

CLARENCE MADDOX  
CIRCUIT EXECUTIVE

OFFICE OF THE CIRCUIT EXECUTIVE  
**UNITED STATES COURT OF APPEALS**  
FOR THE SIXTH CIRCUIT  
503 POTTER STEWART UNITED STATES COURTHOUSE  
100 EAST FIFTH STREET  
CINCINNATI, OHIO 45202-3988

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WEBSITE: [www.ca6.uscourts.gov](http://www.ca6.uscourts.gov)

March 22, 2019

## **FURNITURE BID**

The Sixth Circuit Court of Appeals invites your company to provide a bid for the furniture, delivery and installation herein. Please see the attached floor plan and specifications. **The bids should include the attached bid forms.**

The furniture specifications provided are to be used as a reference for each dealership to understand the quality, style and features that need to be met for each product. Substitutes may be allowed, at the Court's discretion and approval, and should be clearly noted on the bid form. The furniture dealership is responsible for providing all specifications including dimensions, photographs and actual wood or fabric samples for any product being submitted as an "or equal".

The pricing should reflect the General Services Administration (GSA) schedule if available. Open Market pricing will be accepted if the GSA schedule is not available or if discounting is deeper than GSA discounting. Installation, freight and shipping costs for furniture, and COM fabrics (if applicable) should be included as separate line items on the proposal forms provided.

Company name, address, email or fax for issuance of purchase orders for delivery and installation to be provided on bid forms. If any purchase orders require issue directly to a manufacturer for items available on the GSA schedule, all pertinent information for each manufacturer must be provided with the specification. Contact name and phone number of dealership receiving, manufacturer product delivery location/address information, DUNNS number and Tax ID form.

**Delivery and installation product location: Cincinnati**

The building does not have a loading dock. Commercial elevator is available and the project is located on the sixth floor of the building.

**FURNITURE BID DEADLINE: FRIDAY, MARCH 29 AT NOON(EST)**

**Email or faxed copy of the furniture bid to be submitted to:**  
**Email: [larry\\_mcmanis@ca6.uscourts.gov](mailto:larry_mcmanis@ca6.uscourts.gov) and [barbara\\_wieliczka@ca6.uscourts.gov](mailto:barbara_wieliczka@ca6.uscourts.gov)**  
**or fax 513.564.7210**

FURNITURE BID

SIXTH CIRCUIT COURT OF APPEALS

LOCATION:

CINCINNATI

Address and Phone Number:  
 Name and Email Address:  
 Submission Date:

This form references the "brand name" included in the specifications. If "or equal" product is being offered on "GSA Schedule" item, additional lines can be added to this form. This information must be clearly marked. Please annotate if pricing is submitted under GSA contract or Open Market.

Item Number	MANUFACTURE	DESCRIPTION	GSA SCHEDULE Please list GSA contract schedule	OPEN MARKET	QTY	UNIT PRICE	TOTAL PER QUANTITY	INSTALLATION COSTS	FREIGHT PER MFG.	TOTAL PRODUCT, DELIVERED, INSTALLED, FREIGHT, PER QUANTITY
1	Haworth	Workstation				\$	\$	\$	\$	\$
2	Haworth	Workstation				\$	\$	\$	\$	\$
3	Haworth	Workstation				\$	\$	\$	\$	\$
4	Haworth	Workstation				\$	\$	\$	\$	\$
5	JSI	U-shaped desk (for judge)				\$	\$	\$	\$	\$
6	JSI	conference table				\$	\$	\$	\$	\$
7	JSI	table with bookcases underneath				\$	\$	\$	\$	\$
8	JSI	4 drawer lateral file				\$	\$	\$	\$	\$
9	JSI	U-shaped desk (judicial asst.)				\$	\$	\$	\$	\$
10	JSI	bookcases (judge)				\$	\$	\$	\$	\$
11	JSI	storage credenza				\$	\$	\$	\$	\$
12						\$	\$	\$	\$	\$
13						\$	\$	\$	\$	\$
14						\$	\$	\$	\$	\$
15						\$	\$	\$	\$	\$
16	Total					\$	\$	\$	\$	\$

**PURCHASE ORDER INFORMATION**

**Bid Submittal Date:**

**Bidder Name Address and Phone Number:**

**Contact Name and Email Address:**

**Dealership is responsible for providing all specifications including dimensions, photographs and actual wood or fabric samples for any product being submitted as an "or equal". If an equal item is being recommended, the dealership should annotate this information.**

**\*\*\* Provide a separate sheet for each manufacture or dealership**

**Separate Sheets within each category for GSA or Open Market**

<b>Purchase Order Issue Information:</b>
<b>Company Name:</b>
<b>Address:</b>
<b>Email Address:</b>
<b>Contact Phone Number:</b>
<b>GSA Contract # (if applicable)</b>
<b>Total Project Cost (per manufacture or dealership)</b>
<b>FOR PURCHASE ORDER</b>
<b>Shipping/Warehouse Delivery Address:</b>



Approved  
 [Signature]

# JASPER GROUP - JSI - OFFICES

## DETAILED PROJECT DESCRIPTION

Receive, and deliver to Potter Stewart 6th floor:  
 (2) JSI offices, (1) 36x72 table, (1) 36x84 table, (4) 6x8'6 Compose workstations w/ 5h steel bookcases, (6) 5h wood bookcases,  
 (1) 4h wood lateral file, (4) 2h file units/storage

DESCRIPTION	FINISHES	TAG	QTY.	UNIT COST	TOTAL
<b>JSI</b>					
Walden Series 38x86 Single Pedestal Desk (ped on right) 25x54 Bridge w/ modesty panel 25x86 Credenza w/ lateral file	JSI LEGACY (LGC) SPECIES: CHERRY	Judge's Office	1		
Wellington Series 36x72 Rectangular table Traditional Panel Base		Judge's Office	1		
Walden Series 5h bookcase 16" x 36" x 72"h		Judge's Office	3		
Wellington Series 36x84 Rectangular table top (2) 2h bookcases 25x31x28h		Judge's Office	1		
Walden Series 38x74 Single Pedestal Desk 25x42 Bridge w/ modesty panel 25x74 Credenza w/ lateral file Overhead Storage Unit 4 doors w/ tackboard 4h lateral file, 38"w, 54"h Storage Credenza 25x62x28.75"h		Assistant Office	1		
Articulating keyboard tray with mouse pad		Judge/Assistant	2		
Walden Series 5h bookcase 16" x 36" x 72"h		Clerks	3		
Walden Series 2 drawer lateral file 25x38x28.75h		Clerks	1		
Walden Series Box/Box/File pedestal 25x32x28.75h Hinge Door Pedestal 25x32x28.75h File/File Pedestal 25x32x28.75h		Clerks	1		

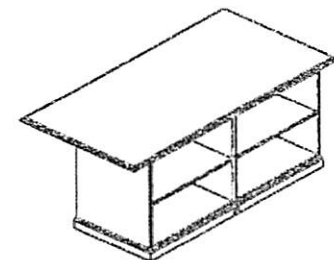
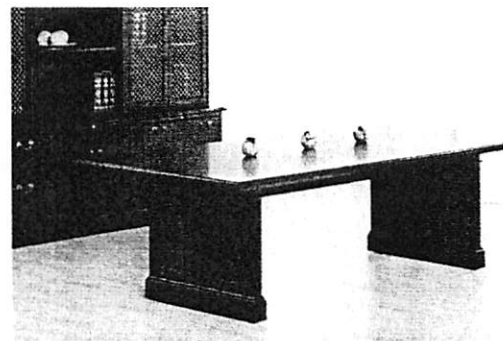
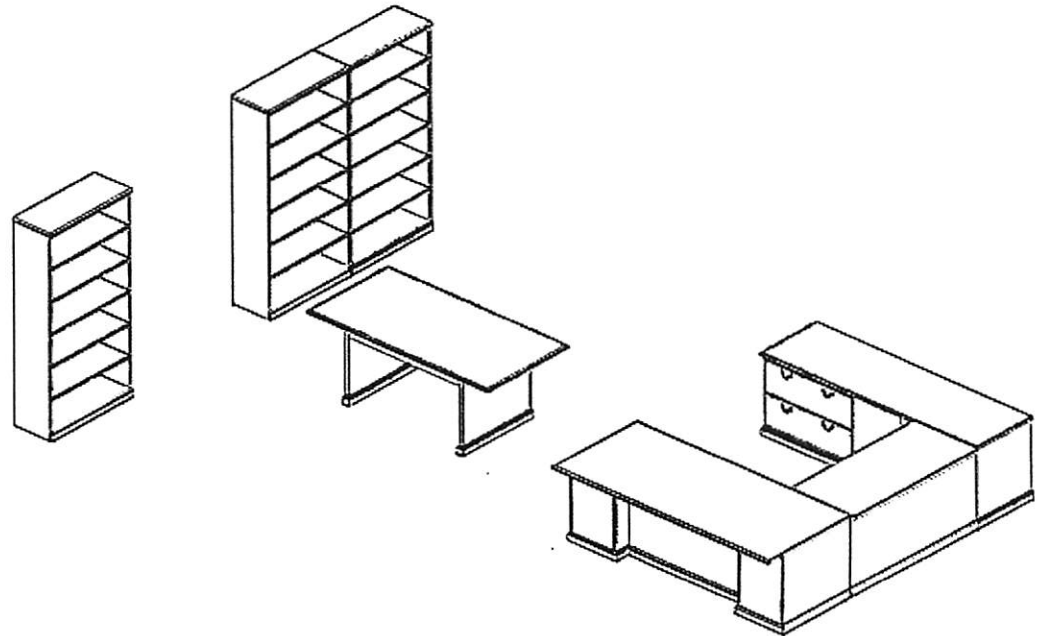
Furniture SubTotal: \$

Office 1: Judge  
JSI Walden Series  
No Molding

Desk: 38x86 w/ Box/Box/File, grommet  
Bridge: 24x54, grommet  
Credenza: 25x86 w/ lateral file, grommet  
Articulating keyboard tray w/ mouse pad  
(3) 5 high Bookcases

Table: (1) 36x72 (Wellington)

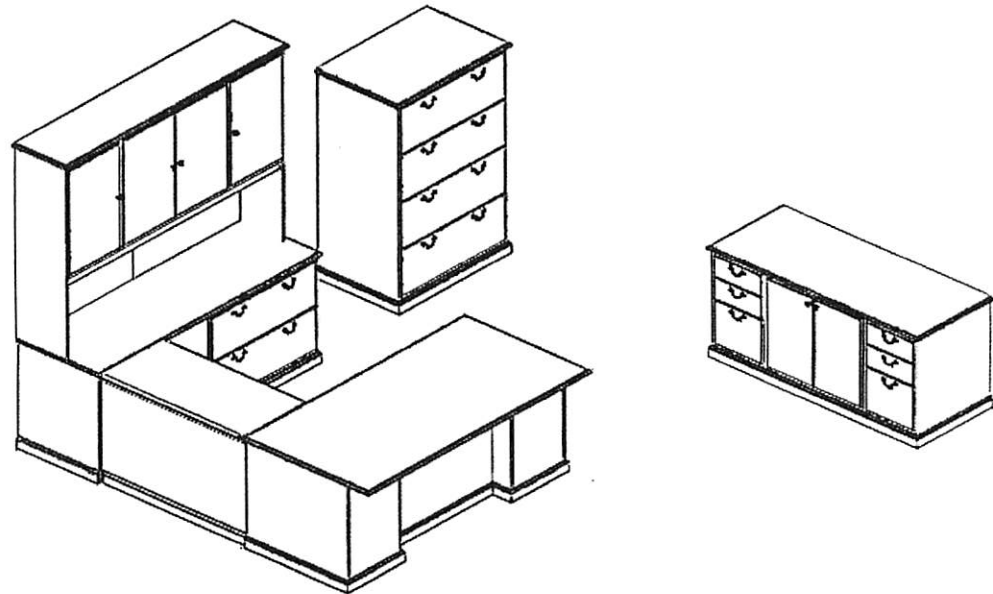
36x84 table top w/ (2) 31" w bookcases underneath



Note: picture shows the style, not the exact unit.

Office 2: Assistant  
JSI Walden Series  
No molding

Desk: 38x74 w/Box/Box/File, grommet  
Return: 25x42, grommet  
Credenza: 25x74 w/ lateral file, grommet  
Storage Overhead unit  
4 high lateral file, 38" w  
Articulating keyboard tray w/ mouse pad  
Storage credenza 25x62



Note: picture shows the style, not the exact unit.

# 4 WORKSTATIONS → HAWORTH

## DETAILED PROJECT DESCRIPTION

Receive, and deliver to Potter Stewart 6th floor:  
 (2) JSI offices, (1) 36x72 table, (1) 36x84 table, (4) 6x8'6 Compose workstations w/ 5h steel bookcases, (6) 5h wood bookcases,  
 (1) 4h wood lateral file, (4) 2h file units/storage

DESCRIPTION	FINISHES	TAG	QTY.	UNIT COST	TOTAL
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### Haworth

Compose Workstation 6'0" x 8'6"  
 Top caps, finish post - wood  
 24x72 wood laminate worksurface  
 30x72 wood laminate worksurface  
 2 high lateral file, 30" w with laminate front  
 Box/Box/File with laminate front  
 (2) 36" overheads w/ laminate fronts  
 Panels: 66" high  
 Panels in front: 34" h w/ 2-16" h glass stacks

Qty 4

HAWORTH MAHOAGANY SATIN VR-W2 1  
 Panel Fabric: HAWORTH VERTICAL CLASSIC L5-AA MUSICAL  
 Wood Top cap:  
 Trim Finish: HAWORTH GRAPHITE TRU  
 Wood Laminate: WILLIAMSBURG CHERRY H-KF (HAWORTH)

5 High Bookcases, 36" wide

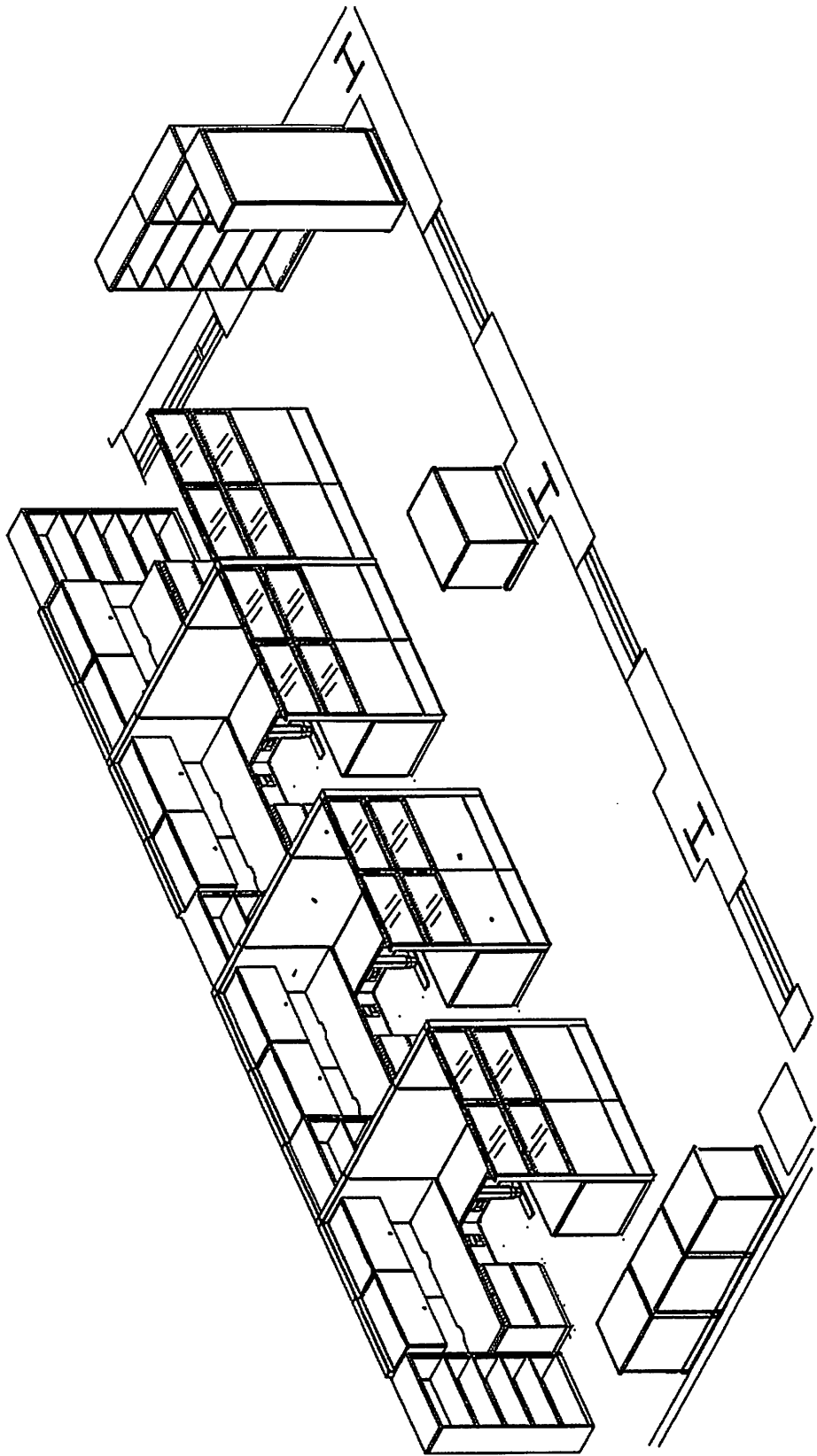
Painted Finish: TBD

4 \$ , \$

Furniture SubTotal: \$

Services	Qty.	Rate	Total
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# WORKSTATIONS

**PROJECT DESCRIPTION**

Receive, and deliver to Potter Stewart 6th floor:  
 (2) JSI offices, (1) 36x72 table, (1) 36x84 table, (4) 6x8'6 Compose workstations w/ 5h steel bookcases, (6) 5h wood bookcases,  
 (1) 4h wood lateral file, (4) 2h file units/storage

DESCRIPTION	FINISHES	TAG	QTY.	UNIT COST	TOTAL
Hop Height Adjustable table 23x46	Finish: TBD	workstations	4	\$	
Grand Stands Keyboard tray for Ht Adjustable table		workstations	4	\$	

<b>Furniture SubTotal: \$</b>			
	Qty.	Rate	Total