 750.00	1.00	\$ 1,000.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	1000	NC	\$ -	NC	\$ -	1.75	\$ 1,750.00	10.00	\$ 10,000.00	5.00	\$ 5,000.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	400	NC	\$ -	NC	\$ -	7.50	\$ 3,000.00	7.50	\$ 3,000.00	7.50	\$ 3,000.00
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	400	NC	\$ -	NC	\$ -	15.00	\$ 6,000.00	7.50	\$ 3,000.00	40.00	\$ 16,000.00
d)	Manually Tagged Files											
	1. Form Field Pages, cost per page	25	4.00	\$ 100.00	4.44	\$ 111.00	17.50	\$ 437.50	15.00	\$ 375.00	5.00	\$ 125.00
	2. Text Matter Pages, cost per page	900	4.00	\$ 3,600.00	4.44	\$ 3,996.00	5.50	\$ 4,950.00	3.50	\$ 3,150.00	4.00	\$ 3,600.00
	3. Tables of Contents and Index Pages, cost per page	80	4.00	\$ 320.00	4.44	\$ 355.20	15.00	\$ 1,200.00	7.50	\$ 600.00	5.00	\$ 400.00
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	400	NC	\$ -	NC	\$ -	0.40	\$ 160.00	0.75	\$ 300.00	1.00	\$ 400.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	500	NC	\$ -	NC	\$ -	1.75	\$ 875.00	10.00	\$ 5,000.00	5.00	\$ 2,500.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	160	NC	\$ -	NC	\$ -	7.50	\$ 1,200.00	7.50	\$ 1,200.00	7.50	\$ 1,200.00
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	160	NC	\$ -	NC	\$ -	15.00	\$ 2,400.00	7.50	\$ 1,200.00	40.00	\$ 6,400.00
e)	Auto Tagged Files											
	1. Form Field Pages, cost per page	38	4.00	\$ 152.00	4.44	\$ 168.72	17.50	\$ 665.00	15.00	\$ 570.00	5.00	\$ 190.00
	2. Text Matter Pages, cost per page	1350	4.00	\$ 5,400.00	4.44	\$ 5,994.00	5.50	\$ 7,425.00	3.50	\$ 4,725.00	4.00	\$ 5,400.00
	3. Tables of Contents and Index Pages, cost per page	120	4.00	\$ 480.00	4.44	\$ 532.80	15.00	\$ 1,800.00	7.50	\$ 900.00	5.00	\$ 600.00
	4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	600	NC	\$ -	NC	\$ -	0.40	\$ 240.00	0.75	\$ 450.00	1.00	\$ 600.00
	5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	600	NC	\$ -	NC	\$ -	1.75	\$ 1,050.00	10.00	\$ 6,000.00	5.00	\$ 3,000.00
	6. Simple Tables, Charts, and Graphs, cost per table/chart/graph	240	NC	\$ -	NC	\$ -	7.50	\$ 1,800.00	7.50	\$ 1,800.00	7.50	\$ 1,800.00
	7. Complex Tables, Charts, and Graphs, cost per table/chart/graph	240	NC	\$ -	NC	\$ -	15.00	\$ 3,600.00	7.50	\$ 1,800.00	40.00	\$ 9,600.00
<b>II.</b>	<b>ADDITIONAL OPERATIONS</b>											
a)	Burning, packaging, and titling CD/DVD disc in black ink, cost per disc	50	NC	\$ -	10.00	\$ 500.00	5.00	\$ 250.00	5.00	\$ 250.00	15.00	\$ 750.00
CONTRACTOR TOTALS				\$ 22,702.00		\$ 25,339.22		\$ 58,301.25		\$ 60,070.00		\$ 74,190.00
DISCOUNT			NET	\$ -	NET	\$ -	NET	\$ -	1.50%		NET	\$ -
DISCOUNTED TOTALS			30 DAYS	\$ 22,702.00	30 DAYS	\$ 25,339.22	30 DAYS	\$ 58,301.25	5 DAYS	\$ 60,070.00	30 DAYS	\$ 74,190.00

AWARDED

ITEM NO	DESCRIPTION	BASIS OF AWARD	The Axia Group		VASTEC Inc		Vector Talent Resources		Word Wizards Inc		SIMILAR/PREVIOUS	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
<b>I.</b>	<b>REMEDIATE FILE:</b> Prices offered must include the cost of all required materials and operations necessary for remediating files. Prices offered to include two assessment reviews (one before remediation and one after remediation), one review each of reading order, alt text, and by screen reader.											
a)	OCR Scanning, cost per page	2250	NC	\$ -	1.10	\$ 2,475.00	12.50	\$ 28,125.00	3.00	\$ 6,750.00	1.00	\$ 2,250.00
b)	OCR Repair; charges for OCR repair will only be allowed when authorized by the agency. Cost per page	75	4.85	\$ 363.75	4.75	\$ 356.25	26.25	\$ 1,968.75	12.50	\$ 937.50	5.00	\$ 375.00
c)	Untagged Files											
1.	Form Field Pages, cost per page	75	12.50	\$ 937.50	13.60	\$ 1,020.00	40.00	\$ 3,000.00	17.00	\$ 1,275.00	5.00	\$ 375.00
2.	Text Matter Pages, cost per page	2250	4.85	\$ 10,912.50	3.75	\$ 8,437.50	35.00	\$ 78,750.00	9.00	\$ 20,250.00	5.00	\$ 11,250.00
3.	Tables of Contents and Index Pages, cost per page	200	4.85	\$ 970.00	3.60	\$ 720.00	45.00	\$ 9,000.00	12.50	\$ 2,500.00	5.00	\$ 1,000.00
4.	Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	1000	0.50	\$ 500.00	0.20	\$ 200.00	12.50	\$ 12,500.00	4.50	\$ 4,500.00	NC	\$ -
5.	Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	1000	0.75	\$ 750.00	2.40	\$ 2,400.00	10.00	\$ 10,000.00	5.00	\$ 5,000.00	NC	\$ -
6.	Simple Tables, Charts, and Graphs, cost per table/chart/graph	400	2.85	\$ 1,140.00	2.50	\$ 1,000.00	40.00	\$ 16,000.00	8.00	\$ 3,200.00	NC	\$ -
7.	Complex Tables, Charts, and Graphs, cost per table/chart/graph	400	2.85	\$ 1,140.00	3.60	\$ 1,440.00	62.50	\$ 25,000.00	16.00	\$ 6,400.00	NC	\$ -
d)	Manually Tagged Files											
1.	Form Field Pages, cost per page	25	12.50	\$ 312.50	11.90	\$ 297.50	47.50	\$ 1,187.50	17.00	\$ 425.00	5.00	\$ 125.00
2.	Text Matter Pages, cost per page	900	4.85	\$ 4,365.00	2.80	\$ 2,520.00	40.00	\$ 36,000.00	11.00	\$ 9,900.00	5.00	\$ 4,500.00
3.	Tables of Contents and Index Pages, cost per page	80	4.85	\$ 388.00	1.25	\$ 100.00	52.50	\$ 4,200.00	12.50	\$ 1,000.00	5.00	\$ 400.00
4.	Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	400	0.50	\$ 200.00	0.20	\$ 80.00	15.00	\$ 6,000.00	5.00	\$ 2,000.00	NC	\$ -
5.	Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	500	0.75	\$ 375.00	2.40	\$ 1,200.00	12.50	\$ 6,250.00	7.00	\$ 3,500.00	NC	\$ -
6.	Simple Tables, Charts, and Graphs, cost per table/chart/graph	160	2.85	\$ 456.00	1.80	\$ 288.00	52.50	\$ 8,400.00	9.00	\$ 1,440.00	NC	\$ -
7.	Complex Tables, Charts, and Graphs, cost per table/chart/graph	160	2.85	\$ 456.00	2.98	\$ 476.80	75.00	\$ 12,000.00	16.00	\$ 2,560.00	NC	\$ -
e)	Auto Tagged Files											
1.	Form Field Pages, cost per page	38	12.50	\$ 475.00	11.90	\$ 452.20	38.75	\$ 1,472.50	17.00	\$ 646.00	5.00	\$ 190.00
2.	Text Matter Pages, cost per page	1350	4.85	\$ 6,547.50	3.15	\$ 4,252.50	30.00	\$ 40,500.00	11.00	\$ 14,850.00	5.00	\$ 6,750.00
3.	Tables of Contents and Index Pages, cost per page	120	4.85	\$ 582.00	3.20	\$ 384.00	42.50	\$ 5,100.00	12.50	\$ 1,500.00	5.00	\$ 600.00
4.	Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink	600	0.50	\$ 300.00	0.20	\$ 120.00	12.50	\$ 7,500.00	5.00	\$ 3,000.00	NC	\$ -
5.	Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image	600	0.75	\$ 450.00	2.80	\$ 1,680.00	10.00	\$ 6,000.00	5.00	\$ 3,000.00	NC	\$ -
6.	Simple Tables, Charts, and Graphs, cost per table/chart/graph	240	2.85	\$ 684.00	2.00	\$ 480.00	37.50	\$ 9,000.00	9.00	\$ 2,160.00	NC	\$ -
7.	Complex Tables, Charts, and Graphs, cost per table/chart/graph	240	2.85	\$ 684.00	2.98	\$ 715.20	52.50	\$ 12,600.00	16.00	\$ 3,840.00	NC	\$ -
<b>II.</b>	<b>ADDITIONAL OPERATIONS</b>											
a)	Burning, packaging, and titling CD/DVD disc in black ink, cost per disc	50	25.00	\$ 1,250.00	4.05	\$ 202.50	25.00	\$ 1,250.00	20.00	\$ 1,000.00	NC	\$ -
CONTRACTOR TOTALS				\$ 34,238.75		\$ 31,297.45		\$ 341,803.75		\$ 101,633.50		\$ 27,815.00
DISCOUNT			1.00%		NET	\$ -	NET	\$ -	NET	\$ -	5%	\$ 1,390.75
DISCOUNTED TOTALS			10 DAYS	\$ 34,238.75	30 DAYS	\$ 31,297.45	30 DAYS	\$ 341,803.75	30 DAYS	\$ 101,633.50	28 days	\$ 26,424.25

Reviewed by: \_\_\_\_\_

March 18, 2021

This is Amendment No. 1. The specifications in our invitation for bids on Program 1075S, scheduled for opening at 2:00 PM, prevailing Seattle WA time, on 3/23/2021, are amended as follows:

1. Change the bid opening to 2:00 PM, prevailing Seattle WA time, on 3/25/2021.
2. Delete the paragraph that reads on page 9:

“Electronic document deliverables must be made available in alternate formats upon agency request, including formats compatible with assistive technology at no additional charge.”

And insert in lieu thereof:

“Electronic document deliverables must be made available in alternate formats upon agency request, including formats compatible with assistive technology at no additional charge. Alternate formats may include PDF or Microsoft Word documents. Alternate Formats do not include the standard industry term for braille, .brf, large print or Accessible HTML.”

3. Delete the paragraph that reads on page 3:

“**PREAWARD TEST:** The Contracting Officer, at his option, may require the prospective contractor to run a test order (not to exceed 200 pages in digital files) when supplied with the Government Furnished Materials as described within these specifications. There will be no cost to the Government for this test. In the opinion of the Contracting Officer, if the pre-award test ordered, does not meet or exceed the Specified Standards found in the **QUALITY ASSURANCE LEVELS AND STANDARDS**, and proper handling of the Government Furnished Materials is not demonstrated as found within the pages of these specifications, the contractor may be declared non-responsible.”

And insert in lieu thereof:

“**PREAWARD TEST:** The Contracting Officer, at his option, may require the prospective contractor to run a test order (not to exceed 100 pages in digital files) when supplied with the Government Furnished Materials as described within these specifications. There will be no cost to the Government for this test. In the opinion of the Contracting Officer, if the pre-award test ordered, does not meet or exceed the Specified Standards found in the **QUALITY ASSURANCE LEVELS AND STANDARDS**, and proper handling of the Government Furnished Materials is not demonstrated as found within the pages of these specifications, the contractor may be declared non-responsible.”

All other specifications remain the same.



If amendment is not acknowledged on bid, direct acknowledgement to: **[bidsseattle@gpo.gov](mailto:bidsseattle@gpo.gov)**

Amended bid or acknowledgement must be submitted using the method(s) specified in the solicitation for bid submission. Telephone submission is not acceptable.

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO BID OPENING.

Failure to acknowledge receipt of amendment, by amendment number, prior to bid-opening time, may be reason for bid being declared nonresponsive.

Sincerely,

ROLAND D. WHITEHURST  
Contracting Officer

U.S. GOVERNMENT PUBLISHING OFFICE  
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

**Section 508 Compliant Files**

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

Department of the Interior  
Bureau of Land Management  
Alaska State Office

Single Award

**TERM OF CONTRACT:** The term of this contract is for the period beginning April 1, 2021 and ending March 31, 2022 plus up to 4 optional 12-month extension periods that may be added in accordance with the "Option to Extend the Term of the Contract" clause in Section 1 of this contract.

**BID OPENING:** Bids shall be opened at 2:00 PM, prevailing Seattle WA time, on 3/23/2021 at the U.S. Government Publishing Office, Seattle, WA. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

**BID SUBMISSION:** Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, bidders MUST submit email bids to [bidseattle@gpo.gov](mailto:bidseattle@gpo.gov) for this solicitation. No other method of bid submission will be accepted at this time.

The Program 1075S and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 2:00 PM, prevailing Seattle WA time on the bid opening date specified above will not be considered for award.

**ADDITIONAL EMAILED BID SUBMISSION PROVISIONS:** The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following –

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
4. When the email bid is received by GPO, it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO's email server as the official time stamp for bid receipt at the specified location.

The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages of SECTION 4. – SCHEDULE OF PRICES.

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

For information of a technical nature, contact Seattle GPO at 206-764-3726 or [infoseattle@gpo.gov](mailto:infoseattle@gpo.gov) or [fbuchko@gpo.gov](mailto:fbuchko@gpo.gov).

## SECTION 1.- GENERAL TERMS AND CONDITIONS

**GPO CONTRACT TERMS:** Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 9-19)).

GPO Contract Terms (GPO Publication 310.2) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>

GPO QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

**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.

**DISPUTES:** GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractdisputes.pdf>.

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

Compliance with Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d) and any amendments.

Section 508 Standards available at <https://www.access-board.gov/ict/>

W3C's Web Content Accessibility Guidelines (WCAG 2.0 Level A and Level AA) (most current version) and W3C's Checklist of Checkpoints for Web Content Accessibility Guidelines (most current version) available at <http://www.w3.org/TR/WCAG20/>

Agency will provide the Government Product Accessibility Template (GPAT) for electronic documents for each print job that identifies accessibility requirements based on program need and actual characteristics of expected deliverables. Agency will provide technical provisions expected for the digital deliverables in the GPAT. Agency will provide a checklist to meet its requirements on a GPAT. Contractor will be required to test all Section 508 Compliant files using WCAG 2.0 Level A and Level AA. Contractor will be required to test all Section 508 Compliant files for compatibility with the most recent versions of the JAWS, NVDA, Voiceover, and Adobe Acrobat Read Out Loud.

The contractor must be able to describe how their proposed delivered Electronic Documents will meet Section 508 accessibility standards.

Tools to check PDFs to publish on agency's website can be found here:

<https://section508.gov/sites/default/files/508-standards-applicability-checklist.docx>

Department of the Interior Section 508 Policies at <https://www.doi.gov/ocio/policy-mgmt-support/information-and-records-management/section-508-policies>

**SUBCONTRACTING:** The predominant production functions are assessing and remediating files to bring them into compliance with Section 508. These functions cannot be subcontracted.



**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 5 years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the "Extension of Contract Term" clause. See also "Economic Price Adjustment" for authorized pricing adjustment(s).

**EXTENSION OF CONTRACT TERM:** At the request of the Government, the term of any contract resulting from this solicitation may be extended for such period of time as may be mutually agreeable to the GPO and the contractor.

**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 April 1, 2021, through March 31, 2022, 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.

**PREAWARD SURVEY:** In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 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.

**PREAWARD TEST:** The Contracting Officer, at his option, may require the prospective contractor to run a test order (not to exceed 200 pages in digital files) when supplied with the Government Furnished Materials as described within these specifications. There will be no cost to the Government for this test. In the opinion of the Contracting Officer, if the pre-award test ordered, does not meet or exceed the Specified Standards found in the **QUALITY ASSURANCE LEVELS AND STANDARDS**, and proper handling of the Government Furnished Materials is not demonstrated as found within the pages of these specifications, the contractor may be declared non-responsible.

The Preaward Test must adequately address the requirements for Section 508. The Preaward Test must contain adequate information to document the responsiveness to the Section 508 requirements (e.g. a completed Government Productivity Accessibility template (GPAT), Voluntary Product Accessibility Template (VPAT) or equivalent and supporting documentation).

**ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from April 1, 2021 to March 31, 2022, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted "Consumer Price Index For All Urban Consumers - Commodities Less Food" (Index) published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (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, 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.

**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.

**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>.

## SECTION 2.- SPECIFICATIONS

**SCOPE:** These specifications cover the production of assessing and remediating files to bring them into compliance with 29 USC Section 508; including providing a text equivalent for every non-text element via “alt” tags, “longdesc”, or in element content; organize documents so they are readable without requiring an associated style sheet; identify row and column headers for data tables; have HTML or text alternatives for all PDF files. The remediating files must meet WCAG 2.0 Level A and Level AA Success Criteria.

Due to the nature of 508 compliance there may be services and products that this contract does not cover. In the event that the agency places an order that requires services or products not covered under this contract it will be the responsibility of the contractor to contact the Government Publishing Office, Seattle Regional Office, with the cost on those items not covered to establish cost prior to invoicing. Invoicing for products or services not covered under the terms of the contract prior to establishing cost may result in denial of payment on those items. Under no circumstance will the contractor stop work due to payment issues.

**TITLE:** Section 508 Compliant Files

**FREQUENCY OF ORDERS:** Approximately 200 orders per year

**NUMBER OF PAGES:** An average of 25 pages per order.

A page is defined as 11 x 17”. All documents over the 11 x 17” page size will be determined based on the number of 11 x 17” page sizes that fit within it.

Examples of files are available at <https://www.blm.gov/public-room> and <https://eplanning.blm.gov/eplanning-ui/project/5251/570>

These examples are for reference only and are not to be construed as actual work that will be placed on the contract.

**QUANTITY:** One disc burned with Section 508 Compliant files.

At the option of the agency the delivery of files may be on a disc or via the contractor’s secure FTP site.

**TRIM SIZES:** Digital Versatile Disc – 120mm in diameter

### **GOVERNMENT TO FURNISH:**

Digital files could include but are not limited to: PDF files, Microsoft Office Products (Word, Powerpoint, Excel, Publisher), or graphic files (JPEG, PNG, TIF). Software will be in a variety of versions. The contractor must have the current versions and up-grade as they become available.

Digital files could include digital signatures.

At the option of the agency electronic media will occasionally be sent via CD/DVD, email, OneDrive, Microsoft Teams, or contractor’s SFTP 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 be on finished product.

**WARNING:** All electronic media provided by the Government, or and duplicates made by the contractor or his representatives, must be kept accountable and under reasonable security to prevent their unauthorized release. Government furnished material is not to be duplicated in whole or part for any other purpose than to create material to be used in the performance of this contract. All duplicate media shall be degaussed or securely overwritten and any printouts and nonerasable media shall be destroyed by the contractor.

**TAGGING STRUCTURE:** Files will be furnished as untagged files, manually tagged files, or auto tagged files.

Untagged files will not have any 508 compliant document or structure tags. Anticipate most scanned files will be untagged.

Manually tagged files will have some degree of file remediation performed through Adobe Acrobat by direct tagging input by a file user.

Auto tagged files will have some degree of file remediation performed by Adobe Acrobat software.

**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 must 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. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency.

**ASSESSMENT REVIEW:** Each file will require the contractor to perform an assessment review of the furnished file. Upon receipt of file contractor to run an assessment report on the file using assessment software.

Some documents will require OCR scanning before the file assessment can be conducted.

After the assessment, the contractor shall develop an “Assessment Report” detailing the Section 508 deficiencies and recommended remediation. This “Assessment Report” shall demonstrate compliance with WCAG 2.0 Level A and Level AA requirements. Contractor must provide the Assessment Reports to the agency.

Contractor shall ensure the following minimum checkpoints are completed on every file:

1. All WCAG 2.0 Level A and Level AA requirements are met.
2. Files of 10 pages or more have internal bookmarks.

3. Reasonable and sufficient alt text descriptions for non-text elements.
4. Scanned images of text should be optimized through OCR to render verbatim text to an AT user.
5. Document file name does not contain spaces or special characters.
6. Document file names are concise, generally limited to 20-30 characters, and makes the content of the file clear in the context it is presented.
7. Document properties are completed for Title, Author, Keywords, and Language.
8. If using the edit function of Adobe Acrobat, all Comment and Markup items must be deleted.

***U.S. Department of the Interior (DOI) Checklist Notes:***

Additional guidance on DOI policy for complying with Section 508 of the Rehabilitation Act can be found at: <https://www.doi.gov/ocio/policy-mgmt-support/information-and-records-management/section-508-policies>

**REMEDIATE:** After providing the assessment review to the agency the contractor shall remediate the file.

Contractor is required to establish proper document structure, tab order and reading order, keyboard accessibility, and correct color contrast. The remediated files must meet WCAG 2.0 Level A and Level AA Success Criteria.

Form Field Pages: All form field pages require proper tagging, including tab order, to ensure the AT user will be able to successfully fill out the form.

Text Matter Pages: All text matter pages require proper tagging of headers, footers, headings, columns, ordered and unordered lists, text matter, navigation, and reading order. Blank pages must be announced as “Blank Page”.

Tables of Content and Index Pages: All tables of content and index pages will require proper tagging of text matter, navigation, and reading order. All navigation links to be active.

Hyperlinks: Contractor to develop descriptive and concise narrative for all tool tips. All internal and external links will require proper tagging for navigation and reading order. All navigation links to be active.

Alternative Text (Alt Text): Contractor to develop descriptive and concise narrative for all non-text images, including photographs, illustration, graphics, logos, seals, signatures, screen shots, clip art, and all other non-text elements. All alt text will require proper tagging, navigations (as applicable), and reading order.

Tables, Charts, and Graphs: Contractor to develop an alt text label that describes the table, chart, or graph. All tables, charts, and graphs will require proper tagging of alt text, tab order, navigation (as applicable), and reading order. Tables, charts, and graphs will have single or multiple levels of column/row headers.

Simple Tables and Charts: Defined as tables and charts with single level column/row headers.

Complex Tables, Charts, and Graphs: Defined as all non-columnar charts and graphs and tables and charts with single or multiple level column/row headers, merged cells, nested headings, and require cell relationship identification with column/row headers.

After remediation, the contractor shall perform another assessment review and develop a second assessment report. If deficiencies are found, contractor shall remediate the file again and perform another assessment review and develop another assessment report and continue in like manner until no more deficiencies are found. Unless authorized by the GPO Contracting Officer, contractor will not be reimbursed for additional assessment reviews and assessment reports after initial remediation and second assessment report is completed and will not be allowed additional time in the “Schedule” for additional remediation of files beyond the initial remediation.

**READING ORDER AND ALT TEXT REVIEW:** Files requiring remediation will also require the contractor to complete a reading order and alt text review of each file. Reading order should be logical and completed left to right and top to bottom. Alt text should be descriptive, yet concise. An occasional order may require collaboration with the agency.

**SCREEN READER REVIEW:** Files requiring remediation will also require the contractor to complete a screen reader review using the most current versions of JAWS, Adobe Acrobat, NVDA, and Voiceover. If the file is not readable with the screen reader software, the contractor shall remediate the file again as described under “Remediate File” until the file is readable on the screen reader software.

**OCR SCANNING AND OCR REPAIR:** When OCR scanning indicates a required repair, the contractor, after approval by the agency, shall repair the file using OCR software. OCR software is to scan at a minimum of 300 dpi or greater. OCR suspects shall be remediated so that words and punctuation match the text verbatim.

**PRINTING:** Each disc produced must have the title printed on the face of the disc in black ink. All printing on the disc must comply with the requirement set forth in the ISO, IEC 908 and any amendments, and ISO 10149. Inks must not damage the lacquer layer. Most orders may require a flood coat of white prior to printing. There will be no additional charge to the Government for the white flood under-coat.

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

**DISTRIBUTION:** At the option of the agency the delivery of Section 508 Compliant files and the initial and final assessment reports to the ordering agency may be on a disc, via email, or via the contractor’s FTP site.

Electronic document deliverables must be made available in alternate formats upon agency request, including formats compatible with assistive technology at no additional charge.

Electronic documents delivered will be accepted based in part on satisfaction of identified Section 508 requirements for accessibility.

Deliver f.o.b. destination to the continental United States, including Alaska. The contractor will be reimbursed for second day air shipments to the state of Hawaii by submitting shipping receipts with your invoice.

Follow Print Order for delivery address. Some orders will require delivery to Anchorage Alaska.

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](mailto:infoseattle@gpo.gov). Call the agency to confirm receipt of documentation. The subject line of the message shall be “Distribution for PROGRAM 1075S, 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:** The contractor will insert each disc into a standard or slim-line clear plastic jewel case, face up.

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.

Orders will require from 1 to 2 weeks depending on complexity, for complete production and delivery from the time the ordering agency notifies the contractor that the Government furnished material are available for pick up or download.

The contractor is required to review the elements of each project and report back to the agency within 24 hours from receipt, with a time-line of completion. In the event that requirements and/or elements of a project change, the contractor is required to reassess the project and report any time-line changes to the agency. Pre-project meeting(s) with the contractor may be requested by the agency.

The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination(s) 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 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. 2250
- b. 75
- c. 1. 75
- 2. 2250
- 3. 200
- 4. 1000
- 5. 1000
- 6. 400
- 7. 400
- d. 1. 25
- 2. 900
- 3. 80
- 4. 400
- 5. 500
- 6. 160
- 7. 160
- e. 1. 38
- 2. 1350
- 3. 120
- 4. 600
- 5. 600
- 6. 240
- 7. 240
  
- III. a. 50

**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 “each rate” or the 100 rate, which ever applies.

Contractor’s billing invoice must be itemized in strict accordance with the line items in the “SCHEDULE OF PRICES.”

**I. REMEDIATE FILE:** Prices offered must include the cost of all required materials and operations necessary for remediating files. Prices offered to include two assessment reviews (one before remediation and one after remediation), one review each of reading order, alt text, and by screen reader.

- a) OCR Scanning, cost per page \$\_\_\_\_\_.
- b) OCR Repair; charges for OCR repair will only be allowed when authorized by the agency. Cost per page \$\_\_\_\_\_.
- c) Untagged Files
  - 1. Form Field Pages, cost per page \$\_\_\_\_\_.
  - 2. Text Matter Pages, cost per page \$\_\_\_\_\_.
  - 3. Tables of Contents and Index Pages, cost per page \$\_\_\_\_\_.
  - 4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink \$\_\_\_\_\_.
  - 5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image \$\_\_\_\_\_.
  - 6. Simple Tables, Charts, and Graphs, cost per table/chart/graph \$\_\_\_\_\_.
  - 7. Complex Tables, Charts, and Graphs, cost per table/chart/graph \$\_\_\_\_\_.

\_\_\_\_\_  
(initials)

- d) Manually Tagged Files**
  - 1. Form Field Pages, cost per page \$ \_\_\_\_\_.
  - 2. Text Matter Pages, cost per page \$ \_\_\_\_\_.
  - 3. Tables of Contents and Index Pages, cost per page \$ \_\_\_\_\_.
  - 4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink \$ \_\_\_\_\_.
  - 5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image \$ \_\_\_\_\_.
  - 6. Simple Tables, Charts, and Graphs, cost per table/chart/graph \$ \_\_\_\_\_.
  - 7. Complex Tables, Charts, and Graphs, cost per table/chart/graph \$ \_\_\_\_\_.
  
- e) Auto Tagged Files**
  - 1. Form Field Pages, cost per page \$ \_\_\_\_\_.
  - 2. Text Matter Pages, cost per page \$ \_\_\_\_\_.
  - 3. Tables of Contents and Index Pages, cost per page \$ \_\_\_\_\_.
  - 4. Hyperlinks (other than Tables of Contents and Index Pages), cost per hyperlink \$ \_\_\_\_\_.
  - 5. Alt Text Tags (other than hyperlinks, tables, charts, and graphs), cost per alt text image \$ \_\_\_\_\_.
  - 6. Simple Tables, Charts, and Graphs, cost per table/chart/graph \$ \_\_\_\_\_.
  - 7. Complex Tables, Charts, and Graphs, cost per table/chart/graph \$ \_\_\_\_\_.

**III. ADDITIONAL OPERATIONS**

- a) Burning, packaging, and titling CD/DVD disc in black ink, cost per disc** \$ \_\_\_\_\_.

\_\_\_\_\_  
(initials)

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**DISCOUNTS:** Discounts are offered for payment as follows: \_\_\_\_\_ Percent, \_\_\_\_\_ calendar days. See Article 12 “Discounts” of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

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

**BID ACCEPTANCE PERIOD:** In compliance with the above, the undersigned agrees, 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 email, fill out and return one copy of all pages in “SECTION 4. – SCHEDULE OF PRICES,” including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, §2. Electronic and handwritten signatures must be verifiable of the person authorized by the company to sign bids.

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

Bidder \_\_\_\_\_  
(Contractor Name) (GPO Contractor’s Code)  
\_\_\_\_\_  
(Street Address)  
\_\_\_\_\_  
(City – State – Zip Code)

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

\_\_\_\_\_  
(Person to be Contacted) (Telephone Number) (Email)

FOR GPO USE ONLY

\*\*\*\*\*

Contracting Officer Review \_\_\_\_\_ Date \_\_\_\_\_ Certifier \_\_\_\_\_ Date \_\_\_\_\_