**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEM**

**OFFER TO COMPLETE BLOCKS 12, 17, 23, 24, & 20**

**1. REQUISITION NUMBER**

REQ-2400-10-0012

**2. CONTRACT NO.**

CPSC-D-06-0002

**3. AWARD NUMBER**

Task Order 0009

**4. ORDER NUMBER**

CPSC-D-06-0002

**5. SOLICITATION NUMBER**

**6. SOLICITATION ISSUE DATE**

**7. FOR SOLICITATION INFORMATION CALL:**

GERMAINE MYLES

(301) 504-7669

**8..Telephone Number**

(301) 504-7669

**9. ISSUED BY**

FMPS

**10. THIS ACQUISITION IS**

□ UNRESTRICTED OR □ SET ASIDE: 100.00 % FOR:

□ SMALL BUSINESS □ EMERGING SMALL BUSINESS

□ HUBZONE SMALL BUSINESS □ SOLE SOURCE

□ SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS □ Other

**11. DELIVERY FOR OR DESTINATION UNLESS BLOCK IS MARKED**

CONSUMER PRODUCT SAFETY COMMISSION
DIV OF PROCUREMENT SERVICES
4330 EAST WEST HWY
ROOM 517
BETHESDA MD 20814

**12. DISCOUNT TERMS**

□ 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)

□ 13b. RATING

**13. METHOD OF SOLICITATION**

□ RFQ □ IFB □ RFP

**14. ADMINISTERED BY**

FMPS

**15. DELIVER TO**

CONSUMER PRODUCT SAFETY COMMISSION
OFFICE OF INFORMATION SERVICES
4330 EASTWEST HIGHWAY
ROOM 504
BETHESDA MD 20814

**16. PAYMENT WILL BE MADE BY**

FMFS

**17. CONTRACTOR/OFFEROR**

VISUAL INFORMATION SYSTEM INC
ATTN VINH Q NGUYEN
8901 TRIPLE RIDGE RD
FAIRFAX STATION VA 22039-3004

**18. TELEPHONE NO.**

(703) 643-1628

**19. ITEM NO.**

21. SCHEDULE OF SUPPLIES/SERVICES

| Task Order 0009 to contract CPSC-D-06-0002 is hereby issued to provide all necessary personnel, materials and services required to perform senior level database and application computer programming services in accordance with the attached terms and conditions for period of performance of ten (10) months beginning 01 December 2009 through September 30, 2010. Continued ... |

**20. ACCOUNTING AND APPROPRIATION DATA**

10-CC-EXIT-IT-2400-99947-252M

**21. TOTAL AWARD AMOUNT (For Govt. Use Only)**

$36,741.44

**22. SIGNATURE OF OFFEROR/CONTRACTOR**

Rubi W. Johnson

13/17/09

**23. NAME AND TITLE OF SIGNER (Type or print)**

Rubi W. Johnson

**24. DATE SIGNED**

13/17/09

**25. NAME OF CONTRACTING OFFICER (Type or print)**

Rubi W. Johnson

**26. DATE SIGNED**

13/17/09

**27. TELEPHONE NUMBER**

(301) 504-7669

**28. ISSUED BY**

FMPS

**29. ISSUE DATE**

12/15/2009

**30. PREVIOUS EDITION IS NOT USABLE**

AUTHORIZED FOR LOCAL REPRODUCTION

STANDARD FORM 1449 (REV. 5/2005)

Prescribed by GSA - FAR (48 CFR) 53.212
Funds for task order 0009 is hereby incremental funded for the period of one (1) month beginning 1 December 2009 through 31 December 2009. The remaining funds shall be implemented by modification to this task order at a later date.

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>0001</td>
<td>Two (2) Senior Level Database and Application Computer Programming Services</td>
<td>304</td>
<td>HR</td>
<td>120.86</td>
<td>36,741.44</td>
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</tbody>
</table>

The total amount of award: $36,741.44. The obligation for this award is shown in box 26.
STATEMENT OF WORK

Independently, and not as an agent of the Government, the Contractor shall furnish one senior web programmer and one web programmer that shall work full-time on-site at the U.S. Consumer Product Safety Commission on tasks involving CPSC's public web sites including www.cpsc.gov. There is no predetermined finite list of tasks to be completed by this individual, as the number and type of overall web-related assignments is not known a priori. Rather, the individuals shall work as members of CPSC’s web team, and shall be tasked with certain assignments made in an ongoing fashion, with new ones being added as received.

The main technical requirements are the expert ability to code in HTML (HyperText Markup Language) and the ability to create a reproduction, in the format of a web page, of a provided layout. Templates are generally used for this purpose. The individuals should be familiar with other web-related skills, such as Extensible Markup Language (XML), CSS rendering, RSS and WML feeds, and updating databases, since such skills are needed for the various tasks involved in maintaining CPSC's web sites. The CPSC procedures that are in place, which the contract individuals needs to know in order to perform the tasks, will be explained to the contractors upon arrival. The web posting procedures are also described, in detail, in documents which be made available to the individuals.

TASK DESCRIPTIONS

(1) The web team has the responsibility for maintaining CPSC’s public web sites. Once briefed by the CPSC project officer on any standards to be applied, an assignment within this task description shall consist of web coding of a press release, public calendar notice, or other document along with creating associated HTML, XML, database, and menu entries. Documents to be handled in this manner may originally be in many formats, such as Microsoft Word, Adobe Acrobat Portable Document Format (pdf), or already coded in HTML (in which case the code needs to be verified and any problems fixed). Graphics are often provided (this is always the case for recalls) and must be incorporated in the final web versions. Tables, charts, and other special elements need to be coded appropriately for web versions as well. Knowledge of Section 508 provisions is needed to assure accessibility as described in CPSC’s web accessibility statements.
(2) Other web-related tasks are performed by web team members, such as incorporating video and audio material in the web content, entering metadata (such as in PDF documents), and utilizing the Help Desk system in responding to assignments.

PLACE OF PERFORMANCE OF TASKS

The contract individuals will perform all work at the Government's site, located at 4330 East West Highway in Bethesda, Maryland. Work shall be performed between the hours of 8 AM and 5 PM, weekends and Federal holidays excluded.

MATERIALS

The Contractor is only responsible for providing the qualified contract individuals. The Government will supply all other materials, such as a workstation (including computer hardware and software, and phone), network and internet access, documents describing web maintenance procedures, and any other items necessary to perform the work.

REPORTING REQUIREMENTS

The contract individuals will keep a record of all work performed, by utilizing the Help Desk system where all assignments are recorded. Expected times of completion for work performed by the contract individuals will be given as each assignment is made, and will depend upon the nature of the assignment. Expected times of completion will be commensurate with those expected of CPSC employees, who are web team members, doing similar work. The Government will also be able to ascertain time of completion and quality of the work by examination of special area where completed work will be placed. The contract individuals will communicate on as needed basis with CPSC staff to discuss issues and problems that the contract individual identifies.

INSPECTION AND ACCEPTANCE
The Government will inspect the work and notify the contract individual orally regarding problems and the correction needed. If satisfactory correction is not made, the Contractor will be notified in writing of the problems with the work.

PERIOD OF PERFORMANCE

The period of performance will be from the effective date of the delivery order through September 30, 2010.

PLACE OF DELIVERY AND PERFORMANCE

U.S. Consumer Product Safety Commission
Office of Information Technology
4330 East West Highway
Bethesda, MD 20814-4408

The Contractor must perform all tasks at the Government's site.

PROJECT OFFICER

The CPSC Project Officer is responsible for:

(1) Providing the ongoing assignments, monitoring the contract individual's technical progress, including surveillance and assessment of performance, and notifying the Contracting Officer in writing of problems with the work.

(2) Initial orientation of the Contractor in Government procedures used in completing the assigned tasks, performing technical evaluation as required, and assisting the Contractor in the resolution of technical problems encountered during performance.