

“ADVERTISEMENT FOR BIDS

Sealed bids will be opened and publicly read by the Purchasing Department of The University of Louisiana at Monroe, Coenen Hall, Room 140, 700 University Avenue, Monroe, Louisiana, at 2 PM, August 16, 2016 for the following:

Bid #50006-055 Repairs for ULM Water Ski Facility

Bids must be returned to the Purchasing Office in sealed envelopes. Bids must be submitted on the form enclosed herewith, and in strict conformity with the intent of same without modifications. Bids must be signed in ink, dated, and title of person signing bid must be shown on bid.

Complete bidding documents may be obtained from The University of Louisiana at Monroe, Monroe, Louisiana, 71209-2250, via fax request at 318/ 342-5218 or State of Louisiana LaPac site: <http://wwwprd1.doa.louisiana.gov/OSP/LaPAC/pubMain.cfm>. Use bid #50006-055.

There will be a pre-bid meeting held on Tuesday, August 2, 2016 at 2:00 PM at the Ski Facility. This meeting is not mandatory but bidders are strongly encouraged to attend.

No bid may be withdrawn for a period of thirty (30) days after receipt of bids.

Bids shall be accepted from Contractors who are licensed under LA. R.S. 37:2150-2192 in the areas of General Contractor. Bidder is required to comply with provisions and requirements of LA. R.S. 38:2212(A)(1)(c). No bid may be withdrawn for a period of thirty (30) days after receipt of bids, except under the provisions of LA. R.S. 38:2214.

The Owner reserves the right to reject any and all bids for just cause. In accordance with La. R.S. 38:2212(A)(1)(b), the provisions and requirements of this Section, those stated in the advertisement for bids, and those required on the bid form shall not be considered as informalities and shall not be waived by any public entity.”

<p align="center">Notice To Vendors</p> <p align="center">This Is Not An Order.</p> <p align="center">It Is Merely</p> <p align="center">A Request For Prices</p>	<p align="center">THE UNIVERSITY OF LOUISIANA AT MONROE Monroe, Louisiana REQUEST FOR QUOTATION</p> <p align="center"><u>FLOOD DAMAGE</u> Department</p>	<p align="center">7/18/2016</p>	<p>Date and Time by Which Quotation Must be Returned 02:00 PM, Central Time AUGUST 16, 2016</p>
	<p>Name and Address of Vendor (Firm or Individual), PLEASE COMPLETE BEFORE RETURNING</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>		<p>To be returned on or before date specified above to:</p> <p>THE UNIVERSITY OF LOUISIANA AT MONROE PURCHASING DEPARTMENT, COENEN HALL 140 700 UNIVERSITY AVE (Physical Add: 4014 LaSalle) MONROE, LOUISIANA 71209-2250</p> <p>NOTE: THE UNIVERSITY RESERVE THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, AND WAIVE INFORMALITIES</p> <p>THIS BID IS DUE IN PURCHASING OFFICE AS STATED ABOVE LATE BIDS NOT ACCEPTED</p>
<p>PURCHASE REQUISITION NO. R0012160-BID 50006-055 P. O. No.</p>			
<p align="center">INSTRUCTIONS TO BIDDERS:</p> <ol style="list-style-type: none"> 1 READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS. 2 ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER. 3 THIS BID IS TO BE MANUALLY SIGNED IN BLUE INK. 4 BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER. 5 BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION. 6 SEALED BIDS MUST BE RECEIVED AT THE DATE AND TIME AS SPECIFIED ABOVE AND DELIVERED TO THE PURCHASING DEPARTMENT, COENEN HALL, ROOM 140, 700 UNIVERSITY AVE, MONROE LA 71209. 7 TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS OVER \$25,000 AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER. 8 BIDS OR QUOTATIONS MAY BE CONSIDERED FOR ALL OR PART OF TOTAL QUANTITIES. 9 NOTE: A COMPLETE RECORD OF ALL BIDS IS KEPT ON FILE IN THE PURCHASING DEPARTMENT SUBJECT TO THE INSPECTIONS OF ANY CITIZEN. EVERY COURTESY WILL BE AFFORDED ANY CITIZEN WHO IS INTERESTED IN INVESTIGATING FOR ANY PURPOSE THE RECORD OF STATE PURCHASES. <u>COPIES OF EVALUATION CAN BE FAXED TO YOU ONLY AFTER RECEIPT OF WRITTEN REQUEST.</u> 10 IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN. 11 ORDER OF PRIORITY. IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN. <p>For questions regarding this bid, please contact <u>Susie Clay</u> at <u>318/342-5209</u>.</p>			
<p>TO THE VENDOR:</p> <p>BID BOND NOT REQUIRED FOR THIS BID</p> <p>PERFORMANCE BOND NOT REQUIRED FOR THIS BID</p> <p>LOUISIANA CONTRACTORS LICENSE #</p> <p>RELEASE SOLICITATION - 07/18/2016</p> <p>DEADLINE TO RECEIVE INQUIRIES -08/9/2016</p>		<p align="center">THIS QUOTATION IS SUBMITTED BY</p> <p>Name of Vendor (Firm or Individual) _____</p> <p>Signature _____</p> <p>Name (Printed) _____</p> <p>Telephone # _____</p> <p>Fax # _____</p> <p>Title _____</p> <p>Quote # _____</p> <p>Date Submitted _____</p>	

THE UNIVERSITY OF LOUISIANA AT MONROE
INFORMATION FOR BIDDERS AND STANDARD CONDITIONS

1. GENERAL INFORMATION

- a. Address all inquiries and correspondence to the buyer at the phone and address as shown on cover page.
- b. Bids will be accepted in the Office of the Director of Purchasing, Purchasing Department, Coenen Hall, Room 1-140, 700 University Avenue, Monroe, LA 71209-2250, until time and date as stated on cover page. Physical address for hand delivery is Coenen Hall 140, 4014 LaSalle Street, Monroe LA 71209.
- c. Formal bids, amendments thereto or requests for withdrawal of bids or any part thereof received after time specified for bid opening will not be considered, whether delayed in the mail or for any other cause whatsoever.

2. BID FORMS

- a. All written bids, unless otherwise provided for, must be submitted on, and in accordance with, forms provided, properly signed. Bids in the following manner will not be accepted:
 - i. Bid contains no signature indicating intent to be bound;
 - ii. Bid filled out in pencil; and
 - iii. Bid not submitted on the university's standard forms.
- b. Bids must be received at the address specified in the solicitation prior to bid opening date and time in order to be considered. Telegraphic and Fax alterations to bids received before bid opening time will be considered provided formal bid and written alteration have been received and time-stamped before bid opening time. Entire bid should be returned, except item pages not bid.

3. STANDARDS OF QUALITY

- a. Any product or service bid, shall conform to all applicable federal and state laws and regulations and the specifications contained in the solicitation, unless otherwise specified in the solicitation, and manufacturer's name, trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition. Bidder must specify the brand and model number of the product offered in his bid. Bids not specifying brand and model number shall be considered as offering the exact products specified in the solicitation.
- b. Unless specifically called for in the solicitation, all products for purchase must be new, never previously used, and the current model and/or packaging and of best quality as measured by acceptable standards of the trade, and any defects in any product may cause its rejection. No remanufactured, demonstrator, used or irregular product will be considered for purchase unless otherwise specified in the solicitation, where applicable, all products are to be covered by standard factory warranty unless otherwise specified by the University.
- c. Bidders proposing an equivalent brand or model should submit with the bid information (such as illustrations, descriptive literature, and technical data) sufficient for the buyer to evaluate quality, suitability, and compliance with the specifications in the solicitation. Failure to submit descriptive information may cause bid to be rejected. Any change made to manufacturer's published specifications submitted for a product shall be verifiable by the manufacturer. If item(s) bid do not fully comply with specifications (including brand and/or product number), bidder must state in what respect item(s) deviate. Failure to note exceptions on the bid form will not relieve the successful bidder(s) from supplying the actual products requested.

4. BID OPENING

Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by visiting the purchasing office of The University of Louisiana at Monroe. Bid tabulations may be secured only after written request.

5. REJECTION OF BIDS

Bids from bidders who have a documented history of providing substandard products and/or services will be rejected and returned unopened to the bidder.

6. **AWARDS**

- a. Unless otherwise stated, award will be made to the lowest, responsible bidder, taking into consideration the quality of the products to be supplied and their conformity with the specifications.
- b. The university reserves the right to award items separately, grouped or on an all-or-none basis and to reject any or all bids and waive any informalities.
- c. Preference is hereby given to materials, supplies, and provisions, produced, manufactured, or grown in Louisiana, quality being equal to articles offered by competitors outside of the state.
- d. Only the issuance of a purchase order constitutes acceptance on the part of the University. The University of Louisiana at Monroe adheres to the equal opportunity provisions of federal civil rights laws and regulations.

7. **PRICES**

- a. Unless otherwise specified by the university in the solicitation, bid prices must be complete, including transportation prepaid by bidder to destination and firm for acceptance for a minimum of 30 days. If accepted, prices must be firm for the contractual period. Bids other than F.O.B. Destination may be rejected. Prices should be quoted in the unit (each, box, case, etc.) as specified in the solicitation. Failure to do so may result in your bid being rejected.
- b. The University will not aid in the unloading of any freight, nor be responsible for any additional freight charges. Charges for extra freight labor needed for unloading bulky or heavy items as defined under National Motor Freight Regulations must be included in bid prices.
 - i. **Non-Installed Merchandise.** If you are the successful bidder, you are to make notation on freight bills and bills-of-lading that shipper guarantees charges to protect University against contingency of additional freight charges. Should extra charges be necessary, they will be charged back to the shipper.
 - ii. Instruct the shipper to include on bills-of-lading and freight bills our Purchase Order Number and our company name as first or second vendor. We are more concerned from whom we purchased the merchandise than from whom the merchandise was shipped. If freight is unidentifiable, the University will be forced to refuse shipment.
 - iii. **Installed Merchandise.** All merchandise bid upon "installed" means that you are to deliver, be on hand to receive merchandise when it reaches our premises, uncrate or unpack, assemble and set in place ready for operation, and remove debris from site.
 - iv. The only exception to this statement will be those of instances where installed merchandise comes onto the Campus and is of a nature that the freight line can handle the items involved without the aid of University personnel. In these instances we will allow the freight line to unload the merchandise at the proper site, and will then notify the proper vendor that the merchandise is on hand and ready for installation.
 - v. The shipment is to be consigned to your establishment in care of THE UNIVERSITY OF LOUISIANA AT MONROE with notation on bills-of lading for the freight carrier to contact you, the vendor, before delivery. The University will take no part in the delivery of this merchandise except as noted above.
 - vi. Should for any reason merchandise of a nature requiring additional unloading labor be delivered to our Campus without the vendor being here to receive the freight, the University will refuse to receive the freight and ask the freight line to contact the vendor to arrange for proper delivery. The University will not be responsible for re-delivery charges.
- c. Cash discounts will be considered and time will be counted for date of delivery at the University of Louisiana at Monroe or from date correct invoice is received from contractor, if latter date is later than date of delivery. A cash discount for less than 30 days will not be considered in making an award.
- d. All bids must be firm prices, free of any escalator clauses.

8. **NEW PRODUCTS**
Unless specifically called for in the solicitation, all products for purchase must be new, never previously used, and the current model and/or packaging. No remanufactured, demonstrator, used or irregular product will be considered for purchase unless otherwise specified in the solicitation. The manufacturer's standard warranty will apply unless otherwise specified in the solicitation.
9. **DELIVERIES**
Bids may be rejected if the delivery time indicated is longer than that specified in the solicitation.
10. **TAXES**
Vendor is responsible for including all applicable taxes in the bid price. The University of Louisiana at Monroe, a state agency, is exempt from all state and local sales and use taxes.
11. **PAYMENT**
After receipt and acceptance of order and receipt of valid invoice, payment will be made by the University of Louisiana at Monroe within thirty (30) days. Payment will be made at the respective unit prices shown on the bid, less any percentages off list price, less Federal excise tax, less cash discount earned.
12. **CONTRACT CANCELLATION**
The University of Louisiana at Monroe has the right to cancel any contract, in accordance with Purchasing Rules and Regulations, for cause, including but not limited to, the following: (1) Failure to deliver within the time specified in the contract; (2) Failure of the product or service to meet specifications, conform to sample quality or to be delivered in good condition; (3) Misrepresentation by the contractor; (4) Fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the state; (5) conflict of contract provisions with constitutional or statutory provisions of state or federal law; (6) any other breach of contract.
13. **DEFAULT OF CONTRACTOR**
Failure of a contractor to deliver within the time specified, or failure to make replacements of rejected articles, shall permit the University to purchase in the open market articles of comparable grade to take the place of those rejected or not delivered. On all such purchases the contractor shall reimburse the University for any expense incurred in excess of contract prices. Such purchases will be deducted from contract quantities.
14. **CONTRACT RENEWALS**
Upon agreement of the University of Louisiana at Monroe and the Contractor, a term contract may be extended for two (2) additional twelve (12) month periods at the same prices, terms and conditions. In such cases, the total contract term cannot exceed thirty-six (36) months.
15. **ORDER OF PRIORITY**
 - a. In the event there is a conflict between the Instructions to bidders or Standard Conditions and the Special Conditions, the Special Conditions shall govern.
 - b. Any interpretation of the documents will be made by Addendum only, issued by the purchasing department, and a copy of such addendum will be mailed or faxed to each person receiving a set of the bid documents. The University will not be responsible for any other explanation of the documents.
16. **APPLICABLE LAW**
All contracts shall be construed in accordance with and governed by the Laws of the State of Louisiana.
17. **COMPLIANCE WITH CIVIL RIGHT LAWS**
By submitting and signing this bid, bidder agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, Federal Rehabilitation Act of 1973, as amended, the Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and bidder agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Bidder agrees not to discriminate in its employment practices, and will render services under any contract entered into as a result of this solicitation without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, or disabilities. Any

act of discrimination committed by bidder, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of any contract entered into as a result of this solicitation.

18. **SPECIAL ACCOMMODATION**

Any "Qualified individual with a Disability" as defined by the American with Disabilities Act who has submitted a bid and desires to attend the bid opening, must notify this office in writing not later than seven days prior to the bid opening date of their need for special accommodations. If the request cannot be reasonably provided, the individual will be informed prior to the bid opening.

19. **INDEMNITY**

Contractor agrees, upon receipt of written notice of a claim or action, to defend the claim or action, or take other appropriate measure, to indemnify, and hold harmless, the state, its officers, its agents and its employees from and against all claims and actions for bodily injury, death or property damages caused by the fault of the contractor, its officers, its agents, or its employees. Contractor is obligated to indemnify only to the extent of the fault of the contractor, its officers, its agents, or its employees. However, the contractor shall have no obligation as set forth above with respect to any claim or action from bodily injury, death or property damages arising out of the fault of the state, its officers, its agents or its employees.

20. **SIGNATURE AUTHORITY**

ATTENTION: .R.S. 39:1594(C)(4) requires evidence of authority to sign and submit bids to the State of Louisiana. You must indicate which of the following apply to the signer of this bid.

PLEASE CIRCLE ONE:

1. The signer of the bid is either a Corporate Officer who is listed on the most current annual report on file with the Secretary of State or a member of a partnership or partnership in Commendam as reflected in the most current Partnership Records on file with the Secretary of State. A copy of the Annual Report or Partnership Record must be submitted to this office before contract award.
2. The signer of the bid is a representative of the Bidder Authorized to submit this bid as evidenced by documents such as, Corporate Resolution, Certification as to Corporate Principal, etc. If this applies, a copy of the Resolution, Certification, or other supportive documents must be attached hereto.
3. The bidder has filed with the Secretary of State an Affidavit or Resolution or other acknowledged/authentic document indicating that the signer is authorized to submit bids for public contracts. A copy of the applicable document must be submitted to this office before contract award.

21. In accordance with the provisions of R.S. 39:2182, in awarding contracts after August 15, 2010, any public entity is authorized to reject a proposal or bid from, or not award the contract to, a business in which any individual with an ownership interest of five percent or more, has been convicted of, or has entered a plea of guilty of "nolo contendere" to any state felony or equivalent federal felony crime committed in the solicitation or execution of a contract or bid awarded under laws governing public contracts under the provisions of Chapter 10 of Title 38 of the Louisiana Revised Statutes of 1950, Professional, Personal, Consulting, and Social Services procurement under the provisions of Chapter 16 of Title 39, or the Louisiana Procurement Code under the provisions of Chapter 17 of Title 39.

22. **CERTIFICATION OF NO SUSPENSION OR DEBARMENT.**

By signing and submitting any bid for \$25,000 or more, the bidder certifies that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA), in accordance with the requirements in OMB Circular A-133.

A list of parties who have been suspended or debarred can be viewed via the internet at <http://www.EPLS.gov>.

23. **FEDERAL CLAUSES, IF APPLICABLE**

ANTI-KICKBACK CLAUSE- The contractor hereby agrees to adhere to the mandate dictated by the Copeland "Anti-Kickback" Act which provides that each contractor or subgrantee shall be prohibited from inducing, by any

means, any person employed in the completion of work, to give up any part of the compensation to which he is otherwise entitled.

CLEAN AIR ACT- The contractor hereby agrees to adhere to the provisions which require compliance with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act which prohibits the use under non-exempt Federal Contracts, Grants or Loans of Facilities included on the EPA list of Violating Facilities.

ENERGY POLICY AND CONSERVATION ACT- The contractor hereby recognizes the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

CLEAN WATER ACT- The contractor hereby agrees to adhere to the provisions which require compliance with all applicable standards, orders or requirements issued under Section 508 of the Clean Water Act which prohibits the use under non-exempt Federal Contracts, Grants or Loans of Facilities included on the EPA list of Violating Facilities.

ANTI-LOBBYING AND DEBARMENT ACT- The contractor will be expected to comply with Federal Statutes required in the Anti-Lobbying Act and the Debarment Act.

BID #055
Due: August 16, 2016
@ 2PM, CST

THE UNIVERSITY OF LOUISIANA AT MONROE
PURCHASING DEPARTMENT, COENEN HALL 140
700 UNIVERSITY AVE, MONROE LA 71209-2250
PHONE 318/342-5205; FAX 318/342-5218

SPECIAL CONDITIONS:

1. PLEASE SUBMIT YOUR QUOTE ON THE FOLLOWING ITEMS. ALL ITEMS ARE AS SPECIFIED OR APPROVED EQUAL. THE BRAND GIVEN IS TO ESTABLISH QUALITY DESIRED AND DOES NOT EXCLUDE OTHER BRANDS.
2. IF BIDDING OTHER THAN SPECIFIED, SUFFICIENT INFORMATION SHOULD BE ENCLOSED WITH THE BID IN ORDER TO DETERMINE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS.
3. FAILURE TO COMPLY WITH THIS REQUEST MAY ELIMINATE YOUR BID FROM CONSIDERATION.
4. ANY ADDITIONS, DELETIONS, OR VARIATIONS FROM THE SPECIFICATIONS SHOULD BE NOTED IN WRITING.
5. ANY INTERPRETATION OF THE DOCUMENTS WILL BE MADE BY ADDENDUM ONLY, ISSUED BY THE PURCHASING DEPARTMENT. YOU MAY FAX QUESTIONS TO THE PURCHASING DEPARTMENT AT 318/342-5218.
6. ALL SHIPPING AND HANDLING CHARGES MUST BE INCLUDED IN UNIT BID QUOTE PRICE.
7. ANY CLAIMS OR CONTROVERSIES ASSOCIATED WITH THE CONTRACT ISSUED AS A RESULT OF THIS SOLICITATION WILL BE RESOLVED IN ACCORDANCE WITH THE LOUISIANA PROCUREMENT CODE, R.S. 39:1673.
8. COMPENSATION INSURANCE, PUBLIC LIABILITY, AND PROPERTY DAMAGE INSURANCE, AS OUTLINED BELOW, ARE REQUIRED IN THIS BID.

CONTRACTOR'S LIABILITY INSURANCE:

PROOF OF INSURANCE SHOULD BE SUPPLIED WITH THE BID AND WILL BE REQUIRED BEFORE WORK CAN COMMENCE.

INSURANCE COVERAGE SPECIFIED BELOW SHALL BE FURNISHED WITH THE FOLLOWING MINIMUM LIMITS:

COMPENSATION INSURANCE: THE CONTRACTOR AND SUBCONTRACTORS SHALL TAKE AND MAINTAIN DURING THE LIFE OF THE CONTRACT WORKMAN'S COMPENSATION INSURANCE FOR ALL OF THEIR EMPLOYEES EMPLOYED AT THE SITE OF THE PROJECT. IN CASE ANY CLASS OF EMPLOYEES ENGAGED IN HAZARDOUS

WORK UNDER THE WORKMAN'S COMPENSATION STATUE, THE CONTRACTOR AND SUBCONTRACTOR SHALL PROVIDE EMPLOYER'S LIABILITY INSURANCE FOR THE PROTECTION OF THEIR EMPLOYEES NOT OTHERWISE PROTECTED.

PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE: COMPREHENSIVE PUBLIC GENERAL LIABILITY INSURANCE, INCLUDING BUT NOT LIMITED TO BODILY INJURY, PROPERTY DAMAGE, CONTRACTUAL LIABILITY, PRODUCTS LIABILITY, COMPLETED OPERATIONS AND OWNER'S PROTECTIVE LIABILITY WITH COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE WITH A MINIMUM AGGREGATE OF \$1,000,000.

LICENSED AND NON-LICENSED MOTOR VEHICLES: THE CONTRACTOR SHALL TAKE OUT AND MAINTAIN DURING THE LIFE OF THE CONTRACT, AUTOMOBILE PUBLIC LIABILITY INSURANCE IN AN AMOUNT NOT LESS THAN COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE FOR BODILY INJURY/PROPERTY DAMAGE. IF ANY NON-LICENSED MOTOR VEHICLES ARE ENGAGED IN OPERATIONS WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO PERFORM THEREUNDER, SUCH INSURANCE SHALL COVER THE USE OF ALL SUCH MOTOR VEHICLES ENGAGED IN OPERATING WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO BE PERFORMED THEREUNDER, UNLESS SUCH COVERAGE IS INCLUDED IN THE INSURANCE SPECIFIED.

9. VENDOR SHOULD INSPECT JOB SITE TO VERIFY MEASUREMENTS AND/OR AMOUNT OF SUPPLIES NEEDED PRIOR TO BIDDING. IF VENDOR FINDS CONDITIONS THAT DISAGREE WITH THE PHYSICAL LAY-OUT AS DESCRIBED IN THIS BID, OR OTHER FEATURES OF THE SPECIFICATIONS THAT APPEAR TO BE IN ERROR, SAME SHALL BE NOTED ON PROPOSAL. FAILURE TO DO SO WILL BE INTERPRETED THAT BID IS A SPECIFIED.

VENDOR MAY CONTACT MICHAEL DAVIS AT 318/342-5171 TO SCHEDULE INSPECTION.

University of Louisiana at Monroe (ULM)

Ski Facility Flood Damage Repairs

1. The University of Louisiana at Monroe (ULM) seeks Louisiana licensed contractors to submit bids to repair the new ski facility due to flood damage. The ski facility is located on the main campus of ULM at 4502 Bon Aire Dr., Monroe, LA 71209.
2. The contractor shall coordinate and complete all work for this project in strict accordance with all requirements set forth by the project architecture firm. The architecture information is provided below:

Robbie Meredith

Space Planners

3030 Aurora Avenue, Suite 102

Monroe, LA 71021

Phone: (318) 322-4183

Fax: (318) 322-7755

3. Site Visits / Verify Existing Conditions

Any contractor submitting a bid for this project should visit the project site in person prior to submitting a bid. Site visits can be coordinated by contacting Michael Davis, ULM Facilities Planning Officer, at (318) 342-5171.

4. Pre-Bid Meeting

There will be a pre-bid meeting held on Tuesday, August 2, 2016 at 2:00 PM at the Ski Facility. This meeting is not mandatory but bidders are strongly encouraged to attend.

5. Questions / Requests for Clarification

All questions and requests for clarification shall be submitted in writing to the ULM Facilities Planning Officer at least seven (7) days prior to the bid date. If necessary, ULM will issue an addendum to provide answers and clarifications.

6. Construction Schedule

This project shall be fully completed, with an approved certificate of completion within 60 days of a fully executed contract.

7. Additional days

Request for additional days will be assessed on a day-by-day basis and will require sufficient documentation. Additional days will be approved by ULM in conjunction with the Architect.

8. Liquidated Damages

The University will assess liquidated damages at the rate of \$100 per day for each day over the stated deadlines above.

9. Damages to Facilities

The contractor shall be responsible for all damages to the existing site, facilities, and equipment that is caused by this project. The contractor shall carefully document existing site conditions and existing damages prior to commencing work. The contractor shall repair all damage to its original, undamaged condition prior to completing this project. All repaired damages should be approved by the Facilities Planning Officer prior to receiving a substantial completion for the project.

10. Verify All Existing Conditions, Measurements, and Quantities

The contractor shall be responsible for verifying all existing conditions and all dimensions / measurements. This information when provided in the bid documents is for general informational purposes only. The contractor shall field verify all necessary conditions and dimensions prior to submitting a bid.

11. Safety

The University places a high priority on working safely and ensuring the safety and security of our entire campus.

Contractor Safety Program – The contractor shall have a documented safety program that fully addresses all applicable requirements specifically including all requirements by the Occupational Safety and Health Administration (OSHA).

Safety Training – All contractor employees assigned to work at ULM shall be fully trained and certified in all areas of occupational health and safety that they may encounter while working at ULM. This specifically includes training for working from ladders and scaffolds, working from heights, confined space training, lockout / tagout training, hazard communication and material safety data sheet training, etc.

Accident / Incident Reporting – The contractor shall immediately report to ULM contract coordinators any accident, incident, and / or near miss that occurs while working at the University. The report shall include detailed information and an accident investigation to determine the root cause of the accident / incident. A post accident drug and alcohol test shall be administered at the contractor's cost. The results of that test shall be shared with the University.

Mark / Label / and Properly Barricade Work Areas – The contractor shall install warning / caution signs, tape, and all other needed materials to properly barricade work areas to ensure that members of the University community (students, faculty, staff, and visitors) do not inadvertently travel into work areas.

Driver Safety – All contract employees who drive motorized vehicles on ULM property must operate these vehicles in full compliance of all applicable laws, rules, regulations, etc. All employees shall wear seat belts / restraints at all times. Drivers shall be extremely careful at all times, watch out for pedestrians, and drive very conservatively / defensively. Special parking arrangements must be coordinated in advance with the University Police Department.

12. Supervision of the Project

The contractor shall provide a fully qualified construction superintendent / supervisor to organize, coordinate, and supervise all work, material deliveries, etc. The superintendent / supervisor can complete a portion of the work but shall be responsible for all subcontractors, material suppliers, etc. The superintendent / supervisor shall be present at all times when work is being completed on the project.

13. Contractor Employee Requirements

The University reserves the right to require the contractor to remove any employee who fails to comply with safety rules, regulations, etc. or who is otherwise working in an unsafe manner.

Contractor's employees shall maintain a neat, clean, and professional appearance at all times. A shirt with sleeves shall be worn at all times (no sleeveless shirts, tank tops, etc.). The shirt shall include the name of the employee or alternately the employee may wear an identification badge. The shirt shall be worn tucked inside of the trousers at all times. The employee shall wear long pants / trousers at all times. The pants / trousers shall be free from large tears, holes, rips, etc. The University reserves the right to remove any contract employee who is not dressed appropriately or who is not taking care of their personal hygiene. If the University requires an employee to be removed for this reason, the contractor shall supply a replacement employee as soon as possible.

The University reserves the right to require the contractor to remove any employee from any or all buildings employed under the contract when the University deems it to be in the University's best interest.

Contractor's employees shall not use common areas of any University facility for breaks, lunch, etc.

Contractor's employees shall not use the restrooms in University facilities. The contractor shall provide a portable restroom for contractor employee use for the duration of the project.

Contractor's employees shall not engage in conversations with ULM students, faculty, staff, or visitors at any time, with the exception of ULM employees directly involved in managing this project.

Contractor's employees shall adhere to the university's tobacco policy. The ULM campus is completely tobacco free. See <http://ulm.edu/tobacco/> for more details.

14. Warranty

Contractor shall fully warranty all work completed for a full year from the date of acceptance by the owner. Contractor shall respond on site to the University within forty- eight (48) hours of receiving a phone or email notification of a warranty issue from the University. All warranty repairs and service shall be completed at no charge to the University. This warranty is in addition to any manufacturer warranties that may be applicable to this project.

15. Disposal

Contractor shall dispose of all construction debris, trash, and other materials in compliance with all applicable laws, rules, regulations, permits, etc.

REPAIRS FOR: UNIVERSITY OF LOUISIANA AT MONROE ULM Water Ski Team Facility 4802 Bon Aire Drive ~ Monroe, Louisiana

Issue for Construction: 06/20/2016
Print Date: 06/20/2016



All Original Works Produced By
Space Planners Architects, Inc.
Are Protected By The
United States Copyright Act.

Revisions
No. | Date
Issued For Construction
06/20/2016

Job no. 16078-ULM
Date: MAY 2016
Drawn by: JDD
Checked by: WDM

SHEET
CS
OF SHEETS

CODE REVIEW	SCHEDULE OF DRAWINGS			PROJECT DATA
BUILDINGS CODES:	CS	COVER SHEET		ARCHITECT SPACE PLANNERS ARCHITECTS, INC. 3030 AURORA AVENUE, STE 102 MONROE, LA 71201 PHONE: (318) 322-4183 FAX: (318) 322-7735 E-MAIL: robbie@spaaia.com
THE CODES AND STANDARDS CURRENTLY ADOPTED AND ENFORCED BY THE STATE OF LOUISIANA	A-1	FLOOR PLAN		
2012 INTERNATIONAL BUILDING CODE	A-2	EXTERIOR ELEVATIONS		OWNER UNIVERSITY OF LOUISIANA AT MONROE MICHAEL DAVIS, FACILITIES PLANNING MANAGER 700 UNIVERSITY AVENUE MONROE, LA 71209 PHONE: (318) 342-5171 FAX: (318) 342-3465 EMAIL: mdavis@ulm.edu
2012 INTERNATIONAL PLUMBING CODE	A-3	EXTERIOR ELEVATIONS		
2012 INTERNATIONAL MECHANICAL CODE	MEP-1	MECHANICAL, ELECTRICAL & PLUMBING PLAN		
2012 ASHRAE 100 LIFE SAFETY CODE				
2012 INTERNATIONAL FIRE CODE				
2011 NATIONAL ELECTRICAL CODE				
2007 AMERICAN NATIONAL STANDARD ENERGY STANDARD FOR BUILDING ENERGY EFFICIENCY				
2010 AVERIANS WITH LIABILITY & LIABILITY QUIETES				
IF THE REQUIREMENT OF THE AVERIANS AND QUIETES ACT APPLIES TO THIS PROJECT, THE REQUIREMENTS OF THE AVERIANS AND QUIETES ACT SHALL BE USED IN THE INTERNATIONAL BUILDING CODE				
CONSTRUCTION TYPE				
TYPIC				
OCCUPANCY CLASSIFICATION				
OCCUPANCY LOADS				
FUNCTION OF SPACE	AREA (SQ. FT.)	DIV. BY	ALLOWED OCCUPANT	OCCUPANTS
TALKY / HALL / STAIR	334	/	332	= 3
STAIR	308	/	332	= 3
TOTAL OCCUPANTS ALLOWED				3
R.C. (REVISIONS)	R.C. (REVISED)			
NO	NO			
SQUARE FOOTAGE:				
BUILDING TOTAL				1,100 Sq Ft

ROOM FINISH SCHEDULE											
NO.	NAME	WALL	FLOOR	CEILING	DOOR	WALL	CEILING	DOOR	WALL	CEILING	DOOR
101	WOMEN	CONCRETE									
102	MEN	CONCRETE									
103	TOILET	CONCRETE									
104	CHANGE	CONCRETE									
105	MECHANICAL	CONCRETE									
106	STAIR	CONCRETE									

NO.	NAME	WALL	FLOOR	CEILING	DOOR	WALL	CEILING	DOOR	WALL	CEILING	DOOR
101	WOMEN	CONCRETE									
102	MEN	CONCRETE									
103	TOILET	CONCRETE									
104	CHANGE	CONCRETE									
105	MECHANICAL	CONCRETE									
106	STAIR	CONCRETE									

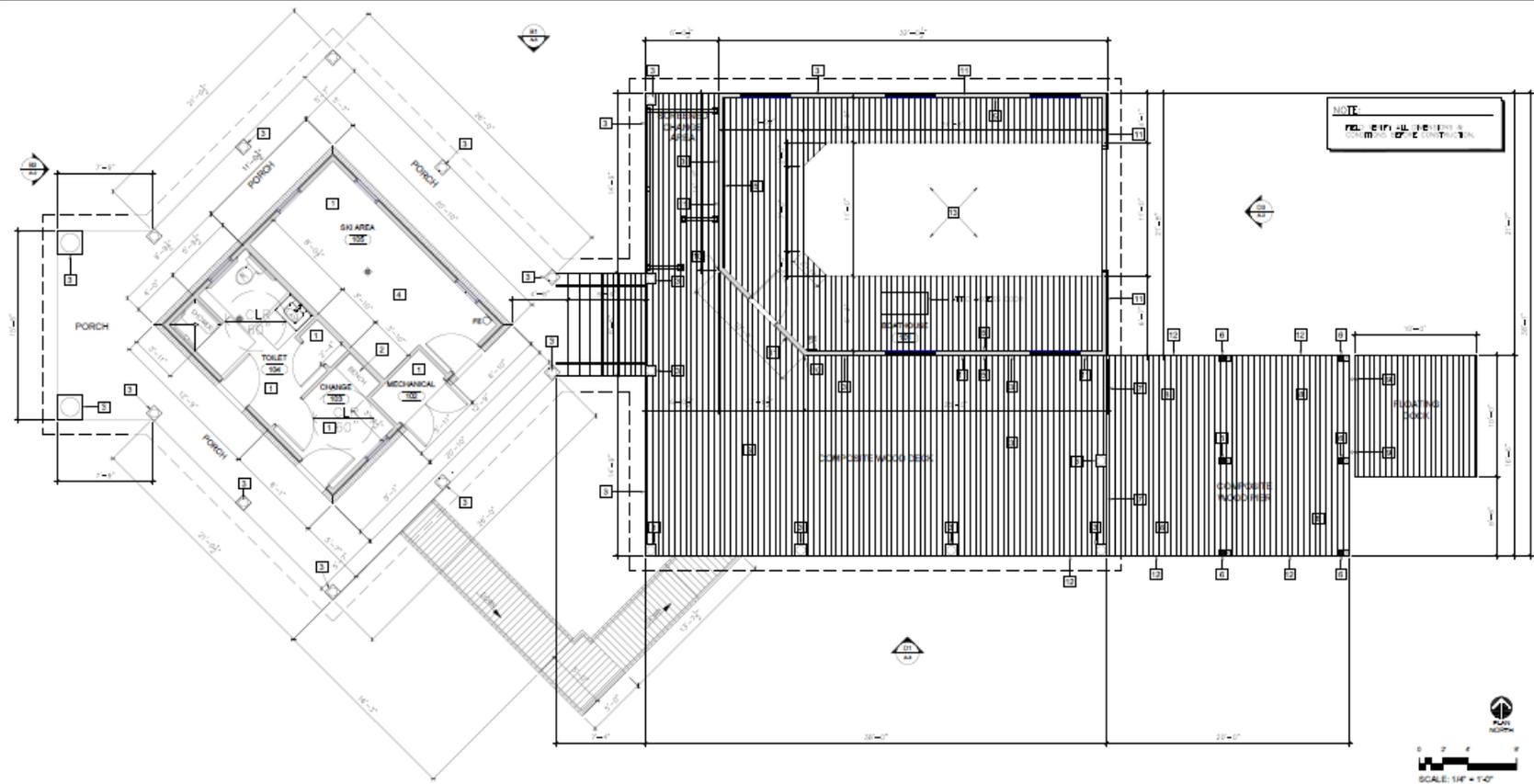
- BUILDING KEY NOTES**
- 1. ALL FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 2. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 3. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 4. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 5. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 6. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 7. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 8. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 9. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.
 - 10. FINISHES TO BE APPLIED TO THE PLUMB AND FINISH SURFACE UNLESS OTHERWISE NOTED.

SPACE PLANNERS Architects
 Space Planners Architects, Inc.
 3030 Aurora Avenue, Suite 102
 Monroe, Louisiana 71201
 Phone 318.322.4183
 Fax 318.322.7735

A1] ROOM FINISH SCHEDULE

A3

A4] NOTES



D1] FLOOR PLAN

REPAIRS FOR:
UNIVERSITY OF LOUISIANA AT MONROE
ULM Water Ski Team Facility
 4802 Bon Aire Drive - Monroe, Louisiana
 FLOOR PLAN



All Original Works Produced By Space Planners Architects, Inc. Are Protected By The United States Copyright Act.

Revisions
 No. | Date

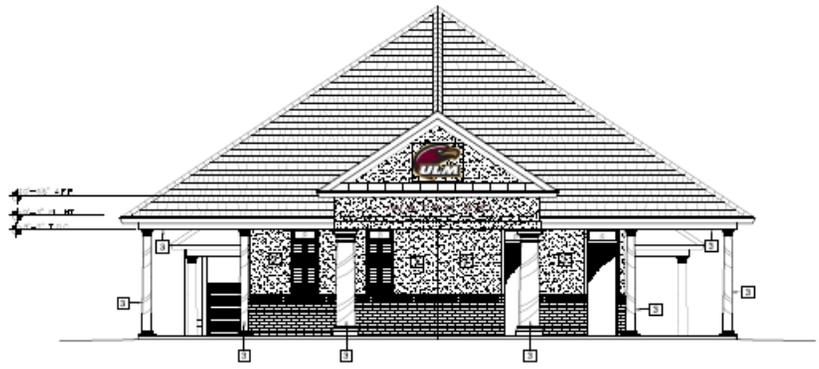
 Issued For Construction
 06/20/2016

Job no. | 16018-LJM
 Date | MAY 2016
 Drawn by | J.L.M.
 Checked by | W.D.M.

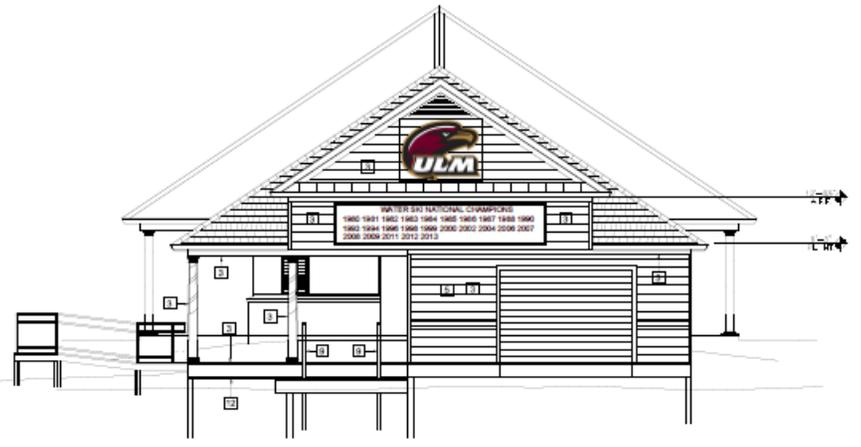
SHEET
A-1
 OF SHEETS

- BUILDING KEY NOTES**
- 1 INSTALL GYP BOARD TO END OFF THE ROOF & HEIGHT ONE FEET TO MATCH EAVE
 - 2 LEAD PENCIL & RE INSTALL ROOF
 - 3 POINT ROOF & LEAD DETAIL BUILDING SURFACE & ALL COLLARS
 - 4 INSTALL PATENT BRASS HINGE COUPLER & HEIGHT EQUAL TO MATCH EXISTING TRIM & FINISH AT EAVE
 - 5 PAINT BRASS HINGE COUPLER WITH HEAT RESISTANT PAINT - YELLOW BRASS FINISH AT EAVE
 - 6 INSTALL GYP BOARD OVER EXISTING BOARD TO END OFF ROOF DO NOT MAKE DURING NORMAL USE OF BUILDING TRIM WOOD COLLARS SET TO CENTER & MATCH EXISTING TRIM TO WOOD COLLAR
 - 7 MATCH TRIM TO WOOD COLLAR
 - 8 INSTALL GYP BOARD
 - 9 INSTALL LEAD PENCIL TO TRIM TO END OFF ROOF & HEIGHT ONE FEET TO MATCH EXISTING TRIM & FINISH AT EAVE
 - 10 INSTALL PATENT BRASS HINGE COUPLER & HEIGHT EQUAL TO MATCH EXISTING TRIM & FINISH AT EAVE
 - 11 PAINT BRASS HINGE COUPLER WITH HEAT RESISTANT PAINT - YELLOW BRASS FINISH AT EAVE
 - 12 INSTALL GYP BOARD TO END OFF ROOF & HEIGHT ONE FEET TO MATCH EAVE
 - 13 INSTALL PATENT BRASS HINGE COUPLER & HEIGHT EQUAL TO MATCH EXISTING TRIM & FINISH AT EAVE
 - 14 PAINT BRASS HINGE COUPLER WITH HEAT RESISTANT PAINT - YELLOW BRASS FINISH AT EAVE
 - 15 INSTALL GYP BOARD TO END OFF ROOF & HEIGHT ONE FEET TO MATCH EAVE
 - 16 INSTALL PATENT BRASS HINGE COUPLER & HEIGHT EQUAL TO MATCH EXISTING TRIM & FINISH AT EAVE
 - 17 PAINT BRASS HINGE COUPLER WITH HEAT RESISTANT PAINT - YELLOW BRASS FINISH AT EAVE
 - 18 INSTALL GYP BOARD TO END OFF ROOF & HEIGHT ONE FEET TO MATCH EAVE
 - 19 INSTALL PATENT BRASS HINGE COUPLER & HEIGHT EQUAL TO MATCH EXISTING TRIM & FINISH AT EAVE
 - 20 PAINT BRASS HINGE COUPLER WITH HEAT RESISTANT PAINT - YELLOW BRASS FINISH AT EAVE

A1 KEY NOTES	
B1 DETAIL	B2 DETAIL



C1 DETAIL	C2 DETAIL
-----------	-----------



D1 DETAIL	D2 DETAIL
-----------	-----------

B3 NORTH ELEVATION	
D3 SOUTH ELEVATION	

SPACE PLANNERS
Architects

Space Planners Architects, Inc.
3030 Aurora Avenue, Suite 102
Monroe, Louisiana 71201
Phone 318.322.4183
Fax 318.322.7735

REPAIRS FOR:
UNIVERSITY OF LOUISIANA AT MONROE
ULM Water Ski Team Facility
4802 Bon Aire Drive - Monroe, Louisiana



All Original Works Produced By Space Planners Architects, Inc. Are Protected By The United States Copyright Act.

Revisions
No. | Date
Issued For Construction
06/20/2016

Job no. 16078-ULM
Date: MAY 2016
Drawn by: JJJJ
Checked by: W.D.M.

SHEET
A-2
OF SHEETS



All Original Works Produced By
Space Planners Architects, Inc.
Are Protected By The
United States Copyright Act.

Revisions	No.	Date

Issued for Construction
06/20/2016

Job no. 16015-LLM
Date: MAY 2016
Drawn by: [signature]
Checked by: W.D.M.

SHEET
A-3
OF SHEETS



B1 EAST ELEVATION



D1 WEST ELEVATION



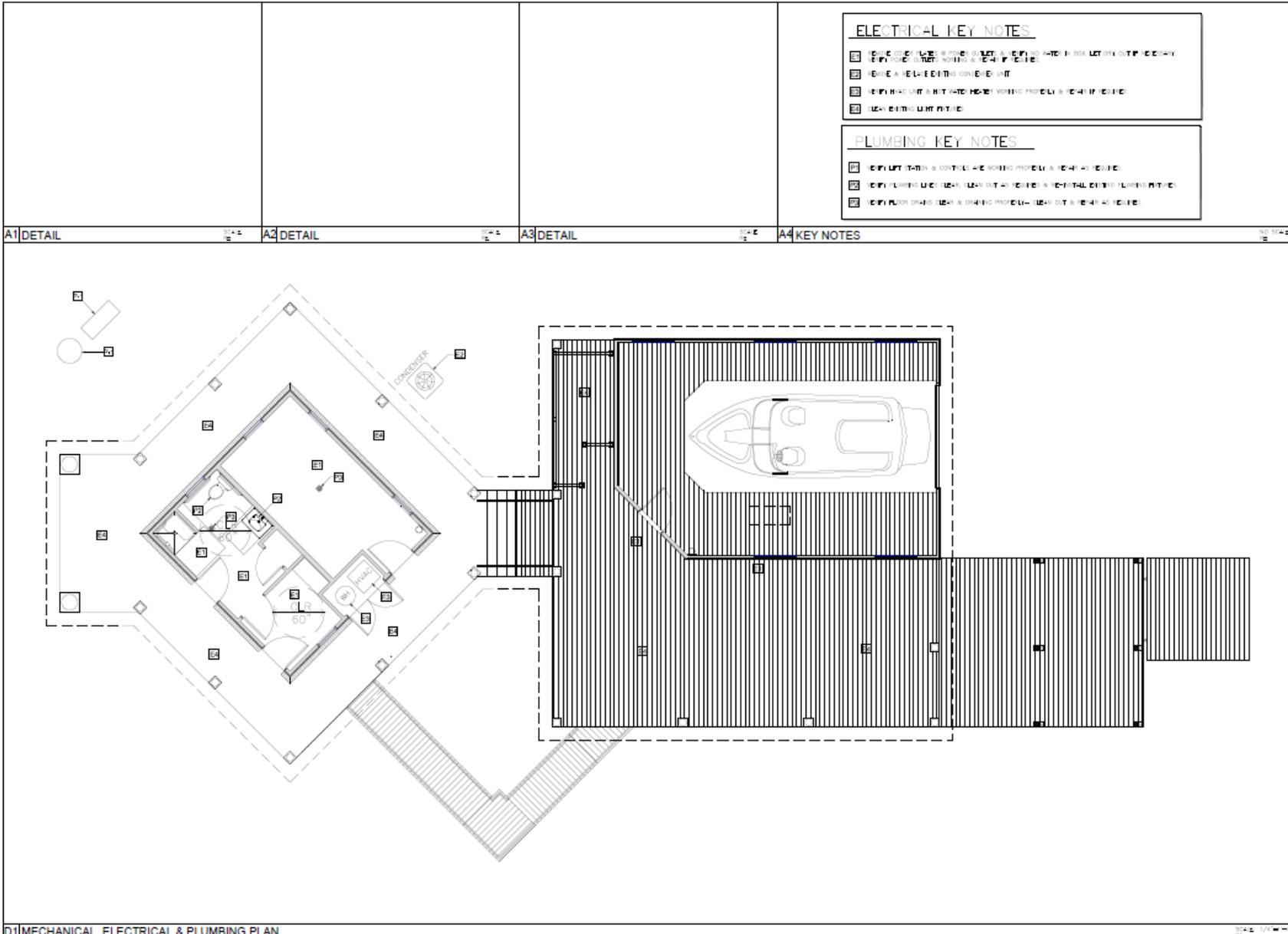
All Original Works Produced By
Space Planners Architects, Inc.
Are Protected By The
United States Copyright Act.

Rev.	Date	Description
1	06/20/2016	Issued For Construction

Job no: 16015-ULM
Date: MAY 2016
Drawn by: J.S.P.
Checked by: W.D.M.

SHEET
MEP-1
OF SHEETS

- ELECTRICAL KEY NOTES**
- 1. REPAIR OR REPLACE EXISTING ELECTRICAL PANELS TO BE RELOCATED TO THE MECHANICAL ROOM AS SHOWN ON THE ELECTRICAL PLAN.
 - 2. REPAIR AND REPLACE EXISTING ELECTRICAL WIRING TO BE RELOCATED TO THE MECHANICAL ROOM AS SHOWN ON THE ELECTRICAL PLAN.
 - 3. REPAIR OR REPLACE EXISTING ELECTRICAL WIRING TO BE RELOCATED TO THE MECHANICAL ROOM AS SHOWN ON THE ELECTRICAL PLAN.
 - 4. REPAIR OR REPLACE EXISTING ELECTRICAL WIRING TO BE RELOCATED TO THE MECHANICAL ROOM AS SHOWN ON THE ELECTRICAL PLAN.
- PLUMBING KEY NOTES**
- 1. REPAIR OR REPLACE EXISTING PLUMBING TO BE RELOCATED TO THE MECHANICAL ROOM AS SHOWN ON THE PLUMBING PLAN.
 - 2. REPAIR OR REPLACE EXISTING PLUMBING TO BE RELOCATED TO THE MECHANICAL ROOM AS SHOWN ON THE PLUMBING PLAN.
 - 3. REPAIR OR REPLACE EXISTING PLUMBING TO BE RELOCATED TO THE MECHANICAL ROOM AS SHOWN ON THE PLUMBING PLAN.



A1 DETAIL 1/4" = 1'-0" A2 DETAIL 1/4" = 1'-0" A3 DETAIL 1/4" = 1'-0" A4 KEY NOTES NO SCALE

D1 MECHANICAL, ELECTRICAL & PLUMBING PLAN