

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

1. REQUISITION NUMBER: REQ-4400-10-0007
 PAGE OF: 1 6
 2. CONTRACT NO.: GS-C3F-0014W
 3. AWARD EFFECTIVE DATE: 3/19/10
 4. ORDER NUMBER: CPSC-F-10-0032
 5. SOLICITATION NUMBER:
 6. SOLICITATION ISSUE DATE:

7. FOR SOLICITATION INFORMATION CALL: Peter Nerret
 8. NAME: Peter Nerret
 9. TELEPHONE NUMBER (No collect calls): 301-504-7033
 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:
 HUB/ZONE 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
 DIRECTORATE FOR LABORATORY SCIENCES
 10901 DARNESTOWN ROAD
 GAITHERSBURG MD 20878
 CODE: LS
 16. ADMINISTERED BY: CONSUMER PRODUCT SAFETY COMMISSION
 OFFICE OF HAZARD ID AND REDUCTION
 4330 EAST WEST HIGHWAY
 ROOM 702
 BETHESDA MD 20814
 CODE: EXHR

17a. CONTRACTOR/OFFEROR: OPEN ROAD ENTERPRISES INC
 ATTN ANNETTE BEHM-CALDWELL
 OPEN ROAD HONDA
 4120 MEMORIAL HWY
 MANDAN ND 58554-4717
 TELEPHONE NO.: (701) 663-4023
 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: FMPS

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
0001	DUNS Number: [REDACTED] THE CONTRACTOR SHALL SUPPLY THE FOLLOWING: Delivery: 30 Days After Award 2009 HONDA BIG RED, 4x4, MUV 700, Color: camo The total amount of award: \$10,835.22. The obligation for this award is shown in box 26. (Use Reverse and/or Attach Additional Sheets as Necessary)	1	EA	10,835.22	10,835.22

25. ACCOUNTING AND APPROPRIATION DATA: 1000A10DPS-2010-2263800000-EXHR004400-261K0
 26. TOTAL AWARD AMOUNT (For Govt. Use Only): \$10,835.22

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: 3/19/10 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: [REDACTED]
 31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER): Robert J. Frost
 30b. NAME AND TITLE OF SIGNER (Type or print):
 30c. DATE SIGNED:
 31c. NAME OF CONTRACTING OFFICER (Type or print): Robert J. Frost
 31c. DATE SIGNED: 3/19/10

**LC 1B CONTRACTOR'S NOTE - DELIVERIES TO THE CPSC LABORATORY SITE,
GAITHERSBURG, MARYLAND**

Delivery Address:

Directorate for Laboratory Sciences
U.S. Consumer Product Safety Commission
10901 Darnestown Rd. (MD route 28)
Gaithersburg, MD 20878
301-424-6421, x101 (main reception)x1 (Director's Office)

The Consumer Product Safety Commission (CPSC) Laboratories are located in Gaithersburg, MD. The entrance to the Laboratory site is protected by a security gate, which is normally closed during business hours. If the gate is closed, use the intercom box at the gate to request entry. **All visitors must report to Building B**, which is adjacent to the main parking lot.

Deliveries may not be left outside any building or loading dock, unless specifically directed by appropriate CPSC staff. All deliveries shall be considered "inside deliveries" to the appropriate building 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 and include the packing slip.

ATTENTION GOVERNMENT VENDOR:

A. DELIVERY INSTRUCTIONS

1. DELIVERY INSTRUCTION FOR SMALL ITEMS

Small packages may be delivered to Building B. Deliveries should be made between 9:00 a.m. and 4:00 p.m. on Monday through Friday (except holidays). Deliveries outside these hours require prior arrangements.

Contacts:

Sondra Adkins, Administrative Officer, 301-424-6421 x101
Andrew Stadnik, Lab Director, 301-424-6421 x1
Ed Krawiec, Division Director, 301-424-6421 x119

2. DELIVERY INSTRUCTIONS FOR LARGE OR HEAVY ITEMS:

Large or heavy items must be delivered directly to the appropriate building, after checking in at Building B. Deliveries of large or heavy items should be scheduled 24 hours in advance and should be made between 9:00 a.m. and 3:00 p.m. on Monday through Friday (except holidays). Contact information is the same as above.

3. SAMPLE STORAGE FACILITY

Deliveries should be made between 9:00 a.m. and 4:00 p.m. on Monday through Friday (except holidays).

Contacts:

Terry Parks, Sample Custodian, 301-424-6421 X 156

Ralph King, Sample Custodian, 301-424-6421 x 155

Iris Parks, Director, Division of Administrative Services, 301-504-7078

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 or block 4 of SF1449 on page 1 of this order), or other authorization for delivery of goods or 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: PETER NERRET

@ (301) 504-7033

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 Property Management Officer in the Division of Administrative Services. 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. Directions to the U.S. Consumer Product Safety Commission Laboratory

From the East – Silver Spring/Prince Georges County

Take the Beltway, Rt. 495, outer loop, toward Baltimore , Bethesda, Frederick.
Take Rt 270 north toward Frederick, Maryland
At Rt. 270, take exit 6 and go west on Darnestown Rd./Rt. 28
At the 3rd traffic light, turn left on Darnestown Road.
Continue west to the traffic light at the Key West Blvd. intersection. Turn left.
Pass straight through the traffic light at Muddy Branch Road.
The second right turn has a sign "U.S. Consumer Product Safety Commission Laboratory."
Turn right and proceed to the parking lot.
Report to the lobby of the second building, Building B.

From the North, Frederick, Maryland

Take Rt. 270 south to exit 6 west, Darnestown Rd/Rt 28.
Turn right at the light.
At the second traffic light turn left on Darnestown Road.
Continue west to the traffic light at the Key West Blvd. intersection, turn left.
Pass straight through the traffic light at Muddy Branch road.
The second right turn has a sign "U.S. Consumer Product Safety Commission Laboratory."
Turn right and proceed to the parking lot.
Report to the lobby of the second building, Building B.

From the West (Fairfax County/Northern Virginia)

Take 495 Capital Beltway to Maryland

At the 270/495 divide, bear left to take 270 North.

Take Rt 270 north toward Frederick, Maryland

At Rt. 270, exit 6 go west on Darnestown Rd./Rt. 28

At the 3rd traffic light, turn left on Darnestown Road.

Continue west to the traffic light at the Key West Blvd. intersection. Turn left.

Pass straight through the traffic light at Muddy Branch Road.

The second right turn has a sign "U.S. Consumer Product Safety Commission Laboratory."

Turn right and proceed to the parking lot.

Report to the lobby of the second building, Building B.

From CPSC Headquarters

From the main entrance of Bethesda Towers, turn left on East-West Highway, then right on Wisconsin Ave. (route 355 North).

After passing the National Institutes of Health and Pooks Hill Road, take I-270 North (Frederick), which is the second left after Pooks Hill Road.

Take exit 6 go west on Darnestown Road (route 28).

At the 3rd traffic light, turn left on Darnestown Road.

Continue west to the traffic light at the Key West Boulevard intersection. Turn left.

Pass straight through the traffic light at Muddy Branch Road. Stay in the right lane, which ends just after our entrance.

The second right turn has a sign "U.S. Consumer Product Safety Commission Laboratory."

Turn right and proceed to the parking lot.

Report to the lobby of the second building, Building B.