

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME, ON DECEMBER 1, 2008.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL JIM VAN GUNSTEREN (202) 512-1239 (AST #5). AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. (202) 512-1239. NO COLLECT CALLS.

FACSIMILE BID SPECIFICATIONS

U.S. Government Printing Office (GPO)
Washington, D.C.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)).

DISPUTES: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at <http://www.gpo.gov/printforms/pdf/contractdisputes.pdf>. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

All the requirements of these specifications apply equally to each item unless otherwise indicated.

PRODUCT: Tool Kit consisting of 21 items. Coating required on Items 1 thru 20. Lamination required on Item 21. Individual mailing containers (printed shipping boxes) are required for each Tool Kit.

Items 1, 3, 5, 7, 9, 11, 13, 15, 17 and 19: Face and back dividers printing in 4-color process.

Item 2: Face and back form printing in 2 colors.

Item 4: 6-page, loose-leaf (3 leaves) publication printing in 2 colors.

Item 6: 22-page, loose-leaf (11 leaves) publication printing in 2 colors.

Item 8: 56-page, loose-leaf (28 leaves) publication printing in 2 colors.

Item 10: 64-page, loose-leaf (32 leaves) publication printing in 2 colors.

Item 12: 10-page, loose-leaf (5 leaves) publication printing in 2 colors.

Item 14: 8-page, loose-leaf (4 leaves) publication printing in 2 colors.

Item 16: 18-page, loose-leaf (9 leaves) publication printing in 2 colors.

Item 18: 6-page, loose-leaf (3 leaves) publication printing in 2 colors.

Item 20: Three face only forms (3 leaves) printing in 4-color process.

Item 21: Tool Kit Box printing in 4-color process plus a coating.

TITLE: SunWise School Program Tool Kit (EPA 430-K-08-009 - Oct. 08).

TRIM SIZE: Items 1, 3, 5, 7, 9, 11, 13, 15, 17 and 19 – 11-3/4 x 9-1/2”.

Items 2, 4, 6, 8, 10, 12, 14, 16, 18, and 20 – 11 x 8-1/2”.

Item 21 – Flat 36-1/4 x 22”; after construction (inside dimensions) 14-1/4 x 11-1/4 x 3-3/8”
(dimensions are approximate).

QUANTITY: 6,334 assembled kits, plus 20 QARCs of Items 1 thru 20 only.

GOVERNMENT TO FURNISH: For all items including mailing containers – One CD-ROM generated on a Macintosh platform with system OSX 10.4.8 using Adobe InDesign, Illustrator and Photoshop CS3. plus Acrobat 7.0. Files are furnished in native application format. Fonts are furnished. Bleed files are furnished and all graphics are linked.

Prior to image processing, the contractor is responsible for checking files contained on the furnished electronic media to insure that such features as bleeds, register marks, and correct file output selection have been provided for, so as to correctly generate output for printing. The contractor must supply necessary trapping. Output must be generated on high resolution image processors.

One GPO Form 952 (Desktop Publishing - Disk Information) with file list.

One set of previous samples (designated by item number) for Items 1 thru 20.

One color visual (output at less than 100%) of Item 21 (Tool Kit Box).

One b/w visual (output at less than 100%) plus position diagram for Mailing Container (shipping box).

One sample Tool Kit from a previous printing (March 07 version), including Mailing Container, to serve as a general/construction guide.

Two GPO Form 892C (Proof Labels).

One reproduction proof, GPO Form 905 with labeling and marking specifications.

One QARC Certificate, GPO Form 917 with label and instructions.

Identification markings such as register marks, ring folios, commercial identification marks of any kind, etc. must not print on finished product.

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

PROOFS: One set of digital color content proofs for All Items. 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 (when applicable), and trimmed to the finished size of the product.

Items 2, 4, 6, 8, 10, 12, 14, 16 and 18: Contractor must submit ink draw-downs for all applicable Pantone colors (draw-downs must be on the actual production stock).

Items 1, 3, 5, 7, 9, 11, 13, 15, 17, 19, 20 and 21: One set of digital one-piece composite laminated color proofs for all sides, created on the actual production stock (Kodak Approval, Screen TrueRite, Dupont Thermal Waterproof, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 dpi. At contractor's option, a film-based composite laminated color proof on the actual production stock may be submitted provided direct to plate is used to produce the final product. The make and model number of the proofing system utilized shall be furnished with the proofs.

These proofs must have all elements in press configuration and must indicate margins. Proofs will be used for color match on press and must show dot structure. Inkjet, photographic, and overlay proofs are not acceptable. The proofs must contain color control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as Brunner, GATF, GRETAG, or RIT) must show areas consisting of minimum 3/16" x 3/16" 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.

Submit proofs together with the furnished media (samples/electronic files) via traceable means to: USEPA, East Building, Room 1349, Document Production Team (3204), 1201 Constitution Avenue, NW, Washington, DC 20460, Attn: Monique Henderson (202-564-9624). Inside delivery required. Contractor must call GPO Contract Compliance

Section at 1-800-424-9470, 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. The contractor must not produce prior to production samples until receiving an "OK to print."

PRIOR TO PRODUCTION SAMPLES: The sample requirement for this contract is not less than 3 printed samples (Items 1 thru 21). Each sample must be constructed as specified using the form, materials, equipment, and methods of production, which will be used in producing the final product. All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

Samples will be inspected and tested and must comply with the specifications in all respects. If machine processing of the final product is indicated in the specification, the samples will be tested and must function satisfactorily on the equipment indicated.

Samples must be submitted prior to commencement of production of the contract quantity. The contractor must fill in the furnished label (GPO Form 892C). The samples plus the furnished government material must be submitted directly to USEPA, East Building, Room 1349, Document Production Team (3204), 1201 Constitution Avenue, NW, Washington, DC 20460, Attn: Monique Henderson (202-564-9624) in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

Contractor must call Contract Compliance Section in the U.S. Government Printing Office at 1-800-424-9470, or e-mail information to compliance@gpo.gov, immediately upon sending/delivering samples and immediately upon notification that the samples are approved.

The Government will approve, conditionally approve or disapprove the samples within two 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 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 article 12 "Notice of Compliance with Schedules" of contract clauses in GPO Contract Terms [Pub. No. 310.2 effective December 1, 1987 (Rev. 6-01)].

Manufacture of the final product prior to approval of the samples submitted is at the contractor's risk. Samples will not be returned to the contractor. The cost of all samples shall be included in the contract price for the production quantity.

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. 11" dated February 1999.

Items 1, 3, 5, 7, 9, 11, 13, 15, 17 and 19: White No. 2 Coated Cover, Dull-Finish, basis weight: 100 lbs per 500 sheets, 20 x 26", equal to JCP Code L62.

Items 2, 4, 6, 8, 10, 12, 14, 16, 18, and 20: White No. 2 Coated Cover, Dull-Finish, basis weight: 80 lbs per 500 sheets, 20 x 26", equal to JCP Code L62. All paper used in each copy must be of a uniform shade.

Item 21: **Wrapper** - White litho coated one side only, free of groundwood or unbleached pulp, basis weight: 80

lbs or heavier per 500 sheets, 25 x 38".

Item 21: **Base Material** – Bleached White Double Sided “E” Flute Corrugated Board.

PRINTING:

Items 1, 3, 5, 7, 9, 11, 13, 15, 17, and 19 – Ten dividers print face and back (head to head) in builds of the 4-color process inks. Images consist of illustrations and color-build type matter; bleeds all sides. Coat (after printing) the entire surface of each page (face and back) with a clear dull aqueous coating.

Item 2 – Prints face and back in a match of Pantone’s 2592 purple and 662 blue with type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of face and back with a clear dull aqueous coating.

Item 4 – Prints face and back in a match of Pantone’s 2592 purple and 662 blue with type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating.

Item 6 – Prints head to head in a match of Pantone’s 116 yellow and 662 blue. Pages 4,6, 14 and 18 are blank. Prints type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating (blank pages may or may not be coated).

Item 8 – Prints head to head in a match of Pantone’s 3272 green and 662 blue. Pages 8, 26, 38, 44 and 48 are blank. Prints type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating (blank pages may or may not be coated).

Item 10 – Prints head to head in a match of Pantone’s 382 green and 662 blue. Pages 16, 36, 50, 54, 58 and 62 are blank. Prints Prints type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating (blank pages may or may not be coated).

Item 12 – Prints head to head in a match of Pantone’s 165 orange and 662 blue. Page 10 is blank. Prints type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating (blank page may or may not be coated).

Item 14 – Prints head to head in a match of Pantone’s 2592 purple and 662 blue. Prints type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating.

Item 16 – Prints head to head in a match of Pantone’s 2592 purple and 662 blue. Prints type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating.

Item 18 – Prints head to head in a match of Pantone’s 2592 purple and 662 blue. Page 6 is blank. Prints type, reverses, solids and flat tones; bleeds all sides. Coat (after printing) the entire surface of each page with a clear dull aqueous coating (blank page may or may not be coated).

Items 20 – Three forms print on face only in builds of the 4-color process inks. Images consist of illustrations and color-build type matter; bleeds all sides. Backs are blank. Coat (after printing) the entire surface of each page with a clear dull aqueous coating (blank pages may or may not be coated).

Item 21 – Wrapper prints one side only in builds of the 4-color process inks. Images consist of illustrations and color-build type matter; bleeds all sides. Contractor will be required to adjust image on the wrapper to fit the box. Laminate the face only, after printing, with clear gloss polyesters (such as polyethylene terephthalate), polypropylene, vinyl or cellulose acetate, having a thickness in the range of .0005" to .0010". The laminated product must have no distortion of the printed matter and must remain clear and legible.

MARGINS: Inadequate gripper margin. All items bleed. Follow trim marks on furnished electronic media.

BINDING: Items 1 thru 20 – Trim 4 sides.

CONSTRUCTION: Item 21 – (See facsimiles on page 7). Box must be constructed with a 4” flap, one piece with a finished/turned edge on the box opening (i.e. top of front and sides) only (box opening will be double thick on three sides), all other edges must be clean cut. The white side of the board must be visible on the inside after construction. Affix two ¾” to 1” diameter Velcro closures, located approximately 1” from the left and right edges and ½” from the flap edge. All round edges from the diagram to be angled at 45%. The wrapper must be printed as a single piece and securely glued to the outer box surface and die cut with the box. Contractor must adjust electronic media as required.

ASSEMBLY: To form individual kits: Gather one copy each of Items 1 thru 20 in numerical order from front to back and loose shrink-film or poly bag wrap. Insert one wrapped set into each Item 21 (box). Insert bubble pack material to take up slack, and close the box.

PACKING: Pack each boxed Tool Kit individually in a printed, one-piece mailing container. **Do not seal tops of mailing containers**; end user will insert additional material. Package unsealed mailing containers in suitable cartons not to exceed 40 lbs. each when fully packed. Pallets are required.

LABELING AND MARKING:

Individual mailing containers: Print on both ends of individual mailing container in black ink; image is on furnished electronic files, positioning diagram included (see facsimile on page 8 herein).

Outer cartons: A furnished label (GPO Form 905) must be filled out and affixed to all outer cartons.

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

Product Quality Levels:

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

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:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	OK Proofs, Furnished electronic media.
P-9. Solid and Screen Tint Color Match	OK Proofs Pantone Matching System.
P-10. Process Color Match	OK Proofs

QUALITY ASSURANCE RANDOM COPIES: The contractor is required to submit 20 quality assurance random copies for items 1 thru 20, to test for compliance against specifications. The contractor must divide the entire order into 20 equal sublots (per item) and select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award. A copy of the purchase order/specifications must be included.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket and Purchase Order numbers, must be furnished with billing as evidence of mailing.

DISTRIBUTION: Ship f.o.b. destination.

Deliver 5,675 assembled kits to: USEPA/NCEPI, 11029 Kenwood Road, Building 5, Cincinnati, OH 45242. (phone 513-489-8190)

Deliver 25 assembled kits to: USEPA, Shipping and Receiving Dock, 8335-8361 Ardwick-Ardmore Road, Landover, MD, 20785, Attn: Linda Rutsch (202) 343-9924.

Deliver 619 assembled kits marked "Depository Copies, Item 0431-I-01" to the U.S. Government Printing Office, Depository Receiving Section, 44 H Street, NW Loading Dock, Washington, DC 20401. Any cartons containing "Depository Copies", that are mailed to the GPO's Depository Receiving Section must be clearly marked to indicate the total number of cartons in the mailing. For example: 1 of 3; 2 of 3; 3 of 3.

Deliver 15 assembled kits marked "File Copies" to the Library of Congress, Madison Building, Anglo-American Acquisition Division, Government Documents Section, C Street (Between 1st & 2nd), SE, Washington, D.C. 20540.

Deliver 1 Sample kit plus all furnished materials to EPA, Rm. 1349, 1201 Constitution Avenue, N.W., Washington, DC 20004, Attn: Monique Henderson (3204M) 202-564-9624.

Deliver 1 Sample kit via traceable means to: U.S. Government Printing Office, 732 North Capitol Street, NW, AST-5, Room C-817, Washington, DC 20401, Attn: Jim VanGunsteren/350-611 (202-512-1239).

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

SCHEDULE: Furnished material will be available for pick up at the U.S. Government Printing Office, 27 G St., NW, Washington, D.C. 20401, on December 1, 2008.

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proofs will be withheld 3 workdays from receipt at the agency until they are made available for pickup by the contractor.

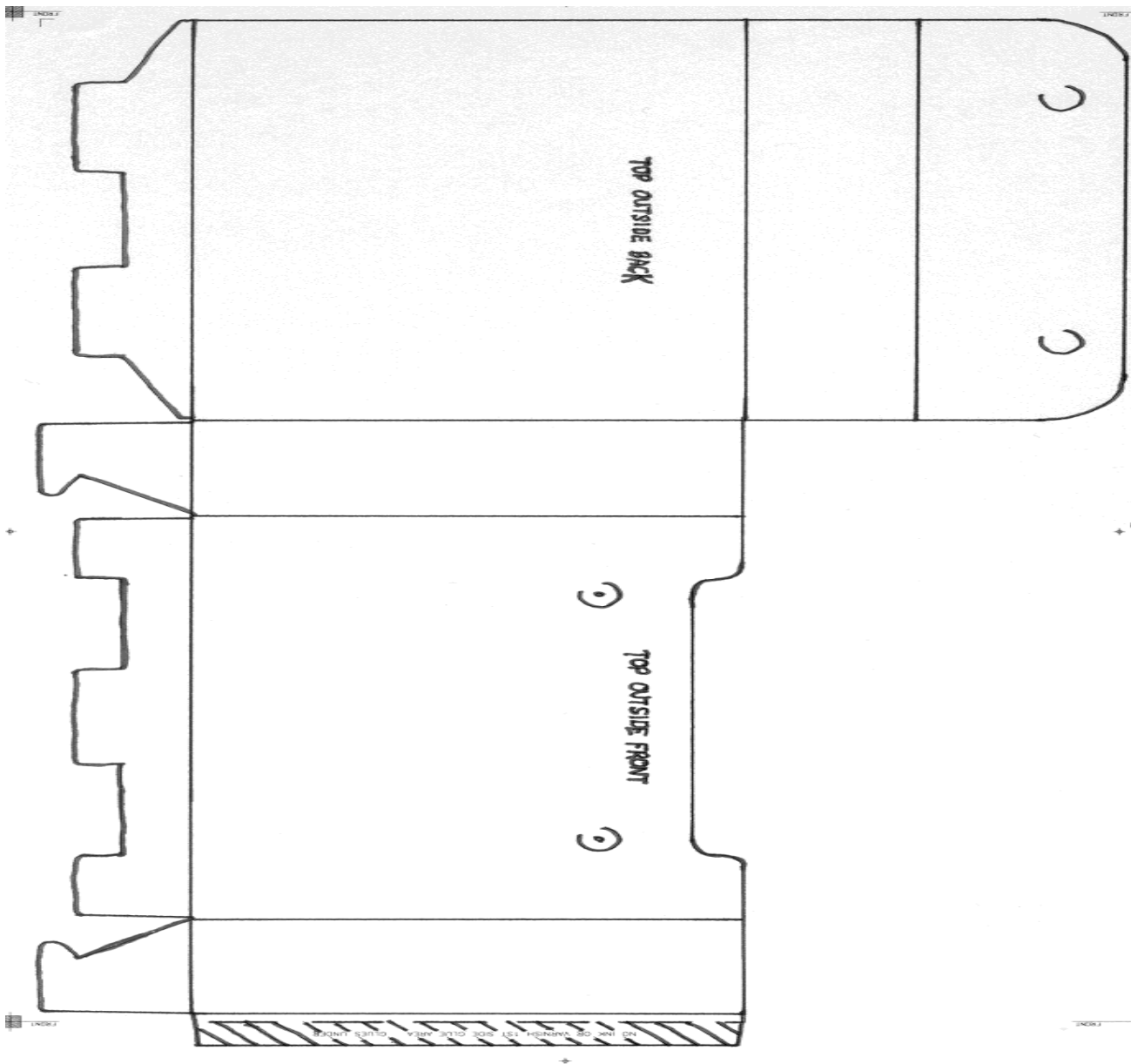
Ship complete to arrive at destinations or before January 21, 2009.

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.

Toll Free WATS lines to the GPO are available to successful bidders to report information regarding compliance with schedule requirements under "SCHEDULE". The toll free number is 1-800-424-9470 or 9471 and for calls originating in the Washington, D.C. area, (202) 512-0516 or 0517. Personnel answering these calls will be unable to respond to questions of a technical nature. These calls cannot be transferred to other telephones in GPO.

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 1,000 kits. 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.

SUBMIT BIDS TO: U.S. Government Printing Office, Bid Section (PPSB), 36 H Street NW, Room C-161, Washington, D.C. 20404. **FACSIMILE BIDS are permitted. Submit TWO copies of each facsimile bid to FAX No. 202-512-1782, one bid per facsimile.** Refer to Solicitation Provisions in GPO Contract Terms (GPO Publication 310.2), Page 1, Paragraph 6.



Item 21: Tool Kit Box – flat (not to scale). See furnished sample.

Furnished copy (on electronic file) prints on both ends of Individual Mailing Container. Placement diagram is included with material.



SunWise Program Tool Kit
EPA430-K-08-009

