

ARCHITECTURAL SERVICES WANTED

Applications for Architectural Services for the following projects will be accepted until **2:00 p.m., Wednesday, March 22, 2017**. (Your attention is called to the 2:00 p.m. deadline -- exceptions **WILL NOT** be made). Applications shall be submitted on the standard form LASB - 1 - 2007 Edition only, with no additional pages attached. Please be sure to use an up-to-date copy of the form. These forms are available at the selection board office and on the Facility Planning & Control website at <http://www.doa.la.gov/Pages/ofpc/Index.aspx>. Do not attach any additional pages to this application. **Applications with attachments in addition to the pre-numbered sheets or otherwise not following this format will be discarded.** One fully completed signed copy of each application shall be submitted. The copy may be printed and mailed or printed and delivered or scanned in PDF format and e-mailed. Printed submittals shall not be bound or stapled. E-mailed PDF copies, as well as printed copies, shall be received by Facility Planning & Control within the deadline stated above. The date and time the e-mail is received in the Microsoft Outlook Inbox at Facility Planning & Control shall govern compliance with the deadline for e-mailed applications. Timely delivery by whatever means is strictly the responsibility of the applicant. By e-mailing an application the applicant assumes full responsibility for timely electronic delivery. **DO NOT** submit both printed and e-mail copies. Any application submitted by both means will be discarded.

1. Flood Damage Repairs, Louisiana Correctional Institute for Women, St. Gabriel, Louisiana, Project No. 08-406-17-ORM, Part 01.

This project consists of flood damage repairs to twenty-nine (29) buildings and site utilities infrastructure at the Louisiana Correctional Institute for Women (LCIW) as a result of the August 2016 flooding throughout Southeast Louisiana. These campus-wide buildings received Class 3 flood water ranging from a depth of approximately 3" to 14". The Office of Risk Management (ORM) attempted to mitigate further loss by removal of sensitive flooring finishes, flooring mastic, ceilings, and drywall from the floor line up to a height ranging from approximately 48" to 72", and the restoration of basic electrical to re-establish minimal lighting and ventilation operations. The Designer will not have any responsibility for asbestos containing materials. The scope of repairs shall include, but is not necessarily limited to: Minor demolition, new flooring, drywall replacement and/or repairs, new ceilings, painting, new doors/frames, new millwork/casework, and associated plumbing, mechanical, and electrical work. The Designer shall be provided with the preliminary claim adjustment (damages assessment) and the final draft of the FEMA project worksheet(s) (PWs), when available, from which the Designer will establish the final scope of work. Design services will include the Design Development through Construction Close-out Phases of basic services, along with FEMA/ORM coordination and review of FEMA PWs for scope and cost alignment. Also included is investigation and development of mitigation concepts where applicable. Following approval by ORM and FP&C, ORM's Third Party Administrator will pay the Designer for services rendered. As time is of the essence, the Contract Time is 120 consecutive calendar days, 40 of which are for owner/user agency review time. Basic floor plans/record drawings will be provided to the Designer. However, the Designer shall be responsible for verifying all field conditions. The Designer shall prepare and submit all required drawings to Facility Planning and Control in AutoCAD and hard copy. Drawings shall follow the format specified in the "Instructions to Designers for AutoCAD Drawings Submittal". The funds available for construction are approximately **\$4,000,000.00** with a fee of approximately **\$318,978.00**. Contract design time is **120** consecutive calendar days; including **40** days review time. Thereafter, liquidated damages in the amount of **\$300.00** per day will be assessed. Further information is available from **Mr. Creighton Stout - Facility Planning and Control, 1201 North Third Street, Suite 7-160, Baton Rouge, LA 70802, (225) 342-3378**.

2. Vehicular and Storage Facility, Louisiana Special Education Center, Alexandria, Louisiana, Project No. 19-655-13-01, Part 01.

This project consists of a four (4) bay vehicle cover and environmentally controlled storage for equipment and seasonal clothing of residents. The preliminary concept is approximately 3,100 sf of total area, mostly open structural steel and metal roofing, including approximately 720 sf enclosed and secured storage. If funding

allows, storage area may be increased to the maximum extent possible with consideration of three (3) separate environmentally controlled units. All work shall be fully compliant with ADAAG guidelines. Demolition, if any, is anticipated to be minimal. A preliminary concept drawing is available. The Designer shall prepare and submit all required drawings to Facility Planning and Control in AutoCAD and hard copy. Drawings shall follow the format specified in the "Instructions to Designers for AutoCAD Drawings Submittal". The funds available for construction are approximately **\$435,000.00** with a fee of approximately **\$41,370.00**. Contract design time is **120** consecutive calendar days; including **40** days review time. Thereafter, liquidated damages in the amount of **\$100.00** per day will be assessed. Further information is available from **Mr. Charles Robinson - Facility Planning and Control, 1525 Fairfield Avenue, Suite #650, Shreveport, LA 71101, (318) 676-7984.**

GENERAL REQUIREMENTS APPLICABLE TO ALL PROJECTS:

Applicants are advised that design time ends when the Documents are "complete, coordinated and **ready for bid**" as stated in to Article 3.3.1, 4) of the Capital Improvements Projects Procedure Manual for Design and Construction. Documents will be considered to be "complete, coordinated and ready for bid" only if the advertisement for bid can be issued with no further corrections to the Documents. Design time will not necessarily end at the receipt of the initial Construction Documents Phase submittal by Facility Planning and Control. Any re-submittals required to complete the documents will be included in the design time.

In addition to the statutory requirements, professional liability insurance covering the work involved will be required in an amount specified in the following schedule. This will be required at the time the designer's contract is signed. Proof of coverage will be required at that time.

SCHEDULE

LIMITS OF PROFESSIONAL LIABILITY

<u>Construction Cost</u>	<u>Limit of Liability</u>
\$0 to \$1,000,000	\$500,000
\$1,000,000 to \$10,000,000	\$1,000,000
\$10,000,000 to \$20,000,000	\$1,500,000
\$20,000,000 to \$50,000,000	\$3,000,000
Over \$50,000,000	To be determined

Applicant firms should be familiar with the above stated requirements prior to application. The firm(s) selected for the project(s) will be required to sign the state's standard Contract Between Owner and Designer. When these projects are financed either partially or entirely with Bonds, the award of the contract is contingent upon the sale of bonds or the issuance of a line of credit by the State Bond Commission. The State shall incur no obligation to the designer until the Contract Between Owner and Designer is fully executed.

Firms will be expected to have all the expertise necessary to provide all architectural services required by the Louisiana Capital Improvement Projects Procedure Manual for Design and Construction for the projects for which they are applying. Unless indicated otherwise in the project description, there will be no additional fee for consultants.

Facility Planning and Control is a participant in the Small Entrepreneurship Program (the Hudson Initiative) and applicants are encouraged to consider participation. Information is available from the Office of Facility Planning and Control or on its website at www.doa.la.gov/Pages/ofpc/Index.aspx.

ANY PERSON REQUIRING SPECIAL ACCOMMODATIONS SHALL NOTIFY FACILITY PLANNING AND CONTROL OF THE TYPE(S) OF ACCOMMODATION REQUIRED NOT LESS THAT SEVEN (7) DAYS BEFORE THE SELECTION BOARD MEETING.

Applications shall be delivered or mailed to :

Applications shall be delivered or mailed or emailed to :
LOUISIANA ARCHITECTS SELECTION BOARD
c/o FACILITY PLANNING AND CONTROL

Deliver:	Mail:
1201 North Third Street	Post Office Box 94095
Claiborne Office Building	Baton Rouge, LA 70804-9095
Seventh Floor, Suite 7-160	E-Mail:
Baton Rouge, LA 70802	selection.board@la.gov

Use this e-mail address for applications only. Do not send any other communications to this address.

The tentative meeting date for the Louisiana Architectural Selection Board is **Tuesday, April 4, 2017 at 10:00 AM at Claiborne Building, Room 1-153 Iowa Room, 1201 North Third Street, Baton Rouge, LA 70802.**