

UNITED STATES MINT SOLICITATION

SOLICITATION NUMBER: 2031JG26R00004

SOLICITATION DATE:

SOLICITATION DUE DATE:

ISSUED BY / RESPOND TO: USMINT-HQR
United States Mint - Headquarters
801 9th Street, NW
Washington DC 20220

CONTRACTOR NAME:

ADDRESS:

POINT OF CONTACT: EILEEN CASTLE, Contracting Officer

PERIOD OF PERFORMANCE:

CONTRACT TYPE: Firm-Fixed Price

DESCRIPTION:

Artistic Infusion Program (AIP)

The Contractor agrees to furnish and deliver all items and perform all services as set forth herein. The rights and obligations of the parties to this contract shall be subject to and governed by the contract and all attachments thereto. By executing this document, the Contractor agrees to all terms and conditions included herein and has read the Notice Regarding Inapplicability of Laws Governing Procurement or Public Contracts, (GP-1).

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| <p>Offer</p> <p>_____</p> <p style="text-align: center;">SIGNATURE</p> <p>Typed Name: _____</p> <p>Title: _____</p> <p>Date: _____</p> <p>FOR</p> | <p>Acceptance</p> <p>_____</p> <p style="text-align: center;">SIGNATURE</p> <p>Typed Name: <u>EILEEN CASTLE</u></p> <p>Title: <u>Contracting Officer</u></p> <p>Date: _____</p> <p>FOR THE UNITED STATES MINT</p> |
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SECTION B PRICES/COSTS

B.1 INDEFINITE DELIVERY INDEFINITE QUANTITY (IDIQ) ORDERING (NOV 2018) CLAUSE # G-036

This is an indefinite quantity (IQ) contract. Delivery or performance against the IQ contract shall be made only as authorized by delivery orders issued by the United States Mint Contracting Officer (CO). All delivery orders are subject to the terms and conditions of the IQ contract, are effective for the period stated in the delivery order, shall be issued during the IQ period of performance, and shall govern the Contractor's and Government's rights and obligations to the same extent. COs and Contract Specialists are authorized to place delivery orders against the main IQ contract during its period of performance (even if the delivery order's period of performance extends beyond the IQ's period of performance).

B.2 DELIVERY ORDERS (MAR 2015) CLAUSE # B-004 (VAR)

This contract permits the issuance of written Firm Fixed Price Delivery Orders.

Firm Fixed Price

The CO will issue a written delivery order. The Contractor shall respond by submitting to the CO a signed copy of the delivery order within five calendar days. The delivery order pricing shall be based upon the contracted rate structure as established in section B.4.

The Contractor will be obligated to perform the services under each Firm Fixed Price delivery order for the fixed price amount.

Authorization to Proceed

To accommodate urgent program requirements, the CO may give the Contractor written Notice to Proceed in advance of issuing a delivery order. In such instances, the Contractor shall respond before the earlier of ten calendar days of its receipt of the Notice to Proceed, or the deadline specified by the CO in the Notice to Proceed.

B.3 FUNDING FOR TASK/DELIVERY ORDER CONTRACT (FEB 2014) CLAUSE # B-005

No funds are obligated by issuance of this contract. Funds will be obligated under individual delivery orders.

B.4 MAXIMUM VALUE OF IDIQ CONTRACTS (FEB 2014) CLAUSE # B-007

The maximum potential value of the contract for all ordering periods shall not exceed TBA at contract award.

B.5 PRICING (FEB 2014) CLAUSE # B-136

The United States Mint will pay Contractor a fixed-fee of \$3,000 for each required new design assignment the Contractor is issued in a delivery order. Delivery orders may include more than one required new design assignment (e.g. a required obverse design and a required reverse design). The fixed fee for each required new design assignment is inclusive of any and all optional additional designs a Contractor may elect to submit as part of the required new design assignment.

If the Secretary of the Treasury, or designee, selects any of the Contractor's submissions for use on a coin or medal, the United States Mint will pay the Contractor an additional \$5,000 per design used.

Travel will be at the expense of the United States Mint and in accordance with the Federal Travel Regulations, 41 C.F.R. Subtitle F (the "FTR"). See Section G.4 for further information on travel reimbursement.

| Item Number | Description | Quantity | Unit | Total Amount |
|--------------------|--------------------|-----------------|-------------|---------------------|
| 0001 | Design Assignment | | | \$3,000.00 |
| 0002 | Design Selection | | | \$5,000.00 |
| 0003 | Travel | | | |

SECTION C DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK

C.1 BACKGROUND

Congress created the United States Mint in 1792 to mint and issue circulating coins for the Nation's trade and commerce. The bureau also prepares and strikes national and other medals, prepares and distributes numismatic items, including commemorative and bullion coins. The United States Mint established the Artistic Infusion Program (AIP) in 2003 to enrich and invigorate the Nation's coin and medal designs through the development of a pool of outstanding artists who will be ready to create and submit new designs for United States coins and medals.

C.2 SCOPE

The Contractor shall create and submit one or more original designs based on the information and narrative provided in each delivery order.

C.3 PERFORMANCE TERMS AND CONDITIONS

- a. All design submissions to the United States Mint shall be assigned to the United States Mint and will become its sole and exclusive property.
- b. All design submissions shall be accompanied by a completed and signed rights transfer document. Reference attached sample rights transfer agreement (Attachment C-1 - Sample Delivery Order Assignment Invitation). Specific rights transfer agreement language may vary by delivery order, depending on the needs of a particular coin or medal program.
- c. The Contractor will be invited to submit at least one design during each year of this contract. The Contractor shall accept at least one invitation during each year of this contract by submitting an appropriate design that meets program criteria and contract requirements.
- d. Exercise of option periods is contingent on Contractor submission of at least one design that meets program criteria and contract requirements each year.
- e. All AIP Designers are required to attend symposiums to be scheduled, when needed, after new annual contracts and option renewals take effect. Travel will be at the expense of the United States Mint and in accordance with the Federal Travel Regulations, 41 C.F.R. Subtitle F. The first symposium schedule and location has not yet been determined. When requested, the Contractor shall submit the attached Travel Voucher (Attachment G-1 – Travel Voucher).
- f. The Contractor shall be responsible at any time for any necessary modifications to his or her submitted designs as requested by the United States Mint. Changes may

be requested for any reason, including historical accuracy, appropriateness, or coinability.

- g. With each submission, the Contractor is required to relinquish and transfer to the United States Mint in perpetuity all rights in designs that are submitted to the United States Mint, and in their drafts, even if a design or draft was prepared before signing a contract with the United States Mint or is not ultimately used by the United States Mint. The Contractor will not retain any rights in these designs or drafts, and will not be able to use or allow others to use them (or designs substantially similar to them) without specific written permission from the United States Mint in its sole discretion. For example, without permission from the United States Mint, the Contractor will not be permitted to display these designs or drafts on a website, license them for use by any third party, or use or license an unused version or draft of a submitted design, even if it existed before contract execution.
- h. All designs submitted under this contract must be entirely original. Thus, Contractors may not use or rely on artificial intelligence when creating designs for the Artistic Infusion Program, and Contractors may not submit any designs created with artwork developed , in whole or in part, using artificial intelligence. If any design contains or is based on a third-party intellectual property (such as a photograph) or affects third-party rights (such as an individual's name or likeness), presuming the delivery order for such designs authorizes the submission of designs that affect the rights of third parties or are based on third-party intellectual property, Contractor must (without assistance, payment or prompting from the United States Mint), obtain all consents necessary to ensure that the United States Mint, without further action, will own all rights in the design and its drafts, at the time the Contractor executes the applicable rights transfer agreement.
- i. Contractor consents to allow the United States Mint to use and allow others (such as licensees) to use, or modify and use, submitted designs in any manner in all media and markets worldwide for commercial and other purposes in perpetuity without further restriction, approvals, permissions or compensation.
- j. With each design submission, Contractor waives and agrees not to enforce any "moral rights," such as rights of attribution and integrity in submitted designs and drafts, and waives any right to inspect or approve any finished product and any advertising, marketing, promotional material or merchandising products and materials. Depending on the specified coin or medal program, the United States Mint may use submitted designs without placing Contractor's name or initials on the coin or medal.

- k. With each design submission, Contractor warrants design ownership, originality, third-party rights clearances, and Contractor's power and authority to sign the rights transfer agreements.
- l. Contractor agrees to indemnify the United States government against any claims for breach of Contractor's warranties or for infringement of copyright or other third-party rights.
- m. Contractor agrees to release and hold harmless the United States Mint, the United States government, and their agents and assigns, from claims and/or liability associated with any design submission.
- n. Contractor certifies that they are a citizen of the United States, at least 18 years old on the day that they apply for the Artistic Infusion Program, and an established professional artist, defined as one who has work either published, produced, or exhibited in any design-driven media such as illustration, graphic design, animation, concept art, comics, collectibles, poster art, street art, tattoo art, or any other outlets where design integrity is a premium

C.4 OPTION YEAR RENEWAL EVALUATION CRITERIA

Annual option renewal decisions will be based on the following evaluation factors:

- a. Artistic Quality of Submitted Work
 - 1. Ability to translate assignments into compelling visual statements.
 - 2. Ability to work within a professional dynamic and take art direction as needed in order to forge one's work into designs fully suited for the production of United States coins or medals.
 - 3. Demonstrated ability to execute artwork of the highest professional and artistic level.
 - 4. Demonstrated ability to present designs clearly and in a tonally appropriate range for the sculpting of coins and medals.
 - 5. Demonstrated ability to work with text as a design element.
- b. Previous Compliance with Contract
 - 1. Demonstrated ability to deliver designs, edits, and paperwork on time and at a professional pace.
 - 2. Demonstrated ability to submit designs and paperwork in compliance with delivery orders.
 - 3. Demonstrated ability to translate delivery orders into successful design candidates.
 - 4. Demonstrated ability to deliver final designs in universal file formats such as .psd or .jpeg.
 - 5. Acceptance of at least one invitation by submitting an acceptable design
 - 6. Attendance of AIP Symposium during the past contract year, if applicable.
 - 7. Compliance with contract terms and conditions.

8. Submission of designs that are sufficiently original and do not infringe on any third-party intellectual property rights.
- c. Success in Creating Designs That Appeal to Stakeholders
 1. Submission of designs that were reviewed favorably or marked as meritorious by the Citizens Coinage Advisory Committee (CCAC).
 2. Submission of designs that were reviewed favorably by the US Commission of Fine Arts (CFA), affinity groups, medal recipients, commissions or other program stakeholders.

C.5 LICENSE-BACK OF DESIGNS FOR SPECIFIC USES

If the Secretary of the Treasury or his designee selects any of the Contractor's submissions for use on a coin or medal, and, the United States Mint has publicly unveiled the design as having been selected for use on a coin or medal, the Contractor is granted a non-exclusive license to use unaltered drawings of the final design, and, images of the coin itself, solely as an illustration of his or her work as follows:

- a. For presentation in print as part of a singular portfolio of his or her work for self-promotional purposes, not to be sold or widely distributed.
- b. For presentation on the World Wide Web as part of his or her professional portfolio, including his or her professional web site and social media pages such as Facebook, Instagram, Pinterest, Tumblr, and Flickr.
- c. For presentation in fine art exhibitions in appropriate gallery spaces.
- d. For academic purposes, including slide presentations and posting on a learning institution website that the contractor has a professional, academic relationship with.
- e. For publication in juried annuals of illustration and design, permission is granted to submit the design within the rules of the following competitions: American Illustration, Communication Arts, Creative Quarterly, Society of Illustrators, Society of Illustrators Los Angeles, and 3x3 Magazine. Pre-approval by the CO is required for submissions to publications not listed here. The publication should be informed by the Contractor that the design is the property of the United States Mint, which has licensed-back a limited right to use the design for this specific purpose.

For each use, the Contractor must include the following notice contiguous to the design at every location where the design appears: "Copyright United States Mint. Used with permission."

The Contractor may not sub-license the design to a third party for any purpose.

Nothing in this clause removes the requirements of Section I.9 – PUBLICITY (MAR 1996) CLAUSE # GP-9.

**C.6 SECTION 508 COMPLIANCE - NEW IDIQ CONTRACTS (AUG 2002) CLAUSE
C-125**

All electronic and information technology (EIT) products (supplies and services) provided or delivered under this contract shall fully conform to Section 508 of the Rehabilitation Act of 1973, as amended, and the Architectural and Transportation Barriers Compliance Board's Electronic and Information Technology Accessibility Standards at Appendix D to 36 C.F.R. Part 1194 *et seq.*

Any electronic means by which the Contractor shall provide information or data about its offered products must conform to Section 508 requirements.

For every EIT product accepted under this contract by the United States Mint that does not fully comply with Appendix D to 36 C.F.R. Part 1194 *et seq.* (pursuant to an exception or exclusion as determined by the United States Mint in its discretion), the Contractor shall, on 30 days' notice, at the discretion of the United States Mint, make every effort to replace or upgrade it with a compliant equivalent product or service, if commercially available and cost neutral.

SECTION D PACKAGING AND MARKING

This section intentionally left blank.

SECTION E INSPECTION AND ACCEPTANCE

E.1 INSPECTION AND ACCEPTANCE – GENERAL (MAY 2014) CLAUSE # E-013 (VAR)

The United States Mint shall have the right to inspect the work being performed under this contract at any place and at any time. Such inspections do not waive any term or requirement under this contract.

(a) Any work found not to be in compliance with this contract, or not in compliance with any delivery order, shall be corrected by the Contractor at no additional cost to the United States Mint. If the Contractor fails to timely correct the non-compliant work, the CO may assess appropriate damages and may terminate the contract.

(b) Inspection of the work shall be made as soon as practicable after completion of the work and subsequent acceptance shall be final except for latent defects, fraud, gross mistakes amounting to fraud, failure to comply with applicable laws, or the United States Mint's rights under warranty.

(c) Failure to agree with any decision by the CO under this clause shall not permit the Contractor to stop or suspend work under this contract or any delivery order pending resolution of the issue. Failure to proceed in this manner will constitute a material breach of the contract by the Contractor.

SECTION F DELIVERIES OR PERFORMANCE

F.1 OPTION TO EXTEND SERVICE OR SUPPLY CONTRACT (JUL 2014)

CLAUSE # F-016

The United States Mint may require continued performance of any service or supply contract within the limits and at the rates specified in this contract, outside the aggregate performance term. These rates may be adjusted only if agreed to by the United States Mint. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed six months. The CO may exercise the option by written notice to the Contractor within thirty days prior to contract expiration. COs cannot exercise unpriced options.

F.2 CONTRACT TERM (JAN 1996) CLAUSE # F-017

This contract shall remain in effect from date of award as follows:

The base period for this contract shall remain in effect from the date of award through December 31, 2027, with three (3) option years, which may be exercised solely at the United States Mint's discretion.

Exercising of options will be based on the needs of the United States Mint, and subject to the availability of funds.

The total duration of this contract, including the exercise of any options under this clause, shall not exceed five (5) years.

F.3 REQUIRED DELIVERY SCHEDULE (JAN 1996) CLAUSE # F-021

Each Delivery Order shall include the performance schedule and describe the work to be performed.

SECTION G CONTRACT ADMINISTRATION DATA

G.1 INVOICING (JUL 1999) CLAUSE #G-034 (VAR)

“Completion”, as it is used in this Section, is defined as the time at which the Contractor’s final submission is accepted in writing by the United States Mint Contracting Officer’s Representative (COR).

The Contractor shall invoice at the completion of a delivery order design assignment and/or when eligible for a design selection fee at the prices established in Section B for work performed under this contract. Payment shall be made at prices stipulated in this contract, less any deductions provided for. No partial payments are authorized.

G.2 DESIGN MANAGER (DEC 2024) CLAUSE #G-039 (VAR)

The Design Manager is responsible for performing technical surveillance on Design Programs, as specified in delivery orders, and shall act in the absence of the COR. See Section G.7, entitled, Contracting Officer's Representative (COR), (JAN 2013) CLAUSE # G-103, delineating COR authority.

The Design Manager will be identified in the delivery order at the time a specific assignment is offered.

G.3 TRAVEL (APR 2017) CLAUSE #G-040

All travel shall be pre-approved by the COR. Travel invoices shall be submitted separately with back-up documentation provided, to include a completed form, “United States Mint Contractor Travel Voucher” (Attachment G-1) for each traveler, receipts as indicated below, and the original United States Mint Travel Authorization (if applicable). The Voucher shall indicate the purpose of the trip and reference the associated contract deliverable. Except for meals and incidental expenses, all travel will be reimbursed at the actual expense rate. Indirect costs associated with travel expenses will not be reimbursed. Contractors shall obtain government rates whenever available and should obtain an agency letter of identification from the CO to assist them in that regard. When government rates are not available, the Contractor shall so indicate on their travel invoice.

Contractors are expected to incur expenses prudently. Reimbursements will be provided in accordance with the FTR, available at 41 C.F.R. Subtitle F. Excessive or lavish travel expenses will not be reimbursed. Below are some guidelines to prevent the incurrence of unacceptable travel expenses:

1. Coach-class transportation tickets should be purchased. Receipts are required. The lowest discounted tickets available should be purchased that will allow accomplishment of the United States Mint’s mission.
2. Local transportation is encouraged, where applicable, i.e., metro rail, hotel shuttle, etc.

3. Receipts are required for all lodging costs, regardless of amount. Actual hotel costs will be reimbursed up to the government maximum lodging amount for the relevant city, as indicated in the FTR. Standard hotel rooms should be purchased. Lodging cost will not be allowed for stays with friends and/or relatives.
4. Receipts are not required for meals. Meals and incidental expenses (M&IE) will be reimbursed at the government M&IE rate as indicated in the Federal Travel Regulation, limited to 75% for first and last day of travel.
5. In accordance with the FTR, travelers are entitled to 75% of the prescribed meals and incidental expenses for one day travel away from your official station if it is longer than 12 hours. Please see FTR, 41 C.F.R. § 301-11.20.
6. Receipts are required for any miscellaneous expense over \$75, i.e., taxi, phone calls, fax services, copier costs, rental of meeting room space, etc.
7. Non-business-related activities will not be reimbursed, i.e., movies in hotel rooms, personal phone calls, sight seeing ventures, transportation to nighttime activities or events, etc.
8. Tips should not exceed 15% of the cost for taxis, etc.

Note: As government per diem rates are revised in the FTR, the new rates will automatically be effective on the date of the revision. If additional expenses are needed, they must be justified, supported by receipts where applicable, and approved by the COR. If you cannot obtain a hard copy or access a Website for the FTR, contact the CO for assistance.

G.4 CONTRACT REPLACEMENT (FEB 2019) CLAUSE #G-043

The United States Mint recognizes that the services under this contract are vital to the Government and must be continued without interruption and that, either during the performance of the existing contract or upon contract expiration, a successor, either the Government or another contractor, may continue them. During the contract's period of performance, the United States Mint may contract with another vendor on a competitive basis under the same terms and conditions. If the United States Mint terminates this contract in whole or in part, it may solicit and award a new contract for similar supplies or services to those terminated, in a manner the CO considers appropriate.

G.5 POST-AWARD CONFERENCE (SEP 1998) CLAUSE #G-099

The United States Mint intends to hold a post-award conference with the Contractor no later than within six weeks after contract award. The purpose is to bring all relevant contract administration personnel together to ensure a clear, mutual understanding of the contract requirements/objectives and personnel roles and responsibilities. Any changes to the contract resulting from a post-award conference must be made by written modification to this contract.

G.6 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (JAN 2013) CLAUSE #G-103

The COR for this contract is: TBA at contract award.

(a) COR Limitations: Performance of the work under this contract shall be subject to the technical direction of the COR. Technical direction shall be issued in writing by the COR with a copy to the CO and must be within the specifications/scope of work as described in Section C. The COR does not have the authority to, and may not issue any technical direction which: (1) constitutes an assignment of additional work outside the existing specifications/scope of work; (2) constitutes a change; (3) in any manner causes an increase or decrease in the total contract cost, the fixed fee (if any), or the time required for contract performance; (4) changes any of the expressed terms, conditions, or specifications of the contract; or (5) interferes with the Contractors right to perform the terms and conditions of the contract.

(b) Technical Direction. The term “technical direction” is defined to include the following:

- (1) Directions to the Contractor which direct the contract effort, shift work emphasis between work areas or tasks, require pursuit of certain lines of inquiry, fill in details, or otherwise serve to accomplish the contractual Statement of **Work**;
- (2) Provision of written information to the Contractor which assists in the interpretation of drawings, specifications, or technical portions of the work description; and,
- (3) Review and, where required by the contract, approval of technical reports, drawings, specifications, products, and technical information to be delivered by the Contractor to the Government under the contract.

G.7 CONTRACTOR CONTACT (MAR 1998) CLAUSE #G-107 [FILL IN]

The person listed below has been designated by the Contractor as the person whom the United States Mint may contact during the period of the contract for prompt action on matters pertaining to administration of the contract including negotiation of any proposed changes. This person shall also be responsible for distributing Smoking and other site-specific policies to all Contractor employees working at a United States Mint facility and shall serve as the point of contact regarding non-compliance with United States Mint policies.

Name:

Title:

Address:

Tel. No.:

Fax No.:

E-Mail Address:

G.8 PAYMENT (JUL 2018) CLAUSE # G-108,

a) Payment Due Date. The due date for making payments shall be 30 calendar days after the later of: 1) Date designated paying office has received a proper invoice (see paragraph c) Invoice Content), or 2) Date the United States Mint has accepted goods or services. If delivered goods or completed services are found defective, the

provisions of this paragraph will be reapplied upon receipt of corrected goods or services. Payment shall be considered as being made on the date of an electronic funds transfer.

- b) Billing Instructions. The Contractor shall submit invoice(s) electronically to the (IPP) Invoice Processing Platform website address at <https://www.ipp.gov>. Listed below is information for obtaining information and instructions for IPP. In addition, waiver provisions for this requirement are provided below in Section f)3.
- c) Invoice Content. A proper invoice shall include the following: Name and address of the contractor; taxpayer identification number (TIN); invoice date; contract number or other authorization (including delivery order number and contract line item number); description, quantity, unit of measure, unit price, and extended price of supplies delivered or services performed; shipping and payment terms (e.g., shipment number and date of shipment, prompt payment discount terms); name of payee, telephone number and address where payment is to be sent; name, telephone number and address of person to be notified in the event of a defective invoice; and any other documentation required by the contract. An invoice that does not include the minimum elements set forth herein or contains incorrect information is considered defective and will be returned to the Contractor.
- d) Payment Method. All payments will be made by electronic funds transfer. The Contractor shall be registered in the System for Award Management (SAM) database, pursuant to Section I.27 – Required Registration in System for Award Management (SAM) (APR 2023) Clause #I-122. Electronic payment information will be downloaded from the SAM. Payments will only be issued when the Contractor's SAM record is current. Invoices will be returned to the Contractor without payment if the Contractor's SAM record has expired.

In accordance with the Treasury Offset Program, before an eligible federal payment is disbursed to a vendor, the Bureau of the Fiscal Service (BFS) compares the payment information with debtor information in BFS's delinquent debtor database. If the vendor's EIN/TIN and name match the EIN/TIN and name of a debtor, BFS withholds the payment, in whole or in part, to satisfy the debt, to the extent legally allowed. The debt offset will terminate collection of the debt if it is paid in full, compromised, discharged, or if other reasons justify termination. For more information, please visit website https://fiscal.treasury.gov/fsservices/gov/debtColl/dms/top/debt_top.htm.

- e) Interest. Any and all amounts that become payable to either of the parties to this contract shall be subject to interest at the rate determined by the U.S. Treasury under the procedures of the Prompt Payment Act (31 U.S.C. 3901-6 *et. seq.*) or the Debt Collection Act (31 U.S.C. 3701 *et. seq.*). Interest penalties are not required on payment delays due to defective invoices.
- f) Electronic Invoice and Payment Requirements

1. Invoice Processing Platform (IPP) is a secure web-based electronic invoicing and payment information service available to all Federal agencies and their suppliers by the U.S. Treasury's Financial Management Service. IPP allows Federal agencies and their suppliers to exchange electronic purchase orders, blanket POs, invoices, and payment information in one easy to access web portal. This service is free of charge to government agencies and their suppliers.
2. The required method for invoicing is through IPP. The IPP website address is <https://www.ipp.gov>. Contractor assistance with enrollment can be obtained by contacting the IPP Production Help desk via email ippgroup@bos.frb.gov or phone (866) 973-3131.
3. If the Contractor is unable to utilize IPP for submitting payment requests and one of the below exemptions exist, the CO will forward the IPP Waiver Form upon request.
 - Commercial products and services such as utilities, charge card payments, vendors using Personally Identifiable Information (PII) for identification, relocation services, and other areas where Federal electronic invoicing processes do not match common industry practices.
 - Payments to foreign bank accounts are not supported by IPP.

If **approved** invoices may be submitted electronically to AccountsPayable-Misc@fiscal.treasury.gov **after** completing the IPP Waiver Form and submitting it via e-mail to contractadministration@fiscal.treasury.gov. Adobe Acrobat Portable Document Format (PDF) and Microsoft Word are acceptable formats. Invoices shall contain the information required in accordance with the above information and as required by the United States Mint contract terms.

Under this contract, the following documents are required to be submitted as an attachment to the invoice: **travel voucher and receipts as applicable**

- g) Payment and Invoice Questions. For payment and invoice questions, contact the Accounting Services Division at (304) 480-8000 option 7 or via email at AccountsPayable@fiscal.treasury.gov.
- h) Conversion of Check Payments. Accounts Receivable Conversion of Check Payments to EFT: If the Contractor sends the Government a check for a payment obligation, it will be converted into an electronic funds transfer (EFT). This means the Government will copy the check and use the account information on it to electronically debit the Contractor's account for the amount of the check. The debit from the Contractor's account will usually occur within 24 hours and will be shown on the regular account statement. The Contractor will not receive the original check

back. The Government will destroy the Contractor's original check, but will keep a copy of it. If the EFT cannot be processed for technical reasons, the Contractor authorizes the Government to process the copy in place of the original check.

G.9 CORRESPONDENCE PROCEDURES (DEC 2014) CLAUSE # G-109

a) Technical correspondence shall be sent to the COR, with an information copy furnished to the CO.

b) All other correspondence shall be sent to the CO, with an information copy to the COR. The United States Mint contract number, delivery order number and/or modification number shall be included on all correspondence, information, forms, reports, invoices, etc., relating to this contract.

G.10 CONTRACT CLOSEOUT (APR 2017) CLAUSE # G-110 (VAR)

It is the United States Mint's policy to close out contracts as soon as possible after completion of all deliverables and expiration of any warranty period. Accordingly, the Contractor shall submit a final invoice based on the terms and conditions stated within this contract. Once final payment has been made by the Government, the Contractor must sign the release entitled "United States Mint Contract Close-out and Release Letter" (provided at contract close-out) discharging the Government, its officers, agents, and employees of and from all liabilities, obligations, and claims arising out of or under this contract. Failure to provide, or take exception to, the release within 30 calendar days of final payment shall constitute Contractor's release of and from all liabilities, obligations, and claims arising out of or under this contract.

SECTION H SPECIAL CONTRACT REQUIREMENTS

H.1 SECURITY PROCEDURES FOR CONTRACTOR EMPLOYEES ALTERNATE I (FEB 2018) CLAUSE #H-044

It is not anticipated that access to United States Mint premises will be required under this contract. In the event access is required, special security procedures shall apply which will be communicated to the Contractor by the CO at that time.

SECTION I CONTRACT CLAUSES & GENERAL PROVISIONS

I.1 NOTICE REGARDING INAPPLICABILITY OF LAWS GOVERNING PROCUREMENT OR PUBLIC CONTRACTS (MAR 2003) CLAUSE # GP-1

This is a contract for goods or services necessary for carrying out the programs or operations of the United States Mint. Provisions of law governing procurement or public contracts shall not be applicable to the procurement of goods or services necessary for carrying out Mint programs and operations. See 31 U.S.C. § 5136.

I.2 CHANGES (OCT 1998) CLAUSE # GP-2

The CO may at any time, by written order, make unilateral changes to the contract including orders to stop work. The Contractor may request an equitable adjustment if such change impacts on the cost or period of performance and if such request is made within 30 days from date of receipt of the written order.

I.3 DISPUTES (OCT 2011) CLAUSE # GP-3

Failure to agree on any issue under the contract shall constitute a Dispute to be resolved under this clause. If the parties cannot reach an agreement after diligently pursuing a solution through negotiations, the Contractor shall submit a written claim to the CO stating the relief sought and requesting a written decision. The CO shall make a decision in writing within 90 days of the filing of the claim or notify the Contractor of the date by which the decision will be made. The decision of the CO shall be binding unless the Contractor submits an appeal to the United States Mint Chief Financial Officer (CFO) within 30 days of receipt of the CO's decision. The decision of the CFO shall be final and binding on the parties and shall not be subject to further dispute, nor subject to further administrative or judicial review or appeal. The Contractor shall proceed diligently with performance of this contract pending final resolution of any request for relief, claim, appeal or action arising under the contract, and comply with any decision of the CO.

I.4 ENTIRE AGREEMENT (APR 1996) CLAUSE # GP-4

This represents the entire agreement between the parties. Any previous understandings, proposals, representations, etc., whether oral or written, are superseded in their entirety by this contract.

I.5 GOVERNING LAW (NOV 1996) CLAUSE # GP-5

This Agreement shall be governed by and construed in accordance with applicable federal law.

I.6 INDEMNITY (SEP 1997) CLAUSE # GP-6

Contractor shall indemnify the U.S. Government, the United States Mint and its officers, employees and Contractors from and against any and all liabilities, injuries, damages, settlements, royalties, penalties and fines and other losses of every kind incurred in connection with any claims, assertions, threatened or filed actions, suits, investigations or proceedings concerning or resulting from any alleged or actual violation(s) of: a) any breach or alleged breach of any warranty, representation or obligation in this contract or any delivery order; b) any alleged or actual infringement of any copyright, trademark, patent or any other established intellectual property right; c) any alleged or actual violation of any federal, or state law, rule, or regulation or order; and d) any alleged or actual death of or injury to any person, damage to any property or any other damage or loss claimed to be caused in whole or part from the Contractors negligence or any actual or alleged defect in the goods and/or services provided under this contract.

I.7 MINT APPROVAL (NOV 1996) CLAUSE # GP-7

For the purposes of this Agreement, any requirement for approval of the United States Mint shall be read to require written approval by the authorized CO.

I.8 PERMITS (APR 2017) CLAUSE # GP-8

The Contractor shall, without additional cost to the United States Mint, be responsible for obtaining any necessary licenses and permits, and for complying with any Federal, State, and municipal laws, codes and regulations applicable to the contract award and performance of work by the Contractor or any subcontractor under the contract including all applicable safety and health regulations. Failure to comply with this provision may subject the contract to termination or revision as appropriate.

I.9 PUBLICITY (MAR 1996) CLAUSE # GP-9

Publicity and news releases in connection with this contract shall not be made by the Contractor unless prior written approval has been obtained from the CO.

I.10 REMEDIES NOT EXCLUSIVE (FEB 1997) CLAUSE # GP-10

The rights and remedies of the parties provided in this contract are cumulative and not exclusive and are in addition to any other rights and remedies provided by law.

I.11 RIGHTS IN DATA (JUL 1999) CLAUSE # GP-11

- A. All materials, data, software and creative work (Work Product) created, generated or commissioned directly under this contract shall become the property of the United States Mint. Contractor hereby assigns all rights, title and interest to the United States Mint in any and all Work Product produced or created under this contract and all drafts thereof, including all worldwide copyright ownership rights in such Work Product. Contractor certifies and

warrants that any Work Product created or produced under this contract shall be an original work and not a reproduction of any copyrighted or trademarked work.

- B. Contractor agrees to insert this clause in any contract with any sub-Contractor performing work under this contract. If the sub-Contractor refuses to accept this clause, the Contractor shall promptly notify the CO and shall not proceed with sub-contract award. Failure to comply with the requirements of this clause shall be a material breach of the contract.
- C. Notwithstanding any provisions to the contrary contained in any standard commercial license or lease agreement pertaining to any copyrighted commercially available computer software delivered under this contract, the parties agree that the provisions of this contract shall control.

I.12 SEVERABILITY (NOV 1996) CLAUSE # GP-12

If any provision of this contract shall be determined to be invalid or unenforceable, the remaining provisions of this contract shall not be affected thereby, and every provision of this contract shall remain in full force and effect and enforceable to the fullest extent permitted by law.

I.13 STANDARD OF PERFORMANCE (NOV 1996) CLAUSE # GP-13

Contractor agrees to at all times act in good faith and in the best interests of the United States Mint and agrees to use its best efforts in performing its duties under this contract.

I.14 SURVIVAL (NOV 1996) CLAUSE # GP-14

The covenants contained in this contract which, by their terms, require their performance after the expiration or termination of this contract shall be enforceable notwithstanding the expiration or other termination of this contract.

I.15 TERMINATION (APRIL 2017) CLAUSE # GP-15

- A. The United States Mint may terminate the contract, in whole or in part, when:
 - (1) it is in the best interest of the United States Mint; or
 - (2) the Contractor defaults because it rendered an erroneous certification, or fails to:
 - (a) make timely delivery of any good or service,
 - (b) meet any material requirement specified in this contract,
 - (c) perform or comply with any material obligation under the contract,

- (d) meet inspection standards specified in Section E Inspection and Acceptance Clause, or
 - (e) make adequate progress so as to endanger performance of the contract.
- B. Termination in the best interest of the United States Mint: The United States Mint may terminate the contract when the CO determines that it is in the best interest of the United States Mint. In the event of such a termination, the United States Mint shall be liable only for the contract price for supplies that the United States Mint has accepted, the contract price for services rendered and accepted before the date of termination, and for reasonable costs incurred by the Contractor in good faith resulting from the termination. Such costs shall not include any lost profit, special or consequential damages and shall be limited to the contract price less any amounts previously paid by the United States Mint under the contract.
- C. Termination for Default: In the event of a Contractor default, the CO may terminate the contract and assess damages against the Contractor, including reasonable re-procurement costs to include any excess costs incurred in acquiring supplies and services similar to those terminated for default. Under a termination for default, the Government shall pay the Contractor the contract price for any completed and accepted supplies and services, but shall not be liable for the Contractor's costs on undelivered supplies and services. In addition, the Government shall be entitled to the repayment of advance and progress payments, if any, applicable to undelivered supplies and services. The United States Mint may elect to accept and pay the Contractor the contract price for any completed supplies not yet accepted.

The CO may terminate the contract for default immediately upon a Contractor default under subclause A(2)(a). In the event of a Contractor default under GP-15 subclauses A(2)(b)-(e), the CO will first issue a cure notice, notifying the Contractor of the deficiencies and providing the Contractor a reasonable amount of time to correct the deficiencies; if the deficiencies are not corrected within the allowed time frame, the CO may thereafter terminate the contract for default immediately and without further notice.

I.16 TIME IS OF THE ESSENCE (NOV 1996) CLAUSE # GP-16

Time is of the essence in Contractor's performance of its duties under this contract. A Contractor's failure to meet applicable deadlines, unless it has obtained a written extension of time from the United States Mint, shall constitute a material breach of this contract.

I.17 TRADEMARK USE (AUG 2010) CLAUSE # GP-17

The Contractor shall obtain the United States Mint's written permission prior to any use of the United States Mint's trademarks and/or logos in any Contractor product, publication, sales or marketing materials. The United States Mint's trademarks include,

but are not limited to, the name of the United States Mint, the United States Mint seal, the United States Mint's Graphic "Coin Flip" Logo, the United States Mint's "America the Beautiful Quarters" program and products, and United States Mint's coin product trademarks.

If permission is granted, Contractor agrees to submit all materials that would use any United States Mint trademark to the United States Mint for prior written approval before any publication or use. Contractor agrees to follow any applicable United States Mint style guidelines for such use, including but not limited to the United States Mint Brand Identity Guidelines (also commonly referred to as 'visual identity guidelines'). The Contractor recognizes the great value of the United States Mint's trademarks, service marks and other intellectual property, and acknowledges that such marks have secondary meaning and associated goodwill, that breach of any of the provisions of this paragraph risks irreparable harm to the United States Mint for which there may be no adequate remedy at law, and that in such event the United States Mint will be entitled to equitable relief in the form of an injunction and such other relief as may be available at law or in equity.

I.18 WAIVER (NOV 1996) CLAUSE # GP-18

Neither party's waiver of the other's breach of any term, covenant, or condition contained in this contract shall be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition in this contract.

I.19 WARRANTIES AND REPRESENTATIONS (APR 2017) CLAUSE # GP-19

- A. In addition to any standard commercial warranty provided by the Contractor, Contractor warrants that the goods and/or services comply with all requirements of this contract and are free from defects in workmanship for a period of one years after acceptance. Latent defects shall be corrected by the Contractor, notwithstanding the period of the warranty. Failure of the Contractor to correct latent defects shall entitle the United States Mint to correct the latent defect or replace the equipment or supplies and charge the Contractor accordingly.
- B. Contractor warrants and represents that all information provided by the Contractor to the United States Mint is and will be true and correct. Contractor further warrants and represents the goods and/or services delivered do not infringe upon any copyright, trademark or patent right found in Federal or state law and that all goods and/or services delivered or provided under this contract were manufactured or provided in compliance with United States law and regulations and any applicable local law. Contractor acknowledges that in entering into this agreement, the United States Mint has specifically relied upon the warranties and representations contained herein. All warranties and representations of Contractor, both express and implied, shall constitute conditions of sale and shall survive inspection, testing, acceptance, payment and use.

- C. For goods delivered under this contract, Contractor warrants clear title to all goods and, upon delivery, acceptance and payment by the United States Mint, title shall pass to the United States Mint free and clear of all liens, claims, debts and rights of any third party. Contractor warrants and represents the goods are new, genuine and are not falsely labeled. This paragraph C does not apply to the delivery of products or parts of products made from United States Mint-furnished material for which the United States Mint retains title.
- D. The United States Mint shall give the Contractor notice of any defects or breach of any warranty or representation. At the United States Mint's option, the United States Mint may 1) have the Contractor correct any defects in the goods and/or services at no cost, 2) correct or replace the defective goods or services with similar goods and/or services and charge the Contractor the cost of repair or replacement, or 3) make an equitable adjustment to the contract price. Any goods or services corrected by the Contractor shall be subject to this clause to the same extent as goods/services initially provided or performed. In addition, the Contractor will be liable for any and all other foreseeable consequential damages, including but not limited to, damages for injuries caused by defective goods or services.

I.20 AUDITS AND RECORDS (MAR 2015) CLAUSE # GP-20

The CO or authorized representatives of the CO shall have the right to examine and audit all of the Contractor's books, records, documents, and other data, including computations and projections related to proposing, negotiating, pricing or performing the contract or any modification, in order to evaluate the cost or pricing data submitted. In addition, the above persons shall have the right to examine and audit books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all costs claimed to have been incurred or anticipated to be incurred in performing this contract. The Contractor shall make available at its office at all reasonable times these records and other evidence for examination, audit, or reproduction until three (3) years after final payment under this contract. This right of audit shall also apply to any subcontracts at the discretion of the CO.

I.21 CONTRACTOR EMERGENCY PREPAREDNESS RESPONSE (MAY 2020) CLAUSE # GP-21

The Contractor must develop and maintain an infectious disease preparedness and response plan to serve as a guide for protective actions in the event of future infectious epidemics or pandemics. The Contractor must ensure that its emergency preparedness response policies and procedures adhere to, and are aligned with, Federal guidance, including guidance from the Centers for Disease Control as well as United States Mint guidelines and practices for contract employees physically working at Mint facilities.

The Contractor must evaluate and institute controls to protect its employees as well as United States Mint employees and other contractor employees working in proximity of the Contractor's employees. Additionally, the response plan must include policies and

procedures for Contractor employees to report to their employer when they are sick, experiencing symptoms, or are otherwise unable to perform contractual obligations. The Contractor is expected to stay abreast of applicable guidance from federal, state, local, tribal, and territorial health agencies, and consider how to incorporate appropriate recommendations and resources into workplace-specific plans for situations that may arise.

Admission to United States Mint facilities during an infectious epidemic or pandemic may be limited to individuals who have been specifically authorized access during the restricted access timeframe. Contractor employees are subject to the same requirements as United States Mint employees when determining access to United States Mint facilities, and must at all times comply with 31 C.F.R. part 91, "Regulations Governing Conduct in or on the Bureau of the Mint Buildings and Grounds."

I.22 PROHIBITION ON CONTRACTING FOR HARDWARE, SOFTWARE, AND SERVICES DEVELOPED OR PROVIDED BY KASPERSKY LAB AND OTHER COVERED ENTITIES (AUG 2018) CLAUSE # I-047

Section 1634 of Division A of the National Defense Authorization Act for Fiscal Year 2018 (Pub. L. 115-91) prohibits Government use of any hardware, software, or services developed or provided, in whole or in part, by (1) Kaspersky Lab (or any successor entity); (2) any entity that controls, is controlled by, or is under common control with Kaspersky Lab; or (3) any entity of which Kaspersky Lab has majority ownership. United States Mint's contractors are prohibited from (1) Providing any such hardware, software, or service that the Government will use; and (2) Using any such hardware, software, or service in the development of data or deliverables first produced in the performance of this contract.

In the event the Contractor identifies such hardware, software, or service provided to the United States Mint during contract performance, or the Contractor is notified of such by a subcontractor at any tier or any other source, the Contractor shall report, in writing, to the CO and COR any such hardware, software, or services discovered during contract performance. The Contractor shall report the following information:

- (i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; brand; model number (Original Equipment Manufacturer (OEM) number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.
- (ii) Within 10 business days, any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of a covered article, any reasons that led to the use or submission of the covered article, and any additional efforts that will be incorporated to prevent future use or submission of covered articles.

I.23 PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2020) CLAUSE # I-048

(a) Definitions.

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services includes:

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) United States Mint facilities/plants, physical security surveillance of critical infrastructure, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment;

or

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Critical technology means:

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

(2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled--

(i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or

(ii) For reasons relating to regional stability or surreptitious listening;

(3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);

(4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);

(5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or

(6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

- (b) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the United States Mint on or after August 13, 2020, from entering into a contract, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the United States Mint any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver.

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Nothing in the prohibition shall be construed to:

(1) Prohibit the United States Mint from procuring with an entity to provide a service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(2) Cover telecommunications equipment that cannot route or redirect user data traffic or cannot permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(c) Exceptions. This clause does not prohibit contractors from providing:

(1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(d) Reporting requirement.

In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the CO.

(2) The Contractor shall report the following information:

(1) Within one business day from the date of such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(2) Within ten (10) business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of

covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

I.24 INSURANCE (MAR 1996) CLAUSE # I-051

The Contractor shall, at no additional cost to the United States Mint, provide and maintain insurance in the types and amounts as may be required by the State in which the work shall be performed.

I.25 EXCUSABLE DELAYS (APR 2000) CLAUSE # I-095

The Contractor shall not be denied a written extension of time in the event of extraordinary causes beyond its reasonable control and without the fault or negligence of the Contractor. Examples of these causes are (1) acts of god or of the public enemy, (2) acts of the Government in either its sovereign or contractual capacity, (3) fires, (4) floods, (5) epidemics, (6) quarantine restrictions, (7) strikes, (8) freight embargoes, and (9) unusually severe weather which could not reasonably be anticipated by the Contractor and that is abnormal to the area in which the work is being performed. In each instance, the failure to perform must be beyond the control and without fault or negligence of the Contractor.

I.26 INTERRELATIONSHIPS OF CONTRACTORS (AUG 2001) CLAUSE # I-098

The United States Mint may enter into other related contracts separate from the work to be performed under this contract, yet having links and interfaces to this contract. The Contractor may be required to coordinate with other such Contractor(s) through the cognizant CO and/or designated representative in providing suitable, non-conflicting technical and/or management interfaces and in avoidance of duplication of effort. Information on deliverables provided under related contracts may, at the discretion of the United States Mint, be provided to various Contractor(s) for coordination purposes, provided appropriate Non-Disclosure Agreements are in place.

I.27 REQUIRED REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) (APR 2023) CLAUSE # I-122

“Unique Entity Identifier (UEI)” means the 12-digit alphanumeric value character assigned by SAM (System for Award Management) to identify unique business entities.

“Registered in the System for Award Management (SAM) database” means that -

- (1) The Contractor has entered all mandatory information, including the UEI character data required by the Federal Funding Accountability and Transparency Act of 2006 into the SAM database;

(2) The Contractor has completed the Core, Assertions, and Representations and Certifications, and Points of Contact sections of the registration in the SAM database;

(3) The Government has validated all mandatory data fields, to include validation of the Taxpayer Identification Number (TIN) with the Internal Revenue Service (IRS). The Contractor will be required to provide consent for TIN validation to the Government as a part of the SAM registration process; and

(4) The Government has marked the record "Active".

By submission of an application, the Contractor acknowledges the requirement that a prospective awardee shall be registered in the SAM database prior to award, during performance, and through final payment of any United States Mint contract, basic agreement, basic ordering agreement, or blanket purchasing agreement resulting from this solicitation.

The Contractor shall enter, in the block with its name and address on the cover page of its offer, the annotation "UEI" character that identifies the Contractor's name and address exactly as stated in the offer. The UEI 12-digit alphanumeric value character will be used by the CO to verify that the Contractor is registered in the SAM database.

If the Contractor does not have a UEI Character, it should use this job aid for assistance [How do I view the quick start guides for entity registrations?](#)

If the Contractor does not become registered in the SAM database in the time prescribed by the CO, the CO may proceed to award to the next otherwise successful registered contractor.

Processing time should be taken into consideration when registering. Contractors who are not registered should consider applying for registration immediately upon receipt of a solicitation.

Contractors may obtain information on registration at [Unique Entity Identifier Update | GSA](#)

You must renew your registration every 365 days for it to remain active. You can update your registration anytime there is a change to your organization's information. When you are ready to renew or update to your registration, go to SAM.gov. Please use the following link to get the appropriate guidance for updating entity registration, [GSAFSD Tier 0 Knowledge Base - How do I view the quick start guides for entity registrations?](#)

I.28 ACCESSIBILITY OF ELECTRONIC AND INFORMATION TECHNOLOGY WARRANTY (AUG 2002) CLAUSE # I-124

Each Electronic and Information Technology (EIT) product or service furnished under this contract shall conform to the Electronic and Information Technology Accessibility Standards (Appendix D to 36 C.F.R. Part 1194), as specified in the contract, at a

minimum. If the CO determines any furnished product or service is not in compliance with the contract relative to Appendix D to 36 C.F.R. Part 1194, the CO will promptly inform the Contractor in writing. The Contractor shall, without charge to the United States Mint, repair or replace the non-compliant products or services within the period of time to be specified by the United States Mint in writing. If such repair or replacement is not completed within the time specified, the United States Mint shall have the following recourses:

- (a) Termination of the contract, delivery or task order, purchase, or line item without termination liabilities;
- (b) Negative equitable adjustment; or,
- (c) In the case of custom Electronic and Information Technology (EIT) being developed for the United States Mint, the United States Mint shall have the right to have any necessary changes made or repairs performed by itself or by another firm and the Contractor shall reimburse the United States Mint for any expenses incurred thereby.

I.29 STRENGTHENING PROTECTIONS AGAINST TRAFFICKING IN PERSONS IN FEDERAL CONTRACTS (OCT 2012) CLAUSE # I-139

In accordance with the intent of the Executive Order (EO) signed by the President on September 25, 2012, entitled Strengthening Protections against Trafficking in Persons in Federal Contracts:

- (1) The Contractor, its employees, its subcontractors, and its subcontractor's employees are prohibited from engaging in any of the types of trafficking-related activities specified in section 2(a)(1)(A) of the EO;
- (2) The Contractor shall comply with the requirements specified in section 2(a)(1)(C) of the EO; and
- (3) The Contractor shall, to the extent the estimated value of the supplies acquired or services required to be performed outside the United States exceeds \$500,000, comply with the requirements specified in section 2(a)(2) of the EO (however, these requirements shall not apply if this contract and all its subcontracts are solely for commercially available off-the-shelf items).

Additionally, the Contractor shall ensure that its employees, its subcontractors, and its subcontractors' employees comply with federal trafficking laws and that they and their suppliers (to include the entire supply chain and producers of raw materials) are not using child labor or labor that is the product of coercion, force, involuntary servitude, or debt bondage as defined in 22 U.S.C. § 7102.

SECTION J LIST OF ATTACHMENTS

J.1 LIST OF ATTACHMENTS

Attachment C-1 – Sample Delivery Order Assignment Invitation

The following attachments will be provided at time of award.

Attachment G-1 – Travel Voucher

The following templates are incorporated by reference:

Attachment C-2 – American Liberty Gold Coin_One ounce

Attachment C-3 – American Liberty Gold Coin_One tenth ounce

Attachment C-4 – American Liberty Silver Medal_One ounce

Attachment C-5 – CGM

Attachment C-6 – Commemorative 5dollar Gold

Attachment C-7 – Commemorative Silver

Attachment C-8 – Half Dollar

Attachment C-9 – NA_1dollar Gold

Attachment C-10 – Quarter_.25 cents

SECTION K REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS OR RESPONDENTS

K.1 REPRESENTATIONS, CERTIFICATIONS, AND ACKNOWLEDGMENTS (APR 2022 V4)

Each of the following certifications is a material representation upon which reliance is placed when making award. A certification that any of the items below exist will not necessarily result in withholding of an award. If it is determined that the Contractor rendered an erroneous certification, in addition to other remedies, the United States Mint may terminate the contract for default.

The Contractor represents the following:

K. 1 It operates as a corporation incorporated under the laws of the State of _____, an individual, a partnership, or a joint venture.

K. 2 It is is not a small business concern (i.e., a concern, including its affiliates, that is qualified as a small business under the size standards in this solicitation). The North American Industrial Classification System (NAICS) Code is **711510 - Independent Artists, Writers, and Performers**. The small business size standard is _____ employees or average annual gross revenues of **\$8 million** or less for the preceding three fiscal years.

K. 3 It is is not a small disadvantaged business concern.

K. 4 It is is not a women-owned small business concern.

K. 5 It is is not a service disabled veteran-owned small business concern.

K. 6 It is is not a HUBZone small business concern.

K. 7 Its principal place (address) of business is:

K. 8 UEI number _____ (If the UEI number is not known or has not been obtained, register in Sam.gov to obtain a number.)

K. 9

Taxpayer Identification Number (TIN):

TIN not available/required state basis _____.

Name and TIN of common parent:

Name _____

TIN _____

K.10 It and/or any of its Principals –

are, are not presently debarred, suspended, or proposed for debarment for the

award of contracts by any Federal agency;

have, have not, within a 3-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust or other criminal statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property; and
 are, are not indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the above offenses.

The Contractor has, has not, within a 3-year period preceding this offer, had any contract terminated for default by any Federal agency. "Principals", for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity.

K.11 It and/or any of its Principals –

have, have not employed or retained a person or agency to solicit or obtain this contract upon an agreement or understanding for a contingent fee or commission.

have, have not offered or gave a gratuity to any official or employee of the United States Mint.

K.12 Representation and Obligations Regarding Unpaid Tax Liability or Felony Conviction

The offeror does does not have any unpaid Federal Tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

Have , have not , within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds \$3,500 for which the liability remains unsatisfied.

The offeror, its officers or agents acting on its behalf have have not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

The Contractor shall have a continuing duty to promptly report, throughout the duration of the Contract, if—it incurs any unpaid Federal Tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; or its officers or agents acting on its behalf have been convicted of a felony criminal violation under any Federal law.

K.13 Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment.

Covered telecommunications equipment or services, critical technology, and substantial or essential component are defined in Clause I-048, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Contractors are not prohibited from providing: (1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or (2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

The Offeror represents that:

It will will not provide covered telecommunications equipment or services to the United States Mint in the performance of any contract or other contractual instrument resulting from this solicitation.

If the Offeror responds affirmatively to the representation of this clause, the Offeror shall provide the following information as part of the offer:

For Covered Equipment:

- (1) The entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the original equipment manufacturer (OEM) or a distributor, if known);
- (2) A description of all covered telecommunications equipment offered (include brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); and
- (3) Explanation of the proposed use of covered telecommunications equipment and any factors relevant to determining if such use would be permissible under the prohibition.

For Covered Services:

- (1) If the service is related to item maintenance: A description of all covered telecommunications services offered (include on the item being maintained: Brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); or

(2) If not associated with maintenance, the Product Service Code (PSC) of the service being provided; and explanation of the proposed use of covered telecommunications services and any factors relevant to determining if such use would be permissible under the prohibition.

After conducting a reasonable inquiry, for purposes of this representation, the Offeror represents that:

It does, does not use covered telecommunications equipment or services, or use any equipment, system, or service that uses covered telecommunications equipment or services.

K.14 Affirmative Action Compliance

The offeror represents that:

It has developed and has on file, has not developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2); or

It has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

K.15 Biobased Product Certification

The offeror certifies, by signing this offer, that biobased products (within categories of products listed by the United States Department of Agriculture) to be used or delivered in the performance of the contract, other than biobased products that are not purchased by the offeror as a direct result of this contract, will comply with the applicable specifications or other contractual requirements or this clause is not applicable to this acquisition.

K. 16 Public Disclosure of Greenhouse Gas Emissions and Reduction Goals

This representation shall be completed if the Offeror received \$7.5 million or more in Federal contract awards in the prior Federal fiscal year. Offeror is to check applicable blocks in paragraphs (1) and (2).

(1) The Offeror does, does not publicly disclose greenhouse gas emissions, i.e., make available on a publicly accessible website the results of a greenhouse gas inventory, performed in accordance with an accounting standard with publicly available and consistently applied criteria, such as the Greenhouse Gas Protocol Corporate Standard.

(2) The Offeror does, does not publicly disclose a quantitative greenhouse

gas emissions reduction goal, i.e., make available on a publicly available website a target to reduce absolute emissions or emissions intensity by a specific quantity or percentage.

A publicly accessible website includes the Offeror's own website or a recognized, third-party greenhouse gas emissions reporting program. If the Offeror checked "does" in paragraphs (1) or (2), the Offeror shall provide the publicly accessible website(s) where greenhouse gas emissions and/or reduction goals are reported:_____.

This clause is not applicable [] to this acquisition.

SECTION L INSTRUCTIONS/NOTICE OF OFFERS

L.1 SINGLE OR MULTIPLE AWARDS (NOV 2018) CLAUSE # L-068

The United States Mint may elect to award a single delivery order contract or to award multiple delivery order contracts for the same or similar supplies or services to two or more sources under this solicitation.

L.2 AMENDMENTS TO SOLICITATIONS (JAN 1996) CLAUSE # L-069

Applicants shall acknowledge receipt of any amendment to this solicitation: 1) by signing and returning the amendment; or 2) by letter. Email acknowledgments are acceptable.

L.3 PROPOSAL DUE DATE (FEB 2000) CLAUSE # L-070

L.3.1 Application Phase One. Responses are due by 12:00 p.m. (Noon) Eastern Time on February 9, 2026. Proposals must be submitted electronically via the webform accessible at www.usmint.gov/call-for-artists.

L.3.2 Application Phase Two (Optional). If the United States Mint determines that additional artists are needed to meet the needs of the program, the United States Mint will contact identified applicants for further evaluation. Applicants must submit all materials no later than the due date and time (to be provided) to be considered in compliance and thus still in consideration for the program.

L.4 PREPARATION OF PROPOSAL (JAN 1996) CLAUSE # L-071

L.4.1 Application Phase One.

Applicants should submit their contact information and a self-curated portfolio that includes five to ten images of their art.

To serve as an AIP Designer, a candidate must be:

- A citizen of the United States,
- At least 18 years old at the time of application submission, and
- A professional artist with work either published, produced, or exhibited in any design driven media such as illustration, graphic design, animation, concept art, comics, collectibles, poster art, street art, tattoo art, or any other outlets where design integrity is a premium

L.4.2 Application Phase Two (Optional).

Those applicants contacted for further evaluation may be invited to submit the following materials for evaluation:

- A weblink to the applicant's online portfolio.

2031JG26R00004 -Artistic Infusion Program (2026)

- A resume or CV.
- A paid demonstration design* based on a design brief.

* When practical, the demonstration design may be related to an active or upcoming coin or medal program. An applicant's demonstration design may be submitted and potentially selected as the final design under the same terms and conditions of a traditional AIP delivery order. Although the United States Mint will determine the details of the demonstration design competition at the time of the invitation, at a minimum—

- The United States Mint will pay the candidate a fee of \$1,500 for the submitted demonstration design.
- All design submissions must be accompanied by a completed and signed rights transfer document that will be provided by the United States Mint with the invitation.

Application materials received on time will be evaluated by the United States Mint for completion and compliance. Applications rejected for rework must be resubmitted by the due date in order to be considered in compliance.

L.5 RESTRICTION ON DISCLOSURE AND USE OF DATA (JAN 1996) CLAUSE # L-072

Applicants are responsible for marking any data in their proposals that they do not want disclosed to the public for any purpose.

L.6 EXPLANATION TO PROSPECTIVE OFFERORS (JAN 1996) CLAUSE # L-075

Questions regarding the requirements of this solicitation must be submitted in writing and must be received by the United States Mint no later than January 21, 2026. They should be forwarded to the attention of callforartists@usmint.treas.gov at United States Mint Headquarters, and cite the applicable section, clause, paragraph number, and page of the solicitation that they address. Time constraints may preclude answering late submittals or questions.

L.7 CONTRACT AWARD (JAN 1996) CLAUSE # L-076

The United States Mint may (a) reject any or all offers if such action is in the public interest, (b) accept other than the lowest offer, and (c) waive informalities and minor irregularities in offers received.

The United States Mint may award a contract or contracts on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the Applicant's best terms from technical standpoint.

A written award or acceptance of offer mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer shall result in a binding contract without further action by either party. Before the offer's specified expiration

time, the United States Mint may accept an offer, whether or not there are negotiations after its receipt, unless written notice of withdrawal is received before award. Negotiations conducted after receipt of an offer do not constitute a rejection or counteroffer by the United States Mint.

At contract award, the Applicant shall submit a copy of the complete solicitation, including any required fill-in entries (Sections G.11 and K.1).

L.8 TYPE OF CONTRACT (JAN 1996) CLAUSE # L-078

The United States Mint anticipates awarding a multiple award indefinite delivery/indefinite quantity (ID/IQ) contract as a result of this solicitation.

SECTION M EVALUATION FACTORS FOR AWARD

M.1 BASIS FOR AWARD (NOV 2024) CLAUSE #M-079

The United States Mint is seeking offers that will provide the best value for the United States Mint. Factors that may be considered include total cost to the United States Mint, technical and management features, relative quality of supplies or services, delivery schedule, financial responsibility, skill, experience, record of integrity in dealing, current and past performance, compliance with specifications, terms and conditions, and demonstrated capability to perform the statement of work. The United States Mint may consider other factors, without notification, if review of offers and United States Mint program needs raises relevant new issues.

Applicants will be evaluated as follows:

M.1.1 Evaluation Phase One.

The United States Mint will conduct an evaluation of each application based on the applicant’s potential for success in the AIP. The United States Mint will consider the following criteria in performing its evaluation:

- Overall quality, creativity, and design sense,
- Demonstration of a full command of:
 - total graphic excellence, and/or,
 - using the human figure and other representational elements spanning the spectrum from naturalistic to fully stylized

Based on that evaluation, the United States Mint will create a single rating for each criteria based on the portfolio as a whole. In general, a higher rating indicates a strength (something good, something done well, above and beyond, can meet or exceed the goals of the AIP), whereas a lower rating indicates a weakness (something bad, something done poorly, something that shows the artist does not or cannot meet the goals of the AIP).

Initial strengths and weaknesses will be derived from the rating descriptions in Table M-1 below. The brief statements of the strengths and weaknesses submitted by the United States Mint will be used to add specificity to the ratings.

Table M-1 – Rating Definitions.

| Rating | Definition |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Outstanding | The submitted materials demonstrate exceptional skills and ability, which should clearly result in the superior attainment of all requirements and objectives. The submitted materials include numerous significant strengths, and essentially no weaknesses, and can be expected to result in outstanding performance. Risk Level of Unsuccessful Contract Performance: VERY LOW |
| Good | The submitted materials demonstrate sound skills and ability, which are expected to meet all requirements and objectives. This approach includes several strengths, and a |

| | |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | few relatively minor weaknesses, which collectively can be expected to result in better than satisfactory/acceptable performance. Risk Level of Unsuccessful Contract Performance: LOW |
| Acceptable | The submitted materials demonstrate skills and ability that are capable of meeting all requirements and objectives. The approach has both strengths and weaknesses, although the weaknesses do not outweigh the strengths. The approach can be expected to result in satisfactory performance. Risk Level of Unsuccessful Contract Performance: MODERATE |
| Marginal | The submitted materials demonstrate skills and ability that may not meet all requirements/objectives. Any strengths that exist in the submitted materials are slightly outnumbered/outweighed by existing weaknesses. Collectively, the strengths and weaknesses pose an evident risk that the offeror might fail to perform satisfactorily. Risk Level of Unsuccessful Contract Performance: HIGH |
| Unacceptable | The submitted materials demonstrate skills and ability that are very likely not be capable of meeting all requirements and objectives. This approach has multiple significant weaknesses. Collectively, the strengths and weaknesses are unlikely to result in satisfactory performance. Risk Level of Unsuccessful Contract Performance: VERY HIGH |

Based on rating:

- The United States Mint may identify applicants to be immediately recommended for contract award.
- The United States Mint will determine if the number of applicants immediately recommended for contract award is sufficient to meet the needs of program.
- If the United States Mint determines that more artists are needed to meet the needs of the program, the United States Mint will identify additional applicants to be invited to submit materials for review in Application Phase Two.

M.1.2 Evaluation Phase Two.

The United States Mint will review the materials defined in Application Phase Two using the same criteria and methodology used in Application Phase One.

The United States Mint will record ratings for each applicant based on the materials provided in Application Phase Two.

Based on ratings, the United States Mint will determine which additional applicants will be recommended for contract.

Attachment C-1 – Sample Delivery Order Assignment Invitation

| | |
|--------------------------------------------|-------------------------------------------------|
| DELIVERY ORDER INVITATION | United States Mint Artistic Infusion Program |
| AIP DESIGNER: | CONTRACT NUMBER: |

| | |
|-------------------------------------------------------------|----------------------------------------|
| PROGRAM 2027 - 2030 Youth Sports Quarters Obverse | AUTHORITY Public Law 116-330 |
|-------------------------------------------------------------|----------------------------------------|

COIN SPECIFICATIONS
 Quarter dollar coins will be produced with a diameter of 0.955 inches. Please consider the final diameter when developing designs. Dies prepared from the selected designs will be manufactured in proof (mirror), circulating, and uncirculated qualities.

ASSIGNMENT
 You are instructed to submit one obverse design for the 2027 - 2030 Youth Sports Quarters Obverse (see “Required Design” for further information). Required designs must be substantially distinct from each other.

- You may choose to submit additional obverse designs for the program.
- If you choose to submit more than the required designs, additional submissions must be substantially distinct.
- You are encouraged to create designs that are either representational, stylized, or abstract that meet the narrative criteria and, above all, employ strong design as their guiding principle.
- You shall be responsible at any time for any necessary modifications to your submitted designs as requested by the United States Mint. Changes may be requested for any reason, including historical/technical accuracy, appropriateness, or coinability.
- Each design submission (and all drafts and revisions) must—
 - except as expressly authorized in writing by the United States Mint, not include the name or depiction of any living person, even with permission
 - except as expressly authorized in writing by the United States Mint, even with permission, not include names, emblems, logos, insignia, trademarks or other intellectual property associated with any specific commercial or private organization, even with permission.
 - not include your name, initials, logo, your mark, or other identifier anywhere in or on the design

PAYMENT
 In accordance with your contract, the United States Mint will pay a fixed fee of \$3,000 in response to this delivery order invitation for any and all submitted designs whether you submit just the required designs or additional obverse and/or reverse designs. If the Secretary of the Treasury or his designee selects any of your submissions for use on a coin, the United States Mint will pay you an additional \$5,000 per design used.

REQUIRED DESIGN
 The design shall maintain a likeness of George Washington, and be designed in a manner so as to distinguish it from the obverse design used during the previous quarter dollars program. The previous program, in this case, is the American Women Quarters program.

Design concepts and background information are provided in **Appendix A**, which will be provided separately. The Mint will provide a quarter dollar template and half dollar template to the artists for guidance on required minimums, such as kerning and font size. Submitted designs must meet the requirements for the template.

Designs must not be frivolous or inappropriate.

Attachment C-1 – Sample Delivery Order Assignment Invitation

REQUIRED INSCRIPTIONS

Required **obverse** inscriptions are as follows:

- “LIBERTY”
- “E PLURIBUS UNUM”
- “IN GOD WE TRUST”
- “QUARTER DOLLAR” or “25¢” or “25 CENTS” / “HALF DOLLAR” or “50¢” or “50 CENTS”

PROGRAM SPECIFIC DESIGN REQUIREMENTS

1. **DIGITAL SUBMISSION:** Designs must be submitted digitally. Refer to **Appendix B** for file naming instructions.
 - a. Submit designs on a pure white (0% Black) background, separated by a black (100% black) stroke
 - b. Submit files as JPEG or TIFF
 - c. Submit high resolution files (300 ppi at 8 in. diameter). You are also required to include your design at coin size in the lower right-hand corner of the same file (with the file name located in the lower left).
 - d. Submit designs on the appropriate template, which will be provided separately.
2. **SHADING:** You may use any type of shading technique to convey the dimension of elements to include form, relief and structure as a “map for sculpt.” Do not use techniques that incorporate multiple levels of value traditionally used in illustration to convey color, photorealism and other visual enhancements, keeping in mind that 2D shading cannot be executed in 3D sculpt.
3. **BORDERS:**
 - a. Major elements with substantial detail and volume should not be placed near the edge of the design. Too much relief and detail near the border of the coin increases striking tonnage and creates fill issues. Minor design elements (such as lettering, stars or laurel branches) are acceptable near the border.
 - b. The designs may extend to the perimeter. Design elements that bleed into the border are acceptable for this coin program.
4. **FONTS:**
 - a. Fonts must be shown in outline form to denote raised font. Fonts in black will be interpreted as incused (recessed) lettering.
 - b. Fonts must be a product of Photoshop, Illustrator, or Corel Draw. The name of the font must be identified with the design submission along with the software program. Please use the form at **Appendix C**.
 - c. Do not use fonts that create bridging issues in the minting process.
5. **INCUSED ELEMENTS:** Incused design elements (including inscriptions), where applicable, must be applied only to a raised element off the field such as a portrait or other stand-alone element.

ORIGINALITY AND REFERENCE MATERIALS

- All submissions must be the artist’s original design.
- The United States Mint discourages submissions of designs incorporating or derived from pre-existing works such as photographs, unless they are your own works. Although not encouraged, ancillary features in the designs may incorporate or be derived from pre-existing works, but only if such pre-existing works are in the public domain.
- If a design submission incorporates any intellectual property or affects any rights of any third party, the artist must obtain the party’s written permission to include his or her property in the design for use in this project, and to grant the rights requested in the Assignment and Release.
- The United States Mint will not review or supply third-party releases.
- With all of your submissions, you will be required to warrant that your designs are original and not in violation of any other party’s rights, and that you have obtained all rights necessary to assign all rights in the designs to the United States Mint without restriction.
- The United States Mint cautions that because of license restrictions, source materials obtained from stock houses or similar resources that purport to be copyright-free or royalty-free may not be available for unrestricted use or reuse.

Attachment C-1 – Sample Delivery Order Assignment Invitation

- Except with respect to design features you are specifically instructed to include in your design in the REQUIRED DESIGN/SPECIFIC INSTRUCTIONS section of this delivery order (if any), and notwithstanding any other provision of this delivery order, reference material provided by the United States Mint may not be copied into artwork or otherwise. These materials may be used only for reference (for example, to inform the artist of a subject’s physical characteristics, and to support historically/technically accurate clothing and environment), must be returned in full with your design submission, may not be retained in any form, and may not be stored or reused for any purpose whatsoever.
- Along with each submission, you must provide true and accurate copies of all references, sources and other supporting matter used in creating your original design.

COIN PRODUCTION

The selected designs will be translated into bas relief by United States Mint Medallist Artists, and although you will be responsible for any necessary revisions to your submitted designs as requested by the United States Mint, designs are subject to alteration by the United States Mint without your approval if required. Changes may be for any reason, including but not limited to historical/technical accuracy, appropriateness and coinability.

ASSIGNMENT AND RELEASE

In accordance with your contract, all design submissions shall be assigned to the United States Mint and will become its sole and exclusive property. Each submitted design (including all submitted revisions) must be accompanied by a signed Assignment and Release document on the form provided at **Appendix D**.

You will be required to provide warranties in each Assignment and Release document concerning your designs and their drafts and revisions. Among those are warranties that—

1. Designs comply with all the terms and conditions of the Contract and Delivery Order;
2. Each Design is your own original work, not previously published, and not copied from other works;
3. If a Design incorporates any intellectual property or affects any rights of any third party, you have received in writing such third party’s permission to include without compensation their property in or affect their rights with such Design as delivered and as it may be altered in connection with creation and use of the Coin, together with the right to make the grant of rights required;
4. That the Designs do not infringe or violate the rights of any other person or entity;
5. That if the Designs are based on a living person, you have received in writing such party’s permission for the unrestricted use without compensation of their name and likeness in such Design as delivered and as it may be altered in connection with creation and use of the Coin (including without limitation promotion, merchandising, and any other use in connection with the Coin), together with the right to make the grant of rights required;
6. You are fully authorized and legally competent to sign the Assignment and Release.

CONTACT AT THE UNITED STATES MINT

Please contact AIP COR, [], with all questions, requests for clarification or additional information.

SUBMISSION INFORMATION

| | |
|--------------------------------|-------------------------------------------------------|
| 6/9/2025, 08:00 AM, EST | Deadline for submissions |
| 7/7/2025, 08:00 AM, EST | Deadline for second set of submissions (if necessary) |
| 7/21/2025 | Deadline for acceptance of designs |

Attachment C-1 – Sample Delivery Order Assignment Invitation

APPENDIX A

Design Brief: 2027 – 2030 Youth Sports Quarters Obverse

PROGRAM OVERVIEW

The Circulating Collectible Coin Redesign Act (“Act,” Public Law 116–330) directs the Secretary of the Treasury to redesign and issue quarter and half dollar coins each year from 2027 to 2030.

OBVERSE REQUIREMENTS

The Act requires, *“The design on the obverse of the quarter dollars shall maintain a likeness of George Washington, and be designed in a manner so as to distinguish it from the obverse design used during the previous quarter dollars program.”*

The previous program, in this case, is the American Women Quarters program.

DESIGN THEMES & OTHER CONSIDERATIONS

Artists are not required to depict either President Washington or President Kennedy using a specific artistic convention. While previous obverse versions of the Washington Quarter have presented busts of the presidents in profile, this is not a requirement. The obverses of the coin does not have a specific theme, this program and its reverse designs relate to theme of “sports” and artists may consider whether to design their obverse submissions using devices or styles consistent with that theme. This is not a requirement.

QUARTER DOLLAR HISTORICAL CONTEXT

Larger than the dime and with a wide circulation, the quarter dollar continues to function not only as an important tool of American commerce but also as a medium to explore our history, our values, and our culture. Previous programs have included the 50 States Quarters, the America the Beautiful Quarters, and the American Women Quarters. In 2026, five new quarters will be released celebrating the nation’s semiquincentennial.

Quarter dollars were first legislated in 1792, but the first coins were not minted until 1796. From its introduction until 1932, each of the Mint’s quarter dollars featured some version of personified Liberty. That changed with the “George Washington Quarter,” which was first issued in 1932 to commemorate the 200th anniversary of George Washington’s birth and featured a profile portrait of Washington.

Attachment C-1 – Sample Delivery Order Assignment Invitation

APPENDIX B

United States Mint Design Naming Convention

Please use the following standard when naming design files for submission:

1. YOUR INITIALS
2. SHORT-HAND PROGRAM NAME: YSQ – Youth Sports Washington Quarter
3. OBVERSE or REVERSE (if applicable): O
4. DESIGN #: (01, 02, 03)
5. VERSION: (v1, v2, v3, etc.)
6. SUBMISSION DATE: MM.DD.YY format
(Submission date should change based on the date of each submission)

Below is an example of the naming convention for the 2027-2030 Youth Sports Quarters Obverse featuring George Washington.

JD-YSQ-O-01-v1-06.09.25

Note: The COR will not accept your design if this naming convention is not used.

Attachment C-1 – Sample Delivery Order Assignment Invitation

APPENDIX C

United States Mint
Font Document

As an alternative, fonts utilized in designs, and the software used to create them, may be identified in the source materials document submitted by the designer.

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| Font Utilized | |
| Software Program | |
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Attachment C-1 – Sample Delivery Order Assignment Invitation

APPENDIX D

United States Mint Assignment and Release

In consideration of the opportunity to submit Designs under this Delivery Order to be considered for use as a basis for the **2027 - 2030 Youth Sports Quarters Obverses** (Coin), and for the total sum indicated in the Delivery Order associated with this Coin and in accordance with the Artistic Infusion Program Contract (Contract), in respect of any or all Designs I submit, even if the Designs or drafts were prepared before signing this Assignment and Release or are not ultimately used by the United States Mint, I hereby assign to the United States Mint all right, title and interest in and to the Designs (including drafts or revisions) I deliver to the United States Mint (and descriptions and any other materials I deliver relating to the Designs), including all renewals and extensions, in perpetuity. An image of each Design is attached hereto. The title and description of each Design (for identification purposes) is as follows:

1. _____
2. _____
3. _____
4. _____

(Continue on separate sheet as necessary)

I understand that I will not retain any rights in these designs or drafts, and will not be able to use or allow others to use them (or designs substantially similar to them) without specific written permission from the United States Mint in its sole discretion. I acknowledge that without such permission I will not be able to display these Designs or drafts on a web site, or license them for use by any third party. I further acknowledge that I will not be able to use or license a version or draft of a Design that is not ultimately used by the United States Mint, even if it existed before I signed this Assignment and Release or one covering any revision.

In addition to the other warranties contained in the Contract and in the Delivery Order, I warrant that –

- a. the Designs comply with all the terms and conditions of the Contract and Delivery Order;
- b. each Design is my own original work, not previously published, and not copied from other works;
- c. if a Design incorporates any intellectual property or affects any rights of any third party, I have received in writing such third party's permission to include without compensation their property in or affect their rights with such Design as delivered and as it may be

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altered in connection with creation and use of the Coin, together with the right to make the grant of rights contained herein;

- d. that the Designs do not infringe or violate the rights of any other person or entity;
- e. that if the Designs are based on a living person, I have received in writing such party's permission for the unrestricted use without compensation of their name and likeness in such Design as delivered and as it may be altered in connection with creation and use of the Coin (including without limitation promotion, merchandising, and any other use in connection with the Coin), together with the right to make the grant of rights contained herein;
- f. I am fully authorized and legally competent to sign this Assignment and Release.

I agree to indemnify the United States government against any claim for breach or for infringement of copyright or other third party rights related to the Designs or their use. I also waive and agree not to enforce any "moral rights," including rights of attribution and integrity in the Designs and drafts, or any other rights relating to the artistic integrity of visual works to the extent they pertain to the Designs as they may be used or modified.

I waive and acknowledge that I will not have any right to inspect and/or approve any final Coin design, finished product and any advertising, marketing, promotional material or merchandising materials that may be created in connection with any use of the Designs. I also release and hold harmless the United States Mint, the United States government, and their agents and assigns, from any claims and/or liability relating to any use of the Designs. I understand that it is possible that the Designs may not be used in the final Coin design.

I hereby certify that I have read and understand the terms of this Assignment and Release, and that there are no other conditions, promises or understandings between me and the United States government concerning this Assignment and Release.

This Assignment and Release will be governed by applicable United States federal law.

Signature: _____

Date: _____

Name: _____

Address: _____

Telephone Number: _____

UNITED STATES MINT CONTRACTOR TRAVEL VOUCHER

TRAVELER'S NAME _____ CONTRACT# _____

DATE OF DEPARTURE _____ DEPART FROM _____

DESTINATION _____ DATE TRAVEL COMPLETED _____

LODGING COST PER NIGHT _____ M&IE RATE* _____

*The M&IE Rate is limited to 3/4 of the amount for the first and last days of travel.

TRANSPORTATION COSTS (Mode: airfare, train, automobile, taxi, subway, limousine, etc.)

| DATE | FROM | TO | MODE | COST |
|--------------------------------------|-------|-------|-------|-----------------|
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| _____ | _____ | _____ | _____ | \$ _____ |
| A. TOTAL TRANSPORTATION COST: | | | | \$ _____ |

MISCELLANEOUS COSTS (car rental, parking, business communications, ie., phone, fax, etc)

| DATE | DESCRIPTION | COST |
|-------------------------------------|-------------|-----------------|
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| _____ | _____ | \$ _____ |
| B. TOTAL MISCELLANEOUS COST: | | \$ _____ |

C. TOTAL LODGING COST \$ _____

D. TOTAL M&IE COST \$ _____

TOTAL COST OF TRAVEL (A,B,C&D) \$ _____

TRAVELER'S SIGNATURE _____ DATE _____

(Receipts required for hotel, transportation (air & rail) & miscellaneous costs over \$75. If additional space is needed, mark an "X" on this line and write on the back of this sheet).