

# Request for Quotation

RFQ Number: WAWD.18.02-01

Request Date: June 15, 2018

This is a request for **Open Market Pricing**.

The U.S. District Court, Western District of Washington, is requesting quotations for the purchase, freight, and delivery of the following items:

Item #	Description
See Attachment	<b>Custom Courtroom Audio/Video Supportable Lecterns and Counsel Tables</b> <ul style="list-style-type: none"><li>• Provide cost of options for both oak wood or Wilsonart laminate or equivalent</li><li>• See attached "Courtroom AV Furnishing Specifications" for quantities and details</li><li>• Furnishings must comply with Architectural Woodwork Institute standards</li><li>• DWI brand furnishings or equivalent</li><li>• Offers shall comply with US Judiciary &amp; Federal Acquisitions Regulations</li></ul>

All items should be quoted **F.O.B. Destination** and should include separate line items for costs of:

1. Unit price of each furniture item
2. Quotes for freight delivery options (include estimated delivery date per option)
3. Lift gate and inside delivery
4. Any other charges identified for the items requested for quotation above

Delivery of the order shall be scheduled during normal business hours. The names of those involved with the delivery shall be provided to the Contracting Officer after award to coordinate access to the facility.

To gain access to the loading dock, vehicle make, model, and license plate information shall be provided to the Contracting Officer after award.

Submit quotes using your company's standard quote sheet by email to [grant\\_grays@wawd.uscourts.gov](mailto:grant_grays@wawd.uscourts.gov) or hand carry to 700 Stewart Street, Suite 2218, Seattle WA 98101, Attention: Grant Grays by **Friday, June 29, 2018 4:00 PM PST.**

A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer, subject to funding availability.

**RFQ questions should be addressed to:**

Grant Grays  
U.S. District Court of the Western  
District of Washington  
700 Stewart Street, Suite 2218  
Seattle, WA 98101  
Telephone: (206) 370-8423  
Email: [grant\\_grays@wawd.uscourts.gov](mailto:grant_grays@wawd.uscourts.gov)

**The delivery address for this purchase will be:**

United States District Court  
Tacoma Union Station  
1717 Pacific Avenue  
Tacoma, WA 98402

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## **DELIVERY ORDER TERMS AND CONDITIONS**

The terms and conditions in the GSA contract are invoked by referencing the GSA contract number in the delivery order. The following standard judiciary provisions and clauses are also incorporated into this request and will be included in the resulting delivery order.

1. Clause B-5, Clauses Incorporated by Reference (SEP 2010)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx/>

2. The contractor shall comply with the clauses in this paragraph that the contracting officer has indicated as being incorporated in this delivery order:

Clause 1-15 Disclosure of Contractor Information to the Public (AUG 2004)

Clause 2-35 F.o.b. Destination, Within Judiciary's Premises (JAN 2003)

Clause 2-130 Energy Efficiency in Energy-Consuming Products (APR 2013)

Clause 2-135 IEEE Standard for Environmental Assessment of Personal Computer Products (APR 2013)

Clause 6-85 Commercial Computer Software License (APR 2013)

Clause 6-105 California E-Waste Fee (APR 2013)

Clause 7-30 Public Use of the Name of the Federal Judiciary (JUN 2014)

Clause 7-35 Disclosure or Use of Information (APR 2013)

Clause 7-115 Availability of Funds (JAN 2003)

Clause 7-130 Interest (Prompt Payment) (JAN 2003)

Clause 7-140 Discounts for Prompt Payment (JAN 2003)

Clause 7-235 Disputes (JAN 2003)

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## **SUBMISSION OF QUOTE AND EVALUATION OF OFFERS**

1. The following judiciary provisions, that the contracting officer has indicated are applicable, are incorporated in this solicitation:

Provision B-1, Solicitation Provisions Incorporated by Reference (SEP 2010)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>

Provision 2-100, Brand Name or Equal (APR 2013)

Provision 3-135, Single or Multiple Awards (JAN 2003)

## Courtroom AV Furnishing Specifications

Item	Description
<b>AV Lecterns</b> <b>Qty. 2</b>	<ul style="list-style-type: none"> <li>• Dimensions: 43.75" W x 31.875" H x 32" D</li> <li>• Option one: Oak wood to match existing millwork stain Option two: Wilsonart laminate or equivalent</li> <li>• 1 3/4" Cable access holes w/grommets (2 per Unit)</li> <li>• 1 3/4" hole for Shure microphones (2 per Unit)</li> <li>• Cut outs for Extron Cable Cubby 1200</li> <li>• Black metal ventilation grills (2 per Unit)</li> <li>• Pull out shelves w/touch latches</li> <li>• Locking Document Camera drawer</li> <li>• Rack Rails 8 spaces</li> <li>• Locking Removable face panel for equipment access</li> <li>• Locking Euro hinged access doors</li> <li>• 10" x 10" Ventilation Cut out w/perforated metal covers</li> <li>• Electric/Hydraulic 8" lift mechanism</li> <li>• Sets of 3" H.D. Casters all swivel 2 w/brakes</li> </ul>
<b>Counsel Tables</b> <b>Qty. 4</b>	<ul style="list-style-type: none"> <li>• Dimensions: 90"L X 42"D X 30"H</li> <li>• Option one: Oak wood to match existing millwork stain Option two: Wilsonart laminate or equivalent</li> <li>• 2 Pairs of Rear Access Doors</li> <li>• Solid Base Molding</li> <li>• Trim Molding</li> <li>• Top to be Built out to 1 1/2" Thick</li> <li>• Cut-out for Extron Cable Cubby 1400</li> <li>• 4 - 2 1/2" Grommet Holes per Top</li> <li>• Set of Furniture Levelers</li> </ul>
<b>Counsel Tables</b> <b>Qty. 2</b>	<ul style="list-style-type: none"> <li>• Dimensions: 90"L X 36"D X 30"H</li> <li>• Option one: Oak wood to match existing millwork stain Option two: Wilsonart laminate or equivalent</li> <li>• 2 Pairs of Rear Access Doors</li> <li>• Solid Base Molding</li> <li>• Trim Molding</li> <li>• Top to be Built out to 1 1/2" Thick</li> <li>• Cut-out for Extron Cable Cubby 1400</li> <li>• 4 - 2 1/2" Grommet Holes per Top</li> <li>• Set of Furniture Levelers</li> </ul>