

**Addendum No. 2**  
**September 2, 2020**  
**Westwego Sports Complex- Project Management Request for Proposal**  
**LSED Project No.: 2017-WESTWEGO**  
**Westwego, LA**

**LSED Services Manager**  
**ASM Global**

**CHANGES TO THE PROJECT DOCUMENTS**

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**GENERAL INFORMATION**

1. **As noted in Addendum No. 1 the Non-Mandatory Pre-Proposal Conference Call is Thursday September 3, 2020 at 9 am CST.** Call-in information for the September 3, 2020 9 AM CST Preconstruction Conference Microsoft Teams web conference will sent out by Katie Bourque- ASM Global to anyone who registered as a prime bidder on [www.lettermansbidconnect.com](http://www.lettermansbidconnect.com). If you did not receive an email to the Microsoft Teams web conference please email Katie Bourque at [Katie.Bourque@asmneworleans.com](mailto:Katie.Bourque@asmneworleans.com) to receive the link to the web conference or use the following number to call into the conference:

Microsoft Teams Meeting Call in number:  
+1 504-291-4681 United States, New Orleans (Toll)  
Conference ID: 413 581 296#

2. **Sign in Sheet for Non-Mandatory Pre-Proposal Conference Call-** If you are attending meeting via Microsoft Teams or via phone please email Katie Bourque after the call with your name, company name, email and phone number. We will release a sign in sheet with minutes from the call in the next addendum.
  
3. **Following are the questions and answers received via email from potential proposers:**
  - a. **Question:** Can you please advise if it is your intention that each respondent submit a sample contract within our proposal response detailing items 1-5 below?
    - i. Incorporation of Response: The submittal of the successful respondent, along with any addenda or amendments thereof, shall be incorporated into the Agreement.
    - ii. Indemnification: Each selected firm shall defend, indemnify and save harmless the State of Louisiana, Jefferson Parish, the LSED, ASM, and the members, officers, and employees of each, from, and against all claims, suits, judgements, expense, and cost of every kind and description resulting or alleged to result from any act or omission or each selected firm, its employees or agents.
    - iii. Prevailing Law: The Agreement must be governed by the law of the State of Louisiana, and the selected firm or firms and all sub-contractors must comply with all local, State and federal laws, rules, and regulations applicable to the Agreement and to the Project Management Services performed thereunder.
    - iv. Confidentiality and Non-disclosure: The agreement shall contain a Confidentiality and Disclosure provision that is satisfactory to Jefferson Parish, LSED and ASM. (See section 3.2 above)
    - v. Insurance Requirement: The Agreement will include minimum insurance requirements that is satisfactory to LSED and ASM.

**Answer:** Addendum 3 that will be issued early next week will include a draft contract and insurance requirements.

- b. **Question:** Will LSED/ASM be looking for the respondent to provide a contract template with an Indemnity agreement, confidentiality & non-disclosure agreement and non-collusion agreement or is there a preferred one that should be used?

**Answer:** Addendum 3 that will be issued early next week will include a draft contract and insurance requirements

- c. **Question:** Section 4.3 (CONTRACT) bullet #5 states “Insurance Requirement: The Agreement will include minimum insurance requirements that is satisfactory to LSED and ASM”. What are the minimum insurance amounts required to satisfy LSED and ASM?

**Answer:** Addendum 3 that will be issued early next week will include a draft contract and insurance requirements.

**End of Addendum No. 2**  
**LSED Project No.: 2017\_WESTWEGO**