

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 300 Fannin Street, Shreveport, La.. This area contains approximately 2,000 square feet and is due for cyclical maintenance upgrades. At this time the Court would like to remove all wall covering and replace with paint in this area. This area contains multiple rooms and a courtroom which is used twice a month for hearings.

2. SCOPE:

Coordination between the court, 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. Coordination with courtroom use schedule will be required.**
- 2. Existing carpet is to remain and shall be protected at all times.**
- 3. Door frames are to be painted with current matching type of paint (oil base or Latex?)**
- 4. Existing walls with wallcovering to be removed and painted.**
 - a. Remove wall covering.**
 - b. Sand and prime walls to accept skim coating with a minimum two coats of joint compound for uniform smooth finish.**
 - c. Sand walls as required for uniform smooth finish.**
 - d. Minimum 1 coat of latex primer and minimum 2 coats of latex paint.**
 - e. There shall be no bleed through of paint base color after final coats.**
 - f. Color to be decided after award.**
- 5. Existing stained woodwork refinish**
 - a. Prepare stained woodwork surface for touch up stain repairs and sealer installation. Current sealer is unknown and testing for sealer bonding shall be performed to assure adhesion.**
 - b. Touch up all baseboards and stained woodwork with exception to Courtroom Bench Millwork and apply compatible sealer coating to acquire uniform adhesion and luster back to the wood in these areas.**
- 6. Tools are to be cleaned only in janitor's closet mop sink or offsite location.**
- 7. Work areas are always to be kept clean.**
- 8. All flooring, hardware, and baseboard moldings are to be protected from paint splatter.**
- 9. All material and workmanship shall meet building standards.**
- 10. All trash is the contractor's responsibility to be removed from site. Building dumpsters shall not be used for disposal.**

4. DELIVERABLES

- 4.1** Deliverable 1 Preparation of all areas for new paint, including wall covering removal, and skim coating of the areas as specified above.
- 4.2** Deliverable 2 Supply and install paint on all walls and necessary frames within the scheduled work areas.
- 4.3** Deliverable 3 Supply and install touch up of all woodwork and apply minimum 2 coats, compatible sealer finish.

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
300 Fannin Street
Suite 1167
Shreveport, La. 71101

Email address: glenn_richard @lawd.uscourts.gov

4.1 SCHEDULE FOR PERFORMANCE AND DELIVERY/MILESTONE SCHEDULES

DELIVERABLE	DUE DATE
Deliverable 1 Preparation of all areas for new paint and wall covering installation, including wall covering removal, and skim coating of the areas as specified above.	30 calendar days after date of award

<p>Deliverable 2</p> <p>Supply and install paint on all walls and necessary frames within the scheduled work areas.</p>	30 calendar days after date of award
<p>Deliverable 3</p> <p>Supply and install touch up of all woodwork and apply minimum 2 coats, compatible sealer finish..</p>	30 calendar days after award

Overall Period of Performance: From 5/2023 to 7/2023

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
<p>Deliverable 1</p> <p>Preparation of all areas for new paint and wall covering installation, including wall covering removal, and skim coating of the areas as specified above.</p>	3 calendar days after receipt
<p>Deliverable 2</p> <p>Supply and install paint on all walls and necessary frames within the scheduled work areas.</p>	3 calendar days after receipt

Deliverable 3 Supply and install touch up of all woodwork and apply minimum 2 coats, compatible sealer finish.	3 calendar days after receipt

4.3 ACCEPTANCE CRITERIA FOR DELIVERABLE(S)

DELIVERABLE	ACCEPTANCE CRITERIA
Deliverable 1 Preparation of all areas for new paint and wall covering installation, including wall covering removal, and skim coating of the areas as specified above.	Upon successful removal.
Deliverable 2 Supply and install paint on all walls and necessary frames within the scheduled work areas.	Upon successful completion.
Deliverable 3 Supply and install touch up of all woodwork and apply minimum 2 coats compatible sealer finish.	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
300 Fannin Street
Suite 1167
Shreveport, La. 71101

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 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: