

Jacket: 413-126
Title: Defend the Flock Checklists 9-15
Agency: Agriculture
Bid Opening: August 31, 2020 at 11:00am

Contractor Name	Bid	Terms		Discounted Total
District Creative Printing	\$140,220.00	2.0%	20 days	\$137,415.60
Specialty Print Comm.	\$172,198.95	5.0%	30 days	\$163,589.00
Consolidated Graphics	\$165,409.00	0.5%	21 days	\$164,581.96
Las Vegas Color Graphics	\$182,555.00	5.0%	20 days	\$173,427.25
Schneider Graphics	\$204,645.00	1.0%	20 days	\$202,598.55
Taylor/Curtis	\$207,945.80	0.0%	0 days	\$207,945.80
Gray Graphics	\$233,750.00	2.0%	20 days	\$229,075.00
Weldon, Williams & Lick, Inc.	\$233,662.00	0.0%	0 days	\$233,662.00
			days	\$0.00
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BID OPENING: Bids shall be opened at 11:00 AM., prevailing Eastern Standard Time (EST), on August 31, 2020 by the U.S. Government Publishing Office, in Washington, DC 20401. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

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

The Jacket Numbers 413-126 and bid opening date must be specified in the subject line of the e-mailed bid submission. Bids received after 11:00 AM EST on the bid opening date specified above will not be considered for award.

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

Additional e-mailed Bid Submission Provisions:

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

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

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

ALL THE REQUIREMENTS OF THESE SPECIFICATIONS APPLY EQUALLY TO ALL ITEMS UNLESS OTHERWISE INDICATED HEREIN.

PRODUCT: Seven (7) English and Seven (7) Spanish Flyers (TOTAL of Fourteen (14) Different Flyers

TITLE: Defend the Flock Checklists 9-15

	Seven (7) English Flyers		Seven (7) Spanish Flyers
PA 2235-9	Checklist for Biosecurity Training	PA 2235-9S	Checklist for Biosecurity Training
PA 2235-10	Checklist for Coordinating Biosecurity at Your Site	PA 2235-10S	Checklist for Coordinating Biosecurity at Your Site
PA 2235-11	Checklist for Safe Disposal of Dead Birds	PA 2235-11S	Checklist for Safe Disposal of Dead Birds
PA 2235-12	Checklist for Managing Poultry Manure and Litter	PA 2235-12S	Checklist for Managing Poultry Manure and Litter
PA 2235-13	Checklist for Maintaining a Safe Water Supply	PA 2235-13S	Checklist for Maintaining a Safe Water Supply

PA 2235-14	Checklist for Poultry Feed and Replacement Litter	PA 2235-14S	Checklist for Poultry Feed and Replacement Litter
PA 2235-15	Checklist for Biosecurity Auditing	PA 2^35-15S	Checklist for Biosecurity Auditing

QUANTITY: Seven (7) English Flyers @ 55,000 each = 385,000
 Seven (7) Spanish Flyers @ 30,000 each = 210,000
 595,000 TOTAL FLYERS

TRIM SIZE: 8-1/2 x 11" (before encapsulation) Overall Trim Size 9 x 11-1/2" (after encapsulation)

PAGES: 28 Pages (Head to Head)

GOVERNMENT TO FURNISH:
 Via email after award (GPO to email).
 Purchase Order
 (14) PDF files. Contractor to pull bleeds where necessary.
 GPO Form 952 Desktop Publishing – Disk Information
 GPO Form 892 (R. 12/17) Proofs
 GPO Form 2678 (departmental random copies-blue label).
 GPO Form 917 (Certificate of Selection).

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

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under “GOVERNMENT TO FURNISH,” necessary to produce the product(s) in accordance with these specifications.

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

The contractor shall create or change any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

PROOFS:

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

E-Mailed proofs (marked with Jacket/Req. Number plus return name and E-Mail address) directly to the Agency at kathleen.rubus@usda.gov and Joelle.r.hayden@usda.gov. Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon E-Mailing proofs and immediately upon receiving the returned proofs (or OK E-Mail) back from the Department. Proofs will be withheld not more than (3) workdays from receipt at the Department to receipt in the contractor's plant.

PLUS

Send proofs together with the furnished media (copy, electronic files) directly to: (1) to: Joelle Hayden, 6112 Old Airpark Lane, Owings MD 20736, (1) to: Gina Zangla, 31 Ridge Ave., Edgewater, MD 21037, and (1) to: Anson Eaglin, 3315 Erik Court, Waldorf, MD 20601. Contractor must call GPO Contract Compliance Section

at 202-512-0520, or e-mail information to compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than (3) workdays from receipt in the department to when they are made available for pickup at the department. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT".**

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

PLUS

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

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

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

PLUS, After Approval of the Above, Contractor to Provide,

PROOFS NOTE:

CONTRACTOR IS NOT TO PURCHASE ALL STOCK NEEDED FOR COMPLETE PRODUCTION REQUIREMENT UNTIL PRIOR TO PRODUCTION SAMPLES ARE APPROVED. CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT".

PRIOR TO PRODUCTION SAMPLES: Prior to the commencement of production of the contract production quantity, the contractor shall submit (3) samples of one checklist produced using the same output device/RIP that will be used to produce the final printed product on the actual production stock. (1) to: Joelle Hayden, 6112 Old Airpark Lane, Owings MD 20736, (1) to: Gina Zangla, 31 Ridge Ave., Edgewater, MD 21037, and (1) to: Anson Eaglin, 3315 Erik Court, Waldorf, MD 20601. All prior to production samples to be shrink-wrapped and packed per specifications. The prior to production samples will be tested for construction and conformance of material(s). In addition, the samples will be tested for their intended usage. The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket and purchase order numbers. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within two (2) workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule.

The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance with Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity. All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

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

JCP Code* K10, Index, White, Basis Size 25.5 X 30.5" 110 lbs.

PRINTING:

DIGITAL PRINTING IS NOT ACCEPTABLE:

Flyers print head to head, departmental seals, illustrations, pictures, and some type/logos reversing out to appear white in four color process. Bleed all sides.

ENCAPSULATION: Laminate the entire surface, after printing, on both sides with non-yellowing 5 mil (each side) with polyesters (such as polyethylene terephthalate), polypropylene, vinyl or cellulose acetate. Lamination (encapsulated) must extend at a minimum of 1/4" beyond edges of flyers on all sides to avoid seepage. Round all four corners. The Laminate on the product must be evenly applied with no trapped foreign particles or air bubbles, have no distortion of the printed matter and must remain clear and legible.

NOTE: MUST be able to withstand outdoor elements and wipe down of disinfectant and not warp.

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

INK: 4-Color Process

MARGINS: Inadequate gripper, follow electronic media.

BINDING: See "Encapsulation"

PACKING: Pack each item separately and identify.

Shrink film wrap each item separately in units of 50. Pack suitably in shipping containers to ensure items are not damaged in shipping.

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

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

Product Quality Levels:

- (a) Printing Attributes -- Level III.
- (b) Finishing Attributes -- Level III.

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

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

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

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	OK'd prior/Furnished Electronic Media
P-10. Process Color Match	OK'd prior/Furnished Electronic Media

DISTRIBUTION: Deliver F.O.B. Destination

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to kathleen.rubus@usda.gov. The subject line of this message shall be "Distribution Notice for Jacket 413-126, Requisition 0-00557. The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

Deliver all copies (includes 200 Departmental Random "Blue Label" Copies of each page) via traceable means to: Beltsville Service Center—APHIS, CFPDC – Loading Dock, 6351 Ammendale Road, Beltsville, MD 20705, Attn: Kim Cobb – (301) 394-0443 (direct). **INSIDE DELIVERY.**

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

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

SCHEDULE: The Purchase Order and GFM will be sent to the contractor via email on 9/3/2020. NOTE: the printer does not need to begin their printing until the final artwork is supplied. Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule.

Deliver complete on or before 9/25/2020.

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

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1000 copies of each version. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

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

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

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

PAYMENT: Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

