



U.S. DISTRICT COURT DISTRICT OF NEW JERSEY

OFFICE OF THE CLERK

*Martin Luther King Building and U.S. Courthouse
50 Walnut Street, Room 4015
Newark, New Jersey 07101*

CAMDEN OFFICE
Mitchell H. Cohen Building and
U.S. Courthouse
One John F. Gerry Plaza
Fourth & Cooper Streets, Room 1050
Camden, New Jersey 08101

TRENTON OFFICE
Clarkson S. Fisher Building and
U.S. Courthouse
402 East State Street, Room 2020
Trenton, New Jersey 08608

REPLY TO: CAMDEN

July 9, 2026

REQUEST FOR QUOTATION

Request Date: July 9, 2026

Deadline for Quotes: July 23, 2026

Project: Cyclical Carpet for Chambers 2040 – Mitchell H. Cohen Building & U.S. Courthouse

REQUIREMENTS:

This is a request for quotation (RFQ) for materials and services in connection with the U.S. District Court, District of New Jersey's cyclical carpet replacement for chambers 2040 in the Mitchell H. Cohen Building and U.S. Courthouse – 4th & Cooper Streets, Camden, NJ 08101.

This request is for open market labor pricing. Carpet can be ordered under **Federal Supply Schedule contract # GS-03F-014AA**

All contractors must agree to the terms and conditions set out below:

- A fixed price award from this RFQ will be made based on the lowest price, technically acceptable offer.
- Field measurements are required prior to submitting proposals. Please contact Danielle Hanna (danielle_hanna@njd.uscourts.gov) or Trish Hruschka (trish_hruschka@njd.uscourts.gov) to schedule a site visit. Changes cannot be made after the contract is awarded.
- 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 a sufficient number of 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 onsite workers at least one week prior to the start of work.
- All quotes shall include estimated times for completion and number of workers needed to accomplish the work.
- 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 while work is being performed.

- Award of the contract and acceptance of work 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 and material safety data sheets for all contract deliverables.**

SCOPE OF WORK:

The contractor shall provide all labor, materials, supervision, tools, equipment, transportation and incidentals necessary for completion of the project. No equipment, materials, or services of any kind shall be provided by the court.

Contractor Responsibilities:

- **Removal and Installation:** The contractor will remove the existing luxury vinyl tile, carpet, padding and cove base as necessary. The floor will be cleaned and prepared for the new carpet. The contractor will install the new carpet and padding following the manufacturers' recommendations, ensuring patterns are aligned and seams are tight.
- **Ordering and Storage:** The contractor will order, receive, and store the new carpet until installation.

Flooring Selections:

- **Carpet:** Bentley Mills Broadloom Carpet: Kings Road (*Pending final color selection*)
- **Carpet Cushion:** Please include pricing for Bentley Prestige Plus RS.
- **Luxury Vinyl Tile (LVT):** Bentley Mills: Ground Rules (*Pending final color selection*)
- **Cove base:** pending final selection

Additional Requirements:

- Any chemicals used during the installation must be low odor and non-toxic. If requested, the contractor must provide the material safety data for all chemicals used.
- The contractor will work at the court's convenience, scheduling work during business hours, Monday – Friday, 8AM-4PM.
- The contractor will remove all debris and leftover carpet, disposing of waste off-site. A thorough vacuuming of the area must be performed post-installation to prepare for furniture replacement.
- All additional work necessary to complete painting to meet industry and manufacturers standards and to the satisfaction and approval of the General Services Administration and the Court; and any additional work necessary to meet all local building, fire and safety codes, and the Terms and Conditions set out below.

Please submit quotations electronically via email to danielle_hanna@njd.uscourts.gov **The deadline for quotes is July 23, 2026, at 12:00 PM.** For any questions regarding this request, or to schedule a site visit, please contact me at danielle_hanna@njd.uscourts.gov

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 With a Judiciary Facility

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

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

Provisions 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 provided wage determination.

