ADDENDUM NO. 3
REQUEST FOR QUALIFICATIONS

PART A: PRE-CONSTRUCTION SERVICES and
PART B: CONSTRUCTION SERVICES  (Construction Manager at Risk)

Athletics Facilities Repairs
Louisiana Tech University
Ruston, Louisiana
Project Number 19-625-19-ORM, F.19002282

June 25, 2019

ITEM NO. 1: PRE-PROPOSAL CONFERENCE
The following is a summary of the minutes and agenda topics of the non-mandatory RFQ Pre-
Proposal Conference held on Tuesday, June 18, 2019:

INTRODUCTIONS
- FP&C (Fred Dugas, RFQ Coordinator, Sara McCann, Project Manager)
- LA Tech (Sam Wallace, Associate Vice President for Administration and Facilities, Adam
  McGuirt, Director of Disaster Recovery and Strategic Initiatives)
- Designer (Tim Brandon, Tim Brandon Architecture)

RFQ / CONTRACT PROVISIONS FOR CONSTRUCTION MANAGEMENT @ RISK SERVICES
- Proposals (statements of qualifications) for Part A: Pre-Construction Services (design-assist) and
  Part B: Construction Services (Construction Management at Risk) are due 4:00 pm, Tuesday, July
  2.
- FPC anticipates awarding Part A: Pre-Construction Services with an option to award Part B:
  Construction Services
• Award of Part B: Construction Services will be predicated on applicant’s performance during Part A: Pre-Construction Services and the Owner / Construction Manager agreeing on the terms included in the GMP Proposal.
• The inability to negotiate / arrive at an agreed to GMP Proposal shall result in termination of the Part A: Pre-Construction Services contract, which at that time the project will be publicly advertised / bid
• Per revised statute 38:2225.2.4(6), should the project be publicly bid, the Construction Manager shall be prohibited from bidding (refer to RFQ, Section 1.1.1, page 4 and Addendum 1, EXHIBIT 8, page 12).
• Part A and Part B contracts shall consist of the following: AIA A133-2009 – (Owner/Construction Manager Agreement as modified by owner - Addendum 1), AIA A201-2017 (General Conditions of the Contract as modified by owner - Addendum 2), all subsequent Addenda regarding this RFQ, Change Orders, Construction Change Directives, Supplemental Instructions, Drawings, Specifications (Project Manual), the Construction Manager’s Guaranteed Maximum Price (GMP) Proposal, the terms of the RFQ, and the Proposal of the selected applicant.

SCHEDULE OF ACTIVITIES – CM@R SELECTION PROCESS (page 14 of RFQ)
• RFQ formally advertised / posted to LaPAC Wed May 29
• Pre-proposal conference / tour of Athletics Facilities Tucs Jun 18
• Closing date for receipt of questions Fri Jun 21
  o all questions responded to by addendum
• State’s response to questions Wed Jun 26
  o addendum no. 3 issued / posted to LaPAC
• Proposals due- 4:00 pm Tues July 2
  o Facility Planning & Control
  o physical address : Claiborne Bldg, 1201 Third St, Suite 7-160 Baton Rouge LA 70802
  o mailing : P O Box 94095, Baton Rouge LA 70804-9095
• Phase A short-list announced Tues July 9
• Phase B public opening of cost proposals 2:00 pm Thurs July 11
• DOA approval of contract award Mon July 15
• CM@Risk contract award announcement Mon July 15
• Pre-construction kick-off meeting Mon July 22
• Contract execution no later than Thurs Aug 1

PROJECT OVERVIEW / PRELIMINARY BUDGET (page 43 of RFQ)
• AFC (construction budget) = $16,792,753
• Construction deadline: 180 calendar days
• CM@R SCOPE - REPAIRS / RENOVATIONS / ENHANCEMENTS TO EXISTING FACILITIES
  (baseball, softball, soccer, intramural softball, track & field, tennis, athletics center, athletics complex)
  o utilities infrastructure / site development to support project
  o demolition as required
  o interior selective hazardous materials abatement / demo to facilitate repairs / renovations
  o renovations to unoccupied facilities
  o waterproofing / masonry tuck-pointing & restoration
  o possible new construction / addition to existing facilities may be added to contract scope
  o possible multiple phases dependent on user agency priority for the delivery of the overall project
  o phasing determined by cm@r during pre-construction design- assist phase
  o possible reroofing and bldg. envelope repairs / restoration completed as advance start items

• CM@RISK - COORDINATION ITEMS
  o artwork provided under separate contract if applicable whether integrated into the bldg and/or sitework construction, attached to the bldg, or set within the bldg or site
  o independent testing lab services provided by owner under separate contract
  o movable furniture, finishes, and equipment provided under separate contract
  o information technology (IT)
  o surveys (geotechnical / topographic)

CM@R SELECTION PROCESS (Section 5 pages 28-30 of RFQ)
• PHASE A – PRELIMINARY SCREENING / QUALIFYING OF APPLICANTS
  o selection review committee evaluation / scoring of statements of qualifications and the short-listing of proposers for advancement to Phase B. refer to Section 4 response instructions (pages 18 -26 of RFQ) for submission requirements
  o firm history, organization and financial condition
  o firm qualifications and staffing plan
  o firm’s approach and methodology
  o firm’s past performance on similar projects
• PHASE B – PUBLIC OPENING OF COST PROPOSALS
- public opening of the Cost Proposals (sealed envelope) delivered prior to the public opening deadline from those Proposers who meet or exceed the minimum score necessary to advance to Phase B of the selection process will be held at 2:00 pm on Thurs, July 11
- a Part A: Pre-Construction Services contract will be awarded to the qualified applicant submitting the lowest cost proposal for Part B: Construction Services-Construction Management at Risk (Cost Proposal Form w/ Exhibit 12 - construction fee worksheet and Exhibit 13 - staffing / site office costs worksheet attachments)

**RFQ PACKET / CONTRACT KEY ELEMENTS**

- **EXHIBIT 3 - PART A: PRE-CONSTRUCTION SERVICES** (design assist)
  - refer to RFQ (pages 35-36) & Addendum No. 1 (AIA A133-2009, Article 2, 2.1-2.2 pages 6-12 and 2.4-2.5 page 14)
- **EXHIBIT 4 - PART B: CONSTRUCTION SERVICES** (construction w/ gmp) services
  - refer to RFQ, page 37 & Addendum No. 1 (AIA A133-2009, Article 2, 2.3-2.5 pages 12-14)
- **EXHIBIT 5 - PRELIMINARY PROJECT SCHEDULE** (page 38 of RFQ)
  - construction schedule 180 calendar days based in part on accelerated startup as generally referenced in Section 1.3 of RFQ (pages 5-7)
- **EXHIBIT 6 - PRELIMINARY PROJECT BUDGET** (pages 39 of RFQ)
  - $16,792,753 based on preliminary assessment of damages
- **EXHIBIT 7 - PRELIMINARY PROGRAM** (page 40 of RFQ)
  - in-kind repairs to the various Athletics Facilities included in the damages assessment
- **EXHIBIT 8 - draft AGREEMENT BETWEEN OWNER AND CONSTRUCTION MANAGER** – AIA A133-2009 (Addendum No. 1)
- **EXHIBIT 9 - GENERAL CONDITIONS** of the CONTRACT for CONSTRUCTION – AIA A201-2017 (Addendum No. 2)
- **EXHIBIT 10 - COST PROPOSAL FORM** (page 44 of RFQ)
  - Delivered prior to deadline of Phase B public opening of cost proposals from those applicants who meet or exceed the minimum score to qualify to advance to Phase B
  - Cost Proposal Form shall be filled in with Exhibit 12 and 13 fixed price totals as well as a total overall fixed price amount for Part B: Construction Services without altering the form.
- **EXHIBIT 11 - PRE-CONSTRUCTION FEE WORKSHEET** (page 45 of RFQ)
  - Submitted following execution of Part A: Pre-Construction Services contract by successful Proposer. This is a post-selection activity and not part of the CM@R selection process.
- **EXHIBIT 12 - CONSTRUCTION FEE WORKSHEET** (page 46 of RFQ)
Submitted with / attached to Cost Proposal Form by those applicants who meet or exceed the minimum score to qualify to advance to Phase B of the selection process.

- EXHIBIT 13 - CM@R STAFFING & SITE OFFICE COSTS WORKSHEET (page 47-48 of RFQ)
  - Submitted with / attached to Cost Proposal Form by those applicants who meet or exceed the minimum score to qualify to advance to Phase B of the selection process.

- EXHIBIT 14 – BIM PROTOCOL
  - refer to RFQ (pages 49-56) – not currently part of CM@R services, if added to scope CM shall employ BIM modeling beginning with the Design Development phase of design and continuing thru construction and project closeout

- EXHIBIT 17 – CRITICAL PATH METHOD (CPM) SCHEDULE REQUIREMENTS
  - refer to RFQ (pages 68-81) – CM shall employ CPM Scheduling beginning with the Design Development phase of design and continuing thru construction and project closeout

- construction manager is prohibited from self-performance (refer to RFQ - EXHIBIT 4, page 37 and Addendum No. 1, AIA A133-2009 page 12)

- contractor insurance (refer to Addendum No. 2 - Exhibit 9 - AIA A201-2017, Art 11, pages 47-54)
  - traditional insurance based on current FPC requirements and limits
  - requirements for professional liability insurance (Pre-Construction Services - design assist)

- time and liquidated damages (refer to AIA A201-2017, Art 8, 8.2.2 page 34)

- questions regarding the RFQ and/or related exhibits shall be submitted by email only to the RFQ Coordinator, Fred Dugas @ fred.dugas@la.gov due no later than close of business Friday, June 21st

OVERVIEW OF PRELIMINARY PROGRAM / PROJECT SCOPE  (Tim Brandon)

Q&A

SIGN-IN SHEET ATTACHED

ITEM NO. 2: RESPONSES TO RFQ QUESTIONS
Included herein are responses and/or clarifications to RFQ Questions as follows:

QUESTION 1: The public advertisement for this CM@R references a fixed-fee of $50,000 for Pre-Construction Services. Where is the Pre-Construction Services fee referenced in the RFQ?
RESPONSE 1: Article 4 of the DRAFT AIA A-133 includes the $50,000 Pre-Construction Services fee.
QUESTION 2: Please confirm if Exhibit 11 – PRE-CONSTRUCION FEE WORKSHEET is to be included with the RFQ, the Cost Proposal, or will not be required.
RESPONSE 2: The RFQ instructions included in Tab 12, subsection 12.2 notes that Exhibit 11 shall be submitted by the successful Proposer following the award of the Part A: Pre-Construction Services contract. The Exhibit 11 is included in the RFQ as a sample worksheet and is not to be included in either the Proposals (Statements of Qualifications) due on July 2, 2019 or the Cost Proposal due at the public opening of Cost Proposal scheduled for July 11, 2019.

QUESTION 3: Please identify the turn-in and opening location for the Cost Proposal.
RESPONSE 3: Following the Phase A evaluation and shortlisting of Proposers, the Owner will invite the shortlisted Proposers to submit a Cost Proposal which will be due no later than 2:00 pm local time, Thursday, July 11, 2019. Cost Proposals can either be delivered to the reception desk in the FPC suite, 7th Floor Claiborne Bldg, 1201 N. Third Street, Baton Rouge any time prior to the deadline or to FPC staff in Room 1-145 just prior to the public opening of the Cost Proposals.

QUESTION 4: What is the anticipated distribution date for Exhibit 7 (Preliminary Program)?
RESPONSE 4: The Preliminary Program (the detailed damages assessment) is not available at this time and will more than likely not be available until sometime after the contracting of CM@R services.

QUESTION 5: How will the PCM (Pre-Construction Manager) be reimbursed for Part A: Pre-Construction Services?
RESPONSE 5: The PCM shall be compensated for Pre-Construction Services based on invoicing for fees earned for those services. The Exhibit 11: Pre-Construction Services Worksheet is intended to establish the anticipated monthly labor and expenses associated with the fees and invoicing process.

QUESTION 6: Subparagraph 12.3.1 indicates that the Construction Management Fee (for Part B: Construction Services) shall be stated as a percentage of construction cost and in dollars but the Exhibit 12 sample worksheet only shows a total firm fixed price in dollars. Please clarify.
RESPONSE 6: In addition to the firm total fixed price for labor and expenses, Proposers invited to submit Cost Proposals should add a line item on the Exhibit 12: Construction Fee Worksheet to indicate the fee as a percentage of the construction cost. The total firm fixed price actual numerical total and the fee as a percentage of the construction cost should result in the same total.

END OF ADDENDUM
June 18, 2019

SIGN-IN SHEET
PRE-PROPOSAL CONFERENCE
PART A: PRE-CONSTRUCTION SERVICES and PART B: CONSTRUCTION SERVICES
(CONSTRUCTION MANAGEMENT @ RISK SERVICES)
ATHLETICS FACILITIES REPAIRS
LOUISIANA TECH UNIVERSITY        Ruston
Project No. 19-625-19-ORM, F.19002282

Attendees:

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<tr>
<th>NAME</th>
<th>ORGANIZATION</th>
<th>TELE / EMAIL</th>
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<tbody>
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<td><a href="mailto:baker@latech.edu">baker@latech.edu</a></td>
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<td>Gerald Jordan</td>
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<tr>
<td>Joe Peel</td>
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<td>257-5323</td>
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<td>Tim Branchen</td>
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