

## Request for Quotation

RFQ Number: USBC-24-0080  
Quotes due no later than: September 20, 2024  
Provide Quotes to: Lora Finley  
[Lora\\_finley@tnb.uscourts.gov](mailto:Lora_finley@tnb.uscourts.gov)

The U.S. Bankruptcy Court in Knoxville, TN is requesting quotes for the following work to be done in the Howard H. Baker Jr. U.S. Courthouse.

The work shall include painting, patching/repair of drywall where needed, fill nail holes, and sand any drywall or chair rail imperfections. Walls, doors, and trim shall be painted with two coats of paint, matching the existing paint color and texture. The courthouse has a mixture of eggshell, flat and satin enamel paints.

Extra care should be taken to cover all furniture, benches, floors, and millwork. The contractor will be required to move furniture and return it to its original location, as needed. The Court will remove any printers, PCs or copiers prior to the work being done.

All areas should be cleaned daily with a detailed cleaning at the end of the job. The quote should include labor, materials, fees, and the estimated amount of time necessary to complete the work. Parking is not provided at the courthouse. The actual work will need to be scheduled in advance with the Bankruptcy Court and should begin within 75 days of receipt of order.

The U.S. Bankruptcy Court intends to make an award based on the lowest priced, technically acceptable quote. All items should be quoted as a fixed price award. Payment terms will be considered Net 30 unless more favorable terms are offered. To schedule a walk through of the space, contact Lora Finley by email or phone at (423) 779-1232.

After completion of job and final inspection, the invoice should be sent to:

U.S. Bankruptcy Court  
Attention: Lora Finley  
31 E. 11<sup>th</sup> Street  
Chattanooga, TN 37402

Sincerely,

Lora Finley  
Contracting Officer

### Statement of Work:

1. Courtrooms 1B and 1C: work to only be done on the back wall of each courtroom and will include patch/repair and painting above the millwork, corner to corner.
2. Wall Space - Vestibules, Witness Rooms, Robing Room – Courtroom 1B & 1C

Painting of wall space to include public vestibules leading into Courtrooms 1B & 1C; witness conference rooms to the left and right side of Courtroom 1B; one witness conference room of 1C; Judge's robing room, kitchenette, and secured hallway of 1C.

3. Painting of Soffit / Ceiling Spaces

Painting of the drywall soffit/ceiling at the vestibules of Courtrooms 1B & 1C and in the robing room (tape seam in robing room in one area). Repair drywall imperfections on soffit/ceiling where needed.

4. Trim work, as specified:

Chair rail and baseboard in vestibules of Courtrooms 1B & 1C. Includes painted door and frame in 1C and 1B.

Witness conference rooms (2) for 1B – crown, chair rail, baseboard, doors, and frames.

Witness conference room for 1C – crown, baseboard, chair rail, door, and frame.

Secure hallway of 1C – includes crown, chair rail, baseboard, 2 doors and frames (excludes door to private bathroom).

Robing Room and kitchenette – crown, chair rail, baseboard, door, and frame.

**Quote Sheet for RFQ # USBC-24-0080**

**Instructions for Quoter:**

Provide the information requested here and below at Clause 7-10:

<b>Company name:</b>	
<b>UEI or DUNS number:</b>	
<b>Discount terms, if other than Net 30:</b>	

**Instructions for Quoter:**

Fill in the unit price and extended price for each item.

Fill in the grand total amount.

<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Unit of Issue</b>		<b>Extended Price (\$)</b>
1	Painting at U.S. Bankruptcy Court, Howard H. Baker, Jr. U.S. Courthouse	1	JOB		

<b>GRAND TOTAL:</b>	\$
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**TERMS AND CONDITIONS**

In addition to the terms and conditions in the base contract, to the extent that contract allows, the following judiciary terms and conditions are also incorporated into this request and will be included in the resulting order.

**SOLICITATION PROVISIONS**

**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>.

(end)

## CONTRACT/ORDER CLAUSES

Applicable to both the solicitation and contract/order

### Clause 7-10, Contractor Representative (JAN 2003)

(a) The contractor's representative to be contacted for all contract administration matters is as follows (contractor complete the information):

**Name:**

**Address:**

**Telephone:**

**E-mail:**

**Fax:**

(b) The contractor's representative shall act as the central point of contact with the judiciary, shall be responsible for all contract administration issues relative to this contract, and shall have full authority to act for and legally bind the contractor on all such issues.

(end)

### 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>.

(end)

The following clauses and provisions marked with an 'X' are incorporated by reference.

X	2-5B	Inspection of Services (APR 2013)
X	2-15	Warranty Information (JAN 2003)
X	2-20C	Warranty of Services (JAN 2003)
X	2-55	Privacy or Security of Safeguards (JAN 2003)
X	2-70	Site Visit (JAN 2003)
X	3-3	Provisions, Clauses, Terms and Conditions - Small Purchases (JUN 2014)
X	7-1	Contract Administration (JAN 2003)
X	7-5	Contracting Officer's Representative (APR 2013)

X	7-15	Observance of Regulations/Standards of Conduct (JAN 2003)
X	7-25	Indemnification (AUG 2004)
X	7-50	Parking (APR 2013)
X	7-60	Judiciary-Furnished Property or Services (JAN 2003)
X	7-215	Notification of Ownership Changes (JAN 2003)