

**United States District Court
District of New Mexico**

Request for Quotation

Request Date: June 9, 2021

Deadline for Quotes: July 14, 2021

Project Review Meeting/Field Inspection: June 23, 10:00 a.m.

Project: OPS Galley Renovation – PVD Courthouse, 2nd Floor

**To: VIA EMAIL
Prime Builders
SDV Construction
Weil Construction**

Special Notes and Requirements:

- This is a Request for Quotation (RFQ) for materials and services in connection with the U.S. District Court (USDC), District of New Mexico Tenant Alteration project in the Operations Galley (C238) on the 2nd floor of the Pete V. Domenici (PVD) Courthouse, located at 333 Lomas Blvd. NW, in Albuquerque, New Mexico. This is a request for Open Market Pricing.
- This is a request for **Open Market Pricing**. This request does not commit the government to pay any costs incurred in the preparation of the submission of your offer or to contract for supplies or service should none of the vendors meet the necessary specifications.
- All contractors must agree to the Terms and Conditions set out in Attachment A.
- A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer. Offers are evaluated based on price. Award may be made to the lowest-priced offer or quote which meets the technical requirements outlined in the statement of work and is made by a responsible offeror, subject to the availability of funds. The court reserves the right to issue a purchase order awarding all, some, or none of the project. No additional funds will be added to the awarded contract for any corrections or errors due to failure of the contractor to examine the project or to thoroughly understand the nature and extent of the work to be performed. Technical specifications are listed in the attached Scope of Work (SOW). Vendors are urged to submit their best and final offer because no negotiations will take place after offers are received.
- The awarded vendor will be required to register with SAM.gov or complete the court's AO213 form (see attached) before a purchase order will be issued. Vendors are required to register with SAM.gov or submit the AO213 within 2 business days of award notification to be awarded the contract.
- All quotes shall be accompanied by a detailed, line item cost estimate and a proposed schedule of operations (see attached samples), including estimated times for completion and number of crew needed to accomplish the work. The proposal shall include all costs

associated with the project. No amendments shall be allowed after award has taken place.

- Proposals 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.
- **Attached drawings are for reference only. Field measurements are recommended. Changes cannot be made after contract is awarded.**
- The Contractor must be willing to start work based on a Purchase Order. No down payments or advances will be allowed.
- All work requires unescorted access to judiciary facilities during evening and weekend hours. In accordance with Clause 3-3 (*Provisions, Clauses, Terms and Conditions - Small Purchases*) Contractor employees working on this project are subject to security checks including fingerprinting and background investigations, and require access badges to work on the project. If the contractor is unable to supply a sufficient number of technically knowledgeable employees to work on this project, the judiciary may terminate the contract for default.
- Contractor must submit names of employees for security clearance within two weeks of contract award. Once security checks are completed, a time will be set up to issue badges to cleared employees.
- All badges must be returned upon completion of the project before payment can be issued against the Purchase Order.
- A site review for the purpose of responding to this RFQ will be conducted on **June 23, 2021 at 10:00 a.m.** All interested contractors shall meet at the appointed time in the lobby of the PVD Courthouse, 333 Lomas Blvd N.W. to review the space. Please confirm to Lydia Piper via email by noon on **June 21, 2021**, that you will be attending the site review and the number of representatives from your company that will be attending. If you are unable to make this meeting, please contact Lydia to make arrangements to view the workspace prior to the submission deadline.
- **PLEASE NOTE: Persons who have been fully vaccinated against Covid-19 virus need not wear a mask to enter the PVD Courthouse.**
- Please confirm to Lydia Piper via email by **June 21, 2021**, noon that you will or will not be submitting a quote in response to this RFP.
- Contractors may submit questions via fax or email to Lydia Piper. The deadline for submission of questions is noon on **July 7, 2021**. All questions must be in writing to be considered as part of the RFQ. Responses will be shared with all contractors submitting proposals.
- Please provide a list of names attending a site review of anyone wishing to take photos during the tour by **June 18, 2021**.
- Quotes are due by **July 14, 2021**, regardless of when the site tour was completed.
- Quotes must be valid through **September 30, 2021**.
- Contractors will be responsible for any damage to building, furnishing or carpet during the course of work being performed.
- Award of contract and acceptance of work performed will be dependent on approval from the General Services Administration and the Court. **Please note, GSA requires a Certificate of General Liability Insurance of \$1,000,000 naming GSA as the insured party. In addition, GSA will need to issue a Revocable License, Region 7 (V9-01/2021). See attached instructions for both.**

Quotes:

Submit a quote for the material and work to be completed, along with your approach and project management in accordance with the attached Statement of Work (SOW). All proposals should detail how work will be accomplished and acknowledge compliance with the RFQ.

Quotes may be mailed, hand delivered, faxed or e-mailed to:

Lydia Piper

U.S. District Court

333 Lomas Blvd. NW

Albuquerque, New Mexico 87102

Phone: 505-348-2088 Fax: 505-348-2139

Email: lpiper@nmcourt.fed.us

Questions concerning this RFQ should be addressed to the same.

STATEMENT OF WORK

1. Description of Project

1.1. Parties

Contractor. The “contractor” includes the contractor, the contractor’s employees, any subcontractor/supplier, or subcontractor’s/supplier’s employees who provide services to the court on behalf of the contractor at a specified price.

Court. The “court” includes one or all of the following judicial agencies of the United States District Court for the Middle District of Florida: the district court clerk’s office, the pretrial services office, and the probation office. Court projects may also include shared projects between the district court agencies and the bankruptcy court.

General Services Administration (GSA). GSA is an independent federal government agency that leases space to other federal government agencies, including the court.

1.2 Introduction

The USDC has developed a Cyclical Maintenance Plan to help with space and facilities upkeep. This plan includes a cyclical carpet replacement schedule which identifies areas for carpet replacement each year.

1.3 Objectives

The project is part of the Court’s Cyclical Maintenance Plan which has identified certain carpet at the PVD Courthouse for replacement in 2018 and 2019. The project aims to replace this carpet in an efficient and timely manner, with minimal disruption to the court schedule.

1.4 Scope

The Scope of Work (SOW) for this RFQ includes all labor, including supervision, tools, materials, equipment, transportation, licenses, permits and incidentals required and/or implied for the complete and satisfactory performance to facilitate the renovation of the OPS Galley on the 2nd floor of the PVD Courthouse, 333 Lomas Blvd. NW, in Albuquerque. The specific details of the SOW are outlined in the attached Judiciary Project Requirements (JPR) and Design Intent Drawings (DID).

1.5 Requirements

- Any contractor providing a quote for this project must have at least five years’ experience with commercial level construction and have the manpower, equipment and tools required to complete the work to industry standards.
- Any contractor providing a quote must attend the **Project Review/Field Measurement meeting on June 23, 2021**, as noted above. If unable to make the June 23 meeting, the Contractor should contact Lydia Piper to make arrangements for another date and time for a site visit.
- Before repair or installation services commence, the contractor must inspect the work site and ascertain all information necessary for the diligent performance of the contract requirements. The contractor must notify the POC of any conditions that might prevent the performance of these requirements.

- Contractor will attend a pre-construction meeting prior to project start to finalize schedule.
- Contractor will provide an onsite Supervisor with a thorough knowledge and understanding of the designated work assignments, tools and equipment employed in the execution of this contract, and of the rules, regulations and standards of the industry.
- The Supervisor shall be available to oversee and inspect all work completed, ensure that all areas are left clean each night, and will be accountable during all working hours to oversee performance of all obligations under this contract.
- The Supervisor shall be available at the start of the shift to the USDC Project Manager for daily dialogue, to review completed work and any special problems, and to receive instructions relative to daily activities.
- All contractor staff and subcontractors must have the technical knowledge and experience with the required demolition, construction, electrical, plumbing and any other trades required by the contract.
- The court freight elevator is sensitive to excessive weight, movements and length of door held open. Crew must be careful when using the freight elevator to transport materials and equipment. In the event the freight elevator is shut down, the crew must be able to carry materials and equipment up the stairs.
- The contractor will work at the convenience of the court and must be available to complete the work days, evenings and weekends as dictated by the project scope of work.
- Number of crew members shall be appropriate for amount of work to be completed in a given night.
- All crew members must receive a security clearance and obtain an access badge through the Court prior to starting work on the project and return the badges upon completion of the project. Payment will not be made until badges are returned.
- The Court & GSA must approve all materials used and workmanship performed for this project, and sign-off on completed work prior to payment.

3.0 Contractor Acknowledgments

In addition, what is outlined in the SOW, contractor acknowledges the following conditions:

- Contractor will order, receive and store new cabinetry as defined in the SOW until installation;
- Contractor will order and receive new garbage disposal;
- Contractor will order and receive new pendant lighting;
- Contractor will prepare and clean floor to receive new LVT, including leveling if needed;
- All work shall be completed during regular business hours between 7:30 a.m. – 5:00 p.m., or as otherwise outlined in the SOW or arranged with the court.
- Removal of wall and block, and core drill shall be completed after regular business hours, between 5:00 and 6:00 a.m.;
- Building will be occupied for the full duration of work.
- Project to be completed to the satisfaction of the court and GSA.
- All materials, trash, and equipment must be picked up from site at the end of each day.

- The court is not responsible for any material, tool, or equipment left at the project site.
- Each phase of work shall be inspected and approved by the court before proceeding to the next phase.
- Contractor will be responsible for any damage to the building
- Contractor will be responsible to protect adjacent work areas and finish surfaces from damage.
- Contractor shall field verify all measurements.
- Contractor will have access to a loading dock but must share access with other vendors and contractors as needed.
- Contractor will have access to a freight elevator.
- Any and all additional work necessary to complete the project as outlined in the SOW to meet industry and manufacturers standards and to the satisfaction and approval of the General Services Administration and the Court; and
- Any and all additional work necessary to meet all local building, fire and safety codes, and the Terms and Conditions set out in Attachments A& B.

The intent of the SOW and conditions provided above is to convey the work that will be covered under the contract when awarded. However, failure to identify incidental items that would be required to achieve the scope provided, will not constitute a change order.

The Court shall perform the following task as part of the project:

- Remove and replace all small appliances, dishes, food items, etc., to allow for renovation of the galley.
- Provide attic stock for carpe repairs as needed.

4.0 Deliverables

The list below identifies the main deliverables included in the OPS Galley Renovation SOW and will be required to complete the project. Please see the attached SOW and DID drawings for a more detailed list. Also noted, contractor should take field measurements to confirm accurate placement of all listed items.

- New cabinets and counter per agency specifications;
- New LVT flooring per agency specifications;
- New cove base per agency specifications;
- New transition strip per agency specifications;
- New garbage disposal;
- Electrical outlets per DID drawings;
- New waterlines per DID drawings;
- New lighting per DID drawings;
- Relocation of safety devices and light switch; and
- Relocation of existing appliances.

5.0 Schedule for Performance and Delivery/Milestone Schedules

- A decision for awarding the contract will be made when funding is available.
- A Purchase Order for this project will be issued as soon as the project has been approved and the contract has been awarded.

- A detailed work schedule will be arranged once the contract is awarded and crews have received access badges.
- Contractor may submit partial invoices for work completed once the area has been inspected and approved. Submitting of partial invoices shall be limited to once a week.
- Contractor may submit final invoice once project has been inspected and accepted as completed by the court and GSA.

6.0 Review Period for Deliverable

The Court will review each deliverable with the Supervisor within 24 hours of completion of installation. Any discrepancies will be noted and must be addressed within 72 hours of the review.

7.0 Acceptance Criteria for Deliverables

The following criteria will be used to evaluate the performance of the contractor to meet the contract requirements:

- All old cabinets shall be removed from courthouse and new cabinets and counter shall be installed, cleaned and ready for use.
- Cabinets shall include new hardware.
- Cabinets shall be free of scratches, knicks and dents.
- Old VCT floor and covebase shall be removed and new LVT flooring and cove base shall be installed.
- New transition strips between flooring and existing carpet shall be installed.
- Flooring shall be free of bumps, bubbles and be free of glue, dirt and debris.
- Existing sink shall be installed in the new location and fully functional.
- New garbage disposal shall be installed and fully functional.
- New pendant lighting will be installed and fully functional.
- All electrical outlets and switches shall be installed and fully functional.
- All waterlines shall be installed and fully functional.
- All trash, remnants, glue cans, etc., shall be removed and space completely cleaned upon completion of carpet installation.

8.0 Environment

All work will be conducted in occupied space.

9.0 Locations for Performance and Points of Contact

9.1 Location

All work will be conducted at the Pete V. Domenici Courthouse, U.S. District Court, 333 Lomas Blvd, Albuquerque, New Mexico, 2nd floor.

9.2 Points of Contact

The following individuals will be the main points of contact for this project:

Lydia Piper, Project Manager, 505-348-2088 (office), 505-366-9275 (cell)
lydia_piper@nmd.uscourts.gov

Scott Ferguson, S&F Supervisor, 505-348-2063 (office), 505-328-0165 (cell)
scott_ferguson@nmd.uscourts.gov

10.0 Access to Judiciary IT Networks

At no time shall the contractor have access to the Judiciary IT Network or Bench and Bar Wi-Fi.

11.0 Government Furnished Material

Except for packing of the galley items and move of small appliances and boxes, no equipment, materials or service of any kind shall be provided by the Court.

12.0 Contractor Furnished Material

The contractor must furnish all equipment and materials needed to perform the SOW. Equipment or materials may not be stored in the courthouse during the duration of the project without permission of the Court. In addition:

- Unless otherwise agreed between the parties, the contractor must furnish and use supplies, materials, and equipment that are commercially available products of reputable manufacturers or suppliers. These supplies, materials, and equipment may not harm or damage the surfaces to which they are applied, or any other part of the building, its contents, or equipment.
- The POC must approve and determine the suitability of the supplies, materials, and equipment used by the contractor before the contractor starts work. Note: The contractor cannot perform work that involves asbestos or lead paint. The court must refer this work to GSA for abatement.
- The contractor must supply warranty information on products, materials, and workmanship.
- The contractor must post Material Safety Data Sheets (MSDS) for all products used in this project at the job site that could pose a health risk, such as glue, paint, solvents, etc. Additionally, the contractor must provide a copy of the MSDS to the court. GSA reserves the right to prohibit the presence, storage, or use of any hazardous material in the building.
- The contractor will be responsible for moving all appliances and equipment necessary to perform each project.

13.0 Utility Shutdowns

Contractor must give the court 72 hours advanced notice of any required utility shutdowns. All utility shutdowns and/or fire/safety test must be coordinated with the GSA Building Manager.

14.0 Safety and Health

All work must comply with the applicable OSHA and EPA requirements of 29 CFR §§ 1910 and 1926 and 40 CFR § 761. All work must comply with the applicable state and municipal safety and health requirements. If the applicable regulations conflict, the most stringent regulation applies. In addition:

- The contractor must provide the materials, barriers, and safety equipment necessary

to protect pedestrians and property during the implementation of this contract.

- The contractor must provide all necessary safety equipment, ensure that the equipment is used properly, and ensure that safety procedures used are adequate for the job being performed.
- The contractor must report any accidents that occur on the job site to the court.
- The contractor shall remove all hazardous materials brought into the courthouse at the conclusion of each work day or night and at the conclusion of the project unless other arrangements have been made with the court. If any hazardous materials are left in the courthouse at the conclusion of the project, the contractor shall return to collect and properly dispose of the materials or the contractor will be charged for the disposal of those materials.
- Any construction project should consider Indoor Air Quality (IAQ) in design and implementation. If applicable, during demolition, dust and noise control must be included. During construction activities, dust and noise, as well as odors and vapors must be controlled. Paints, varnishes, stains, solvents, etc. are to be low- or non-VOC (volatile organic compounds), unless no alternatives are available (documentation of such must be provided). Activities that may negatively impact other tenants in the building will be required to be conducted after normal working hours (after 6 p.m. and before 6 a.m. weekdays or weekends) with prior approval by the Court. Ventilation needed to control odors, dust, VOCs, etc., either for protection of construction workers or for deteriorated IAQ of building tenants, will be the responsibility of the Courts.

15.0 Security Drawings and Building Documents.

Associated plans, drawings, or specifications provided under this solicitation are intended for use by prospective contractors. In support of this requirement, the court requires contractors to:

- Limit reproduction, dissemination, or disclosure of covered materials only to persons/parties related to this acquisition or otherwise authorized to receive such information;
- Use reasonable care to safeguard any drawings or solicitation documents provided by the court; and
- Make every reasonable and prudent effort to destroy or render useless all drawings and solicitation documents, except for the contractor's record copy.

16.0 Workmanship

- The contractor must accomplish all work in accordance with the best practices of the trade and coordinate and schedule all work with the POC. In addition:
- The contractor must use an adequate number of skilled workers who are thoroughly trained and experienced in the necessary crafts, and who are completely familiar with

the specified requirements and methods needed for the proper completion of the work.

17.0 Clean-Up

The contractor must cover or remove all furniture from the space to ensure it is kept clean. Any furniture moved from the space is to be returned to its original location upon completion of the project. If the furniture is moved out of the space, the storage location must be approved by the court.

- The contractor must remove all debris generated in the performance of this contract on a daily basis. The contractor may not use the dumpsters or trash receptacles within the building. Any cost associated with ordering a dumpster for this project shall be paid by the contractor. The contractor will inform the POC if a dumpster is needed.
- The contractor must remove and dispose of all unused materials, containers, wrappings, trimmings, and all other debris accumulated during performance of this contract.
- Upon completion of the project, the contractor must clean the space before moving back furniture, boxes and equipment. Cleaning must include, but is not limited to, wiping down surfaces from construction dust, removing all tape, vacuuming carpets, and cleaning floor tile.

18.0 Quality, Performance, and Acceptance.

- The court will periodically inspect all work during the performance of the contract to assess the quality of work being performed. The contractor and court will agree to address all performance issues immediately after they are discovered, whether by the contractor or the court.
- The court monitors contract performance closely to ensure that required end- items are delivered on time and are in compliance with the statement of work.
- Work shall be completed within the agreed upon schedule after the post award meeting is held with the court and the contractor. Extensions may be granted, but only with prior approval of the court.
- Upon completion of the project, the POC will conduct a walk-through with the contractor to inspect the work. The POC will ensure that the work has been satisfactorily completed and conforms with requirements set forth in the contract. The POC has the right to reject any unsatisfactory material or workmanship.

ATTACHMENT A - TERMS AND CONDITIONS

APPLICABLE JUDICIARY TERMS AND CONDITIONS

1. **Procurement Provisions, Clauses, Terms and Conditions.** Once the contractor has accepted a purchase order, by either signing the purchase order or providing the service, this RFQ and SOW will become the basis for the contract. The contractor selected for this award must abide by all the terms and conditions listed below.

(A) 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>.

(B) 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>.

(C) 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 31U.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 or 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.

The following provision is included by reference:

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 and provisions are included by reference:

Provision 2-15, Warranty Information (JAN 2003)

Provision 2-70, Site Visit (JAN 2003)

Clause 2-20B, Contractor Warranty (JAN 2010)

Clause 2-20C, Warranty of Services (JAN 2003)

Clause 3-3, Provisions, Clauses, Terms and Conditions - Small Purchases (JUN 2014)

Clause 3-160, Service Contract Labor Standards (MAR 2019)

(In accordance with the Department of Labor Web site, the minimum wage shall be determined by the contractor from the list on the Department of Labor's website including fringe benefits as determined by the Secretary of Labor)

Clause 3-305, Payment by Electronic Funds Transfer – System for Award Management (SAM) Registration (APR 2013)

Provision 4-1, Type of Contract (JAN 2003)

The judiciary plans to award a firm fixed price type of contract under this solicitation, and all offers shall be submitted on this basis. Alternate offers based on other contract types will not be considered.

Clause 6-20, Insurance – Work on or Within a Judiciary Facility (APR 2011)

Clause 7-55 Contractor Use of Judiciary Networks (JUN2014)

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

Clause 7-115, Availability of Funds (JAN 2003)

**ATTACHMENT B – DEPARTMENT OF LABOR WAGE
DETERMINATION**

"General Decision Number: NM20210044 05/21/2021

Superseded General Decision Number: NM20200044

State: New Mexico

Construction Type: Building
 BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

County: Bernalillo County in New Mexico.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.95 for calendar year 2021 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.95 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2021. If this contract is covered by the EO and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must pay workers in that classification at least the wage rate determined through the conformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO minimum wage rate, if it is higher than the conformed wage rate). The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number	Publication Date
0	01/01/2021
1	01/15/2021
2	02/12/2021
3	02/26/2021
4	03/12/2021
5	04/30/2021
6	05/21/2021

ASBE0076-008 01/01/2021	Rates	Fringes
ASBESTOS WORKER/HEAT & FROST INSULATOR.....	\$ 35.44	11.73

CARP1505-001 06/01/2018	Rates	Fringes
CARPENTER (Includes Drywall Finishing/Taping, Drywall Hanging, and Metal Stud Installation (Excludes Form Work)).....	\$ 24.08	10.79

ELEC0611-022 01/01/2021	Rates	Fringes
ELECTRICIAN.....	\$ 33.65	12.51

ELEV0131-002 01/01/2021	Rates	Fringes
ELEVATOR MECHANIC.....	\$ 45.27	35.83

IRON0495-002 01/01/2021	Rates	Fringes
IRONWORKER, STRUCTURAL.....	\$ 27.35	17.30

LABO0016-002 06/01/2018	Rates	Fringes
LABORER (Mason Tender - Cement/Concrete).....	\$ 17.25	6.01

 PLAS0254-001 03/18/2021

	Rates	Fringes
PLASTERER.....	\$ 23.56	9.39

 PLUM0412-014 01/01/2021

	Rates	Fringes
PIPEFITTER.....	\$ 34.65	13.70
PLUMBER (Includes HVAC Pipe Installation).....	\$ 34.65	13.70

 * SFNM0669-001 04/01/2021

	Rates	Fringes
SPRINKLER FITTER (Fire Sprinklers).....	\$ 32.67	23.21

 SHEE0049-004 01/01/2021

	Rates	Fringes
Sheet Metal Worker (Including HVAC Duct and Unit Installation).....	\$ 33.38	15.62

 SUNM2016-001 09/26/2018

	Rates	Fringes
CARPENTER (Form Work Only).....	\$ 20.41	6.25
CEMENT MASON/CONCRETE FINISHER...\$	18.59	7.45
GLAZIER.....	\$ 20.15	3.48
LABORER: Common or General.....\$	15.70	4.86
OPERATOR: Backhoe/Excavator/Trackhoe.....\$	25.97	5.15
PAINTER (Brush and Roller).....\$	16.51	2.14
PAINTER: Spray.....\$	16.51	2.14

 WELDERS - Receive rate prescribed for craft performing
 operation to which welding is incidental.

=====
 Note: Executive Order (EO) 13706, Establishing Paid Sick Leave
 for Federal Contractors applies to all contracts subject to the
 Davis-Bacon Act for which the contract is awarded (and any
 solicitation was issued) on or after January 1, 2017. If this
 contract is covered by the EO, the contractor must provide
 employees with 1 hour of paid sick leave for every 30 hours
 they work, up to 56 hours of paid sick leave each year.
 Employees must be permitted to use paid sick leave for their
 own illness, injury or other health-related needs, including
 preventive care; to assist a family member (or person who is
 like family to the employee) who is ill, injured, or has other
 health-related needs, including preventive care; or for reasons
 resulting from, or to assist a family member (or person who is
 like family to the employee) who is a victim of, domestic
 violence, sexual assault, or stalking. Additional information
 on contractor requirements and worker protections under the EO
 is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within
 the scope of the classifications listed may be added after
 award only as provided in the labor standards contract clauses
 (29CFR 5.5 (a) (1) (ii)).

 The body of each wage determination lists the classification
 and wage rates that have been found to be prevailing for the
 cited type(s) of construction in the area covered by the wage
 determination. The classifications are listed in alphabetical
 order of ""identifiers"" that indicate whether the particular
 rate is a union rate (current union negotiated rate for local),
 a survey rate (weighted average rate) or a union average rate
 (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

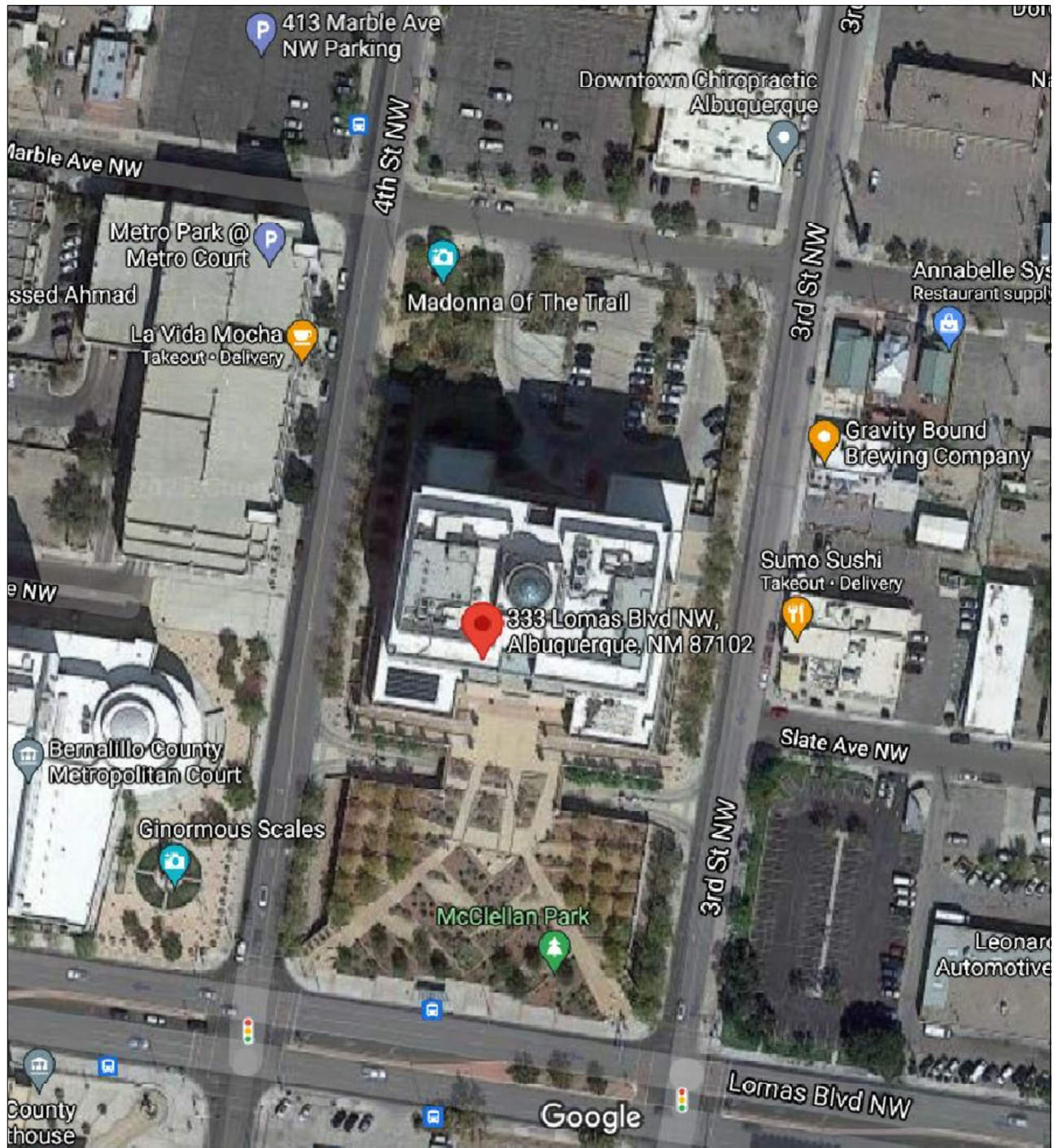
Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION"

ATTACHMENT C – DRAWINGS



G 100 - Aerial View



United States District Court
District of New Mexico

Project Designer: Lydia Piper
lydia_piper@nmd.uscourts.gov
505-348-2088

Date: 6/2/2021

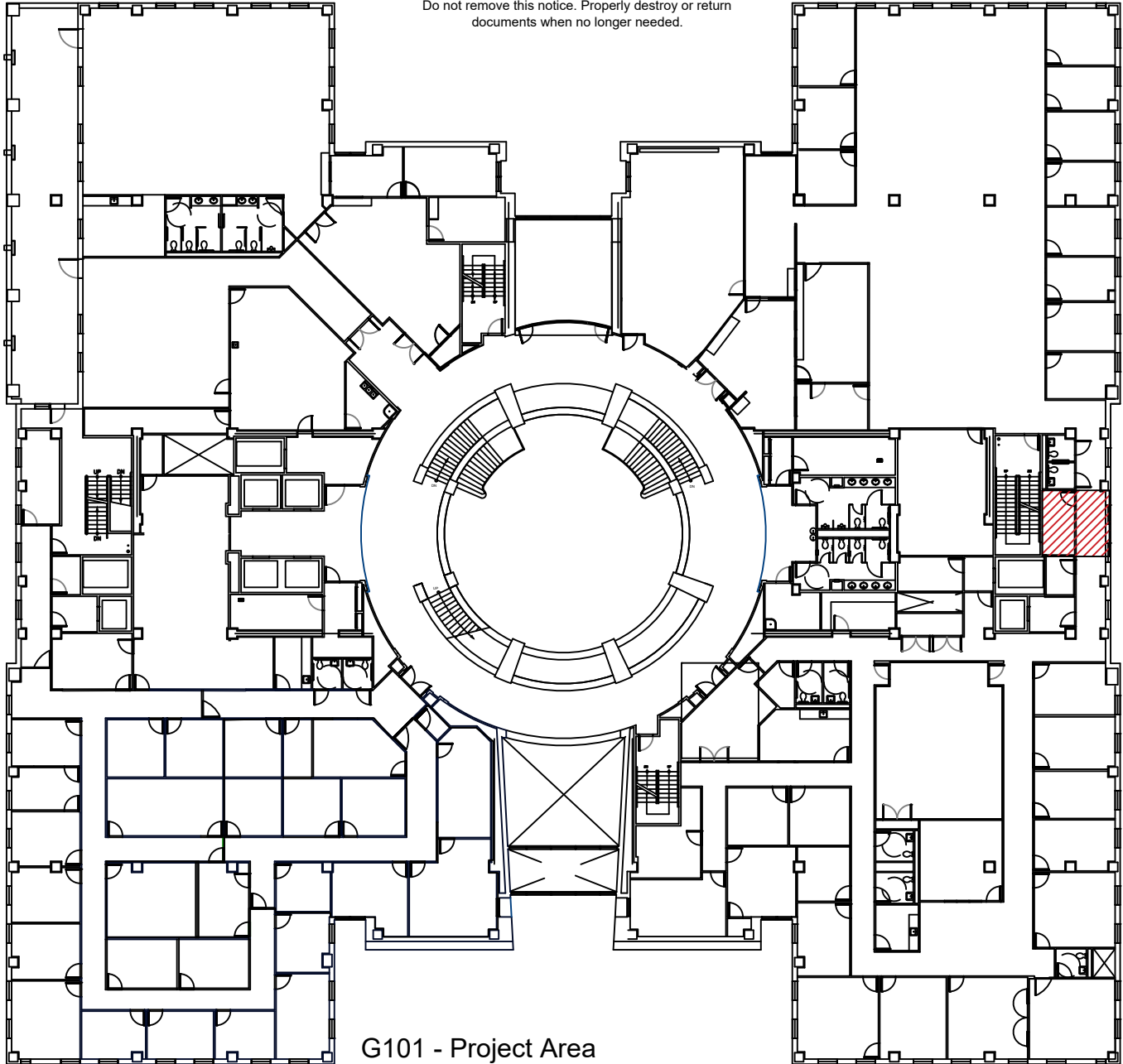
Page No.: 1 of 9

Project Description: OPS Galley Renovation

Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM

2nd Floor

Pete V. Domenici Courthouse - 333 Lomas Blvd. NW, ABQ, NM 87102
SENSITIVE BUT UNCLASSIFIED (SBU)
PROPERTY OF THE UNITED STATES GOVERNMENT
FOR OFFICIAL USE ONLY
Do not remove this notice. Properly destroy or return
documents when no longer needed.



United States District Court
District of New Mexico

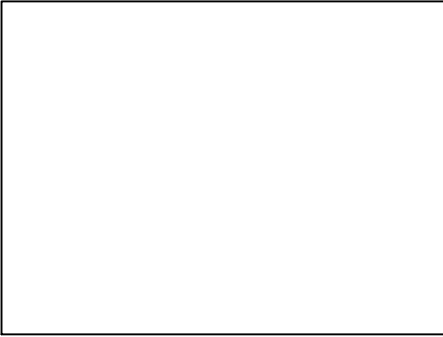
Project Designer: Lydia Piper
lydia_piper@nmd.uscourts.gov
505-348-2088

Date: 6/2/2021

Page No.: 2 of 9

Project Description: OPS Galley Renovation

Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM



A. Door to be removed



B. Cabinetry to be replaced.



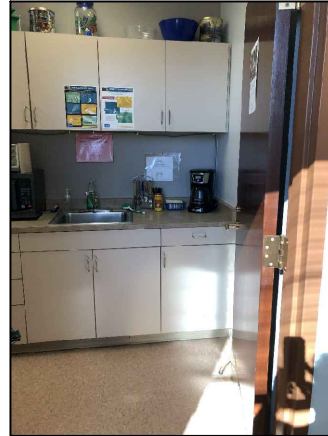
C. Existing lights to remain.



D. Wall to be removed.



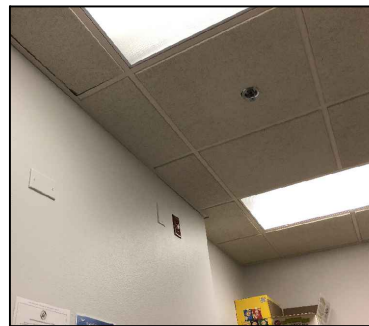
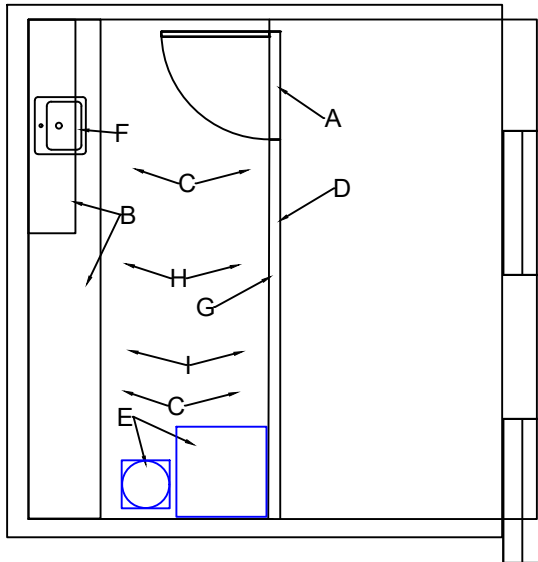
E. Appliances to be moved



F. Sink to be moved



G. Bulkhead for ceiling grid.



H. Ceiling grid to remain.



I. Flooring to be replaced.

G 102 - Existing Conditions



United States District Court
District of New Mexico

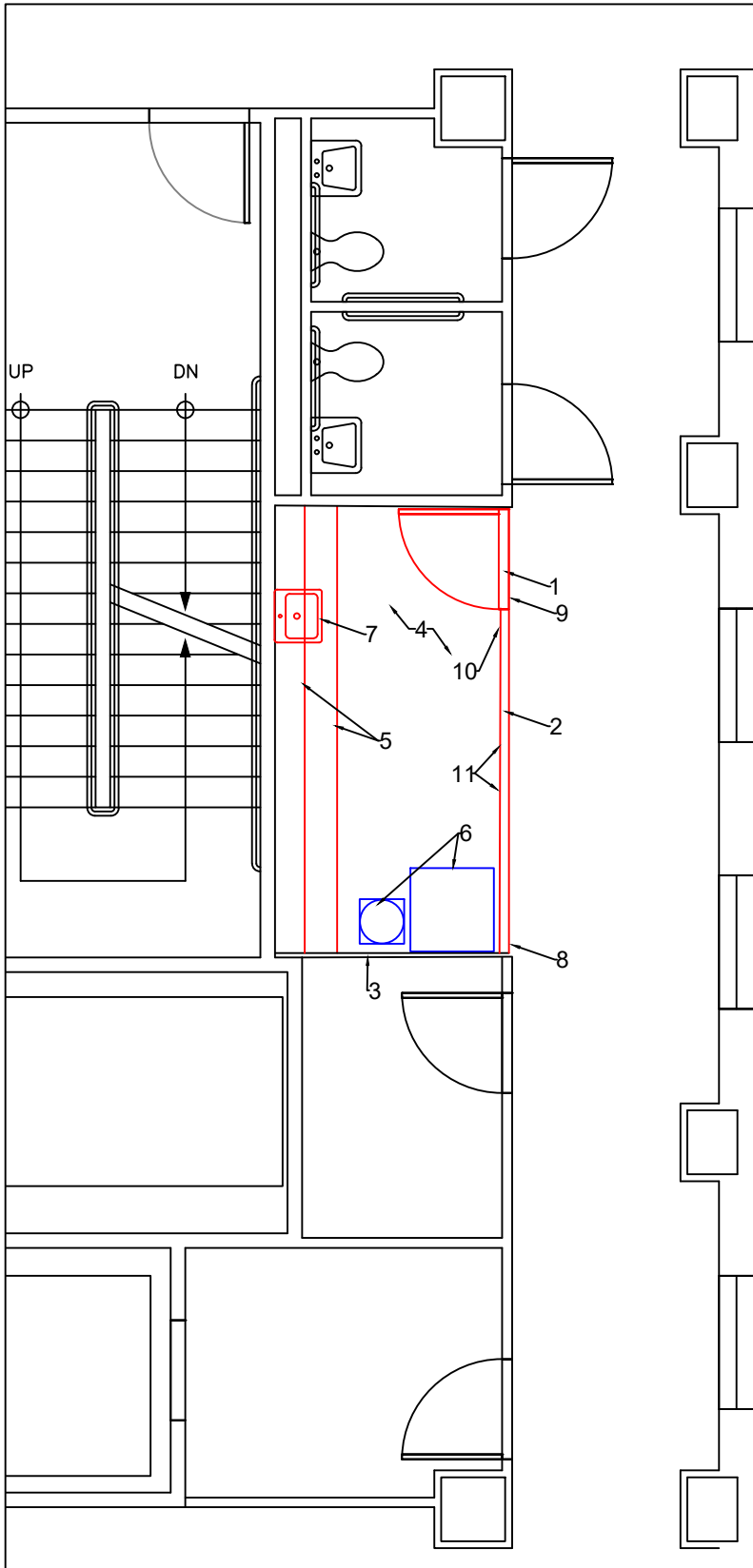
Project Designer: Lydia Piper
lydia_piper@nmd.uscourts.gov
505-348-2088

Date: 6/2/2021

Page No.: 3 of 9

Project Description: OPS Galley Renovation

Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM



General Notes

1. Salvage all doors and hardware to GSA.
2. Notify GSA and the courts at least 72 hours prior to any utility shutoffs.
3. Heavy demolition and construction (i.e., removal of block wall) to be done evenings and weekends. All other work can be done during normal business hours.
4. Area to be cleaned daily of all debris and trash.

Keyed Notes

1. Remove door and salvage to GSA.
2. Remove wall to deck.
3. Remove wall above ceiling tile to deck.
4. Remove flooring and cove base.
5. Remove cabinets and counter.
6. Move appliances and store for reinstallation.
7. Remove sink and save for reinstallation.
8. Move thermostat if needed.
9. Remove wiring for door.
10. Remove light switch and save for reinstallation.
11. Remove fire safety equipment and save for reinstallation.

A 101 - Demolition



United States District Court
District of New Mexico

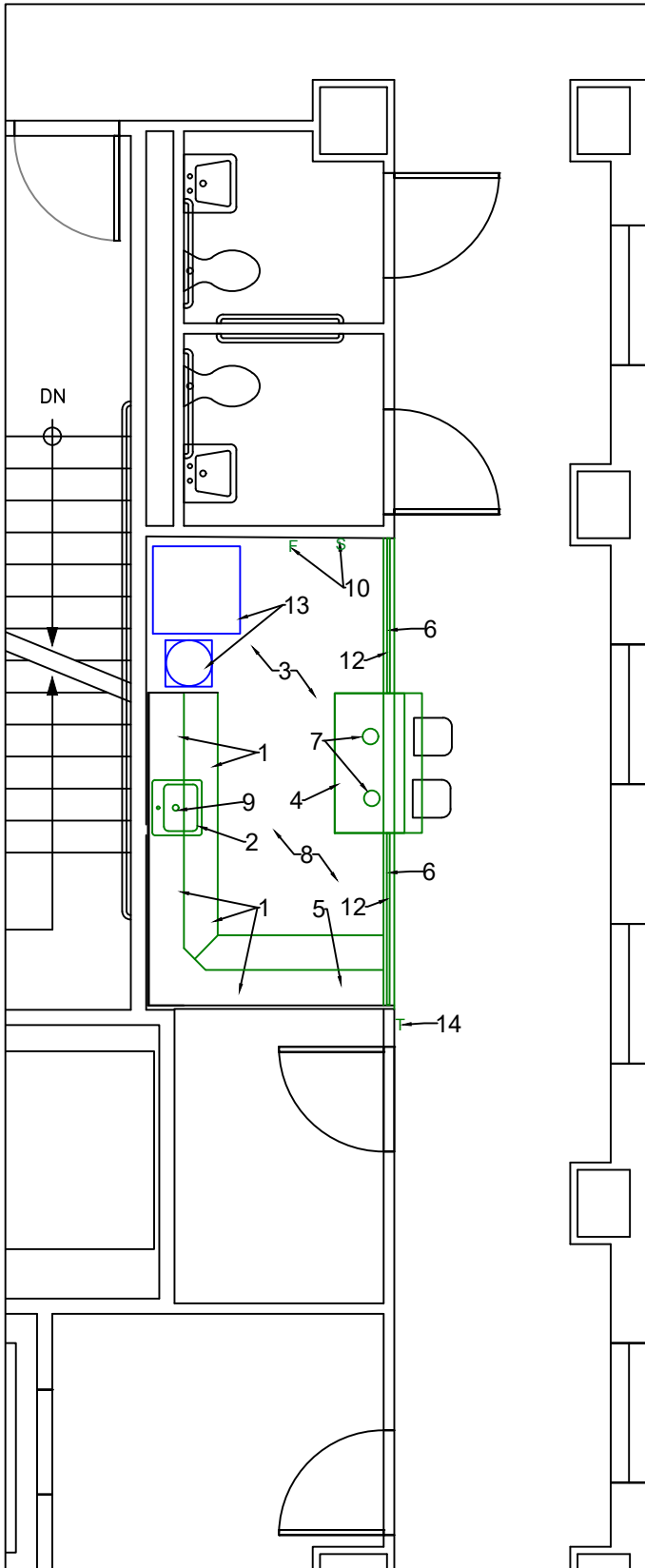
Project Designer: Lydia Piper
lydia_piper@nmd.uscourts.gov
505-348-2088

Date: 6/2/2021

Page No.: 4 of 9

Project Description: OPS Galley Renovation

Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM



General Notes

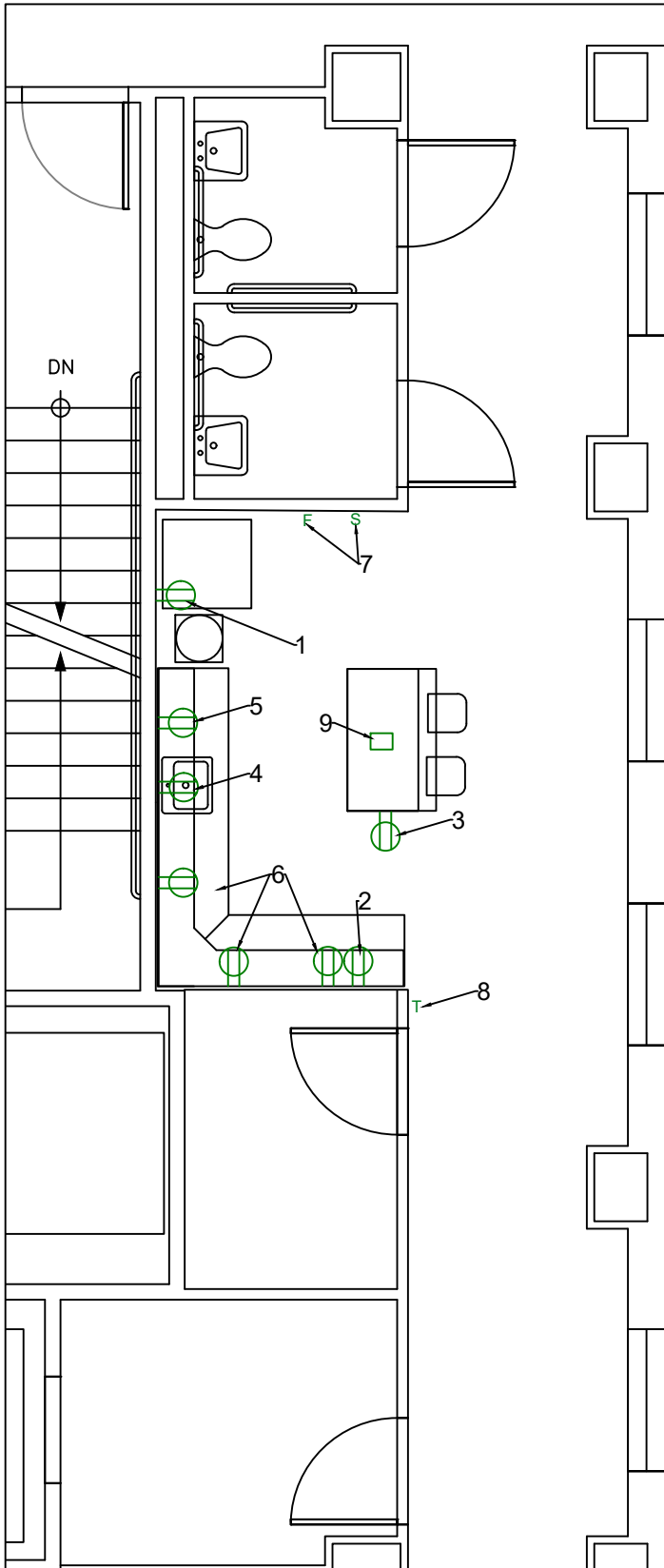
1. Salvage all doors and hardware to GSA.
2. Notify GSA and the courts at least 72 hours prior to any utility shutoffs.
3. Heavy demolition and construction (i.e., removal of block wall) to be done evenings and weekends. All other work can be done during normal business hours.
4. Area to be cleaned daily of all debris and trash.

Keyed Notes

1. Install new wood cabinets and laminate counter, and hardware/handles. Style and color per agency specification. See rendering for configuration.
2. Install sink in new location to accommodate move of refrigerator and water bottle dispenser. See P 101.
3. Install new LVT flooring and covebase, style and color per agency specifications.
4. Install new 24" x 48" island with wood base cabinetry and 30" x 48" laminate counter to provide for two seated persons.
5. Provide microwave wall cabinet to accommodate existing microwave oven.
6. Provide transition strips between LVT and existing carpet.
7. Provide and install two pedant lights over island per sheet 4, style and color per agency specifications. See E101 and E102.
8. Patch, texture and paint entire space, color per agency specification.
9. Provide and install new garbage disposal.
10. Move light switch and fire/safety devices to north wall.
11. Add electrical outlets per E 101.
12. Construct bulkhead where wall was removed to allow for ceiling grid to remain as is.
13. Reinstall existing refrigerator and water dispenser. Run water line to refrigerator.
14. Reinstall existing thermostat.

A 102 - Construction

	United States District Court District of New Mexico	Project Designer: Lydia Piper lydia_piper@nmd.uscourts.gov 505-348-2088	Date: 6/2/2021
	Project Description: OPS Galley Renovation		
	Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM		
			Page No.: 5 of 9




General Notes

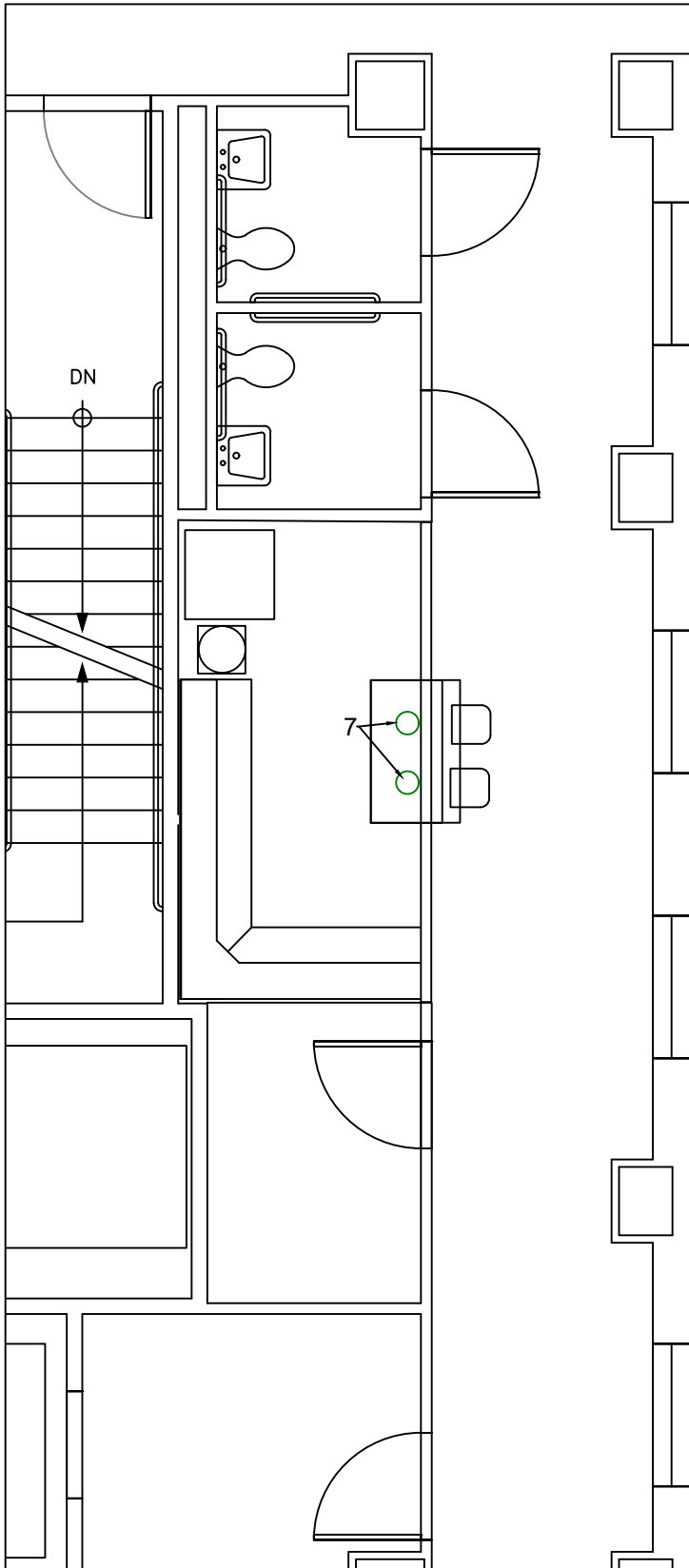
1. Salvage all doors and hardware to GSA.
2. Notify GSA and the courts at least 72 hours prior to any utility shutoffs.
3. Heavy demolition and construction (i.e., removal of block wall) to be done evenings and weekends. All other work can be done during normal business hours.
4. Area to be cleaned daily of all debris and trash.

Keyed Notes

1. Add electrical duplex outlet to be shared by refrigerator and water dispenser.
2. Add electrical duplex outlet behind microwave wall cabinet.
3. Install new electrical duplex outlet on island. Core drill will be required. No raceways.
4. Install new electrical outlet under sink for garbage disposal.
5. Install new electrical duplex outlet to the right of the sink.
6. Install three electrical duplex outlets to the left of the sink, distributed evenly.
7. Reinstall light switch and fire/safety devices.
8. Reinstall thermostat.
9. Add junction box for pendant lighting for hard wiring.

E 101 - Electrical

	United States District Court District of New Mexico	Project Designer: Lydia Piper lydia_piper@nmd.uscourts.gov 505-348-2088	Date: 6/2/2021
	Project Description: OPS Galley Renovation		Page No.: 6 of 9
Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM			



General Notes

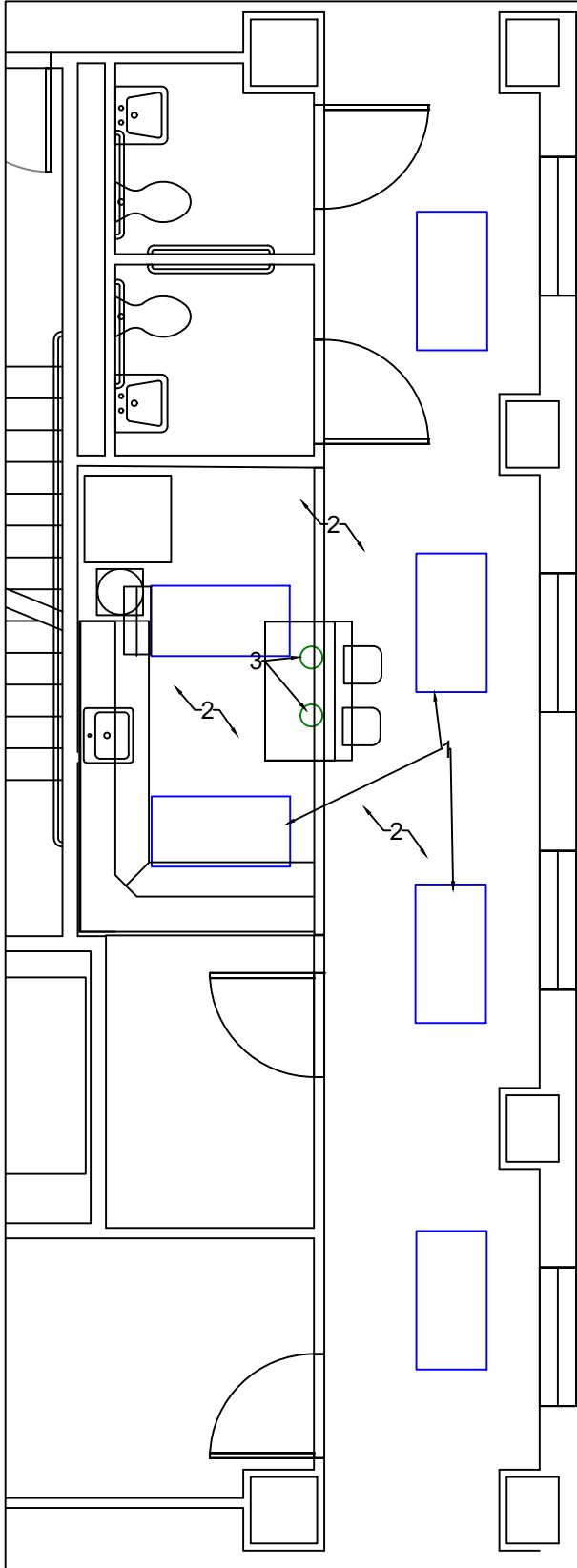
1. Salvage all doors and hardware to GSA.
2. Notify GSA and the courts at least 72 hours prior to any utility shutoffs.
3. Heavy demolition and construction (i.e., removal of block wall) to be done evenings and weekends. All other work can be done during normal business hours.
4. Area to be cleaned daily of all debris and trash.

Keyed Notes

1. Provide and install two pendant lights above island, suspended from bulkhead. Style and color specified by agency.

E 102 - Lighting

	United States District Court District of New Mexico	Project Designer: Lydia Piper lydia_piper@nmd.uscourts.gov 505-348-2088	Date: 6/2/2021
	Project Description: OPS Galley Renovation		
	Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM		



General Notes

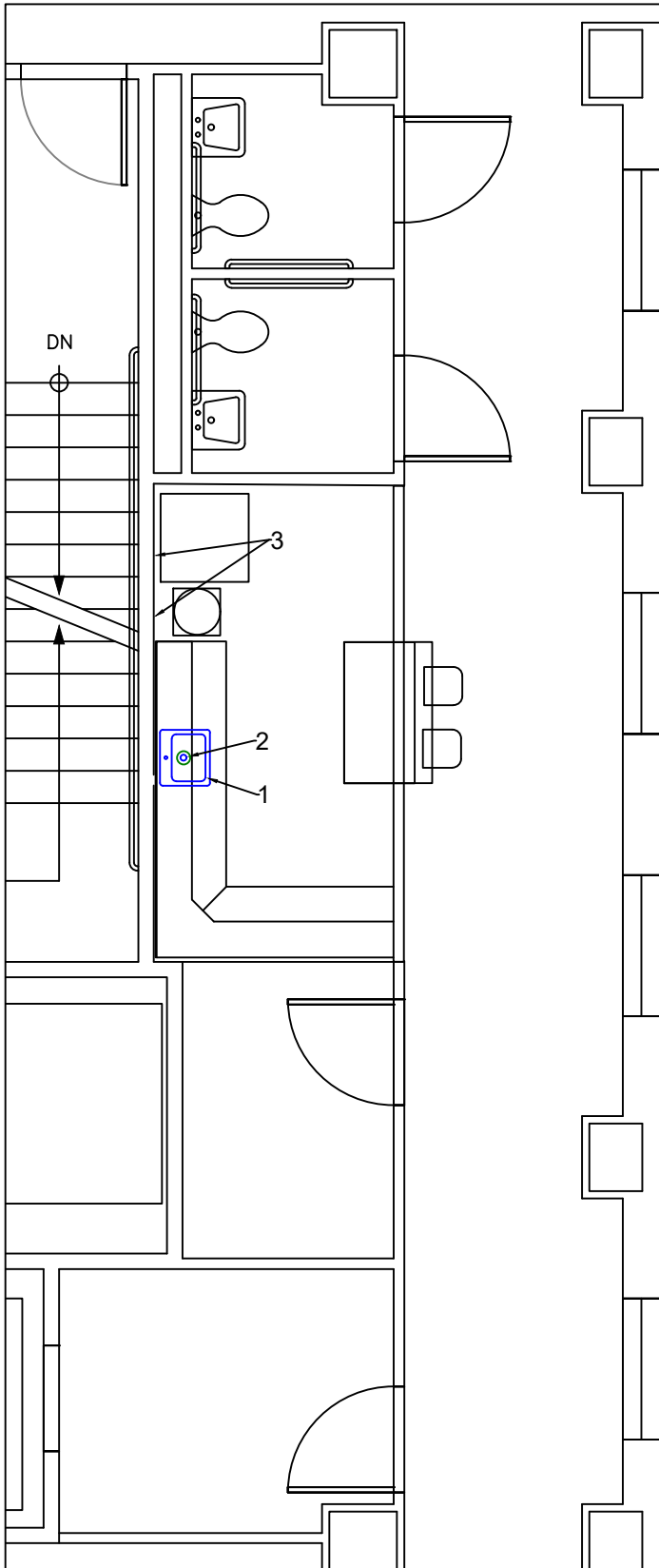
1. Salvage all doors and hardware to GSA.
2. Notify GSA and the courts at least 72 hours prior to any utility shutoffs.
3. Heavy demolition and construction (i.e., removal of block wall) to be done evenings and weekends. All other work can be done during normal business hours.
4. Area to be cleaned daily of all debris and trash.

Keyed Notes

1. Existing lighting to remain.
2. Existing ceiling grid to remain.
3. New pendant lighting.

E 103 - Reflected Ceiling Plan

	United States District Court District of New Mexico	Project Designer: Lydia Piper lydia_piper@nmd.uscourts.gov 505-348-2088	Date: 6/2/2021
	Project Description: OPS Galley Renovation		
	Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM		



General Notes

1. Salvage all doors and hardware to GSA.
2. Notify GSA and the courts at least 72 hours prior to any utility shutoffs.
3. Heavy demolition and construction (i.e., removal of block wall) to be done evenings and weekends. All other work can be done during normal business hours.
4. Area to be cleaned daily of all debris and trash.

Keyed Notes

1. Install salvaged sink in new location. Relocate plumbing to accommodate installation.
2. Provide and install new garbage disposal.
3. Run water line to refrigerator and water dispenser.

P101 - Plumbing



United States District Court
District of New Mexico

Project Designer: Lydia Piper
lydia_piper@nmd.uscourts.gov
505-348-2088

Date: 6/2/2021

Page No.: 9 of 9

Project Description: OPS Galley Renovation

Project Location: C238 - PVD - 333 Lomas Blvd. NW, ABQ, NM

ATTACHMENT D – Judiciary Project Requirement (JPR) – Scope of Work

Judiciary Project Requirements

New Mexico District Court

Galley Renovation - 2nd Floor OPS

PVD, Floor - 2nd Floor

The renovation consists of installation of new cabinetry and countertop, new electrical outlets, new pendant lighting, paint, wall demolition, removal of existing VCT and installing new LVT flooring, repositioning sink and relocation of appliances.

Proposed Timeline:

As soon as possible.

Point of Contact:

Lydia Piper

5053482088

lpiper@nmcourt.fed.us

C238

Carpet and Flooring

Demo - Remove existing VCT flooring, and prepare surface to receive new LVT planks and cove base.

New Construction - Install new LVT flooring. We would like to use Mannington Spacia wood LVT OR EQUAL.

Covebase, Baseboard and Thresholds

Demo - Demo existing covebase.

New Construction - Add new cove base to match new flooring. Coordinate with USDC for color choice.

Painting and Wallpaper

New Construction - Patch and paint entire room after construction. See court for color choices.

Walls

Demo - Remove east wall to existing galley and partial wall above ceiling on the south wall. The walls contain masonry block to the deck.

New Construction - Add bulkhead on east wall where block is removed to allow for ceiling grid to remain. Repair, patch and paint any areas where removed walls connected.

Special Instructions - Wall removal must be done after hours.

Ceiling

Demo - Remove ceiling tiles where existing wall connects to allow for wall removal.

New Construction - Replace ceiling tiles after bulkhead is constructed.

Special Instructions - Ceiling grid should remain as is. Repair/add any grid support as needed after wall is removed.

Door(s)

Demo - Remove existing door and frame into galley. Salvage door, frame and hardware to GSA. Remove wiring above door that was used for vault lock from original construction.

Cabinetry/Built-ins

Demo - Remove existing cabinets and counter. Save sink for future use.

New Construction - Install new cabinetry using Kraftmaid or EQUAL. Door style and color to be coordinate with USDC. Install new island cabinet with storage and oversized top for seating.

Special Instructions - Island cabinet/counter should be approximately 30" x 48" to allow for seating at island.

Hardware

New Construction - Install new handles for cabinets, to be coordinated with USDC.

- Electrical and Lighting** Demo - Move existing microwave outlet to behind shelf for microwave.
New Construction - Change existing microwave outlet to dedicated circuit. Add duplex outlet behind new location for refrigerator and water dispenser. Install new duplex outlet under sink for garbage disposal. Install new duplex outlet to the right of sink above counter. Install three duplex outlets to the left of sink, evenly distributed above counter. Install new duplex outlet on island. This will require a core drill (no raceways). Install new hanging pendant lighting over island. This will require a junction box in ceiling to allow for hard wiring of lighting.
Special Instructions - Coordinate style and color of pendant lighting with agency. Core drilling must be done evenings and weekends.
- Plumbing and Fixtures** Demo - Remove existing sink and faucet. Save for reuse.
New Construction - Reinstall sink and facet. Install new garbage disposal.
- Other1** Demo - Disconnect existing water dispenser and refrigerator and relocate during construction.
New Construction - Move existing water dispenser and refrigerator back into galley and reconnect water line.

GENERAL CONDITIONS

- Court to notify contractor of building hours.
- Before or at time of NTP, Court to give contractor specific times during which core drilling may take place (e.g. non-business hours, 7-8 a.m.).
- Contractor to give Court and GSA advance notice of utility shutdowns so building occupants can be notified and work can be coordinated with building maintenance.
- Contractor's submittals must identify any and all options (finish, size, style of controls, etc.) available to the court. Contractor's assumptive selection of "standard" options or finishes may result in refusal of work by the court and reordering of materials and labor at the contractor's expense.
- All disruptive work (noise, odor, excessive dust) must be conducted after normal business hours. All other work can be completed during normal business hours.

ATTACHMENT E – AO213 Form

REQUEST FOR VENDOR INFORMATION AND TIN CERTIFICATION

Refer to the instructions page for further information on completing this form.

Part 1 Payee Information

Line 1. Payee Name: _____

Line 2. Additional payee information: (if applicable) _____

Part 2 Business Name (if different from above)

Enter your TIN in the appropriate box. _____

Part 3 The TIN provided must match the name given in Part 1, Line 1. EIN: _____ - _____

Enter only an EIN or SSN - NOT BOTH.

SSN: _____ - _____ - _____

Part 4 DUNS # (if applicable) _____

Part 5 Select the appropriate box below for U.S. tax classification for person or entity listed in Part 1, Line 1.

Individual or single member LLC Corporation (Payments related to medical or healthcare service providers)

LLC (Except single member) Corporation (All other payments not met by corporation category above)

(Select one:) C Corp S Corp Partnership Partnership Trust/Estate Other: _____

Part 6 Mailing Address (where payments, orders, and IRS 1099 forms will be sent)

Street address: _____

City: _____ State: _____ Zip code: _____

Point of Contact (if different from Part 1, Line 1 above) Name: _____

Phone #: _____ Email Address: _____

Part 7 Additional Address Information (if different from above)

Street address: _____

City: _____ State: _____ Zip code: _____

Part 8 Electronic Funds Transfer (EFT) Information (OPTIONAL)

Owner(s) name as it appears on bank account: _____

Bank Name: _____ Routing #: (Must contain 9 digits) _____

Payee must select an account type: (Select one) Checking Savings

Account Number: (do not include check number) _____

Part 9 Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number; and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest and dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined in the instructions).

The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Signature: _____ Date: _____

For Judiciary Use Only

Select those boxes that apply: Addition Change Inactive Active Vendor Code: _____ Vendor Type: _____

(Trustee or Vendor)

Vendor Administrators: Attach this form to the JIFMS MANL document. This form can also be submitted, subject to separation of duties requirements, via HEAT at: <https://nsms.ao.dcn>. The service request can be found under Financial Management Services> JIFMS Vendor Additions or Updates. For FAS4T users (CCAM only), send this form to the local court vendor administrator. For questions regarding JIFMS and court FAS4T, please contact the National Support Desk at (210) 536-5000. This form should be completed including the vendor's signature and submitted by Judiciary staff only.

Sensitive information must be securely maintained and only visible to designated staff.

General Instructions

Purpose of the AO 213

The Judiciary utilizes the AO 213 to collect information necessary to facilitate payment by EFT or U.S. Treasury check.

For many payments, the Judiciary is required to file an information return (e.g., 1099-MISC; 1099-INT) with the IRS and, therefore, must obtain payees' correct names and associated TINs to do so. If a TIN is not provided, a payee **may** be subject to backup withholding – situations where the judiciary must withhold a certain percentage to ensure the IRS receives any tax due on the payment.

Payments disbursed by the U.S. Treasury on the judiciary's behalf must collect payee TINs to comply with the [U.S. Treasury's TIN Policy](#).

Payee TINs, obtained through this form, may be used by the government to collect and report on any delinquent amounts arising out of the payee's relationship with the government.

Part 1, Line 1

Do not leave this line blank. Enter only **one** name for you or your entity. The name should match the name on your or your entity's U.S. tax return.

Individual. Generally, enter the name shown on your U.S. tax return. If you have changed your last name without informing the Social Security Administration of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: For Individual Taxpayer Identification Number (ITIN) applicants, enter your name as it was entered on your IRS Form W-7 application, line 1a.

Sole Proprietor or Single-Member LLC. Enter your name as shown on your IRS 1040/1040A/1040EZ in Part 1. You may enter your business name or "doing business as" (DBA) name in Part 2.

Partnership, LLC (Except Single-Member LLCs), or Corporations. Enter the entity's name as shown on the entity's U.S. tax return in Part 1 and any business name or DBA name in Part 2.

Other entities. Enter your name as shown on required U.S. tax documents in Part 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business name or DBA name in Part 2.

Part 1, Line 2

If this form is being completed so that a U.S. Treasury check may be issued payable to more than one person or entity, or if an EFT payment will be issued to an account owned jointly, enter in Part 1, Line 1 the name of the person or entity whose TIN you entered in Part 3. Additional names for joint accounts or for other payees ("and," "or," or "care of") **must** be entered in Part 1, Line 2.

If payment is to be made by...	Then, enter the following...
EFT to Payee 1 AND Payee 2, co-owners of a joint account	Payee 1's name in Part 1, Line 1; Payee 2's name in Part 1, Line 2; Payee 1's TIN in Part 3.
U.S. Treasury check made payable to Payee 1, Payee 2, AND Payee 3.	Payee 1's name in Part 1, Line 1; Payee 2's name AND Payee 3's name in Part 1, Line 2; Payee 1's TIN in Part 3.
U.S. Treasury check made payable to Payee 1, Payee 2, OR Payee 3.	Payee 1's name in Part 1, Line 1;

	Payee 2's name OR Payee 3's name in Part 1, Line 2; Payee 1's TIN in Part 3.
U.S. Treasury check made payable to Payee 1, CARE OF (c/o) Power of Attorney	Payee 1's name in Part 1, Line 1; C/O Power of Attorney name in Part 1, Line 2; Payee 1's TIN in Part 3.

Part 2

If you have a business or DBA name, you may enter it in Part 2.

Part 3

Enter your or your entity's TIN in the appropriate box. **The TIN must be the TIN associated with the one person or one entity listed in Part 1, Line 1.**

If you are a resident alien and you do not have – and are not eligible to get – an SSN, your TIN is your ITIN. Enter it in the social security number box.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Part 4

If applicable, enter your entity's DUNS number,

Part 5

Check the appropriate box in Part 5 for the U.S. tax classification of the person or entity's whose name is entered in Part 1. Check only **one** box in Part 5.

Part 6

Enter your address (number, street, and apartment or suite number). This is where your paper U.S. Treasury check and any information returns (e.g., 1099-MISC; 1099-INT), if applicable, will be mailed.

Enter a point-of-contact name, email, and phone number. A point of contact is necessary if an entity is listed in Part 1, Line 1 or a point-of-contact is different than an individual listed in Part 1, Line 1.

Part 7

If you have an additional address other than the address listed in Part 6, such as a physical address that differs from a mailing address for payment and information returns, enter it here.

Part 8

The Routing Number **must** be nine digits. If you are unsure of your Routing or Account Numbers, consult your financial institution.

You must identify your account as either checking or savings to ensure our payment is accepted by your financial institution.

Part 9

You must cross out item 2 if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.

For item 3, you are considered a U.S. person, for federal tax purposes, if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in, or under the laws of, the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

For a joint account, only the person whose TIN is shown in Part 3 should sign.

ATTACHMENT F – Certificate of General Liability Insurance and Revocable License, Region 7 (V9-01/2021)



GSA/PBS/Region-7 Commercial General Liability Insurance Requirements

Greater Southwest Region

January 20, 2021

Re: Region 7 Commercial General Liability Insurance Requirements

Commercial General Liability Insurance (CGLI) is a PBS business decision that has been delegated to the region; R7 has established that General Services Administration (GSA) / Public Building Service (PBS) / Region 7 (R7) will use the Space Authorization Delegation of Authority amounts, as listed below.

Any Requester interested in performing work, construction, adding, removing, or replacing improvements on property owned by the United States of America and entrusted into the Care of (C/O) GSA/PBS/R-7 must obtain and maintain insurance policies, which meet or exceed the following insurance terms, conditions, requirements and coverages, prior to any on-site activities.

Contractor CGLI Amounts:

1. Requester must obtain and maintain Commercial General Liability Insurance (CGLI) in an amount of not less than \$1,000,000.00 combined single limit for accidents or occurrences which cause bodily injury, death or property damage to any member of the public caused by or related to the construction, installation, operation, maintenance replacement, removal or other activity related to the property.
2. The CGLI policy must include the exact location / address of the project site and specifically ADD the General Services Administration, its employees and officials, as their interest may appear as additional insured and be maintained as additional insured throughout the duration of the approve project activity. Furthermore, the Requester shall provide a copy of the Certificate of Commercial General Liability Insurance and the policy's endorsement pages, confirming GSA and the activity location has been specifically added as an additional Insured
3. Damages and Indemnity. The Requester shall repair or pay for all actual damages done to the GSA Property and improvements or to the improvements of the GSA's tenants caused by work performed under this request. Requester agrees to defend and remain responsible (financially and otherwise) for all claims, disputes, appeals and other legal actions arising out of actions of the Requester's personnel, contractors and other agents.
4. Personal Injury or Personal Property Claims. The Requester acknowledges that GSA will have no responsibility or liability, either directly or indirectly for any personal injury, and/or personal property damage claims against the Government that arises out of or relate to the performance of the work at the Facility under the terms of this request. Requester will be the party responsible for the administrative handling of any tort claim(s) filed pursuant to the Federal Tort Claims Act (28 U.S.C. §§ 1346(b),2671-2680).

Please call or email if you have questions.

Respectfully,

Danny L. Brandt

Danny Brandt, MCRP

Subject Mater Expert and Regional Champion

Revocable License and Permit Program |

U.S. General Services Administration | Public Building Service

Greater Southwest Region (R7) | Portfolio Management Division

819 Taylor Street, Room 12A-572 | Fort Worth, TX 76102-6118

O: (972) 921-1449| E-Mail: danny.brandt@gsa.gov

General Services Administration
819 Taylor Street
Fort Worth Texas 76108
www.gsa.gov

Region 7's Commercial General Liability Insurance Requirements

Non-Federal Requester

1. Requester and its contractor(s) shall obtain and maintain Commercial General Liability Insurance (CGLI) policies, in an amount not less than \$1,000,000 combined single limit, for accidents or occurrences which cause bodily injury, death or property damage to any person(s) caused by or related to the construction, installation, operation, maintenance, replacement, removal or other activity related to the approved activities.

2. Requester must **add** GSA to their CGLI policy and name the project location then provide a Certificate of Commercial General Liability Insurance (COCGLI) and the policy endorsement page, both of which shall include the project location/ address and specifically add the following as: **1** - Certificate Holder and **2** - Additional Insured:

"U.S. General Services Administration, its employees and officials, as their interest may appear 819 Taylor Street, Fort Worth, Texas 76102"

3. The Requestors CGLI policy Certificate of Insurance and Endorsement Page shall be added to the Revocable License as an Exhibit.

Commercial General Liability Insurance Requirements Elaborated

Requester,

The Certificate of Commercial General Liability Insurance (COCGLI) must include the exact location / address of the project site and specifically **Add** "General Services Administration (GSA), its employees and officials, as their interest may appear as additional insured and be maintained as additional insured throughout the duration of the approve project activity".

- **Description of Operations/ Locations / Vehicles Block:**

- Describe requested activity and add General Services Administration, 819 Taylor Street Fort Worth Texas 76102 and Project address as additional Insured.

- **Project Description Example** - *"Install a new DIRECTV dish on the roof of the J.J. Pickle Building, at 300 E. 8th Street #826, in Austin, TX 78701 at a pre-approved location. The U.S. General Services Administration 819 Taylor Street Fort Worth Texas 76102, its employees and officials, as their interest may appear, are added as additional insureds and will be maintained as additional insured throughout the duration of the approve project activity."*

- **Certificate Holder Name and Address Block:**

- General Services Administration, 819 Taylor or Street, Fort Worth TX 76102-6118
 - **Certificate Holder Example** - *"The United States of America C/O General Services Administration, 819 Taylor Street, Fort Worth Texas 76102-6118"*

Your CGLI policy's blanket endorsement requires a written contract between GSA and you, however your contract is with our tenant(s) who has contracted with you for services at a GSA owned facility, therefore there is no written contract between you and GSA, thus GSA is not covered by your Commercial General Liability Insurance (CGLI) policy's blanket endorsement.

The only way by law for your insurance provider to extend coverage to GSA is to add GSA to your CGLI policy and name the project location. Therefore, you must add GSA, 819 Taylor Street, Fort Worth TX 76102-6118 and name the specific project location to your CGLI policy as an additional insure, both of which will show GSA and the project location as additional insured.

Once you have successfully added GSA and named the project location on your CGLI policy please E-mail me a scanned copy of the updated COCGLI and the updated policy endorsement pages at your earliest convenes, as I must confirm GSA has been added to your CGLI policy as an additional Insured, the specific project location has been named, and create the CGLI exhibit prior to establishing a Revocable License in Region 7.

If you have questions or need assistance Call or E-mail:

Danny Brandt, Portfolio Management Division, Greater Southwest Region Office: (817) 978-4652 / Cell: (972) 921-1449 / e-mail: danny.brandt@gsa.gov



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/11/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C No. Ext.):	FAX (A/C No.):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A:	Specialty Insurance Company
	INSURER B:	John Smith
	INSURER C:	ABC Co.
	INSURER D:	Texas Mutual Insurance Company
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X			09/14/2020	09/14/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				06/27/2020	06/27/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ 10,000				09/14/2020	09/14/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A		05/01/2020	05/01/2021	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Contracting Environmental Liability				02/10/2021	09/14/2021	Limit per incident 1,000,000 Policy Aggregate Limit 2,000,000 Deductible 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD101, Additional Remarks Schedule, if more space is required)

Project: World Trade Bridge- Federal Port of Entry "Fast Lanes Relocation Project" CBI 2B20(258) - C J#0922-33-178

General Services Administration, its employees and officials, as their interest may appear 819 Taylor Street, Fort Worth, Texas 76102 are named as an additional insureds under the General Liability policy and will be maintained as additional insured under the General Liability policy throughout the duration of the approved project activity"

Project Location: World Trade Bridge, 11601 FM Road 1472, Laredo, Texas 78045

CERTIFICATE HOLDER	CANCELLATION	AI 001290
United States of America (USA) c/o General Service Administration 819 Taylor St. Fort Worth TX 76102-	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 	

© 1988-2010 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
UNITED STATES OF AMERICA (USA) C/O GENERAL SERVICES ADMINISTRATION (GSA), ITS EMPLOYEES AND OFFICIALS AS THEIR INTEREST MAY APPEAR. 819 TAYLOR STREET, FORT WORTH, TEXAS 76102	WORLD TRADE BRIDGE- FEDERAL LPOE "FAST LANES RELCATION PROJECT" 11601 FM Road 1472, Laredo, Texas 78045
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
UNITED STATES OF AMERICA (USA) GENERAL SERVICES ADMINISTRATION ITS EMPLOYEES AND OFFICIALS AS THEIR INTEREST MAY APPEAR 819 TAYTOR STREET, FORT WORTH TEXAS 76102	WORLD TRADE BRIDGE- FEDERAL LPOE "FAST LANES RELCATION PROJECT" 11601 FM Road 1472, Laredo, Texas 78045
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

January 25, 2021

Re: License Request Document

Prior to any intrusive on-site activity, regardless if it is real property, personal property, temporary, or otherwise all entity's interested in working, constructing, installing, upgrading, adding, removing, replacing, or performing an intrusive on-site activity on property owned by the United States of America and entrusted into the Care of General Services Administration, Greater Southwest Region pursuant a contract for service that GSA is not a named party of must establish a Revocable License, thou R-7 Management Portfolio Division and meet local HSP12 security protocols.

The process to acquire a License can take anywhere from 14-21 days, as they are unique to each project, improvement, and are site and time specific. In an effort to avoid project or construction delays requesters, award contractors and sub-contractors are encouraged to submit a License request document with the required five (5) attachments to R-7' Portfolio Division 30 days prior to the projected and/or proposed intrusive on-site activity.

Please call or email if you have questions.

Respectfully

Danny L. Brandt

Danny Brandt MCRP,
Subject Matter Expert and Regional Champion
License and Permit Program
Portfolio Management Division
819 Taylor Street, Room 12A-572 |
Fort Worth, TX 76102-6118
O: (972) 921-1449 | E- danny.brandt@gsa.gov



License Request Document

Greater Southwestern Region

Requester

Date: _____

Name: _____ Entity Type: _____

Address: _____ City: _____ State: _____ Zip: _____

Office: _____ Cell: _____ E-Mail: _____

Authorized Signer (Person who has been delegated authority to sign License on behalf of entity)

Name: _____ Title/Position: _____

Address: _____ City: _____ State: _____ Zip: _____

Office: _____ Cell: _____ E-Mail: _____

Authorized Certifier (Person who delegate's authority to entity personal to sign on behalf of entity, must be different than authorized signer)

Name: _____ Title/Position: _____

Address: _____ City: _____ State: _____ Zip: _____

Office: _____ Cell: _____ E-Mail: _____

Customer Servicing (Pursuant to what Service Contract, Task Order, Contract Award, etc. are you working)

Agency Name: _____ Location: _____

Agency Representative: _____ Title/Position: _____

Address: _____ City: _____ State: _____ Zip: _____

Office: _____ Cell: _____ E-Mail: _____

Contract Name: _____ Type: _____ Number: _____

Work To Be Performed (Real property street address)

Building / Location Name: _____ Floor: _____ Bld. No.: _____

Address: _____ City: _____ State: _____ Zip: _____

Property Affected (Describe the physical property affected by this activity)

History (Briefly describe who, what, when and how this activity came to fruition)

Business Case (Describe how this activity will benefit the U.S. Government and/or the Taxpayers)



License Request Document

Greater Southwestern Region

Timeframe (What is the "Start" "Stop" dates or the projected time needed to complete the on-site activity)

Start Date: _____ End Date: _____ Total Number of Days: _____

Description (Briefly describe the who, what, when, where, why, and how for this activity)

Additional Comments or Special Circumstances (Information that would be helpful to know in understanding the activity)

Accompanying Documents (Documents set forth below must be provided)

- Customer Agency Statement of Work
- Detailed Site Specific Step-by-step Scope of Work
- Aerial Image

- Commercial General Liability Insurance**
- Addition Insured Endorsement Page
- Certificate of Insurance

Documents Required for Submitting License Request:

1. Completed Request Document
2. Agency Statement of Work
3. Site Specific Detailed Scope of Work
4. Aerial Image
5. Certificate of Insurance
6. Additional Insured Endorsement

Prepared By:

Name: _____ Title/Position: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Office: _____ Cell: _____ E-Mail: _____

Signature: _____ Date: _____

DISCLAIMER: THIS DOCUMENT IS NOT A FORM IT IS A DOCUMENT USE IN GATHERING GENERAL AND SPECIFIC INFORMATION ABOUT A PURPOSED ON-SITE ACTIVITY TO BE PERFORMED ON FEDERAL PROPERTY ENTRUSTED INTO THE CARE OF GSA-R7.



License Request Document

Greater Southwestern Region

Region 7 PBS Commercial General Liability Insurance Requirements

1. Requester and its contractor(s) shall obtain and maintain Commercial General Liability Insurance (CGLI) policies, in an amount not less than \$1,000,000 combined single limit, for accidents or occurrences which cause bodily injury, death or property damage to any person(s) caused by or related to the construction, installation, operation, maintenance, replacement, removal or other activity related to the approved activities.
2. Requester must provide:
 1. Certificate of Insurance (COI) must include the following: "General Services Administration, its employees and officials, as their interest may appear 819 Taylor Street, Fort Worth, Texas 76102" and
 2. CGLI policy endorsement page, specifically adding GSA and the project location on the policy.
 3. The Requesters CGLI policy Certificate of Insurance and Endorsement Page shall be added to the Revocable License as an Exhibit.

Commercial General Liability Insurance Requirements Elaborated

Requester,

The Certificate of Commercial General Liability Insurance (CGLI) must include the exact location / address of the project site and specifically add "General Services Administration its employees and officials, as their interest may appear as additional insured and be maintained as such throughout the project life cycle".

Certificate of Insurance:

Description of Operations/ Locations / Vehicles Block: Describe project activity and add General Services Administration, 819 Taylor Street Fort Worth Texas 76102 and Project address as additional insured.

- Project Description Example: "Install/Upgrade an existing fiber cable running from the basement to the 3rd floor in the J.J. Pickle Building located at 300 E. 8th Street #826 in Austin, TX 78701. The General Services Administration 819 Taylor Street Fort Worth Texas 76102, its employees and officials, as their interest may appear, are added as additional insureds and will be maintained as such throughout the project life cycle".

Certificate Holder Name and Address Block: Insert the below information into the Certificate Holder Block on Certificate of Insurance.

- Certificate Holder Example: "The General Services Administration, 819 Taylor Street, Fort Worth Texas 76102-6118".

CGLI Policy Endorsement:

All CGLI policies include a blanket endorsement which extends CGLI coverage to the insureds customer and they all require a written contract between the insured and the customer. Here you have a written contract with a Federal agency located in a GSA facility, thus there is no written contract between the insured and GSA and no CGLI coverage. The only legal way for a insurance provider to extend coverage to a third party entity is for the insurer to specifically add the third party entity (GSA) and the project location to their CGLI policy as an additional insured. Therefore, you must specifically add GSA and the project location to your CGLI policy as an additional insured.

Once you have successfully added GSA and the project location to your CGLI policy as additional insured please email me a copy of the; (1) Certificate of Insurance (COI) and (2) Endorsement Page. After I receive the requested documents I will; (1) check CGLI policy amounts (2) confirm GSA and the project location have been specifically added as additional Insured, and (3) create the Revocable License and exhibits.

ATTACHMENT G – Cost Estimate and Project Schedule Examples

SAMPLE COST ESTIMATE

DESCRIPTION OF ITEM	QTY	UNIT	Unit	TOTAL	AMOUNT
			COST	COST	BASE BID
Wood Frame - Door	3	EA	\$63.80	\$191.40	
Door – Metal or Wood	3	EA	\$16.88	\$50.64	
Partition – Gypsum Board	500	SF	\$4.61	\$2,305.00	
Trim – Premolded Vinyl Base	130	LF	\$0.92	\$119.60	
Device - Switch	4	EA	\$30.96	\$123.84	
Outlet - Receptacle	4	EA	\$50.54	\$202.16	
Light Fixture – Emergency Unit	1	EA	\$ 113.59	\$113.59	
Library – Paint Grade	50	SF	\$37.66	\$1,883.00	
Furnish & Install Metal Door (Single)	1	EA	\$1,611.24	\$1,611.24	
4" Cove Vinyl Base	136	LF	\$4.46	\$606.56	
Metal Stud & Gypsum Wallboard Partition	20	SF	\$15.08	\$301.60	
Metal Stud & Gypsum Wallboard Partition	48	SF	\$15.08	\$723.84	
Interior Painting: Drywall	1500	SF	\$ 2.16	\$3,240.00	
Acoustical Ceiling System 2'x2'	1100	SF	\$14.15	\$15,565.00	
Outlet 120Volt Duplex Receptacle	4	EA	\$88.62	\$354.48	
Device – Switch	1	EA	\$138.56	\$138.56	
Emergency Light Unit	1	EA	\$1,799.01	\$1,799.01	
Floor Covering – Premium Grade	50	SY	\$102.27	\$5,113.50	
Concrete Slab Pour 4"	14	SY	\$38.14	\$533.96	
				TOTAL	\$34,976.98

SAMPLE SCHEDULE

Task Mode ▾	Task Name ▾	Duration ▾	Start ▾	Finish ▾
	▾ 12th floor IT Space Renovation	22 days	Mon 3/22/21	Tue 4/20/21
	▾ Demo	7 days	Mon 3/22/21	Tue 3/30/21
	Walls	5 days	Wed 3/24/21	Tue 3/30/21
	Remove Outles	2 days	Mon 3/22/21	Tue 3/23/21
	▾ Replace Floor	15 days	Wed 3/31/21	Tue 4/20/21
	Remove exisitng Floor	5 days	Wed 3/31/21	Tue 4/6/21
	Install New Floor	10 days	Wed 4/7/21	Tue 4/20/21
	▾ Paint Walls	10 days	Mon 3/22/21	Fri 4/2/21
	Prep walls	5 days	Mon 3/22/21	Fri 3/26/21
	Paint Walls	5 days	Mon 3/29/21	Fri 4/2/21
	▾ Replace Baseboard	6 days	Mon 3/22/21	Mon 3/29/21
	Remove Existing Baseboard	1 day	Mon 3/22/21	Mon 3/22/21
	Install New Baseboards	5 days	Tue 3/23/21	Mon 3/29/21