

SCOPE OF WORK

1. **PROJECT TITLE:** Refresh the walls and flooring in District Chambers 1572.
2. **PROJECT LOCATION:**
Earle Cabell Federal Building and U.S. Courthouse
1100 Commerce Street, Suite C14C45
Dallas, TX 75242
3. **BUILDING LOCATION HOURS:** Every attempt must be made to ensure normal building operations are not interrupted. Operating hours for this facility are from 07:30AM – 5:30PM. Notify Project Manager of any work that may cause disruption during the day. It is anticipated that all work may be done during normal business hours; however, in the event of noise, smells, or other disruptions, the Contractor shall cease and resume work only as directed by the Court’s Contracting Officer (CO).
4. **PRE-BID SITE VISIT:** A site visit shall be conducted on **August 21, 2026, at 1:00pm**. Bids shall be submitted no later than **5:00 CT on September 4, 2026**. All questions shall be submitted as a Request for Information (RFI) no later than August 26, 2026. Responses to RFIs will be provided no later than August 28, 2026.
5. **PURPOSE:** The purpose of this project is to remove existing wall covering, prepare and repaint interior walls, replace existing carpet, install new Government furnished flooring in designated areas, and prepare Chambers 1572 for immediate occupancy upon completion and Government acceptance. The Work includes all labor, supervision, materials, equipment, incidentals, protection, cleanup, coordination, and accessories necessary to provide a complete, professional, manufacturer-compliant installation.
6. **ORDER of PRECEDENCE:** In the event of a conflict between the Contract Documents, the Contractor shall immediately notify the Contracting Officer before proceeding. The order of precedence shall be: (1) Contract Modifications; (2) Written responses to RFIs; (3) Scope of Work; (4) Drawings; (5) Manufacturer instructions.
7. **POINTS OF CONTACT:**

7.1. Contracting Officer: Tim Christnagel
214.753.2020
tim_christnagel@txnd.uscourts.gov

7.2. Project Manager / Contracting Officer Representative (COR):
Mary Jean Walker
214.753.2219
maryjean_walker@txnd.uscourts.gov

7.3. Other: R7 Security Clearance Coordinators
r7clearance@gsa.gov

8. NOTICE TO PROCEED:

- 8.1.** The Contracting Officer is the ONLY individual from the Government who can give the Contractor Notice to Proceed (NTP).
- 8.2.** Before any of the work within the scope of the contract is started, the Contractor shall confer with the COR and agree on a sequence of procedure; means of access to premises and building; delivery of material and use of approaches; use of corridors, stairways, elevators, loading dock; means of communications; eating spaces for Contractor's employees and the like.
- 8.3.** After a NTP is given, the Contractor shall provide a schedule within 7 calendar days. Schedule shall include, at a minimum, milestones for submittal review and approval, material lead times, demolition, painting, and the date of Substantial Completion.

9. PERIOD OF PERFORMANCE: The total Period of Performance (PoP) for this task order is 56 calendar days.

- 9.1.** The first 21 calendar days following the NTP are designated for administrative processing, required security clearances, submittals, and material ordering.
- 9.2.** The remaining 35 calendar days shall be allocated for on-site construction activities.
- 9.3.** If progress falls behind the approved schedule, submit a recovery schedule within three calendar days demonstrating how contract completion will be achieved at no additional cost.

9.4. Failure to submit an acceptable recovery schedule shall not excuse delays or extend the Contract completion date.

10. DESCRIPTION OF WORK: The project area is approximately 3,700 SF. Refer to attachments **SK-00, SK-01, and SK-02** for limits of work.

10.1. Division 1 – General Requirements:

- 10.1.1.** Work Sequence – A third-party contractor retained by GSA will perform mechanical abatement of the existing flooring. See Section 9.2.1 Existing Conditions.
- 10.1.2.** Daily Clean Up – The Contractor shall maintain all work areas, staging areas, and paths of travel in a clean and orderly condition at all times. All debris and trash shall be removed and disposed of offsite daily.
- 10.1.3.** Daily Progress – The Contractor shall immediately advise the COR of issues, including but not limited to, schedule changes, delivery delays, and unforeseen conditions.
- 10.1.4.** Final Cleaning – Vacuum all flooring; wipe cabinets, shelving, trim, doors, hardware, and countertops; clean glazing; adhesive residue, paint splatter, dust, and construction debris; leave the project in move-in-ready condition.
- 10.1.5.** Protection – Contractor shall protect all existing architectural woodwork, millwork, built-in cabinetry, paneling, countertops, doors, frames, glazing, hardware, ceilings, lighting fixtures, fire protection systems, communication systems, sprinkler heads, utilities, HVAC systems, adjacent occupied spaces, and all other existing finishes from damage throughout construction. Dust control measures shall be maintained continuously. HVAC systems serving adjacent occupied areas shall be protected from construction dust and debris. No masking tape, painter's tape, adhesive film, or similar material shall be applied directly to stained or finished wood surfaces. The Contractor shall repair or replace, at no additional cost to the Government, any damage resulting from construction operations.
- 10.1.6.** Security (Personnel) – Contractor personnel shall possess a valid GSA badge or be continuously escorted by appropriately badged Contractor employees. All contractors and subcontractors shall be vetted in accordance with HSPD12 guidelines. The Contractor shall be responsible for providing direct line-of-sight supervision for any individual who has not

completed the required vetting or obtained HSPD12 authorization.

Contractor personnel shall display required identification at all times while inside the facility.

10.1.7. Security (Site) –Contractor shall be responsible for security of the work site.

Site shall be secured at the end of each day. Contractor shall comply with all applicable local building access requirements and procedures necessary to access the facility.

10.1.8. Safety – The Contractor shall be solely responsible for implementing and maintaining all necessary safety measures throughout the performance of the work. The Contractor shall furnish all necessary safety equipment and ensure that such equipment, along with applicable safety procedures, is appropriate for the Work being performed and properly utilized by all personnel. Contractor shall comply with the latest established and recognized OSHA requirements. Contractor shall assume full responsibility and liability for compliance with applicable regulations pertaining to the health and safety of personnel during the execution of the Work and shall hold the Government harmless for any claims, actions, liabilities or damages arising from the Contractor's or its employees' acts or omissions that result in injury, illness, or death.

10.1.9. Administrative – The Contractor shall include all work reasonably inferable from the Contract Documents as necessary to provide a complete installation, whether or not every item is specifically identified. Omission of incidental materials or installation accessories shall not relieve the Contractor from furnishing such items without additional compensation. -Contractor shall coordinate all incidental work necessary to provide a complete and fully functional finished installation.

10.1.10. Moving Furniture – The Court will vacate the project area and remove all personal items, I.T. equipment, and furniture prior to Work.

10.1.11. Dumpsters –The Federal Dumpster shall not be used for any reason.

10.1.12. Parking – Parking is not provided to the Contractor. There are two pay lots behind the building. There is a shared, first-come-first-served loading dock managed by GSA/FPS. Reservations are required for any time extending beyond 30 minutes with a maximum dock time of 2 hours.

10.1.13. Elevator - Contractor shall utilize the freight elevator throughout this contract.

- 10.1.14.** Storage - Construction materials and equipment shall be stored only in locations approved by the Government.
- 10.1.15.** Verification – Contractor shall be responsible for verification of all quantities, dimensions, and site conditions prior to bidding. Contractor shall promptly notify the Government upon discovery of concealed or differing site conditions that could not reasonably have been identified during pre-bid investigation. Contractor shall field verify all existing conditions before ordering materials.
- 10.1.16.** RFIs – Contractor shall submit a Request for Information (RFI) for all questions, ambiguities, uncertainties, and any discrepancies identified within the contract documents or project scope.
- 10.1.17.** Warranty – Contractor shall guarantee all work to be in accordance with contract requirements and free from defective or inferior materials, equipment, and workmanship for one (1) year after the date of final acceptance of the work, or date of beneficial occupancy, whichever comes later. Faulty work, defective product(s), or defective part(s) shall be repaired or replaced at no additional cost to the Government without added handling surcharges, return fees, freight, re-stocking fees or other miscellaneous costs. All manufacturer warranties shall be passed on to the Government.
- 10.1.18.** Substitutions - Requests for approved equal products shall be submitted with supporting manufacturer data demonstrating compliance with all specified performance, dimensional, aesthetic, and installation requirements. Approval of substitutions shall be at the sole discretion of the Government.
- 10.1.19.** Failure to identify readily observable conditions before bid submission shall not entitle the Contractor to additional compensation.
- 10.1.20.** If concealed conditions are encountered, stop work in the affected area and notify the Contracting Officer. Do not proceed until written directions have been received.

10.2. Division 2 – Existing Conditions:

10.2.1. Asbestos Abatement

10.2.1.1. Asbestos survey has been performed for the areas included in this scope of work. The only asbestos-containing material identified within the project limits is the flooring in Office A and Office B. Therefore, the existing vinyl tiles, associated mastic, and carpet installed above the vinyl tile will be removed by GSA's asbestos

abatement contractor through mechanical abatement methods for **only Office A and Office B.**

- 10.2.1.2.** In areas where residual adhesive or non-friable material cannot be completely removed during abatement activities, GSA's asbestos abatement contractor will apply an approved residual mastic encapsulant compatible with the subsequent flooring product to be installed.
- 10.2.1.3.** Contractor shall notify the Government immediately if the area released by GSA is unsuitable for installation.
- 10.2.1.4.** Contractor shall immediately notify the Government upon discovery of concealed conditions and shall not disturb such conditions until written direction is received.
- 10.2.1.5.** The Courts will be responsible for removing and storing the existing wood base in Office A and Office B only, prior to the abatement.
- 10.2.1.6.** Prior to the start of abatement, the Contractor may document existing site conditions to establish a record of the space in the event discrepancies are identified following the abatement. Contractor shall not be responsible for damage caused solely by GSA's abatement contractor.

10.2.2. Demolition

10.2.2.1. Carpeting

- 10.2.2.1.1.** Contractor shall remove existing carpeting and its associated adhesive.

10.2.2.2. Existing Ceramic Tile (in Restroom)

- 10.2.2.2.1.** Contractor shall remove the existing carpet and all associated adhesive residue, staining and foreign material from the existing ceramic tile floor using methods and cleaning products recommended by the adhesive and tile manufacturers. Removal methods shall not chip, crack, gouge, or otherwise damage the ceramic tile or grout.

10.2.2.3. Wall Covering

- 10.2.2.3.1.** Contractor shall remove wall covering.
- 10.2.2.3.2.** Residual adhesive that cannot be removed without damaging the gypsum board may remain, provided it is sealed with a compatible stain-blocking primer prior to skim coating.

10.2.2.3.3. If non-visible, then it is acceptable to score/cut the wallpaper at the ceiling.

10.2.2.4. Vinyl Wall Base:

10.2.2.4.1. Contractor shall remove vinyl wall base.

10.2.2.5. Existing Wood Base:

10.2.2.5.1. Contractor shall carefully remove and categorize locations for later reinstallations.

10.3. Division 9 – Finishes

10.3.1. Paint

10.3.1.1. Paint all gypsum board walls. Prior to painting, Contractor shall patch and repair wall texture, including all holes, dents and surface imperfections. All walls, with the exception of walls within Closet, shall achieve a minimum Level 4 gypsum board finish prior to painting. Finished painted surfaces shall be uniform in color and sheen and free from cracks, holidays, runs, ridges, brush marks, wrinkles, debris, variation in color, and other surface defects. Protect newly painted surfaces from dust and damage until final acceptance.

10.3.1.2. Contractor shall furnish and apply the following:

10.3.1.2.1. For walls previously covered with wall covering: One (1) coat of oil-based or shellac-based stain-blocking primer over remaining glue unable to be removed otherwise for a smooth, clean surface. This will seal residual wall-covering adhesive to prevent bleed-through and adhesion failure.

10.3.1.2.2. For walls that previously had wall covering: Add one (1) full skim coat over entirety of wall surface, to achieve a minimum Level 4 gypsum board finish prior to painting.

10.3.1.2.3. For walls that previously had wall covering: Sand, as required, to achieve a smooth, paint-ready surface.

10.3.1.2.4. For all walls, regardless if previously covered with wall covering: One (1) coat of latex primer

10.3.1.2.5. For all walls, regardless if previously covered with wall covering: Two (2) finish coats of latex paint in accordance with manufacturer written instructions.

- 10.3.1.3.** Contractor shall ensure primer and finish coats are products from the same manufacturer and compatible with each other and existing substrates over which they are applied.
- 10.3.1.4.** Metal door frame (one location): Contractor shall clean and prepare exposed metal door frames prior to applying paint.
- 10.3.1.5.** Access door: Contractor shall clean and properly prepare access door prior to applying paint. As an alternative to working with the existing access door, the Contractor may elect to remove and replace with new access door in its entirety and paint to match wall color. Any such replacement shall be performed at no additional cost to the Owner.
- 10.3.1.6.** Contractor shall remove and store all outlet and switch cover plates prior to painting and reinstall them upon completion of painting activities.
- 10.3.1.7.** For walls and power/data raceways: Paint shall be Sherwin Williams, Zero V.O.C., low gloss Eggshell finish, or approved equal.
- 10.3.1.8.** For metal door frame: Paint shall be Sherwin Williams, Zero V.O.C., high gloss finish, or approved equal.
- 10.3.1.9.** Wall paint colors are to be determined and will be selected from the manufacturer's standard color palette. A maximum of two (2) wall paints and colors will be selected by the Owner. Final wall color selection shall be approved by the Court based on a minimum 5'x5' mock-up on a wall within the space. Approved mock-up shall serve as the minimum standard of quality for the completed Work and shall remain available throughout construction for quality comparison unless otherwise directed by the Government.
- 10.3.1.10.** Acceptance shall be based on observations under normal interior lighting from approximately five feet.

10.3.2. Flooring

- 10.3.2.1.** Contractor shall prepare subfloor surfaces in accordance with the flooring manufacturer's written instructions. Contractor shall clean off any surface debris, residue, and stains.
- 10.3.2.2.** Contractor shall provide and install self-leveling underlayment as necessary to achieve manufacturer's required tolerances. Include up to a ¼ inch average floor correction within the base bid for an

area that does not exceed more than 5% square footage of the project's footprint.

- 10.3.2.3.** Do not rely upon flooring adhesive or finish flooring to compensate for substrate deficiencies.
- 10.3.2.4.** Finished substrate and flooring surface shall comply with flooring manufacturer flatness requirements and shall not vary more than 1/8" within 10'-0".
- 10.3.2.5.** Contractor shall verify floor elevations and door clearances prior to installation of self-leveling underlayment. Contractor shall coordinate the thickness of the flooring material with existing door clearances and identify any required modifications before proceeding with the Work. If adjustment of door undercuts is required, Contractor shall perform such adjustments at no additional cost to the Owner for up to two doors.
- 10.3.2.6.** Prior to flooring installation, Contractor shall verify substrate moisture conditions comply with flooring manufacturer's published requirements.
- 10.3.2.7.** Flooring materials shall be acclimated in accordance with manufacturer's requirements before installation.
- 10.3.2.8.** Government approval of flooring layout mock-up is required before full installation.
- 10.3.2.9.** Finished floor surface shall be free of visible protrusions, ridges, depressions, and telegraphing. Please note, there may be existing floor troughs or cover plates. Contractor shall correct isolated bird baths and ridges prior to flooring installation. Contractor shall include all labor, materials, floor preparation, leveling, feathering, and transitions necessary to provide a complete and manufacturer-compliant flooring installation.
- 10.3.2.10.** There shall be no visual gap between the flooring material and the baseboard.
- 10.3.2.11.** At locations where new flooring meets existing flooring to remain, Contractor shall furnish and install a threshold or transition strip suitable for the flooring condition. Transitions at door openings shall be centered under the closed door, so it is not seen from either side of the door when door is closed. Threshold or transition strip

shall be low profile extruded aluminum or rubber, unless noted otherwise to be wood. Obtain Court approval of threshold or transition strip prior to installation.

10.3.2.12. Flooring Type:

10.3.2.12.1. The Owner will furnish the carpet tile and luxury vinyl tile. The Contractor shall be responsible for receiving, inspecting, unloading, protecting, storing, handling, and installing all Owner-furnished materials. The Contractor shall immediately notify the Government of any shortages, visible damage, or manufacturing defects before installation. Installation of damaged or defective materials constitutes acceptance by the Contractor.

10.3.2.12.2. Carpet Tile

1. Tile will be provided by the Owner.
2. Installation Method: Direct Glue down

10.3.2.12.3. Luxury Vinyl Tile (in Break Room)

1. Tile will be provided by the Owner.
2. Installation Method: Direct Glue down on top of existing linoleum tile.

10.3.2.13. Existing ceramic tile (in Restroom):

10.3.2.13.1. Contractor shall provide a thorough, deep clean of the grout and tile.

10.3.2.13.2. Contractor shall repair or replace grout that is loose, missing, or damaged.

10.3.2.13.3. Contractor shall apply a penetrating grout sealer to all grout joints in accordance with the manufacturer's written instructions.

10.3.2.14. Contractor shall provide flooring layout mock-up or sample installation for Owner review prior to full installation of the carpet and LVT.

10.3.3. Wall Base

10.3.3.1. Existing Wood Base:

10.3.3.1.1. Carefully reinstall existing wood base in former locations.

10.3.3.1.2. Secure to wall and fill holes and tone to match stain color.

10.3.3.1.3. There shall be no visual gap between the flooring material and the baseboard. Maximum visible gap shall not exceed 1/32 inch.

10.3.3.1.4. Joints shall be tight, flush, and inconspicuous.

10.3.3.1.5. There shall be no visual gap between the baseboard and the wall. If a visual gap exists, Contractor shall provide a thin line of caulk to fill the gap. Maximum visible gap shall not exceed 1/32 inch.

10.3.3.1.6. Joints shall be tight, flush, and inconspicuous.

10.3.3.2. Vinyl Base:

10.3.3.2.1. Install wall base tight to flooring and wall surfaces with no visible gaps, lifting, or irregularities.

10.3.3.2.2. Vinyl base shall be provided in a roll; Linear sections are not acceptable. Install with as few seams as possible.

10.3.3.2.3. Do not use preformed inside and outside corners.

10.3.3.2.4. Wall Base Type: Rubber

10.3.3.2.5. Basis of Design: Roppe Pinnacle with Cove Base, or approved equal

i. Height: 4" tall

ii. Color: TBD

10.3.4. Door Stop

10.3.4.1 Contractor shall provide and install a durable solid brass dome shaped floor or wall stop.

10.3.4.2 Install using manufacturer-recommended anchors appropriate for the substrate.

10.3.4.3 Color shall be matte black.

11. ATTACHMENTS:

11.1.1. SK-00 General Notes

11.1.2. SK-01 Chambers 1572 - Demolition Plan

11.1.3. SK-02 Chambers 1572 - New Work Plan

12. SUBMITTALS:

12.1. Samples:

- 12.1.1.** Paint color and gypsum board Level 4 mock-up
- 12.1.2.** Vinyl wall base
- 12.1.3.** Doorstop – wall and floor
- 12.1.4.** Threshold / transition strip sample

12.2. Product Data:

- 12.2.1.** Primer
- 12.2.2.** Paint
- 12.2.3.** Wood stain/toner
- 12.2.4.** Adhesive for carpet
- 12.2.5.** Adhesive for luxury vinyl tile
- 12.2.6.** Layout mock-up / sample installation of carpet
- 12.2.7.** Layout mock-up / sample installation of luxury vinyl tile
- 12.2.8.** Vinyl wall base
- 12.2.9.** Sealant for existing ceramic grout

13. DELIVERABLES:**13.1. Warranties**

- 13.1.1.** The Contractor's warranty shall include the correction of defects including, but not limited to, paint failure, adhesive failure, seam separation, and loose wall base.

- 13.1.2.** Product warranties

13.2. Operation and Maintenance Manuals**13.3. Spare attic stock remaining after installation.****13.4. Manufacturer's Care and Cleaning Instructions****14. CLOSEOUT PLAN:****14.1. Final acceptance of the project will not be granted until:**

- 14.1.1.** Request for punch inspection shall not be submitted until the Contractor determines the work is substantially complete.

- 14.1.2.** All punch list items have been completed to the satisfaction of the Contracting Officer.

- 14.1.2.1.** Contractor shall complete punch list within 14 calendar days, unless approved otherwise by the Government.

- 14.1.3.** Submit warranties, product literature, care instructions, attic stock (if applicable), and all closeout documentation before final acceptance.
- 14.1.4.** All required closeout documents, warranties, and other contract deliverables have been submitted and accepted.
- 14.1.5.** Final payment shall not be requested until all closeout requirements have been satisfied.

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