

## **ENGINEERING SERVICES WANTED**

Applications for Engineering Services for the following projects will be accepted until **2:00 p.m., Thursday, July 12, 2018**. (Your attention is called to the **2:00 p.m. deadline -- exceptions WILL NOT be made**). Applications shall be submitted on Standard Form LE-1, (revised April 2000 edition.) These forms are available at the selection board office and on the Facility Planning & Control website at [www.doa.la.gov/Pages/ofpc/Index.aspx](http://www.doa.la.gov/Pages/ofpc/Index.aspx) . The application consists of six(6) pages. Two additional 8-1/2 x 11 inch pages may be included. These shall include any continuations of answers to questions on the application, additional information, etc. **Applications in any other format will not be considered.** Applications with more than a total of eight (8) 8-1/2 x 11 inch pages will not be accepted. One fully completed, signed and sealed 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. Renovations, Shreveport State Office Building (Mary Allen State Office Building), Shreveport, Louisiana, Project No. 01-107-05B-13, WBS F.01003770.**

This project consists of renovations to the existing 12 story, 188,832 square foot office building constructed in 1940. Subject to the availability of funding, the scope of work shall include all or part of the following: replacement of electrical and mechanical equipment; fireproofing and repair of interior finishes, abatement of VAT flooring, mastics, and asbestos pipe insulation in AHU closets; replacement of carpet, vinyl, and rubber flooring; restoration/replacement of interior elevator cab finishes; painting of interior; mold abatement; repair/replacement of interior doors; alteration of stair handrails to comply with code; replacement of room signs and directories to comply with ADAAG; replacement of exit signs; replacement of window blinds; basement waterproofing; installation of heat reflective window tint; exterior waterproofing/glazing; replacement of deteriorated exterior doors, demolition of shed building; repair of CMU retaining wall; removal of chain link fence; and repair of perimeter decorative iron fence. Designer should expect oversight from GOHSEP and SHPO and will address any historic concerns. Funding for this project is provided in part or whole by the Federal Emergency Management Agency and their participation and oversight shall be expected in all phases of the project. A renovation factor has been included for GOHSEP, SHPO and FEMA oversight. Designer will be required to engage the services of a licensed architectural consultant to assist with all architectural elements of the work. 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

**\$4,775,000.00** with a fee of approximately **\$428,426.00**. Contract design time is **365** consecutive calendar days; including **122** days review time. Thereafter, liquidated damages in the amount of **\$200.00** per day will be assessed. Further information is available from **Ms. Sara McCann - 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 \$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 engineer until the Contract Between Owner and Designer is fully executed.

Firms will be expected to have all the expertise necessary to provide all engineering 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 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 ENGINEERING SELECTION BOARD**  
**c/o FACILITY PLANNING AND CONTROL**

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

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

The tentative meeting date for the Louisiana Engineering Selection Board is **Wednesday, July 25, 2018 at 11:00 AM at Claiborne Office Building, 1201 North Third Street, Room 1-153, Baton Rouge, LA 70802.**