



**RFQ-17**  
**SCOPE OF SERVICES**  
**10/20/16**  
**Various Sites Damaged by August 2016 Floods**

GENERAL

The Ascension Parish School Board seeks applications from qualified Architectural Firms interested in providing complete Architectural services to restore flood-damaged facilities. Up to nine (9) individual restorative projects are anticipated.

The Owner has retained CSRS, Inc. as Program Manager for these projects.

Applicants may apply for one or more of the anticipated projects by completing Exhibit A in the application form and attending the mandatory site visit for the sites that you wish to be considered for.

I. SERVICES:

1. Provide complete professional design services including Program Completion, Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration and administration of the one-year warranty period.
2. Provide as necessary, as part of the Architect's design team, the following professional consultants: Civil Engineering, Structural Engineering, Mechanical Engineering, Landscape Architect, Food Service Design and Interior Design.
3. Consultants, if necessary, to be provided by Owner and coordinated by the Architect include Land Surveyor, Geotechnical Engineer, Environmental Engineer, and any other required consultant not listed at Item 2 above.
4. General Scope of Services:
  - (a) As part of Program Completion Phase, thoroughly examine existing flood-damaged facilities, and coordinate with Owner and Owner's Program Manager to determine and verify a detailed scope of Work (including budget and schedule) to restore damaged facilities to pre-flood condition.
  - (b) Scope of Work and budget to be coordinated with Owner's Design Standards and aligned with the preliminary FEMA Project Worksheets (FEMA Project Worksheet preparation is in-progress but will not be completed prior to commencement of these contracts).
  - (c) Once Scope of Work, budget and schedule are approved by Owner, prosecute project in conventional manner in accordance with Owner's Design Procedures Manual.

5. List of anticipated projects. The following sites incurred flood damage and Owner anticipates initiating one project per site to restore the facilities to pre-flood condition. Degree of damages vary.
- 1) **St. Amant High School** - 12035 LA Hwy. 431; St. Amant, LA 70774.  
Approximate damaged square footage: 221,400 sf.  
Order of Magnitude cost estimate for restorative project: **\$8,475,000**.  
Demobilization of temporary campus infrastructure will be included in this project.
  - 2) **Galvez Middle School** - 42018 LA HWY 933, Prairieville, LA 70769.  
Approximate damaged square footage: 77,100 sf.  
Order of Magnitude cost estimate for restorative project: **\$3,005,000**.  
Demobilization of temporary campus infrastructure will be included in this project.
  - 3) **Lake Elementary School** - 14185 LA HWY 431; St. Amant, LA 70774.  
Approximate damaged square footage: 102,300 sf.  
Order of Magnitude cost estimate for restorative project: **\$4,023,000**.  
Demobilization of temporary campus infrastructure will be included in this project.
  - 4) **St. Amant Primary School** - 44365 LA Hwy. 429; St. Amant, LA 70774.  
Approximate damaged square footage: 73,400 sf.  
Order of Magnitude cost estimate for restorative project: **\$2,790,000**.
  - 5) **Galvez Primary School** - 16093 Henderson Bayou Road, Prairieville, LA 70769. Approximate damaged square footage: 68,200 sf.  
Order of Magnitude cost estimate for restorative project: **\$2,682,000**.  
Demobilization of temporary campus infrastructure will be included in this project.
  - 6) **St. Amant Middle School** - 44317 LA Hwy. 429; St. Amant, LA 70774  
Approximate damaged square footage: 19,400 sf.  
Order of Magnitude cost estimate for restorative project: **\$740,000**.
  - 7) **School Board Maintenance Facility** – 9690 Airline Highway, Sorrento, LA 70778  
Approximate damaged square footage: 44,050 sf.  
Order of Magnitude cost estimate for restorative project: **\$2,006,000**.
  - 8) **RVTO Center** - 518 W Oak St, Gonzales, LA 70737  
Approximate damaged square footage: 20,600 sf.  
Order of Magnitude cost estimate for restorative project: **\$783,000**.
  - 9) **APPLE Digital Academy** - 38608 LA HWY 22; Darrow, LA 70725  
Approximate damaged square footage: 10,100 sf.  
Order of Magnitude cost estimate for restorative project: **\$390,000**.

## II. PROJECT TIMELINE

1. The Owner anticipates adherence to the following schedule with regard to submission of applications, review and award:

|          |  |
|----------|--|
| 10-20-16 | First Advertisement.                             |
| 10-27-16 | Second Advertisement.                            |
| 11-2-16  | Mandatory Site Visit(s). See Site Visit Schedule |
| 11-3-16  | Mandatory Site Visit(s). See Site Visit Schedule |
| 11-8-16  | Applications due.                                |
| 11-15-16 | Anticipated Award/Notice to Proceed.             |

2. The size and complexity of proposed projects varies. As such, anticipated schedules for individual projects vary and are intended to be confirmed by Program Completion Phase work. Owner requires all projects be completed in the shortest timeframe possible. Exact schedules will be determined, but in general the Owner requires the smaller, less complex projects to achieve Substantial Completion on or before 7-31-17 at latest, and requires the larger, more complex projects to achieve Substantial Completion on or before 12-31-17 at latest.

III. APPLICATION FORM– Applicants shall use FORM APSB AE (Dated May 2016).

IV. DESIGN CONTRACT - – AIA B101 2007 with APSB Supplementary Conditions.

V. DESIGN PROCEDURES – Comply with Owner’s current Design Procedures Manual, to be administered by Program Manager.

## VI. CONSTRUCTION BUDGET

Preliminary Order of Magnitude Cost Estimates for the proposed restorative projects are listed herein. Initial construction budgets are intended to be confirmed by Program Completion Phase work.

## VII. DESIGN FEES

- a) The fees for Basic Services for the Project shall be calculated using the 2016 Louisiana State Fee Calculator with a 1.15 Renovation Factor and the amount of the construction contract award, including any awarded alternates.
- b) Until a construction contract award is made, an interim fee will be used to make progress payments to the Architect. The interim fee shall be calculated as described

above using the Preliminary Order of Magnitude Construction cost estimate(s) listed herein.

- c) When the construction contract award has been made and the fee adjusted as described above, payments to the Architect shall also be adjusted either upward or downward, as appropriate.
- d) At the close out of the Project, a final adjustment will be made to the construction contract value to add the cost of executed additive Change Orders approved by Owner as eligible to receive additional fee.

#### VIII. SPECIAL CONSIDERATIONS

1. For the four (4) campuses that will have temporary campus facilities, demobilization of the temporary campus infrastructure (as an additive Alternate Bid Item, and as a separate construction Phase following occupancy of restored facilities) will be included in the restorative projects. Estimated value of the demobilization effort is included in the Order of Magnitude cost.
2. Owner may include in certain projects (as additive Alternates) selected refinements to certain existing facilities. Incorporate such refinements into the Scope of Work, budget and schedule if so directed.

end