

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF GENERAL SERVICES
DIVISION OF PURCHASES & SUPPLY
POST OFFICE BOX 1199
RICHMOND, VIRGINIA 23218-1199

NOTICE OF CONTRACT CHANGE

DATE: **August 25, 2008**

CONTRACT NO.: **E194-501-08**

COMMODITY: **NVCC Class Schedule**

AUTHORIZED USERS: **A280, Northern Virginia Community College**

CHANGE NUMBER: **1**

EFFECTIVE DATE: **IMMEDIATELY**

CONTRACTOR: **Bartash Printing, Inc.**

THE FOLLOWING PRICES, TERMS, AND/OR CONDITIONS ARE HEREBY CHANGED AS OF THE ABOVE-STATED EFFECTIVE DATE:

The contact information has been changed and the new point of contact is listed below:

Tracy Mason
Customer Service
Bartash Printing, Inc.
Phone: 215-724-1700 Ext102, Fax: 215-726-2902

BY: 
Kirby Battle, VCO
Contract Officer
Phone: (804) 786-5414
Fax: (804) 786-0023

PRINTING: NVCC SEMESTER CLASS SCHEDULES
CONTRACT: E194501-08
(Master Agreement - E194-501-1)

Document Id: 501 Title: 280:08-185870KLB
Print Date: 10/2/2007
Procurement Folder: 22252 Procurement Type: IFB
Effective Begin Date: 10/1/2007 **Expiration Date:** 9/30/2009
Minimum Order Amount: \$0.00 Maximum Order Amount: \$0.00

On Behalf Of Name: Kirby Battle Phone: 804-786-5414
Email: Kirby.Battle@dgs.virginia.gov

Preparer Name: Kirby Battle Phone: 804-786-5414
Email: Kirby.Battle@dgs.virginia.gov

Description: **NVCC SEMESTER CLASS SCHEDULES**
Created By: kbattle1 Modified By: kbattle1
Created On: 2007-09-28 Modified On: 2007-10-02

Contact Information
Kirby Battle Phone: 804-786-5414
Email: Kirby.Battle@dgs.virginia.gov

Attachments

Attachment Name: Pricing Schedule - Bartash_ Spring.pdf Description: PRICING SCHEDULE/SPRING
Attachment Name: Pricing Schedule - Bartash_ Summer.pdf Description: PRICING SCHEDULE/SUMMER
Attachment Name: Pricing Schedule - Bartash_ Fall.pdf Description: PRICING SCHEDULE/FALL
Attachment Name: S P E C I F I C A T I O N, E194501-08.pdf Description: SPECIFICATION

Renewal Periods

Line Number	Renewal Period Length	Renewal Period Unit	Effective Date	Expiration Date	Notification Days (Prior to Expiration)	Attachments(Name - Desc)
1	12	Months	10/1/2009	9/30/2010	90	
2	12	Months	10/1/2010	9/30/2011	90	
3	12	Months	10/1/2011	9/30/2012	90	

Authorized Departments

Line Number	Department	Spending Limit	No Limit	Active	Exclude this Dept.	Ordered Amount	Attachments(Name - Desc)
1	A280	\$0.00	Yes	Yes	No	\$0.00	

Special Terms And Conditions

RENEWAL

RENEWAL OF CONTRACT: At the sole discretion of the Commonwealth of Virginia Department of Purchases and Supplies, and within a reasonable time (approximately 90 days) prior to the expiration date, this contract may be renewed for three (3) successive OPTIONAL one year periods upon the agreement of both parties.

QUANTITIES

QUANTITIES Quantities set forth in this solicitation are estimates only, and the contractor shall supply at bid prices actual quantities as ordered, regardless of whether such total quantities are more or less than those shown.

PRINTING-OVERRUNS/UNDERRUNS

PRINTING-RAST/OVERRUNS/UNDERRUNS: Bids for printing will be rejected if the quoted RAST and/or overrun cost equals or exceeds the base lot price quoted for the equivalent incremental unit quantity. On bids for multiple part forms, envelopes, and signage, the additional RAST and/or overrun quoted shall not exceed the base lot price quoted for the equivalent incremental quantity. The agency may at its discretion accept an underrun, provided credit is allowed the agency at the full base price per unit for the quantity of the underrun.

PRINT QUALITY REQUIRED

CLASS 2 - EXCELLENT QUALITY PRINTING: This class shall be used when good clean, crisp reproduction is required. One color or multiple color jobs may be classified as "Class 2." Four-color process subjects shall have pleasing color matches with good skin tones; some color correction may be necessary. PMS color matches may be required. Very fine lines and drawings may be required. Normally half-tones or screen tints will require 133, 150, or 200 line screens. There is to be large reverse areas, and/or large solid areas where good even ink coverage is necessary. Because of the overall design, very accurate registration is required. Camera-ready copy is generally furnished. Metallic inks may be used. Finishing and bindery operations shall be of the same excellent quality.

PRINTING PICK UPS/DELIVERIES

PRINTING PICK UPS/DELIVERIES: Contractor shall be responsible for all pick ups and deliveries of all materials.

OWNERSHIP OF PRINTING MATERIAL

OWNERSHIP OF PRINTING MATERIALS: All artwork, camera-ready copy, negatives, dies, photos, and similar materials used to produce a printing job shall become the property of the Commonwealth. Any furnished materials shall remain the property of the Commonwealth. All such items and materials shall be delivered to the ordering agency in usable condition after completion of the work, and prior to submission of the invoice for payment.

PRICE ESCALATION/DE-ESCALATION

PRICE ESCALATION/DE-ESCALATION (1/3) Price adjustments may be permitted for changes in the contractor's cost of materials not to exceed the increase in the following index/indices: CPI and PPI. Price adjustments may also be allowed if the Commonwealth institutes an eVA transaction fee to be paid by Vendors effective July 1, 2003. No price increases will be authorized for 365 calendar days after the effective date of the contract, except for the eVA transaction fee. Price escalation may be permitted only at the end of this period and each 180 days thereafter and only where verified to the satisfaction of the purchasing office. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to the Commonwealth.

PRICE ESCALATION/DE-ESCALATION

PRICE ESCALATION/DE-ESCALATION (2/3) Contractor shall give not less than 30 days advance notice of any price increase to the purchasing office. Any approved price changes will be effective only at the beginning of the calendar month following the end of the full 30 day notification period. The contractor shall document the amount and proposed effective date of any general change in the price of materials. Documentation shall be supplied with the contractor's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to the Commonwealth of Virginia; and (2) verify the amount or percentage of increase which is being passed on to the contractor by the contractor's suppliers.

PRICE ESCALATION/DE-ESCALATION

PRICE ESCALATION/DE-ESCALATION (3/3) The purchasing office will notify the using agencies and contractor in writing of the effective date of any increase which it approves. However, the contractor shall fill all purchase orders received prior to the effective date of the price adjustment at the old contract prices. The contractor is further advised that decreases which affect the cost of materials are required to be communicated immediately to the purchasing office.

eVA REGISTRATION (1 of 2)

eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION: The eVA Internet electronic procurement solution, web site portal www.eVA.virginia.gov streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution either through the eVA Basic Vendor Registration Service or eVA Premium Vendor Registration Service. All bidders or offerors must register in eVA; failure to register will result in the bid/proposal being rejected.

eVA REGISTRATION (2 of 2)

a.) eVA Basic Vendor Registration Service: \$25 Annual Fee plus the appropriate order Transaction Fee specified below. eVA Basic Vendor Registration Service includes electronic order receipt, vendor catalog posting, on-line registration, electronic bidding and the ability to research historical procurement data available in the eVA purchase transaction data warehouse. b.) eVA Premium Vendor Registration Service: \$25 Annual Fee plus the appropriate Transaction Fee specified below. eVA Premium Vendor Registration Service includes all benefits of the eVA Basic Vendor Registration Service plus automatic email or fax notification of solicitations and amendments. c.) For orders issued prior to August 16, 2006 the Vendor Transaction Fee is 1% capped at a maximum of \$500 per order. d.) For orders issued August 16, 2006 and after, the Vendor Transaction Fee is: (i) DMBE-certified Small Businesses: 1% capped at \$500 per order. (ii) Businesses that are not DMBE-certified Small Businesses: 1% capped at \$1,500 per order.

SMALL PURCHASE CARD

Mandatory Acceptance of Small Purchase Charge Card: Purchasing charge cards offer State agencies and Institutions the opportunity to streamline their procedures for procuring and paying for small dollar goods and services. Vendors responding to this solicitation should note that acceptance of payment by purchase card is mandatory (unless waived by DPS) within 90 days of contract award. For current contracts where acceptance of the purchasing card is not in effect, Contractors must (unless waived by DPS) accept purchase card payments within 90 days of contract renewal. Payment for orders issued against the contract(s) resulting from this solicitation must allow for the Purchase Order Number to be passed at the time of charge so that the Purchase Order Number is received by the card platform and passed to the Card provider. This can be accomplished by vendors establishing their card account at Level 2, which is mandatory or Level 3 which is optional. Information on the various levels for the GE MasterCard is indicated below. Charge Card Levels: The amount of data passed for each charge card payment depends on the level at which the charge card is established. The levels are delineated below and the preferred level by the Commonwealth is level 2. Level 1 vendors provide basic credit card purchase information, including but not limited to the data listed below. By passing "Basic Data", the vendor has a standard interchange cost. • Supplier Name • Merchant Category Code • Date • Total Purchase Amount Level 2 vendors

Shipping Instructions: SEE SPECIFICATIONS FOR DELIVERY AND MAILING INSTRUCTIONS.
Free On Board Name: FOB Destination-Freight Prepaid

Billing Instructions:
Part Number:

Line: 2

Line Type: Item
NIGP Code: 96660

Description: **PRINTING & BINDING OF THE 2008 SUMMER SEMESTER CLASS SCHEDULE: 96 PAGES PLUS COVER PER SPECIFICATIONS**

Doc Code:
Doc Code: IFB

Commodity Ref Line:
Commodity Ref Line: 7

Quantity: **800**
Unit Price: **\$171.30**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Thousand**
Line Total: \$137,040.00
Catalog:
Discounted Unit Price: 171.3
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 3

Line Type: Item
NIGP Code: 96660

Description: **PRINTING & BINDING OF THE 2008 FALL SEMESTER CLASS SCHEDULE: 144 PAGES PLUS COVER PER SPECIFICATIONS**

Doc Code:
Doc Code: IFB

Commodity Ref Line:
Commodity Ref Line: 10

Quantity: **800**
Unit Price: **\$262.58**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 3/19/2008

Unit: **Thousand**
Line Total: \$210,064.00
Catalog:
Discounted Unit Price: 262.58
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 4

Line Type: Item
NIGP Code: 96660

Description: "800M" **SPRING SEMESTER CLASS SCHEDULE, 144 PAGES PLUS COVER: ADDITIONAL 1,000's RAST**

Doc Code: RQN
Doc Code: IFB

Commodity Ref Line: 7
Commodity Ref Line: 1

Quantity:
Unit Price: **\$234.83**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Thousand**
Line Total: \$0.00
Catalog:
Discounted Unit Price: 234.83
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 5

Line Type: Item
NIGP Code: 96660

Description: "800M" **SUMMER SEMESTER CLASS SCHEDULE, 96 PAGES PLUS COVER:** ADDITIONAL 1,000's RAST

Doc Code:
Doc Code: IFB

Commodity Ref Line:
Commodity Ref Line: 4

Quantity:
Unit Price: **\$159.31**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Thousand**
Line Total: \$0.00
Catalog:
Discounted Unit Price: 159.31
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 6

Line Type: Item
NIGP Code: 96660

Description: "800M" **FALL SEMESTER CLASS SCHEDULE, 144 PAGES PLUS COVER:** ADDITIONAL 1,000's RAST

Doc Code:
Doc Code: IFB

Commodity Ref Line:
Commodity Ref Line: 7

Quantity:
Unit Price: **\$244.20**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Thousand**
Line Total: \$0.00
Catalog:
Discounted Unit Price: 244.2
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 7

Line Type: Item

NIGP Code: 96660

Description: **SPRING SEMESTER CLASS SCHEDULE**
ADDITIONAL 4-PAGE SIGNATURE (800,000 EA.)

Doc Code: RQN

Commodity Ref Line: 10

Doc Code: IFB

Commodity Ref Line: 1

Quantity:

Unit: **Lot**Unit Price: **\$4,844.00**

Line Total: \$0.00

Discount %:

Catalog:

Market Price: \$0.00000

Discounted Unit Price: 4844

Effective From:

Effective To:

Estimated Delivery Days: 11/1/2007

Delivery Type: Per Specifications

Free On Board Name: FOB Destination-Freight Prepaid

Line: 8

Line Type: Item

NIGP Code: 96660

Description: **SUMMER SEMESTER CLASS**
SCHEDULE ADDITIONAL 4-PAGE SIGNATURE
(800,000 EA.)

Doc Code: RQN

Commodity Ref Line: 11

Doc Code: IFB

Commodity Ref Line: 2

Quantity:

Unit: **Lot**Unit Price: **\$26,561.00**

Line Total: \$0.00

Discount %:

Catalog:

Market Price: \$0.00000

Discounted Unit Price: 26561

Effective From:

Effective To:

Estimated Delivery Days: 11/1/2007

Delivery Type: Per Specifications

Free On Board Name: FOB Destination-Freight Prepaid

Line: 9

Line Type: Item

NIGP Code: 96660

Description: **FALL SEMESTER CLASS SCHEDULE**
ADDITIONAL 4-PAGE SIGNATURE (800,000 EA.)

Doc Code: RQN

Commodity Ref Line: 12

Doc Code: IFB

Commodity Ref Line: 3

Quantity:

Unit: **Lot**Unit Price: **\$4,844.00**

Line Total: \$0.00

Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Catalog:
Discounted Unit Price: 4844
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 10

Line Type: Item
NIGP Code: 96660

Description: **SPRING SEMESTER CLASS SCHEDULE
ADDITIONAL 1,000's RAST 4-PAGE SIGNATURE**

Doc Code: RQN
Doc Code: IFB

Commodity Ref Line: 14
Commodity Ref Line: 4

Quantity:
Unit Price: **\$6.06**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Thousand**
Line Total: \$0.00
Catalog:
Discounted Unit Price: 6.06
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 11

Line Type: Item
NIGP Code: 96660

Description: **SUMMER SEMESTER CLASS
SCHEDULE ADDITIONAL 1,000 RAST 4-PAGE
SIGNATURE**

Doc Code: RQN
Doc Code: IFB

Commodity Ref Line: 15
Commodity Ref Line: 5

Quantity:
Unit Price: **\$33.20**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Thousand**
Line Total: \$0.00
Catalog:
Discounted Unit Price: 33.2
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 12

Line Type: Item
NIGP Code: 96660

Description: **FALL SEMESTER CLASS SCHEDULE
ADDITIONAL 1,000's RAST 4-PAGE SIGNATURE**

Doc Code: RQN
Doc Code: IFB

Commodity Ref Line: 16
Commodity Ref Line: 6

Quantity:
Unit Price: **\$6.06**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Thousand**
Line Total: \$0.00
Catalog:
Discounted Unit Price: 6.06
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 13

Line Type: Item
NIGP Code: 96660

Description: **AUTHOR'S ALTERATIONS PER HOUR**

Doc Code: RQN
Doc Code: IFB

Commodity Ref Line: 13
Commodity Ref Line: 1

Quantity:
Unit Price: **\$30.00**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days: 11/1/2007

Unit: **Hour**
Line Total: \$0.00
Catalog:
Discounted Unit Price: 30
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 14

Line Type: Item
NIGP Code: 96660

Description: **CHARGES FOR MAILING 2008 SPRING SEMESTER CLASS SCHEDULE PER SPECIFICATIONS**

Doc Code:
Doc Code: IFB

Commodity Ref Line:
Commodity Ref Line: 1

Quantity: **700**
Unit Price: **\$8.00**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days:

Unit: **Thousand**
Line Total: \$5,600.00
Catalog:
Discounted Unit Price: 8
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 15

Line Type: Item
NIGP Code: 96660

Description: **CHARGES FOR MAILING 2008 SUMMER
SEMESTER CLASS SCHEDULE PER
SPECIFICATIONS**

Doc Code:
Doc Code: IFB

Commodity Ref Line:
Commodity Ref Line: 4

Quantity: **700**
Unit Price: **\$8.00**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days:

Unit: **Thousand**
Line Total: \$5,600.00
Catalog:
Discounted Unit Price: 8
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

Line: 16

Line Type: Item
NIGP Code: 96660

Description: **CHARGES FOR MAILING 2008 FALL
SEMESTER CLASS SCHEDULE PER
SPECIFICATIONS**

Doc Code:
Doc Code: IFB

Commodity Ref Line:
Commodity Ref Line: 7

Quantity: **700**
Unit Price: **\$8.00**
Discount %:
Market Price: \$0.00000
Effective From:
Estimated Delivery Days:

Unit: **Thousand**
Line Total: \$5,600.00
Catalog:
Discounted Unit Price: 8
Effective To:
Delivery Type: Per Specifications
Free On Board Name: FOB Destination-Freight Prepaid

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