

United States District Court

District of New Jersey

Request for Quotation

Request Date: August 8, 2024

Deadline for Quotes: August 20, 2023, by 12:00pm

Project: Cyclical Carpet Replacement for Courtroom 5A, the attached Jury Room, and back hallway in the *Mitchell H. Cohen Building & U.S. Courthouse, 4th & Cooper St., Camden, NJ 08101*

Requirements:

- This is a request for quotation (RFQ) for services in connection with the **U.S. District Court, District of New Jersey cyclical carpet replacement in the Mitchell H. Cohen Building & U.S. Courthouse (Courtroom 5A, the attached Jury Room, and hallway).**
- This is a request for open market labor pricing. Carpet can be ordered under **Federal Supply Schedule contract # GS-03F014AA.**
- All contractors must agree to the terms and conditions set below.
- A **fixed price award** from this RFQ will be made based on the lowest priced, technically acceptable offer.
- The carpeted area of the courtroom gallery, jury box, bench, Jury Room and hallway are approximately 3,330 square feet combined. **Square footage is approximate and field measurements are required.** Please contact **Trish Hruschka** (trish_hruschka@njd.uscourts.gov) to schedule a site visit. Changes cannot be made after the contract is awarded.
 - **Site visits can be conducted between August 8 – August 19, 2024.**
- The contractor must be willing to start work based on a Purchase Order. No down payments or advances will be allowed.
- All work requires escorted access to judiciary facilities. In accordance with Clause 3-3, Contractor employees are subject to security checks including background investigations. If the contractor is unable to supply enough acceptable employees to work on this project, The judiciary may terminate the contract by default.
- Contractor must submit the names, dates of birth, and social security numbers of all on-site workers at least one week prior to the start of the work.
- **All quotes shall include estimated times for completion and number of workers needed to accomplish the work, as well as a breakdown of cost of labor and materials.**

- Proposal must include the total cost to complete the scope of work in accordance with this RFQ. No additional charges will be accepted.
- Contractors will be responsible for any damage to the building, furnishing, or carpet during the course of the work being performed.
- Award of contract and acceptance of work performed will be dependent on approval from the General Services Administration and the court. **Please note, GSA requires a Certificate of Liability Insurance naming GSA as the beneficiary, as well as the spec sheets for all products being used.**

Quotes:

Please submit quotes via email to: procurement@njd.uscourts.gov and copy me at trish_hruschka@njd.uscourts.gov. All proposals should detail how the work will be accomplished and acknowledge compliance with the RFQ. Questions concerning this RFQ should be addressed to Trish Hruschka – Email: trish_hruschka@njd.uscourts.gov.

Statement of Work:

The scope of work for the RFQ includes all labor and materials including supervision, tools, equipment, transportation, and incidentals. No equipment, materials, or services of any kind shall be provided by the court. **The Court will not be responsible for contracting the removal and replacement of furniture in all spaces, the vendor will need to provide moving services and coordinate with the Court.**

- The contractor will remove the old carpet and padding where necessary, clean the floor in preparation for new carpet, and install the new carpet in accordance with the manufacturer's recommendations ensuring patterns are aligned and seams are tight.
- The contractor will order, receive, and store the new carpet until installation.
- The carpet selection for the project is: **Manufacturer: Bentley Style: Milano – Custom Color (PDS # 155184-005) OR EQUAL. (Bentley GSA contract #GS-03F-014AA) – sample to be provided upon request.**
- Any chemicals used during the carpet installation must be low odor and non-toxic.
- If requested, the contractor shall be prepared to provide the Material Safety Data for all chemicals proposed to be furnished as a result of this bid.
- The court freight elevator is sensitive to excessive weight, movements, and length of doors being open. Crew must be careful when using the freight elevator to transport carpet and equipment. In the event the elevator shuts down, the crew must be able to carry the carpet up the stairs.
- The contractor will work at the court's convenience and the work will be scheduled accordingly.

- The contractor will clean up and remove any debris or trash associated with the installation including left over carpet. **All waste will be disposed offsite.**
- The Contractor will perform thorough vacuuming of the area after the carpet installation is complete, so the area is ready for furniture installation.
- All additional work necessary to complete cyclical carpet removal and installation and to meet industry and manufacturers standards and to the satisfaction and approval of the General Services Administration and the Court; and all additional work necessary to meet all local building, fire and safety codes, and the Terms and Conditions set below.

Enclosures:

- Floor plan (please see attached floor plans for Courtroom 5A)

Applicable Judiciary Terms and Conditions

Clause B-5, Clauses Incorporated by Reference

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>.

Clause 3-3, Provisions, Clauses, Terms and Conditions - Small Purchases

Clause 6-20, Insurance – Work on or Within a Judiciary Facility

Clause 3-300, Registration in the System for Award Management (SAM)

Clause 3-305, Payment by Electronic Funds Transfer – System for Award Management (SAM) Registration

Clause 3-310, Payment by Electronic Funds Transfer – Other Than System for Award Management (SAM) Registration

Provision B-1, Solicitation Provisions Incorporated by Reference

This solicitation incorporates one or more solicitation provisions 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. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>

Provision 2-70, Site Visit

Provision 3-5, Taxpayer Identification and Other Offeror Information

Provision 4-1, Type of Contract

Incorporation of Department of Labor Wage Rate Determination

Clause 3-160, Service Contract Labor Standards

Each service employee employed in the performance of this contract by the contractor, or any subcontractor shall be paid not less than the minimum monetary wages and shall be furnished fringe benefits in accordance with the wages and fringe benefits determined by the Secretary of Labor or an authorized representative, as specified in the wage determination attached below.

Fifth Floor Mitchell H. Cohen Building, Camden



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|---|--------------|---|----------------|
|  | Courtroom 5A |  | Courtroom 5D |
|  | Courtroom 5C |  | Court Reporter |