

REQUEST FOR QUOTATION

Data Cabling Installation Project

U.S. BANKRUPTCY COURT
SOUTHERN DISTRICT OF INDIANA

KEY INFORMATION:

General: The U.S. Bankruptcy Court for the Southern District of Indiana requires a data cabling and speaker cabling installation in the Bankruptcy courtroom at the **Lee H. Hamilton Federal Building and U.S. Courthouse, 121 West Spring Street, New Albany, IN**. The contractor shall provide all the equipment and labor to support the installation. See the following **Scope of Work and Specific Tasks, Section 3.0 and Deliverables, Section 4.0**.

Quotation Due: Friday, January 16, 2026

Pricing Method: This is a request for open market pricing.

Work Period: To be coordinated based on room availability.

Site Visit: Highly Recommended

RFQ Number: 20260109

Method of Award: A firm, fixed-price award will be made to the lowest priced, technically acceptable offer.

Contract Questions: James Robinson, Contracting Officer

U.S. Bankruptcy Court
46 East Ohio Street, Room 116
Indianapolis, IN 46204
E-mail: James_Robinson@insb.uscourts.gov
Phone: (317) 229-3815

Technical Questions: Kevin Kallassy, U.S. District Court

46 East Ohio Street, Room 116
Indianapolis, IN 46204
E-mail: Kevin_Kallassy@insd.uscourts.gov
Phone: (317) 229-3739
With copy to James Robinson, Contracting Officer (see above)

Arrangement of On-Site Visit: Lee Young
121 West Spring Street
New Albany, IN 47150
E-Mail: Lee_Young@insb.uscourts.gov
Phone: (812) 542-4550
With copy to James Robinson and Kevin Kallassy (see above)

REQUEST FOR QUOTATION

Data Cabling Installation Project

U.S. BANKRUPTCY COURT
SOUTHERN DISTRICT OF INDIANA

STATEMENT OF WORK

1.0 Introduction.

The U.S. Bankruptcy Court for the Southern District of Indiana requires the installation of 34 new CAT 6A twisted pair data cabling lines and removal of old data lines, and installation of 14 gauge speaker wiring to support 6 speakers in 3 separate zones at the **Lee H. Hamilton Federal Building and U.S. Courthouse, 121 West Spring Street, New Albany, IN**. Each line will run from the A/V rack located in room 117 to the requested location in the courtroom. The contractor shall provide all the equipment, supplies, and labor to support the installation of a Cat 6A twisted pair environment.

2.0 Objectives.

The project will result in 34 Cat 6A twisted pair data cables being run in the New Albany Bankruptcy Courtroom room 121. The contractor shall label all network jacks and patch panel ports with corresponding location data. The contractor shall replace all existing network jacks that are not receiving new cabling with blank plates. The contractor shall return to the courthouse and remove the old video cables at the below locations once all users have transitioned to the new data cable connection.

14 gauge Speaker wire will run from the courtroom ceiling to the A/V rack located in room 117. The speaker wire is for a future project. The existing speaker connections and cabling should not be removed.

3.0 Scope of Work and Specific Tasks.

- 3.1** The contractor shall provide all cables, connectors, and incidental materials required for installation such as patch panels, hangers, ties, and fasteners for a total of 34 network connections and the 6 speaker locations.
- 3.2** The contractor shall run the following Cat6A cables from the listed location in the courtroom to the technology rack. The contractor is responsible for calculating the distance.
 - 3.2.1** Judge's Bench: three (3) located on the wall under the bench
 - 3.2.2** Two Camera Locations with two (2) lines per location for a total of four (4) lines. Each location will require a single gang wall plate at 8'
 - 3.2.3** CRD Bench: six (6) located on the wall under the bench
 - 3.2.4** Witness Bench: three (3) located on the wall under the bench
 - 3.2.5** Law Clerk: two (2) located on the wall under the bench
 - 3.2.6** Attorney table: four (4) located in the recessed floor box
 - 3.2.7** Attorney table 2: four (4) located in the recessed floor box
 - 3.2.8** Trustee Table: four (4) located in the recessed floor box
 - 3.2.9** Gallery: two (2) location TBD
 - 3.2.10** Judicial Assistant: two (2) on wall under the bench
- 3.3** The contractor shall run the following 14 gauge speaker cabling from the listed location in the courtroom to the A/V rack. The contractor is responsible for calculating the distance.
 - 3.3.1** Zone 1: speakers closest to the Judge's bench can use the same cable run
 - 3.3.2** Zone 2: speakers over the attorney tables can use the same cable run
 - 3.3.3** Zone 3: speakers over the gallery can use the same cable run

- 3.4 The contractor shall install a network/ethernet wall jack with the proper face plate in each location.
- 3.5 All cable must be Category 6A plenum rated twisted pair cable.
- 3.6 All connections must be fully tested, verified, and labeled.
- 3.7 All equipment must be commercial grade.
- 3.8 Installation, equipment, connectivity testing and technology must include service agreement with warranty for one year from acceptance date.
- 3.9 All on-site installation work must be coordinated through Court personnel. Work is to be performed during normal business hours. The contractor may request afterhours access for work to be performed, subject to approval of the Court. If approved, the contractor shall charge no additional fees for after-hours work and shall work under the supervision of Court staff.
- 3.10 Protection of the historic significance of this courthouse and its courtrooms, as well as the older architecture of the facility, must be observed.
- 3.11 All installation, configuration and testing shall be done on-site at the **Lee H. Hamilton Federal Building and U.S. Courthouse, 121 West Spring Street, New Albany, IN.** The contractor is responsible for all costs and arrangements for travel related to this project.
- 3.12 The contractor is responsible for removing all waste products associated with the project, such as wire scraps, packaging materials, surplus cable, etc.
- 3.13 The contractor's work shall not create excessive noise or other disturbance that may interfere with normal Court operations in any other office areas.
- 3.14 All work performed by the contractor must meet requirements for all applicable national and local building codes, including established GSA standards for the Lee H. Hamilton Federal Building and U.S. Courthouse.
- 3.15 The contractor shall remove all old network wiring from the floors located in the courtroom after the Court has been cutover to the new wiring.

4.0 Deliverables

- 4.1 The contractor shall provide an electronic report, sent to the contracting officer and technical representative documenting each installation and operability confirmation.

4.2 Installation and all other work performed by the contractor, as well as any equipment and materials provided by the contractor, shall be under warranty by the contractor for the period of one (1) year, effective upon the date of completion and acceptance of the work.

4.3 Schedule for Performance and Delivery/Milestone Schedules

Deliverable	Due Date
Electronic report	Upon completion
Warranty	Upon completion and acceptance of work

4.4 Review Period for Deliverables

Deliverable	Judiciary Review Period
Electronic report	1 day
Warranty	1 day

4.5 Acceptance Criteria for Deliverables

Deliverable	Acceptance Criteria
Electronic report	Documentation showing all lines tested and working correctly
Warranty	1 year of coverage from the date of completion

5.0 Payment. Invoice for payment will be processed upon the court's acceptance of all of the deliverables.

6.0 Provisions, Clauses, Terms, and Conditions

6.1 Solicitation Provisions Incorporated by Reference (MAR 2025)

(Provision B-1)

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>.

6.2 Solicitation Clauses Incorporated by Reference (MAR 2025)

(Clause B-5)

This procurement 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 incorporated by reference:

6.3 Provisions, Clauses, Terms and Conditions - Small Purchases (JUN 2024)

(Clause 3-3)

6.4 Taxpayer Identification and Other Offeror Information (APR 2011) *(Provision 3-5)*

(a) Definitions.

Taxpayer Identification (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

(b) All offerors shall submit the information required in paragraphs (d) and (e) of this provision to comply with debt collection requirements of [31 U.S.C. §§ 7701\(c\)](#) and [3325\(d\)](#), reporting requirements of [26 U.S.C. §§ 6041, 6041A](#), and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the government ([31 U.S.C. § 7701\(c\)\(3\)](#)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) Taxpayer Identification Number (TIN):_____

☐ TIN has been applied for.

☐ TIN is not required, because:

☐ Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

☐ Offeror is an agency or instrumentality of a foreign government;

☐ Offeror is an agency or instrumentality of the federal government

(e) Type of Organization

☐ sole proprietorship

☐ partnership

☐ corporate entity (not tax-exempt)

☐ corporate entity (tax-exempt)

☐ government entity (federal, state or local)

☐ foreign government

☐ international organization per [26 CFR 1.6049-4](#)

☐ other

(f) Contractor representations

The offeror represents as part of its offer that it is [___], is not [___] 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

☐ Women Owned Business

☐ Minority Owned Business (if selected then one sub-type is required)

☐ Black American Owned

☐ Hispanic American Owned

☐ Native American Owned (American Indians, Eskimos, Aleuts, or Native Hawaiians)

☐ Asian-Pacific American Owned (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)

- ☐ Subcontinent Asian (Asian-Indian) American Owned (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
- ☐ Individual/concern, other than one of the preceding

6.5 Limitation of Cost (APR 2013)
(Clause 4-85)

6.6 Security Requirements (APR 2013)
(Clause 7-20)

6.7 Public Use of the Name of the Federal Judiciary (JUN 2014)
(Clause 7-30)

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

6.9 Protection of Judiciary Buildings, Equipment, and Vegetation (APR 2013)
(Clause 7-65)

6.10 Changes (APR 2013)
(Clause 7-185)

7.0 Questions/Clarifications.

- 7.1 All questions regarding this solicitation shall be e-mailed to the Contracting Officer at: Doria_Lynch@insd.uscourts.gov. Answers to questions regarding the solicitation will be incorporated as an amendment to the solicitation and will be provided to all offerors. Telephoned questions will not be accepted.
- 7.2 Offerors shall promptly notify the Contracting Officer of any ambiguity, inconsistency, or error which they may discover upon examination of this RFQ.
- 7.3 Any interpretation, correction, or change of this RFQ will be made only by written addendum by the Contracting Officer. Addenda will be e-mailed to all who are known to have received the RFQ.

8.0 Assumptions, Conditions, or Exceptions.

Offerors shall include all (if any) assumptions, conditions, or exceptions with any of the terms and/or conditions of this statement of work or solicitation. If no exceptions are noted, the offeror agrees to comply with all of the terms and conditions set forth herein. It is not the responsibility of the Court to seek out and identify assumptions, conditions, or exceptions contained in an offeror's quotation.

