

ABSTRACT OF UNSTRAPPED JACKETS (AWARDED)

**Jacket:** 561-053  
**Title:** Two CFPB Booklet Titles  
**Agency:** CFPB  
**Bid Opening:** 05/10/2021 2:00PM MST  
**Quantity:** 163,002

<b>Contractor Name</b>	<b>Bid</b>	<b>Terms</b>		<b>Discounted Total</b>
* DG3 North America	\$159,675.00	2.0%	20 days	\$156,481.50
Colonial Press International	\$159,614.00	1.0%	20 days	\$158,017.86
Advantage mailing LLC - Anaheim	\$165,712.15	0.5%	20 days	\$164,883.59
McDonald & Eudy Printers, Inc.	\$225,565.00	1.0%	20 days	\$223,309.35
Monarch Litho, Inc.	\$269,962.00	2.0%	20 days	\$264,562.76

\* Awarded Contractor

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Specifications by DE  
Reviewed By: DA

Dept: CFPB  
Req: 1-30007

**BID OPENING:** Bids shall be opened at 2:00PM, prevailing Mountain Standard Time, on 05/10/2021 at the U.S. Government Publishing Office, Denver Regional Office/Deb Eichfeld. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

NOTE: Also, this project has a full delivery date of May 21, 2021. This date is non-negotiable. Contractors are asked to be certain that this date can be met before submitting a bid.

The Jacket 561-053 and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 2:00PM MST on the bid opening date specified above will not be considered for award.

**BID SUBMISSION:** Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, bidders MUST submit email bids to [bidsdenver@gpo.gov](mailto:bidsdenver@gpo.gov) for this solicitation. No other method of bid submission will be accepted at this time. The jacket number and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 2:00 p.m. 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.

For information regarding the solicitation requirements *prior to* award, email Deb Eichfeld at (303-225-6976)/[deichfeld@gpo.gov](mailto:deichfeld@gpo.gov).

**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 completed copy of all applicable pages that include the Jacket Number, Bid Price, Additional Rate, Discounts, Amendments, Bid Acceptance Period, and Bidder's Name and Signature, including signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, § 2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

**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.

**GPO CONTRACT TERMS:** Any contract which results from this Request for Quote will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1-18)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. August 2002)).

GPO Contract Terms (GPO Publication 310.2) –

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>.

Jacket 561-053 Two CFPB Booklet Titles

**SCOPE:**

Two 8-1/2 x 11” Saddle stitch books

**TITLE:**

TWO CFPB BOOKLET TITLES

**QUANTITY:** 163,002 copies, +/- none, plus 1 sample copy of each for GPO in total quantity, see Distribution.

**TRIM SIZE:** 8-1/2 x 11”

**PAGES:**

Item 1: 108 text pages plus separate cover

Item 2: 100 text pages plus separate cover

GPO QATAP (GPO Publication 310.1) –

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap.pdf>.

**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 sheets
- 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/agency/billing-and-payment>. **Attachment:** Attachment(s) is/are part of the specification, click 'Download Attachment(s)' link below to view and print the attachments that are part of these specifications.

**ELECTRONIC PREPRESS:** Prior to image processing, the contractor shall perform an extensive 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 GPO.

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The contractor shall create 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.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions.

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

**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 Electronic media

P-8. Halftone Match (Single and Double Impression) Electronic Media

P-10. Process Color Match Electronic media

**GOVERNMENT TO FURNISH:** The Government will furnish f.o.b. Two Adobe Acrobat files that include crop marks, and embedded links and fonts. No prepress functions (e.g., color correction, UCR/GCR, sharpening or other image enhancement) or procedures have been applied to supplied images. 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.

Contractor must be capable of accepting data in these platform/formats for either direct input or conversion to his/her system as part of their basic charge to the Government. No additional time or compensation will be given to the contractor for common errors associated with file output from a different platform. See "Inspection of Files" for brief description of common errors. The contractor will be responsible for proofreading converted formats to ensure that all fonts have transferred platforms completely. **CONTRACTOR WILL BE RESPONSIBLE FOR FINAL OUTPUT THAT IS IN CONFORMANCE WITH THE VISUALS AS PROVIDED.** \*INSPECTION OF FILES: Contractor to perform a basic check, preflight of the furnished files. Check for missing or damaged files, missing or damaged fonts, damaged disks, missing bleeds, improper trim size, improper color definition, and so on. The Contractor will not receive additional compensation or time for common errors associated with the output of files. Common errors include, but are not limited to: 1) color issues and shifts (RGB color data, no spot colors, loss of black plate), 2) page integrity (text reflow or type substitution), 3) errors associated with embedded graphics, 4) missing prepress features (e.g. bleeds, trim marks), creating or correcting (altering) any necessary trapping, setting proper screen angles and frequency, 5) loss of text characters from graphic elements, and 6) \*\*Defining proper file output selection for the imaging device being used. Contractor responsible to ensure that the black type is a solid black not a process build. Any errors other than those just described, media damage, or data corruption that might interfere with proper file imaging discovered at that time must be reported to the Contracting Officer IMMEDIATELY upon discovery. Prior to making any revisions, the contractor must make a "copy" of the original files, then proceed to make any revisions to the "copy" as required. Further, in addition to the return of the original files, the contractor must furnish final

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production native application files (digital deliverables, an exact representation of the final printed product) to agency upon completion of the order. All files must be imaged as necessary to meet the assigned Quality Level.

**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.

**PROOFS:** One Adobe PDF Digital "soft" proof requested (composite proof with all elements in position) of each item. The digital soft proof is intended as a check on image position, cropping, scaling, and other visual features of a text page or illustration. It is NOT intended as a check of color fidelity. Proof will be withheld not more than 2 workdays from receipt by the Government to availability for pickup by the contractor's plant.

Note: The first workday after receipt of proofs by the Government is day one of the hold time. Contractor must not print prior to receipt of an 'OK to print'. Government representative will provide written proof response via e-mail or fax. Call and email agency 1 day in advance of sending proof to advise and insure delivery to active mail box not junk mail, Jim Zawada (202-538-1495)/ james.zawada@cfpb.gov. Submit digital PDF proofs by email to: [james.zawada@cfpb.gov](mailto:james.zawada@cfpb.gov).

Contractor is cautioned that the proofs produced must be from the contractor's prepared files for their output device and which will be used for final reproduction. It is not acceptable to simply submit reproductions for the PDF files furnished by the ordering agency.

If there are any author's alterations or delays caused by the Government in the handling of proofs, it's the contractor's responsibility to notify the GPO in advance of making changes so that an extension and/or price adjustment may be made by Contract Modification.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order  
Common to both items:

JCP Code\* A240, White Matte-Coated Text, Basis Size 25 X 38" Basis Weight 60 lb.

JCP Code\* L50, White Matte-Coated Cover, Basis Size 20 X 26" Basis Weight 80 lb.

**DESCRIPTION:** Common to both items unless otherwise noted: At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be a minimum of 150-line screen and at a minimum of resolution of 2400 x 2400 dpi x 1 bit or 600 x 600 dpi x 8-bit depth technology. Digital device must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

Saddle stitch: Two different items print 4-color process with medium ink coverage, type, illustrations, and logos. Covers 1 and 4 bleeds on 2 sides. Covers 2 and 3 are blank. Text pages have adequate gripper margins. Contractor must adjust files to allow for creep.

NO GPO IMPRINT REQUIRED.

Item 1: (Qty 130,000 copies) Money Smart for Older Adults Resource Guide. Print from Req 1-30007 Money Smart for Older Adults Resource Guide Print.pdf. There are 108 text pages: approx. 34 print in 4-color process and 74 in black.

Item 2: (Qty 33,000 copies) Money Smart for Older Adults Resource Guide (Spanish) (Money Smart para adultos mayores: Guia de recursos). Print from Req 1-30007 Money Smart for Older Adults Resource Guide (Spanish) Print.pdf. There are 100 text pages: approx. 36 print in 4-color process and 64 in black.

BLUE LABEL SAMPLES: This order must be divided into 200 sublots for each item. A random sample must be selected from each subplot. Do NOT choose copies from same general area of one specific subplot.

Quantity Ordered Number of Sublots

500 - 3,200 50

3,201 - 10,000 80

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10,001 - 35,000 125

35,001 and over 200

These randomly selected copies must be packed separately and identified by a special label (GPO) Form 2678-Department Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list. A signed Certificate of Selection of Random Copies must be included in the package.

**COLOR OF INK:**

Common to both items: 4-color process

**MARGINS:** Follow Copy Sample.

**BINDING:**

Saddle stitch in 2 places on the 11-inch side.

Trim 3 sides.

Paper Covers: Wrap around. Trim flush, stitched on. Grain must run parallel to spine.

Score on folds.

**PACKAGING:** Common to both items:

Pack items separately, suitable in cartons.

See attachment for further Pueblo Packing and Pallet information.

Label each carton as follows:

Item 1: Label as CFPB046: Money Smart for Older Adults Resource Guide. Provide quantity per carton.

Item 2: Label as CFPB113: Money smart for Older Adults Resource Guide (Spanish). Provide quantity per carton.

**RECEIPT FOR DELIVERY:** Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket number, requisition number, total quantity delivered, number of cartons, and quantity of carton; date delivery made; and signature of the Government agent accepting delivery. The original copy of this receipt must accompany the contractor's voucher for payment.

**SCHEDULE:** Purchase Order and Furnished material will be available for pick up at the U.S. Government Publishing Office, 12345 W Alameda Parkway, Suite 208; Lakewood CO 08228 on May 11, 2021.

Complete productions, delivery, and mailing must be made by May 21, 2021. This is a firm delivery date!

Submit proofs as soon as possible in order to comply with the shipping schedule. PDF proofs will be withheld two (2) workdays from receipt until approval of proofs. Date of receipt is not considered first day.

**NOTIFICATION OF SHIPMENT TO AGENCY AND DELIVERY TO DENVER GPO:**

Inform the GPO Denver Regional Office of the actual delivery date (not the shipped date) as soon as known on all orders. Email the Jacket number and delivery date to [InfoDenver@gpo.gov](mailto:InfoDenver@gpo.gov).

Contractor must notify the ordering agency on the same day that the product ships/delivers via phone and e-mail. Contact James Zawada (202-538-1495) and [james.zawada@cfpb.gov](mailto:james.zawada@cfpb.gov). The subject line of this message shall be "Distribution Notice for Requisition No. 1-30007, Jacket 561-053". 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.

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**DISTRIBUTION:** Deliver f.o.b. destination as follows:

Deliver 163,000 total copies (includes 200 random "blue label" copies for each item), to: US GPO Pueblo Distribution Center; Attn. Receiving - CFPB; 31451 United Ave.; Pueblo, CO 81001

1 sample copy of each to: U.S. Government Publishing Office; Denver Regional Office; 12345 W Alameda Parkway, Suite 208; Lakewood CO 80228

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**JACKET NO: 561-053**

**Total quantity** \_\_\_\_\_ **Additional Rate \$** \_\_\_\_\_ **Per 1,000**

**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 agree, if this bid is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of quotes, 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.

Failure to sign the signature block below may result in the quote 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 Quote) (Date)

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

**COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID**



***THIS SECTION FOR GPO USE ONLY***

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials)

Contracting Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials)