

Jacket: 546-520R1
Title: Harassment Prevention Program
Agency: VA 8320-01
Bid Opening: December 4, 2023 at 1 pm Dallas time

| Contractor Name | Contractor Code | Bid | Terms | | Discounted Total |
|--------------------------------|-------------------|--------------|-------|---------|------------------|
| * PB MARKETING GROUP LLC | 090-66216 | \$148,656.00 | 2.0% | 10 days | \$148,656.00 |
| Execuprint | 040-31510 | \$199,900.00 | 1.0% | 20 days | \$197,901.00 |
| Prns Sq Inc/Talient Action Grp | 280-85938 | \$220,340.00 | 2.0% | 10 days | \$220,340.00 |
| Heeter Printing | 370-41240 | \$315,623.00 | 0.5% | 20 days | \$314,044.89 |
| Kuhstuhm Print LLC | Applied 12/3/2023 | \$342,145.00 | 2.0% | 15 days | \$342,145.00 |
| | | | | days | \$0.00 |
| * AWARDED | | | | days | \$0.00 |
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BID OPENING: Bids shall be opened at 1:00 p.m., prevailing Dallas, TX time, on **December 4, 2023**.

ISSUE DATE: November 20, 2023.

ANY QUESTIONS BEFORE OR AFTER AWARD CONCERNING THESE SPECIFICATIONS CALL JIM HUNT AT (214) 767-0451, EXT. 5. NO COLLECT CALLS.

SPECIFICATIONS

U.S. Government Publishing Office (GPO)
Southcentral Region

R1: THIS ORDER IS RE-ADVERTISED WITH AN EXTENDED SCHEDULE, ADDITIONAL CHANGES TO ALLOW SUBCONTRACTING FOR SEVERAL ITEMS. VENDORS ARE ENCOURAGED TO READ SPECIFICATION IN ENTIRETY PRIOR TO SUBMITTING BID.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 09-19)).

GPO Contract Terms (GPO Publication 310.2) –

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>.

GPO QATAP (GPO Publication 310.1) –

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

PRODUCT: These specifications cover the production of six different items, packing and mailing to various government addresses. The items are various quantities of Item 1: 3-panel display board image, Item 2: Bookmark, Item 3: Banner stand kit, Item 4: Trifold form, Item 5: QR Code form and Item 6: Sidewalk A-Frame. All Items print 4-color process.

SUBCONTRACTING: The predominate function for this contract is the printing of Item 2: Bookmarks, Item 4: Trifold forms and Item 5: QR code forms.

Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)), is modified to permit subcontracting of the complete product for Item 1: 3-panel display board, Item 3: banner stand and Item 6: sidewalk A-frame. See Atch 9-11. Must be equal to items found at: <https://globalpromotionalsales.com/>

WARRANTY: The provisions of article 15, "Warranty", of Contract Clauses in GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) are amended for orders placed under this section to the effect that the warranty period is extended from 120 days to ONE (1) calendar year from the date the check is tendered as final payment. All other provisions remain the same.

TITLE: Harassment Prevention Program

QUALITY LEVEL: III Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (rev. 09-19)) Applies

QUANTITY: 335,731 total pieces of 6 different items

PAGES: See Description

TRIM SIZE: See Description

DESCRIPTION:

Item 1: 3-Panel Display Board (See Atch 9)

- Frameless display made of sturdy gray plastic with rounded corners, display face is covered in loop fabric that is compatible with hook (hook-and-loop-style) fasteners.
- Panels are connected with double-acting fabric hinges to allow it to fold for transport.
- Stock: White, Gloss Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.
 - o After printing, laminate both sides with a 1-3 mil satin finish laminate, trim flush.
- Each laminated graphic is attached to each panel using the hook and loop fasteners. See Atch 9.
- Must be equal to item found at: <https://globalpromotionalsales.com/4859.html>
 - o Product Dimensions
- Product Size: 54" W x 24" H
- Collapsible dimensions: 18" W x 24" H
- Product Weight: approximately 5 lbs.
- Includes
 - o Hardware with soft case and three installed graphics.
 - o Soft case is gray, made of 600 denier polyester with handles suitable sized to carry display boards and graphics.

Quantity: Varies per 198 addresses = 342 total

Stock: White, Gloss Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Panels print face only, four color process and permanently mounted to display board.

Copy is text, line art illustrations, solids and reverses.

Item 2: Bookmarks

Quantity: Varies per 198 addresses = 18,000 total

Trim Size: 2 x 7"

Stock: White, Gloss Coated Cover, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Bookmarks print face and back in 4-color process, bleeds all sides.

Copy is text, reverses, color logos and line art illustrations.

Shrink-wrap in units of 50 or suitable for quantities less than 50.

Item 3: Banner Stands (See Atch 10)

Quantity: Varies 198 addresses = 630 total

Product: 83 x 15 x 32", Trim Size: 83 x 32"

Stock: White, Gloss, Smooth Vinyl, 13-15 mil

Banners print face only in 4-color process, bleeding left edge using UV inks.

Copy is text, reverses, color logos and line art illustrations.

After printing install into banner stands, pack in carry case along with all hardware.

Banner stand includes banner, stand and carry case.

Item 4: Trifolds

Quantity: Varies per 198 addresses = 60,000 total

Trim Size: 8-1/2 x 11", folds to 8-1/2 x 3-2/3" title out

Stock: White, No. 1 Gloss Coated Text, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A181.

Forms print face and back in 4-color process, bleeds all sides, both pages.

Copy is text, reverses, color logos and line art illustrations.

After printing fold from 8-1/2 x 11" to 3-2/3 x 8-1/2", title out. Score folds if required.

Shrink-wrap in units of 50 or suitable for quantities not divisible by 50.

Item 5: QR Code

Quantity: Varies per 198 addresses = 256,425 total

Trim Size: 3-1/3 x 2"

Stock: White, Gloss Coated Cover, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Form prints face and back in 4-color process, face bleeds all sides. No bleeds on back.

Copy is text, line art illustrations, solids and reverses.

Shrink-wrap in units of 50 or suitable for quantities less than 50.

Item 6: Sidewalk signs - A-frame (See Atch 11)

Quantity: Varies per 198 addresses = 334 total

Product size: 27 x 38-1/2 x 19", PDF trim size: 24 x 36"

Stock: White, adhesive-backed white 3-5 mil vinyl.

Posters print in four color process using UV inks.

Copy is text, line art illustrations, solids and reverses.

After printing, permanently install on both sides of the A-frame.

PACKING and SHIPPING: Shrink wrap each item as required per description. Box suitably to protect against shipping damage. Use GPO Form 905 to mark the shipping container. Inside delivery required.

The items ship in various quantities to multiple addresses per furnished Excel file. Items 2, 4 & 5 will be shrink-wrapped in sets of 50, marked and placed in cartons not to exceed 40 lbs. Marked items be packaged together in a single shipping container to ship to required addresses. Items 1, 3 & 6 will box and ship individually in quantities required to multiple addresses per furnished Excel file. See Atch 1-8 for quantities. The shipping quantities and addressed for all items are available in advance by contacting Jim Hunt at jhunt@gpo.gov. Complete shipping/quantity list will be provided upon award.

GOVERNMENT TO FURNISH: Electronic Media Adobe Acrobat PDF Print Files (6) and an Excel file for mailing provided upon award. Contractor to adjust the image size of files to suitably fit the trim size specified. See description.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the GPO contract administrator immediately.

The contractor shall create or any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 13" dated September 2019.

All paper used in each copy must be of a uniform shade and all paper must have the grain parallel to the fold.

Item 1: Stock must be equal to: White, Gloss Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10 with 1-3 mil satin finish laminate.

Item 2: White, Gloss Coated Cover, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Item 3: Stock must be equal to: White, Gloss, Smooth Vinyl, 13-15 mil.

Item 4: White, No. 1 Gloss Coated Text, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A181.

Item 5: White, Gloss Coated Cover, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Item 6: adhesive-backed white 3-5 mil vinyl.

NOTE: Contractor may substitute a thin plastic substrate, such as coroplast, styrene, sintra, PVC or for item 6. Printed substrate must be weather resistant and fit snugly into the A-frame.

INK: See each item description.

MARGINS: See each item description.

PROOFS:

Contractor to submit one Press Quality PDF soft proof of EACH ITEM using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

Contractor to e-mail a suitable page proof of each item to: Penny.Woods2@va.gov and jhunt@gpo.gov by **December 8, 2023**.

Proofs will be OK'd within TWO workdays from date of receipt to date proof status is made available to the contractor by e-mail, contractor must provide contact name and phone number. Do not print prior to receipt of proof approval. The date of receipt is not the first workday.

Proofs must have all elements in proper position with trim size noted.

PREPRODUCTION SAMPLES:

Prior to the commencement of production of the contract production quantity, the contractor must provide ONE prior-to-production sample of ITEM 1, 3 & 6 no later than **December 27, 2023**. Each prior-to-production sample must be constructed as specified using the form, ink, equipment, and methods of production which will be used in producing the finished product. Paper used for samples must be of the size, kind, and quality the contractor will furnish.

The Government will approve, conditionally approve, or disapprove the samples within FIVE workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance With Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

The prior-to-production samples must be delivered by the date specified above to:

Denene Burnette (202-760-0629)
1790 Parker Lane,
Twinsburg, OH 44087

NOTES: This is a residential address, inside delivery and tracking is required. Samples will not be returned, nor count against totals requested.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product in accordance with these specifications.

SCHEDULE: Adherence to this schedule must be maintained. See "Notice of Compliance with Schedules", in GPO Pub. 310.2.

- Purchase Order and Government furnished material will be available on **December 6, 2023**.
- Deliver soft proof (PDF) of all items on or before **December 8, 2023**.
- Prior to production samples for Items 1, 3 & 6 on or before **December 27, 2023**.
- Deliver Items 2, 4 & 5 on or before **December 29, 2023**.
- Deliver Items 3 & 6 on or before **January 26, 2024**.
- Deliver Item 1 on or before **March 1, 2024**.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

DISTRIBUTION: F.O.B. Contractor City (Reimbursable postage/shipping). See attachments 1 thru 8.

All shipments to be sent by traceable means and contractor shall provide tracking numbers within two days after shipping to the following email addresses: Penny.Woods2@va.gov and cc to: jhunt@gpo.gov.

NOTE: Contractor to provide the original distribution list back with the tracking numbers added.

Deliver all items to multiple addresses, inside delivery required. See attachments 1-8 for distribution list. Contractors are encouraged to request address list(s) prior to submitting bid(s).

ALL SHIPMENTS MUST BE MADE REIMBURSABLE VIA TRACEABLE MEANS. Ship by traceable means: Registered Mail or Signature Service if by freight. No deviations from shipping instructions will be permitted. Contractor MUST list city or cities specific product will ship from. See page 9. Awarded contractor will provide an estimate of all shipping within five days of award.

COMPLIANCE REPORTING: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail to Penny.Woods2@va.gov and jhunt@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 546-520, Req 4-24002. The notice must provide all applicable tracking numbers, shipping method, and title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

NOTIFICATION OF SHIPMENT: Contractor must notify the ordering agency within TWO (2) days that the product ships/delivers via e-mail sent to Penny.Woods2@va.gov and jhunt@gpo.gov. The subject line of this message shall be Distribution Notice for Jacket 546-520. The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes -- Level 3
- (b) Finishing Attributes -- Level 3

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests - General Inspection Level 1.
- (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

| <u>Attribute</u> | <u>Specified Standard</u> |
|----------------------------------|--|
| P-7. Type Quality and Uniformity | Electronic Media |
| P-10. Process Color Match | Electronic Media (Items 2, 4 & 5) |
| P-10. Process Color Match | Prior to production samples (Items 1, 3 & 6) |

NOTE: Prior to award, contractor may be required to provide information related to the specific equipment that will be used for production.

BID SUBMISSION: Bidders MUST submit email bids to: bidssouthcentral@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time. The jacket number and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 1:00 p.m. prevailing Dallas, TX time on the bid opening date specified above will not be considered for award.

ADDITIONAL EMAILED BID SUBMISSION PROVISIONS: The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following:

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
4. When the email bid is received by GPO, it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO's email server as the official time stamp for bid receipt at the specified location.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional number of copies as specified on page 8. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

PAYMENT:

Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing.

Instruction for using this method can be found at the following web address:

<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

To check on the status of a payment e mail to invoice-inquiry@gpo.gov.

Vendors are expected to submit invoices within 30 days of job shipping/delivery.

CONTRACTOR NAME: _____

SHIPMENT(S):

ITEMS 2, 4 & 6 will ship from: City _____, State _____

ITEM 1 will ship from: City _____, State _____

ITEM 3 will ship from: City _____, State _____

ITEM 6 will ship from: City _____, State _____

BID AMOUNT: _____

ADDITIONAL RATES:

\$_____ **PER EACH 3-PANEL DISPLAY BOARD**

\$_____ **PER 1,000 BOOKMARKS**

\$_____ **PER COMPLETE BANNER STAND ASSEMBLY**

\$_____ **PER 1,000 BROCHURES**

\$_____ **PER 1,000 QR CODE FORMS**

\$_____ **PER COMPLETE A-FRAME**

NOTE: Additional rates, when multiplied by total quantity cannot exceed bid amount.

(Contractor's Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

DISCOUNTS: Discounts are offered for payment as follows: _____ Percent, _____ calendar days. See Article 12 “Discounts” of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

BID ACCEPTANCE PERIOD: In compliance with the above, the undersigned agree, if this bid is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications.

NOTE: Failure to provide a 60-day bid acceptance period may result in expiration of the bid prior to award.

AMENDMENT(S): Bidder hereby acknowledges amendment(s) number(ed) _____

BIDDER’S NAME AND SIGNATURE: Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms – Publication 310.2. When responding by email, fill out and return one completed copy of all applicable pages that include the Jacket Number, Bid Price, Additional Rate, Discounts, Amendments, Bid Acceptance Period, and Bidder’s Name and Signature, including signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, § 2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

Bidder _____
(Contractor Name) (GPO Contractor’s Code)

(Street Address)

(City – State – Zip Code)

By _____
(Printed Name, Signature, and Title of Person Authorized to Sign this Bid) (Date)

(Person to be Contacted) (Telephone Number) (Email)

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____ Contracting Officer: _____ Date: _____
(Initials) (Initials)

| | 3-Panel Display Board | Bookmark | HPP Banner | HPP Trifold | QR Code | Sidewalk Sign | # of Locations |
|---------------------|-----------------------|----------|------------|-------------|---------|---------------|--------------------|
| VHA Total | 141 | 15300 | 435 | 50400 | 245200 | 163 | 141 |
| VBA Total | 39 | 1820 | 27 | 5382 | 2330 | 15 | 38 |
| NCA Total | 156 | 415 | 157 | 2040 | 3140 | 156 | 6 |
| Staff Offices Total | 6 | 465 | 11 | 2178 | 5755 | 0 | 13 |
| Total kits | | | | | | | 198 |
| Order Totals | 342 | 18000 | 630 | 60000 | 256425 | 334 | 335731 Total items |

| Facility Name | Facility Zip | 3-Panel Display Board | Bookmark | HPP Banner | HPP Trifold Brochure | QR Code | Sidewalk Sign |
|--|--------------|-----------------------|----------|------------|----------------------|---------|---------------|
| Edith Nourse Rogers Memorial Veterans Hospital (Bedford VA) | 01730 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Manchester VA Medical Center | 03104 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Providence VA Medical Center | 02908 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA Boston Healthcare System, Brockton Campus | 02301 | 1 | 300 | 6 | 900 | 4500 | 3 |
| VA Central Western Massachusetts Healthcare System | 01053 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA Connecticut Healthcare System | 06516 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA Maine Healthcare System - Togus | 04330 | 1 | 100 | 3 | 400 | 1500 | 1 |
| White River Junction VA Medical Center | 05009 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Albany VA Medical Center: Samuel S. Stratton | 12208 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Brooklyn Campus of the VA NY Harbor Healthcare System | 11209 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Canandaigua VA Medical Center | 14424 | 1 | 200 | 3 | 600 | 3000 | 2 |
| East Orange Campus of the VA New Jersey Health Care System | 07018 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Franklin Delano Roosevelt Campus of the VA Hudson Valley Health Care System (Montross) | 10548 | 1 | 100 | 3 | 400 | 1500 | 1 |
| James J. Peters VA Medical Center (Bronx, NY) | 10468 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Northport VA Medical Center | 11768 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Syracuse VA Medical Center | 13210 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA Hudson Valley Health Care System | 10548 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA New Jersey Health Care System | 07018 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA Western New York Healthcare System | 14215 | 1 | 200 | 3 | 600 | 3000 | 2 |
| Altoona - James E. Van Zandt VA Medical Center | 16602 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Coatesville VA Medical Center | 19320 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Erie VA Medical Center | 16504 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Lebanon VA Medical Center | 17042 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Philadelphia VA Medical Center | 19104 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA Butler Health Care Center | 16001 | 1 | 100 | 3 | 400 | 1500 | 1 |
| VA Pittsburgh Healthcare System, H.J. Heinz Campus | 15215 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Wilkes-Barre VA Medical Center | 18711 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Wilmington VA Medical Center | 19805 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Clarksburg - Louis A. Johnson VA Medical Center | 26301 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Huntington VA Medical Center | 25704 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Martinsburg VA Medical Center | 25405 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Perry Point VA Medical Center - VA Maryland Health Care System | 21902 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Washington DC VA Medical Center | 20422 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Asheville VA Medical Center | 28805 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Durham VA Medical Center | 27705 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Fayetteville VA Medical Center | 28301 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Hampton VA Medical Center | 23667 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Hunter Holmes McGuire VA Medical Center | 23249 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Salem VA Medical Center | 24153 | 1 | 100 | 3 | 400 | 1500 | 1 |

| | | | | | | | |
|---|-------|---|-----|---|-----|------|---|
| Salisbury - W.G. (Bill) Heffner VA Medical Center | 28144 | 1 | 200 | 3 | 400 | 3000 | 2 |
| Atlanta VA Health Care System | 30033 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Birmingham VA Medical Center | 35233 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Carl Vinson VA Medical Center | 31021 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Central Alabama Veterans Health Care System West Campus | 36109 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Charlie Norwood VA Medical Center | 30904 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Ralph H. Johnson VA Medical Center | 29401 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Tuscaloosa VA Medical Center | 35404 | 1 | 100 | 3 | 400 | 1500 | 1 |
| Wm. Jennings Bryan Dorn VA Medical Center | 29209 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Bay Pines VA Healthcare System | 33744 | 1 | 100 | 3 | 300 | 1500 | 1 |
| James A. Haley Veterans' Hospital | 33612 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Malcom Randall VAMC, NF/SGVHS | 32608 | 1 | 200 | 3 | 300 | 3000 | 2 |
| Miami VA Healthcare System | 33125 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Orlando VA Medical Center | 32827 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Caribbean Healthcare System | 00921 | 1 | 100 | 3 | 300 | 1500 | 1 |
| West Palm Beach VAMC | 33410 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Lexington VAMC: Leestown Division | 40511 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Memphis VA Medical Center | 38104 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Mountain Home VAMC/Johnson City | 37684 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Robley Rex VA Medical Center | 40206 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Tennessee Valley Healthcare System | 37212 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Aleda E. Lutz VA Medical Center | 45040 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Battle Creek VA Medical Center | 49037 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Chalmers P. Wylie Ambulatory Care Center | 43219 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Chillicothe VA Medical Center | 45601 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Cincinnati VA Medical Center | 45220 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Dayton VA Medical Center | 45428 | 1 | 100 | 3 | 300 | 1500 | 1 |
| John D. Dingell VA Medical Center | 48201 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Richard L. Roudebush VA Medical Center (Indianapolis VA Medical Center) | 46202 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Ann Arbor Healthcare System | 48105 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Northern Indiana Health Care System | 46805 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Captain James A. Lovell Federal Health Care Center | 60064 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Clement J. Zablocki Veterans Affairs Medical Center | 53295 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Edward Hines Jr. VA Hospital | 60141 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Jesse Brown VA Medical Center | 60612 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Oscar G. Johnson VA Medical Center | 49801 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Tomah VA Medical Center | 54660 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Illiana Health Care System | 61832 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Harry S. Truman Memorial | 65201 | 1 | 100 | 3 | 300 | 1500 | 1 |
| John J. Pershing VA Medical Center | 63901 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Kansas City VA Medical Center | 64128 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Marion VA Medical Center | 62959 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Robert J. Dole VA Medical Center | 67218 | 1 | 100 | 3 | 300 | 1500 | 1 |

| | | | | | | | |
|--|-------|---|-----|---|-----|-------|----|
| VA Eastern Kansas Health Care System - Dwight D. Eisenhower VA Medical Center | 66048 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA St. Louis Health Care System - John Cochran Division | 63106 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Alexandria VA Health Care System | 71360 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Central Arkansas Veterans Healthcare System John L. McClellan Memorial Veterans Hospital | 72205 | 1 | 100 | 3 | 300 | 1500 | 1 |
| G. V. (Sonny) Montgomery VA Medical Center | 39216 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Gulf Coast Veterans Health Care System | 39531 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Michael E. DeBakey VA Medical Center | 77030 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Overton Brooks VA Medical Center | 71101 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Southeast Louisiana Veterans Health Care System | 70119 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Veterans Health Care System of the Ozarks | 72703 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Amarillo VA Health Care System | 79106 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Central Texas Veterans Health Care System | 76504 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Dallas VA Medical Center | 75216 | 1 | 100 | 3 | 300 | 1500 | 1 |
| El Paso VA Health Care System | 79930 | 1 | 100 | 3 | 300 | 1500 | 1 |
| South Texas Veterans Health Care System | 78229 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Texas Valley Coastal Bend Health Care System | 78550 | 1 | 100 | 3 | 300 | 1500 | 1 |
| West Texas VA Health Care System | 79720 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Cheyenne VA Medical | 82001 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Eastern Oklahoma VA Health Care System (Jack C. Montgomery VAMC) | 74401 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Grand Junction VA Medical Center | 80246 | 1 | 300 | 6 | 900 | 4500 | 3 |
| Oklahoma City VA Health Care System | 73104 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Sheridan VA Medical Center | 82801 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Eastern Colorado Health Care System(ECHCS) | 80220 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Montana Health Care System | 59636 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Salt Lake City Health Care System | 80246 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Alaska VA Healthcare System | 99504 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Boise VA Medical Center | 83702 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Jonathan M. Wainwright Memorial VA Medical Center | 99362 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Mann-Grandstaff VA Medical Center | 99205 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Portland VA Medical Center | 97239 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Roseburg VA Health Care System | 97471 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Portland Health Care System - Vancouver Campus | 98661 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Puget Sound Health Care System | 98108 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Puget Sound Health Care System - American Lake Division | 98493 | 1 | 100 | 3 | 300 | 1500 | 1 |
| White City or VA Southern Oregon Rehabilitation Center | 97503 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Central California VA Health Care System | 93703 | 1 | 100 | 3 | 300 | 1500 | 1 |
| San Francisco VA Health Care System | 94121 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Northern California Health Care System | 95655 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Pacific Islands Health Care System | 96819 | 1 | 200 | 6 | 900 | 19500 | 13 |
| VA Palo Alto Health Care System | 94304 | 1 | 300 | 6 | 900 | 4500 | 3 |
| VA Sierra Nevada Health Care System | 89502 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Southern Nevada Healthcare System | 89086 | 1 | 100 | 3 | 300 | 1500 | 1 |
| New Mexico VA Health Care System | 87108 | 1 | 100 | 3 | 300 | 1500 | 1 |

| | | | | | | | |
|--|-------|-------|-----|-------|--------|------|---|
| Northern Arizona VA Health Care System | 86313 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Phoenix VA Health Care System | 85012 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Southern Arizona VA Health Care System | 85723 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Greater Los Angeles Healthcare System (GLA) | 90073 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Loma Linda Healthcare System | 92357 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Long Beach Healthcare System | 90822 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA San Diego Healthcare System | 92161 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Fargo VA Health Care System | 58102 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Iowa City VA Health Care System | 52246 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Minneapolis VA Health Care System | 55417 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Omaha VA Medical Center--VA Nebraska-Western Iowa HCS | 55121 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Royal C. Johnson Veterans Memorial Medical Center | 57117 | 1 | 100 | 3 | 300 | 1500 | 1 |
| St. Cloud VA Health Care System | 56303 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Black Hills Health Care System - Hot Springs Campus | 57747 | 1 | 100 | 3 | 300 | 1500 | 1 |
| VA Central Iowa Health Care System | 50310 | 1 | 100 | 3 | 300 | 1500 | 1 |
| Department of Veterans Affairs | 63125 | 1 | 200 | 3 | 1000 | 2200 | 1 |
| | | | | | | | |
| | | | | | | | |
| Totals | 141 | 15300 | 435 | 50400 | 245200 | 163 | |

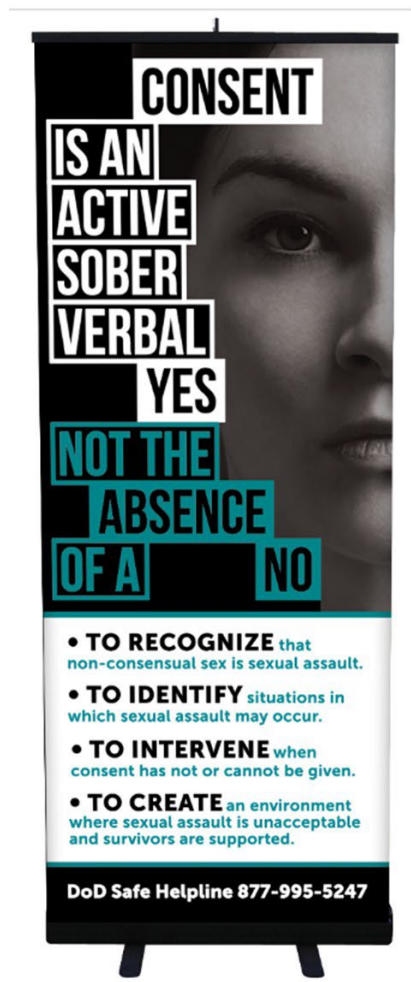
| Facility Name | Facility Zip | 3-Panel Display Board | Bookmark | HPP Banner | HPP Trifold | QR Code | Sidewalk Sign |
|---|--------------|-----------------------|----------|------------|-------------|---------|---------------|
| Honolulu RO (459) | 96819 | 2 | 100 | 1 | 300 | 550 | 1 |
| Columbia Regional Office (319) | 29209 | 2 | 100 | 1 | 300 | 0 | 1 |
| Medical Disability Examination Office | 20420 | 1 | 50 | 1 | | | |
| Fort Harrison Regional Office (436) | 59636 | 1 | 50 | | 20 | | |
| Office of Automated Benefits Delivery | 20006 | | 50 | | | | |
| VBA Manila Regional Office (358) | 96517 | 1 | 50 | 1 | 100 | | 1 |
| Philadelphia RO (310) Wilmington RO (460) | 19144 | 1 | | | | | |
| Strategic Program Management Office (205) | 20006 | 1 | 50 | 1 | | | |
| VBA Los Angeles Regional Office (344) | 90024 | 1 | 50 | 1 | 300 | 25 | 1 |
| Baltimore RO (313) | 21201 | 2 | 50 | 1 | 250 | 50 | 1 |
| Muskogee Regional Office (351) | 74401 | 1 | 50 | 1 | 200 | 200 | 0 |
| Atlanta Regional Office (316) | 30033 | 1 | 50 | 1 | 300 | 500 | 1 |
| Winston-Salem Regional Office (318) | 27155 | 1 | 50 | 1 | 300 | 0 | 1 |
| Oakland Regional Office (343) | 94612 | 1 | 50 | 1 | 300 | 25 | 1 |
| Roanoke RO (314) | 24011 | 3 | 50 | 1 | 300 | 100 | 1 |
| Compensation Service | 20006 | | 50 | | 60 | | |
| Office of Business Integration (20C) | 20006 | 1 | 50 | 1 | | | |
| San Diego VA Regional Office 377 | 92108 | 1 | 50 | 1 | 300 | 20 | |
| Office of Program Integrity & Internal Controls | 20420 | | 10 | | | | |
| Seattle Regional Office (346) | 98114 | 2 | 50 | 1 | 300 | 20 | |
| Buffalo RO (307) | 14202 | 2 | 50 | 1 | 300 | 50 | 1 |
| Veterans Readiness & Employment | 20402 | | 50 | | | | |
| New York Regional Office (306) | 10014 | 1 | 50 | 1 | 300 | | 1 |
| Hartford Regional Office (308) | 6111 | 2 | 50 | | | 250 | |
| Pittsburgh VA Regional Office (311) | 15211 | 1 | 50 | 1 | 300 | 10 | 1 |
| VA Detroit Regional Office (329) | 48226 | 1 | 50 | 0 | 300 | 20 | 0 |
| St. Petersburg Regional Office (317) | 33744 | 1 | 50 | 1 | 300 | 20 | |
| Office of Administrative Review (OAR) | 20006 | 0 | 10 | 0 | 50 | 0 | 0 |
| Office of Policy & Oversight | 20006 | | 40 | | | | |
| Performance Analysis & Integrity (20B) | 20420 | 1 | 10 | 1 | | | 0 |
| Office of Strategic Support and Initiatives | 20420 | 1 | 20 | 1 | 20 | 0 | 0 |
| VA Regional Office Montgomery (FAC 322) | 26109 | | 50 | | | | |
| Newark Regional Office (309) | 7102 | 1 | 50 | 1 | 200 | 50 | 1 |
| Office of Executive Review (ZOA11) | 20420 | | 30 | 1 | 30 | 20 | |
| Seattle Regional Office (346) | 98174 | 2 | 100 | 1 | 200 | 20 | |
| Boise Regional Office (347) | 83702 | 1 | 50 | 1 | 50 | 100 | 1 |
| Huntington Regional Office (315) | 25701 | 1 | 50 | 1 | 1 | | |
| Lincoln Regional Office | 68516 | 1 | 50 | 1 | 1 | 300 | 1 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Totals | | 39 | 1820 | 27 | 5382 | 2330 | 15 |

| Facility Name | Facility Zip | 3-Panel Display Board | Bookmark | HPP Banner | HPP Trifold Brochures | QR Code | Sidewalk Sign |
|---------------------------------|--------------|-----------------------|----------|------------|-----------------------|---------|---------------|
| Department of Veterans' Affairs | 94612-5209 | 25 | 75 | 25 | 400 | 500 | 25 |
| Department of Veterans' Affairs | 80228 | 24 | 75 | 24 | 400 | 480 | 24 |
| Department of Veterans' Affairs | 46204 | 32 | 75 | 32 | 400 | 640 | 32 |
| Department of Veterans' Affairs | 30033-4032 | 33 | 75 | 33 | 400 | 660 | 33 |
| Department of Veterans' Affairs | 19177-4867 | 41 | 75 | 41 | 400 | 820 | 41 |
| Department of Veterans' Affairs | 21114 | 1 | 40 | 2 | 40 | 40 | 1 |
| Totals | | 156 | 415 | 157 | 2040 | 3140 | 156 |

| Facility Name | Facility Address | Facility City | Facility State | Facility Zip | 3-Panel Display Board | Bookmark | HPP Banner | HPP Trifold Brochure | QR Code | Sidewalk Sign |
|--|--|----------------|----------------|--------------|-----------------------|----------|------------|----------------------|---------|---------------|
| Department of Veterans Affairs | 810 Vermont Ave., Suite 1016 | Washington | DC | 20420 | | 40 | | 85 | 85 | |
| Department of Veterans Affairs | 810 Vermont Ave., NW, Room 334M | Washington | DC | 20420 | | | | | 50 | |
| Department of Veterans Affairs | 810 Vermont Ave., NW, Room 334M | Washington | DC | 20420 | | | | 100 | 1030 | |
| Department of Veterans Affairs | 810 Vermont Ave., NW, Room 2 W415B | Washington | DC | 20420 | | | | 100 | 420 | |
| Department of Veterans Affairs | 810 Vermont Ave. | Washington | DC | 20420 | | | | 100 | 100 | |
| Department of Veterans Affairs | 810 Vermont Ave. NW Suite 140 Mail Code 30 | Washington | DC | 20420 | | 80 | | 270 | 270 | |
| Department of Veterans Affairs (ORMDI) | 16908 Black Kettle Drive | Leander | TX | 78641 | | 100 | | 100 | 1000 | |
| Department of Veterans Affairs (ORMDI) | 1575 I Street, 10th Floor | Washington | DC | 20420 | | 100 | 3 | 423 | 1000 | |
| Department of Veterans Affairs (ORMDI) | 140 Fountain Pkwt N Ste 620 | St. Petersburg | FL | 33716 | | 50 | 1 | 200 | 300 | |
| Department of Veterans Affairs (ORMDI) | 852 Hine Ave. | Painesville | OH | 44077 | | | 2 | 200 | 600 | |
| Department of Veterans Affairs (ORMDI) | 11301 Wilshire Blvd., Bldg. 220 2nd Flor | Los Angeles | CA | 90073 | | | 3 | 200 | 300 | |
| Department of Veterans Affairs (ORMDI) | 2002 Holcombe Blvd., Bldg 110 | Houston | TX | 77030 | | 50 | 1 | 200 | 300 | |
| Department of Veterans Affairs (ORMDI) | 2255 Enterprise Drive, Suite 5506 | Westchester | IL | 60154 | | 45 | 1 | 200 | 300 | |
| Totals | | | | | 6 | 465 | 11 | 2178 | 5755 | 0 |



Educational tri-panel board example



546-520—Banner Stand kit sample



A-Frame sample