

**UNITED STATES PROBATION OFFICE
SOUTHERN DISTRICT OF FLORIDA**

NOTICE

The United States Probation Office (USPO) for the Southern District of Florida is seeking a contractor to update the current Conference room AV System in Miami Lakes, located at 14601 Oak Lane, Miami, FL 33016

The contractor must be very experienced in Audio Visual design and install, and must be able to provide references and show similar commercial projects they have recently installed to the Court's representative.

Site Visit:

All interested parties must submit a list of names of who will be attending no later than 2:00pm EST. Friday, September 6, 2024, to Mark Mussatto at Mark_Mussatto@flsp.uscourts.gov.

Site Visit: Monday, September 9, 2024, at 10:30am

Questions Due Date: Tuesday, September 10, 2024, at 10:30am

Proposal Due Date: Friday, September 13, 2024, at 10:30am

The contractor and all employees will be subject to a government security clearance and criminal background check. The contractor shall submit a completed Background Investigation Form which will be provided to the contractor by the Contracting Officer for each employee who will be assigned to work at the Court. We require the names, dates of birth, social security numbers, race, and sex of the contractor's employees. All of the employees will have to come to the courthouse to have their fingerprints taken before the background check is processed. All employees assigned to work at the Court for the term of the contract must have an approved Background Investigation Form on file with the Contracting Officer.

The court has issued the following **Request for Quote (RFQ) # PR2024/001**

If you would like to receive a copy of the RFQ, please contact:

Luis Perez-Nelson, Contracting Officer
United States District Court
301 North Miami Avenue
Miami, FL 33128
Phone: (305) 523-5648
email: Luis_Perez-Nelson@flsd.uscourts.gov

