

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <small>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</small>				1 REQUISITION NUMBER REQ-4400-16-0007		PAGE OF 1 6	
2 CONTRACT NO. CPSC-D-16-0002		3 AWARD/EFFECTIVE DATE 09/01/2016		4 ORDER NUMBER 0001		5 SOLICITATION NUMBER CPSC-Q-16-0031	
7. FOR SOLICITATION INFORMATION CALL:		a NAME Rudi Johnson		d TELEPHONE NUMBER (No collect calls) 301-504-7028		8 OFFER DUE DATE/LOCAL TIME ET	
9. ISSUED BY CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 523 BETHESDA MD 20814				10 THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE % FOR: <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8(A) NAICS SIZE STANDARD.			
11 DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO CONSUMER PRODUCT SAFETY COMMISSION DIRECTORATE FOR LABORATORY SCIENCES ROCKVILLE CAMPUS 5 RESEARCH PLACE ROCKVILLE MD 20850		16 ADMINISTERED BY CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 523 BETHESDA MD 20814		14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFP <input type="checkbox"/> IFB <input type="checkbox"/> RFP			
17a. CONTRACTOR/OFFEROR FORS MARSH GROUP LLC 1010N GLEBE ROAD SUITE 510 ARLINGTON VA 22201		18a. PAYMENT WILL BE MADE BY CPSC Accounts Payable Branch AMZ 160 P. O. Box 25710 Oklahoma City OK 73125		15. DELIVER TO CONSUMER PRODUCT SAFETY COMMISSION DIRECTORATE FOR LABORATORY SCIENCES ROCKVILLE CAMPUS 5 RESEARCH PLACE ROCKVILLE MD 20850			
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19 ITEM NO.		20 SCHEDULE OF SUPPLIES/SERVICES		21 QUANTITY		22 UNIT	
		DUNS Number: [REDACTED] CONTRACTING OFFICER REPRESENTATIVE (COR) KHALISA H. PHILLIPS TEL: 301-987-2592 EMAIL: KPHILLIPS@CPSC.GOV THIS IS TASK ORDER 0001 AGAINST DELIVERY ORDER CONTRACT CPSC-D-16-0002 TO PROVIDE ALL PERSONNEL, MATERIALS, EQUIPMENT AND FACILITIES NECESSARY TO CONDUCT A FOCUS GROUP IN ACCORDANCE WITH THE ATTACHED PERFORMANCE WORK STATEMENT (PWS), THE <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>					
				23 UNIT PRICE		24 AMOUNT	
25 ACCOUNTING AND APPROPRIATION DATA 0100A16DSE-2016-2325800000-EXHR004400-252H0						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$22,163.00	
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52 212-1, 52 212-4, FAR 52 212-3 AND 52 212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.							
27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52 212-4, FAR 52 212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> 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.				29 AWARD OF CONTRACT. _____ 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				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 			
30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print) Kim Miles		31c. DATE SIGNED 9/1/16	

19. ITEM NO	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
0001	<p>TERMS AND CONDITIONS OF CPSC-D-16-0002 AND THE CONTRACTOR'S PROPOSAL DATED 15 JUNE 2016.</p> <p>BASE YEAR: AUGUST 30, 2016 through AUGUST 29, 2017</p> <p>HUMAN FACTORS RESEARCH DESIGN AND SUPPORT SERVICES</p> <p>The total amount of award: \$22,163.00. The obligation for this award is shown in box 26.</p>	1	LO	22,163.00	22,163.00

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 34 VOUCHER NUMBER 35 AMOUNT VERIFIED CORRECT FOR 36 PAYMENT 37 CHECK NUMBER
 PARTIAL FINAL COMPLETE PARTIAL FINAL

38 S/R ACCOUNT NUMBER 39 S/R VOUCHER NUMBER 40 PAID BY

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

Task Order 0001

Child Interaction with Playground Surfacing Focus Group Study

1. Description of Services

The Contractor shall conduct focus groups and contextual interviews to gather experiences and perceptions from parents, caregivers, and recreational facility (i.e., playground) employees regarding toddlers' interaction with playground surfacing material. The purpose is to inform the development of the national survey, which would be used to gather information on how children interact with playground equipment and recycled tire surfacing. Topics to be studied include supervision, how children are using playground equipment (particularly new designs), age-appropriate design, and fall surfacing materials. These findings will help CPSC staff better understand the chemical and mechanical safety hazards children may encounter at the playground and the types of play behaviors that can lead to potential health risks and injuries.

2. Contract Type

This is a firm-fixed price task order. This is a non-personal services contact.

3. Background

The public, media, and government agencies have expressed concern about the safety of playground surfaces derived from recycled tires to children. Under the recently announced interagency Federal Research Action Plan on Recycled Tire Crumb Used on Playing Fields and Playgrounds ("the Plan"), the CPSC is tasked with improving the understanding of the chemical exposure hazards to children on playgrounds with surfacing based on recycled tire material. While other parties are working to elucidate the chemical hazards from recycled tire materials on athletic playing fields, the Plan recommends that the CPSC conduct a survey of parents to better understand potential exposures based on children's play behaviors on playgrounds. The proposed approach involves two steps: discussions with local focus groups followed by a national survey of parents, child caretakers, and recreational facility workers.

4. Description of Work

Independently, and not as an agent of the Government, the Contractor shall furnish all necessary personnel, materials, services, and facilities to perform the work set forth below; except as provided in Section 8, "Government Furnished Equipment/Supplies." The Contractor shall furnish all necessary resources to perform the work set forth below:

- 1) The Contractor shall apply for and obtain the Institutional Review Board (IRB) approval for the study where applicable.
- 2) The Contractor shall recruit 30 participants with the following demographic characteristics:

- a. 10 parents who supervise at least one child over 1 year of age yet under 3 years of age in playgrounds on a regular basis (i.e., three times a week or more).
- b. 10 childcare providers who supervise at least one child over 1 year of age yet under 3 years of age in playgrounds on a regular basis (i.e., three times a week or more).
- c. 10 parks and recreational facility employees who inspect and maintain playgrounds on a regular basis (i.e., once a month or more) with current Certified Playground Safety Inspector (“CPSI”) certification. For recruitment and verification purposes, a list of current CPSI holders is available here: http://www.nrpa.org/CPSI_registry/

3) The Contractor shall secure an appropriate facility, moderate the focus groups using CPSC staff-prepared documentation, and collect the data including video recordings and written materials and submit all data and materials to CPSC for analysis and reporting.

5. **Period of Performance.** The performance period for Task 0001 shall begin on the effective date (block 31c of Standard Form 1449) of the Task Order and shall not extend beyond four (4) months

6. Reporting Requirements

The Contractor shall submit the following reports:

All draft and final reports must be emailed to kphillips@cpsc.gov

- a) Format – the report must be submitted as a PDF file.
- b) Content – the report must contain the data as described in the “Description of Work” section of this Performance Work Statement.

7. Delivery

The following deliverable items must be performed or delivered in accordance with the following schedule:

ITEM	Qty.	DELIVERY & PERFORMANCE
Kickoff Meeting	1	1 week after contract award
Interim (Draft) Progress Report	1	1 week after IRB approval
Recruitment Progress Report	1	2 weeks after OMB approval
Status Report	3	3, 4, and 5 weeks after OMB approval
Final delivery of materials and data collected in focus groups	1 each	6 weeks after OMB approval

8. Travel for Contractor

Travel is not required for this task. Meetings with CPSC staff will be conducted via teleconference or video conference.

9. Contractor Must Meet Following Condition

The Contractor shall demonstrate in writing to the Contracting Officer Representative that the Contractor has no substantial conflicts of interests. For example, the Contractor has not written reports regarding playground safety or surfacing materials on behalf of manufacturers within the last five years.

10. LC 5 Contracting Officer's Representative (COR) Designation

a. The following individual has been designated at the Government's COR for this contract:

Name: Khalisa Phillips

Division: Engineering Sciences Health Facilities

Telephone: 301-987-2592

Email: kphillips@cpsc.gov

b. The CPSC COR is responsible for performing specific technical and administrative functions, including:

(1) performing technical evaluation as required;

(2) assisting the Contractor in the resolution of technical problems encountered during performance; monitoring the Contractor's technical progress, including surveillance and assessment of performance, and notifying the Contracting Officer within one week when deliverables (including reports) are not received on schedule in accordance with the prescribed delivery schedule; and

(3) inspection and acceptance of all items required by the contract.

c. The COR, who may be personally liable for unauthorized acts, is not authorized to and shall not:

(1) make changes in scope of work, contract schedules, and/or specifications, or to make changes that affect price, quality, quantity or delivery,

(2) direct or negotiate any change in the terms, conditions, or amounts cited in the contract; and

(3) make commitments or changes that affect price, or take any action that commits the Government or could lead to a claim against the Government.

d. This delegation is not redelegable and remains in effect during the period of performance of the

contract.

e. A clear distinction is made between Government and Contractor personnel. No employer-employee relationship will occur between government employees and contractor employees. Contractor employees must report directly to their company (employer) and shall not report to Government personnel.