



UNITED STATES DISTRICT COURT  
OFFICE OF THE CLERK  
NORTHERN DISTRICT OF MISSISSIPPI  
DAVID CREWS  
CLERK

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## Request for Quotation

RFQ number: MSNDCLERK24-0016  
Quotes due no later than: 12:00 p.m. CST Friday, April 5, 2024  
Provide quotes to: Lorie Keener at [lorie\\_keener@msnd.uscourts.gov](mailto:lorie_keener@msnd.uscourts.gov)

The U.S. District Court, Northern District of Mississippi is requesting Open Market pricing quotes for window coverings items listed on page 2 and detailed in the furniture parts listing beginning on page 10. Basis of design does not limit the submission of technically equivalent items. Item style, grade, size, pattern, color and texture of alternates must match specifications to ensure the design intent is consistent.

Using the designs and furniture listing provided herein, email your quote no later than the date and time specified above. Late quotes will not be considered unless the judiciary determines, at its own discretion, that considering the late quote is in the judiciary's best interest and will not unduly delay the procurement. **Quotes must reference the RFQ number above.**


The Court intends to make an award based on the **lowest priced, technically acceptable** quote. All items should be quoted as a **fixed price** and **F.O.B. Destination with installation and debris removal**. Payment terms will be considered **Net 30** unless more favorable terms are offered.

Items may be installed as early as July 1, 2024, but no later than August 23, 2024.

Delivery will be to: 301 West Commerce Street, Aberdeen, MS 39730. Installation instructions regarding our Aberdeen courthouse begins on page 26.

For questions regarding this quote, contact Lorie Keener at [lorie\\_keener@msnd.uscourts.gov](mailto:lorie_keener@msnd.uscourts.gov). For questions regarding the technical requirements of this RFQ, contact Pamela Patrick at [pamela\\_patrick@msnd.uscourts.gov](mailto:pamela_patrick@msnd.uscourts.gov). All questions and submissions must include the RFQ number above.

Sincerely,

  
Lorie Keener  
Contracting Officer

**Quote Sheet for RFQ # MSNDCLERK24-0016**

**Instructions for Quoter:**

Provide the information requested:

<b>Company name:</b>	
<b>GSA Schedule number:</b>	
<b>DUNS number or UEI:</b>	
<b>Discount terms, if other than Net 30:</b>	

**Instructions for Quoter:**

Fill in the unit price and extended price for each item.

Fill in the grand total amount.

<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Unit of Issue</b>	<b>Unit Price (\$)</b>	<b>Extended Price (\$)</b>
	<b>Magistrate Chambers</b>				
1	Chamber - Box Pleated Tapered Valance with Single Bell Pleat/Lined – 55” Wide	4	ea		
2	Reception - Box Pleated Tapered Valance with Single Bell Pleat/Lined – 55” Wide	1	ea		
	<b>District Chambers</b>				
3	Courtroom Deputy – Continuous Inverted Box Pleated Valance with Stationary Side Panels/Lined – 52” Wide	1	ea		
4	Chamber – Continuous Inverted Box Pleated Valance with Stationary Side Panels/Lined – 52” Wide	4	ea		
5	Chamber – Swag and Jabot Valance with Tassels on Leading End – Return Valance and Jabot to Wall – Drapery Must be Lined	4	ea		
6	Courtroom Deputy – Swag and Jabot Valance with Tassels on Leading End – Return Valance and Jabot to Wall – Drapery Must be Lined	1	ea		
7	Conference Room – Swag and Jabot Valance with Tassels on Leading End – Return Valance and Jabot to Wall – Drapery Must be Lined	2	ea		
8	Design, Delivery, Installation and Debris Removal	1	jb		

<b>GRAND TOTAL:</b>	\$
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## TERMS AND CONDITIONS

In addition to the terms and conditions in the base contract, to the extent that contract allows, the following judiciary terms and conditions are also incorporated into this request and will be included in the resulting order.

## SOLICITATION PROVISIONS

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

(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.

(end)

**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>.

The following provisions marked with an ‘X’ are incorporated by reference:

2-15	Warranty Information (JAN 2003)
2-85A	Evaluation Inclusive of Options (JAN 2003)
2-85B	Evaluation Inclusive of Options (JAN 2003)
2-85C	Evaluation of Options Exercised at Time of Contract Award (JAN 2003)
2-100	Brand Name or Equal (APR 2013)
4-155	Alternate Awards (JUN 2014)
4-165	Price Proposal Instruction – Multi-Year Contract (JUN 2014)

**CONTRACT/ORDER CLAUSES**

Applicable to both the solicitation and contract/order

**Clause 7-10, Contractor Representative (JAN 2003)**

(a) The contractor's representative to be contacted for all contract administration matters is as follows (contractor complete the information):

- Name:**
- Address:**
- Telephone:**
- E-mail:**
- Fax:**

(b) The contractor's representative shall act as the central point of contact with the judiciary, shall be responsible for all contract administration issues relative to this contract, and shall have full authority to act for and legally bind the contractor on all such issues.

**Clause 2-30A, Time of Delivery (APR 2013)**

(a) The judiciary requires all items to be delivered by no later than August 23, 2024. The offeror proposes delivery of all items by no later than \_\_\_\_\_.

(b)The judiciary will evaluate equally, as regards time of delivery, offers that propose delivery within the period specified above. Offers that propose delivery that will not clearly fall within the required delivery period will be deemed unacceptable. The judiciary reserves the right to award on the basis of either the required delivery schedule or the proposed delivery schedule when an offeror proposes an earlier delivery schedule than required above. If the offeror proposes no other delivery schedule, the required delivery schedule above will apply.

(c)The required delivery schedule may be stated in terms of days after the effective date of the contract award or specific dates.

**Clause 2-30B, Desired and Required Time of Delivery (JAN 2010)**

(a)The judiciary desires delivery to be made according to the following schedule:

<b>Desired Delivery Schedule</b>		
<b>Item No.</b>	<b>Quantity</b>	<b>Within Applicable Specified Time Frame</b>
All Items		July 1, 2024

If the offeror is unable to meet the desired delivery schedule, it may, without prejudicing evaluation of its offer, propose a delivery schedule below. However, the offeror's proposed delivery schedule shall not extend the delivery period beyond the time for delivery in the judiciary's required delivery schedule as follows:

**Required Delivery Schedule**

Item No.	Quantity	Within Applicable Specified Time Frame
All Items		August 23, 2024

Offers that propose delivery of a quantity under such terms or conditions that delivery will not clearly fall within the applicable required delivery period specified above, will be considered non-responsive and rejected. If the offeror proposes no other delivery schedule, the desired delivery schedule above will apply.

**Offeror's Proposed Delivery Schedule**

Item No.	Quantity	Within Applicable Specified Time Frame

(b)Attention is directed to the Contract Award provision of the solicitation that provides that a written award or acceptance of offer mailed or otherwise furnished to the successful offeror results in a binding contract. The judiciary will mail or otherwise furnish to the offeror an award or notice of award not later than the day the award is dated. Therefore, the offeror shall compute the time available for performance beginning with the actual date of award, rather than the date the written notice of award is received from the contracting officer through the ordinary mails. However, the judiciary will evaluate an offer that proposes delivery based on the contractor's date of receipt of the contract or notice of award by adding (1) five calendar days for delivery of the award through the ordinary mails, or (2) one working day if the solicitation states that the contract or notice of award will be transmitted electronically. (The term "working day" excludes weekends and U.S. federal holidays.) If, as so computed, the offered delivery date is later than the required delivery date, the offer will be considered non-responsive and rejected.

**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 marked with an 'X' are incorporated by reference:

2-20A	Incorporation of Warranty (JAN 2003)
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	2-20B	Contractor Warranty (Products) (JAN 2010)
X	2-35	F.O.B. Destination, Within Judiciary's Premises (JAN 2003)
X	2-40B	Delivery of Excess Quantities (JAN 2003)
	2-55	Privacy or Security of Safeguards (JAN 2003)
	2-90A	Option for Increased Quantity (APR 2013)
	2-90B	Option for Increased Quantity – Separately Priced Line Item (APR 2013)
	2-90D	Option to Extend the Term of the Contract (APR 2013)
	2-95	Material Requirements (JAN 2003)
	2-110	Option to Purchase Equipment (JAN 2003)
	2-125	Security for Advance Payment (APR 2013)
	2-130	Energy Efficiency in Energy-Consuming Products (APR 2013)
	2-135	Acquisition of EPEAT®-Registered Personal Computer Products (MAR 2019)
	2-140	Judiciary IT Security Standards (APR 2013)
	3-1	Contractor Use of Mandatory Sources of Products or Services (JUN 2012)
X	3-3	Provisions, Clauses, Terms and Conditions - Small Purchases (OCT 2023)
	4-150	Cancellation Under Multi-Year Contracts (JUN 2014)
	5-30	Authorization and Consent (JAN 2003)
	6-10	Deposit of Assets Requirements (APR 2013)
	6-15	Deposit of Assets Instead of Surety Bonds (JAN 2003)
	6-65	Rights in Data – Special Works (JAN 2010)
	6-75	Rights to Data in an Offer (APR 2013)
	6-80	Rights in Data – Existing Works (JAN 2010)
	6-85	Commercial Computer Software License (APR 2013)
	6-90	Notice and Assistance Regarding Patent and Copyright Infringement (APR 2010)
	6-110	Deferred Ordering of Technical Data or Computer Software (JUN 2014)
X	7-1	Contract Administration (JAN 2003)
X	7-5	Contracting Officer's Representative (APR 2013)
X	7-15	Observance of Regulations/Standards of Conduct (JAN 2003)
X	7-25	Indemnification (AUG 2004)
	7-70	Judiciary Property Furnished "As Is" (APR 2013)
	7-95	Contractor Inspection Requirements (JAN 2003)
X	7-115	Availability of Funds (JAN 2003)
	7-160	Limitation on Withholding of Payments (APR 2013)
	7-170	Notice of Intent to Disallow Costs (JAN 2003)
	7-180	Prohibition of Assignment of Claims (JUN 2012)
X	7-215	Notification of Ownership Changes (JAN 2003)

## **ATTACHMENTS:**

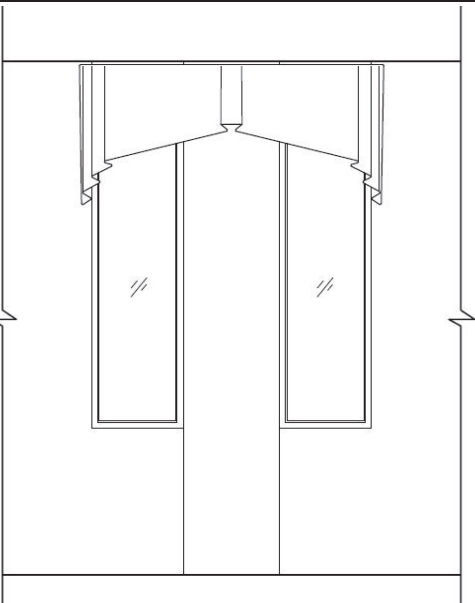
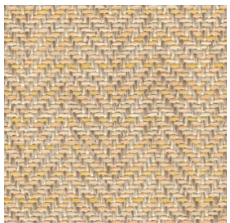
- 1. Furniture Part List**
- 2. Furniture Delivery and Installation Instructions**
- 3. Installation Site Photos**



## **1. Detailed Furniture Parts List**

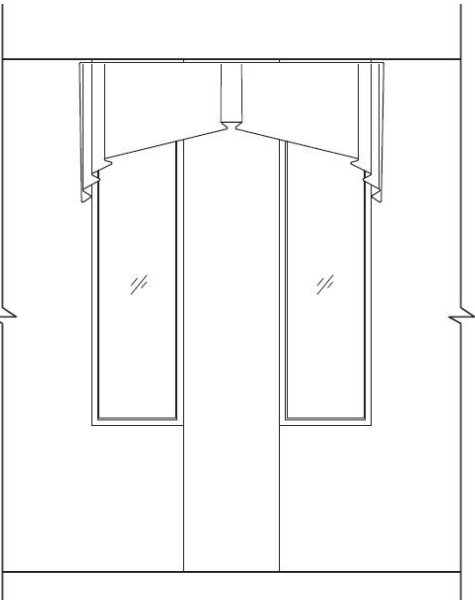
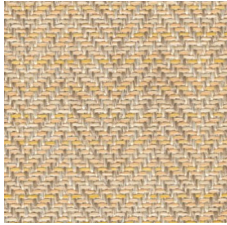
## FF&E ORDER DATA SHEET

Project Name: AOUSC - Thomas J. Abernethy Federal Building  
 Project Address: Aberdeen, MS

Item		Item Code	
<b>WINDOW COVERINGS</b>		<b>DR01-M</b>	
Basis of Design Manufacturer			
Name	TBD		
GSA Contract No.	N/A	Expiration Date N/A	
Item Description			
Basis of Design or Equal	Custom Draperies		
Dimensions	Field Measure required		
Description	<p>Box pleated tapered valance with single bell pleat. Drapery must be lined. Width of valance to fully cover pair of windows and outside frame, exact width dependent on mounting hardware.</p> <p>All dimensions to be determined and verified on site, ceiling height approximately 9'-0". Drapery workroom to give final determination on suitability of selected fabric for drapery style.</p> <p>Window treatments must comply with NFPA 701.</p>		
			
Warranty	N/A		
Finishes	Fabric: Architex, Pureherringbone, Sunshine 55" wide		
Locations, Quantity	2035 Magistrate Judge's Chamber		4
General Notes	<p>1. Basis of Design does not limit the selection of equivalent items, when approved by the U.S. Courts.</p> <p>2. Item style, grade, size, pattern, color and texture are coordinated throughout the project to ensure a cohesive design. All proposed alternates must match specification to ensure the design intent is consistent.</p> <p>3. Finishes of alternate products must match finishes of Basis of Design or the U.S. Courts shall select from full range of manufacturer's finishes. If none of the manufacturer's standard finishes are acceptable to the U.S. Courts, the manufacturer must provide their product in the specified finish at no additional charge to the U.S. Courts.</p> <p>4. Provide room name and number on carton, e.g., Courtroom Deputy, 3014.</p>		
		Quantity	4
		Unit Cost	
		<b>Subtotal</b>	
		Delivery / Freight	
		Installation and Debris Removal	
		<b>TOTAL</b>	

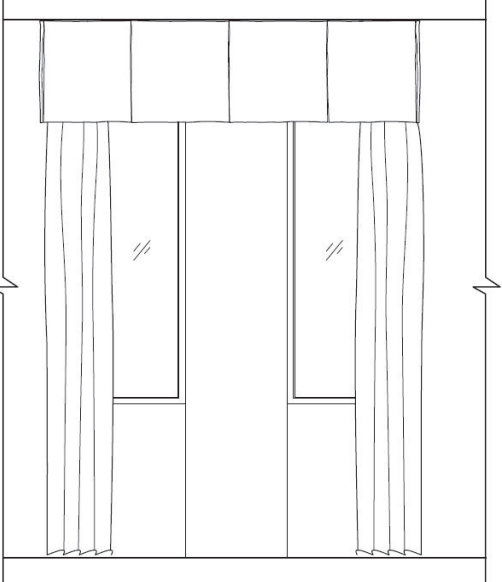

## FF&E ORDER DATA SHEET

Project Name: AOUSC - Thomas J. Abernethy Federal Building  
 Project Address: Aberdeen, MS

Item		Item Code	
<b>WINDOW COVERINGS</b>		<b>DR02-M</b>	
Basis of Design Manufacturer			
Name	TBD		
GSA Contract No.	N/A	Expiration Date	N/A
Item Description			
Basis of Design or Equal	Custom Draperies		
Dimensions	Field Measure required		
Description	Box pleated tapered valance with single bell pleat. Drapery must be lined. Width of valance to fully cover pair of windows and outside frame, exact width dependent on mounting hardware.		
	All dimensions to be determined and verified on site, ceiling height approximately 9'-0". Drapery workroom to give final determination on suitability of selected fabric for drapery style.  Window treatments must comply with NFPA 701.		
Warranty	N/A		
Finishes	Fabric: Architex, Pureherringbone, Sunshine 55" wide		
Locations, Quantity	2034 Magistrate Reception	1	
General Notes	1. Basis of Design does not limit the selection of equivalent items, when approved by the U.S. Courts. 2. Item style, grade, size, pattern, color and texture are coordinated throughout the project to ensure a cohesive design. All proposed alternates must match specification to ensure the design intent is consistent. 3. Finishes of alternate products must match finishes of Basis of Design or the U.S. Courts shall select from full range of manufacturer's finishes. If none of the manufacturer's standard finishes are acceptable to the U.S. Courts, the manufacturer must provide their product in the specified finish at no additional charge to the U.S. Courts. 4. Provide room name and number on carton, e.g., Courtroom Deputy, 3014.		
		Quantity	1
		Unit Cost	
		<b>Subtotal</b>	
		Delivery / Freight	
		Installation and Debris Removal	
		<b>TOTAL</b>	

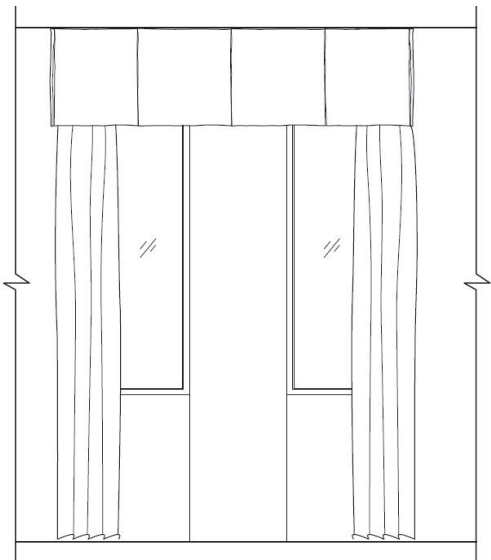
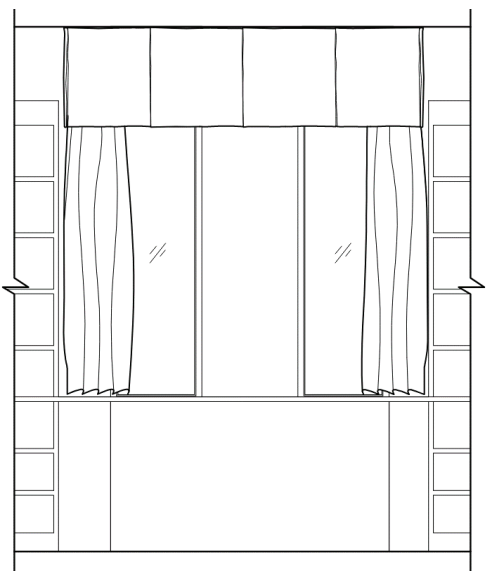
## FF&E ORDER DATA SHEET

Project Name: AOUSC - Thomas J. Abernethy Federal Building  
 Project Address: Aberdeen, MS

Item		Item Code	
<b>WINDOW COVERINGS</b>		<b>DR01-D</b>	
Basis of Design Manufacturer			
Name	TBD		
GSA Contract No.	N/A	Expiration Date	N/A
Item Description			
Basis of Design or Equal	Custom Draperies		
Dimensions	Field Measure required		
Description	Continuous inverted box pleated valance with stationary side panels. Drapery must be lined. Panels must be full length and graze floor.  All dimensions must be determined and verified on site, ceiling height approximately 9'-0". Drapery workroom must provide final determination on suitability of selected fabric for drapery style.  Window treatments must comply with NFPA 701.		
			
Warranty	N/A		
Finishes	Fabric: Designtex, Ori, Night #7036-402 52" wide		
Locations, Quantity	3014 Courtroom Deputy	1	
General Notes	1. Basis of Design does not limit the selection of equivalent items, when approved by the U.S. Courts. 2. Item style, grade, size, pattern, color and texture are coordinated throughout the project to ensure a cohesive design. All proposed alternates must match specification to ensure the design intent is consistent. 3. Finishes of alternate products shall match finishes of Basis of Design or the U.S. Courts shall select from full range of manufacturer's finishes. If none of the manufacturer's standard finishes are acceptable to the U.S. Courts, the manufacturer shall provide their product in the specified finish at no additional charge to the U.S. Courts. 4. Provide room name and number on carton, e.g., Courtroom Deputy, 3014.		
		Quantity	1
		Unit Cost	
		<b>Subtotal</b>	
		Delivery / Freight	
		Installation and Debris Removal	
		<b>TOTAL</b>	

## FF&E ORDER DATA SHEET


Project Name: AOUSC - Thomas J. Abernethy Federal Building  
 Project Address: Aberdeen, MS

Item		Item Code	
<b>WINDOW COVERINGS</b>		<b>DR02-D</b>	
Basis of Design Manufacturer			
Name	TBD		
GSA Contract No.	N/A	Expiration Date	N/A
Item Description			
Basis of Design or Equal	Custom Draperies		
Dimensions	Field Measure required		
Description	<p>Continuous inverted box pleated valance with stationary side panels. Drapery must be lined. Width of all draperies to be determined by width between bookshelves, see bottom elevation for relationship to bookshelves.</p> <p>Panels must be full length and graze floor (see top elevation - includes windows at plan south wall) or graze millwork shelf (see bottom elevation - includes windows at plan west wall) depending on location. Corner window (plan south-west) must have a mix of floor and shelf length panels.</p> <p>All dimensions must be determined and verified on site, ceiling height approximately 9'-0". Drapery workroom must provide final determination on suitability of selected fabric for drapery style.</p> <p>Window treatments must comply with NFPA 701.</p>		
			
			

## FF&E ORDER DATA SHEET

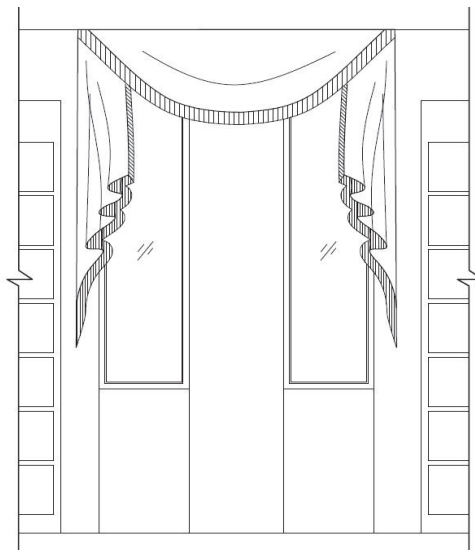

Project Name: AOUSC - Thomas J. Abernethy Federal Building

Project Address: Aberdeen, MS

Item		Item Code
<b>WINDOW COVERINGS, CONTINUED</b>		<b>DR02-D</b>
Basis of Design Manufacturer		
Name	TBD	
GSA Contract No.	N/A	Expiration Date
		N/A
Item Description		
Warranty	N/A	
Finishes	Fabric: Designtex, Ori, Night #7036-402 52" wide	
Locations, Quantity	3015 District Judge Chamber	4
		
General Notes	<p>1. Basis of Design does not limit the selection of equivalent items, when approved by the U.S. Courts.</p> <p>2. Item style, grade, size, pattern, color and texture are coordinated throughout the project to ensure a cohesive design. All proposed alternates must match specification to ensure the design intent is consistent.</p> <p>3. Finishes of alternate products shall match finishes of Basis of Design or the U.S. Courts shall select from full range of manufacturer's finishes. If none of the manufacturer's standard finishes are acceptable to the U.S. Courts, the manufacturer shall provide their product in the specified finish at no additional charge to the U.S. Courts.</p> <p>4. Provide room name and number on carton, e.g., Courtroom Deputy, 3014.</p>	
		Quantity
		Unit Cost
		<b>Subtotal</b>
		Delivery / Freight
		Installation and Debris Removal
		<b>TOTAL</b>
		4

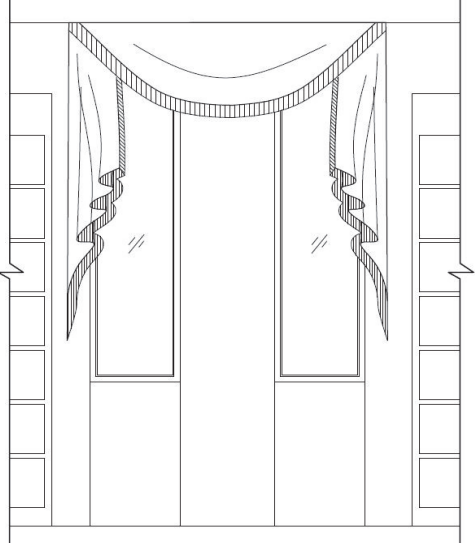
## FF&E ORDER DATA SHEET

Project Name: AOUSC - Thomas J. Abernethy Federal Building  
 Project Address: Aberdeen, MS

Item		Item Code
<b>WINDOW COVERINGS</b>		<b>DR03-D</b>
Basis of Design Manufacturer		
Name	TBD	
GSA Contract No.	N/A	Expiration Date N/A
Item Description		
Basis of Design or Equal	Custom Draperies	
Dimensions	Field Measure required	
Description	<p>Swag and jabot valance with tassels on the leading end of swag and jabot. Return valance and jabot to wall. Drapery must be lined. Outside edge of drapery to fall at midpoint between outside edge of window frame and edge of bookshelf. Overall width to remain consistent for all draperies of this style.</p> <p>All dimensions must be determined and verified on site, ceiling height approximately 9'-0". Drapery workroom must give final determination on suitability of selected fabric and trim for drapery style.</p> <p>Window treatments must comply with NFPA 701.</p>	
	 <p style="text-align: center;">DR03-D Elevation at Bookshelves</p>	
Warranty	N/A	
Finishes	Fabric: Architex, Newsprint, Herald, 120" wide Trim: Stroheim, Tabitha, Linen, 3 1/2" width, 15" repeat	
Locations, Quantity	3023 District Judge Chamber	4
General Notes	1. Basis of Design does not limit the selection of equivalent items, when approved by the U.S. Courts. 2. Item style, grade, size, pattern, color and texture are coordinated throughout the project to ensure a cohesive design. All proposed alternates must match specification to ensure the design intent is consistent. 3. Finishes of alternate products shall match finishes of Basis of Design or the U.S. Courts shall select from full range of manufacturer's finishes. If none of the manufacturer's standard finishes are acceptable to the U.S. Courts, the manufacturer shall provide their product in the specified finish at no additional charge to the U.S. Courts. 4. Provide room name and number on carton, e.g., Courtroom Deputy, 3014.	
		
		Quantity
		Unit Cost
		<b>Subtotal</b>
		Delivery / Freight
		Installation and Debris Removal
		<b>TOTAL</b>
		4

## FF&E ORDER DATA SHEET

Project Name: AOUSC - Thomas J. Abernethy Federal Building  
 Project Address: Aberdeen, MS

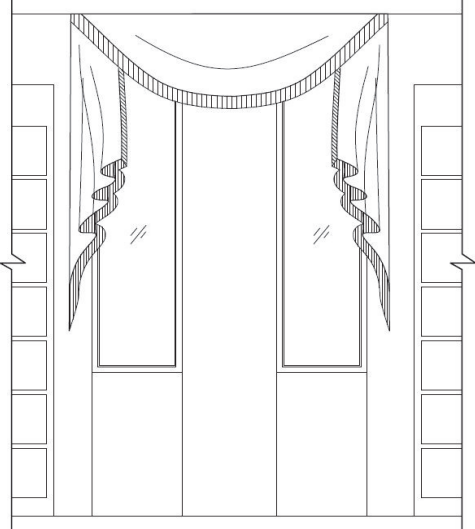

Item		Item Code
<b>WINDOW COVERINGS</b>		<b>DR04-D</b>
Basis of Design Manufacturer		
Name	TBD	
GSA Contract No.	N/A	Expiration Date N/A
Item Description		
Basis of Design or Equal	Custom Draperies	
Dimensions	Field Measure required	
Description	<p>Swag and jabot valance with tassels on the leading end of swag and jabot. Return valance and jabot to wall. Drapery must be lined. See DR03-D for notes on overall width.</p> <p>All dimensions must be determined and verified on site, ceiling height approximately 9'-0". Drapery workroom must give final determination on suitability of selected fabric and trim for drapery style.</p> <p>Window treatments must comply with NFPA 701.</p>	
	 <p style="text-align: center;">DR03-D Elevation shown, DR04-D Similar</p>	
Warranty	N/A	
Finishes	Fabric: Architex, Newsprint, Herald, 120" wide Trim: Stroheim, Tabitha, Linen, 3 1/2" width, 15" repeat	
Locations, Quantity	3024 Courtroom Deputy	1
General Notes	<ol style="list-style-type: none"> <li>1. Basis of Design does not limit the selection of equivalent items, when approved by the U.S. Courts.</li> <li>2. Item style, grade, size, pattern, color and texture are coordinated throughout the project to ensure a cohesive design. All proposed alternates must match specification to ensure the design intent is consistent.</li> <li>3. Finishes of alternate products shall match finishes of Basis of Design or the U.S. Courts shall select from full range of manufacturer's finishes. If none of the manufacturer's standard finishes are acceptable to the U.S. Courts, the manufacturer shall provide their product in the specified finish at no additional charge to the U.S. Courts.</li> <li>4. Provide room name and number on carton, e.g., Courtroom Deputy, 3014.</li> </ol>	
		Quantity
		Unit Cost
		<b>Subtotal</b>
		Delivery / Freight
		Installation and Debris Removal
		<b>TOTAL</b>
		1





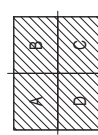
## FF&E ORDER DATA SHEET

Project Name: AOUSC - Thomas J. Abernethy Federal Building  
 Project Address: Aberdeen, MS

Item		Item Code
<b>WINDOW COVERINGS</b>		<b>DR05-D</b>
Basis of Design Manufacturer		
Name	TBD	
GSA Contract No.	N/A	Expiration Date N/A
Item Description		
Basis of Design or Equal	Custom Draperies	
Dimensions	Field Measure required	
Description	<p>Swag and jabot valance with tassels on the leading end of swag and jabot. Return valance and jabot to wall. Drapery must be lined. See DR03-D for notes on overall width.</p> <p>All dimensions must be determined and verified on site, ceiling height approximately 9'-0". Drapery workroom must give final determination on suitability of selected fabric and trim for drapery style.</p> <p>Window treatments must comply with NFPA 701.</p>	
	 <p style="text-align: center;">DR03-D Elevation shown, DR05-D Similar</p>	
Warranty	N/A	
Finishes	Fabric: Architex, Newsprint, Herald, 120" wide Trim: Stroheim, Tabitha, Linen, 3 1/2" width, 15" repeat	
Locations, Quantity	3025 Conference Room	2
General Notes	1. Basis of Design does not limit the selection of equivalent items, when approved by the U.S. Courts. 2. Item style, grade, size, pattern, color and texture are coordinated throughout the project to ensure a cohesive design. All proposed alternates must match specification to ensure the design intent is consistent. 3. Finishes of alternate products shall match finishes of Basis of Design or the U.S. Courts shall select from full range of manufacturer's finishes. If none of the manufacturer's standard finishes are acceptable to the U.S. Courts, the manufacturer shall provide their product in the specified finish at no additional charge to the U.S. Courts. 4. Provide room name and number on carton, e.g., Courtroom Deputy, 3014.	
		
		Quantity
		Unit Cost
		<b>Subtotal</b>
		Delivery / Freight
		Installation and Debris Removal
		<b>TOTAL</b>
		2

REV	DESCRIPTION	DATE

301 WEST COMMERCE STREET, ABERDEEN, MS 39730  
FINAL FURNITURE FLOOR PLAN  
**THOMAS G. ABERNETHY**  
**FEDERAL BUILDING**



301 West Commerce Street  
Aberdeen, MS 39730

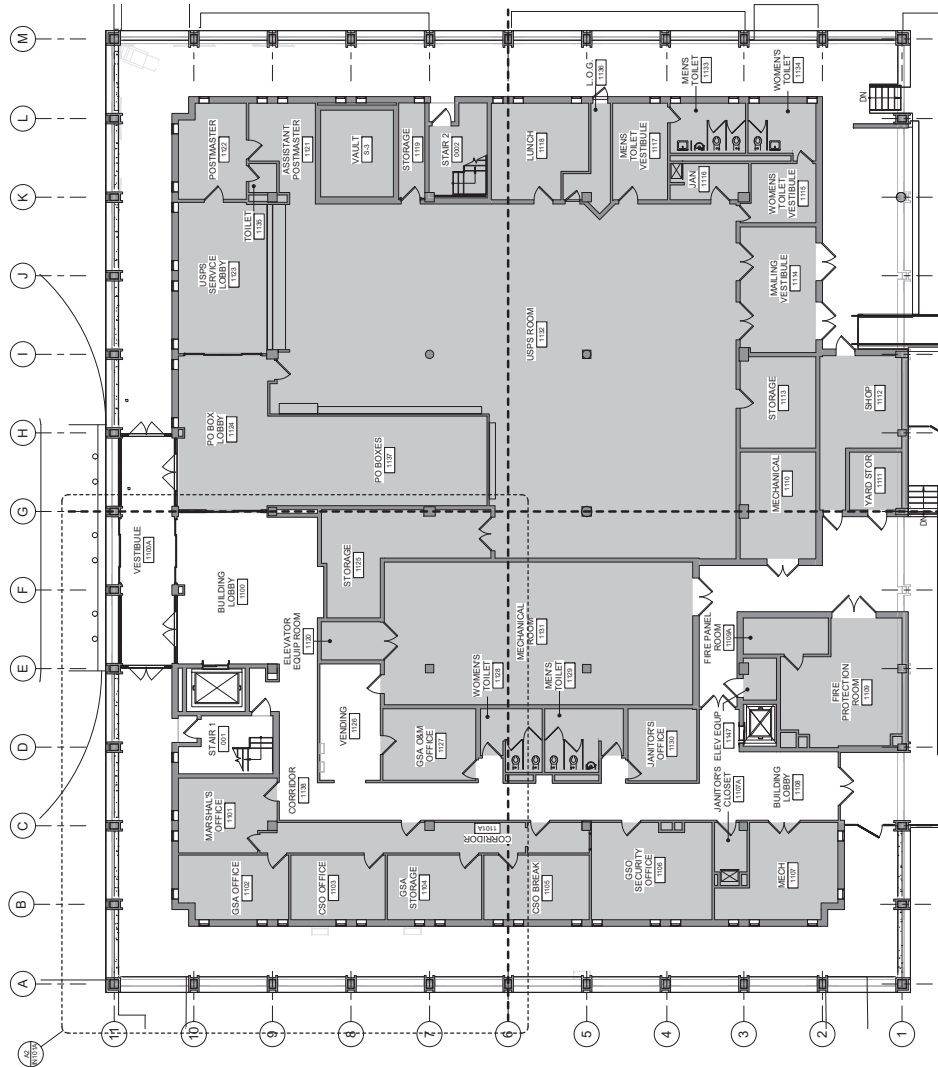
Overall First Floor  
Furniture Plan

Project: FEDERAL BUILDING  
Owner: USPTO  
Design: RCH  
Drawn: RCH  
Checked: ZJA  
Date: 2/14

IN101

**GENERAL NOTES**  
1. NO SCOPE WITHIN AREAS B, C, OR D. NO VIEW WILL BE PROVIDED.

CONTROLLED UNCLASSIFIED INFORMATION (CUI)

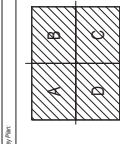


**A2** FIRST FLOOR FURNITURE PLAN - OVERALL  
10' = 1" @

CONTROLLED UNCLASSIFIED INFORMATION (CUI)

REV	DESCRIPTION	DATE

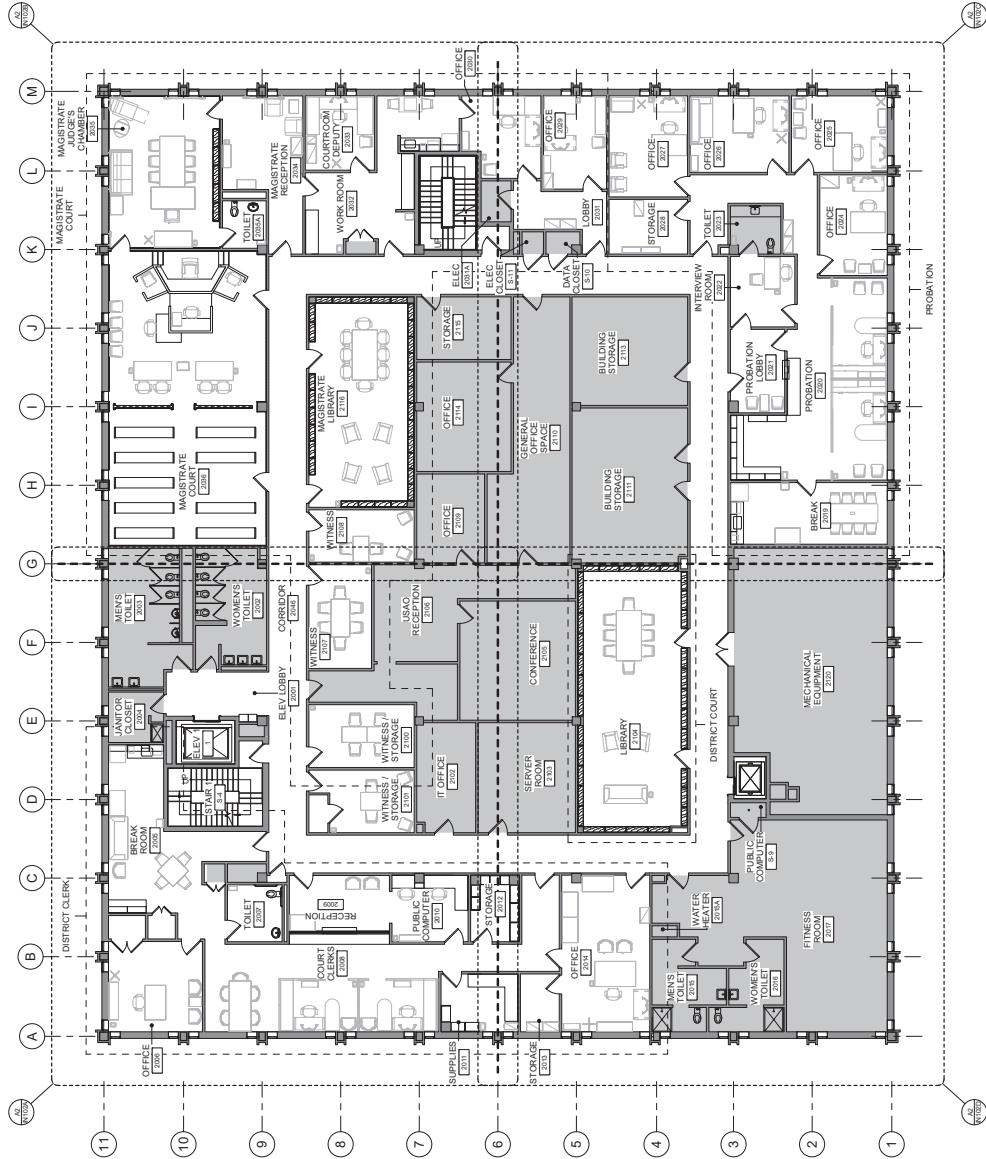
THOMAS G. ABERNETHY  
FEDERAL BUILDING  
FINAL FURNITURE FLOOR PLAN  
301 WEST COMMERCE STREET, ABERDEEN, MS 39730



Overall Project Name: DISTRICT 100  
Overall Project No.: 2011100  
Overall Project Location: DISTRICT 100  
Overall Project Description: OVERALL SECOND FLOOR FURNITURE PLAN  
Overall Project Date: 08/11/11  
Overall Project Status: IN102

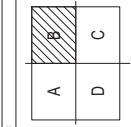
CONTROLLED UNCLASSIFIED INFORMATION (CUI)

CONTROLLED UNCLASSIFIED INFORMATION (CUI)



A2 SECOND FLOOR FURNITURE PLAN - OVERALL  
10' x 10'

REV	DESCRIPTION	DATE



DATE: 03/11/2025  
DRAWN BY: JAC  
CHECKED BY: JAC  
DESIGNED BY: JAC  
PROJECT NO.: 10000000000000000000

**SECOND FLOOR FURNITURE PLAN - AREA B**

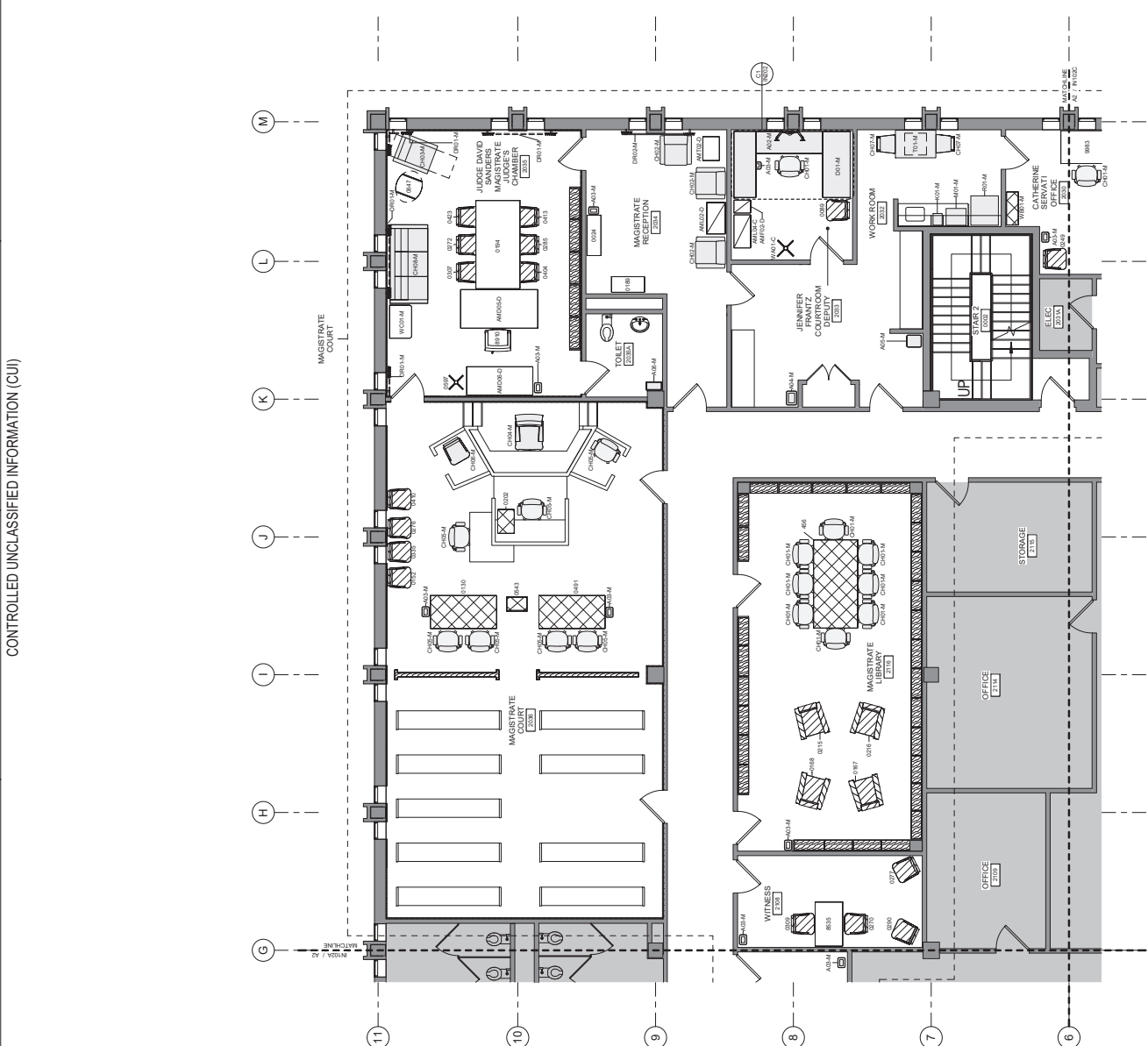
**FURNITURE PLAN LEGEND**

- RELOCATED FURNITURE, AS IS
- ASSET ID #
- RELOCATED, REUPHOLSTERED, REFINISHED AND/OR REPAIRED FURNITURE
- ASSET ID #
- RELOCATED, REFINISHED AND/OR REPAIRED FURNITURE
- ASSET ID #
- RELOCATED AND REPAIRED FURNITURE
- ASSET ID #
- NEW FURNITURE
- ASSET ID #
- EXISTING FURNITURE WITH ASSIGNED ASSET ID#S CONSIST PURELY OF NUMBERS
- AM, CH, OT, D
- EXISTING FURNITURE WITHOUT ASSIGNED ASSET ID EXAMPLE: AM, CH, OT, D
- COURT DIVISION
- FURNISHING CATEGORY
- STORAGE LOCATION
- NEW FURNITURE, ASSET ID EXAMPLE: CH, OT, B
- COURT DIVISION
- FURNISHING ITEM
- FURNISHING CATEGORY

FURNISHING ABBREVIATIONS: COURT DIVISION ABBREVIATIONS:  
A ACCESSORIES  
B BENCH  
C CHAIR  
CM CHAIR MAT  
DR DRAPERY  
F WINDOW TREATMENTS  
H HUTCH (OVERHEAD)  
K KITCHEN  
L LATERAL FILE  
LK LOCKERS  
M TABLES AND SEATING  
T TUBS  
WB WHITEBOARD

COURT DIVISION ABBREVIATIONS:  
A DISTRICT CLERK  
B CLERK  
M MAGISTRATE  
P PROBATION  
JUDGE  
CHAMBERLAIN

CONTROLLED UNCLASSIFIED INFORMATION (CUI)

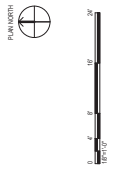
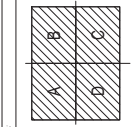


CONTROLLED UNCLASSIFIED INFORMATION (CUI)

**SECOND FLOOR FURNITURE PLAN - AREA B**  
10' x 11'-0"

REV	DESCRIPTION	DATE

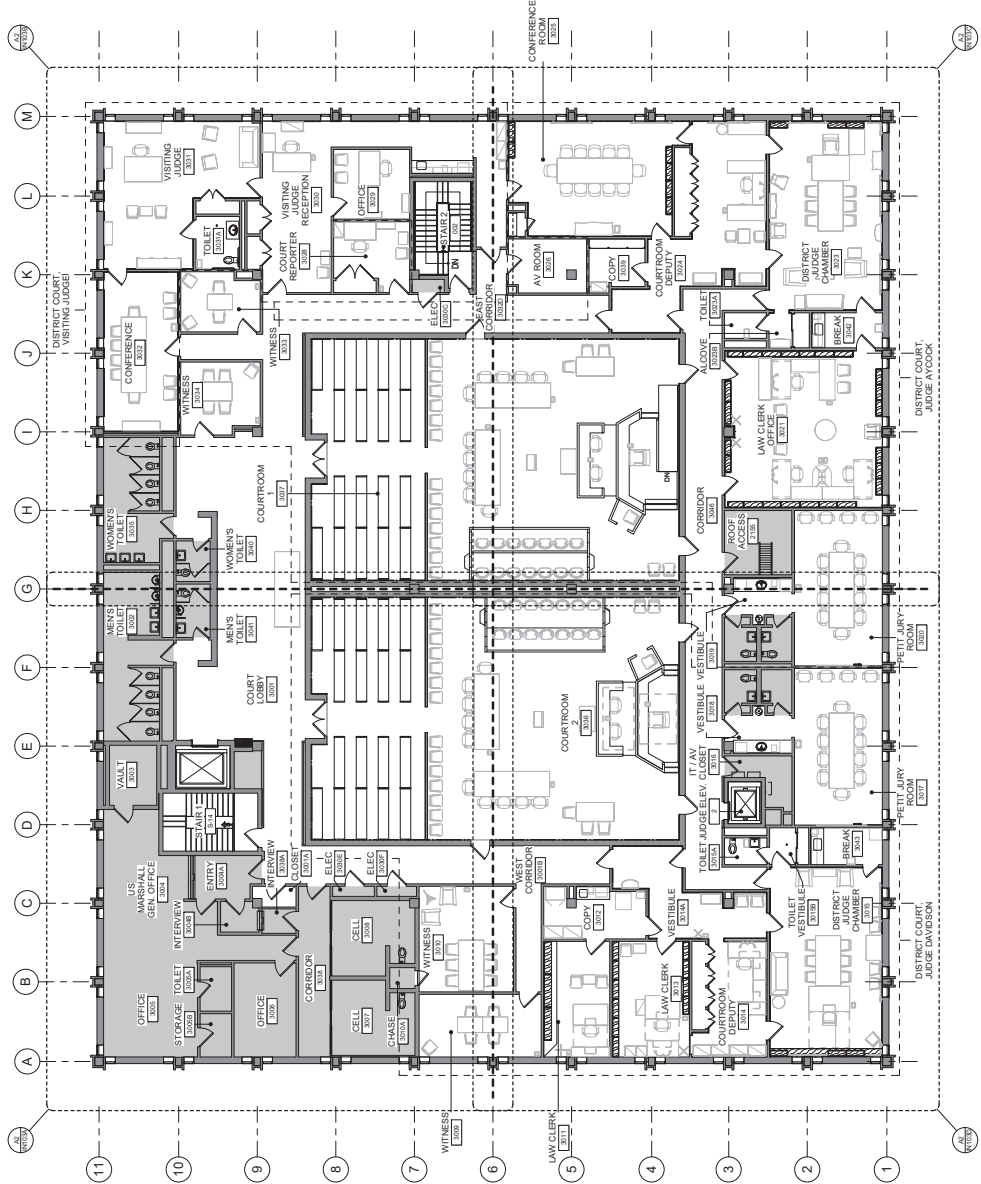
301 WEST COMMERCE STREET, ABERDEEN, MS 39730  
 FINAL FURNITURE FLOOR PLAN  
**THOMAS G. ABERNETHY**  
**FEDERAL BUILDING**



DATE: 03/11/10  
 DRAWN BY: JACOB  
 CHECKED BY: JACOB  
 PROJECT: FEDERAL BUILDING  
 SHEET: JN103

CONTROLLED UNCLASSIFIED INFORMATION (CUI)

CONTROLLED UNCLASSIFIED INFORMATION (CUI)



**A2** THIRD FLOOR FURNITURE PLAN - OVERALL  
 10'-0" x 11'-0"

**FURNITURE PLAN LEGEND**

- 10738 — RELOCATED FURNITURE, AS IS
- ASSET ID #
- 10738 — RELOCATED, REUPHOLSTERED, REFINISHED AND/OR REPAIRED FURNITURE
- ASSET ID #
- 10738 — RELOCATED, REFINISHED AND/OR REPAIRED FURNITURE
- ASSET ID #
- 10738 — RELOCATED AND REPAIRED FURNITURE
- ASSET ID #
- 10738 — NEW FURNITURE
- ASSET ID #
- CH116 — ASSET ID #
- ASSET ID #

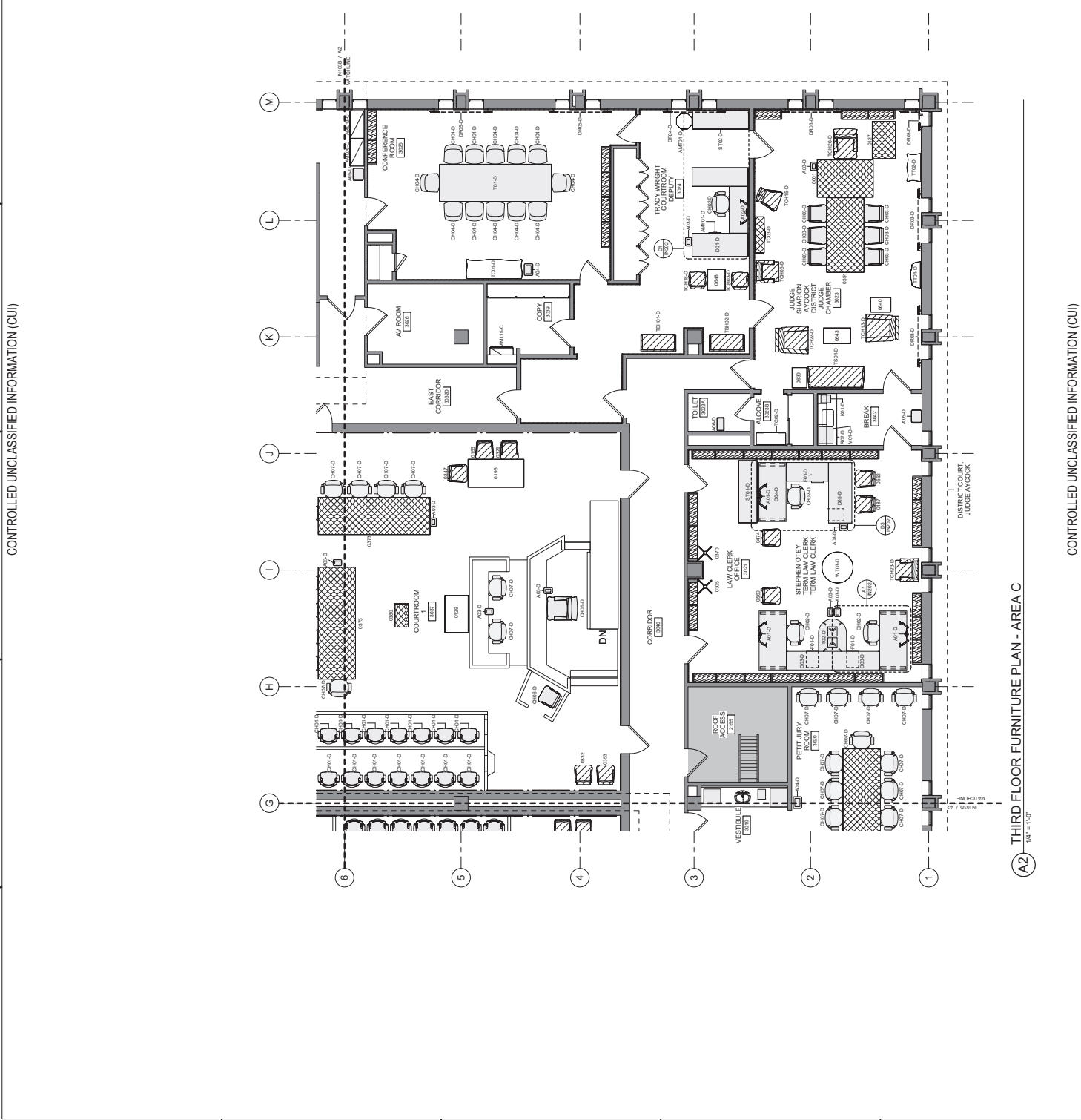
EXISTING FURNITURE WITH ASSIGNED ASSET ID#S CONSIST PURELY OF NUMBERS  
 EXISTING FURNITURE WITHOUT ASSIGNED ASSET ID EXAMPLE:  
 AM CH OT D  
 COURT DIVISION  
 FURNISHING CATEGORY  
 FURNISHING CATEGORY  
 STORAGE LOCATION

NEW FURNITURE ASSET ID EXAMPLE:  
 CH OT 116  
 COURT DIVISION  
 FURNISHING CATEGORY  
 FURNISHING CATEGORY  
 STORAGE LOCATION

FURNISHING ABBREVIATIONS: COURT DIVISION ABBREVIATIONS:  
 A ACCESSORIES C DISTRICT CLERK  
 BH BENCH M MAGISTRATE  
 CH CHAIR (ALL TYPES) P PROBATION  
 CM CHAIR MAT  
 DR DRAPERY  
 F WINDOW TREATMENTS  
 H HUTCH (OVERHEAD)  
 K LATERAL FILE  
 L LOCKERS  
 T TABLES  
 W WEST POINT  
 WB WHITEBOARD

STORAGE LOCATION ABBREVIATIONS: COURTHOUSE:  
 A ABERDEEN  
 B BANKRUPTCY COURTHOUSE  
 O OXFORD  
 T TULPELO  
 W WEST POINT

CONTROLLED UNCLASSIFIED INFORMATION (CUI)



CONTROLLED UNCLASSIFIED INFORMATION (CUI)

**THIRD FLOOR FURNITURE PLAN - AREA C**  
 14' x 11' 4"

**Jacobs**  
 110 West Commerce Street, Aberdeen, MS 39230

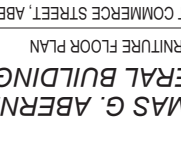
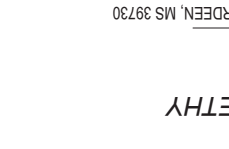
MS ARCHITECTURAL  
 APPROVAL, REVISIONS, OR  
 CONSTRUCTION

JACOBS (04/08/2016) 2004.P.01

REV	DESCRIPTION	DATE

**THOMAS G. ABERNETHY**  
 FEDERAL BUILDING  
 FINAL FURNITURE FLOOR PLAN  
 301 WEST COMMERCE STREET, ABERDEEN, MS 39230

DATE: 04/08/2016  
 DRAWN: [Name]  
 CHECKED: [Name]  
 DESIGNED: [Name]  
 PROJECT: 10103C



DATE: 04/08/2016  
 DRAWN: [Name]  
 CHECKED: [Name]  
 DESIGNED: [Name]  
 PROJECT: 10103C

THIRD FLOOR FURNITURE PLAN - AREA C

DATE: 04/08/2016  
 DRAWN: [Name]  
 CHECKED: [Name]  
 DESIGNED: [Name]  
 PROJECT: 10103C

**FURNITURE PLAN LEGEND**

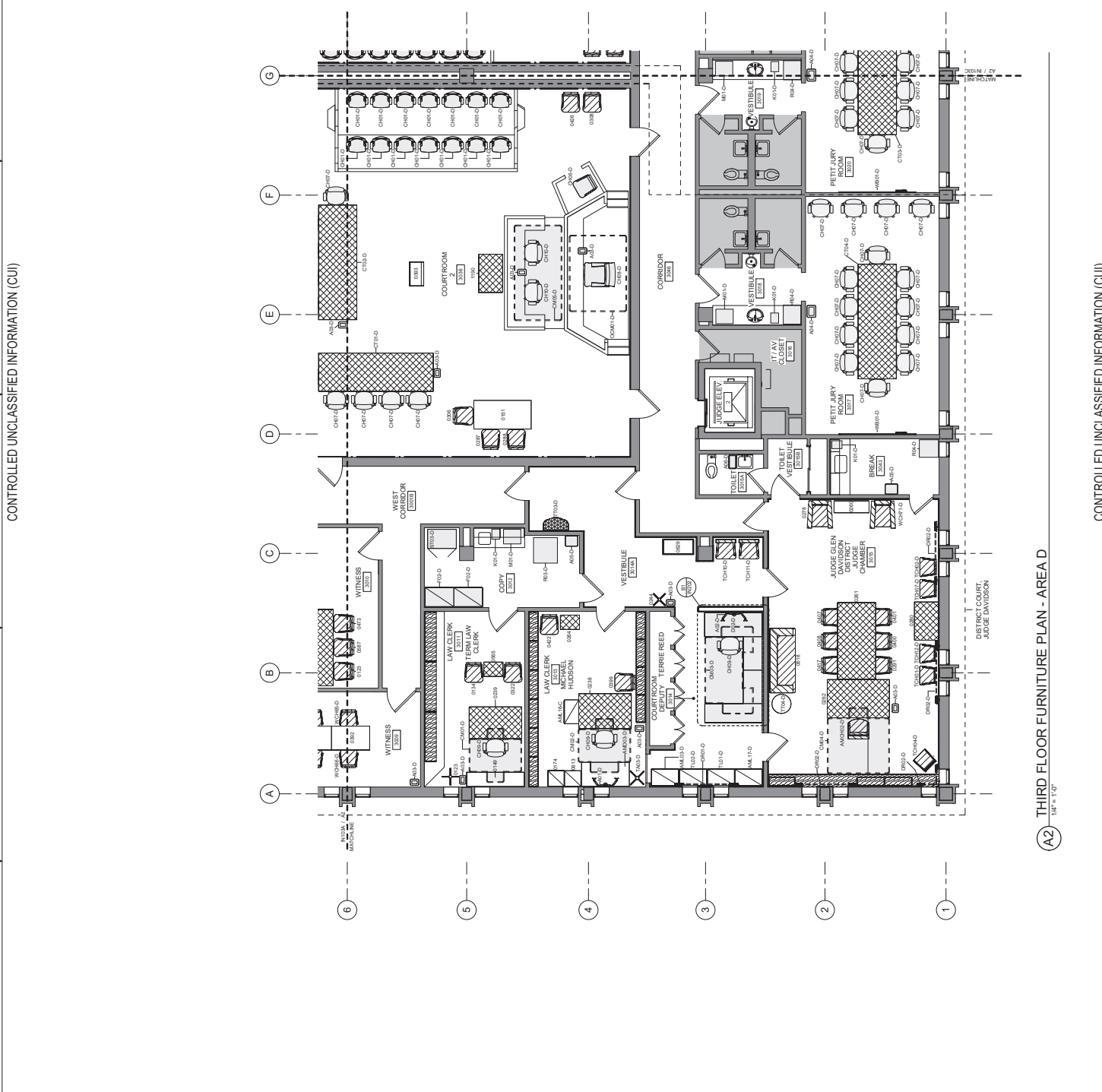
- 10738 — RELOCATED FURNITURE, AS IS
- 10738 — ASSET ID #
- 10738 — RELOCATED, REUPHOLSTERED, REFINISHED AND/OR REPAIRED FURNITURE
- 10738 — ASSET ID #
- 10738 — RELOCATED, REFINISHED AND/OR REPAIRED FURNITURE
- 10738 — ASSET ID #
- 10738 — RELOCATED AND REPAIRED FURNITURE
- 10738 — ASSET ID #
- 10738 — NEW FURNITURE
- CH16 — ASSET ID #
- CH16 — ASSET ID #

EXISTING FURNITURE WITH ASSIGNED ASSET ID#S CONSIST PURELY OF NUMBERS  
 EXISTING FURNITURE WITHOUT ASSIGNED ASSET ID EXAMPLE:  
 AM CH OT D  
 COURT DIVISION  
 FURNISHING CATEGORY  
 STORAGE LOCATION

NEW FURNITURE ASSET ID EXAMPLE:  
 CH 01 -B  
 COURT DIVISION  
 FURNISHING CATEGORY  
 STORAGE LOCATION

FURNISHING ABBREVIATIONS: COURT DIVISION ABBREVIATIONS:  
 A ACCESSORIES C DISTRICT CLERK  
 BH BENCH BELT M MAGISTRATE  
 CH CHAIR/STATIONARY SEATING (ALL TYPES) P PROBATION  
 CM CHAIR/MAT  
 DR DRAPERY  
 STORAGE LOCATION ABBREVIATIONS: COURTHOUSE:  
 F WINDOW TREATMENTS A ABERDEEN  
 H HATCH (OVERHEAD) AM ABERDEEN  
 L LATERAL FILE B BANKRUPTCY COURTHOUSE  
 LK LOCKERS  
 T TABLES  
 W WEST POINT  
 WB WHITEBOARD

CONTROLLED UNCLASSIFIED INFORMATION (CUI)

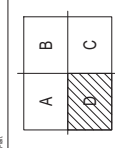


CONTROLLED UNCLASSIFIED INFORMATION (CUI)

**THIRD FLOOR FURNITURE PLAN - AREA D**  
 1/4" = 1'-0"

REV	DESCRIPTION	DATE

**THOMAS G. ABERNETHY**  
 FEDERAL BUILDING  
 FINAL FURNITURE FLOOR PLAN  
 301 WEST COMMERCE STREET, ABERDEEN, MS 39730







## **2. Furniture Delivery and Installation Instructions**

## SUPPLEMENTAL FURNITURE DELIVERY AND INSTALLATION INSTRUCTIONS

Thomas G. Abernethy Federal Building  
301 W Commerce Street  
Aberdeen, MS 39730

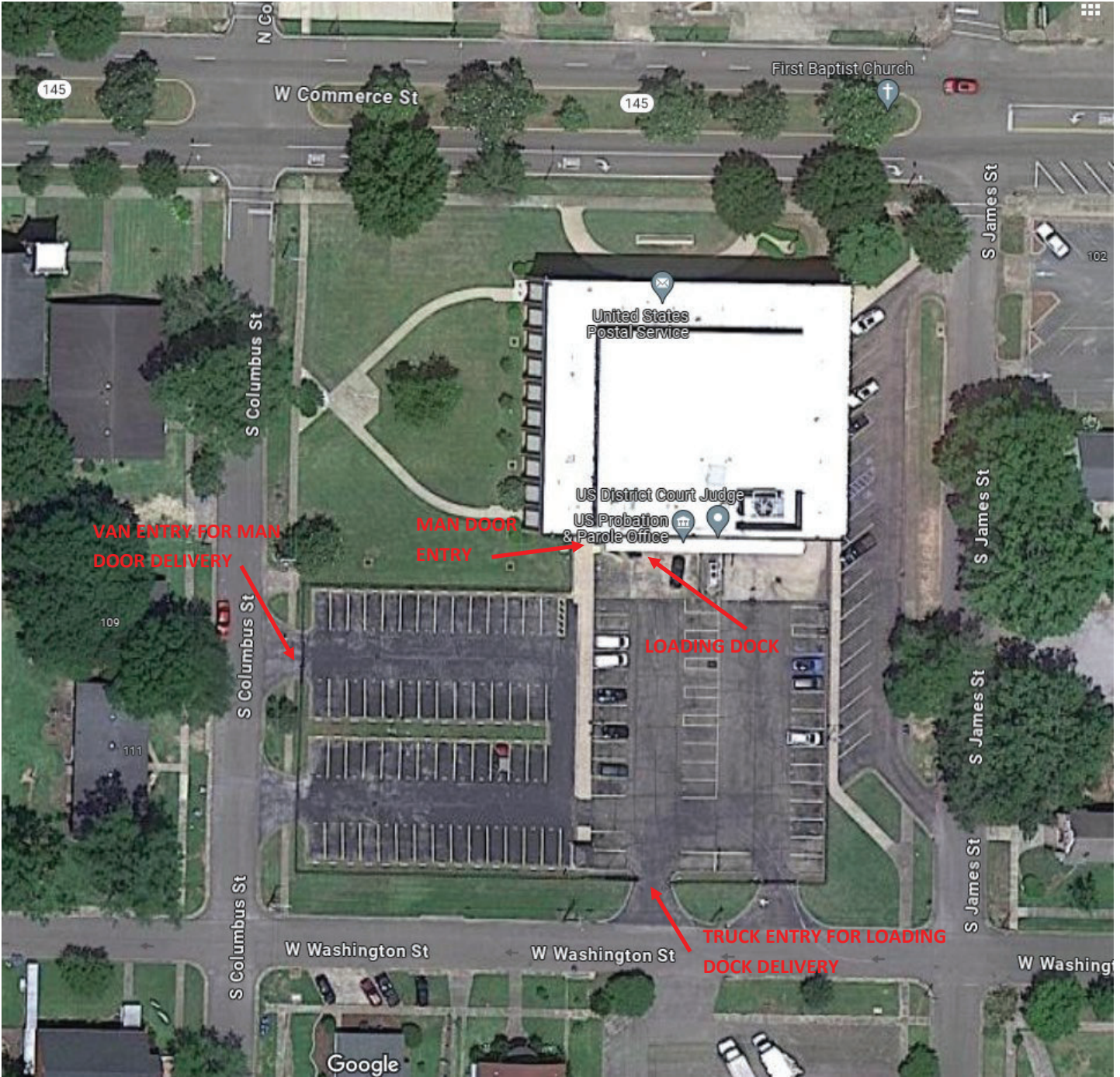
**Notify Pamela Patrick (662-202-6867 or [pamela\\_patrick@msnd.uscourts.gov](mailto:pamela_patrick@msnd.uscourts.gov)) at least five business days prior to delivery. Failure to provide this notification may result in rejection of delivery. Pre-scheduling delivery and installation in more than five business days advance if possible is preferred. There are no on-site court personnel to receive deliveries.**

The following lists site conditions and supplemental requirements for delivery and installation of drapery for the Thomas G. Abernethy Federal Building in Aberdeen, Mississippi. Drapery vendors shall provide all materials, equipment, and labor to deliver and install drapery in the locations within the courthouse indicated in the specifications provided by the court. A pre-bid walk-thru will be scheduled for all interested bidders.

1. Delivery hours at the courthouse may be scheduled between 9:00 a.m. to 4:00 p.m., Monday to Friday – except for Federal holidays. A staff member of the court will meet you on-site to oversee the delivery.
2. Delivery may begin after May 15 for use of small Judge Elevator or stairs and after July 15 for use of Public Elevator. Dates may vary depending on elevator construction completion dates. Installer should be prepared to store items if needed.
3. The courthouse has a loading dock. Deliveries may be made at the loading dock or from a surface parking lot that is 6" below the 1st floor level of the courthouse. The 1st floor level is accessible by a dolly curb cut ramp near the parking lot. Refer to the attached site plan and photos. Both are accessed from the street through security gates.
4. Access to the court loading dock is through the post office security vehicle gate and parking area.
5. Access to the curb ramp is through a narrow van security gate and into the parking lot. Adjacent residences frequently have vehicles parked along the street.
6. Provide all personnel necessary to properly guide delivery trucks through the security gates and to the loading dock or curb ramp. It is the installer's responsibility to verify the delivery truck can make the turn radiuses and enter the gates without causing damage. Any damage shall be repaired by the installer at no cost to the Court.
7. Drapery shall be delivered through the back of the courthouse as indicated in the attached drawings. Deliveries may not be made through the front doors and city streets may not be blocked for deliveries.
8. Some items to be delivered to the 2nd and 3rd floors of the courthouse may not fit in the elevators, for example, large conference tables may not fit. Those items must be delivered via an adjacent stairwell. Dimensions for the elevator and stairwell are noted in the attached floor plan and photos. Additional dimensions may taken prior to installation by the installer or their representative.
9. All interior finishes, materials, and building elements in the path of travel for delivery must be protected from damage. Any damage shall be repaired by the installer at no cost to the Court.
10. Lobby walls on first and third floors are original marble and must be protected from any damage. Marble cannot be replaced, and repairs may be difficult. Any damage shall be repaired by the installer at no cost to the Court.
11. Attached photos showing installation path conditions were taken during construction.
12. The public and judge elevators are being renovated. The shop drawing dimensions are attached. Final, installed elevator dimensions should be field verified by the installer or their representative prior to installation.
13. All turning radiuses, clear widths, and any dimensional information needed for installation shall be field verified by the installer or their representative prior to installation.
14. Pre-installation site visits may be scheduled as needed by the installer with Ms. Patrick.
15. Packing materials for delivered drapery and accessories and all trash must be removed from the courthouse premises. Onsite dumpsters are not to be used.

### **3. Installation Site Photos**

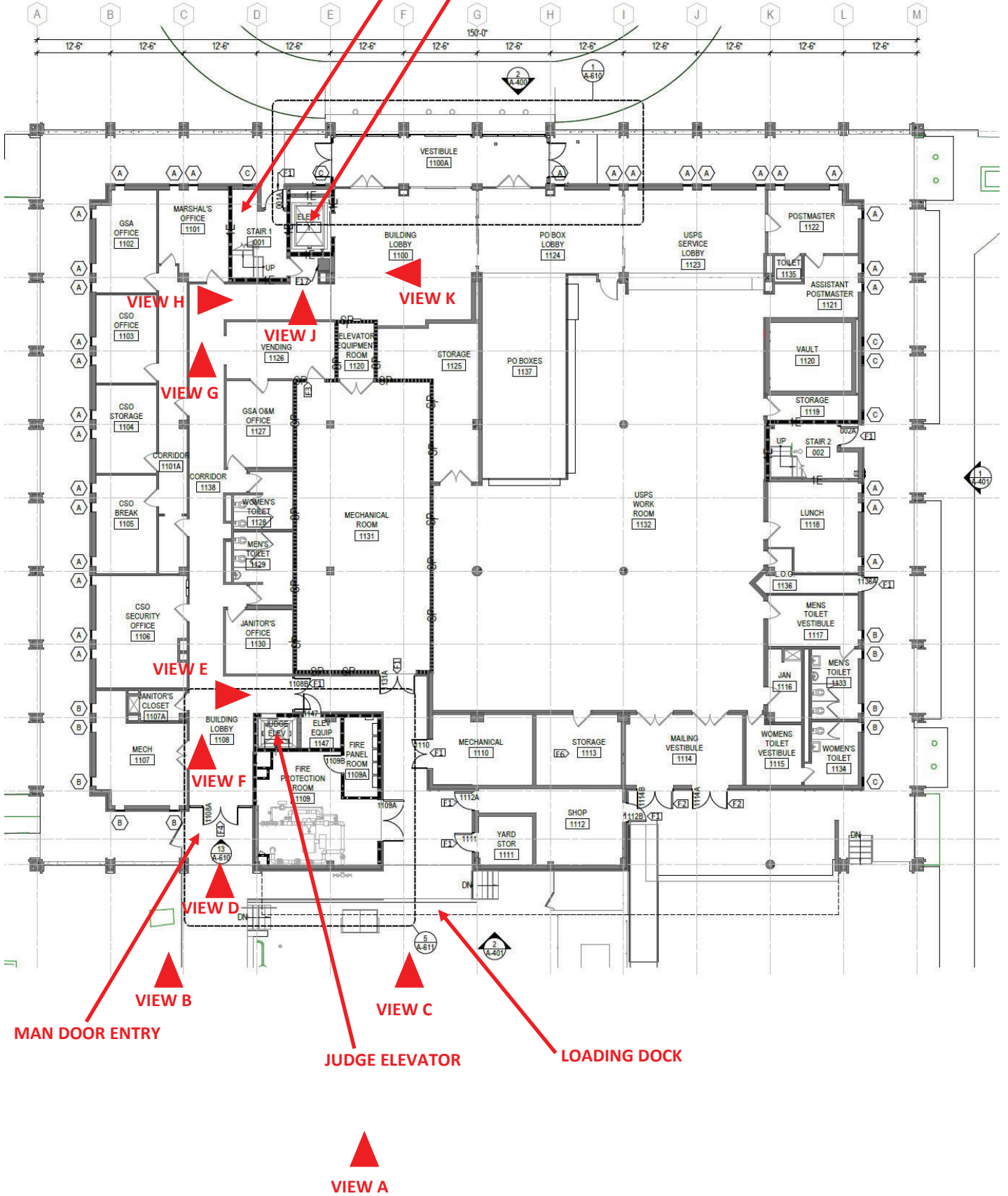
# SITE PLAN



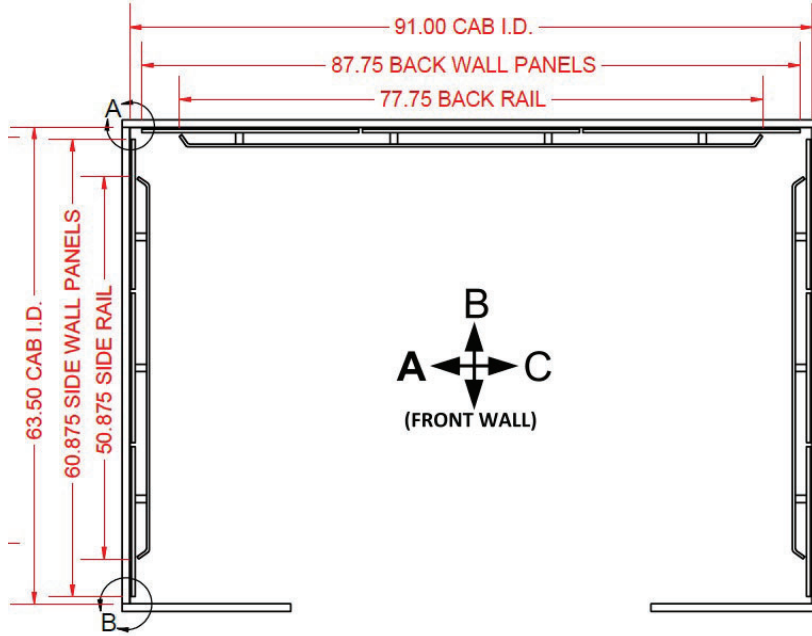
# FIRST FLOOR PLAN

STAIR RANGES FROM 39-42" CLEAR FROM FIRST TO THIRD FLOORS

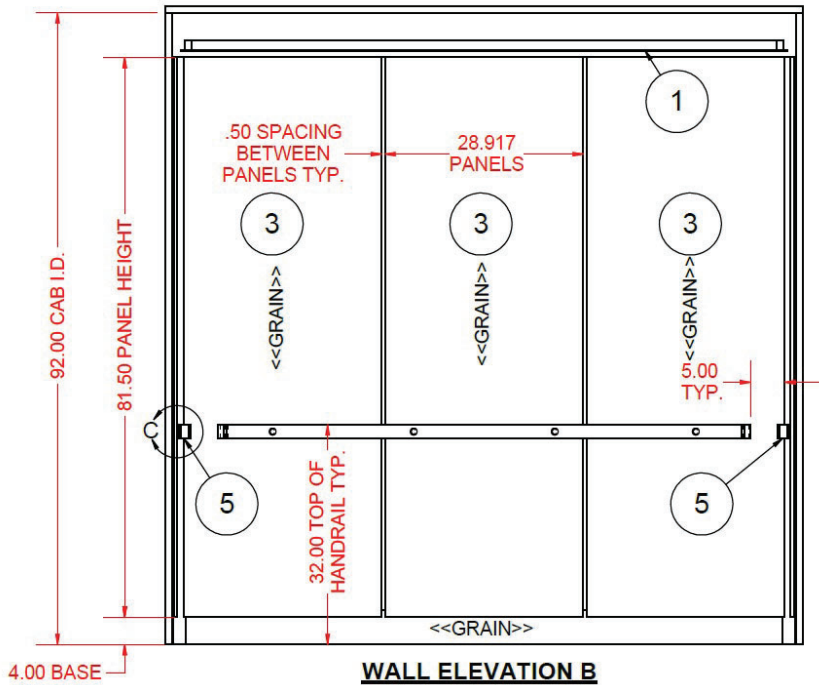
PUBLIC ELEVATOR



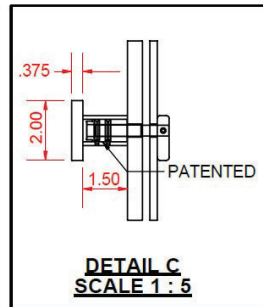
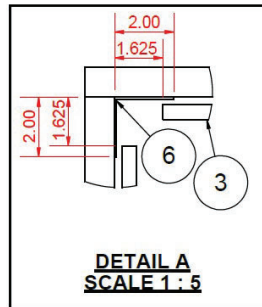
# PUBLIC ELEVATOR



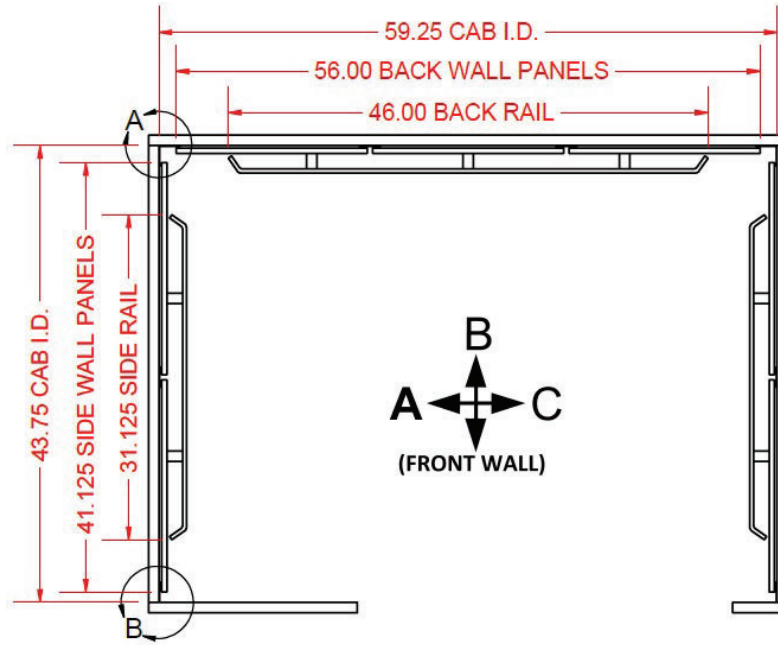
**PLAN VIEW**



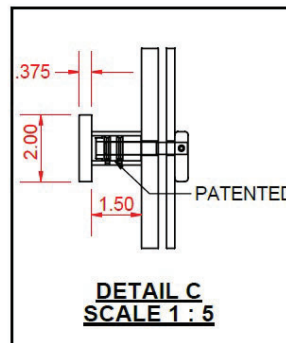
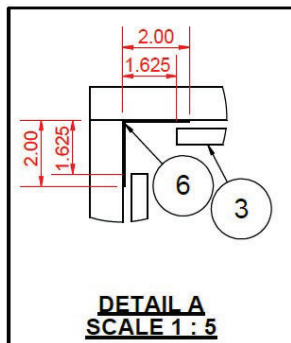
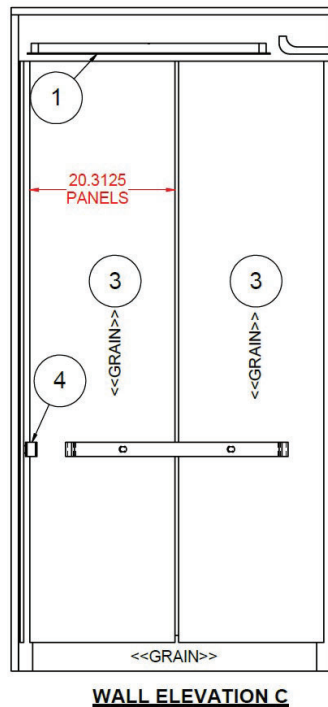
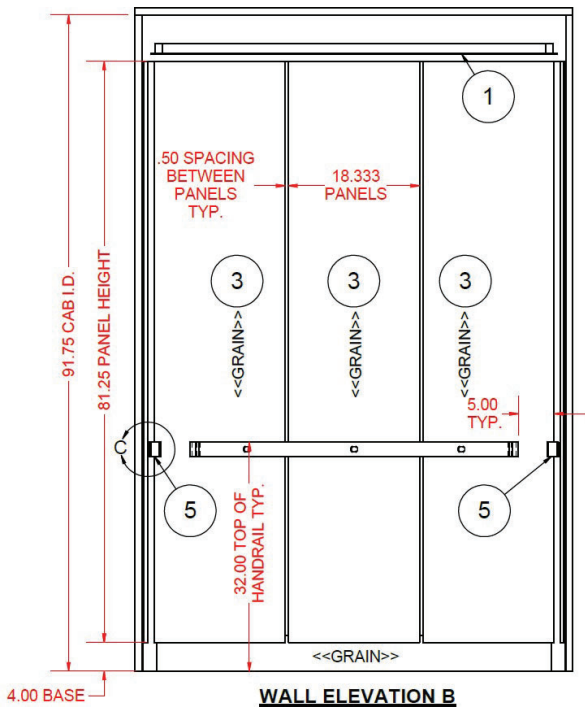
**WALL ELEVATION B**



# JUDGE ELEVATOR



**PLAN VIEW**



# A—VIEW OF LOADING DOCK AND DOOR ENTRY





# B- VIEW OF MAN ENTRY

PERMANENT FENCE TO  
REMAIN

MAN DOOR ENTRY



DOLLY RAMP

# C—VIEW OF LOADING DOCK



DOCK— DOCK IS 32  
INCHES ABOVE  
GRADE

# D—VIEW THROUGH MAN DOOR INTO BUILDING



# E—VIEW OF JUDGE ELEV AND DOORS TO DOCK



# F—VIEW DOWN FIRST FLR CORRIDOR TO PUBLIC



# G—VIEW OF CORRIDOR INTERSECTION



**H—VIEW TOWARDS BLDG LOBBY**



**J—VIEW OF VESTIBULE INTO STAIR AT FIRST FLR**





# K—VIEW OF FIRST FLOOR PUBLIC ELEV LOBBY

