

**UNITED STATES DISTRICT COURT**  
Northern District of California  
450 Golden Gate Avenue  
San Francisco, California 94102

**REQUEST FOR QUOTATION**  
**Lowest Price, Technically Acceptable**

**RFQ Number:** SF-Wire-01  
**Request Date:** 8/22/2013

**Special Notes:**

This is a request for GSA FSS Pricing.

Quotes may be faxed or email to the below listed address by 3:00 p.m. (PST) on September 12, 2013. However, handcarried quotes are to be delivered by the same time at 450 Golden Gate Avenue Room 16-1120, San Francisco to Helene McVanner. Submit a technical proposal describing your approach and project management in accordance with the attached scope of work. Use the attached quote sheet for a price quotation broken down by task with any supporting documentation for the price attached.

**A fixed price not-to-exceed award from this RFQ will be made based on the lowest priced, technically acceptable offer.**

Quotes and questions concerning this RFQ should be addressed to Helene McVanner at [Helene\\_McVanner@cand.uscourts.gov](mailto:Helene_McVanner@cand.uscourts.gov). The fax number is 415-522-3605. A walk through is scheduled for Friday, August 30, 2013 at 10:00 a.m. (PST).

Services are to be performed at 450 Golden Gate Avenue, San Francisco. Note, there is not parking available at the building but there is public parking across the street on Golden Gate Avenue as well as Turk Street.

Sincerely,

Helene McVanner  
Procurement & Facilities Administrator

**REQUEST FOR QUOTE– GSA Contract**  
Quote Sheet for RFQ Number: SF-Wire-01

Item No.	Description	Quantity	Unit	Unit Price	Extended Price
1	<p><b>Correct all Failed Terminations Due to:</b></p> <p><b>Crossed Wires</b>-Re-terminate, repair or replace end point or patch panel jacks/modules to make them VOIP compatible.</p> <p><b>Signal/Performance Loss</b>-Re-run new shorter cabling or pull, cut &amp; terminate existing cabling and re-terminate.</p> <p><b>Faulty cabling</b>-Re-run new cabling.</p> <p><b>Wire shorts</b>-Re-terminate, repair or replace end point or patch panel jacks/modules.</p> <p><b>Split Pairs</b>-Re-terminate, repair or replace end point or patch panel jacks/modules</p> <p>All corrected wall jacks, cables runs and patch panels will need to be tested and certified for the following network speeds 10/10/1000 in accordance to voice over internet protocol (VOIP) telephone requirements.</p>		Job	(contractor will fill in)	
2	<i>Net 30 terms will need to be established, this is non-negotiable.</i>				
				<b>TOTAL</b>	(contractor will fill in)

\_\_\_\_\_  
Vendor's Name

\_\_\_\_\_  
Vendor's Phone Number/fax number/e-mail address

\_\_\_\_\_  
Vendor's Street Address

\_\_\_\_\_  
Vendor's City, State, and Zip Code

\_\_\_\_\_  
Signature of Person Authorized to Sign Quote

\_\_\_\_\_  
Date

\_\_\_\_\_  
DUNS number

\_\_\_\_\_  
Printed or Typed Name of Signatory

\_\_\_\_\_  
Discount Terms or Net 30?

**\*NOTE: soliciting offers on the basis of a fixed hourly rate may require a one-time delegation of procurement authority from PMD. See the [Guide to Judiciary Policy, Vol. 14, § 410.40.30.](#)**

## STATEMENT OF WORK (SOW)

### 1.1 INTRODUCTION:

The District Court for the Northern District of California, located at 450 Golden Gate Avenue, San Francisco, CA, is in the beginning stages of converting to voice over internet protocol (VOIP) from an analog telephone system. The project requires that all network wall jacks, patch panels and network cabling infrastructure be VOIP compatible. Network wall jacks have been tested by our IT Department unless otherwise noted. This is to be a fixed-price contract. Award will be made to the lowest priced technically acceptable offer. This request is for GSA contract pricing.

### 1.2 OBJECTIVES:

Bring jacks that had a test result of "failed" up to VOIP standards as well as test noted jacks and bring those up to standard if they fail. Wiring, patch panel and RJ-45 wall jack infrastructure in indentified areas may need to be upgraded to VOIP standards depending on what is the cause of the failure.

### 1.3 SCOPE:

The scope of the work is to get our San Francisco location up to VOIP standards.

### 1.4 SPECIAL REQUIREMENTS/INFORMATION:

Most work will take place during the working day but there will be some after-hours and/or weekend work as some of the patch panel work won't be able to take place during regular business hours. We anticipate that the after-hours work will be at least 40 hours but it could be more or it could be less.

Any new cable pulls shall be CAT6 or better.

All new installations shall be fully terminated, labeled and tested. Testing documentation must be submitted to the Court.

Any patch panels that need to be replaced should be the best compatible option for the highest speed and quality for our network. Our patch panels range from 24 to 96 ports. We think it is highly unlikely that patch panels will need to be replaced.

We have some cable runs that are over 300 feet which is not recommended and these jacks failed. We would like the contractor to provide and install a solution.

By the completion of the project, all previously jacks deemed as "failed" will work and be certified for network speeds 10/10/1000 in accordance with VOIP protocols.

## 2 REQUIREMENTS

### Failed terminations must be evaluated and corrected. Possible reasons for the failures are:

- Crossed Wires which would require re-terminating, repairing or replacing of end point or patch panel jacks/modules to make them VOIP compatible.
- Signal/Performance Loss which would require re-running of new shorter cabling or pulling, cutting & terminating existing cabling and re-terminate.
- Faulty cabling which would require re-running new cabling.
- Wire shorts which would require re-terminating, repairing or replacing of end point or patch panel jacks/modules.
- Split Pairs which would require re-terminating, repairing or replacing end point or patch panel jacks/modules

### Current Conditions:

A. Offices where the jack is currently blocked – grommets will be installed by mid-September and our IT Department will test:

- 16E – Procurement Area (from Deb to Rhonda)
- 16E – Kathy Anderson-Miller's desk (port located on left side of wall)
- 16E – Anita Bock's office (port behind the PC)
- 16E – Jesusa Nobleza desk (port behind the PC)
- 16E – Finance scanner PC (port behind the PC)
- 16E – 5374 Ruffino (port behind the printer area)
- 15-6688 Judge Spero's desk (port is on the right side of the PC behind the shelf)
- 15 – 5268 Christine Thornton, Pro Se (port is behind the middle of the desk)

17 – 5356 Judith, CRB JA (port is on the along the windows in the middle of the shelf)

B. Locations/Offices not tested - will need to be tested by the contractor & issues rectified:

- 16W 4801 & 4803 Storerooms filled with furniture and shelves. Currently unoccupied.
- 15-0109 Storeroom/office
- Attorney Witness Rooms through the court floors:
  - 15<sup>th</sup> floor – 7 rooms (2794, 2796, 2816, 2814, 3150, 3190 & 3220)
  - 16<sup>th</sup> floor – 1 room (0405)
  - 17<sup>th</sup> floor – 2 rooms (5165 & 5309)
  - 18<sup>th</sup> floor - 2 rooms (0421 & 0103)
  - 19<sup>th</sup> floor – 2 rooms (6695 & 5135)
- We should anticipate that there might be up to 12 more locations not tested.

C. Summary of Failed Terminations (specifics locations, etc attached)

<i>Floor</i>	<i>Closet number</i>	<i>Estimated Total Dist. From Patch Panel to Wall Jack Failures</i>	<i>Switch Letter</i>	<i>Number of Failed Terminations</i>
15	15-6523	3,108 ft	J	18
15	15-6523	3,400 ft	K	19
15	15-6523	370 ft	EE	2
15	15-6523	508 ft	FF	2
<b>Total</b>		<b>7,386 ft</b>		
16W	16-4658	289 ft	F	5
16W	16-4658	500 ft	G	4
16W	16-4658	735 ft	H	5
16W	16-4658	142 ft	J	1
<b>Total</b>		<b>1,666 ft</b>		
17	17-5445	1,496 ft	P	5
17	17-5445	1,602 ft	R	6
<b>Total</b>		<b>3,098 ft</b>		
18	18-0787	183 ft	Y	1
18	18-0787	352 ft	Z	2
<b>Total</b>		<b>535 ft</b>		
19	19-Extern Room	2,794 ft	Primary	12
19	19-Extern Room	2,542 ft	Redundant	10
<b>Total</b>		<b>5,336 ft</b>		

### 3 DELIVERABLES

All failed terminations must be corrected, labeled and tested. Testing documentation must be submitted to the Court in either Word or Excel format.

#### 3.1 SCHEDULE FOR PERFORMANCE & DELIVERY

The Court wants all the work to be completed by the end of October, but this might be open to negotiation.

#### 3.2 REVIEW PERIOD FOR DELIVERABLES

The Court has fifteen (15) business days to review the deliverables and the contractor has thirty (30) days to correct any deficiencies and resubmit the deliverable. Corrections are to be accomplished at no additional cost to the Court.

#### 3.3 ACCEPTANCE CRITERIA FOR DELIVERABLES

All identified failed terminations must be in working order and certified for the following network speeds: 10/10/1000.

#### **4 ENVIRONMENT**

##### **4.1 LOCATION FOR PERFORMANCE**

Work will be at United States District Court, 450 Golden Gate Avenue, San Francisco, CA (floors 15, 16, 17, 18 and 19). It is highly desired that the crew on-site, or at a minimum, the lead, have security clearance to work in sensitive areas.

##### **4.2 GOVERNMENT FURNISHED PROPERTY**

The government will not furnish any property for the project.

##### **4.3 CONTRACTOR FURNISHED PROPERTY**

Contractor must furnish all material needed to correct the failed terminations.

##### **4.4 ACCESS TO JUDICIARY IT NETWORKS**

Contractor should have not need to access our network other than testing.

**TASK ORDER TERMS AND CONDITIONS**  
**Provisions and Clauses**

The terms and conditions in the GSA contract are invoked by referencing the GSA contract number in the task order. The following standard judiciary provisions and clauses are also incorporated into this request and will be included in the resulting task order. *(The CO may include any other standard judiciary provisions and clauses appropriate to the procurement. However, except as indicated below, the CO must not duplicate provisions or clauses included in the GSA schedule.)*

**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>

The following clauses are included by reference.

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

**Clause 7-30 - Public Use of the Name of the Federal Judiciary (JAN 2003)**

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

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

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

**Clause 7-235 -Disputes (JAN 2003)**

**Additionally:**

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

**Clause 7-20 – Security Requirements (APR 2013)**

*(The contracting officer will attach any other standard judiciary provisions or clauses here. Except for the above, the CO will not include provisions or clauses which are already in the GSA contract. CO Note: Before including additional provisions and clauses refer to the Guide to Judiciary Policy, Vol 14, Procurement, Chapter 1, [Appx 1B](#) to determine, if the provision or clause can be included by reference or must be included in full text. If any provisions are included by reference, then Provision B-1 also must be included in full text.)*