



CAROL MICHEL
CLERK OF COURT

**SHARED ADMINISTRATIVE SERVICES
U.S. DISTRICT COURT & U.S. PROBATION OFFICE
EASTERN DISTRICT OF LOUISIANA
500 POYDRAS STREET
ROOM B-208
NEW ORLEANS, LA 70130**



TRACY COLEMAN
CHIEF PROBATION OFFICER

Request for Quotation

RFQ Number: LAEPROB24-0001

Request Date: December 4, 2023, Amended December 6, 2023

Special Notes:

This is a request for **GSA Schedule Pricing (Multiple Award Schedule or current schedule)**.

Quotes shall be e-mailed to the address listed below by **Friday, January 5, 2024, at 10:00 A.M. CST**. Submit a quotation by using the attached quote sheet or your own letterhead. Quotes must be valid until March 2, 2024 (anticipated start of period of performance).

A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer. Coverage maps, in addition to cost/feature availability, will be used to determine technical acceptance.

Quotes and questions concerning this RFQ should be addressed to Kevin Payre at:

U.S. Probation Office – EDLA
Shared Administrative Services
500 Poydras Street, Room B-208
New Orleans, LA 70130
P: 504-589-7678
E: Kevin_Payre@laed.uscourts.gov

Sincerely,

Kevin Payre
Contracting Officer



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Amendment Notes:

1. Clarified GSA Schedule (removed previous FSSI language)
2. Extended deadline for quotation submission (January 5, 2024)
3. Clarified service requirements to simplify requirements and better align with current service levels (unlimited talk/text/data, tethering, etc.)
4. Clarified start date for new contract (March 2, 2024)

Quote Sheet for RFQ Number: LAEPROB24-0001

Item No.	Description	Quantity	Unit	Unit Price	Extended Price
1	Voice/Data Plan (for iPhone): Unlimited Public Safety Priority (or similar priority service for 1 st Responders/Law Enforcement) domestic talk/text/data and domestic long distance	43	Each		
2	Additional Required Feature: Unlimited Mobile Hotspot/Tethering	43	Each		
3	Data Only Devices (i.e., MiFi device or cellular capable Apple iPad): Unlimited domestic data-only plan	5	Each		
				TOTAL	

Vendor's Name

Vendor's Phone Number

Vendor's e-mail address

Vendor's Fax Number

Vendor's Street Address

Vendor's City, State, and Zip Code

Signature of Person Authorized to Sign Quote/Date

Printed or Typed Name of Signature

UEI Number: _____

Discount Terms or Net 30?

Delivery Date (if other than stated ARO period)

STATEMENT OF WORK (SOW)
U.S Probation Office – Eastern District of Louisiana
Wireless Services

December 4, 2023
Updated December 6, 2023

BACKGROUND: U.S. Probation Office for the Eastern District of Louisiana current Wireless Service Plans include (43) Apple iPhones and (5) broadband devices. Current usage will be used for determination of initial contract funding. Lines may be added/canceled depending on unit need. Sufficient funding will be added if necessary. Priority service for law enforcement/public safety is required.

OBJECTIVE: The U.S. Probation Office has determined that there is a need to continue the current services as described above using the existing telephone numbers and smartphone equipment.

THE OFFEROR SHALL PROVIDE THE FOLLOWING SERVICES AND SUBMIT THE REQUIRED INFORMATION FOR EVALUATION:

1. Wireless Service and Network Coverage Area:

- a. The contractor shall provide network coverage maps in accordance with section 2.1.1 of the performance work statement for the technology supported (e.g. 5G+, 5G, 4G LTE, etc.) for voice and data that shows coverage within a 50 mile radius of the following locations and shall indicate what network services and plans are impacted or degraded while operating on off network roaming agreements. Also, include expected upload and download speeds within the coverage maps.

Required coverage included, but not limited to the following:

New Orleans, Louisiana – Main Office
500 Poydras Street
New Orleans, LA 70130

Hammond, Louisiana – Satellite Office
300 East Thomas Street
Hammond, LA 70401

Houma, Louisiana – Satellite Office
423 Lafayette Street
Houma, LA 70360

Including the 13 parishes encompassing Eastern District of Louisiana parishes: Assumption, Jefferson, Lafourche, Orleans, Plaquemines, St. Bernard, St. Charles, St. James, St. John the Baptist, St. Tammany, Tangipahoa, Terrebonne, and Washington.

2. Voice and Data Domestic Service Plans: the following service is required:

- a. Voice/Data Plan for Smartphones (e.g. Apple iPhone 15)
 - i. Unlimited Public Safety Priority – Quantity 43 lines with growth up to 50 lines
 - ii. Unlimited domestic talk/text/data, and domestic long distance
- b. Additional Feature for Smartphones (e.g. Apple iPhone 15)

- i. Unlimited Mobile Hotspot/Tethering
- c. Data Only Devices (i.e., MiFi devices, cellular capable Apple iPad Pro)
 - i. Unlimited domestic data-only plan non-pooled

3. International Calling/Data:

- a. All devices shall be internationally capable for text, voice, and data
- b. International service to be activated/de-activated as necessary.
- c. Domestic to International calling to be billed per-use

4. Transition: U.S. Probation Office's current wireless services are provided by **AT&T FirstNet Mobile**. In the event of a transition to another wireless provider, there will be a transition period to facilitate activation of current devices (iPhone 15) to awarded contractor's network.

- a. No new equipment is expected to be purchased at the time of transition. Government owned equipment, consisting of (43) iPhone 15 devices, will be transitioned to awarded contractor's network. These devices are unlocked but will need new SIM cards (eSIM is acceptable) to function on awarded contractor's network. SIM cards for all active phone lines shall be provided at no charge within (10) calendar days of receipt of award.
- b. A list of phone numbers will be provided upon contract award.
- c. Phone lines associated with Broadband equipment will not be migrated to awarded contractor's network immediately.

5. Period of Performance:

- a. 12 months following contract issuance (anticipated to start on March 2, 2024)

DELIVERY ORDER TERMS AND CONDITIONS

The terms and conditions in the GSA contract are invoked by referencing the GSA contract number in the task order. The following standard judiciary provisions and clauses are also incorporated into this request and will be included in the resulting task order.

1. 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>

2. The following judiciary clauses, that the Contracting Officer has indicated are applicable, are incorporated in this contract by reference:

<u>X</u> Clause 1-15	Disclosure of Contractor Information to the Public (AUG 2004)
___ Clause 6-20	Insurance – Work on or Within a Judiciary Facility (APR 2011)
<u>X</u> Clause 7-30	Public Use of the Name of the Federal Judiciary (JUN 2014)
<u>X</u> Clause 7-35	Disclosure or Use of Information (APR 2013)
___ Clause 7-55	Contractor Use of Judiciary Networks (JUN 2014)
___ Clause 7-65	Protection of Judiciary Buildings, Equipment and Vegetation (APR 2013)
<u>X</u> Clause 7-115	Availability of Funds (JAN 2003)
<u>X</u> Clause 7-130	Interest (Prompt Payment) (JAN 2003)
<u>X</u> Clause 7-140	Discounts for Prompt Payment (JAN 2003)
<u>X</u> Clause 7-235	Disputes (JAN 2003)

3. The following full text clauses are incorporated if the Contracting Officer has marked them as applicable (X):

___ Clause 2-90C Option to Extend Services (APR 2013)

The judiciary may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The contracting officer may exercise the option by written notice to the contractor no later than ___ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*.

(end)

___ Clause 2-90D Option to Extend the Term of the Contract (APR 2013)

(a) The judiciary may extend the term of this contract by written notice to the contractor no later than ___ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*; provided that the judiciary gives the contractor a preliminary written notice of its intent to extend at least ___ calendar days [60 days unless a different number of days is inserted] before the contract expires. The preliminary notice does not commit the judiciary to an extension.

(b) If the judiciary exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed _____ (months) (years).

(end)