



Date 5/5/2026

**Addendum # 1 to Bid 002975
LAB ASSESSMENT**

LSU Health Sciences Center will reject any proposal which does not acknowledge this addendum. Acknowledge by including a signed copy of this addendum with your bid.

More Bid Questions:

See attached complete bid 002975 Bid Specifications.

Please acknowledge this Addendum by signing and returning it with your bid.

Mark Malter
Purchasing

By _____ Name/Title _____
(Signature) (Type or Print)

Firm's Name _____

SECTION 2 – GENERAL INFORMATION

2.1 SERVICE PROVIDER EQUIPMENT, TOOLS & SUPPLIES

A. Provision of Equipment, Tools, and Supplies

The total bid price for the services specified herein shall include all costs associated with the Service Provider furnishing all equipment (whether owned or rented), tools, and supplies necessary to provide lab assessments and Room Pressure Monitor (RPM)/ Room Condition Monitor (RCM) calibrations as described in these specifications.

B. Equipment and Tool Requirements

All equipment, tools, and supplies used by the Service Provider shall be fully capable of performing all required operations in accordance with these specifications.

1. Tools and equipment belonging to the Service Provider shall not be left unattended in any public area at any time.
 - a. All tools and equipment shall be removed from the work area whenever it is not actively occupied.
 - b. Tools and equipment may be stored neatly in a secure location only if such a location is identified and approved by the designated LSUHSC-NO representative.

C. Safety and Regulatory Compliance

All tools, equipment, and vehicles used on or around LSUHSC-NO property shall be of suitable type and construction, safe for use, properly maintained, and compliant with all applicable federal, state, and local regulations governing their operation.

1. The Service Provider shall ensure that all manufacturer-equipped guards, shields, deflectors, safety switches, seat belts, harnesses, and other safety features are present and fully functional whenever equipment is in use.
2. The Service Provider shall ensure that all replacement materials and installation methods conform to original manufacturer specifications.
3. LSUHSC-NO reserves the right to inspect any tools, equipment, or vehicles used in the performance of this contract to verify compliance with these specifications and applicable regulations.
4. The Service Provider shall remove from LSUHSC-NO property any tools, equipment, or vehicles deemed unsafe, non-compliant, or otherwise unsuitable for performing the required work.

2.2 MATERIAL SAFETY DATA SHEETS

- A. Prior to the commencement of any work, the Service Provider shall submit Safety Data Sheets (SDS) for all potentially hazardous products that will be supplied or used on site. SDS documentation shall be provided to the designated LSUHSC-NO representative for review and approval before such materials are brought onto LSUHSC-NO property.

2.3 SAFETY

A. Regulatory Compliance

All work performed under this contract shall comply with all applicable OSHA regulations and all relevant federal, state, and local safety requirements. The Service Provider shall also comply with the LSUHSC-NO Service Provider Safety Guidebook and all

referenced policies. The guidebook is available at:

<http://www.is.lsuohsc.edu/safety/pdf/csg.pdf>.

The Service Provider shall sign an acknowledgment confirming receipt of, and compliance with, the guidebook prior to commencing work.

B. Protection of Personnel and Occupants

No portion of the work shall be performed in any manner or location that may endanger the health, safety, or welfare of the public, faculty, staff, students, or Service Provider personnel, either during the work or in the future.

1. Work shall be conducted to maintain a safe working and walking environment for all occupants in or near the work area.
2. Work shall be performed in a manner that minimizes disruption to campus operations and occupants.
3. Work shall not compromise the security of the work area or the safety of building occupants.
4. The means, methods, techniques, and sequencing of the work shall be the sole responsibility of the Service Provider.

C. Overhead Work and Pedestrian Protection

When work is performed above any area where individuals may pass below:

1. The Service Provider shall professionally cordon off affected areas using commercially manufactured barricade equipment. Improvised barriers (e.g., buckets, wooden sawhorses, wood stakes) are prohibited. Professionally fabricated signage shall be posted; handwritten, stenciled, or spray-painted signs are not permitted.
2. Signage shall be of sufficient size and clarity to clearly indicate that overhead work is in progress.
3. If barricades alone do not prevent pedestrian entry, the Service Provider shall station personnel to direct pedestrians safely around the work area.

D. Personal Protective Equipment

The Service Provider's personnel shall possess and properly use all required personal protective equipment (PPE) while performing work on LSUHSC-NO property.

1. Required PPE may include, but is not limited to, fall-protection equipment, eye and hearing protection, and any specialized clothing or footwear necessary for the conditions present.
2. If reflective safety vests are used, all vests worn by Service Provider personnel shall be uniform in appearance.

E. Failure to comply with any safety requirement may result in monetary penalties as outlined in Section 2.15, and may also result in cancellation of the service contract

2.4 LAWS, CODES, ORDINANCES, LICENSES AND CERTIFICATIONS

A. Conflicts with Regulations

Any requirement of this specification that conflicts with or violates any applicable governmental rule, ordinance, or regulation shall be deemed void. The Service Provider

shall immediately notify the designated LSUHSC-NO representative upon identifying any such conflict

B. Compliance with Applicable Requirements

Throughout the performance of all work, the Service Provider and its personnel shall comply with all rules, ordinances, regulations, and requirements imposed by authorities having jurisdiction over the work site, the Service Provider, or its employees.

C. Required Licenses and Certifications

All Service Provider personnel who are required by the State of Louisiana, Orleans Parish, or the City of New Orleans to hold a license or certification to perform any duties under this contract shall provide documented proof of current licensure or certification at the start of the contract and annually thereafter at each renewal.

2.5 DAMAGE

A. Responsibility for Damage

The Service Provider shall be responsible for all repair or replacement costs associated with any damage to LSUHSC-NO buildings, contents, exterior infrastructure, equipment, vehicles, or landscaping resulting from negligent actions of Service Provider personnel.

B. Notification of Damage

The Service Provider shall immediately notify the designated LSUHSC-NO representative of any damage occurring during the performance of work.

C. Private Property Damage

Claims involving damage to private property or vehicles located on or adjacent to LSUHSC-NO property shall be resolved directly between the Service Provider and the property owner.

1. LSUHSC-NO shall not act as an intermediary between the parties.

2.6 PERSONNEL

A. Personnel Costs

Bid prices shall include all costs associated with the Service Provider furnishing personnel for the lab assessments and RPM/ RCM calibrations on LSUHSC-NO campuses.

B. Adequate Staffing

The Service Provider shall employ or otherwise provide sufficient qualified personnel to perform all tasks promptly and in accordance with contract specifications.

C. Competency of Workers

The Service Provider shall assign only personnel who are skilled and competent in the tasks to which they are assigned.

1. The Service Provider warrants that all workers assigned to this contract are regularly employed by the Service Provider or its approved Sub-Service Providers.

D. Payroll Verification

LSUHSC-NO reserves the right to examine payroll records of the Service Provider and any Sub-Service Provider to verify that employees assigned to the contract are regularly employed.

E. Qualification Concerns

LSUHSC-NO reserves the right to question the assignment of any employee deemed unskilled or untrained for the required task.

F. Removal of Personnel

LSUHSC-NO may require the Service Provider to remove any employee from LSUHSC-NO property.

1. Reasons may include, but are not limited to, poor performance, incompetence, carelessness, disruptive behavior, or other objectionable conduct.
2. LSUHSC-NO campuses are tobacco-free. Any employee violating this policy shall be immediately removed from LSUHSC-NO property.
3. Any employee who reports to the site under the influence of alcohol or illegal drugs shall be immediately removed from LSUHSC-NO property.
4. Removal of an employee is not a request for termination; it is a request for reassignment away from LSUHSC-NO properties.
5. Any time lost due to required personnel replacement shall be the responsibility of the Service Provider and shall not justify extensions to deadlines or task completion requirements.

2.7 SUPERVISION

A. On-Site Supervision

The Service Provider shall provide all necessary on-site supervision to coordinate, direct, and inspect the work.

B. Supervisor Availability

A supervisor or designated point-of-contact shall be readily available to the designated LSUHSC-NO representative whenever work is being performed.

1. The on-site supervisor or designated point-of-contact shall check in with the designated LSUHSC-NO representative each day, either in person or by telephone, prior to beginning work.
2. The on-site supervisor or designated point-of-contact shall also contact the designated LSUHSC-NO representative for inspection upon completion of the day's work or prior to leaving the site.

2.8 PERFORMANCE

A. Work Hours

All work shall be performed during regularly scheduled daytime working hours unless alternative arrangements are pre-approved in writing by the designated LSUHSC-NO representative.

B. Quality of Work

LSUHSC-NO requires that all work be performed competently and to a high standard of quality.

1. All non-supervisory Service Provider personnel shall perform their assigned tasks independently and without direction from LSUHSC-NO personnel.

C. Determination of Acceptable Performance

LSUHSC-NO shall be the sole judge of the adequacy and acceptability of all services performed under this contract, including determinations of compliance with these specifications and applicable federal, state, and local laws and ordinances.

1. No latitude shall be granted for failure to perform properly.

D. Correction of Substandard Work

The Service Provider shall provide replacement or additional personnel, at no additional cost, to correct any substandard work within five (5) working days of receiving written notification from the designated LSUHSC-NO representative

E. Penalties for Failure to Correct

Failure to correct substandard work to the satisfaction of the designated LSUHSC-NO representative within the required five-day period may result in monetary penalties as outlined in Section 2.15, or may result in cancellation of the service contract.

2.9 IDENTIFICATION

A. Personnel Information

The Service Provider shall provide LSUHSC-NO with all personnel information required in Appendix A at the start of the service contract to facilitate issuance of LSUHSC-NO identification badges

B. Uniform Requirements

Service Provider personnel shall wear uniforms displaying the company name and/or company logo on the outermost garment at all times while on LSUHSC-NO property.

C. Badge Display

Personnel entering LSUHSC-NO buildings as part of their duties shall prominently display their LSUHSC-NO identification badge at all times while inside any LSUHSC-NO facility.

D. Badge Return

The Service Provider shall immediately retrieve and return LSUHSC-NO identification badges for any personnel who are no longer employed or assigned to LSUHSC-NO, and shall return all badges at the conclusion of the service contract.

2.10 CLEANUP

A. Work Area Cleanup

Service Provider personnel shall be responsible for thorough cleanup and removal of all debris from all areas where work was performed before leaving LSUHSC-NO property at the end of each work shift.

2.11 WASTE

A. Waste Management

The Service Provider shall prevent the accumulation of trash or waste materials at the work site and shall ensure proper disposal of all waste generated by the work.

1. Unless otherwise specified, all waste materials shall be removed daily from LSUHSC-NO work locations and disposed of either in the designated container or at an approved off-campus location, in compliance with all applicable federal, state, and local laws and regulations.

B. Designated Waste Container

LSUHSC-NO shall provide access to one designated roll-off open-top solid waste container on each campus for disposal of non-hazardous waste generated by the Service provider from the course of performing laboratory assessments and RPM/RCM calibration activities.

C. Prohibited Use of Other Containers

Use of LSUHSC-NO trash compactors or any trash containers other than the designated container is strictly prohibited.

1. A \$1,000 penalty shall be assessed if debris generated under this contract is found in LSUHSC-NO trash compactors or other unauthorized containers.
2. Any violation of this requirement shall result in the Service Provider being required to remove all future waste materials from LSUHSC-NO property and dispose of them off-campus in accordance with applicable laws and regulations.

2.12 USE OF PROPERTY

A. Space Restrictions

No office, storage, or disposal space shall be provided to the Service Provider on LSUHSC-NO property

B. Parking – Downtown Campus

Parking for the Service Provider and its personnel is not available anywhere on the LSUHSC-NO Downtown Campus under any circumstances.

1. Service Provider vehicles and employee vehicles shall park on public streets or in off-site commercial parking facilities at the Service Provider's expense.

C. Parking – School of Dentistry Campus

Parking for the Service Provider and its personnel is available free of charge at the LSUHSC-NO School of Dentistry Campus across Florida Ave.

D. Maps

Refer to Appendix B for campus location maps.

2.13 WORK LOCATION MANAGEMENT

A. The Service Provider shall:

1. Maintain safe pedestrian passage within and around work areas.
2. Provide temporary protection to prevent movement of materials or debris to adjacent areas (where applicable).
 - a. Should the area beyond the work zone(s) become contaminated with any type of debris, coating, film, hazing, mist or dust as a consequence of this service; the Service Provider will clean and decontaminate these areas at no additional cost, to the satisfaction of the designated LSUHSC-NO representative.
3. Promptly have repaired any incidental damage to infrastructure or moveable equipment, at no additional cost to LSUHSC-NO.

2.14 PAYMENTS

A. Invoice Requirements

The Service Provider shall submit itemized invoices with line items that correspond exactly to the line items on the LSUHSC-NO Purchase Order(s).

1. When the Purchase Order contains separate lines for identical work performed at different locations (e.g., Downtown Campus and School of Dentistry Campus), invoices shall not combine costs for multiple locations into a single line.
2. When the Purchase Order lists the quantity as twelve (12) months for ongoing monthly services, the Service Provider shall not combine multiple months into a single invoice (e.g., quarterly billing).
 - a. If the Service Provider prefers less frequent invoicing, this preference must be communicated to and approved by the designated LSUHSC-NO representative before the Purchase Order is issued.
 - b. Once the Purchase Order is issued, the invoicing frequency must match the frequency stated on the Purchase Order.
 - c. For services scheduled at specific intervals (e.g., quarterly or annual services), the Purchase Order will list the quantity as the number of required service visits, and invoices may be submitted only after each visit is completed.
 - (1) If the Purchase Order includes both monthly and interval-based services, invoices shall not combine or prorate interval-based service costs across the entire contract year.
 - (2) If the Service Provider prefers to distribute all charges evenly across the contract year, this must be communicated to and approved by the designated LSUHSC-NO representative before the Purchase Order is issued.

3. For work performed under a Task Order (see Appendix F), the invoice must reference the Task Order number and include the Task Order's description of work.

B. Invoice Submission

Invoices shall be submitted by email to noacctacctpays@lsuhsc.edu

C. Approval Authority

No notice of completion, delivery memo, invoice, or other document shall be signed, nor shall any approval be granted for any portion of the work or delivery of materials, except by the designated LSUHSC-NO representative.

2.15 DEFAULT

A. Initial Notice and Meeting

When the designated LSUHSC-NO representative becomes aware of any instance of non-performance or non-compliance with these specifications, the representative shall schedule a face-to-face meeting with the Service Provider's designated representative within three (3) business days. The purpose of this meeting is to discuss the issue, mutually determine a corrective action plan, and establish a reasonable target date for resolution.

B. Second Meeting if Issue Persists

If the issue is not resolved to the satisfaction of the designated LSUHSC-NO representative by the agreed-upon target date, a second face-to-face meeting shall be scheduled within three (3) business days. During this meeting, the parties shall again review the issue, agree on a corrective action, and establish a second target date for resolution.

C. Final Written Notice

If the issue remains unresolved by the second agreed-upon target date, the designated LSUHSC-NO representative shall issue an electronic notification to the Service Provider stating that the non-performance and/or non-compliance must be corrected within three (3) business days from the date the notification is sent.

1. Failure by the Service Provider to read the notification in a timely manner, or any failure of the Service Provider's email system to deliver the message, shall not extend the three-day deadline.

D. Remedies for Continued Non-Compliance

If the two face-to-face discussions and the three-day electronic notice fail to resolve the issue, LSUHSC-NO may pursue liquidated damages in lieu of immediate contract cancellation. The following monetary penalties shall apply:

1. First Offense: Liquidated damages minimum of \$200 and up to 2% of the purchase order value, plus withholding of any outstanding payments
2. Second Offense: Liquidated damages minimum of \$500 and up to 3% of the contract value, plus withholding of any outstanding payments due
3. Third Offense: Liquidated damages minimum of \$1000 and up to 5% of the contract value, plus withholding of any outstanding payments due

4. Service Contract Cancellation

E. Continued Performance and/or Compliance Issues

1. Whenever a specific non-performance and/or non-compliance issue has been encountered, is addressed through steps A-C above, even if monetary penalty is not imposed, subsequent occurrences of that specific non-performance and/or non-compliance issue will not be addressed again through those same steps but instead will go automatically to the monetary penalty assessment phase.
2. Whenever a specific non-performance and/or non-compliance issue is encountered on three separate occasions that requires the designated LSUHSC-NO representative to address the specific issue with the Service Provider to resolve that issue, LSUHSC-NO may proceed with contract termination.

F. Consideration of Circumstances

The designated LSUHSC-NO representative shall evaluate each instance of non-performance or non-compliance on a case-by-case basis and may waive the assessment of damages when the failure to meet standards is determined to be beyond the Service Provider's control.

SECTION 3 – GENERAL CONDITIONS

3.1 SUMMARY

A. Purpose

The LSU Health Sciences Center – New Orleans (LSUHSC-NO) seeks a qualified Service Provider to provide lab assessment and RPM/ RCM calibration services. These services include all items as outlined in Section 5 – Scope of Work, as well as additional services on an as-needed basis.

1. The Service Provider shall furnish all labor, materials, and equipment necessary to perform the required services.

B. General Requirements

Except where otherwise noted, the Service Provider shall provide all labor, materials, tools, equipment, permits, insurance, transportation, and any other items necessary to perform the services described in these specifications.

C. Contract Term

The initial service contract period shall be twelve (12) months.

1. Upon mutual agreement of both parties, the contract may be renewed for up to four (4) additional twelve-month periods, not to exceed a total contract term of sixty (60) months.

3.2 EXISTING CONDITIONS, EXAMINATION OF SITE

A. Familiarity With Conditions

By submitting a bid, the Service Provider is deemed to have examined all buildings, reviewed these specifications, and familiarized itself with the scope of work and the existing conditions of all locations to be serviced.

B. Drawings

Any drawings provided by LSUHSC-NO showing locations or dimensions are intended solely as a guide. The Service Provider is responsible for inspecting and field-verifying all dimensions and conditions.

C. Conflicts Between Documents

If a discrepancy or ambiguity exists between the written specifications and any drawings, the written specifications shall govern.

D. Pre-Work Examination

Prior to the start of work, the Service Provider and the designated LSUHSC-NO representative shall jointly examine the existing conditions at all locations identified in these specifications.

3.3 SERVICE LOCATIONS

A. Physical service locations are listed in Appendix C, D, and E.

B. Remote access for intranet and Desigo program will be provided to Service Provider personnel by LSUHSC-NO Facilities Services.

3.4 BIDDER PROVISIONS

A. Bid Pricing

Bidders shall quote firm prices to furnish all labor, materials, equipment, and expertise necessary to perform lab assessments and Room Control Monitors (RCM)/Room Pressure Monitors (RPM) Calibrations for a period beginning on or about July 1, 2026, and ending one (1) year thereafter.

B. Definitions

Service Provider. The term "Service Provider" refers to the firm or corporation that is the successful bidder and is designated by LSUHSC-NO as the exclusive provider of the services described herein.

1. The successful bidder shall accept a Purchase Order from LSUHSC-NO, which shall serve as the service contract and shall be binding in accordance with these specifications.
2. The service contract shall be administered by the designated LSUHSC-NO representative.

Room Pressure Monitor (RPM): A permanently installed device that continuously measures and displays differential air pressure between a room and an adjacent space to verify proper room pressurization and airflow direction for safety and compliance purposes.

Room Condition Monitor (RCM): A fixed device that continuously monitors and displays room environmental conditions—such as pressure differential, temperature, and humidity—and provides indication or alarm when conditions deviate from established limits.

C. References

The successful bidder shall provide three (3) client references, including name of organization, contact name, email address, and telephone number, from organizations of similar size and complexity to LSUHSC-NO for which the bidder is currently providing similar services.

D. Minimum Qualifications

Only organizations that have been engaged in commercial control business for at least five (5) years, and that can demonstrate financial responsibility, reliability, experience, adequate facilities, and qualified personnel, will be considered.

E. Award Basis

The bid award shall be all or none. All prices listed on the successful bid price sheet shall become the fixed contract prices for all labor, materials, equipment, and expertise required for the duration of the service contract.

3.5 DESIGNATED LSUHSC-NO REPRESENTATIVE

A. Coordination Requirement

The Service Provider shall coordinate lab assessments and RPM/ RCM calibrations with the designated LSUHSC-NO Building Systems Representative prior to beginning any such work.

B. Building Systems Contact

Following award of this bid, the primary LSUHSC-NO representative for Building Systems work shall be:

Ivan Chacon
Facility Maintenance Manager C
Phone: 504-568-7716

Do not contact this individual regarding the bid process.

Mailing Address:

Ivan Chacon, Facility Maintenance Manager C
LSU Health Sciences Center
Department of Facility Services
1901 Perdido Street, Room 2220
New Orleans, LA 70112

C. Secondary Contact

If the Facility Maintenance Manager C is unavailable, the Service Provider shall contact:

Mike Muscarello
Manager of Building Systems
Phone: (504) 252-3193

3.6 PERSONNEL, EMPLOYMENT PRACTICES AND STAFFING

A. Pre-Contract Meeting

Prior to implementation of this service contract, LSUHSC-NO and the Service Provider shall hold an introductory meeting. At a minimum, the following individuals shall participate:

1. Primary Service Provider Point of Contact (Sales/Management):
 - a. This individual shall routinely review operations, consult with LSUHSC-NO regarding current and future service programs, and possess full authority to act on behalf of the Service Provider in all matters related to this contract.
 - b. The Service Provider shall provide the name and contact information of a designated backup.
 - c. The primary point of contact shall provide telephone, fax, email, business cell phone number, and normal working hours for both them and their backup.
2. Service Provider Scheduling Contact:

A primary point of contact is responsible for scheduling service or repairs. A backup contact shall also be identified.
3. LSUHSC – NO Personnel
The designated LSUHSC-NO representative, a Purchasing Department representative responsible for administering the contract, and any authorized backup personnel.

3.7 COORDINATION OF WORK

A. Trade Coordination

The Service Provider shall be responsible for coordinating the work of all trades involved in the performance of this service contract.

B. On-Site Supervision

The Service Provider shall provide on-site supervision to coordinate, direct, and inspect all work performed.

C. Supervisor Availability

An on-site supervisor or designated point-of-contact shall be present on campus at all times when work is being performed and shall remain readily available to the designated LSUHSC-NO representative.

D. Daily Check In/Out

1. The on-site supervisor or point-of-contact shall check in with the designated LSUHSC-NO representative (or designee) each day prior to beginning work.
2. The on-site supervisor or point-of-contact shall contact the designated LSUHSC-NO representative (or designee) at the end of each workday for inspection or to provide a daily progress update.

E. Scheduling Constraints

LSUHSC-NO operates 24 hours per day, 365 days per year.

1. Any work that may interfere with normal facility operations or personnel must be approved in advance by the designated LSUHSC-NO representative.

F. Employment Practices

Personnel relations of employees on the Service Provider's payroll shall be the sole responsibility of the Service Provider.

1. The Service Provider shall comply with all applicable governmental regulations regarding employment and compensation.

G. Workmanship

All tasks shall be performed in a workmanlike manner consistent with industry standards and acceptable trade practices for all trades involved.

H. Hot Work

1. The designated LSUHSC-NO representative must be notified before any work is performed which will:
 - a. Create noise.
 - b. Create smoke and/or dust;
 - c. Involve soldering, welding, or other heat or flame producing process.
 - d. Disable any part of the fire suppression system.
2. The Service Provider shall file a "Hot Work Permit" with LSUHSC-NO for non-emergency repairs five (5) working days in advance before beginning and such work.
3. A fine of five hundred dollars (\$500.00) per incident (independent of the default process in Section 2.15) will be due from the Service Provider for each incident where the work done on their contract caused a false alarm on the fire and smoke detection system in the building and a "Hot Work Permit" was not filed before starting the work.

3.8 SERVICE CONTRACT CHANGES

A. Change Authorization

After award of the bid, no changes shall be made to any part of the service contract unless all of the following conditions are met:

1. **Written Proposal:**

The Service Provider submits a written proposal describing the proposed change, including a complete breakdown of all materials, labor hours, and the individual cost of each component.

2. Written Approval:

The proposed change receives written approval from at least one designated LSUHSC-NO representative and an authorized representative of the LSUHSC-NO Purchasing Department.

3.9 DOCUMENTATION

A. Approval Authority

No notice of completion, delivery memo, invoice, or any other document shall be signed, nor shall any approval be granted for any portion of the work or for delivery of equipment or materials, except by the designated LSUHSC-NO representative(s), secondary contact, or their designee.

B. Service Ticket Requirement

At the completion of each service visit—whether annual service or repair service—the Service Provider shall provide a pre-prepared service ticket to the designated LSUHSC-NO representative(s), secondary contact, or designee. All technician notations on this form must be legible and include clear, detailed descriptions of the work performed.

3.10 SERVICE IMPLICATIONS

A. Implied Requirements

Any items, tasks, or responsibilities not expressly stated in these specifications but reasonably implied or necessary for the proper performance and completion of the work shall be included as part of the Service Provider's obligations under this service contract.

SECTION 4 – GENERAL PROJECT REQUIREMENTS

4.1 QUALITY ASSURANCE

A. The Service Provider shall:

1. Submit Inspection Documentation

Provide copies of inspection reports, notices, and similar documents to the designated LSUHSC-NO representative, where applicable.

- a. Legible, typed electronic copies of all reports shall be transmitted to LSUHSC-NO within forty-eight (48) hours of completing on-site work.

2. Handle and Store Materials Properly

Handle and store all materials strictly in accordance with the manufacturer's instructions.

3. Submit Sub-Service Provider Information

Provide all pertinent information regarding any Sub-Service Provider to the designated LSUHSC-NO representative for approval prior to using that Sub-Service Provider for the first time at LSUHSC-NO.

4. Follow all Safety Precautions

Take all normal precautions associated with lab assessments and RPM/ RCM calibrations that protects the safety of the building, its occupants, and the Service Provider's personnel.

4.2 SCHEDULING WORK

A. Schedule Revisions

Once both parties agree to a service schedule, revisions may only be made by mutual consent of the Service Provider and the designated LSUHSC-NO representative.

B. Work Hours:

1. Most locations, including roof access, are available for service from 8:00 a.m. to 4:30 p.m., Monday through Friday.

C. Consecutive Workdays

Once started, work shall continue on consecutive workdays until complete unless pre-approved by the designated LSUHSC-NO representative. Failure to comply with this requirement shall constitute non-performance and shall subject the Service Provider to the financial penalties outlined in Paragraph 2.15.D.

D. Total Work Time

Work must be completed, to the satisfaction of the designated LSUHSC-NO representative, by the target date established when the inspection and/or maintenance work is first scheduled.

E. Extensions

The target completion date may be extended only with approval from the designated LSUHSC-NO representative.

F. System Shutdowns

All system shutdowns must be coordinated with the designated LSUHSC-NO representative. Required Outage Requests and Hot Work Requests must be submitted at least five (5) workdays prior to the start of work.

4.3 RESCHEDULING WORK

A. Limits of Rescheduling

Once scheduled, the start of work may be rescheduled only once for reasons other than weather-related events. If a declared evacuation or official campus closure occurs due to severe weather or other emergencies, the Service Provider shall not schedule personnel to report until officials deem the area safe.

B. Rescheduling Window

Rescheduled work must begin no later than five (5) workdays after the original scheduled start date.

C. Notification of Delays

The Service Provider shall notify the designated LSUHSC-NO representative in writing at least 48 hours before the originally agreed-upon start date to allow sufficient time for campus notification.

4.4 WORK PROGRESSION

A. Consecutive Workdays

Once work has commenced, it must progress on consecutive workdays until complete.

B. Exceptions

Exceptions to consecutive workdays may be permitted when:

1. Work is disrupted due to circumstances beyond the Service Provider's control (e.g., weather, LSUHSC-NO-caused delays, declared evacuations, or official campus closures).
2. A non-consecutive work schedule was pre-approved by the designated LSUHSC-NO representative.
3. The nature of the work requires breaks to allow processes such as drying, curing, or setting.

C. Additional Exceptions

The designated LSUHSC-NO representative may approve other exceptions on a case-by-case basis and shall be the final authority on such requests.

4.5 WARRANTY WORK

A. Warranty Coverage for Replaced Parts

Any items replaced by the Service Provider during the service contract period shall remain part of this service contract.

Repairs to these components shall be covered under the warranty until the warranty period ends or until a new service contract is awarded to a different Service Provider.

SECTION 5 – SCOPE OF WORK

5.1 GENERAL REQUIREMENTS

The Service Provider shall perform comprehensive laboratory assessments for 444 laboratory spaces across designated facilities (305 in CSRB, CSRB Annex, Lions Eye, and Dental School; and 139 in MEB). The purpose of these assessments is to evaluate the operational condition, functionality, performance, and safety of each laboratory's mechanical systems, airflow systems, fume hoods, controls, and environmental conditions.

The Service Provider shall provide all labor, materials, equipment, testing instruments, and technical expertise necessary to execute the full scope of services described herein; including, but not limited to the use of anemometers, capture hoods, flow hoods, digital

manometers, micromanometers, pitot tubes, pressure and temperature devices, and computers to access the building control system.

- A. Perform assessments of 305 laboratory rooms as listed in Appendix C.
- B. Provide all necessary labor, tools, materials, equipment, and technical expertise required to complete the assessments.
- C. Ensure all work is completed in accordance with industry standards, applicable building codes, and facility safety requirements.
- D. Coordinate all work activities with the designated Animal Care and Facilities Services representative prior to entry into any laboratory area.
- E. Perform work during normal business hours, Monday through Friday, 8:00 a.m.–4:30 p.m.
- F. Provide daily updates summarizing complete work, rooms assessed, and any issues encountered.
- G. LSUHSC-NO reserves the right to add or remove laboratory assessments and RPM/RCM calibrations as necessary to meet the needs of the University. Any additions will be billed at the contract bid pricing, and any removals will result in a corresponding reduction in costs in accordance with the contract bid pricing.

5.2 DETAILED ASSESSMENT SCOPE

- A. The Service Provider shall perform a full functional inspection and operational verification of laboratory air systems, controls, and physical conditions as outlined below. All checks shall be performed for each applicable room:
 - 1. Mechanical & Airflow System Verification. The Service Provider shall verify the following components are present, intact, functional, and operating as intended:
 - a. Supply ductwork integrity
 - b. Exhaust ductwork integrity
 - c. Variable air dampers installed and operable
 - d. Supply box reheat valve operation
 - e. Exhaust box installed and operational
 - f. Room air diffusers in place and operational
 - g. Ceilings in place and intact
 - h. Doors in place and operational
 - i. Fume hood controls functional
 - j. Sensors and devices operational
 - k. Adequate exhaust duct air volume
 - l. Adequate supply duct air volume
 - m. Adequate fume hood airflow
 - 2. Airflow Measurements and Recorded Data. The Service Provider shall record the following airflow values and operating conditions:
 - a. Airflow (CFM) at supply damper – 100% open
 - b. Airflow (CFM) at supply damper – 100% closed
 - c. Supply airflow setpoint and actual supply airflow
 - d. Airflow (CFM) at exhaust damper – 100% open
 - e. Airflow (CFM) at exhaust damper – 100% closed
 - f. Exhaust airflow setpoint and actual exhaust airflow

- g. Room pressure measurement and verification
 - h. Fume hood airflow (CFM)
 - i. Maximum attainable fume hood airflow (CFM)
 - j. Total room exhaust
 - k. Track mode status
 - l. Cooling minimum/maximum setpoints
 - m. Heating minimum/maximum setpoints
 - n. Room temperature setpoint and actual room temperature
 - o. Room temperature verification/ calibration
 - p. Sash position and operational verification
3. Record all deficiencies observed during assessment and provide recommended corrective actions for repair or remediation.

5.3 DOCUMENTATION REQUIREMENTS

- A. For each laboratory assessed, the Service Provider shall document and submit the following information:
 1. Project name and building location
 2. Room/area number and assessment date
 3. Technician's full name
 4. Application and configuration of the laboratory controller
 5. All recorded airflow data, setpoints, pressures, and test results
 6. Images of deficiencies, if applicable
 7. Summary of recommended repairs
 8. Daily reports and final compiled assessment documentation shall be provided electronically in a format approved by the Client (Excel, PDF, or combined report binder).

5.4 COORDINATION AND COMMUNICATION

- A. The Service Provider shall coordinate all activities with the Animal Care and Facilities Services representative.
- B. Work may require additional scheduling considerations based on research activity, animal welfare requirements, or room access restrictions.
- C. No work shall occur in restricted or occupied research areas without explicit authorization.

5.5 DELIVERABLES

- A. Daily progress reports.
- B. Individual lab assessment reports (305 total)
- C. Summary of deficiencies and recommended corrective actions
- D. Final compiled project report

5.6 SPECIAL PROJECTS

- A. The Service Provider shall perform special projects associated with the laboratories and equipment listed in *Appendix C, D, and E*, for which LSUHSC-NO shall pay additional compensation as agreed upon by the parties.

1. Special projects include repairs, modifications or replacement of major components to improve operation, efficiency or safety of a mechanical system
- B. The cost of any special projects shall be quoted on the Service Provider's letterhead and the designated LSUHSC-NO representative will arrange for a purchase order specific to the special project to be issued to authorize the work.
- C. The direct labor hours to perform special projects shall be at the fixed labor rate provided on the price sheet for this bid.
- D. LSUHSC-NO does not pay for travel time to or from the equipment location.

5.7 MATERIALS

- A. Replacement materials necessary for repairs shall be furnished by the Service Provider at an additional, supplemental cost to LSUHSC-NO, provided that a written quote is submitted in advance and approved by the designated LSUHSC-NO representative prior to procurement.
- B. All replacement materials shall be new and recommended by the mechanical system manufacturer.
- C. The Service Provider shall have the ability to provide emergency service replacement materials to LSUHSC-NO within 24 hours of initial service request.
 1. Higher shipping costs associated with accelerated delivery may be incurred at an additional, supplemental cost to LSUHSC-NO, subject to prior approval by the designated LSUHSC-NO representative.
- D. The Service Provider shall make reasonable efforts to supply and/or manufacture obsolete parts that may be necessary to maintain the mechanical systems covered under this Service Contract, at additional, supplemental cost to LSUHSC-NO and shall require prior written approval.

5.8 REPORTING REQUIREMENTS

- A. The Service Provider shall provide a detailed description of the work completed for each service visit electronically via E-mail within 24 hours of the completed service.
- B. Service reports shall include the date and time when the request was received, a detailed description of the work completed, including all tests performed and the results, along with any additional work recommended by the Service Provider.
- C. Service reports shall identify the lab assessments and RPM/ RCM calibrations performed by the Service Provider.
- D. Invoices shall clearly state what work was covered, building(s) where work occurred, date of work, and any other information to allow the LSUHSC representative to determine the work completed for approval of the payment

5.9 RPM/RCM CALIBRATION SERVICES

- A. The Service Provider shall perform RPM (Room Pressure Monitor) and RCM (Room Condition Monitor) calibrations for all applicable laboratory spaces included in this project. All calibrations must be conducted using NIST-traceable or industry-standard certified instruments. Calibration procedures shall follow manufacturer specifications and facility requirements to ensure accurate monitoring of room pressure, airflow, and environmental conditions.

5.10 DETAILED ASSESSMENT SCOPE

- A. The Service Provider Shall:
 - 1. Inspect the monitor and verify it is functioning prior to calibration. Total of 72 RCM and 23 RPM
 - 2. Measure the current displayed values using a calibrated test instrument.
 - 3. Perform calibration adjustments to ensure monitor accuracy within manufacturer tolerances.
 - 4. Reverify readings after calibration and document corrections made.
 - 5. Record all values and verification data required for compliance and audit purposes.
 - 6. See Appendix D for locations of RPM/ RCM.
 - 7. MEB labs do not have RPMs or RCMs, but will require testing the differential pressure of adjacent rooms listed in Appendix E.

5.11 CALIBRATION REPORTING REQUIREMENTS

- A. For each RPM or RCM device calibrated, the service provider shall provide a complete calibration report for the tools utilized to take measurements, and the equipment includes the following information:
 - 1. Certification number associated with the calibration
 - 2. Location of equipment
 - 3. Room serviced (room number and associated area if applicable)
 - 4. RPM/RCM displayed value before calibration
 - 5. Calibration tool display after calibration (actual measured value)
 - 6. Test instrument information, including:
 - i. Instrument name
 - ii. Serial number
 - iii. Calibration date
 - iv. Calibration due date
 - 7. Technician name performing calibration
 - 8. Date calibration was completed
- B. All tools and instruments used to calibrate and verify the RPM or RCM systems shall themselves be currently calibrated and suitable for the intended measurements. The service provider shall provide calibration documentation for each instrument used during the work.
 - 1. Measurement instruments may include, but are not limited to:
 - i. Monometers

- ii. Capture hoods and/or flow hoods
- iii. Digital manometers or micromanometers
- iv. Pitot tubes
- v. Pressure measurement devices
- vi. Temperature measurement devices
- vii. Computer, tablet, or other interface used to access the Building Automation / Control System (BAS/BCS)

- C. Calibration documentation for these instruments shall include calibration date, method, accuracy, traceability, and expiration date. Instruments that are not within current calibration shall **not** be used for system calibration or verification.
- D. All calibration reports shall be submitted in electronic format and included as part of the final deliverables.

APPENDIX A

SERVICE PROVIDER ID BADGE APPLICATION

**LSUHSC – SERVICE PROVIDER ID BADGE
REQUEST FORM**

DEPARTMENT: FACILITY SERVICES

COMPANY: _____

NAME: _____

SOCIAL SECURITY NUMBER (LAST 4 DIGITS ONLY): ____ _

DATE OF BIRTH: ____/____/____

FULL HOME ADDRESS (incl. zip): _____

BIRTHPLACE (city & state): _____

JOB TITLE: _____

WORK TELEPHONE NUMBER: _____

**LSUHSC – SERVICE PROVIDER ID BADGE
REQUEST FORM**

DEPARTMENT: FACILITY SERVICES

COMPANY: _____

NAME: _____

SOCIAL SECURITY NUMBER (LAST 4 DIGITS ONLY): ____ _

DATE OF BIRTH: ____/____/____

FULL HOME ADDRESS (incl. zip): _____

BIRTHPLACE (city & state): _____

JOB TITLE: _____

WORK TELEPHONE NUMBER: _____

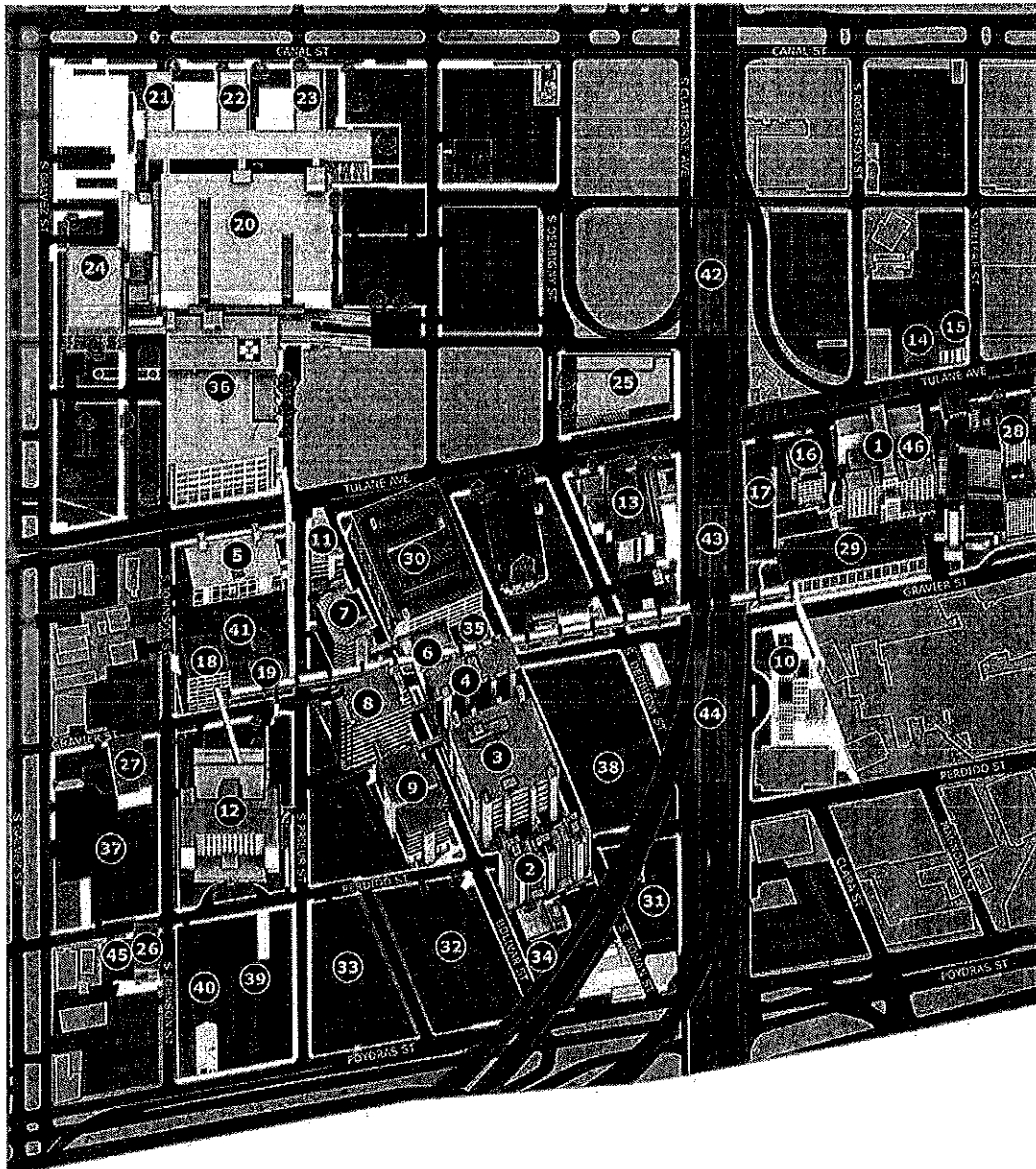
APPENDIX B

CAMPUS MAPS

DOWNTOWN CAMPUS BUILDING LIST

(<https://www.lsuhs.edu/maps/downtown.aspx>)

- | | |
|--|--|
| <p>(1) <u>Clinical Education Building</u>
1542 Tulane Avenue</p> <p>(2) <u>Residence Hall</u>
1900 Perdido Street</p> <p>(3) <u>Medical Education Building</u>
1901 Perdido Street</p> <p>(4) <u>Allied Health / Nursing Building</u>
1900 Gravier Street</p> <p>(5) <u>Human Development Center</u>
411 South Prieur Street</p> <p>(6) <u>Central Plant (Main)</u>
1903 Gravier Street</p> <p>(7) <u>Resource Center Building</u>
433 Bolivar Street</p> <p>(8) <u>Lions / LSU Clinics Building</u>
2020 Gravier Street</p> <p>(9) <u>Dr. Mervin L. Trail Clinical Sci. Research Bldg.</u>
533 Bolivar Street</p> | <p>(10) <u>Sister Stanislaus Memorial Hall</u>
450A South Claiborne Avenue</p> <p>(12) <u>Center for Advanced Learning & Simulation</u>
2021 Perdido Street</p> <p>(18) <u>Seton Building</u>
2025 Gravier Street</p> <p>(19) <u>Center for Advanced Learning & Simulation</u>
Central Plant
2101 Gravier Street</p> <p>(29) <u>Gravier Street Parking Garage</u>
1661 Gravier Street</p> <p>(30) <u>Roman Street Parking Garage</u>
425 S. Roman Street</p> <p>(35) <u>East Campus Standby Power System</u>
1900 Gravier Street</p> <p>(NA) <u>Walk-To-Wellness</u>
Gravier Street (Bld. # 18 to Bld. # 29)</p> |
|--|--|



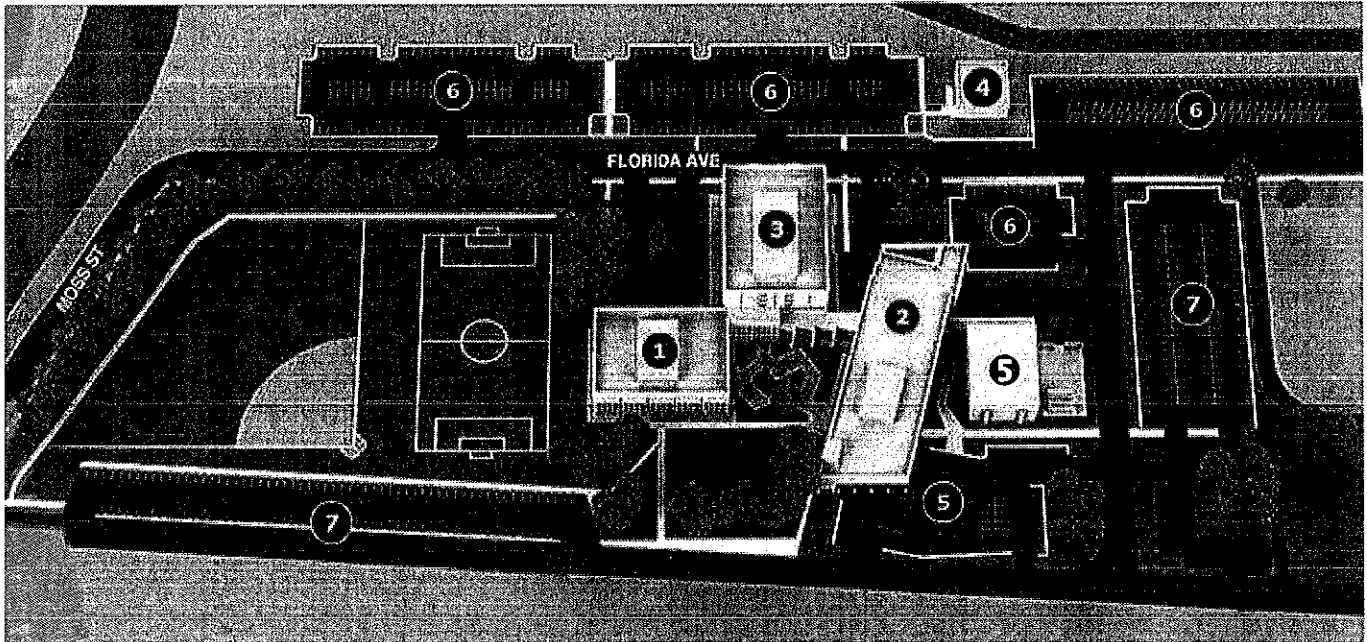
LEGEND

- LSUHSC
- University
Medical
Center (NIC)
- Parking

SCHOOL OF DENTISTRY CAMPUS BUILDING LIST

(<https://www.lsuhs.edu/maps/dental.aspx>)

- (1) School of Dentistry – Administration Building (Admin)
1100 Florida Avenue
- (2) School of Dentistry – Dr. Allen A. Copping Advanced Clinical Care & Clinical Research Building (Annex)
1100 Florida Avenue
- (3) School of Dentistry – Clinic Building (Clinic)
1100 Florida Avenue
- (4) School of Dentistry – Inter-Professional Primary Care Clinic (PCC)
1100 Florida Avenue
- (5) School of Dentistry – Power Plant
1100 Florida Avenue



APPENDIX C

LAB LOCATION

A.. CLINICAL SCIENCE RESEARCH BUILDING (CSRB)

Address: 533 BOLIVAR STREET

CSRB

- 1st floor
 - Room 103
 - Room 104
 - Room 105
 - Room 106
 - Room 107
 - Room 108
 - Room 109
 - Room 112
 - Room 113
 - Room 115
 - Room 117
 - Room 118
 - Room 119
 - Room 120
 - Room 121
 - Room 122
 - Room 123
 - Room 126
 - Room 128
- 2nd floor
 - Room 205
 - Room 213
 - Room 214
 - Room 216
 - Room 218
 - Room 228
 - Room 229
 - Room 230
 - Room 233
 - Room 234
 - Room 236
 - Room 238
 - Room 239
 - Room 242
 - Room 243
 - Room 252B
 - Room 253
 - Room 255
 - Room 256
 - Room 259
 - Room 260
 - Room 261
 - Room 262
 - Room 263
- 3rd floor
 - Room 307
 - Room 312

- Room 315
- Room 318
- Room 319
- Room 321
- Room 327
- Room 331
- Room 331B
- Room 332
- Room 333A2A
- Room 333A2B
- Room 333A2C
- Room 333A2D
- Room 348
- Room 349
- Room 350
- Room 351
- Room 353
- Room 355
- Room 356
- Room 357
- Room 362A
- Room 362B1
- Room 362B3
- Room 362D
- 4th floor
 - Room 401
 - Room 404
 - Room 405
 - Room 406
 - Room 407
 - Room 410
 - Room 412
 - Room 412B
 - Room 412E
 - Room 414
 - Room 419
 - Room 420
 - Room 423
 - Room 425
 - Room 426A
 - Room 426B
 - Room 430
 - Room 434
 - Room 441
 - Room 442
 - Room 443
 - Room 444
 - Room 446
 - Room 447
 - Room 452
 - Room 455
- 5th floor

- Room 508
- Room 513
- Room 516
- Room 518
- Room 523
- Room 528
- Room 530A
- Room 532
- Room 533
- Room 534
- Room 536
- Room 537
- Room 544
- Room 546
- Room 551
- Room 552
- Room 555
- Room 556
- 6th floor
 - Room 612
 - Room 613
 - Room 613A
 - Room 615
 - Room 616
 - Room 620
 - Room 621
 - Room 624
 - Room 625
 - Room 628
 - Room 629
 - Room 631
 - Room 632
 - Room 633
 - Room 634
 - Room 635A
 - Room 643
 - Room 646
 - Room 649
 - Room 650
 - Room 651
 - Room 651A
 - Room 651A1
 - Room 654
 - Room 655
 - Room 656
- 7th floor
 - Room 706
 - Room 707
 - Room 707A
 - Room 708
 - Room 711
 - Room 713

- Room 714
- Room 715
- Room 716
- Room 717
- Room 719
- Room 720
- Room 721
- Room 722
- Room 723
- Room 724
- Room 727
- Room 729
- Room 730
- Room 731
- Room 736
- Room 737
- Room 738
- Room 740
- Room 741
- Room 742
- Room 747
- Room 749

CSRB Annex

- 2nd Floor
 - Room 285
 - Room 285A
 - Room 284
 - Room 283
 - Room 283A
 - Room 282A
 - Room 282
- 3rd Floor
 - Room 375A
 - Room 375
 - Room 376
 - Room 376A
 - Room 377A
 - Room 377
 - Room 378
 - Room 379A
 - Room 378A
 - Room 379
 - Room 380
 - Room 381A
 - Room 383
- 5th Floor
 - Room 572
 - Room 574A
 - Room 574
 - Room 575

- Room 575A
- Room 576
- Room 576A
- Room 577
- Room 578A
- Room 577A
- Room 578
- Room 579A
- Room 579
- 6th floor
 - Room 671
 - Room 674A
 - Room 674
 - Room 675
 - Room 675A
 - Room 676A
 - Room 676
 - Room 677
 - Room 678A
 - Room 677A
 - Room 678
 - Room 679
 - Room 679A

- 7th Floor
 - Room 758
 - Room 760
 - Room 760A
 - Room 761A
 - Room 761
 - Room 762
 - Room 762A
 - Room 763A
 - Room 763

B. LIONS EYE BUILDING (LEC)
Address: 2020 GRAVIER STREET

- 8th floor
 - Room 8A13
 - Room 804
 - Room 804A
 - Room 805
 - Room 807
 - Room 809
 - Room 811A
 - Room 812
 - Room 813A
 - Room 815
 - Room 816
 - Room 817

- Room 823
- Room 826
- Room 828
- Room 829
- Room 830
- Room 832
- Room 832B
- 9th floor
 - Room 905_LR901L
 - Room 905_LR912L
 - Room 907
 - Room 908
 - Room 909
 - Room 910
 - Room 912
 - Room 912A
 - Room 915A
 - Room 916
 - Room 919
 - Room 920
 - Room 921
 - Room 922
 - Room 923
 - Room 924
 - Room 925
 - Room 927
 - Room 928
 - Room 929
 - Room 930
 - Room 936
 - Room 937
 - Room 938
 - Room 939
 - Room 940
 - Room 941
 - Room 942
 - Room 943
 - Room 944
 - Room 945

C.. SCHOOL OF DENTISTRY ANNEX (DENTAL ANNEX)
Address: 1100 FLORIDA AVENUE

- 2nd floor
 - Room 2573
 - Room 2575
- 3rd floor
 - Room 3548
 - Room 3549
 - Room 3551
 - Room 3552

- Room 3553
- Room 3554
- Room 3556
- Room 3557
- Room 3558
- Room 3559
- Room 3561
- Room 3562
- Room 3563
- Room 3565
- Room 3566
- Room 3568
- Room 3570
- Room 3571
- Room 3572
- Room 3573
- Room 3575
- Room 3579
- Room 3583
- Room 3589
- Room 3605
- Room 3607
- Room 3608
- Room 3611
- Room 3612
- Room 3613
- Room 3614

APPENDIX D

RPM/ RCM LOCATIONS

A.. **CLINICAL SCIENCE RESEARCH BUILDING (CSRB)**

Address: 533 BOLIVAR STREET

RCM

- 2nd floor
 - Room 243
 - Room 250
 - Room 282
 - Room 282A
 - Room 283
 - Room 283A
 - Room 284
 - Room 284A
 - Room 285
 - Room 285A
- 3rd floor
 - Room 372
 - Room 373
 - Room 374
 - Room 375
 - Room 375A
 - Room 376
 - Room 376A
 - Room 377
 - Room 377A
 - Room 378
 - Room 378A
 - Room 379
 - Room 379A
 - Room 380
 - Room 380A
 - Room 383
- 4th floor
 - Room 462
 - Room 463
 - Room 464
 - Room 465
 - Room 470
- 5th floor
 - Room 572
 - Room 573
 - Room 574
 - Room 574A
 - Room 575
 - Room 575A
 - Room 576
 - Room 576A
 - Room 577
 - Room 577A
 - Room 578
 - Room 578A
 - Room 579

- Room 579A
- 6th floor
 - Room 670
 - Room 671
 - Room 672
 - Room 673
 - Room 674
 - Room 674A
 - Room 675
 - Room 675A
 - Room 676
 - Room 676A
 - Room 677
 - Room 677A
 - Room 678
 - Room 678A
 - Room 679
 - Room 679A
 - Room 682
- 7th floor
 - Room 758
 - Room 759
 - Room 760
 - Room 760A
 - Room 761
 - Room 761A
 - Room 762
 - Room 762A
 - Room 763
 - Room 763A

B. SCHOOL OF DENTISTRY ANNEX (DENTAL ANNEX)
Address: 1100 FLORIDA AVENUE

RPM

- 2nd floor
 - Room 2573
 - Room 2575
- 3rd floor
 - Room 3548
 - Room 3549
 - Room 3551
 - Room 3552
 - Room 3553
 - Room 3554
 - Room 3556
 - Room 3557
 - Room 3558
 - Room 3559

- Room 3561
- Room 3562
- Room 3563
- Room 3565
- Room 3566
- Room 3570
- Room 3571
- Room 3572
- Room 3573
- Room 3575
- Room 3579

APPENDIX E

MEB LABS

A. MEDICAL EDUCATION BUILDING (MEB)

Address: 1901 PERDIDO

MEB

- 5th floor
 - Room 5201
 - Room 5204
 - Room 5205
 - Room 5206
 - Room 5207
 - Room 5208
 - Room 5209 & 5210- fume hood
 - Room 5213, 5211, 5211A
 - Room 5214
 - Room 5215
 - Room 5216
 - Room 5217
 - Room 5218
 - Room 5219 & 5220- fume hood
 - Room 5310
 - Room 5313
 - Room 5314
 - Room 5386
 - Room 5330
 - Room 5331
 - Room 5332
 - Room 5333
 - Room 5334
 - Room 5335
 - Room 5401
 - Room 5404
 - Room 5405
 - Room 5148
 - Room 5407
 - Room 5408
 - Room 5409 & 5410- fume hood
 - Room 5413
 - Room 5414
 - Room 5415
 - Room 5416
 - Room 5417
 - Room 5418
 - Room 5419 & 5420- fume hood
- 6th floor
 - Room 6201
 - Room 6204
 - Room 6205
 - Room 6206
 - Room 6207
 - Room 6208
 - Room 6219 & 6220- fume hood
 - Room 6213, 6211, 6211A

- Room 6214
- Room 6215
- Room 6216
- Room 6217
- Room 6218
- Room 6209 & 6210- fume hood
- Room 6310
- Room 6313
- Room 6314
- Room 6312
- Room 6311
- Room 6330
- Room 6331 & 6322
- Room 6332
- Room 6333
- Room 6334
- Room 6335
- Room 6401
- Room 6404
- Room 6405
- Room 6406
- Room 6407
- Room 6408
- Room 6409 & 6410- fume hood
- Room 6413
- Room 6414
- Room 6415
- Room 6416
- Room 6417
- Room 6418
- Room 6419 & 6420- fume hood
- 7th floor
 - Room 7201
 - Room 7204
 - Room 7205
 - Room 7206
 - Room 7207
 - Room 7208
 - Room 7219 & 7220- fume hood
 - Room 7213, 7211, 7211A
 - Room 7214
 - Room 7215
 - Room 7216
 - Room 7217
 - Room 7218
 - Room 7209 & 7210- fume hood
 - Room 7310
 - Room 7313
 - Room 7314
 - Room 7312
 - Room 7330
 - Room 7331, 7332

- Room 7332
- Room 7333
- Room 7334
- Room 7335
- Room 7944
- Room 7401
- Room 7407,7403
- Room 7421,7425
- Room 7404
- Room 7405
- Room 7406
- Room 7410
- Room 7411
- Room 7412
- Room 7413- fume hood
- Room 7414
- Room 7416
- Room 7417- fume hood
- Room 7419- fume hood
- Room 7420
- Room 7422
- Room 7423
- Room 7424
- Room 7431, 7432
- Room 7433

Total rooms = 139

Fume hoods = 23

Pressure differential measurements

5th Floor room pressure- From room 5201

- To room 5516
- To room 5008
- To room 5116

5th floor room pressure- From room 5401

- To room 5515
- To room 5007
- To room 5115

6th floor room pressure- From room 6201

- To room 6116
- To room 6008
- To room 6516

6th floor room pressure- From room 6401

- To room 6515
- To Corridor

- To room 6115

7th floor room pressure- From room 7201

- To room 7516
- To room 7008
- To room 7116

7th floor room pressure- From room 7401

- To room 7425
- To room 7421
- To room 7407

APPENDIX F

TASK ORDER

FORM

Task Order

Task Order Number: _____ Date: _____

Project Name & Location: _____

PO #: _____

Service Provider: _____

Building Name: _____ Original Contract Date: _____

Service Provider is directed to perform the following task(s) as per below Scope of Work:

Scope of Work:

Original Contract Sum (Total contract sum is unchanged by this Task Order)	\$
Total price of previous Task Order(s)	\$
Price of this Task Order	\$
Contract Expiration Date (Expiration Date is unchanged by this Task Order.)	
Expected completion date of this Task Order	

Note: No additional increase in time or money will be considered for a Change Order after the change has been reviewed and ruled on.

Requestor

Requestor's Name:

Approved

Approver's Name:

Accepted

Service Provider Representative Name:

Service Provider's Name & Address:

Approved
Via email to:

Service Provider Signature:

Via email to:

Date: _____

Date: _____

Date: _____

