

Todd Johnson

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEM
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

1. REQUISITION NUMBER: REQ-2400-10-0073
PAGE 1 OF 8
2. CONTRACT NO.: GS-25F-0062L
3. AWARD/EFFECTIVE DATE: 04/01/2010
4. ORDER NUMBER: CPSC-F-10-0041
5. SOLICITATION NUMBER: CPSC-Q-10-0058
6. SOLICITATION ISSUE DATE: 03/30/2010

7. FOR SOLICITATION INFORMATION CALL: Renita Smith
a. NAME: Renita Smith
b. TELEPHONE NUMBER: (No collect calls)
8. OFFER DUE DATE/LOCAL TIME

9. ISSUED BY: CONSUMER PRODUCT SAFETY COMMISSION
DIV OF PROCUREMENT SERVICES
4330 EAST WEST HWY
ROOM 517
BETHESDA MD 20814
CODE: FMPS
10. THIS ACQUISITION IS:
 UNRESTRICTED OR
 SET ASIDE: % FOR
 SMALL BUSINESS
 EMERGING SMALL BUSINESS
NAICS:
 HUBZONE SMALL BUSINESS
 SOLE SOURCE
SIZE STANDARD:
 SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS
 8(A)

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED
 SEE SCHEDULE
12. DISCOUNT TERMS: Net 30
13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)
13b. RATING
14. METHOD OF SOLICITATION:
 RFQ IFB RFP

15. DELIVER TO: CONSUMER PRODUCT SAFETY COMMISSION
OFFICE OF INFORMATION SERVICES
4330 EASTWEST HIGHWAY
ROOM 706
BETHESDA MD 20814
CODE: EXIT
16. ADMINISTERED BY: CONSUMER PRODUCT SAFETY COMMISSION
DIV OF PROCUREMENT SERVICES
4330 EAST WEST HWY
ROOM 517
BETHESDA MD 20814
CODE: FMPS

17a. CONTRACTOR/OFFEROR: XEROX CORPORATION
5500 PEARL STREET
DES PLAINES IL 60018-5303
CODE: [REDACTED]
FACILITY CODE:
18a. PAYMENT WILL BE MADE BY: CONSUMER PRODUCT SAFETY COMMISSION
DIVISION OF FINANCIAL SERVICES
4330 EAST WEST HWY
ROOM 522
BETHESDA MD 20814
CODE: FMFS
TELEPHONE NO.

17b CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER
 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED SEE ADDENDUM

19. ITEM NO	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<p>DUNS Number: [REDACTED]</p> <p>Contractor shall provide the following Fixed 48 month Federal Operating Lease (with full maintenance and consumable supplies, parts and labor, excluding paper and staples) for the following copier in accordance with GS-25F-0062L.</p> <p>Termination Ceiling Charge Schedule is attached hereto and made a part hereof. See attached Quote dated 03/31/2010.</p> <p>(Use Reverse and/or Attach Additional Sheets as Necessary)</p>				

25. ACCOUNTING AND APPROPRIATION DATA: 0100A10DCC-2010-9993400000-EXITAS2400-233A0
26. TOTAL AWARD AMOUNT (For Govt. Use Only): \$17,981.12

27a SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA ARE ARE NOT ATTACHED.
 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA ARE ARE NOT ATTACHED.

28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.
 29. AWARD OF CONTRACT REF. OFFER DATED YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:

30a. SIGNATURE OF OFFEROR/CONTRACTOR
30b. NAME AND TITLE OF SIGNER (Type or print): Rudi M. Johnson
30c. DATE SIGNED
31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER): Rudi M. Johnson
31b. NAME OF CONTRACTING OFFICER (Type or print): Rudi M. Johnson
31c. DATE SIGNED: 4/2/2010

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
0001	<p>Base Year: 05/01/2010 - 04/30/2011</p> <p>Xerox 4127 Copier/Printer with/Integrated Copy/Print Controller.</p> <p>Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; maintenance and supplies (does not include paper or staples) 75,000 copies per month.</p> <p>Pricing includes Open Market trade in of Xerox 4110CP serial# WEY0777753 as of payment #48. Customer Education & Analyst Services.</p>	12	MO	1,331.76	15,981.12
0002	<p>Additional Copy Charge</p> <p>CPSC Project Officer: Cynthia Warren - 301-504-7117</p> <p>Deliver copier to:</p> <p>Consumer Product Safety Commission Continued ...</p>	1	LT	2,000.00	2,000.00

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
		32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY		

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY (<i>Print</i>)
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE
42b. RECEIVED AT (<i>Location</i>)	
42c. DATE REC'D (<i>YY/MM/DD</i>)	42d. TOTAL CONTAINERS

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
 GS-25F-0062L/CPSC-F-10-0041

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NAME OF OFFEROR OR CONTRACTOR
 XEROX CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	4330 East West Highway - Copy Center - Room 415 Bethesda, MD 20814 Copier Pick up: Xerox 4110 copier/printer should be picked up at the time of delivery. First Option Period: 05/01/2011 - 04/30/2012				
0003	Xerox 4127 Copier/Printer with /Integrated Copy/Print Controller. Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; maintenance and supplies (does not include paper or staples) 75,000 copies per month. Amount: \$15,981.12 (Option Line Item) 05/01/2011	12	MO	1,331.76	0.00
0004	Additional Copy Charge Amount: \$2,000.00 (Option Line Item) 05/01/2011 Second Option Period: 05/01/2012 - 04/30/2013	1	LT	2,000.00	0.00
0005	Xerox 4127 Copier/Printer with Integrated Copy/Print Controller. Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; maintenance and supplies (does not include paper or staples) 75,000 copies per month. Amount: \$15,981.12 (Option Line Item) 05/01/2012	12	MO	1,331.76	0.00
0006	Additional Copy Charge Amount: \$2,000.00 (Option Line Item) 05/01/2012 Third Option Period: 05/01/2013 - 04/30/2014	1	LT	2,000.00	0.00
0007	Xerox 4127 Copier/Printer with/ Integrated Copy/Print Controller. Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; Continued ...	12	MO	1,331.76	0.00

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
 GS-25F-0062L/CPSC-F-10-0041

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NAME OF OFFEROR OR CONTRACTOR
 XEROX CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	maintenance and supplies (does not include paper or staples) 75,000 copies per month. Amount: \$15,981.12 (Option Line Item) 05/01/2013				
0008	Additional Copy Charge Amount: \$2,000.00 (Option Line Item) 05/01/2013	1	LT	2,000.00	0.00
	The total amount of award: \$71,924.48. The obligation for this award is shown in box 26.				

LC 1A CONTRACTOR'S NOTE

Deliveries and/or shipments shall not be left at the Loading Dock. **All deliveries shall be considered "inside deliveries"** to the appropriate room at the Consumer Product Safety Commission (CPSC) and in accordance with the instructions below. When scheduling deliveries the purchase order number shall always be referenced and all packages shall clearly display the Purchase Order Number on the outside of the cartons and/or packages, to include the packing slip.

ATTENTION GOVERNMENT VENDOR:

A. DELIVERY INSTRUCTIONS:

1. DELIVERY INSTRUCTIONS FOR LARGE OR HEAVY ITEMS:

If the shipment or item being delivered requires use of a loading dock, advance notification is required. The contractor shall contact the Shipping and Receiving Coordinator at (301) 366-7018 or Ronald Welch (301) 504-7091, forty-eight (48) hours in advance of the date the items are to arrive to schedule use of the loading dock.

LOADING DOCK HOURS OF OPERATION:

9:00 am to 11:00 am or 1:30 pm to 4:00 pm
Monday through Friday (except holidays)

Please notify contact person if there is a change in the delivery date. For changes, delays, or assistance please contact CPSC as follows:

Facilities Management Support Services (301) 504-7091
And Project Officer: Wanda Spinner (301) 504-7111

Upon arrival, the driver should contact the CPSC Guard, 301-504-7721, at the loading dock to obtain assistance in using freight elevators and to gain access to CPSC security areas.

2. DELIVERY INSTRUCTIONS FOR SMALL ITEMS

When delivering or shipping small items, the contractor and/or carrier service shall report to the 4th floor lobby, North Tower, 4330 East West Highway, to sign in with the CPSC guard. Upon completion of signing in, the contractor shall deliver all shipments to the Mail Room, Room 415. After delivery, delivery personnel shall promptly depart the building.

MAIL ROOM HOURS OF OPERATION:

Monday through Friday (except holidays) – 7:30 am to 5:00 pm

B. BILLING INSTRUCTIONS

Pursuant to the Prompt Payment Act (P.L. 97-177) and the Prompt Payment Act Amendments of 1988 (P.L. 100-496) all Federal agencies are required to pay their bills on time, pay interest penalties when payments are made late, and to take discounts only when payments are made within the discount period. To assure compliance with the Act, vouchers and/or invoices shall be submitted on any acceptable invoice form which meets the criteria listed below. Examples of government vouchers that may be used are the Public Vouchers for Purchase and Services Other Than Personal, SF 1034, and Continuation Sheet, SF 1035. At a minimum, each invoice shall include:

1. The name and address of the business concern (and separate remittance address, if applicable).
2. Taxpayer Identification Number (TIN).
3. Invoice date (use of invoice number in addition to invoice date is prudent but not required).
4. The contract or purchase order number (see block 2 of OF347 and block 4 of SF1449 on page 1 of this order), or other authorization for delivery of goods of services.
5. Description, price and quantity of goods or services actually delivered or rendered.
6. Shipping cost terms (if applicable).
7. Payment terms.
8. ACH Vendor Information which includes: the Financial Institution, routing transit number, and depositor account number. In addition please specify whether account is a checking account or savings account.
9. Other substantiating documentation or information as specified in the contract or purchase order.
10. Name, title, phone number and mailing address of responsible official to be notified in the event of a deficient invoice.

ORIGINAL VOUCHERS/INVOICES SHALL BE SENT TO:

Accounting Officer
Div. of Financial Services, Room 522
U.S. Consumer Product Safety Commission
4330 East-West Hwy
Bethesda, MD 20814

Invoices not submitted in accordance with the above stated minimum requirements will not be processed for payment. Deficient invoices will be returned to the vendor within seven days or sooner. Standard forms 1034 and 1035 will be furnished by CPSC upon request of the contractor.

Inquiries regarding payment should be directed to the Finance Office at 301-504-7172 or 301-504-7130.

C. PAYMENT

Payment will be made as close as possible to, but not later than, the 30th day after receipt of a proper invoice as defined in "Billing Instructions," except as follows:

When a time discount is taken, payment will be made as close as possible to, but not later than, the discount date. Discounts will be taken whenever economically justified. Otherwise, late payments will include interest penalty payments. Inquiries regarding payment should be directed to the Accounting Officer at (301) 504-7203 or 301-504-7130 or at the following address:

Accounting Officer
Div. of Financial Services, Room 522
U.S. Consumer Product Safety Commission
4330 East-West Hwy
Bethesda, MD 20814

Complaints related to the late payment of an invoice should be directed to Deborah Peebles Hodge, Director, Division of Financial Services at the same address (above).

D. INSPECTION & ACCEPTANCE PERIOD

Unless otherwise stated in the Statement of Work or Description, the Commission will ordinarily inspect all materials/services within three (3) working days after the date of receipt. The CPSC contact person will transmit disapproval, if appropriate. If other inspection information is provided in the Statement of Work or Description, it is controlling.

E. ALL OTHER INFORMATION RELATING TO THE PURCHASE ORDER

Contact: Renita Smith (301) 504-7045

F. PROCESSING INSTRUCTIONS FOR REQUESTING OFFICES

The Purchase Order/Receiving Report (Optional Form 347 or Standard Form 1449) must be completed at the time the ordered goods or services are received. Upon receipt of the goods or services ordered, each item should be inspected, accepted (partial or final) or rejected. The Purchase Order/Receiving Report must be appropriately completed, signed

and dated by the authorized receiving official. In addition, the acceptance block shall be completed (Blocks 32 a, b & c on the SF 1449 and column G and page 2 of the OF 347). The receiving report shall be retained by the requesting office for confirmation when certifying invoices.

G. PROPERTY/EQUIPMENT PURCHASES

In the case of Purchase Orders/Receiving Reports involving the purchase and receipt of property/equipment, a copy of the Purchase Order/Receiving Report must also be immediately forwarded directly to the Administrative Services Specialist (Ron Welch) in the Facilities Management Support Services Branch (Room 416). The transmittal of Purchase Orders/Receiving Reports to the property management officer is critical to the integrity and operation of CPSC's Property Management System. Receiving officials should also forward copies to their local property officer/property custodian consistent with local office procedures.

H. 52.217-9 Option to Extend the Term of the Contract. (Mar 2000)

- (a) The Government may extend the term of this contract by written notice to the Contractor within 60 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.
- (b) If the Government exercises this option, the extended contract shall be considered to include this option clause.
- (c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 48 months.

(End of clause)



GSA Operating Lease Termination Ceiling Charge Schedule

Customer Name: U. S. CONSUMER PRODUCT SAFETY COMMISSION
Configuration: 4127CPG (TAA 4127 COPIER/PTR)

VQX WorkSheet: X79949
VQX Unit#: 1

<u>Payment #</u>	<u>Term Ceiling Charge</u>	<u>Payment #</u>	<u>Term Ceiling Charge</u>	<u>Payment #</u>	<u>Term Ceiling Charge</u>
1	\$25,606.58	33	\$9,128.76	65	\$0.00
2	\$25,146.91	34	\$8,550.31	66	\$0.00
3	\$24,683.93	35	\$7,967.69	67	\$0.00
4	\$24,217.61	36	\$7,380.87	68	\$0.00
5	\$23,747.93	37	\$6,789.82	69	\$0.00
6	\$23,274.86	38	\$6,194.51	70	\$0.00
7	\$22,798.38	39	\$5,594.91	71	\$0.00
8	\$22,318.47	40	\$4,990.99	72	\$0.00
9	\$21,835.10	41	\$4,382.72	73	\$0.00
10	\$21,348.24	42	\$3,770.06	74	\$0.00
11	\$20,857.88	43	\$3,152.99	75	\$0.00
12	\$20,363.98	44	\$2,531.47	76	\$0.00
13	\$19,866.52	45	\$1,905.47	77	\$0.00
14	\$19,365.47	46	\$1,274.96	78	\$0.00
15	\$18,860.81	47	\$639.90	79	\$0.00
16	\$18,352.52	48	\$0.26	80	\$0.00
17	\$17,840.56	49	\$0.00	81	\$0.00
18	\$17,324.91	50	\$0.00	82	\$0.00
19	\$16,805.54	51	\$0.00	83	\$0.00
20	\$16,282.43	52	\$0.00	84	\$0.00
21	\$15,755.55	53	\$0.00	85	\$0.00
22	\$15,224.87	54	\$0.00	86	\$0.00
23	\$14,690.37	55	\$0.00	87	\$0.00
24	\$14,152.01	56	\$0.00	88	\$0.00
25	\$13,609.77	57	\$0.00	89	\$0.00
26	\$13,063.62	58	\$0.00	90	\$0.00
27	\$12,513.54	59	\$0.00	91	\$0.00
28	\$11,959.49	60	\$0.00	92	\$0.00
29	\$11,401.45	61	\$0.00	93	\$0.00
30	\$10,839.39	62	\$0.00	94	\$0.00
31	\$10,273.27	63	\$0.00	95	\$0.00
32	\$9,703.07	64	\$0.00	96	\$0.00

This Termination Ceiling Charge schedule is provided in accordance with the terms of Special Item Number 51 58 and 51 58a, "2.Ordering Instructions (5) the Contracting Officer shall insert the agreed upon termination ceiling charge for the first year in the order and modify it for successive years upon availability of funds."



Lease Pricing PROPOSAL

Presented to U. S. CONSUMER PRODUCT SAFETY COMMISSION

By Lisa Wilson

On 3/31/2010

Negotiated Contract : 070862811GSA Federal Government Copier Contract GS-25F-0062L

Solution			
Item	Product Description	Agreement Information	Trade Information
1. 4127CPG (TAA 4127 COPIER/PTR)	<ul style="list-style-type: none"> - High Capacity Feeder - D4 Stapler Finisher 2-3 Hole - Customer Ed - Analyst Services 	Lease Term: 48 months Purchase Option: FMV	Open Market Items - Xerox 4110CP S/N WEY077753 Trade-In as of Payment 48
			Requested Install Date: 4/30/2010

Monthly Pricing					
Item	Lease Minimum Payment	Print Charges			Maintenance Plan Features
		Meter	Volume Band	Per Print Rate	
1. 4127CPG	\$1,331.76	1: Total	1 - 75,000 75,001+	Included \$0.0063	- Consumable Supplies Included for all prints - Pricing Fixed for Term
Total	\$1,331.76	Minimum Payments (Excluding Applicable Taxes)			

All information in this proposal is considered confidential and is for the sole use of U. S. CONSUMER PRODUCT SAFETY COMMISSION. If you would like to acquire the solution described in this proposal, we would be happy to offer a Xerox order agreement. Pricing is subject to credit approval and is valid until 4/30/2010.

For any questions, please contact me at (202)962-7560

