

ATTACHMENT 1
STATEMENT OF WORK

1. INTRODUCTION

The Superior Court of California, County of Ventura is issuing this Request for Proposal to solicit proposals from highly qualified vendors to install blinds and roller shades on windows located in the court wing side of the Hall of Justice courthouse.

2. SCOPE OF WORK

The selected vendor shall provide the following products and services:

- Design, supply, and install interior white vertical retractable blinds with roller shades for 75 windows located in 43 rooms spread across on four floors of the courthouse.
- Remove, haul away, and dispose existing window curtains offsite.
- Work to be performed during non-court hours on weekends, court holidays, and/or nights.
- Ensure public hallways and corridors outside of each room are kept clean and clear of hazards at all times.
- Ensure furniture, fixtures, and flooring are properly protected from debris and damage during installation.
- Ensure each room is cleaned of debris, cleared of tools, equipment, supplies, and material; and furniture returned to their original positions prior to the start of each court day.

3. TECHNICAL REQUIREMENTS

The blinds and shades should meet the following minimum requirements:

- Made of high-quality material that is durable, weather-resistant, and easy to maintain.
- Easy to operate and effectively reduce heat and glare.
- Roller shades should provide between 3% and 15% shading, that is the level of sun blockage.
- Include 5 to 10 years of manufacturer's warranty and 1 to 3 years installation warranty.

Specific window locations, measurements, and quantities are provided in the table below. The selected vendor is responsible for confirming the measurements of each window prior to ordering and installing the blinds and shades.

Floor	Room Number	Window Measurement		Number of Blinds and Shades per Window	Number of Windows
		Width	Height		
1st	1010	12 FT 4 INCHES	6 FT 6 INCHES	2	1
	1028	16 FT	6 FT 5 1/2 INCHES	2	1
	1032	16 FT	6 FT 5 1/2 INCHES	2	3
	1040	16 FT	6 FT 5 1/2 INCHES	2	3

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	1044	16 FT	6 FT 5 1/2 INCHES	2	1
	1046	12 FT 4 INCHES	6 FT 5 INCHES	2	1
	1048	16 FT	6 FT 6 INCHES	2	2
2nd	2004	16 FT	5 FT 7 INCHES	2	1
	2006	16 FT	5 FT 7 INCHES	2	1
	2008	16 FT	5 FT 7 INCHES	2	2
	2011	15 FT	5 FT 8 INCHES	2	1
	2012	16 FT	5 FT 7 INCHES	2	1
	2016	16 FT	5 FT 7 INCHES	2	3
	2020	6 FT 2 INCHES	5 FT 8 INCHES	2	1
		6 FT 2 INCHES	1 FT 10 1/2 INCHES	1	1
	2024	16 FT	5 FT 7 INCHES	2	1
	2028	16 FT	5 FT 7 INCHES	2	3
	2036	16 FT	5 FT 7 INCHES	2	3
	2040	16 FT	5 FT 7 INCHES	2	1
	2044	6 FT 2 INCHES	5 FT 8 INCHES	2	1
		6 FT 2 INCHES	1 FT 10 1/2 INCHES	1	1
	2046	16 FT	5 FT 7 INCHES	2	2
3rd	LR	16 FT	5 FT 7 INCHES	2	1
	3004	16 FT	5 FT 7 INCHES	2	1
	3006	32 FT	5 FT 7 INCHES	4	1
		15 FT	5 FT 7 INCHES	2	1
	3010	16 FT	5 FT 7 INCHES	2	1
	3014	16 FT	5 FT 7 INCHES	2	3
	3018	15 FT	5 FT 7 INCHES	2	1
	3023	16 FT	5 FT 7 INCHES	2	1
	3026	16 FT	5 FT 7 INCHES	2	3
	3034	16 FT	5 FT 7 INCHES	2	3
	3038	16 FT	5 FT 7 INCHES	2	1
	3042	16 FT	5 FT 7 INCHES	2	1
	3044	16 FT	5 FT 7 INCHES	2	2
4th	4003	16 FT	5 FT 7 INCHES	2	1
	4008	16 FT	5 FT 7 INCHES	2	3
	4014	16 FT	5 FT 7 INCHES	2	1
	4018	16 FT	5 FT 7 INCHES	2	3
	4022	12 FT 3 INCHES	8 FT	3	1
	4026	16 FT	5 FT 7 INCHES	2	1
	4030	16 FT	5 FT 7 INCHES	2	3
	4038	16 FT	5 FT 7 INCHES	2	3
	4042	16 FT	5 FT 7 INCHES	2	1
	4046	12 FT 4 INCHES	8 FT	3	1
	4048	16 FT	5 FT 7 INCHES	2	2
Total Number of Windows					75