

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

**Statement of Work (SOW) Paint**

**1. BACKGROUND:**

The U.S. District Court has an office area located at 201 Jackson St. Suite 307, Monroe, La.. This area contains approximately 1,500 square feet and is due for cyclical maintenance upgrades. At this time the Court would like to repaint this area. This area contains multiple offices with employees being relocated during the renovation work. The Court will also be changing out the carpet along with the painting.

**2. SCOPE:**

Coordination between the court, carpet contractors, and painting contractors will be required to phase the work with minimum disruption of schedules to employees and contractors. The Court will remove furniture from the area and place it into storage during the renovation period.

**3. SPECIAL REQUIREMENTS/INFORMATION:**

**1. Existing walls with painted surfaces**

- a. Patch and prepare walls to uniform smooth surface.
- b. Minimum 1 coat of latex primer and minimum 2 coats of latex eggshell paint.
- c. There shall be no bleed through of paint base color after final coats.
- d. Color to be decided after award.

**2. Existing painted wood and metal surfaces**

- a. Prepare all painted woodwork surfaces for new paint installation.
- b. Prepare all window frames and mullions for new paint installation.
- c. Confirm type of current paint and apply minimum two coats of paint on all surfaces. Protect all hardware and adjacent surfaces.
- d. There shall be no bleed through of paint base color after final coats.

**3. Painted shoe molding to be supplied and installed. See (flooring schedule) #3**

**4. Tools are to be cleaned only in janitor's closet mop sink or offsite location.**

**5. Work areas are always to be kept clean.**

**6. All flooring, hardware, and baseboard moldings are to be protected from paint splatter.**

**7. All material and workmanship shall meet building standards.**

**8. All trash is the contractor's responsibility to be removed from site. Building dumpsters shall not be used for disposal.**

**4. DELIVERABLES**

**4.a** Deliverable 1 Preparation and painting of all walls for new paint as specified above.

**4.b** Deliverable 2 Preparation and painting of all wood and metal areas for new paint as specified above.

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  
201 Jackson St. Suite 307  
Monroe, La. 71201

Email address: glenn\_richard @lawd.uscourts.gov

#### 4.1 SCHEDULE FOR PERFORMANCE AND DELIVERY/MILESTONE SCHEDULES

<b>DELIVERABLE</b>	<b>DUE DATE</b>
Deliverable 1  Preparation and painting of all walls for new paint as specified above.	30 calendar days after date of award
Deliverable 2  Preparation and painting of all wood and metal areas for new paint as specified above.	30 calendar days after date of award

**Overall Period of Performance:** From 8/2021 to 10/2021

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)

<b>DELIVERABLE</b>	<b>JUDICIARY REVIEW PERIOD</b>
Deliverable 1  Preparation and painting of all walls for new paint as specified above.	3 calendar days after receipt
Deliverable 2  Preparation and painting of all wood and metal areas for new paint as specified above.	3 calendar days after receipt

#### 4.3 ACCEPTANCE CRITERIA FOR DELIVERABLE(S)

<b>DELIVERABLE</b>	<b>ACCEPTANCE CRITERIA</b>
Deliverable 1  Preparation and painting of all walls for new paint as specified above.	Upon successful removal.
Deliverable 2  Preparation and painting of all wood and metal areas for new paint as specified above.	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 daily.
- 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.
- 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  
201 Jackson St. Suite 307  
Monroe, La. 71201

## 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 installation 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 Delegatee'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. Delegatee'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 Delegatee 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. Delegatee agrees to defend and remain responsible (financially and otherwise) for all claims, disputes, appeals and other legal actions arising out of actions of the Delegatee's personnel, contractors and other agents.
- **Personal Injury or Personal Property Claims.** The Delegatee 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. Delegatee 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: