



Regional Transit Authority Change Order Routing Sheet

INSTRUCTION: The user department is responsible for providing the information requested below (all parts), securing the requisite signatures, attaching a justification for the change order, and providing a responsibility determination, with pertinent contact information.

A. Department Representative to participate in procurement process:

John DiLosa, Jr. Director of Facilities 8307
Name Title Ext.

B. Contract No.: N/A

Contract Title and PO No: MSMM Engineering, LLC P.O. # 913210

C. Contract History:

Original Award Value	\$	<u>12,052.54</u>
Previously Executed Change Orders Value	\$	<u>40,000.00</u>
Adjusted Contract Value (Prior to Requested Change Order)	\$	<u>52,052.54</u>
Current Change Order Value	\$	<u>266,632.22</u>
Revised Contract Value (w/current change order)	\$	<u>318,684.74</u>

D. Justification of Change Order: Additional office space is needed to accommodate the RTA's departments and space is needed within those departments to accommodate staff. MSMM Engineering, LLC has been tasked to reconfigure office space for Randolph Administrative Building and new office space at the Union Passenger Terminal (UPT). MSMM's cost for the Randolph Facility is \$35,239.28 and \$231,392.94 for the UPT building for a total of \$266,632.22. The office design will be funded by local account number 1280002.7070.173.

E. Type of Change Requested: Administrative ☒ Supplemental ☐ Termination

F. Responsibility Determination: Price determined fair and reasonable based on

G. Prime firm's DBE/SLDBE Commitment (NOTE: The Prime Firm must be notified by the Project Manager that the DBE Commitment percentage applies to the Total Contract Value after all amendments and change orders.):

0 % DBE 0 % SLDDBE 100 % Small Business

Additional Information

Adri G. Syri
DBE/EEO Compliance Manager

8/10/2022
Date



H. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant?

Yes

No

Are there any amendments pending?

Yes

No

If Yes, please attach the amendment to this Routing Sheet and explain.

Director of Grants/ Federal Compliance

Date

I. Funding Source:

Federal

State

Local

Other:

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Total Funding Available

\$ 266,632.22

Previous Cost

\$ 52,052.54

Revised Projected Cost

\$ 318,684.74

FTA Grant No.(s)

Line Item(s)

Operations/Department Code

Budget Code(s)

1280002.7070.173

Other

ES 8

8/10/22

Budget Analyst

Date

J.

Michael J. Smith

8/17/22

Safety

Date

K. Authorizations:

Rana Edwards Hansen

8/10/2022

Department Head

Date

Rana Edwards Hansen

8/10/2022

Division Manager

Date

Kenneth H. Baphtist

8/18/22

Director of Procurement

Date

AS 22

8/26/22

Chief Financial Officer

Date

W. A. M.

8/30/22

Chief Executive Officer

Date

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number: Office Space Planning

Date of Estimate:

Description of Goods/Services:

Office Space Planning for Randolph Facility and UPT

☐ New Procurement

☒ Contract Modification (Change Order)

☐ Exercise of Option

Method of Obtaining Estimate: Previous contract

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

☐ Published Price List (attach source and date)

☒ Historical Pricing (attach copy of documentation from previous PO/Contract)

☐ Comparable Purchases by Other Agencies (attach email correspondence)

☐ Engineering or Technical Estimate (attach)

☐ Independent Third-Party Estimate (attach)

☐ Other (specify) _____ attach documentation

☐ Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated

total cost of the goods/services is \$266,632.22

The preceding independent cost estimate was prepared by:

Rose M. Quezergue

Name

Rose M. Quezergue

Signature

Quezergue, Rose

From: Katherine Guidry <Katherine.Guidry@nola.gov>
Sent: Monday, April 4, 2022 11:25 AM
To: Hankins, Lona
Cc: Cynthia M. Connick
Subject: UPT - 2nd Floor Reno Estimate
Attachments: Second Floor UPT.xlsx

Lona,

As discussed, attached is our very high level estimate to bring the second floor at UPT up to tenant ready standards. Obviously, this will change based on the number of occupants and type of use.

Thank you,

KC Guidry
Director of Operations and Administration
New Orleans Building Corporation
1111 Canal Street, Ste 400
New Orleans, LA 70112
O: (504)658-0926
C: (504)906-6495

Second Floor Upgrades

Estimated A&E Breakdown*

Programming Phase	5.00%	\$	15,617.98
Schematic Design	10.00%	\$	31,235.97
Design Development	15.00%	\$	46,853.95
Construction Documents	30.00%	\$	93,707.90
Bidding/Procurement	3.00%	\$	9,370.79
Construction Administration	30.00%	\$	93,707.90
Closeout	5.00%	\$	15,617.98
Warranty	2.00%	\$	6,247.19

TOTAL A&E			<hr/> \$312,359.66
-----------	--	--	--------------------

SOFT COST CONTINGENCIES	5% of total const	\$254,100.00
-------------------------	-------------------	--------------

Project Construction

MEP 15K sq ft @ \$125/sq ft	\$1,875,000.00
Abatement 15K sq ft @ \$30/sq ft	\$450,000.00
Occupant Ready Second Floor 15K sq ft @ \$125/sq ft	\$1,875,000.00

Escalation (10% per year)	\$420,000.00
---------------------------	--------------

Construction Contingency (10%)	<hr/> \$462,000.00
--------------------------------	--------------------

TOTAL CONSTRUCTION COSTS	<hr/> \$5,082,000.00
--------------------------	----------------------

\$5,648,459.66

* AE based on State Fee curve

Type	Quantity	Individual Cost	Total Cost
Randolph Facility			
Renovate Office Space	2000	135	270,000
FFE Allowance	1	75,000.00	75,000.00
			345,000.00
Engineering Allowance	10%	345,000.00	34,500.00
Subtotal			379,500.00
Project Management/Admin	2%	379,500.00	7,590.00
Contingency	4%	379,500.00	16,811.85
Subtotal			403,901.85

#REF!



MSMM

ENGINEERING, LLC

Office Reconfiguration				ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST	
Item	Description of Item	Unit	Estimated Quantity	Unit Price (\$)	Amount (\$)
1	Mobilization and Demobilization	LS	1	\$50,000.00	\$50,000.00
2	General Conditions	LS	1	\$37,800.00	\$37,800.00
3	Permitting	LS	1	\$6,250.00	\$6,250.00
4	Demolition (Dumpster, Labor)	LS	1	\$56,250.00	\$56,250.00
5	Asbestos Abatement	LS	1	\$112,500.00	\$112,500.00
6	Supervision	LS	1	\$18,750.00	\$18,750.00
7	Safety	LS	1	\$1,250.00	\$1,250.00
8	Cleaning	LS	1	\$7,500.00	\$7,500.00
9	Storage Area	LS	1	\$35,000.00	\$35,000.00
10	Doors & Frames	EA	10	\$1,632.31	\$16,323.13
11	Walls (Metal Stud w/ Gypsum)	SF	1530	\$15.00	\$22,950.00
12	Paints and Coating	SF	24160	\$18.75	\$453,000.00
13	Flooring - Carpet Squares	SY	1172	\$37.50	\$43,941.96
14	Drop Ceiling	SY	1172	\$45.00	\$52,730.35
	MECHANICAL				
15	HVAC Diffuser Relocation	EA	32	\$1,787.50	\$57,200.00
16	Thermostat	EA	10	\$375.00	\$3,750.00
	FURNITURE				
17	KV - CEO	LS	1	\$13,775.15	\$13,775.15
18	KV - Typical 1	LS	1	\$10,225.35	\$10,225.35
19	KV - Typical 2	LS	1	\$58,544.28	\$58,544.28
20	KV - Typical 3	LS	1	\$24,849.76	\$24,849.76
21	KV - Typical 4	LS	1	\$10,744.62	\$10,744.62
22	KV - Workstations	LS	1	\$159,068.17	\$159,068.17
25	KV - Large Break Room	LS	1	\$4,822.97	\$4,822.97
26	KV - Small Break Room	LS	1	\$2,288.13	\$2,288.13
27	KV - Phone/Video Room	LS	1	\$26,588.71	\$26,588.71
28	KV - Large Conference	LS	1	\$81,015.19	\$81,015.19
29	KV - Small Conference	LS	1	\$17,741.92	\$17,741.92
30	KV - Installation	LS	1	\$80,000.00	\$80,000.00
31	ADA Compliance Restrooms	EA	2	\$32,500.00	\$65,000.00
32	Kitchenette	EA	3	\$4,160.00	\$12,480.00
	ELECTRICAL				
33	Mobilization & Permits	LS	1	\$6,250.00	\$6,250.00
34	Demo	LS	1	\$15,000.00	\$15,000.00
35	Backboards	LS	1	\$312.50	\$312.50
36	Data Rack & Patch Panels	LS	1	\$1,500.00	\$1,500.00
37	MISC wm, BOXES AND SUPPORT	LS	1	\$25,000.00	\$25,000.00
38	Fire Alarm	SF	16000	\$5.00	\$80,000.00
39	#1/0 Feeder	LF	150	\$50.63	\$7,593.75
40	1/2" EMT 7#12 Branch Circuit	LF	2000	\$13.75	\$27,500.00
41	#12 MC Cable	LF	7500	\$6.88	\$51,562.50
42	CAT 6	LF	18000	\$2.50	\$45,000.00
43	COAX	LF	300	\$3.13	\$937.50
44	DATA 1" EMT Conduits	LF	600	\$11.25	\$6,750.00
45	3/4" EMT for Camera	LF	300	\$10.00	\$3,000.00
46	CAT 6 for Camera	LF	1600	\$1.88	\$3,000.00

47	225A Panel	EA	2	\$4,625.00	\$9,250.00
48	New Breaker	EA	2	\$3,125.00	\$6,250.00
49	Floor Boxes	EA	2	\$1,562.50	\$3,125.00
50	Data Outlet Box	EA	60	\$50.00	\$3,000.00
51	RJ45	EA	120	\$18.75	\$2,250.00
52	Terminations	EA	240	\$81.25	\$19,500.00
53	Receptacle	EA	40	\$75.00	\$3,000.00
54	GFI	EA	10	\$112.50	\$1,125.00
55	Furniture Connections	EA	9	\$125.00	\$1,125.00
56	LED 2*4	EA	200	\$300.00	\$60,000.00
57	Toggle Switch	EA	15	\$75.00	\$1,125.00
58	Line Voltage OCC Sensor	EA	4	\$268.75	\$1,075.00
59	Access Control Door	EA	5	\$1,500.00	\$7,500.00
60	Camera	EA	8	\$2,000.00	\$16,000.00
Subtotal Base Bid Items					\$1,950,070.92
Office Reconfiguration Alternate 1 - Exposed Ceiling			ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST		
Item	Description of Item	Unit	Estimated Quantity	Unit Price (\$)	Amount (\$)
	Raise Existing Walls 1.5'	LF	713	\$50.00	\$35,650.00
	Walls (Metal Stud w/ Gypsum)	SF	4716	\$20.00	\$94,320.00
	Walls (Metal Stud w/ Gypsum) - Removed	SF	-1530	\$15.00	-\$22,950.00
	Wire Hangers	LS	1	\$20,386.56	\$20,386.56
	Lighting Hangers	EA	200	\$50.00	\$10,000.00
	Additional Demo	LS	1	\$20,000.00	\$20,000.00
	Painted Transitional Trim	LF	2991	\$6.00	\$17,946.60
	Painted Exposed Ceiling	SF	1172	\$20.00	\$23,435.71
	Drop Ceiling - Removed	SF	-1172	\$45.00	-\$52,730.35
	Mechanical Updates	LS	1	\$100,000.00	\$100,000.00
	Mechanical Diffusers - Removed	EA	-32	\$1,787.50	-\$57,200.00
	Unknown Hazardous Material	LS	1	\$75,000.00	\$75,000.00
Subtotal Alternate 1 Items					\$263,858.52
Office Reconfiguration Alternate 2 - Fire Alarm First Floor			ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST		
Item	Description of Item	Unit	Estimated Quantity	Unit Price (\$)	Amount (\$)
	Fire Alarm 1st Floor	LS	1	\$100,000.00	\$100,000.00
Subtotal Alternate 2 Items					\$100,000.00
Design (10%)					\$231,392.94
Construction Admin. (5%)					\$115,696.47
Contingency (15%)					\$347,089.42
Escalation (7%)					\$161,975.06
Total Cost Estimate					\$3,170,083.34



December 15, 2021

Ms. Lona Edwards Hankins
Deputy CEO
RTA Planning and Infrastructure
2817 Canal Street
New Orleans, LA 70119

Subject: Fee Proposal in Response to - Request for Architectural services for renovations to the RTA A. Phillip Randolph Facility.

Dear Ms. Hankins:

Enclosed please find a fee proposal estimate from MSMM Engineering, LLC in response to your request for us to provide the subject services.

MSMM Engineering, LLC, is pleased to provide this proposal to the RTA to conduct the office reconfiguration at the A. Phillip Randolph Facility. The requested service falls perfectly in line with our expertise, and we are pleased to provide the following information:

- Preliminary Construction Cost Estimate
- Preliminary Construction Documents
- MSMM Engineering Design Fee Estimate

We appreciate the opportunity to provide the enclosed documents and look forward to hearing your input on our proposal. Please feel free to contact us at 504-559-1897 if you require any additional information.

Sincerely,
MSMM Engineering, LLC

A handwritten signature in black ink, appearing to read "Manish Mardia".

Manish Mardia, P.E.
President

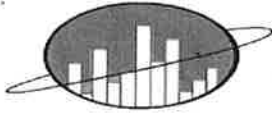
Enclosure

Website: www.msmmeng.com

Main Office: 4640 S. Carrollton Avenue, Suite 220, New Orleans, LA 70119
Metairie Office: 4508 Clearview Parkway, Metairie, Louisiana 70006
Ascension Office: 16018 Highway 73, Prairieville, Louisiana 70769

504-570-6098
504-559-1897
225-313-4429

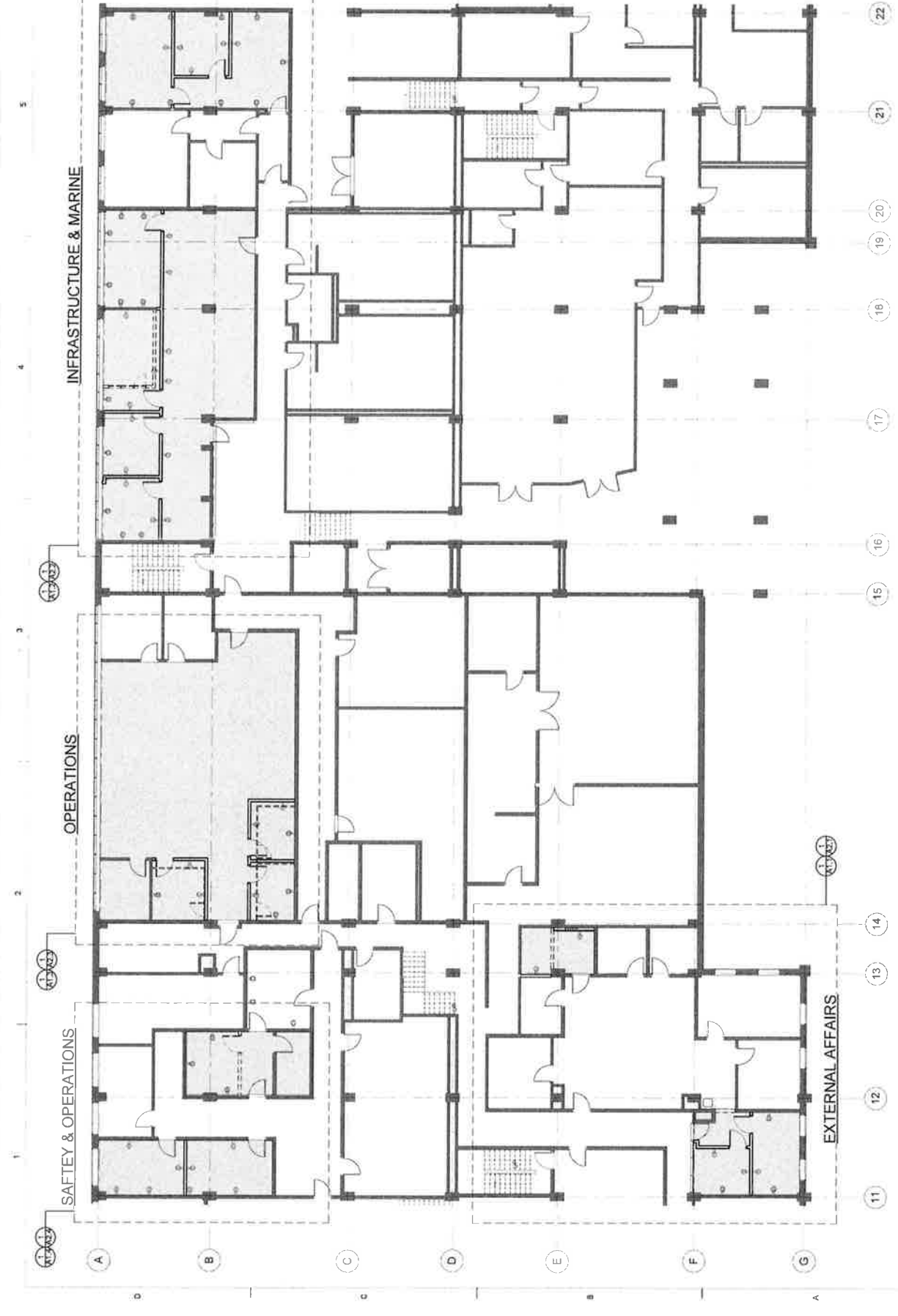
FEDERAL AVIATION AGENCY COST AND PRICE ANALYSIS - RESEARCH AND DEVELOPMENT CONTRACTS				Form approved Budget Bureau No. 06-r120	
This form is to be used in lieu of FAA Form 3515 as provided under FAPH 2-16-260-2, it will be executed and submitted with proposals in response to "Requests for Proposals, "for the procurement research and development services. If your cost accounting system does not permit analysis of costs as required, contact the purchasing office for further instructions.				PURCHASE REQUEST NUMBER	
NAME AND ADDRESS OF OFFERER Edonis C. Expose RTA Procurement Department 2817 Canal Street, New Orleans, LA 70119				TITLE OF PROJECT Fee Proposal in Response to RFP – RTA National Pollutant Discharge Elimination Systems	
DETAIL DESCRIPTION PREPARATION AND DELIVERY OF ILLUSTRATED PARTS CATALOG		ESTIMATED HOURS	RATE/HOUR	TOTAL ESTIMATED COST (Dollars)	
1) DIRECT LABOR (Specify)					
MSMM Engineering, LLC - Principal		5	\$75.00	\$375.00	
MSMM Engineering, LLC - Project Manager		32	\$62.50	\$2,000.00	
MSMM Engineering, LLC - Architect		124	\$60.00	\$7,440.00	
MSMM Engineering, LLC - CAD Tech III		225	\$29.44	\$6,624.00	
TOTAL DIRECT LABOR					
2) BURDEN (Overhead - Specify)		BURDEN RATE	X BASE=	BURDEN (\$)	
MSMM Engineering, LLC - Principal		189.00%	\$75.00	\$141.75	\$708.75
MSMM Engineering, LLC - Project Manager		189.00%	\$62.50	\$118.13	\$3,780.00
MSMM Engineering, LLC - Architect		189.00%	\$60.00	\$113.40	\$14,061.60
MSMM Engineering, LLC - Engineer Intern		189.00%	\$29.44	\$55.64	\$12,519.36
TOTAL BURDEN					
3) DIRECT MATERIAL					
			\$0.00	\$0.00	
TOTAL MATERIAL			\$0.00	\$0.00	
4) SPECIAL TESTING (Including field work at Governmental installations)			\$0.00	\$0.00	
TOTAL SPECIAL TESTING			\$0.00	\$0.00	
5) SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse)			\$0.00	\$0.00	
6) TRAVEL			\$0.00	\$0.00	
a) TRANSPORTATION					
b) PER DIEM OR SUBSISTENCE					
TOTAL TRAVEL			\$0.00	\$0.00	
7) CONSULTANTS (Identify - purpose - rate)			\$0.00	\$0.00	
TOTAL CONSULTANTS			\$0.00	\$0.00	
8) SUBCONTRACTS (Specify in Exhibit B on reverse)					
9) OTHER DIRECT COSTS (Specify in Exhibit B on reverse. Explain royalty costs if any)					
10) TOTAL DIRECT COST & BURDEN					\$47,508.71
11) GENERAL AND ADMINISTRATIVE EXPENSE (RATE)					
12) TOTAL ESTIMATED COST					\$47,508.71
13) FIXED FEE OR PROFIT (State basis for amount in proposal) of LABOR & OVERHEAD			10%		\$4,750.87
14) TOTAL ESTIMATED COST AND FIXED FEE OR PROFIT					\$52,259.58



MSMM

ENGINEERING, LLC

Office Reconfiguration				ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST	
Item	Description of Item	Unit	Estimated Quantity	Unit Price (\$)	Amount (\$)
1	Mobilization and Demobilization	LS	1	\$10,000.00	\$10,000.00
2	General Conditions	LS	1	\$10,000.00	\$10,000.00
3	Permitting	LS	1	\$1,800.00	\$1,800.00
4	Demolition (Dumpster, Labor)	LS	1	\$15,000.00	\$15,000.00
5	Supervision	LS	1	\$7,000.00	\$7,000.00
6	Safety	LS	1	\$200.00	\$200.00
7	Cleaning	LS	1	\$2,000.00	\$2,000.00
8	Storing Area	LS	1	\$30,000.00	\$30,000.00
9	Electrical (Outlets, Data Drops, Lighting)	LS	1	\$25,000.00	\$25,000.00
10	Furniture Allowance	EA	11	\$4,500.00	\$49,500.00
11	Doors & Frames	EA	11	\$1,305.85	\$14,364.35
12	Walls (Metal Stud w/ Gypsum)	SF	1874	\$8.75	\$16,397.50
13	Paints and Coating	SF	1874	\$5.50	\$10,307.00
14	Flooring	SY	290	\$30.00	\$8,700.00
15	Ceiling	SY	194	\$10.00	\$1,940.00
16	Fire Safety Equipment	EA	3	\$2,500.00	\$7,500.00
17	HVAC Diffuser Relocation	EA	9	\$1,430.00	\$12,870.00
18	Cubicles (Removal, Storage, Reuse)	EA	17	\$750.00	\$12,750.00
Subtotal Base Bid Items					\$235,328.85
Contingency (15%)					\$33,799.33
Total Cost Estimate for Base Bid					\$269,128.18



SAFETY & OPERATIONS

OPERATIONS

INFRASTRUCTURE & MARINE

EXTERNAL AFFAIRS

1

2

3

4

5

A

B

C

D

E

F

G

11

12

13

14

15

16

17

18

19

20

21

22

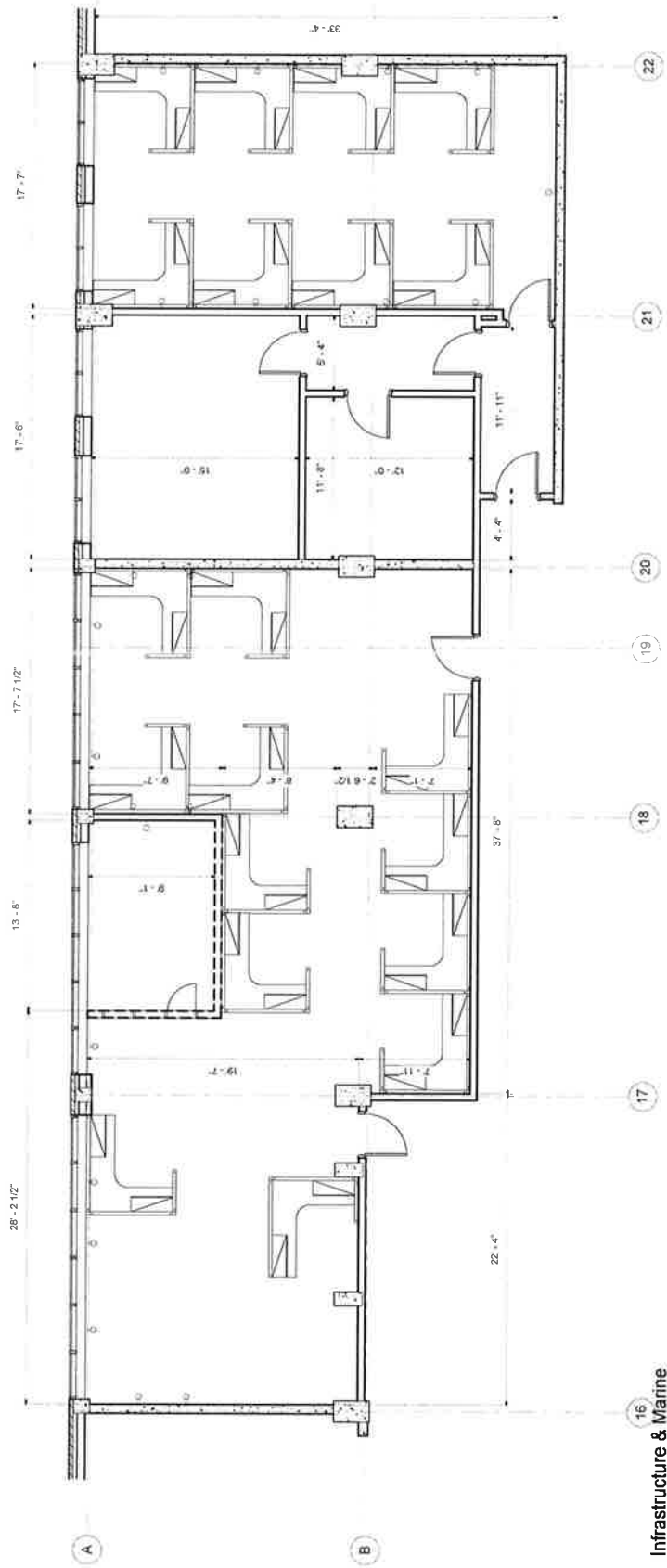
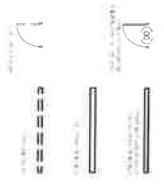
OVERALL BUILDING

Sheet ID
A-0.1

DATE: 01/10/2020
DRAWN BY: [Name]
CHECKED BY: [Name]
DESIGNED BY: [Name]
SCALE: 1/8" = 1'-0"
PROJECT: [Name]
SHEET: 1 OF 1

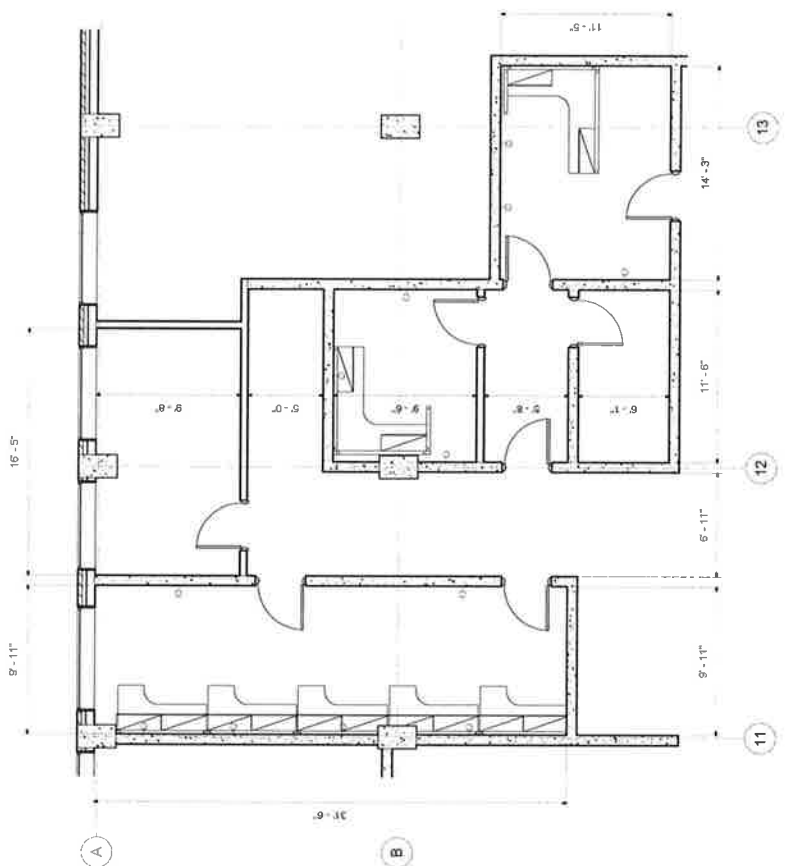
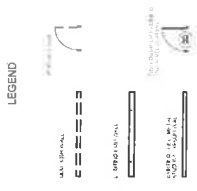
PROJECT NO. 16-00000 SHEET NO. A-1.2 DATE 07/20/2016		INFRASTRUCTURE & MARINE DEMO	
DRAWN BY CHECKED BY DESIGNED BY DATE	CONTRACT NO. SUBMITTER PROJECT SCALE PROJECT NAME	PROJECT NO. SHEET NO. DATE	PROJECT NAME PROJECT SCALE PROJECT NAME

LEGEND



16
Infrastructure & Marine
Demo

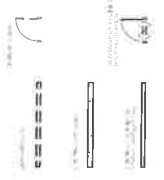
SHEET NO. A-1.4		SAFETY & OPERATIONS DEMO	
DESIGNED BY DATE	CHECKED BY DATE	PROJECT NO. PROJECT NAME	FILE NUMBER
DRAWN BY DATE	CHECKED BY DATE	PROJECT NO. PROJECT NAME	FILE NUMBER
LOCATION NO. LOCATION NAME	LOCATION NO. LOCATION NAME	LOCATION NO. LOCATION NAME	LOCATION NO. LOCATION NAME
DATE AREA AREA AREA	DATE AREA AREA AREA	DATE AREA AREA AREA	DATE AREA AREA AREA



1 Safety & Operations Demo
 1/4" = 1'-0"

Sheet ID A-2.1		EXTERNAL AFFAIRS PROPOSED	
DISIGNED BY DATE	CHECKED BY DATE	DRAWN BY DATE	APPROVED BY DATE

LEGEND



3

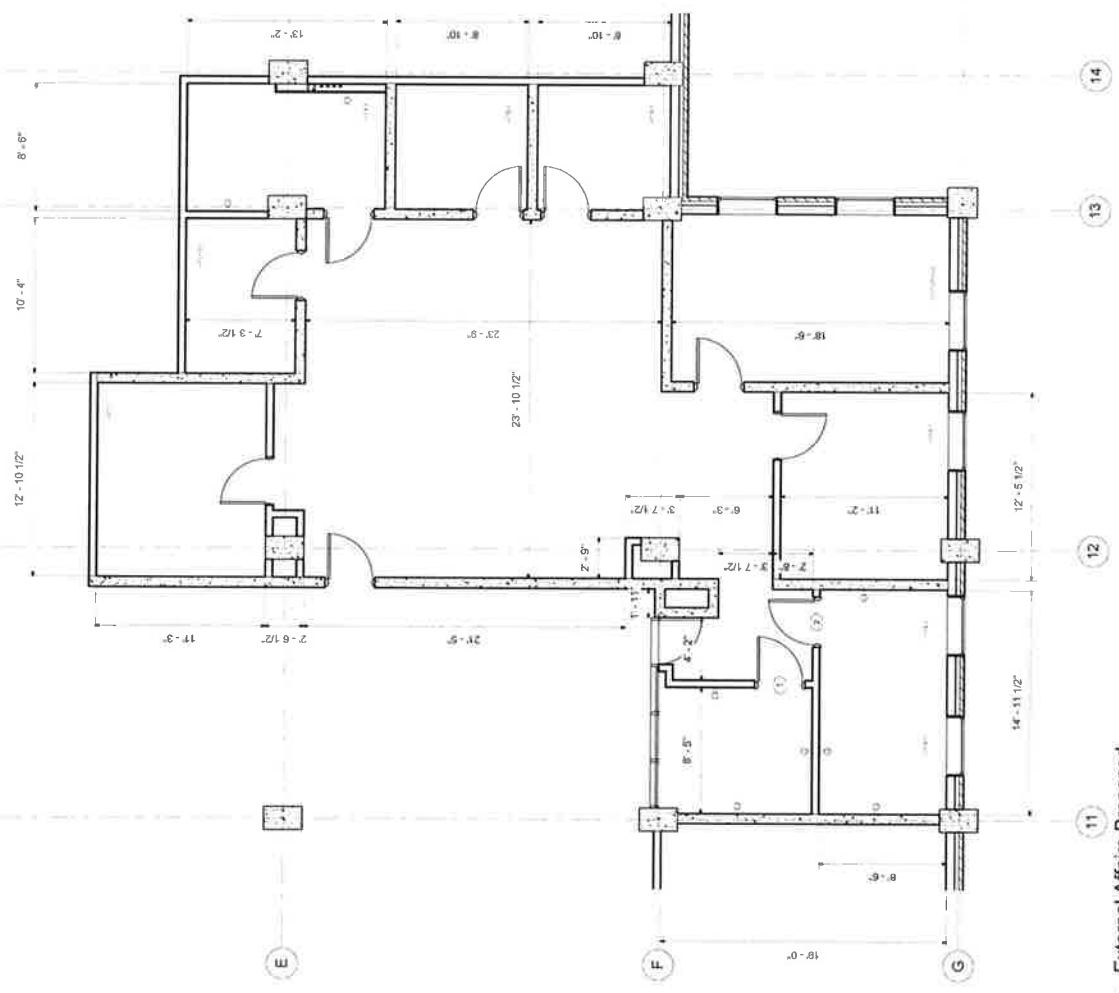
4

5

6

7

8



External Affairs Proposed

1/4" = 1'-0"

1

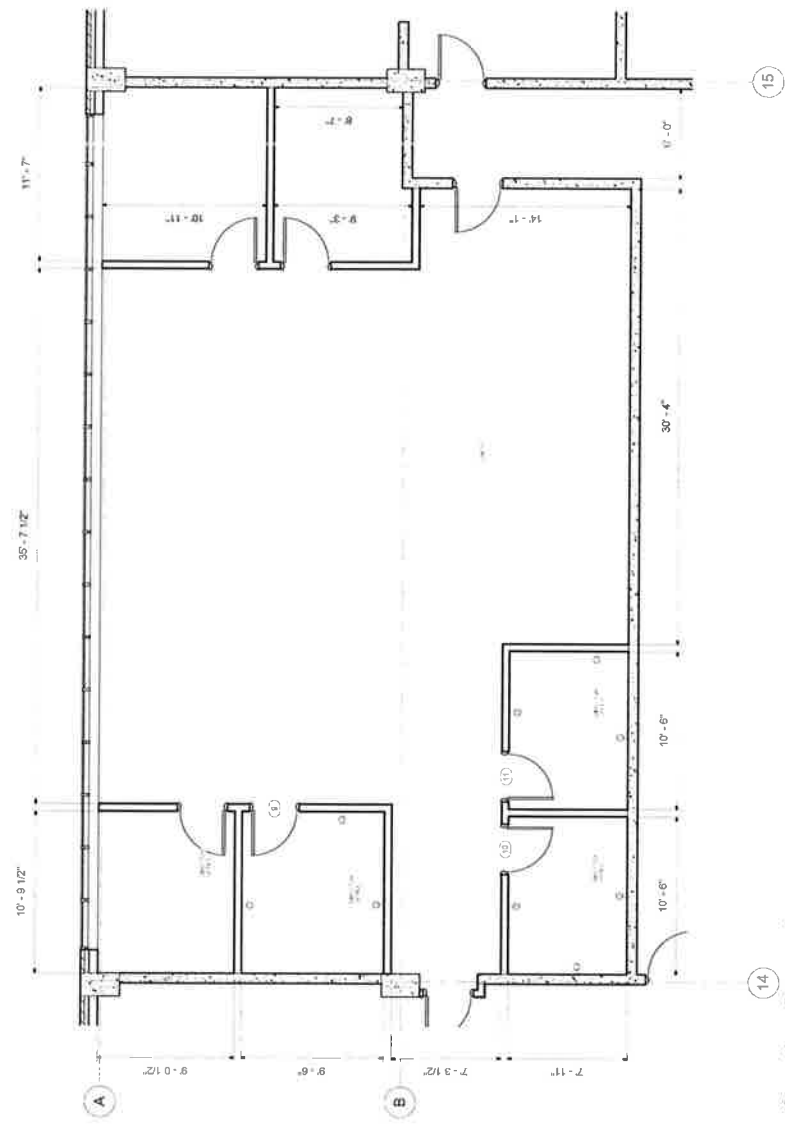
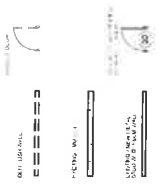
Figure 1 shows the four types of boundary conditions that are used in the present study. The boundary conditions are: (a) fixed support, (b) sliding support, (c) free end, and (d) fixed support. The boundary conditions are defined as follows:



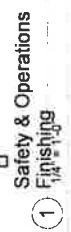
1 Proposed Infrastructure & Marine

OPERATIONS PROPOSED		Sheet ID A-2.3
PROJECT NO. 100-100-100	PROJECT NAME 100-100-100	PROJECT NUMBER 100-100-100
DATE 10/10/10	DRAWN BY 100-100-100	CHECKED BY 100-100-100
DATE 10/10/10	SCALE 1/4" = 1'-0"	SHEET NO. 100-100-100

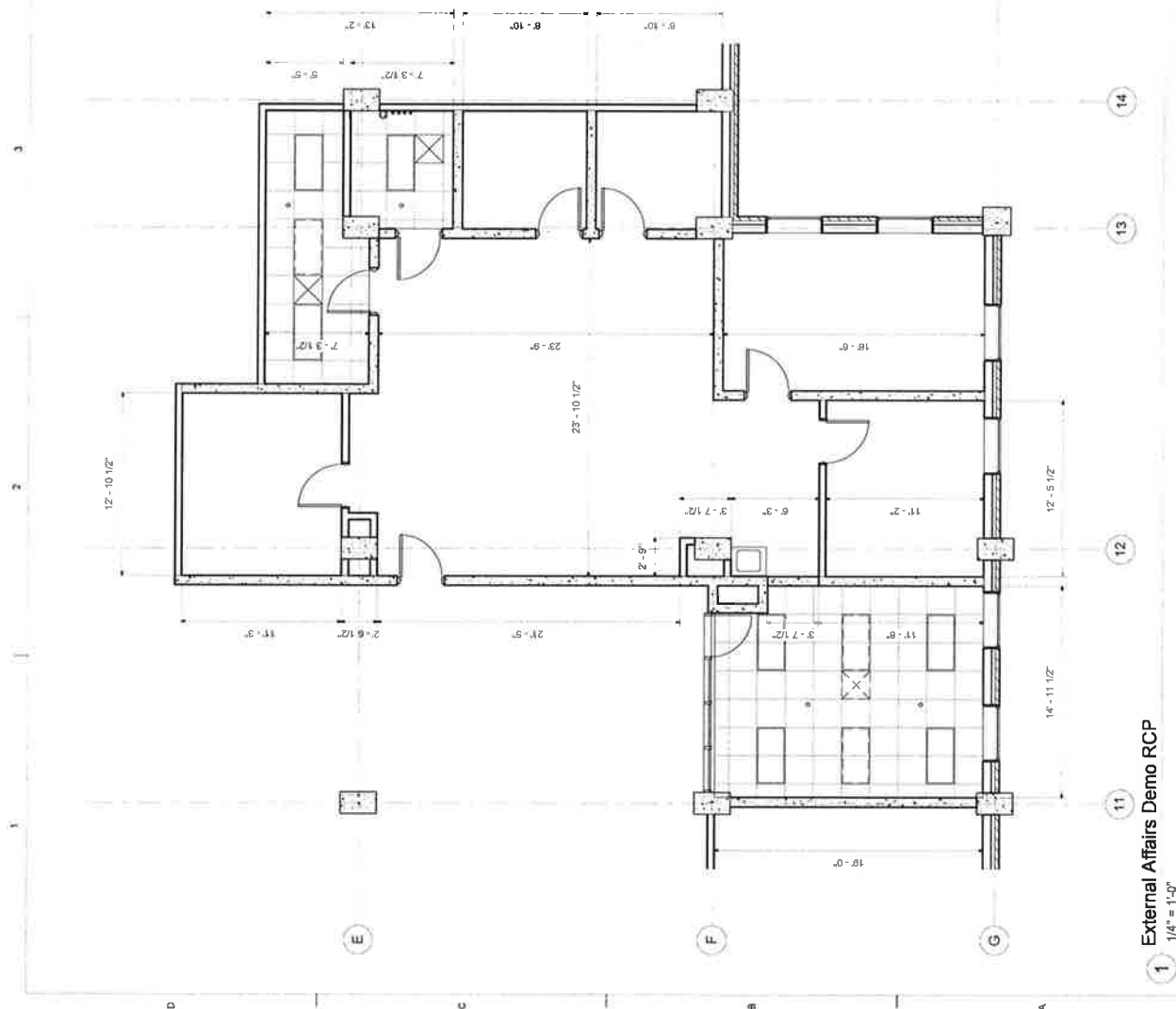
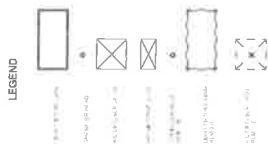
LEGEND



1
 Operations Proposed
 1/4" = 1'-0"

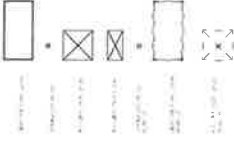


1. Find the value of
 2. Find the value of
 3. Find the value of

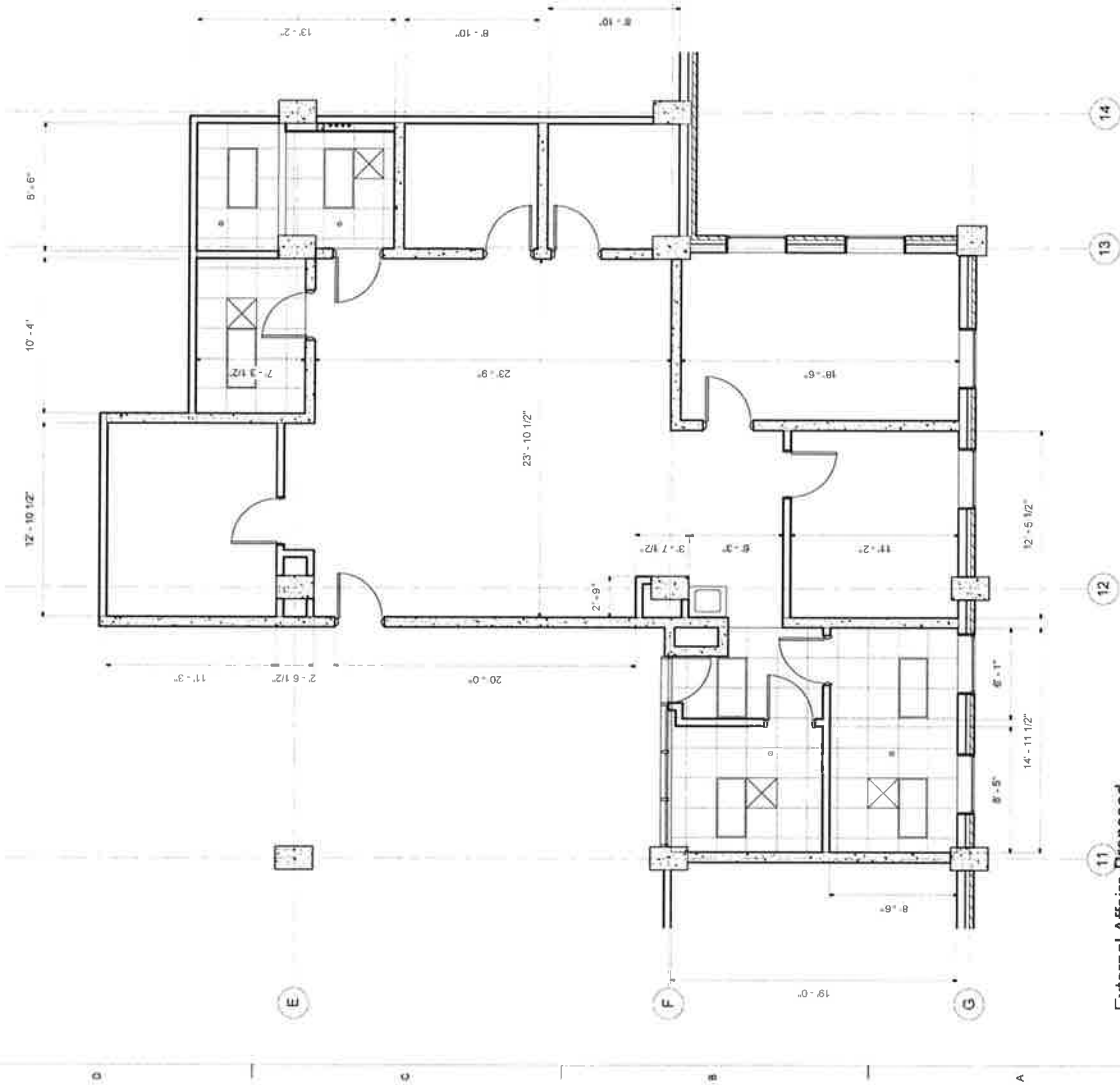
[illegible]

DATE	DESCRIPTION	DATE	APP. NAME	DATE	DESCRIPTION	DATE	APP. NAME
DESIGNED BY	ARCHITECT	CONTRACT NO.	PROJECT NO.	DATE	DESCRIPTION	DATE	APP. NAME
CHECKED BY	ARCHITECT	CONTRACT NO.	PROJECT NO.	DATE	DESCRIPTION	DATE	APP. NAME
SUBMITTED BY	ARCHITECT	CONTRACT NO.	PROJECT NO.	DATE	DESCRIPTION	DATE	APP. NAME
SCALE	PROJECT SCALE	CONTRACT NO.	PROJECT NO.	DATE	DESCRIPTION	DATE	APP. NAME
FILE NAME	PROJECT NAME	CONTRACT NO.	PROJECT NO.	DATE	DESCRIPTION	DATE	APP. NAME

LEGEND



1 2 3 4 5

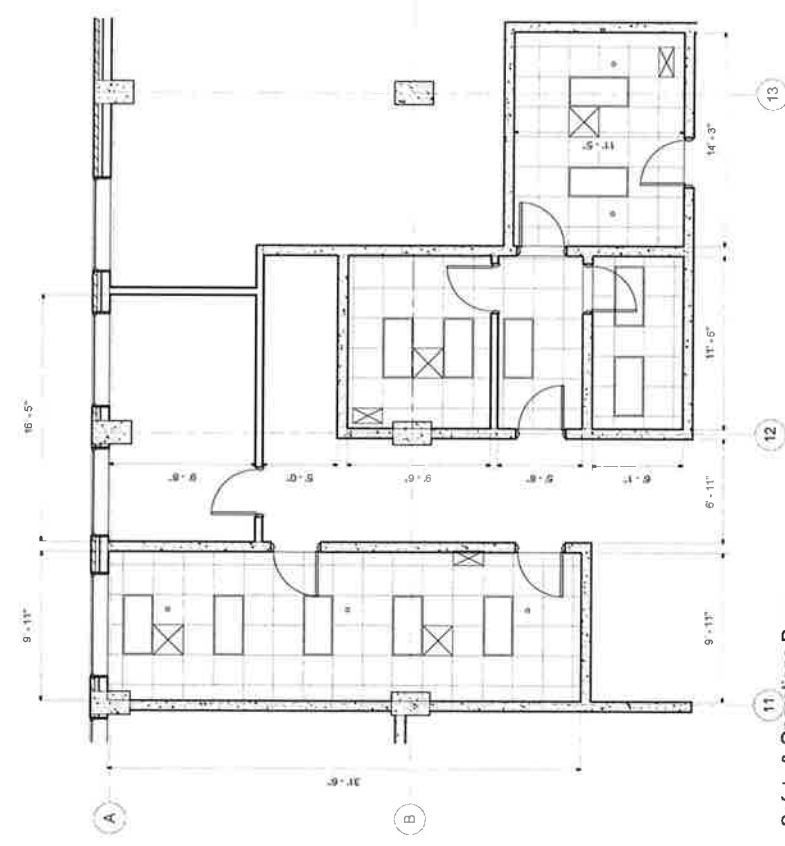
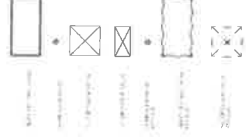


External Affairs Proposed

1 RCP
1/4" = 1'-0"

0 1 2 3 4 5 6 7 8 9

LEGEND



1 RCP
1/4" = 1'-0"

Safety & Operations Demo

SAFETY &
OPERATIONS
DEMO RCP

Sheet
ID
A-5.04

DATE: 10/1/2011
APP: 10/1/2011
DESCRIPTION: 10/1/2011
SHEET: 10/1/2011
PROJECT: 10/1/2011
SUBMITTED BY: 10/1/2011
CONTRACT NO: 10/1/2011
FILE NUMBER: 10/1/2011
PROJECT NAME: 10/1/2011
SCALE: 10/1/2011
SHEET: 10/1/2011

