

2. CONTRACT NUMBER 3. SOLICITATION NUMBER 4. TYPE OF SOLICITATION  
 SEALED BID (IFB)  
 NEGOTIATED (RFP) 5. DATE ISSUED 6. REQUISITION/PURCHASE NUMBER  
 N/A

7. ISSUED BY CODE 8. ADDRESS OFFER TO (If other than item 7)  
 U.S. Bankruptcy Court, Southern District of Georgia  
 125 Bull Street, Savannah, GA 31401

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

**SOLICITATION**

9. Sealed offers in original and 1 copies for furnishings the supplies or services in the Schedule will be received at the place specified in item 8, or if hand carried, in the depository located in 125 Bull Street, Savannah, GA 31401 until 12:00 pm local time 7/12/2021  
 (Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL: A. NAME Crystal DeLaurentis, Contracting Officer B. TELEPHONE (NO COLLECT CALLS) AREA CODE 912 NUMBER 6504138 EXTENSION C. E-MAIL ADDRESS crystal\_delaurentis@gas.uscourts.gov

**11. TABLE OF CONTENTS**

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**OFFER (Must be fully completed by offeror)**

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8) 10 CALENDAR DAYS (%) 20 CALENDAR DAYS (%) 30 CALENDAR DAYS (%) CALENDAR DAYS(%)

14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):

AMENDMENT NO.	DATE	AMENDMENT NO.	DATE

15A. NAME AND ADDRESS OF OFFEROR CODE FACILITY 16. NAME AND THE TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)

15B. TELEPHONE NUMBER AREA CODE NUMBER EXTENSION 15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE. 17. SIGNATURE 18. OFFER DATE

**AWARD (To be completed by Government)**

19. ACCEPTED AS TO ITEMS NUMBERED 20. AMOUNT 21. ACCOUNTING AND APPROPRIATION

22. AUTHORITY FOR USING OTHER THAN FULL OPEN COMPETITION:  10 U.S.C. 2304 (c)  41 U.S.C. 3304(a) ( ) 23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified) ITEM

24. ADMINISTERED BY (If other than Item 7) 25. PAYMENT WILL BE MADE BY CODE

26. NAME OF CONTRACTING OFFICER (Type or print) 27. UNITED STATES OF AMERICA (Signature of Contracting Officer) 28. AWARD DATE

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NUMBER <b>1</b>	3. EFFECTIVE DATE <b>07/06/2021</b>	4. REQUISITION/PURCHASE REQUISITION NUMBER	5. PROJECT NUMBER <i>(If applicable)</i>	
6. ISSUED BY CODE <b>U.S. Bankruptcy Court, Southern District of Georgia 125 Bull Street Savannah, GA 31401</b>		7. ADMINISTERED BY <i>(If other than Item 6)</i> CODE		
8. NAME AND ADDRESS OF CONTRACTOR <i>(Number, street, county, State and ZIP Code)</i>		<input checked="" type="checkbox"/>	9A. AMENDMENT OF SOLICITATION NUMBER	
		<input checked="" type="checkbox"/>	9B. DATED <i>(SEE ITEM 11)</i> <b>06/29/2021</b>	
		<input type="checkbox"/>	10A. MODIFICATION OF CONTRACT/ORDER NUMBER	
			10B. DATED <i>(SEE ITEM 13)</i>	
CODE	FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended.  is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: <i>(Specify authority)</i> THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES <i>(such as changes in paying office, appropriation data, etc.)</i> SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER <i>(Specify type of modification and authority)</i>

**E. IMPORTANT:** Contractor  is not  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

Sections A, B, C, and J updated to remove optional Phase 2A, to include additional storage location, and to remove confirmation requirement for attending site visit.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i>	
15B. CONTRACTOR/OFFEROR		16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
_____ <i>(Signature of person authorized to sign)</i>		_____ <i>(Signature of Contracting Officer)</i>	

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NUMBER 2	3. EFFECTIVE DATE 07/09/2021	4. REQUISITION/PURCHASE REQUISITION NUMBER	5. PROJECT NUMBER (If applicable)	
6. ISSUED BY U.S. Bankruptcy Court, Southern District of Georgia 125 Bull Street Savannah, GA 31401	CODE	7. ADMINISTERED BY (If other than Item 6)	CODE	
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code)		(X)	9A. AMENDMENT OF SOLICITATION NUMBER	
		(X)	9B. DATED (SEE ITEM 11) 06/29/2021	
		( )	10A. MODIFICATION OF CONTRACT/ORDER NUMBER	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended.  is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor  is not  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Deadline to submit quotes extended to July 14, 2021 at 12:00 p.m. ET.  
Section C amended to add date of kickoff meeting.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
15B. CONTRACTOR/OFFEROR		16B. UNITED STATES OF AMERICA	
15C. DATE SIGNED		16C. DATE SIGNED	
<hr/> (Signature of person authorized to sign)		<hr/> (Signature of Contracting Officer)	

Previous edition unusable

**United States District Court  
United States Bankruptcy Court  
United States Probation Office  
Southern District of Georgia**

***Request for Quotation***

**Amended Request Date: July 9, 2021**

**Deadline for Quotes: July 14, 2021 at 12:00 p.m. ET**

**Site Visit: July 7, 2021 at 7:00 a.m. ET**

**Project: U.S. Courts, Savannah, GA, Tomochichi Courthouse Relocation Services**

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**Part I – The Schedule**

**Section A – Solicitation/Contract Form:**

- A.1. Standard Form 33 (Solicitation, Offer and Award) is attached as the cover sheet to this Request for Quotation. **The form must be signed by an authorized representative of the Contractor and returned with all submitted quotes. Contractor must acknowledge receipt of both amendments on the form at number 14.**
- A.2. Any references in this amended Request for Quotation to Attachment A, Scope of Work or Attachment B, Quote Sheet refer to the July 6, 2021 amended version of the attachment.

**Section B – Products or Services and Prices/Costs**

- B.1. This is a Request for Quotation (RFQ) for services for the relocation of the U.S. District Court (USDC), U.S. Bankruptcy Court (USBC), and U.S. Probation Office (USPO) from their existing location at the Tomochichi Courthouse, 125 Bull Street, Savannah, GA 31401.
- B.2. Furniture and equipment will be relocated to multiple destinations, including the newly constructed Annex Building located at 124 Barnard Street, Savannah, GA 31401; the Swing Space Building located at 8 Southern Oaks Court, Savannah, GA 31405; the Statesboro Courthouse located at 52 North Main Street, Statesboro, GA 30458; and the U.S. Army Corps of Engineers Building (“C Building”) located at 101 West York Street, Savannah, GA 31401.
- B.3. The Contractor shall provide relocation services as specified in **Attachment A, Scope of Work**.
- B.4. This is a request for **Open Market Pricing**.

**Section C – Description/Specifications/Statement of Work**

- C.1. Technical specifications are listed in **Attachment A, Scope of Work** and are subject to change based on new information. Any changes will be communicated to all

- contractors and all will be given the same opportunity to modify their quotes and resubmit.
- C.2. Each contractor shall submit a technical proposal describing their approach and project management in accordance with **Attachment A, Scope of Work**. Quotes must include the total cost to complete the scope of work in accordance with this RFQ. No additional charges including fuel surcharges, unforeseen, or unplanned expenses will be accepted once the project is awarded.
  - C.3. Each contractor must complete, in its entirety, **Attachment B, Quote Sheet** and submit with their quote package.
  - C.4. Each contractor must submit a list identifying any and all subcontractors to be employed and their role in the project.
  - C.5. All contractors must agree to the Terms and Conditions set out in **Part II, Section I, Contract Clauses**.
  - C.6. Please confirm to Crystal DeLaurentis via email **no later than 5:00 p.m. ET on July 2, 2021** that you will or will not be submitting a quote in response to this RFQ.
  - C.7. A site visit for the purpose of responding to this RFQ will be conducted on **July 7, 2021, at 7:00 a.m. ET**. Prospective bidders must comply with the requirements listed in **Attachment A, Scope of Work, Section 3, Site Visit** in order to attend.
  - C.8. Contractors may submit questions via email to Crystal DeLaurentis. The deadline for submission of questions is **12:00 p.m. ET on July 8, 2021**. All questions must be in writing to be considered as part of this RFQ. Responses will be shared with all contractors submitting proposals.
  - C.9. Quotes are due **no later than 12:00 p.m. ET on July 14, 2021**, regardless of when the site visit was completed.
  - C.10. Quotes must be valid through **July 19, 2021**.
  - C.11. Quotes may be mailed, hand delivered, or e-mailed to:  
**Crystal DeLaurentis**  
U.S. Bankruptcy Court  
125 Bull Street  
Savannah, GA 31401  
Phone: (912) 650-4138  
Email: crystal\_delaurentis@gas.uscourts.gov
  - C.12. The Awarded Contractor will be required to attend an in-person kickoff meeting on **July 19, 2021 at 8:00 a.m. ET** at the Tomochichi Courthouse. The Awarded Contractor should attend with all supervisors who will work on the project.

#### **Section D – Packaging and Marking**

- D.1. See **Attachment A, Scope of Work, Section 6, Equipment** for requirements.

#### **Section E – Inspection and Acceptance**

- E.1. See **Attachment A, Scope of Work, Section 8, Move Requirements** for inspection and acceptance criteria.

#### **Section F – Deliveries or Performance**

- F.1. See **Attachment A, Scope of Work** for details and requirements.

## **Section G – Contract Administration Data**

- G.1. The Contractor must be willing to start work based on a Purchase Order. No down payments or advances will be allowed.
- G.2. Contractor may submit partial invoices for work completed once each location has been inspected and approved by the Government Project Team. Submitting of partial invoices shall be limited to the completion of each Phase as defined in **Attachment A, Scope of Work**.
- G.3. All security badges issued to Contractor, their employees, and/or subcontractors must be returned to Court Security at the end of each working day. All security badges must be returned before any payment can be issued against the Purchase Order.
- G.4. Invoices are to be sent to U.S. Bankruptcy Court, Attn: Crystal DeLaurentis, P.O. Box 8347, Savannah, GA 31412.

## **Section H – Special Contract Requirements**

- H.1. Contractor must demonstrate sufficient experience (5+ years) with relocation services provided to large commercial properties, and have the manpower, equipment and tools required for a large move, including the dismantling and reassembling of systems furniture.
- H.2. See **Attachment A, Scope of Work** for security and personal protective equipment requirements.

## **Part II – Contract Clauses**

### **Section I – Contract Clauses**

- I.1. See **Attachment C, Terms and Conditions**

## **Part III – List of Documents, Exhibits, and Other Attachments**

### **Section J – List of Attachments**

- J.1. Attachment A, Scope of Work (Amended 7/6/2021)
- J.2. Attachment B, Quote Sheet (Amended 7/6/2021)
- J.3. Attachment C, Terms and Conditions
- J.4. Attachment D, Wage Determinations

## **Part IV – Representations and Instructions**

### **Section K – Representations and Certifications, and Other Statements of Offerors**

- K.1. Contractor is encouraged to provide representations, certifications, or other information with their quote package, not already requested in this RFQ or Attachment A, which may contribute to the Government's award decision.

#### **Section L – Instructions, Conditions, and Notice to Offerors**

- L.1. Due to project timelines, no additional time to reply to this RFQ will be provided beyond the current deadline for quotes.
- L.2. No access will be provided to Judiciary IT Networks, including, but not limited to, direct Ethernet or WIFI accessibility.

#### **Section M – Evaluation Factors for Award**

- M.1. **A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer.**
- M.2. To be acceptable and eligible for evaluation, Quotes shall be prepared in accordance with the instructions outlined in this RFQ and **Attachment A, Scope of Work.**
- M.3. By submission of a quote, the Contractor accepts all terms and conditions in this RFQ. A quote that takes exception to the terms and conditions will be determined technically unacceptable.