

2. CONTRACT NO. CPSC-D-16-0002
3. AWARD/EFFECTIVE DATE: 09/15/2016
4. ORDER NUMBER: 0002
5. SOLICITATION NUMBER: CPSC-Q-16-0099
6. SOLICITATION ISSUE DATE: 09/06/2016

7. FOR SOLICITATION INFORMATION CALL: **Rudi Johnson**
b. 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 523
BETHESDA MD 20814
CODE: FMPS

10. THIS ACQUISITION IS:
 SMALL BUSINESS
 HUBZONE SMALL BUSINESS
 SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS
 UNRESTRICTED OR
 SET ASIDE
WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM
EDWOSB
8(A)
NAICS: 541990
SIZE STANDARD: \$6.50

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)
 13a.
13b. RATING
14. METHOD OF SOLICITATION:
 RFQ IFB RFP

15. DELIVER TO: CONSUMER PRODUCT SAFETY COMMISSION
ROCKVILLE CAMPUS
5 RESEARCH PLACE
ROCKVILLE MD 20850
CODE: LSE2

16. ADMINISTERED BY: CONSUMER PRODUCT SAFETY COMMISSION
DIV OF PROCUREMENT SERVICES
4330 EAST WEST HWY
ROOM 523
BETHESDA MD 20814
CODE: FMPS

17a. CONTRACTOR/OFFEROR: FORS MARSH GROUP LLC
1010N GLEBE ROAD
SUITE 510
ARLINGTON VA 22201
CODE: [REDACTED]
FACILITY CODE: [REDACTED]

18a. PAYMENT WILL BE MADE BY: CPSC Accounts Payable Branch
AMZ 160
P. O. Box 25710
Oklahoma City OK 73125
CODE: FMFS

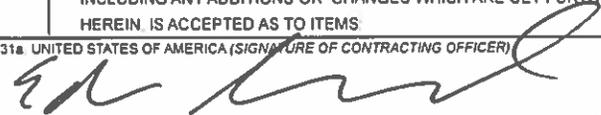
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER
 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED SEE ADDENDUM

19 ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21 QUANTITY	22 UNIT	23. UNIT PRICE	24 AMOUNT
	DUNS Number: [REDACTED] CONTRACTING OFFICER REPRESENTATIVE (COR) HOPE NESTERUK TEL: 301-987-2579 EMAIL: HNESTERUK@CPSC.GOV TASK ORDER 0002 TO DELIVERY ORDER CONTRACT CPSC-D-16-0002 IS HEREBY ISSUED TO PROVIDE ALL PERSONNEL, MATERIALS, EQUIPMENT, AND FACILITIES NECESSARY TO CONDUCT A FOCUS GROUP REGARDING THE SUBJECT MATTER ENTITLED CHILD INTERACTION WITH (Use Reverse and/or Attach Additional Sheets as Necessary)				

25. ACCOUNTING AND APPROPRIATION DATA: 0100A16DSE-2016-2266600000-EXHR004400-252F0
26. TOTAL AWARD AMOUNT (For Govt. Use Only): \$243,593.00

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.
 29. AWARD OF CONTRACT: _____ 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: [REDACTED]
31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER): 
30b. NAME AND TITLE OF SIGNER (Type or print): [REDACTED]
30c. DATE SIGNED: [REDACTED]
31b. NAME OF CONTRACTING OFFICER (Type or print): Eddie Ahmad
31c. DATE SIGNED: 9/15/16

19 ITEM NO.	20 SCHEDULE OF SUPPLIES/SERVICES	21 QUANTITY	22 UNIT	23 UNIT PRICE	24 AMOUNT
0001	<p>PLAYGROUND SURFACING NATIONAL SURVEY IN ACCORDANCE WITH THE ATTACHED PERFORMANCE WORK STATEMENT (PWS), THE TERMS AND CONDITIONS OF CPSC-D-16-0002, THE CONTRACTOR'S PROPOSAL AND PRICE OPTION 4 DATED 9/12/2016.</p> <p>HUMAN FACTORS RESEARCH DESIGN AND SUPPORT SERVICES</p> <p>The total amount of award: \$243,593.00. The obligation for this award is shown in box 26.</p>	1	LO	243,593.00	243,593.00

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED

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 34. VOUCHER NUMBER 35. AMOUNT VERIFIED CORRECT FOR 36. PAYMENT 37. CHECK NUMBER

PARTIAL FINAL COMPLETE PARTIAL FINAL

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

CPSC-D-16-0002 TASK ORDER 0002

Child Interaction with Playground Surfacing National Survey

1. Description of Services

The Contractor shall conduct a nationally representative survey of parents to gather experiences and perceptions regarding young children's interactions with playground equipment and surfacing materials, including those made from recycled tires. The survey shall incorporate findings from prior focus group research to better understand children's experiences on playgrounds throughout the United States. Additional topics to be studied include supervision, how children are using playground equipment (particularly new designs), and age-appropriate designs. These findings will help CPSC staff better understand the chemical and mechanical safety hazards children may encounter at the playground and the types of play behaviors that can lead to potential health risks and injuries.

2. Contract Type

This is a firm-fixed price, non-personal services task order.

3. Background

The public, media, and government agencies have expressed concern about the safety of playground surfaces derived from recycled tires to children. Under the recently announced interagency Federal Research Action Plan on Recycled Tire Crumb Used on Playing Fields and Playgrounds ("the Plan"), the CPSC is tasked with improving the understanding of the chemical exposure hazards to children on playgrounds with surfacing based on recycled tire material. While other parties are working to elucidate the chemical hazards from recycled tire materials on athletic playing fields, the Plan recommends that the CPSC conduct a nationally representative survey of parents to better understand potential exposures based on children's play behaviors on playgrounds.

4. Description of Work

To achieve the overall program objective, the contractor shall accomplish each of the following specific tasks:

Subtask 1 – The contractor shall develop the Survey as follows:

The survey shall be established to gather data from parents on children's experiences at playgrounds. The contractor shall utilize the information collected from the focus group as well as input from the CPSC staff to develop the survey.

Subtask 2 – Designing Sample and Methodology Designs

The Contractor shall develop sampling and data collection plan options necessary to obtain a nationally representative sample of households with children ages 0-5. The contractor shall select a sample designed to reach the population eligible to participate in this survey, households with children ages 0-5. Recent Census data estimate that there are 115,852,000 occupied housing units

in the United States (2013 American Housing Survey) and that 16,238,000 of these households include at least one child aged 0-5. Thus, the potential respondent universe is 16,238,000. The contractor's shall collect at least 1,537 completed surveys in the nationally representative sample (this is based on 95% confidence level and confidence interval of plus or minus 2.5 %). These estimates may change based on power analysis and other considerations including, financial constraints and other practical limitations. The sampling plan shall allow the random selection of individuals in the sample using an address-based sampling frame, with the target population geographically stratified into the four census regions (Northeast, Midwest, South, and West) and sampling done independently within each region; and/or random digit dialing (RDD) sampling of both cell and landline phone numbers. Follow-up sampling and/or the more detailed questions might be presented in other ways such as on-line access.

The deliverable in this subtask includes a series of options on sample and methodology design, as well as alternative approaches for handling refusals. The contractor shall address for each option the inclusiveness and coverage of the sampling frame; anticipated response rate, and explain how and why the samples can be considered representative of the U.S. population.

The contractor shall also include options for a low-income over sample, and for a supplementary list-based or web sample targeted at households with small children. The survey design shall address non-coverage and non-response bias; sample size; margin of error; and the interpretation of a multiple frame study using both nationwide probability-based samples and non-probability frames, such as marketing lists or web-based surveys.

The contractor shall submit options for the methodology to CPSC staff for review and comment, and shall proceed with the option approved by the CPSC Contracting Officer Representative.

Subtask 3 – Obtain Institutional Review Board (IRB) Approval

The Contractor shall prepare and implement all activities necessary for the review of data collection methods by a certified Institutional Review Board (IRB). The Contractor shall find and submit all necessary information to a certified IRB, which must be registered and covered by an approved assurance of compliance under the Department of Health and Human Services, Office for Human Research Protections. If the Contractor does not have its own IRB, the Contractor shall be responsible for procuring the services of an appropriate external IRB.

Subtask 4 – Prepare a package for Office of Management and Budget (OMB) clearance

The contractor shall prepare materials for OMB clearance according to the Paperwork Reduction Act. The OMB package must be approved by the CPSC Contracting Officer Representative (COR). The contractor shall adjust the materials based on CPSC's 6b clearance process, any comments received through the Paperwork Reduction Act requirement fulfillments, and OMB approval process.

Once the revised draft questionnaire has been sent to OMB, the contractor shall pretest the draft questionnaire using nine (9) or fewer respondents, and prepare a report on the pretest detailing any changes that may improve the draft questionnaire and a draft final questionnaire incorporating changes.

Subtask 5 – Execute and Complete Survey

After obtaining OMB clearance for the Paperwork Reduction Act, the contractor shall execute all necessary preparatory and logistical activities to conduct the surveys.

Subtask 6 – Report Results and Documentation

After the conclusion of the survey, the contractor shall prepare a draft technical report summarizing the results, findings, and conclusions. The Contractor shall provide details on the methodology and sampling, prepare formatted data, frequency distributions, two- or three-way cross-tabulations, graphs, tables, and conduct appropriate statistical tests, including test of complex samples which require specialized software packages such as SAS, SUDAAN or WESTVAR or specified by the CPSC Contracting Officer Representative. After incorporating comments from CPSC staff, the contractor shall submit a final report and the data collected from the surveys. The contractor shall verify that CPSC staff has compatible software to view the survey data. The Contractor shall provide CPSC with a draft and final version of a written description of the layout of the data. Data shall be provided electronically in *Serial Attached SCSI (SAS)* data sets.

The Contractor shall provide a table of survey questionnaires and non-responses according to nationally recognized guidelines, such as AAPOR or CASRO.

5. Period of Performance. The performance period for this Task Order shall begin on 26 September 2016 and shall not extend beyond 104 weeks.

6. Reporting Requirements

The Contractor shall schedule a kick-off meeting within two weeks of the receipt of the task order. The Contractor shall deliver monthly status updates via email with the following content:

- a) Status of the project in relation to project plan
- b) New developments
- c) Problems
- d) Proposed solutions

The contractor shall deliver a draft report for CPSC staff to review and comment, including formatted data printouts, frequency distributions, two- or three-way cross-tabulations, graphs, tables, and conduct appropriate statistical tests, including test of complex samples which require specialized software packages such as SAS, SUDAAN or WESTVAR or specified by the CPSC Contracting Officer Representative. The contractor shall provide a final report. All the data and dataset collected shall be analyzed in a format as requested by CPSC staff.

7. Project Administration

The contractor shall arrange any conference call or meetings with the CPSC COR to inform the Government of the progress and status of each task. The

8. Delivery of Performance

Tasks/Deliverables	Months
Project Start date	Award date
Kick off meeting with a project plan	Within two weeks of receipt of Task Order
Status updates containing details on hours expended by labor category and work performed	The first Tuesday of each month
Develop Survey	Within 4 weeks of receipt of sample questions from CPSC
Develop Alternative Sample and Methodology Designs	Within eight weeks of completion of draft survey
Prepare a package for OMB clearance	Within three weeks of CPSC informing the contractor on preferred sample and methodology design
Revise draft survey and final OMB clearance materials	Within two weeks after receipt of public comments from CPSC
Pretest report	Within four weeks after receipt of public comments from CPSC
Obtain IRB approval	Within four weeks after submitting pretest report
Execute and Complete Survey	Within 12 weeks of the OMB clearance
Reporting Results and Documentation	Within four weeks of the completion of the survey administration

9. Travel for Contractor

Travel is not required for this task. Meetings with CPSC staff will be conducted via teleconference or video conference.

10. Contractor Must Meet Following Condition

The Contractor shall demonstrate in writing to the Contracting Officer Representative that the contractor has no substantial conflicts of interests. For example, the Contractor has not written reports regarding playground safety or surfacing materials on behalf of manufacturers within the last five years.

11. LC 5 Contracting Officer's Representative (COR) Designation

a. The following individual has been designated at the Government's COR for this contract:

Name: Hope Nesteruk

Division: Engineering Sciences Health Facilities

Telephone: 301-987-2579

Email: hnesteruk@cpsc.gov

b. The CPSC COR is responsible for performing specific technical and administrative functions, including:

(1) performing technical evaluation as required;

(2) assisting the Contractor in the resolution of technical problems encountered during performance; 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; and

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

c. The COR, who may be personally liable for unauthorized acts, is not authorized to and shall not:

(1) make changes in scope of work, contract schedules, and/or specifications, or to make changes that affect price, quality, quantity or delivery,

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

(3) make commitments or changes that affect price, or take any action that commits the Government or could lead to a claim against the Government.

d. This delegation is not redelegable and remains in effect during the period of performance of the contract.

e. A clear distinction is made between Government and Contractor personnel. No employer-employee relationship will occur between government employees and contractor employees. Contractor employees must report directly to their company (employer) and shall not report to Government personnel.