

Applications for Architectural Designer Services for the following projects will be accepted until **4:00 p.m., April 4, 2018**. (Your attention is called to the **4:00 p.m. deadline -- exceptions WILL NOT be made**). A single design firm will be selected for all three projects with separate contracts for each project.

**APPLICATIONS SHALL BE SUBMITTED ON THE STANDARD FORM - the LSU HCSD Architectural Design Application, WITH NO ADDITIONAL SHEETS OF PAPER ATTACHED. THIS STANDARD FORM HAS AN INSTRUCTION SHEET AND ADDITIONAL PRE-NUMBERED PAGES FOR ADDITIONAL INFORMATION. PLEASE BE SURE TO USE AN UP-TO-DATE COPY OF THE FORM. THESE FORMS ARE AVAILABLE AT THE LSU HCSD OFFICE,**

**THE LSU HCSD WEBSITE:**

<http://www.lsuhsospitals.org/>

and LAPAC:

<https://wwwcfprd.doa.louisiana.gov/osp/lapac/pubMain.cfm>

**DO NOT ATTACH ANY ADDITIONAL SHEETS TO THIS APPLICATION. **FIVE (5)** COPIES OF EACH APPLICATION MUST BE SUBMITTED OF WHICH ONE MUST BE A SIGNED AND SEALED ORIGINAL AND **FOUR (4) SIGNED COPIES** (PHOTOCOPIES ACCEPTABLE). SUBMITTALS SHALL NOT BE BOUND, BUT MAY BE STAPLED. ANY APPLICATIONS WITH ATTACHMENTS IN ADDITION TO THE PRE-NUMBERED SHEETS OR OTHERWISE NOT FOLLOWING THIS FORMAT WILL BE DISCARDED.**

This project consists of design, preparation of three (3) projects, in coordination with LSU HCSD staff, for:

1. The ILH Temporary Dental Clinic **Design, for the Manufacture and Installation of Precast Panels on a portion of the Exterior of the Interim LSU Hospital (ILH) and Site Restoration at 2021 Perdido St., New Orleans, LA70112. Project No. 18-01**
2. Demolition of Hospital Rooftop Helipad and Site Restoration at the Interim LSU Hospital, **2021 Perdido St., New Orleans, LA 70112. Project No. 18-02**
3. Demolition of Exterior Fast Track Elevator, Restoration of Connector Bridge to pre-elevator installation condition, Site Restoration at the Interim LSU Hospital (ILH), **2021 Perdido St., New Orleans, LA 70112. Project No. 18-03**

1. **Design, for the Manufacture and Installation of Precast Panels on a portion of the Exterior of the Interim LSU Hospital (ILH) and Site Restoration at 2021 Perdido St., New Orleans, LA 70112, Project No. 18-01.**

**SCOPE OF WORK:**

- The contractor/designer will develop Architectural Contract Documents, establish overall structure geometry, select the wall materials for appearance and function, provide details and

tolerances for proper material interfacing and weatherproofing, and specify performance and quality characteristics, as well as inspection and testing requirements in the contract documents.

- Provide complete drawings and specifications detailing all aesthetic, functional and structural requirements, including design criteria, plus dimensions. The precaster shall make shop drawings (erection and production drawings) as required, with details as shown by the designer.
- Modifications may be suggested that, in Architect's estimation, would improve the economics, structural soundness, or performance of the precast concrete installation.
- Full responsibility for the precast concrete design, including such modifications, remains with the Architect.
- The plan shall include detailed steps, processes, phases and procedures that will be required to accomplish each bulleted item in the most efficient and effective manner, utilizing industry best practices, and in accordance with state and federal laws, rules, and regulations.
- The Architect will prepare specifications to be included in Requests for Proposals and/or Invitations to Bid for the hiring of a Contractor to perform all of the services necessary to complete the project **18-01**.

The Architect shall be responsible for the supervision of all staff hired to perform the services listed above and will monitor their activities closely.

Architect shall provide progress reports at least monthly detailing the activities of each of the staff members hired to perform project services. If requested by LSU HCSD the Architect will provide presentations or reports to FEMA, the State, or LSU HCSD on the following:

- a. Comprehensive plans and timeline.
- b. Comprehensive, detailed specifications in compliance with State of Louisiana procurement and contract laws to insure open and competitive process.

In consideration of the services required by this contract, LSU HCSD hereby agrees to pay to Architect approximately **\$2,969.00** for the A & E design fee.

Payments are predicated upon successful completion and written approval by LSU HCSD of the described tasks and deliverables as provided above. Payments will be made to Architect after written acceptance by LSU HCSD of the payment task and approval of an invoice. LSU HCSD will make every reasonable effort to make payments within thirty (30) days of the approval of invoice and under a valid contract.

Payment for the **Design, for the Manufacture and Installation of Precast Panels on a portion of the Exterior of the Interim LSU Hospital (ILH)** and Site Restoration, **design fee** will be made only on approval of the Project Coordinator/Contract Monitor as follows:

Schematic Design \$564.11  
Design Development \$593.80

Contract Documents	\$475.04
Bidding and Negotiation	\$267.21
Construction Administration	\$267.21
Project Completion and Close Out	\$801.63
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Total	\$2,969.00

Only firms with in-house Architectural-design services, recent experience with plan development for **Design, for the Manufacture and Installation of Precast Panels** will be considered. Emphasis will be placed on successful experience in meeting design schedules and a planned approach to performing the contract services within the time allowed. Emphasis will be placed on Louisiana based firms and firms with an office within 50 miles of New Orleans. Only firms licensed in the State of Louisiana will be considered. Funding for this project is provided by the Federal Emergency Management Agency and LSU HCSD and their participation and oversight may be expected in all phases of the project. This project will be administered by LSU HCSD and applicants should be thoroughly familiar with their requirements and procedures before submitting an application. Any questions about these requirements and procedures should be directed to LSU HCSD. The construction cost and fee are approximate. The construction cost will be finalized during design and a fee will be determined based on the Louisiana Capital Improvement Projects Procedure Manual for Design and Construction, 2006 Edition. The designer shall prepare and submit all required drawings to LSU HCSD. Design and drawings shall follow the format specified in the "Instructions to Designers for AutoCAD Drawings Submittal". The funds available for construction as specified in the FEMA Project Worksheet are approximately **\$23,286.89** with a fee of approximately **\$2,969.00 for design and construction monitoring**. The dollar amounts and fees are based on the State of Louisiana DOA logarithmic fee and calculations for architectural and design projects. Applicants are advised that fees will be established by the Owner based on the amount of the construction costs identified in the FEMA Project Worksheet and will be adjusted based on the actual construction cost established after bids are received for the project and is not subject to negotiation. The formula for calculating the fee can be found in the LSU HCSD policy. 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 a standard Contract between Owner and Designer. LSU HCSD shall incur no obligation to the designer until the Contract between Owner and Designer is fully executed. Unless indicated otherwise in the project description, there will be no additional fee for consultants. Applicants may be qualified to participate in the Small Entrepreneurship Program (The Hudson Initiative) and are encouraged to consider participation. Contract design time is 90 consecutive calendar days; including 7 days of review time. Thereafter, liquidated damages in the amount of **\$200.00** per day will be assessed. Further information is available from **Angela Gooden at (225) 354-7017, [agoode@lsuhsc.edu](mailto:agoode@lsuhsc.edu) or Rhonda Dendy at (225) 354-7019, [raccar@lsuhsc.edu](mailto:raccar@lsuhsc.edu), 5429 Airline Highway Baton Rouge, LA 70805.**

2. **Contractor-Designer Plan for the Hospital Roof Helipad Demolition and Site Restoration at University Hospital 2021 Perdido Street New Orleans, LA, 70112 Project No. 18-02.**

**SCOPE OF WORK:**

- The Architect/designer will develop the Demolition Contract Documents, establish overall structure to demolish, removal of the hospital rooftop heliport structure and peripheral accessories.

- Including, but not limited to, removal of stairs, safety net outriggers, ramps, gutters, and structural frames and supports.
  - Disconnection and removal of all heliport utilities and appurtenances.
  - Including, but not limited to, electrical demolition of all conduit, devices, beacons, floodlights, controllers, hardware, and mounting apparatus.
- The plan shall include demolition and removal of fuel/water separator, fuel containment tank, and disposal of any fluids contained within.
  - The plan shall include procedures to disconnect and remove the fire suppression system and fire alarm pull stations.
  - The plan shall include design for the removal of the lightning protection system components attached to the heliport structure.
  - The plan shall include a means and design to protect all building components including the hospital roof from damage during demolition activities.
  - Plan shall include restoration procedures for building components damaged during removal of the heliport structure.
  - Architect shall provide and furnish all necessary equipment, supervised labor, materials, and appurtenances to design for the demolition of the helipad from the roof of LSU University Hospital located at 2021 Perdido Street New Orleans, LA 70112.
  - Plan shall outline procedures to mobilize crane to parking lot across from the 2021 Perdido Street New Orleans, LA 70112 site and dismantle existing helipad from roof.
  - Plan shall outline required load tonnages of helipad components and haul off.
  - Plan shall outline procedures for the removal of hazardous, controlled, and/or contaminated materials.
  - Plan shall outline roof protection procedures and compliance methods including any additional roof work (i.e., patch, pitch pockets, etc.).
  - Plan shall outline requirements to maintain helipad main column supports to roof in place so as not to compromise roof integrity.
  - Plan shall outline contractor's retainage of all salvage rights of removed material.
  - Plan shall outline, detail, gather and supply owner with all construction and compliance documents relative to demolition, site restoration Hospital Roof Helipad at University Hospital 2021 Perdido Street New Orleans, LA,70112 **Project No. 18-02**.

- The plan shall include detailed steps, processes, phases and procedures that will be required to accomplish each bulleted item in the most efficient and effective manner, utilizing industry best practices, and in accordance with state and federal laws, rules, and regulations.

The Architect shall prepare specifications to be included in Requests for Proposals and/or Invitations to Bid for the hiring of a Contractor to perform all of the services necessary to complete project 18-02.

The Architect shall be responsible for the supervision of all staff hired to perform the services listed above and will monitor their activities closely.

Architect shall provide progress reports at least monthly detailing the activities of each of the staff members hired to perform project services. If requested by LSU HCSD the Architect will provide presentations or reports to FEMA, the State, or LSU HCSD on the following:

- a. Comprehensive plans and timeline above.
- b. Comprehensive, detailed specifications in compliance with State of Louisiana procurement and contract laws to insure open and competitive process.

In consideration of the services required by this contract, LSU HCSD hereby agrees to pay to Architect approximately **\$5,899.00** for the A & E design fee. *Design Fees will be adjusted based on the actual bid awarded for the demolition of the heliport. The fees will be adjusted for all phases of design accordingly.*

Payments are predicated upon successful completion and written approval by LSU HCSD of the described tasks and deliverables as provided above. Payments will be made to CONTRACTOR-DESIGNER after written acceptance by LSU HCSD of the payment task and approval of an invoice. LSU HCSD will make every reasonable effort to make payments within thirty (30) days of the approval of invoice and under a valid contract.

Payment for the **Design**, Hospital Roof Helipad Demolition and Site Restoration, **design fee** will be made only on approval of the Project Coordinator/Contract Monitor as follows:

Schematic Design	\$1,120.81
Design Development	\$1,179.80
Contract Documents	\$943.84
Bidding and Negotiation	\$530.91
Construction Administration	\$530.91
Project Completion and Close Out	\$1,592.73
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Total-	\$5,899.00

Only firms with in-house Architectural-design services, recent experience with plan development for **Demolition Projects** will be considered. Emphasis will be placed on successful experience in meeting design schedules and a planned approach to performing the contract services within the time allowed. Emphasis will be placed on Louisiana based firms and firms with an office within 50 miles of New Orleans. Only firms licensed in the State of Louisiana will be considered. Funding for this project is provided by the Federal Emergency Management Agency and LSU HCSD and their participation and oversight may be expected in all phases of the project. This

project will be administered by LSU HCSD and applicants should be thoroughly familiar with their requirements and procedures before submitting an application. Any questions about these requirements and procedures should be directed to LSU HCSD. The construction cost and fee are approximate. The construction cost will be finalized during design and a fee will be determined based on the Louisiana Capital Improvement Projects Procedure Manual for Design and Construction, 2006 Edition. The designer shall prepare and submit all required drawings to LSU HCSD. Design and drawings shall follow the format specified in the "Instructions to Designers for AutoCAD Drawings Submittal". The funds available for construction as specified in the FEMA Project Worksheet are approximately **\$50,420.00** with a fee of approximately **\$5,899.00 for design and construction monitoring**. The dollar amounts and fees are based on the State of Louisiana DOA logarithmic fee and calculations for architectural and design projects. Applicants are advised that fees will be established by the Owner based on the amount of the construction costs identified in the FEMA Project Worksheet and will be adjusted based on the actual construction cost established after bids are received for the project and is not subject to negotiation. The formula for calculating the fee can be found in the LSU HCSD policy. 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 a standard Contract between Owner and Designer. LSU HCSD shall incur no obligation to the designer until the Contract between Owner and Designer is fully executed. Unless indicated otherwise in the project description, there will be no additional fee for consultants. Applicants may be qualified to participate in the Small Entrepreneurship Program (The Hudson Initiative) and are encouraged to consider participation. Contract design time is **120** consecutive calendar days; including **7** days of review time. Thereafter, liquidated damages in the amount of **\$500.00** per day will be assessed. Further information is available from **Angela Gooden at (225) 354-7017, [agoode@lsuhsc.edu](mailto:agoode@lsuhsc.edu) or Rhonda Dendy at (225) 354-7019, [raccar@lsuhsc.edu](mailto:raccar@lsuhsc.edu), 5429 Airline Highway Baton Rouge, LA 70805.**

3. **Architectural designer services for the** Demolition of Exterior Fast Track Elevator, Restoration of Connector Bridge to pre-elevator installation condition, Site Restoration at the Interim LSU Hospital (ILH), Project No. **18-03**.

**SCOPE OF WORK:**

- The Architect will develop the project design concept, establish overall structure to demolish and remove the exterior fast track elevator structure and peripheral accessories.
- The Medical Center of Louisiana at New Orleans constructed an elevator from the new LSU Interim Hospital ED Waiting Room to the Hospital-UMOB Bridge to directly link the Emergency Check-in and Triage Function at the Hospital with the new Emergency Fast Track facility on the fifth level of the UMOB.
- The plan shall outline the installation and scaffolding up & down
- The plan shall outline requirements for demolition and framing
- The plan shall detail and outline the repair of the skywalk opening located at 2021 Perdido St., New Orleans, LA. 70112.

- The plan shall outline procedures and requirements for the replacement of the concrete fascia panels and overhand.
- The plan shall outline procedures and requirements for the replacement of the curtain wall.
- The plan shall outline procedures and requirements for the replacement of any and all interior repairs
- The plan shall outline procedures and requirements for the replacement of any and all electrical repairs
- The plan shall outline procedures and requirements for the replacement of any and all roofing repairs
- The plan shall outline procedures and requirements for the replacement of concrete drive and landscaping
- The plan shall note in requirements there will be no asbestos or any remediation work to be included in the demolition, site restoration project.
- The plan shall include detailed steps, processes, phases and procedures that will be required to accomplish each bulleted item in the most efficient and effective manner, utilizing industry best practices, and in accordance with state and federal laws, rules, and regulations.

### **Fast Track Elevator Demolition Specifics**

- Elevator Oil Hydraulic elevator, 4,000 lb
- Hospital passenger. 6 floors.
- Steel demo. Selective metals demolition, structural framing members, 10 - 15 tons, remove whole or cut up into smaller pieces, incl loading, excl shoring, bracing, cutting, hauling, dumping. (Est. 52,470#/500# = 105
- Demo Metal studs
- Demo EIFS and board sheeting.
- Selective demolition, thermal and moisture protection, roofing, built-up, 5-ply, excluding gravel
- Demo electrical/controls.
- Demo safety switch, 100 LF wire & conduit.
- Windows, steel sash, custom units, casement, fixed, excl. glazing and trim
- Glazing panel, insulating, 5/8" thick units, 2 lights 3/16" float glass, tinted
- Metal siding, steel, corrugated or ribbed, 20 ga, .0359" thick, colored
- Slab on grade, 6" thick, light industrial, reinforced.
- Contractor shall be responsible for selective demolition, rubbish handling, any and all dumpster and dumpster hauling and removal costs. All debris shall be placed immediately in dumpsters
- Haul. Selective demolition, rubbish handling, dumpster, cost to be added to demolition cost.
- Rent truck, dump, shall be the responsibility of the demolition contractor

- Selective demolition, dump charges, typical urban city, building construction materials, includes tipping fees shall be the responsibility of the demolition contractor.
- Rent crane and operating costs shall be the responsibility of the demolition contractor.
- Rent aerial lift, articulating boom, shall be the responsibility of the demolition contractor.

The Architect shall prepare specifications to be included in Requests for Proposals and/or Invitations to Bid for the hiring of a Contractor to perform all of the services necessary to complete project 18-03.

The Architect shall be responsible for the supervision of all staff hired to perform the design services listed above and will monitor their activities closely.

Architect shall provide progress reports at least monthly detailing the activities of each of the staff members hired to perform project services. If requested by LSU HCSD the Architect will provide presentations or reports to FEMA, the State, or LSU HCSD on the following:

- a. Comprehensive plans and timeline above.
- b. Comprehensive, detailed specifications in compliance with State of Louisiana procurement and contract laws to insure open and competitive process.

In consideration of the services required by this contract, LSU HCSD hereby agrees to pay to Architect a design fee of approximately **\$32,054.00** for the Demolition of Exterior Fast Track Elevator, Restoration of Connector Bridge to pre-elevator installation condition, and Site Restoration at the Interim LSU Hospital (ILH). *Design Fees will be adjusted based on the actual bid awarded for the demolition of the heliport. The fees will be adjusted for all phases of design accordingly.*

Payments are predicated upon successful completion and written approval by LSU HCSD of the described tasks and deliverables as provided above. Payments will be made to CONTRACTOR-DESIGNER after written acceptance by LSU HCSD of the payment task and approval of an invoice. LSU HCSD will make every reasonable effort to make payments within thirty (30) days of the approval of invoice and under a valid contract.

Payment for the Demolition and site restoration of the Exterior Fast Track Elevator **design fee** will be made only on approval of the Project Coordinator/Contract Monitor as follows:

Schematic Design	\$6,090.26
Design Development	\$6,410.80
Contract Documents	\$5,128.64
Bidding and Negotiation	\$2,884.86
Construction Administration	\$2,884.86
Project Completion and Close Out	\$8,654.58
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Total	\$32,054.00

Only firms with in-house architectural services, recent experience with plan development for Demolition and Site Restoration of the Exterior Fast Track Elevator will be considered. Emphasis will be placed on successful experience in meeting design schedules and a planned approach to performing the contract services within the time allowed. Emphasis will be placed on Louisiana



based firms and firms with an office within 50 miles of New Orleans. Only firms licensed in the State of Louisiana will be considered. Funding for this project is provided by the Federal Emergency Management Agency and LSU HCSD and their participation and oversight may be expected in all phases of the project. This project will be administered by LSU HCSD and applicants should be thoroughly familiar with their requirements and procedures before submitting an application. Any questions about these requirements and procedures should be directed to LSU HCSD. The construction cost and fee are approximate. The construction cost will be finalized during design and a fee will be determined based on the Louisiana Capital Improvement Projects Procedure Manual for Design and Construction, 2006 Edition. The designer shall prepare and submit all required drawings to LSU HCSD. Design and drawings shall follow the format specified in the "Instructions to Designers for AutoCAD Drawings Submittal". The funds available for the Demolition of Exterior Fast Track Elevator, Restoration of Connector Bridge to pre-elevator installation condition, Site Restoration at the Interim LSU Hospital (ILH), as specified in the FEMA Project Worksheet are approximately **\$328,852.00** with a fee of approximately **\$32,054.00 for design**. The dollar amounts and fees are based on the State of Louisiana DOA logarithmic fee and calculations for architectural and design projects. Applicants are advised that fees will be established by the Owner based on the amount of the estimated construction cost and within the range stated in the advertisement and is not subject to negotiation. The formula for calculating the fee can be found in the LSU HCSD policy. 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 a standard Contract between Owner and Designer. LSU HCSD shall incur no obligation to the designer until the Contract between Owner and Designer is fully executed. Unless indicated otherwise in the project description, there will be no additional fee for consultants. Applicants may be qualified to participate in the Small Entrepreneurship Program (The Hudson Initiative) and are encouraged to consider participation. Contract design time is 120 consecutive calendar days; including 7 days of review time. Thereafter, liquidated damages in the amount of **\$500.00** per day will be assessed. Further information is available from **Angela Gooden at (225) 354-7017, [agoode@lsuhsc.edu](mailto:agoode@lsuhsc.edu) or Rhonda Dendy at (225) 354-7019, [raccar@lsuhsc.edu](mailto:raccar@lsuhsc.edu), 5429 Airline Highway Baton Rouge, LA 70805.**

#### **GENERAL REQUIREMENTS APPLICABLE TO ALL PROJECTS:**

Applicants are advised that design time ends when the Documents are "complete, coordinated and ready for bid". 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. 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. LSU HCSD shall incur no obligation to the designer until the Contract Between Owner and Designer is fully executed.

**THE SMALL ENTREPRENEURSHIP PROGRAM:** Applicants may be qualified to participate in the Small Entrepreneurship Program (The Hudson Initiative) and are encouraged to consider participation. Firms will be expected to have all the expertise necessary to provide all architectural services required by for the projects for which they are applying. Unless indicated otherwise in the project description, there will be no additional fee for consultants.

**ANY PERSON REQUIRING SPECIAL ACCOMMODATIONS SHALL NOTIFY LSU HCSD OF THE TYPE(S) OF ACCOMMODATION REQUIRED NOT LESS THAT SEVEN (7) DAYS BEFORE THE SELECTION BOARD MEETING.**

Applications shall be delivered to: **LSU HCSD, Administrative Business Office, Room 3, Baton Rouge, LA, 70805, Attention: Angela Gooden**

The tentative meeting date for the LSUHCSD Selection Board is **Friday, April 6, 2018 at 10 AM at 5429 Airline Highway Baton Rouge, LA 70805**. LSU HCSD reserves the right to change this date as needed and appropriate.