

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEM				1. REQUISITION NUMBER REQ-2400-10-0012		PAGE OF 1 5	
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30							
2. CONTRACT NO. CPSC-D-06-0002		3. AWARD/ EFFECTIVE DATE 12/15/2009		4. ORDER NUMBER 0009		5. SOLICITATION NUMBER	
6. SOLICITATION ISSUE DATE		7. FOR SOLICITATION INFORMATION CALL:		a. NAME Germaine Myles		b. TELEPHONE NUMBER (No collect calls) (301) 504-7669	
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 <input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100.00 % FOR: <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> EMERGING SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SOLE SOURCE NAICS: 541511 SIZE STANDARD: \$21.0 <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input checked="" type="checkbox"/> 8(A)	
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 OFFICE OF INFORMATION SERVICES 4330 EASTWEST HIGHWAY ROOM 504 BETHESDA MD 20814		CODE EXIT		16. ADMINISTERED BY CONSUMER PRODUCT SAFETY COMMISSION DIV OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 517 BETHESDA MD 20814		14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> IRFO <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
17a. CONTRACTOR/ OFFEROR VISUAL INFORMATION SYSTEM INC ATTN VINH Q NGUYEN 8901 TRIPLE RIDGE RD FAIRFAX STATION VA 22039-3004		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 FMFS	
TELEPHONE NO. (703) 643-1628		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 <input type="checkbox"/> SEE ADDENDUM			
25. ACCOUNTING AND APPROPRIATION DATA 10-CC-EXIT-IT-2400-99947-252M		26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$36,741.44		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 HEREIN.		29. AWARD OF CONTRACT REF. _____ 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 			
30b. NAME AND TITLE OF SIGNER (Type or print) Rudi M. Johnson		30c. DATE SIGNED 12/17/09		31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 		31b. NAME OF CONTRACTING OFFICER (Type or print) Rudi M. Johnson	
31c. DATE SIGNED 12/17/09							

Handwritten signature: Rudi M. Johnson

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
0001	<p>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.</p> <p>Two (2) Senior Level Database and Application Computer Programming Services</p> <p>The total amount of award: \$36,741.44. The obligation for this award is shown in box 26.</p>	304	HR	120.86	36,741.44

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 <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> 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 (<i>Print</i>)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT (<i>Location</i>)	
		42c. DATE REC'D (<i>YY/MM/DD</i>)	42d. TOTAL CONTAINERS

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.