U.S. District Clerk of Courts Western District of Louisiana

Statement of Work (SOW) Carpet Replacement

1. **BACKGROUND:**

The U.S. District Court has an office area located at 800 Lafayette St. Suite 3400, Lafayette, La. This area contains approximately 2,200 sq' and is due for cyclical maintenance upgrades in this space. At this time the Court would like to remove carpeting in these areas and install new carpeting.
This area contains multiple rooms.

2. **SCOPE:**

Coordination between the court and carpet contractors will be required to phase the work with minimum disruption of schedules to employees and contractors. The Court will remove furniture from areas.

SPECIAL REQUIREMENTS/INFORMATION:

1. **Existing Carpet**

a. Remove and dispose of all existing carpet. New carpet will be 24"x24" carpet tile.
b. The contractor shall prepare floors to receive industry standard installation of 24"x24" carpet tile.
c. The contractor shall supply and provide industry standard carpet meeting the minimum specifications.
d. Work areas are always to be kept clean.
e. All walls, door frames, and baseboard moldings are to be protected from damage from carpet handling.
f. All material and workmanship shall meet building standards.
g. All trash is the contractor's responsibility to be removed from site daily. Building dumpsters shall not be used for disposal.

2. **New Carpet**

New carpet shall meet or exceed the following commercial carpet specifications.

See Attached file: Specification Shaw Carpet Tile – Entwine 59337 in color Balsa 78103

4. **DELIVERABLES**

Deliverable 1 Removal and replacement of carpet in 2,200 Sq' Area

- Remove and dispose carpet.
- Prepare floors to receive industry standard carpet tile standard installation.
- Supply and install carpet brand name or equal to or exceeding the minimum specifications.

Deliverables will be sent FOB: Destination by 5:00pm (CST) on due dates (see Section 3.1) to the following contracting officer's representative:

Glenn Richard
US District Court
800 Lafayette St., Suite 3500
Lafayette, La. 70501

Email address: glenn_richard @lawd.uscourts.gov

4.1 SCHEDULE FOR PERFORMANCE AND DELIVERY/MILESTONE SCHEDULES

DELIVERABLE	DUE DATE
Deliverable 1 Removal, floor preparation, supply and installation of carpet in **2,2**00 Sq' Area	30 calendar days after date of award

Overall Period of Performance: From 05/30/2026 to 12/30/2026

Note: This period of performance takes into consideration the deliverable and review schedule and allows for moderate delays.

4.2 REVIEW PERIOD FOR DELIVERABLE(S)

DELIVERABLE	JUDICIARY REVIEW PERIOD
Deliverable 1 Removal, floor preparation, supply and installation of carpet in **2,2**00 Sq' Area	3 calendar days after receipt

4.3 ACCEPTANCE CRITERIA FOR DELIVERABLE(S)

DELIVERABLE	ACCEPTANCE CRITERIA
Deliverable 1 Removal, floor preparation, supply and installation of carpet in **2,2**00 Sq' Area	Upon successful completion.

5. ENVIRONMENT:

- The contractor shall insure that all refuse is disposed offsite by the contractor and on-site dumpsters are not to be used for this purpose.
- The contractor shall insure that all work areas are kept clean and safe.
- The contractor shall insure proper dress attire for the business environment.
- The contractor shall take precautions to protect all surfaces from the need to be replaced. Negligence shall be the responsibility of the contractor to repair.
- Final cleaning of areas shall be done at completion of the project for turnover acceptance by the Court.
- MSDS shall be provided and posted in binder at worksite.

6. LOCATION(S) FOR PERFORMANCE:

The location of delivery and performance will be:

US District Court
800 Lafayette St., Suite 3400
Lafayette, La. 70501

7. GOVERNMENT FURNISHED INFORMATION

- The Judiciary will provide a representative for access to secure areas and the moving and replacement of furniture.
- The Judiciary will provide final acceptance of the project once attained.

8. CONTRACTOR FURNISHED MATERIAL

- The contractor shall provide the necessary knowledge, tools, materials, and qualified labor as specified in the SOW.
- MSDS shall be provided and posted in binder at worksite.
- **Contractor Insurance**. Each of Delegate's construction contractors who perform any work on the property shall obtain and maintain insurance policies which meet or exceed the following insurance terms, conditions, requirements, and coverages. Delegate's contractors shall obtain and maintain liability insurance 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. The insurance policy shall name the General Services Administration, its employees, and officials, as their interest may appear, as additional insureds. A copy of the policy's Additional Insured document must be provided to the GSA Building Manager prior to commencement of any work.
- **Damages and Indemnity**. The Delegate 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 the Delegation. Delegate agrees to defend and remain responsible (financially and otherwise) for all claims, disputes, appeals and other legal actions arising out of actions of the Delegate's personnel, contractors and other agents.
- **Personal Injury or Personal Property Claims**. The Delegate 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 arise out of or relate to the performance of the work at the Facility under the terms of this Delegation. Delegate will be the lead federal agency responsible for the administrative handling of any tort claim(s) filed pursuant to the Federal Tort Claims Act (28 U.S.C. 2671, et seq.).

9. PAYMENT

- The contractor may submit invoices upon receiving written acceptance from the judiciary contracting officer or contracting officer's representative (COR) at final acceptance of project completion: