



Facilities and Plant Operations

Public Works Projects

For purposes of Northwestern State University, a Public Works Project is any project involving the construction, alteration, renovation, improvement, demolition, installation, or repair of a University building, facility, infrastructure system, site, or other immovable property owned, used, or leased by Northwestern State University.

Louisiana Revised Statute 38:2211 defines a public work as the *“erection, construction, alteration, improvement, or repair of any public facility or immovable property owned, used, or leased by a public entity.”*

At Northwestern State University, Public Works Projects may include, but are not limited to:

- Construction, renovation, remodeling, or modification of buildings or spaces, including built-in cabinets, countertops, shelving, or casework.
- Construction or modification of walls, ceilings, doors, windows, flooring, or other permanent building components, including wall wraps, murals, permanently installed graphics, window tinting, blinds, shades, and window treatments.
- Electrical, plumbing, mechanical, HVAC, fire protection, or building automation system work.
- Installation or modification of permanently connected equipment or building systems.
- Roofing, waterproofing, exterior building repairs, or structural repairs.
- Interior or exterior painting or other substantial building finish work associated with renovation or improvement.
- Construction or modification of sidewalks, parking lots, roads, curbs, drainage systems, or other site improvements.
- Installation or modification of underground or above-ground utilities.
- Installation of permanent fencing, gates, exterior structures, concrete pads, or similar improvements.



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- Demolition or removal of buildings, walls, structures, building systems, or other permanent improvements.
- Accessibility improvements, including ramps, doors, restrooms, sidewalks, and other ADA-related modifications.
- Site preparation, grading, drainage improvements, or other permanent modifications to University property.

What This Means for Campus Departments

If a department is considering work that will alter, modify, repair, renovate, construct, demolish, or permanently improve University property, the project should be considered a potential Public Works Project and must be submitted to Facilities & Plant Operations for review before any contractor is contacted, quote is accepted, purchase is made, or work begins.

The source of funding does not determine whether work is considered Public Works. Projects funded through departmental funds, grants, auxiliary funds, student organizations, donations, Foundation funds, or other sources may still constitute Public Works when the work involves University facilities or immovable property.

Campus departments should not independently hire or authorize contractors to perform Public Works activities without prior review and authorization from Facilities & Plant Operations.

Facilities & Plant Operations will determine the appropriate method for completing the requested work and coordinate applicable requirements for procurement, contracting, design, permitting, code compliance, insurance, licensing, bidding, inspections, and project administration.

Simple Rule to Follow

If the proposed work changes, repairs, installs, removes, or improves something that is permanently attached to a University building, facility, utility system, grounds, or other University property, contact Facilities & Plant Operations before proceeding.

When there is uncertainty as to whether a proposed project qualifies as Public Works, the department should submit a Construction Work Request Form to Facilities & Plant Operations for review and determination before making any commitment or authorizing work.