



United States Bankruptcy Court
Western District of Wisconsin

Request for Quote

RFQ Number: 17-00100
Special Note: Open Market Pricing

Request Date: July 7, 2017

To: Office Furniture Suppliers

The Western District of Wisconsin Bankruptcy Court is inviting office furniture suppliers to submit quotes in accordance with the attached Statement of Work (SOW). The attachments to this SOW are to be used as a guide to break down and line itemize the costs of each specific item. The delivery, set-up and installation location for all furniture for this SOW is:

U.S. Bankruptcy Court
Western District of Wisconsin
120 North Henry Street, Third Floor
Madison, Wisconsin 53703-2559

Please note that the Courthouse loading dock is not available for deliveries; items will need to be lift-gated and off-loaded to the street-level to be brought into the building. Public metered street and ramp parking is available for the installation and delivery crews.

A fixed price award will be made based on the lowest priced, technically acceptable offer.

A pre-quote site visit is scheduled for Tuesday, July 18, 2017, at 1:30 p.m. Please contact Tibby Torhorst, if you would like to attend.

Quotes must be emailed to Tibby Torhorst no later than July 28, 2017.

Tibby Torhorst, Contracting Officer
Tibby_Torhorst@wiwb.uscourts.gov

Sincerely,

Brenda Welhoefer
Financial Manager

Attachments



United States Bankruptcy Court

Western District of Wisconsin

Statement of Work For Judge's Chambers Furniture

1.0 Objective

The objective of this Statement of Work is to purchase office furniture for Judge's Chambers located on the Third Floor of the Robert W. Kastenmeier U.S. Courthouse, Madison, Wisconsin.

2.0 Requirements

- The Vendor shall provide an itemized pricing quote for the office furniture listed on Attachment A of this SOW;
- The Vendor shall provide any power/data requirements and specifics for any item(s) that need(s) or require(s) power/data resources;
- The Court will choose finishes and fabrics for the furniture after the furniture is selected;
- The Vendor should closely match the configuration and design provided as Attachment B;
- The Vendor shall protect any doors and walls during furniture set-up and installation. The Vendor is responsible for any repair as a result of set-up and installation damage;
- All items shall be installed by certified installers in accordance with manufacturer's recommended installation instructions;
- Workstation components shall be installed level, plumb, square, and with proper alignment with adjoining furniture;
- Upon delivery and installation completion, all products shall be cleaned and dusted, and the area shall be left in a clean condition and ready for occupancy;
- All packaging material and debris shall be removed from the site and properly disposed of by the Vendor;
- Any defects in material from installation shall be repaired and damaged products that cannot be satisfactorily repaired shall be replaced;
- A punch-list walk through shall be performed with the Vendor's representative and a Court representative to insure item delivery and set-up approval for authorization of payment.



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3.0 Place of Performance

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120 North Henry Street, Third Floor
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4.0 Period of Performance

Delivery and installation will be scheduled between the hours of 8:00 a.m. to 4:00 p.m. The Vendor is required to coordinate with the Contracting Officer to schedule work. Advance notice is required in order to ensure tenants are able to adequately prepare the space for work.

5.0 Vendor Furnished Items

The Vendor will provide all supplies and equipment necessary to perform work identified in this Statement of Work including any brackets that may be required to hang any furniture/fixtures on walls where referenced on Attachment B.

6.0 Attachments

- Attachment A - Furniture List: furniture list of the office furniture that we are requesting quotes for.
- Attachment B - Furniture Plan: furniture layout is included in this package for spatial and placement reference.



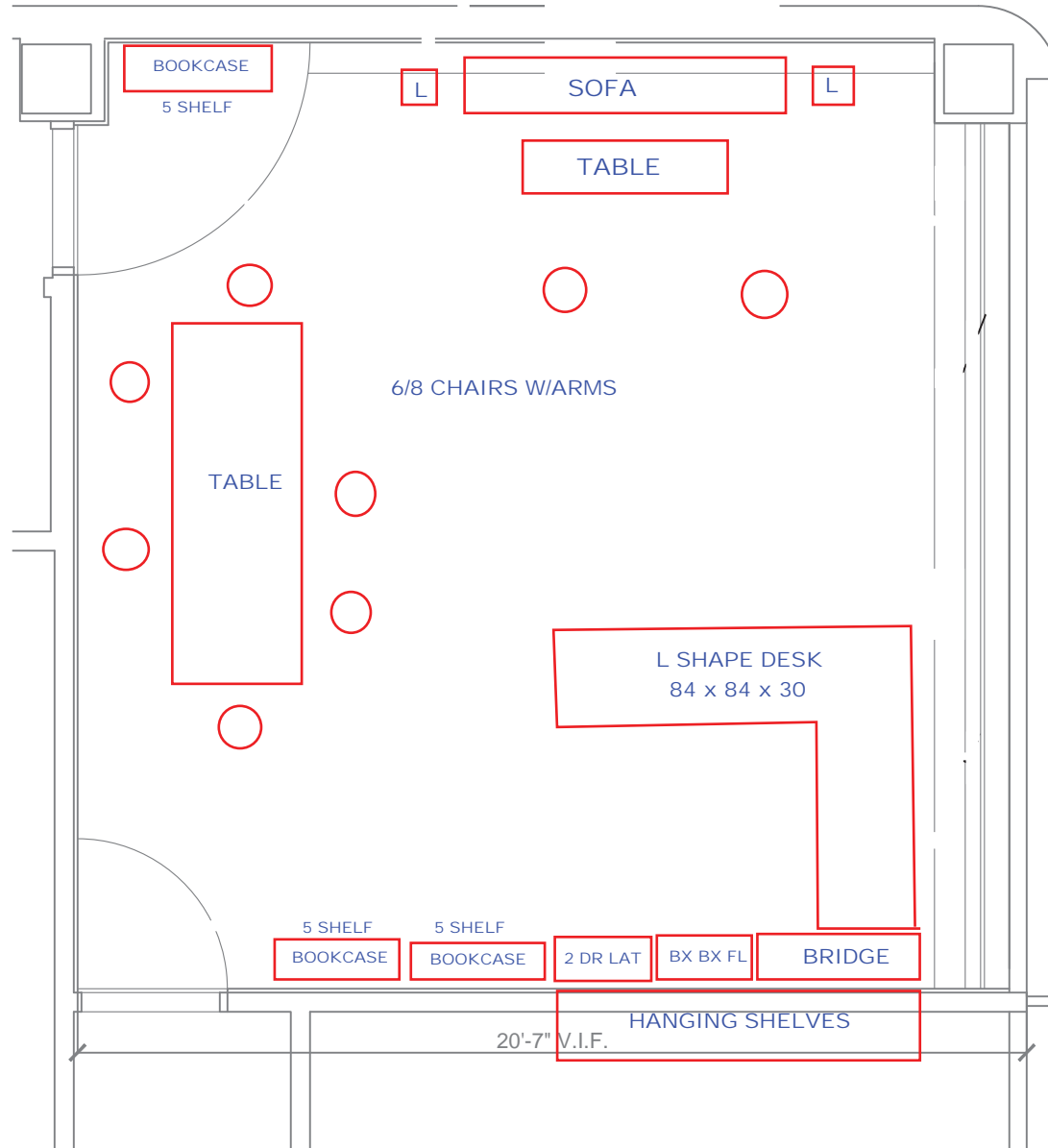
United States Bankruptcy Court

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ATTACHEMENT A

Area Description	Furniture Description	Size	Color	Notes
Work Area	Desk L-shaped	84 x 84 x 30 - height adjustable L shape	Sipo Mahogany with black legs	NOT TO BID – LISTED FOR INFORMATIONAL PURPOSES Human Solutions UPLIFT 950 Adjustable L-Shape Custom Solid Wood Standing Desk: touch keypad, power and wire grommets, wire management kit, one modesty panel, accessory kit
	Bridge / Table / Credenza		TBD	Stationary unit, should be seamless work area with other units
	Storage unit - box/box/file (Base)		TBD	Should be seamless work area with other unit and bridge
	Storage unit - 2 draw lateral		TBD	Should be seamless work area with other unit and bridge
Storage	Hanging / floating shelves unit	size to match lower expanse	TBD	2 Shelves high (or) 3 Shelves high if one shelf is a mini open shelf; doors on ends (or) doors on upper shelves; task lighting under shelves
	Bookcase (QTY 3)	5 shelves	TBD	
Meeting Area	Conference table		TBD	
	Chairs w/arms (QTY 6)		TBD	
Meeting Area	Sofa		TBD	
	Side tables (QTY 2)		TBD	
	Coffee table		TBD	
	Table lamps (QTY 2)		TBD	
	Chairs w/arms (QTY 2)		TBD	
CEILING FABRIC	MAHARAM MESSENGER 458640, O46 'ICE'			NOT TO BID – LISTED FOR INFORMATIONAL PURPOSES - WORK TO BE DONE THROUGH BUILDING
WALL FABRIC	KNOLL HOURGLASS KT COLLECTION, K1523/2 COLOR 'GULL'			NOT TO BID – LISTED FOR INFORMATIONAL PURPOSES - WORK TO BE DONE THROUGH BUILDING
WALL PAINT	SHERWIN WILLIAMS 258-C3, SW 7666 'FLEUR DE SEL'			NOT TO BID – LISTED FOR INFORMATIONAL PURPOSES - WORK TO BE DONE THROUGH BUILDING
CEILING PAINT	SHERWIN WILLIAMS 257-C2, SW 7007 'CEILING BRIGHT WHITE'			NOT TO BID – LISTED FOR INFORMATIONAL PURPOSES - WORK TO BE DONE THROUGH BUILDING
CARPET	ATLAS, POPOLO, COLOR LP48, 'OCEAN OASIS'			NOT TO BID – LISTED FOR INFORMATIONAL PURPOSES - WORK TO BE DONE THROUGH BUILDING
BLINDS	Sheerweave 2410, Oyster/Pearl Gray			NOT TO BID – LISTED FOR INFORMATIONAL PURPOSES - WORK TO BE DONE THROUGH BUILDING

ATTACHMENT B



GREAT LAKES REGION 5
 PROPERTY OF THE
 UNITED STATES GOVERNMENT
 FOR OFFICIAL USE ONLY

PROPERTY OF THE UNITED STATES GOVERNMENT
 FOR OFFICIAL USE ONLY
 DO NOT REMOVE THIS NOTICE
 PROPERLY DESTROY DOCUMENTS WHEN NO LONGER NEEDED

MARK	REVISION DESCRIPTION	DATE
		5/5/17

DRAWING P.L.C.T. BUILDING