

# **LANDSCAPE ARCHITECTURAL SERVICES WANTED**

Applications for Landscape Architectural Services for the following projects will be accepted until **2:00 p.m., Wednesday, July 15, 2020.** (Your attention is called to the **2:00 p.m. deadline -- exceptions WILL NOT be made**). Applications shall be submitted on the standard LSB - 1 (September 2019 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. New Tennis Courts, Grambling State University, Grambling, Louisiana, Project No. GramAth-52020.** This project consists of new tennis courts for Grambling State University. The project includes eight regulation size courts with fencing, lighting, surface & subsurface drainage systems, color coated surface over post-tensioned slabs, posts, and nets to meet ASBA, USTA, & NCAA Guidelines. The Designer shall prepare and submit all required drawings to Grambling State University 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 **\$600,000.00** with a fee of approximately **\$46,578.00**. 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 **Fred Carr, Grambling State University, carrf@gram.edu.**

## **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 \$10,000,000	\$1,000,000
\$10,000,001 to \$20,000,000	\$1,500,000
\$20,000,001 to \$50,000,000	\$3,000,000

Over \$50,000,000

To be determined by Owner

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 landscape 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](http://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 THAN SEVEN (7) DAYS BEFORE THE SELECTION BOARD MEETING.

Applications shall be delivered or mailed or emailed to :

**LOUISIANA LANDSCAPE ARCHITECTS SELECTION BOARD  
c/o FACILITY PLANNING AND CONTROL**

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

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

The tentative meeting date for the Louisiana Landscape Architectural Selection Board is **Wednesday, July 29, 2020 at 10:00 AM at the Claiborne Building, 1201 North Third Street, Room 1-136C Thomas Jefferson, Baton Rouge, LA 70802.**