

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEM

OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

1. REQUISITION NUMBER
REQ-2200-10-0005

PAGE OF
1 7

2. CONTRACT NO.
CPSC-D-09-0001

3. AWARD/EFFECTIVE DATE
03/16/2010

4. ORDER NUMBER
0007

5. SOLICITATION NUMBER
6. SOLICITATION ISSUE DATE

7. FOR SOLICITATION INFORMATION CALL:

a. NAME
Rudi Johnson

b. 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 517
BETHESDA MD 20814

CODE FMPS

10. THIS ACQUISITION IS
 UNRESTRICTED OR SET ASIDE: % FOR:
 SMALL BUSINESS EMERGING SMALL BUSINESS
NAICS: 512220 HUBZONE SMALL BUSINESS SOLE SOURCE
SIZE STANDARD: SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS 8(A)
750

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 INFO & PUBLIC AFFAIRS
4330 EASTWEST HIGHWAY
ROOM 519
BETHESDA MD 20814

CODE EXPA

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
CACI INC FEDERAL
14370 NEWBROOK DRIVE
CHANTILLY VA 20151

CODE 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
0001	TASK ORDER 0007 TO DELIVERY ORDER CONTRACT CPSC-D-09-0001 IS HEREBY ISSUED TO PROVIDE EIGHT (8) TRAINING VIDEOS ON THE VIRIGINA GRAEME BAKER POOL AND SPA SAFETY ACT IN ACCORDANCE WITH THE ATTACHED TERMS AND CONDITIONS AND THE GSA SCHEDULE (GS-23F-0136K). PRODUCTION SERVICES OF EIGHT (8) VIRGINIA GRAEME BAKER POOL AND SPA SAFETY ACT TRAINING VIDEOS, TO INCLUDE A POWERPOINT PRESENTATION CD, A LAMINATED Continued ... (Use Reverse and/or Attach Additional Sheets as Necessary)	8	EA	11,131.50	89,052.00

25. ACCOUNTING AND APPROPRIATION DATA
0100A10DPS 2010 4479000000 EXFM002200252H0

26. TOTAL AWARD AMOUNT (For Govt. Use Only)
\$89,052.00

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. RFQ-CPSC-10-Q-0005 OFFER DATED 03/09/2010. 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
3-16-10

19. ITEM NO	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<p>FACT SHEET CARD AND FOUR (4) - COLOR PACKAGES TO CONTAIN THE ABOVE NAMED ITEMS.</p> <p>The obligated amount of award: \$89,052.00. The total for this award is shown in box 26.</p>				

32a. QUANTITY IN COLUMN 21 HAS BEEN RECEIVED INSPECTED NOTED: _____ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS

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 PARTIAL FINAL 34. VOUCHER NUMBER 35. AMOUNT VERIFIED CORRECT FOR 36. PAYMENT COMPLETE PARTIAL 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 (Print) _____

41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER _____ 41c. DATE _____ 42b. RECEIVED AT (Location) _____

42c. DATE REC'D (YY/MM/DD) _____ 42d. TOTAL CONTAINERS _____

STATEMENT OF WORK
Virginia Graeme Baker Pool and Spa Safety Act

1. Introduction:

The Virginia Graeme Baker Pool and Spa Safety Act (P&SS Act), a child safety law aimed at preventing drownings, entrapments and eviscerations, was signed by President Bush on December 19, 2007. Section 1407 of the Act calls upon the CPSC to implement an information and education program targeting 1) pool operators and owners, 2) pool industry stakeholders, including state and local officials, and 3) the general public through national and local media.

2. Background:

The Consumer Product Safety Commission is a small, independent regulatory Agency, with the mission of protecting consumers from the risk of injury and death relating to 15,000 different types of products under its jurisdiction. Though a small agency, CPSC often provides important safety information vital to keeping consumers safe.

3. Description of Services

The contractor shall act independently and not as an agent of the government to provide eight (8) training videos, a power point presentation CD, a laminated fact sheet card and four (4) color packages to contain the above named items.

4. Services and Prices:

The contract shall provide pricing in accordance with block #20, Schedule of Supplies/Services for CLINs 0001.

5. Contract Type:

This is a firm fixed priced task order for supplies/services in accordance with paragraph 7, work statement.

6. Period of Performance:

The contract performance period shall begin on the effective date as specified in (block 31c) of SF 1449.

6. Objective:

The objective shall be for the contractor to develop a full production training video to be used for instructions and guidance regarding the proper methods for inspections of pools /spas and how to bring them into compliance with the requirements of Section 1404 of the VA Graeme Baker P&SS Act.

The objective of these videos shall be to bring more pools and spas into compliance with the new Act and thus reduce the number of annual pool and spa drownings and entrapment of children younger than five (5). The target audiences shall include state and local officials and the pool and spa community.

7. Work Statement:

- a) The contractor shall create a script, film, edit and produce a training video (DVD) to include a power point slide presentation related to the same topic to include marketing materials for state and local entities involved in inspecting pools and spas and pool and spa service providers, including owners and operators. The training video shall present a step by step process for teaching and training the above audience to inspect pools to meet the requirements of the P & SS Act only.
- b) All materials will be the product of the CPSC and shall have the Agency's brand and logo communicating swimming pool safety as it pertains to children's drowning and entrapments.
- c) The contractor shall produce a script from an outline provided by the project officer and then produce a thorough and effective video of no longer than 45 minutes. The produced video shall consist of six (6) to eight (8) segments that can be viewed independently or as a completed training course. The video can use live action or voice over with B-roll or slides. Each segment shall have a title to help potential viewers find answers to questions easily.
- d) The Contractor shall collaborate with the Agency on the selection of talent, development of the script, locations for shooting the video, casting choice(s), and final edits for the video.

e) The contractor shall also develop a Power Point presentation from the same script to include still photos and accompanying content slides or slates to be used for the same training purposes. The video and Power Point presentations shall include the following:

1. A step by step procedure regarding the inspection of spas, pools and water park features.

2. The videos and Power Point presentations will be produced in easy to use formats.

3. Various education tools (charts, graphs, photos) may appear in either presentation.

f) Lastly, the contractor shall provide a laminated *Fact Sheet* about the inspection process which will accompany all video packages.

g) The contractor shall create a marketing package to encase or hold all three (3) of the above mentioned materials using CPSC's pool and spa campaign approved design and logo.

h) The contractor shall provide CPSC with line item pricing for each task, including script development, video and Power Point CD production, printing materials and packaging, and distribution.

i) CPSC will electronically deliver to the contractor any materials (news releases, recalls, photos, advisories, etc.) required for the development of the script.

j) The contractor shall designate in performance of this contract a direct Contractor representative to work with and respond to any concerns or expedited requests from CPSC.

k) Upon completion, the approval and acceptance of all materials developed will be the sole property of CPSC. All materials provided hereunder are for the exclusive use in performance of this contract only.

8. Delivery Schedule:

a) All deliverables shall be submitted to the project officer for approval prior to

release. All recommended changes and/or suggestions shall be addressed and discussed with the project officer.

b) The contractor shall deliver a total of 5,000 copies of the completed packets including instructional video, Power Point CD and a Fact Sheet. The completed package will use new campaign design materials (when available). 250 copies will be sent to:

CPSC's Offices
4330 East West Highway,
Suite 519,
Bethesda, MD 20814

500 copies will be sent to:

Widmeyer Communications
Attn; Ben Finzel,
1129 20th Street NW, Suite 200,
Washington, DC 20036

4,250 copies will be sent to:

CPSC
4330 East West Highway
Suite
Bethesda, MD 20814

10. LC5B Project Officer Designation

a) The following individual has been designated at the Government's Project Officer for this contract:

Name: Ms. Kathleen Reilly
Division: Office of Information and Public Affairs
Room 519
Telephone: 301-504-7222
Email: kreilly@cpsc.gov

b) The CPSC Project Officer is responsible for:

(1) 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.

(2) performing technical evaluation as required, assisting the Contractor in the resolution of technical problems encountered during performance; and

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

c) The Project Officer is not authorized to and shall not:

(1) make changes in scope of work, contract schedules, and/or specifications to meet changes and requirements,

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

(3) take any action that commits the Government or could lead to a claim against the Government.

11. Government Furnished Property:

a) The government shall furnish to the contractor for use in connection with this contract the materials/equipment set forth below:

b) CPSC Project Officer will provide the contractor with written material and or samples as required for the project video.

c) All materials provided hereunder are for exclusive use in performance of this contract. Any such material not expended in performance of this contract shall be returned to CPSC upon completion of the contract.

d) All other materials/equipment required in the performance of this contract, shall be furnished by the contractor.