

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 06/10/2010	2. CONTRACT NO. (If any) CPSC-B-10-0011	6. SHIP TO: a. NAME OF CONSIGNEE Indicated on call
3. ORDER NO.	4. REQUISITION/REFERENCE NO. REQ-3000-10-0003	

Handwritten signature/initials

5. ISSUING OFFICE (Address correspondence to) CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 517 BETHESDA MD 20814	b. STREET ADDRESS
	c. CITY
	d. STATE
	e. ZIP CODE

7. TO: LORRAINE MUIR	f. SHIP VIA TO BE HAND DELIVERED TO THE CONTRACTOR'S SITE
a. NAME OF CONTRACTOR DRYCLEANING LAUNDRY INSTITUTE INC	8. TYPE OF ORDER <input type="checkbox"/> a. PURCHASE <input type="checkbox"/> b. DELIVERY
b. COMPANY NAME	
c. STREET ADDRESS 14700 SWEITZER LANE	REFERENCE YOUR:
d. CITY LAUREL	e. STATE MD
	f. ZIP CODE 20707

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA Indicated on call	10. REQUISITIONING OFFICE CONSUMER PRODUCT SAFETY COMMISSION
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11. BUSINESS CLASSIFICATION (Check appropriate box(es))	12. F.O.B. POINT Destination
<input type="checkbox"/> a. SMALL	<input type="checkbox"/> c. DISADVANTAGED
<input type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED
<input type="checkbox"/> d. WOMEN-OWNED	<input type="checkbox"/> f. EMERGING SMALL BUSINESS
<input type="checkbox"/> e. HUBZone	

13. PLACE OF	14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) Indicated on call	16. DISCOUNT TERMS Indicated on call
a. INSPECTION Destination	b. ACCEPTANCE Destination		

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: [REDACTED] THIS IS A BLANKET PURCHASE AGREEMENT (BPA), CPSC-B-10-0011 BETWEEN THE DRYCLEANING & LAUNDRY INSTITUTE INC AND THE CONSUMER PRODUCT SAFETY COMMISSION, OFFICE OF COMPLIANCE AND FIELD OPERATIONS TO PROVIDE Continued ...					

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:			17(i) GRAND TOTAL
a. NAME	Indicated on call		
b. STREET ADDRESS (or P.O. Box)			
c. CITY	d. STATE	e. ZIP CODE	\$0.00

22. UNITED STATES OF AMERICA BY (Signature) <i>Rudi M. Johnson</i>	23. NAME (Typed) Rudi M. Johnson TITLE: CONTRACTING/ORDERING OFFICER
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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

06/10/2010

CPSC-B-10-0011

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>DRY CLEANING TESTING AND TECHNICAL SUPPORT SERVICES, IN ACCORDANCE WITH THE ATTACHED TERMS AND CONDITIONS.</p> <p>THE CONTRACTOR SHALL PROVIDE ALL SERVICES NECESSARY TO PERFORM DRY CLEANING AND EXPERT SERVICES TO SUPPORT THE CONSUMER PRODUCT SAFETY COMMISSION OFFICE COMPLIANCE IN ACCORDANCE WITH THE ATTACHED TERMS AND CONDITIONS, 16 C.F.R. PART 1610, STANDARDS FOR THE FLAMMABILITY OF CLOTHING TEXTILES.</p>					
	Drycleaning, perchloroethylene	1	EA	\$25.00		
	1 cycle per load					
	Expert Testimony (if needed)	1	LO	\$600.00	(expenses)	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00



U.S. CONSUMER PRODUCT SAFETY COMMISSION
WASHINGTON, DC 20207

June 02, 2010

Dry Cleaning & Laundry Institute
ATTN: Lorraine Muir

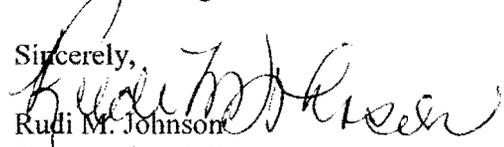
Subject: Acceptance Letter

- Contract _____
- Purchase Order _____
- Blanket Purchase Agreement CPSC-B-10-B-0011
- Interagency Agreement _____

(X) Attached is a copy of the Blanket Purchase Agreement indicated above. Sign and return this letter as acceptance of the agreement to the email address rjohnson@cpsc.gov or fax to (301) 504-0628. The Contracting Officer will sign the agreement and return a copy for your records.

I, Lorraine Muir of the Dry Cleaning & Laundry Institute Inc do
Lorraine Muir

Hereby accept the enclosed Blanket Purchase Agreement, CPSC-B-10- 0011 for dry cleaning testing and technical support services to the Consumer Product Safety Commissions, Office of Compliance and Field Operations in accordance with the attached agreement.

Sincerely,

Rudi M. Johnson
Contract Specialist
Division of Procurement Services

BLANKET PURCHASE AGREEMENT

BETWEEN

THE CONSUMER PRODUCT SAFETY COMMISSION (CPSC)

AND

DRY CLEANING & LAUNDRY INSTITUTE INTERNATIONAL

1. DESCRIPTION OF AGREEMENT:

This is a Blanket Purchase Agreement (BPA) for dry cleaning services needed for the testing procedures specified in the *Standard for the Flammability of Clothing Textiles* (16 CFR Part 1610). The Consumer Product Safety Commission (CPSC), intends to enter into a single Blanket Purchase Agreement (BPA) with Drycleaning & Laundry Institute International (DLI - formerly International Fabricare Institute), for laboratory and dry cleaning services needed for evaluating the flammability of products in accordance with the testing procedures specified in 16 CFR Part 1610. All services shall be performed at the contractor's site. This agreement is under the terms and conditions of the prospective contractor and the following BPA terms and conditions.

NO FUNDS ARE OBLIGATED WITH THIS BLANKET AGREEMENT. FUNDS WILL BE OBLIGATED AT THE TIME THAT INDIVIDUAL BPA PURCHASE CALLS ARE PLACED BY AN AUTHORIZED PURCHASING OFFICIALS (APO) (SEE ATTACHMENT A) OR CONTRACTING OFFICER.

2. BACKGROUND:

A) The *Standard for the Flammability of Clothing Textiles* (16 CFR Part 1610), was revised (73 FR 62187, Oct 20, 2008). The updated refurbishing procedures include a requirement that clothing materials be dry cleaned in a commercial drycleaning machine under specified conditions for testing. Under this contract, CPSC staff will gain access to a contractor that can provide drycleaning services performed in compliance with the Standard through a Blanket Purchase Agreement (BPA) according to the Statement of Work as defined in §1610.6(b).

3. OBJECTIVE:

The objective of the BPA is to allow CPSC staff to carry out its obligations in accordance with Part 1610 for regulatory, compliance, and enforcement purposes under the Flammable Fabrics Act (FFA). Request shall be made by an Authorized Purchasing Officials (APO) or Contracting Officers. All materials produced under this BPA will become the sole property of CPSC.

4. DESCRIPTION OF WORK:

All work conducted under this BPA will be in accordance with the procedures in 16 CFR Part 1610, unless otherwise directed in writing by designated CPSC staff, and will include the terms and conditions set forth in this BPA.

Independently, and not as an agent of the Government DLI shall furnish all necessary personnel, supplies, and equipment to perform the work set forth below.

A) Facility and Equipment: DLI shall follow all procedures specified in 16 CFR Part 1610 and will provide and maintain all apparatus and equipment for dry cleaning services. The contractor will provide written documentation (e.g., keep log or written record) of schedule and results.

Dry cleaning area and data collection area shall be controlled and secured and shall not be accessed by unauthorized personnel. Tests and data collection shall not be witnessed by anyone other than authorized Lab personnel and CPSC staff, unless written consent is provided by CPSC staff.

Technical Staff: The contractor shall provide technical staff. The contractor shall identify all staff, their titles, and their qualifications (by resume, CV, position description and latest performance appraisal, or other equivalent means) who are assigned to conduct tests and write reports under this BPA for the CPSC. The contractor shall establish procedures to ensure that all information concerning work performed pursuant to this BPA is not disclosed to any client nor any contractor staff who has not been previously identified (as set forth above) to the CPSC. The contractor staff assigned to this BPA shall be available if and as needed to support potential litigation if the CPSC needs to initiate proceedings to obtain a corrective action for mattress sets identified by Lab work as non-conforming. If the contractor's staff is needed to support litigation, the contractor will be reimbursed for all travel costs and staff salaries, at the then current rates that the contractor charges for routine work in its facility.

B) Sample Handling and Conditioning: CPSC staff shall provide all samples for testing. A sample shall consist of one to eight specimens per sample. CPSC dry cleaning loads shall be a maximum of 32 pounds. The contractor's dry cleaning machine shall handle a maximum of 40 pounds and will be run with 32 pounds of test fabric and balance for each CPSC load/cycle (unless a different weight is agreed to). The total number of samples shall be between 0 and 100 per calendar year. Each sample set or individual specimen shall be designated using a sample identification number and shall arrive sealed.

- Sample Handling: The contractor shall be responsible for receiving, handling, and securing any and all samples received. Chain of custody shall be maintained for all samples. The contractor shall establish a chain of custody protocol that includes a system for handling, tracking, and securing samples from sample arrival to disposal. The contractor shall provide and maintain sample storage facilities.
- The contractor shall be responsible for coordinating shipping/disposal of

samples, (expenses for shipping of samples to and from the contractor shall be the responsibility of CPSC).

C) Test Procedures: The contractor shall follow all dry cleaning procedures and methodologies specified in 16 CFR Part 1610.

- In the event of an unusual circumstance or in the need of clarification, the contractor shall request guidance from designated CPSC staff and will receive written response.
- All specimens in a sample shall (designated by sample identification number) be tested on the same day by the same personnel.

D) Attendance and Audits: The contractor shall allow visits by CPSC staff and shall allow CPSC staff to inspect test facility, maintenance records, calibration schedules, conduct equipment audits, witness tests of specimens, or any other activities undertaken as part of this BPA.

E) The contractor shall provide one (1) central point of contact for requesting services under this BPA. Telephone and email shall be provided. A representative of the agreement shall respond to the technical point of contact requesting support within 24 hours on the next business day after receipt of the request.

5. PRICING:

The prices quoted and charged to the Government shall be as low as or lower than those charged by the Contractor to their most favored customer for comparable services under similar terms and conditions. The Government shall be allowed any additional discounts for prompt payment. The Contractor must verify that price is fair and reasonable to CPSC.

6. PROCEDURES:

Each BPA "call" (individual order against the BPA) shall apply to the one task for dry cleaning services. For each BPA call:

1. A BPA call will be placed by CPSC staff.
2. CPSC staff shall notify the contractor's point of contact (POC) of sample(s) to be delivered.
Dry Cleaning & Laundry Institute
15700 Sweitzer Lane,
Laurel, Maryland 20707
Tel: 301-622-1900
The point of contact will be: Lorraine Muir
3. The CPSC Sample Custodian shall deliver the sample(s) to the contractor point of contact.
4. The CPSC Sample Custodian shall sign over the sample(s) to the designated contractor's POC. If delivered to the designated dry cleaning facility by 2:00 PM, the sample(s) shall be completed within 24 hours of receipt after delivery, unless another time frame is mutually acceptable.

5. The designated dry cleaning facility shall store samples in a secure location until retrieved by the CPSC Sample Custodian.
6. The contractor staff member assigned to perform the dry cleaning of the CPSC sample(s) shall sign the chain of custody sheet and follow the dry cleaning procedure outlined in 16 CFR Part 1610 (the Standard) and the BPA. The requirements for the dry cleaning procedures are shown in Table 1 and §1610.6(b) (1) (i) of the Standard.
7. The contractor shall use sufficient ballast so that when combined with the sample(s) it makes a load¹ that is 80% of the machine's capacity. The CPSC staff will provide a wool fabric along with a cotton fabric to use as ballast. The ballast, when needed for a dry cleaning load, will be composed of 80% wool fabric and 20% cotton fabric.
8. The contractor shall notify CPSC staff when more ballast is needed.
9. Upon completion of dry cleaning, the contractor shall notify CPSC staff that the sample(s) is ready to be picked up by the Sample Custodian. The contractor shall place each sample in approved packaging and seal according to CPSC instructions.
10. The Sample Custodian shall pick up the sample(s) from the designated contractor's POC and deliver the sample(s) to the appropriate CPSC staff.

Table 1. Requirements for Dry Cleaning

Solvent	Perchloroethylene, Commercial Grade
Detergent Class	Cationic
Cleaning Time	10-15 minutes
Extraction Time	3 minutes
Drying Temperature	60-66 °C (140-150 °F)
Drying Time	18-20 minutes
Cool Down/Deodorization Time	5 minutes
Load	80% of machine capacity

7. DELIVERY SCHEDULE:

All deliverables required under the terms and conditions of this BPA shall be provided to the CPSC. The following items shall be performed or delivered in accordance with the following schedule. Unless otherwise noted, all deliverables will be submitted to the CPSC's Office of Compliance (see paragraph 21). Physical samples (e.g., corner section, paragraph 4, Section G. Item-X.) will be submitted to CPSC's Directorate for Engineering Sciences (see paragraph 21).

	DELIVERY ITEM	SCHEDULE
A.	Confirmation of receipt of sample	When received
B.	Advise CPSC staff of expected test schedule	When received

¹ All samples delivered together may be included in one dry cleaning load, unless separate loads are specifically requested.

- | | | |
|----|---|--|
| C. | Initiate and complete testing and collection of data: | As soon as possible, not to exceed three (3) business days |
| D. | Submit test data summary report and certification that dry cleaning was done per the dry cleaning procedures shown in Table 1 and §1610.6(b) (1) (i) of the Standard. | Within three (3) business days of completion of tests |

8. PERIOD OF PERFORMANCE:

A) This blanket purchase agreement is in effect until 2020 or until cancelled in writing by the Consumer Product Safety Commission Division of Procurement Services. This BPA may be cancelled even sooner due to the following reasons:

1. Low utilization.
2. Non-adherence to the terms and conditions of the BPA by the contractor.
3. Request by the contractor that the BPA be cancelled.
4. Unacceptable contractor performance (e.g. not meeting delivery dates, not performing services as requested).
5. The CPSC reserves the right to unilaterally cancel the BPA at any time.

B) This BPA may be extended by mutual agreement of the parties.

9. PURCHASE LIMITATION

A) The dollar limitation for each individual purchase call under the BPA is **\$25,000.00**.

B) Individual BPA calls made against this agreement shall be based on a firm-fixed price and shall not exceed **\$2,500.00** per call placed by the APO. Any calls exceeding **\$2,500.00** shall be placed by a CPSC Contracting Officer.

10. AUTHORIZED PERSONNEL:

Authorized Purchasing Officials (APO's) assigned to the blanket purchase agreement are listed in Attachment A. The APO's are authorized to solicit quotations and place BPA calls not exceeding **\$ 2,500.00** per call. The APO's will be responsible for providing the requested services and any other required information, data and support required for performance under this agreement.

11. CONTRACTOR'S RESPONSIBILITY:

The contractor shall perform the services required under this Agreement in a professional manner, on the basis of the information made available, and to use the same degree of care and

skill ordinarily exercised in similar circumstances by any reputable contractor performing comparable services.

12. DELIVERY TICKETS

All work being performed under this agreement shall be accompanied by delivery tickets which shall contain the following minimum information.

- a. Name of contractor.
- b. BPA order number as shown in Block #3 of this agreement.
- c. Date of Purchase
- d. Ordering office and APO's name
- e. List of supplies or services furnished
- f. Quantity, unit price, and total of each item, less applicable discounts (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is to show this information).

13. INSPECTION & ACCEPTANCE PERIOD:

All work performed under this agreement will be inspected by the Commission at the destination point as specified in Delivery Schedule. If any work is unacceptable, the CPSC contact person will promptly transmit disapproval to the Contractor, if appropriate.

14. GOVERNMENT FURNISHED PROPERTY

CPSC will provide the contractor with ballast.

15. ALL OTHER INFORMATION RELATING TO THE BLANKET PURCHASE AGREEMENT AND/OR CALLS SHALL BE DIRECTED TO:

CONTACT: Ms. Rudi M. Johnson @ (301)504-7028
EMAIL: rjohnson@CPSC.gov

16. GENERAL INFORMATION APPLICABLE TO BLANKET PURCHASE AGREEMENT CALLS:

No individual Blanket Purchase Agreement (BPA) call shall be split to avoid the competition threshold of **\$2,500.00** for small purchases. If a single requirement exceeds **\$2,500.00**, a requisition shall be submitted to the Division of Procurement Services (FMPS) for processing.

17. 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 (where practicable), 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.

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).

18. CONFIDENTIALITY REQUIREMENTS

- A. All information reported to or otherwise obtained by CPSC or its agents under the Consumer Product Safety Act (CPSA) and Flammable Fabrics Act (FFA) and provided to or shared with the Lab, which contains or relates to a trade secret or other matter referred to in section 1905 of title 18, United States Code, or subject to section 552(b) (4) of the title 5, United States Code, shall be held in confidence by Laboratory personnel.
- B. DCI shall not disclose any information which identifies the name of a manufacturer or private labeler of a product which is tested or reviewed, nor any information which identifies the product. DCI shall not disclose information which identifies the components used in a product being tested or reviewed (e.g., ticking materials, foams, barrier fabrics, prototype, manufacturer identification).
- C. The Laboratory shall not disclose or release any test data obtained from or related to products tested in conjunction with this BPA. Copies of such data shall not be made or released without written authorization from designated CPSC staff.
- D. All documents and other materials developed pursuant to this BPA shall be marked "confidential" and have appropriate statements to indicate that the work was performed pursuant to the BPA by the Laboratory.

19. RESTRICTIONS ON USE OF INFORMATION

- a. If the Contractor, in the performance of this contract, obtains access to information such as

CPSC plans, reports, studies, data projected by the Privacy Act of 1974 (5 U.S.C. 552a), or personal identifying information which has not been released or otherwise made public, the Contractor agrees that without prior written approval of the Contracting Officer it shall not: (a) release or disclose such information, (b) discuss or use such information for any private purpose, (c) share this information with any other party, or (d) submit an unsolicited proposal based on such information. These restrictions will remain in place unless such information is made available to the public by the Government.

b. In addition, the Contractor agrees that to the extent it collects data on behalf of CPSC, or is given access to, proprietary data, data protected by the Privacy Act of 1974, or other confidential or privileged technical, business, financial, or personal identifying information during performance of this contract, that it shall not disclose such data. The Contractor shall keep the information secure, protect such data to prevent loss or dissemination, and treat such information in accordance with any restrictions imposed on such information.

20. STANDARDS OF CONDUCT

1. Government contractors must conduct themselves with the highest degree of integrity and honesty. Contractors shall have standards of conduct and internal control systems that:

- a. Are suitable to the size of the company and the extent of their involvement in Government contracting,
- b. Promote such standards,
- c. Facilitate timely discovery and disclosure of improper conduct in connection with Government contracts, and
- d. Ensure corrective measures are promptly instituted and carried out.

2. By submitting a proposal in response to this solicitation and under award of any resultant contract, the Contractor agrees to employ standards of conduct and internal control systems, which shall include, but are not necessarily limited to the following.

The contractor shall provide, for all employees:

- a. A written code of business ethics and conduct and an ethics training program
- b. Periodic reviews of company business practices, procedures, policies, and internal controls for compliance with standards of conduct and the special requirements of Government contracting;
- c. A mechanism, such as a hotline, by which employees may report suspected instances of improper conduct, and instructions that encourage employees to make such reports;
- d. Internal and/or external audits, as appropriate;
- e. Disciplinary action for improper conduct;
- f. Timely reporting to appropriate Government officials of any suspected or possible violation of law in connection with Government contracts or any other irregularities in connection with such contracts; and
- g. Full cooperation with any Government agencies responsible for either investigation or corrective actions.
- h. A copy of the written code of ethics and information regarding the above shall be made available to the Government upon request.

End of Clause

21. Disclosure of Information - Restricted Publication

a. The Contractor shall submit to the Commission any report, manuscript or other document containing the results of work performed under this contract. This document shall not be published or otherwise disclosed by the contractor.

b. Should the contractor subsequently apply to the Consumer Product Safety Commission for permission to publish documents containing the results of this work and the release is approved in writing, any publication of, or publicity pertaining to, the Contractor's document shall include the following statement: "This project has been funded with federal funds from the United States Consumer Product Safety Commission under contract number CPSC -B-10- . The content of this publication does not necessarily reflect the views of the Commission, nor does mention of trade names, commercial products, or organizations imply endorsement by the Commission.

22. CPSC's POINT OF CONTACT:

CPSC COMPLIANCE OFFICER

Marilyn Borsari
U.S. Consumer Product Safety Commission
Office of Compliance
4330 East West Highway, Suite 613
Bethesda, MD 20814
Phone: (301) 504-7619
E-mail: mborsari@cpsc.gov

CPSC PROJECT MANAGER/APO

Richard Wright
U.S. Consumer Product Safety Commission
Office of Compliance
4330 East West Highway, Suite 613
Bethesda, MD 20814
Phone: (301) 504-7598
E-mail: atenney@cpsc.gov

Edward Krawiec, PE
U.S. Consumer Product Safety Commission
Directorate for Laboratory Sciences
10901 Darnestown Road
Gaithersburg, MD 20814
Phone: (301) 424-6421x119
E-mail: ekrawiec@cpsc.gov

APPENDIX A: Laboratory Test Data Report (to be determined by both parties)

APPENDIX B: Sample Receipt and Record Log for CPSC

US Consumer Product Safety Commission
Washington, DC 20207

RE: Blanket Purchase Agreement – Additional Information for CPSC-B-10-B-0011

Volume 1: Signed Acceptance – previously submitted

Volume 2: Technical Proposal

A. Proposed Exceptions/additions to the contract: Drycleaning & Laundry Institute sees no necessary exceptions/additions to the contract at this time.

B. Technical Capability:

Sub-factor 1-a: Company's experience and ability:

DLI, formerly International Fabricare Institute, has operated a Textile Testing laboratory since 1883 and performs standard test procedures to evaluate specific textile properties. DLI's facility maintains full-scale commercial drycleaning, wetcleaning and laundry machinery and is uniquely qualified to perform test according to industry standards.

Sample handling and conditioning: Chain of custody protocol

1. Packages are delivered to mailroom - shipping/receiving clerk signs for shipments as needed and distributes to textile testing lab;
2. Textile Testing technician or supervisor logs in the sample(s) and gives a report number.
3. A report folder is maintained for information (data collected, report) related to sample project. Contents of the report folder are viewed by lab personnel only.
4. Samples can be stored in Conditioning Room as needed. The standard atmosphere for textiles ($70 \pm 2^\circ\text{F}$, $65 \pm 2\% \text{RH}$) is maintained. The daily log of temperature and relative humidity is on file in the lab.
5. Once samples have been drycleaned they will be returned to CPSC according to instructions.

Sub-factor 2-a: Response Times

DLI agrees to the terms and conditions of the CPSC delivery schedule:

Confirm receipt of sample

Advise CPSC staff of test schedule when sample is received

Initiate and complete testing and data collection within 3 business days of receipt of sample.

Send final report within 3 business days of completion of tests.