

**United States Court of Appeals
Fifth Judicial Circuit Library System**



Office of the Circuit Librarian

**600 Camp St. Room 106
New Orleans, LA 70130**

RFQ Number: USCALIB05-22-002
Request Date: October 8, 2021

**GSA
Request for Quotation (Products)
Lowest Price, Technically
Acceptable**

Special Notes:

This is a request for GSA Schedule Pricing.
All items should be quoted FOB Destination

Quotes should be mailed, faxed, e-mailed or hand delivered to the below listed address by Friday, October 22, 2021 at 12:00 noon local time (CST). However, mailed and hand carried quotes are to be delivered by the same time at 600 Camp Street, Room 106, New Orleans, LA 70130, Attn: Jennifer C. French. Please submit a quotation by using the attached quote sheet.

A fixed price award from the RFQ will be made based on the lowest fixed priced, technically acceptable offer, which includes items such as transportation, delivery, and administration charges.

Please note the requested items must be delivered to the United States Courthouse, Fifth Circuit Library, 214 W. Nueva Street, Room 3-100, San Antonio, Texas. The requested items will require inside delivery, installation, and all packaging materials must be removed. Delivery and installation are requested on or before **December 3, 2021**. If this date cannot be met, please indicate the earliest projected date for anticipated delivery and installation. Note these items are to be delivered and installed on the third floor of the building. A freight elevator is available for use if to be delivered on level above first floor. Manpower, power lifts and fork-lifts are not available to assist delivery personnel.

Quotes and questions concerning this RFQ should be addressed to Jennifer C. French at U.S. Court of Appeals, Fifth Circuit Library, 600 Camp Street, Room 106, New Orleans, LA 70130, Phone (504) 310-7728, Fax (504) 310-8378 and e-mail address jennifer_french@ca5.uscourts.gov.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer C. French".

Jennifer C. French
Contracting Officer

SPACESAVER CANTILEVER LIBRARY SHELVING OR EQUAL SPECIFICATIONS

RFQ USCALIB05-22-002

Request for Quotation for Spacesaver Cantilever Library Shelving or EQUAL, with the following minimum specifications:

- 8 ea. Cantilever Library Shelving, Single-Faced, 7 Shelves per Unit
Dimensions: 36"W x 84"H x 9"D ea.
All shelving units to be connected in one single row
Each shelving unit to contain seven (7) adjustable 9"D shelves with closed top panel
Back stop or offset center stop on each shelf
Wood end panels on end units of shelving (one on each side)
Wood/Veneer components: Manufacturer's standard end panel nominal 1-1/2" and top panel nominal 3/4"
Wood Finish: To be selected upon ordering
Metal Finish: To be selected upon ordering
- 20 ea. Cantilever Library Shelving, Double-Faced, 3 Shelves per Unit
Dimensions: 36"W x 42"H x 18"D (double-faced)
Shelving to be joined into four (4) shelving groups, each consisting of five (5) individual shelving units
Each shelving unit to contain three (3) adjustable 9"D shelves on each side
Back stop or offset center stop on each shelf
Continuous wood top for each grouping of five (5) shelving units (4 tops for each group of joined shelving)
Wood end panels on end units of each joined shelving unit (one on each side)
Wood/Veneer components: Manufacturer's standard end panel nominal 1-1/2" and top panel nominal 3/4"
Wood Finish: To be selected upon ordering
Metal Finish: To be selected upon ordering

See attached "115123 - Cantilever Shelving Specifications Sheet" for additional specifications for this shelving solicitation.

Please provide a product description, layout drawing and product specification sheet along with brochure information (if available) for the items quoted. Also provide samples of available metal and wood finishes.

Delivery and installation are requested on or before **December 3, 2021**. If this date cannot be met, please indicate the earliest projected date for anticipated delivery and installation.

QUOTE SHEET FOR RFQ

This request for price quotation is for Spacesaver cantilever library shelving or EQUAL, under **GSA pricing**. If this price sheet is not sufficient, please attach a detail price listing to include all information listed below.

ITEM NO.	PRODUCT NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
		RECEIPT, INSPECTION, DELIVERY, INSTALLATION, AND SETUP (TO INCLUDE REMOVAL OF ALL PACKAGING)	1	EA.		
					TOTAL	

Please provide a product description, layout drawing and product specification sheet along with brochure information (if available) for the items quoted. Also provide samples of available metal and wood finishes.

Vendor's Name

Vendor's Phone Number

Vendor's Street Address

Vendor's Facsimile Number

Vendor's City, State and Zip Code

Vendor's E-Mail Address

DUNS Number

Printed or Typed Name of Signator

Date

Signature of Person Authorized to Sign Quote

Discount Terms or Net 30

Delivery Date

GSA Contract Number

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. 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: [Contracting officer check as appropriate]

- Clause 1-15 Disclosure of Contractor Information to the Public (AUG 2004)
- Clause 2-25A Delivery Terms and Contractor's Responsibility (JAN 2003)
- 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 the Environmental Assessment of
Personal Computer Products (APR 2013)
- Clause 3-3 Provisions, Clauses, Terms and Conditions – Small Purchases (OCT 2006)
- Clause 3-300 Registration in the System for Award Management (SAM) (APR 2013)
- Clause 3-305 Payment by Electronic Funds Transfer
- Clause 6-85 Commercial Computer Software License (APR 2013)
- Clause 6-105 California E-Waste Fee (APR 2013)
- Clause 7-5 Contracting Officers Representative (APR 2013)
- Clause 7-30 Public Use of the Name of the Federal Judiciary (JUN 2014)
- Clause 7-35 Disclosure of Use of Information (APR 2013)
- Clause 7-115 Availability of Funds (JAN 2003)
- Clause 7-125 Invoices (APR 2011)
- Clause 7-130 Interest (Prompt Payment) (JAN 2003)
- Clause 7-140 Discounts for Prompt Payment (JAN 2003)
- Clause 7-160 Limitation on Withholding of Payments (APR 2013)
- Clause 7-185 Changes
- Clause 7-235 Disputes (JAN 2003)

SUBMISSION OF QUOTE AND EVALUATION OF OFFERS

The following judiciary, that the contracting officer has indicated are applicable, are incorporated in this solicitation: [Contracting officer check as appropriate]

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)

115123 – LIBRARY STACK SYSTEMS -- CANTILEVER SHELVING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
Cantilever bracket type metal library bookstack shelving as defined by the American Library Association and published in their Library Technology Reports

1.3 REFERENCES

- A. American Library Association (ALA) Standards:
Applicable standards for Cantilever Bracket Type Metal Library Bookstack; Library Technology Reports.
- B. American National Standards Institute (ANSI) Standards:
Applicable standards for fasteners used for assembly.
- C. American Society for Testing and Materials (ASTM) Standards:
Applicable standards for steel sheet materials used for fabrication.
- D. American Institute of Steel Construction (AISC) Standards:
Applicable standards for steel materials used for fabrication.

1.4 DESCRIPTION

- A. General: Cantilever Bracket Type Metal Library Bookstack as defined by the American Library Association and published in their Library Technology Reports.
- B. Finishes:
Fabricated Metal Components and Assemblies: All components to be painted with an electrostatically applied Powder Coat paint that meets or exceeds specifications set forth by the Amer-

ican Library Association for Cantilever Bracket Type Metal Library Bookstacks published in their Library Technology Reports.

Wood/Veneer Components and Assemblies: Manufacturer's standard end panel nominal 1- ½" and top panel nominal ¾".

C. Sizes:

Available in heights as noted on data sheet.

Available in nominal widths as noted on data sheet.

Available in nominal single-faced depths as noted on data sheet.

Available in double-faced depths as noted on data sheet.

1.5 PERFORMANCE REQUIREMENTS

- A. Seismic Performance: Provide library bookstacks capable of withstanding the effects of earthquake movement when required by applicable building codes for Seismic Design Category A.

1.6 SUBMITTALS

- A. Product Data: Submit manufacturer's product literature and installation instructions for each type of library bookstack required. Include data substantiating that products to be furnished comply with requirements of the contract documents.
- B. Shop Drawings: Show fabrication, assembly, and installation details including descriptions of procedures and diagrams. Show complete extent of library bookstack installation layout including quantities, locations and types of accessory units required. Include notations and descriptions of all installation items and components.
- Show installation details at non-standard conditions, if any.
- Provide layout, dimensions, and identification of each unit corresponding to sequence of installation and erection procedures.
- Provide installation schedule and complete erection procedures to ensure proper installation.
- C. Selection Samples: For initial selection of colors and textures, submit manufacturer's color charts consisting of actual product pieces, showing full range of colors and textures available.
- D. Warranty: Submit draft copy of proposed warranty for review.
- E. Maintenance Data: Provide in form suitable for inclusion in maintenance manuals for library bookstack shelving. Data shall include operating and maintenance instructions, parts inventory listing, purchase source listing, emergency instructions, and similar information.

Submit manufacturer's instructions for proper maintenance materials and procedures.

Submit manufacturer's printed instructions for maintenance of installed work, including methods and frequency recommended for maintaining optimum condition under anticipated use conditions. Include precautions against using materials and methods, which may be detrimental to finishes and performance.

- F. Reference List: Provide a list of recently installed library bookstacks to be visited by owner, architect, and contractor. Intent of list is to aid in verifying the suitability of manufacturer's products and comparison with materials and product specified in this section.

1.7 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Engage an experienced manufacturer who is ISO 9001 certified for the design, production, installation, and service of library bookstacks. Furnish manufacturer's certification attesting ISO 9001 quality system registration.

- B. Installer Qualifications: Engage an experienced installer who is a manufacturer's authorized representative for the specified products for installing library bookstacks.

Minimum Qualifications: 1-year experience installing library bookstacks of comparable size and complexity to specified project requirements.

1.8 DELIVERY, STORAGE AND HANDLING

- A. Follow manufacturer's instructions and recommendations for delivery, storage, and handling requirements.

1.9 PROJECT CONDITIONS

- A. Field Measurements: Verify quantities of library bookstack units before fabrication. Indicate verified measurements on Shop Drawings. Coordinate fabrication and delivery to ensure no delay in progress of the Work.

- B. Established Dimensions: Where field measurements cannot be made without delaying the Work, establish dimensions and proceed with fabricating library bookstack units without field measurements. Coordinate construction to ensure actual dimensions correspond to established dimensions.

1.10 SEQUENCING AND SCHEDULING

- A. Sequence library bookstack units with other work to minimize possibility of damage and soiling during remainder of construction period.

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- B. Schedule installation of specified library bookstack shelving after finishing operations; including painting have been completed.
- C. Provide components, which must be built in at a time, which causes no delays general progress of the Work.
- D. Pre-installation Conference: Schedule and conduct conference on project site to review methods and procedures for installing library bookstack units.

1.11 WARRANTY

- A. Provide a written warranty, executed by Contractor, Installer, and Manufacturer, agreeing to repair or replace units, which fail in materials or workmanship within the established warranty period. This warranty shall be in addition to, and not a limitation of, other rights the Owner may have under General Conditions provisions of the Contract Documents.
- B. Limited Lifetime Warranty: Subject to the terms in the written warranty, warrant the original purchaser exclusively that the shelving manufactured by it will be free from defects in materials and workmanship for the lifetime of the shelving.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. General: Products are based upon library bookstack shelving manufactured by Spacesaver Corporation.

2.2 BASIC MATERIALS

- A. General: Provide materials and quality of workmanship, which meets or exceeds established industry standards for products specified. Use furniture grade sheet metal, wood panels, plastic laminate and fasteners for component fabrication unless indicated otherwise. Material thicknesses/gauges are manufacturer's option unless indicated otherwise.

2.3 MANUFACTURED COMPONENTS

- A. Welded Frame Upright:
 - 1. The welded frame shall consist of 2 vertical upright columns constructed of min. 14-gauge steel. Upright column shall be 2" deep with a 1 1/4" face with 1/2" return flanges. The uprights are fully welded to a tubular top spreader and a channel bottom spreader. The uprights shall have shelf attachment slots on 1" increments the entire length of the

upright. Slots shall be 5/8" x 1/4". Uprights shall include location indicators the entire length of upright on a minimum of 6" centers.

2. The tubular top spreader shall be a minimum of 14-gauge steel tube 2 1/2" tall x 1" wide.
3. The bottom spreader channel shall be a 16-gauge channel 1-3/4" tall x 1" wide with two 1/2" square holes provided for cage nuts for use with optional levelers.

Non-welded frame cantilever type shelving units are unacceptable.

B. Base supports:

1. A base support shall be provided to provide lateral unit stability. The support shall be minimum of 14-gauge steel 9" high with a 1" return on the bottom for support. Support shall attach to frame upright with two 3/8" (10MM) – 16 UNC bolts and 3/8" keps nuts. Support shall be designed and constructed with shear tabs that interlock/mate with the upright to provide a positive connection that will give additional stability to welded frame in addition to the bolted connectors. Shear tabs ensure squareness and alignment of the base support to the welded frame. Base support design must allow the frame to transfer loads to floor or levelers. Base support brackets that put the bolted connection in shear are unacceptable.

C. Leveler Kits:

1. Single-Faced: Consists of one or two 3/8 -16 UNC cage nut(s) and leveler(s) held by the single faced base support. Two additional cage nuts and levelers are provided to be used in the welded frame itself.
2. Double-Faced: Consists of two or four 3/8 -16 UNC cage nuts and levelers held by the double-faced base support. Two additional cage nuts and levelers are provided to be used in the welded frame itself.

D. Shelf end brackets:

1. Shall be made of minimum 16-gauge steel of a depth not less than that of the shelf on which they are used and shall extend not less than 6" above the top surface of the shelf. The top and front edges shall be flanged outwardly to a half round profile to prevent accidental knifing of material. Shelf brackets shall have a minimum of two hooks at the top for engaging into the column (post) and one safety lug to prevent accidental dislodgment at the bottom. Outward embossment in the upper front corner of the shelf brackets shall act as shelf spacers and prevent overlapping of shelf end brackets. For aesthetic reasons as well as to prevent sharp corners, the upper front corner of the shelf brackets shall have a radius of not less than 1 inch. The base of the end brackets will have two

lanced tabs that interlock with the shelf and provide firm support for the shelf. Lance tabs and shelf shall be provided with 1/4" diameter holes for optional bolting of components. The front edge of the end bracket shall have a 15-degree slope.

E. Base Shelves for Static:

1. Shelves shall be formed from minimum 18-gauge cold rolled steel with a triple 90-degree bend on the rear of shelf and a double bend with a 3" surface at the front. Shelf ends to be turned down 90-degrees to engage and interlock into the shelf end brackets.
2. Base shelves on mobile shall be 3/4" to sit flush with top of carriage profile. Base shelves shall be individual on both faces of double face or single face units, with center filler channels. Each base shelf shall be supported by shelf end brackets for maximum strength and support.

F. Plain Shelves:

1. Shelves shall be formed from minimum 18-gauge cold rolled steel with a triple 90-degree bend on both front and rear edges with a shelf thickness to be 3/4". Shelf ends to be turned down 90-degrees to engage and interlock into the shelf end brackets. Shelves shall be no less than 1/4" from actual dimension specified.

G. Metal canopy tops:

1. Shall be formed from minimum 18-gauge cold rolled steel with a triple 90-degree bend on front edges with a maximum edge thickness of 3/4". Single face and double face units to be one-piece design.

H. Card Holders:

1. As specified, shall be painted steel to hold 3" x 5" (76MM x 127MM) cards (by others). One shall be provided for each single faced and two for each double face end panel.

I. Face Panels & Top Panel:

Materials: Manufacturer

1. Finishes: Wood /Veneer

2.4 FABRICATION

- A. General: Coordinate fabrication and delivery to ensure no delay in progress of the Work.

2.5 FINISHES

- A. Colors: Selected from manufacturer's standard available colors unless otherwise indicated.
- B. Paint Finish: Provide factory applied electrostatic powder coat paint. Meet or exceed specifications of the American Library Association.
- C. Wood/Veneer Top and End Panel Finish:

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine shelving units scheduled to receive accessories [with Installer present] for compliance with requirements for installation tolerances and other conditions affecting performance of specified accessory items.
- B. Verify that intended installation locations of sorter unit units will not interfere with or block established required exit paths or similar means of egress once units are installed.
- C. Proceed with accessory installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. General: Follow manufacturer's written instructions for installation of each type of accessory item specified.

3.3 FIELD QUALITY CONTROL

- A. Verify accessory unit alignment and plumb after installation. Correct if required following manufacturer's instructions.
- B. Remove components that are chipped, scratched, or otherwise damaged and which do not match adjoining work. Replace with new matching units, installed as specified and in manner to eliminate evidence of replacement.

3.4 ADJUSTING

- A. Adjust all accessories to provide smoothly operating, visually acceptable installation.

3.5 CLEANING

- A. Immediately upon completion of installation, clean components, and surfaces. Remove surplus materials, rubbish and debris resulting from installation upon completion of work and leave areas of installation in neat, clean condition.

3.6 DEMONSTRATION/TRAINING

- A. Schedule and conduct demonstration of installed accessory items and features with Owner's personnel.
- B. Schedule and conduct maintenance training with Owner's maintenance personnel. Training session should include lecture and demonstration of all maintenance and repair procedures that end user personnel would normally perform.

3.7 PROTECTION

- A. Protect system against damage during remainder of construction period. Advise Owner of additional protection needed to ensure that system will be without damage or deterioration at time of substantial completion.

END OF SECTION 115123