

Louisiana State University Design Standards

DIVISION 01 - GENERAL REQUIREMENTS

1 BARRICADES, TEMPORARY FACILITIES AND CONTROL

- 1.1 The contractor shall install fences and/or barricades as necessary for the protection and safety of pedestrian and vehicular traffic and for protection of trees and shrubbery (see Division 2). Fences shall be detailed and shown

- 2.4.1 Contractor is to provide a Traffic Control Plan (TCP) prior to mobilizing into the project site. All construction activity impacting roadways (vehicular access) or sidewalks (pedestrian access) shall have a written Traffic Control Plan (TCP) and access plan. The TCP and access plan is to be submitted at the preconstruction conference (or Prior) for review and comment by the Office of Parking and Transportation Services.
- 2.4.2 The responsibility and implementation costs for any TCP required before, during, or after the project construction activity, shall be the responsibility of the Contractor. These costs shall include all labor and equipment necessary to meet the requirements of the TCP, including all reimbursement costs to the Office of Parking and Transportation Services for special traffic direction, construction parking enforcement, or other personnel utilized to provide and assure the safety of LSU during the construction.
- 2.4.3 The TCP shall follow the standards found in the Uniform Manual for Traffic Control Devices issued by the State Department of Transportation (DOTD), except as modified by the Office of Parking and Transportation Services.
- 2.4.4 Cost and convenience should always be subordinated to the safety of the students, faculty, employees, and visitors on the LSU campus.
- 2.4.5 Provide flagmen and police escorts and traffic control when required by authorities having jurisdiction and as needed to provide public safety during construction operations.

3 TOILETS

- 5.7 LSU Facility Service forms can be found at www.lsu.edu/fs by selecting "Forms" under "About" dropdown menu.
- 5.8 Any work performed by LSU Facility Services related to Utility Locate Requests/Excavation Permits and/or Utility Shutdown Requests may be charged to the Contractor's MOT Account. See Temporary Utilities for information on Contractor's MOT Account.
- 5.9 Unless otherwise stated in the Construction Documents, Contractor is to limit work to normal business hours (7:00 a.m. to 5:00 p.m.), 7 days a week except Fridays afternoon and Saturdays of Home Football games, unless specifically granted otherwise by the Owner in writing. Any and all requests for changes in work an.2 (2..6 Cally

- 10.5.4.4 Structural
- 10.5.4.5 Mechanical
- 10.5.4.6 Electrical

10.6 CAD File Names:

- 10.6.1 File name should use format: PROJECTNUMBER_YEAR_SHEETNUMBER PROJECTCODE.EXTENSION (e.g., Architectural Floor Plan Sheet 9 shall be named: 1960191B6_05_A09FP.DWG)
- 10.6.2 Individual files shall be placed in their corresponding subfolder (e.g., "A" sheets in the ARCHITECTURE subfolder)

11 CAD FORMAT

- 11.1 CAD drawings shall be developed in conformance with the "CAD Layering Guidelines" (CLG) published by the American Institute of Architects (AIA), Second Edition. Each drawing file shall include only those layers that are used in the specific file. Unused or empty layers shall be "purged." Layers that are not listed in the CLG shall follow the same format as the CLG.
- 11.2 CAD drawings shall use standard AutoCAD menus, fonts, hatch patterns and line types. Copyrighted or non-Autodesk standard entities are not allowed.
- 11.3 CTB, PCP, PC3 or other files defining layouts, pen table, colors, widths and line styles shall be provided. All unused entities such as layers, line-types, and blocks shall be "purged."
- 11.4 All drawings will be developed in full-scale format (e.g., one foot = one foot) in Model Space, and will be

13 PUNCH LIST ITEMS

- 13.1 At the time of the final inspection, a punch list with assigned monetary values will be compiled by the design professional in charge. If these items are not completed within the 45 day lien period, the monetary value of the item will be withheld and the item will be completed by the University.

14 TEMPORARY UTILITIES

- 14.1 Utilities during construction of new facilities or major modifications are the responsibility of the contractor. They may be purchased from the University, if available. Contractor is responsible for connection, metering and payment.
- 14.2 Contractor is to contact LSU Office of Bursar Operations to establish a construction account for billing purposes (MOT Account) prior to commencement of construction. Contact information: Laurie Meyer at (225) 578-3847 or email at lzalfe1@lsu.edu.
- 14.3 Contractor is responsible for providing temporary meter information to LSU for billing purposes.

15 ACCEPTANCE AND FINAL INSPECTION

- 15.1 No project will be accepted for occupancy and no final inspection will be scheduled until the HVAC system is completely commissioned, including being fully integrated into the Campus Building Automation System, and balanced.
- 15.2 A Technical Air Balance report (TAB) must be prepared and delivered to the University. The TAB is to be reviewed and approved by the designer and their consultant prior to final inspection. The TAB will be utilized by Facility Services at the time of final inspection to determine if the HVAC system is operating properly and the project can be accepted and occupied. A Registered Professional Engineer, employed by Facility Services, will be the determinant of the acceptability of the HVAC system.

16 INTERIOR RENOVATIONS

- 16.1 At job completion, strip tile floors to remove dirt, marks and previous finishes and apply three (3) coats of Johnson's Vectra Finish, or equal, as approved by the Office of Facility Services-Building Services Department. For masonry/stone floors, strip floors and apply three (3) coats of Johnson's Plaza Finish, or equal.

17 NEW BUILDINGS NAMED AFTER AN INDIVIDUAL

- 17.1 New buildings named after an individual: A bronze plaque with bibliographical information,t

18.3.1.2 Install occupancy sensors, timer controls, manual dimming, bi-level switching or automatic

18.9.2 Consider green or vegetated roofing

18.10 Parking Lots / Paving Materials

18.10.1 Consider using porous or semi-pervious pavement (e.g. porous asphalt, pervious concrete, interlocking concrete blocks, and gravel/grass pavers, brick pavers) to help manage stormwater

18.10.2 Consider pervious pavement for either entire parking surface, or parking stalls, crosswalks and overflow lots

18.10.3 Consider using paving materials with Solar Reflectance Index of at least 29

18.10.4 Consider installation of swales, retention basins, vegetated buffer strips, infiltration systems, constructed wetlands and/or rain gardens (bio-retention areas) to help manage stormwater

18.10.5 Materials - Consider use of recycled asphalt, recycled rubberized asphalt

18.11 Site Selection / Landscape

18.11.1 Minimize runoff and erosion on steep slopes (maximum slope of 3:1 for grassy slopes, or 2:1 slopes without turf or ground cover)

18.11.2 As much as possible, avoid removing any mature live oaks or other trees

18.11.3 Reuse trees and shrubs where possible

18.11.4 Recycle/compost all cleared vegetation

18.11.5 Retain as much of the existing native landscaping as possible

18.11.6 Use native plant species

18.11.7 Use irrigation techniques that are water-efficient: consider low-flow sprinkler systems, soaker hose, drip or subsurface irrigation

18.11.8 Incorporate large trees into the landscape plan

18.11.9 Incorporate clusters of trees into the landscape plan

18.11.10 Incorporate undergrowth into the landscape plan

18.11.11 Install root protection to protect tree roots from compaction during construction

18.11.12 Provide sediment control barriers where fill or excavate will be temporarily located

19 SINGLE USE RESTROOMS AND LACTATION ROOMS

19.1 All major new buildings and major renovations, generally those renovating entire buildings or large portions of buildings, are to include at least one single use restroom and at least one lactation room, possible more than one in larger buildings. Review requirements with LSU/PDC

20 SPECIAL PROCEDURES

20.1 Parking and Staging

20.1.1 Parking on the LSU Campus is strictly limited. Parking permits are required by anyone parking on campus, regardless of the amount of time on campus or the location.

20.1.2 If the Work requires contractors or subcontractors to stage and/or park on the LSU campus, the Contractor is subject to the following

20.1.2.1 Staging Areas

20.1.2.1.1 As defined by the plans. Any variation from the proposed staging area must be submitted to PDC for review. Contractor is responsible for final approval of staging area from LSU Parking and Transportation Services.

20.1.2.1.2 A cost will be applied for staging areas' impact to existing parking. The Contractor is responsible for this cost. Refer to the LSU Parking and Transportation Service's website at www.lsu.edu/parking for Contractor Parking and Staging Rates.

20.1.2.1.3 Contractor Parking & Staging Request form must be completed online and can

20.1.2.2.1 Contractor parking is as determined by LSU Parking and Transportation Services, on a project-by-project basis.

20.1.2.2.2 The Contractor is responsible to obtain a permit for each vehicle parking on campus.

20.1.2.2.3 Contractor Parking & Staging Request form must be completed online and can be found on LSU Parking and Transportation Service's website at www.lsu.edu/parking

20.1.2.3 Contractor to review LSU Parking and Transportation Services Contractor Parking & Permit Policy which can be found on LSU Parking and Transportation Service's website at www.lsu.edu/parking

20.2 Keys

20.2.1 The Contractor is responsible for obtaining keys via LSU Lock Shop.

20.2.2 The Contractor Key Request form can be found at www.lsu.edu/fs. This form is to be completed by the Contractor, signed and returned to LSU Project Manager.

20.3 Security and Protection

20.3.1 Site Security - Maintain security of site and building at all times. Coordinate with the Owner and the Owner's representative.

imposes costs on LSU and all members of the LSU community. State law RS 40:1300.263 requires LSU to adopt a smoke-free policy and authorizes LSU to adopt a smoke-free policy.

20.4.2 Definitions

20.4.2.1 LSU Campus - all land, property, buildings, and other facilities owned, leased, occupied, or otherwise controlled by LSU. This includes any land, property, buildings, and other facilities that may be leased by LSU third parties, such as fraternities, sororities, affiliated foundations, or others.

20.4.2.2 Smoking - inhaling, exhaling, burning, carrying, or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, and any other lighted combustible plant material; it also means the use of electronic cigarettes and any other product that is used to deliver nicotine by means of smoke or vapor.

20.4.2.3 Tobacco Products - any and all forms of tobacco, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, smokeless tobacco, snuff, and chewing tobacco, as well as electronic cigarettes and any other product which is used to deliver nicotine by means of smoke or vapor. This does not include any FDA approved product or device intended to assist the user to stop smoking or using tobacco products.

20.5 Isolation of Work Areas in occupied facilities

20.5.1 Prevent dust, fumes, and odors from entering occupied areas.

20.5.1.1 Prior to commencing work, isolate the HVAC system in area where work is to be performed in accordance with approved coordination drawings.

20.5.1.2 Disconnect supply and return ductwork in work area from HVAC systems servicing occupied areas.

20.5.1.3 Maintain dust partitions during the Work. Use vacuum collection attachments on dust producing equipment. Isolate limited work within occupied areas using portable dust containment devices.

20.5.2 Ventilation and Humidity Control

20.5.2.1 Provide temporary ventilation required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation requirements to produce ambient condition required and minimize energy consumption.

20.5.2.2 Provide floor-to-ceiling dustproof partitions to limit dust and dirt migration and to separate areas occupied by the Owner from fumes and noise.

20.6 Responsibility for Work Force

20.6.1 Contractor will ensure and maintain a working environment free of harassment, intimidation and coercion and shall specifically ensure that all foremen, superintendents and other supervisory personnel are aware of and carry out our commitment to maintain such a working environment.

20.6.2 B. Contractor shall enforce strict discipline and good order among the Contractor's employees, Subcontractor's and others carrying out the work. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

20.6.3 C. Contractor shall require workmen to be sensibly attired, courteous, and professional in mannerisms while on the University premises. The Contractor is cautioned that workers are considered to be under the direct control of the Contractor. Inappropriate or socially unacceptable behavior on the part of any worker may affect the ability of the Contractor to bid on any future University projects. The University reserves the right to order the dismissal of any individual worker if that person displays poor behavior. Interaction with students, faculty and staff is discouraged.

20.7 Sexual Harassment Policy

20.7.1 LSU does not tolerate sexual harassment.

20.7.2 LSU Planning, Design and Construction has zero tolerance for sexual harassment and foul language on the LSU campus. Verbal or physical actions or motions either directed at passersby or between

contractors that may be perceived as harassment are not allowed. Even whistling at other