



**STATE OF LOUISIANA
COASTAL PROTECTION AND RESTORATION AUTHORITY**

**REQUEST FOR STATEMENT OF INTEREST AND QUALIFICATIONS (RSIQ)
FOR ENGINEERING AND DESIGN**

RSIQ NO. 2503-16-30

**BILOXI MARSH LIVING SHORELINE PROJECT
(PO-0174)**

JUNE 3, 2016

1.0 INTRODUCTION

The Coastal Protection and Restoration Authority (CPRA) is seeking a qualified firm to provide engineering and design phase services for the Biloxi Marsh Living Shoreline Project (PO-0174). The CPRA is proposing to implement this project through the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act (RESTORE Act). The RESTORE projects are of vital and urgent interest to the State of Louisiana, and as such CPRA is seeking a firm capable of performing the design phase in a complete but accelerated manner.

Tasks pertinent to this RSIQ include, but are not limited to the following: project management; project initiation and planning; compilation, review and analysis of historic data; data collection; environmental compliance and permitting; land rights services, and engineering and design. CPRA reserves the right to modify or identify additional tasks during the contract negotiation phase and/or the design phase of the project.

2.0 LOCATION

The Biloxi Marsh Living Shoreline Project (PO-0174) is located in St. Bernard Parish, LA. The project area is located along the eastern shore of Biloxi Marsh, off the shoreline of Eloi Bay and Eloi Point, near the mouth of Bayou la Loutre. The center of the project area is located at the approximate coordinates X = -9942855.46553, Y = 3473757.1622 (WGS 1984 Web Mercator Auxiliary Sphere). See Appendix A for vicinity map and project feature map. The map shows a project area of fourteen miles; it is estimated that the project will create up to eleven miles of oyster barrier reef.

3.0 GENERAL BACKGROUND AND DESCRIPTION

The Biloxi Marsh Living Shoreline project is an important project for Louisiana and the Gulf of Mexico area as it is needed to protect, enhance, and restore the Biloxi Marshes. These marshes function as an important storm buffer for the city of New Orleans, an important cultural and economic center for the Gulf region, and will provide habitat as well as a variety of eco-system services.

The Biloxi Marshes consist of approximately 49,000 hectares of brackish and salt marshes, which have been greatly impacted by shoreline erosion from wind-driven waves. The overall goals of the Biloxi Marsh Living Shoreline project are to reduce shoreline recession and enhance local oyster production

through the implementation of marsh-fringing, bioengineered oyster reefs to promote the formation of self-sustaining living shoreline protection structures. Oyster reefs help protect marsh habitats by reducing shoreline recession. Oyster reefs frequently occur just offshore of the marsh edge, and their vertical structure serves to attenuate wave energies and reduce water velocities resulting in reduced erosion as well as increased sediment deposition behind the reef, both of which act to stabilize the shoreline (Campbell 2004; Piazza et al. 2005). However, many marsh-fringing, vertical oyster reefs have been lost due to saltwater intrusion, disease, and overharvest, and there has been a concomitant loss in shoreline erosion control (Stone et al. 2004; Beck et al. 2011).

Bioengineered oyster reefs, which are man-made structures designed to promote the formation of marsh-fringing oyster reefs, have been implemented in many locations in Louisiana (Furlong 2012; La Peyre et al. 2013). Of those that have been adequately monitored, these types of projects have shown that they can significantly reduce shoreline recession and support good oyster recruitment and survival, such that the reefs created may be self-sustaining (Piazza et al. 2005; Melancon et al. 2013).

In addition to the aforementioned protection features, eastern oysters are a key species in Louisiana's coastal ecosystem. Due to the high productivity of Louisiana's oyster grounds, the State is a national leader in oyster landings with annual values typically in excess of \$35 million in dockside sales (Louisiana Department of Wildlife and Fisheries (LDWF) 2013). In addition to their economic importance, oysters and their reefs provide important ecosystem benefits such as enhanced water quality and nutrient loading mitigation (Wall et al. 2011). Oyster reefs also provide unique, structurally-complex habitat that supports distinct and diverse aquatic communities and functions as nursery habitat for many fish and shellfish species, which enhances local productivity for both commercial and recreational fisheries (Soniati et al., 2004; Plunket and La Peyre 2005; Schyphers et al. 2011).

Once constructed, the Biloxi Marsh Living Shoreline project will create a living breakwater structure by mechanically placing a manufactured product, or suite of products, off the shoreline of Eloi Bay and Eloi Point, near the mouth of Bayou la Loutre. The products may consist of concrete, plastic mesh, steel rebar, limestone, oyster shells, and/or concrete admixtures. These living breakwaters will be placed at the -2.0' contour, or as determined during engineering and design, and extend offshore. The width of the living breakwaters can vary depending on manufactured product and wave conditions. The target height for the living breakwaters is mean water level (MWL). A mechanical dredge will be used to provide access and flotation to the project area. It is currently estimated that the project will create up to eleven miles of oyster barrier reef along the eastern shore of Biloxi Marsh which will provide oyster habitat, reduce wave erosion, and prevent further marsh degradation.

The scope of services for this task order entails performing the project management, project initiation and planning, engineering and design, environmental compliance and permitting, land rights, and initial adaptive management tasks needed for the Biloxi Marsh Living Shoreline project to achieve a Final Design and Construction Bid Package within an expedited timeline. Once engineering and design phase activities are completed, the state will have a construction-ready project, complete with data collection report, design reports, plans and specifications, assessment of environmental impacts and corresponding documentation, and the required permits.

4.0 MINIMUM REQUIREMENTS

Due to the complex requirements for the design and implementation of this project, it will be a requirement for the Contractor to employ highly-specialized personnel on a full-time basis. The following full-time personnel are required for the Contractor's project team, either through direct employment or through use of an experienced and qualified Subcontractor:

- A. **One Landrights Manager** with at least 15 years of experience and whom is responsible for project landrights oversight, coordination, schedule, budget and QA/QC of landrights deliverables. Landrights Manager must have experience in federal acquisitions and relocations and lead a team of qualified and experienced personnel further identified under Appendix C.
 - B. **One Project Scientist** with a minimum of 7 years of Louisiana Department of Natural Resources Coastal Use and U.S. Army Corps of Engineers, New Orleans District, Section 10/404 permitting experience to provide environmental science, science, or specialist consulting services. The Project Scientist must provide specific examples with timelines regarding submittal of applications, response to information requests, and receipt of permits in a timely manner from DNR and USACE for complex construction projects.
 - C. **One Project Manager** with at least ten (10) years of relevant experience in project management and whom will be responsible for delivering the Biloxi Marsh Living Shoreline Project per the planned and agreed upon scope of work, budget, and schedule, and serve as the main communication link with the CPRA Project Manager. The Project Manager must have demonstrated experience of successfully utilizing schedule compression techniques on projects of a related nature and or a similar or larger scale.
 - D. **One Professional Engineer** holding a current license from the Louisiana Professional Engineering and Land Surveying Board, with a Masters Degree in Civil or Coastal Engineering from an ABET-accredited engineering program. The Engineer shall have at least five years of experience in the following areas: design and analysis of numerical studies of coastal processes including shoreline modeling, and design of coastal structures. Extensive hydraulic and hydrodynamic analysis experience in a coastal wetland or marine environment is preferred.
 - E. **One Professional Civil Engineer** with specialized training and experience in geotechnical engineering, holding a current license from the Louisiana Professional Engineering and Land Surveying Board, shall oversee all engineering work performed for any geotechnical investigation and geotechnical analyses.
 - F. **One Professional Land Surveyor** licensed in the State of Louisiana.
 - G. **One Geologist/Geophysicist**, preferably a Professional Geologist, with a Masters level of education and at least five years of experience in the following areas: coastal processes; coastal geomorphology; coastal sedimentology; geotechnical investigations; and interpretation of geophysical data, including – but not restricted to —high-resolution seismic, bathymetry, side-scan sonar, and magnetic data.
 - H. **One Hydrographer** with at least five years of experience in hydrographic surveying, including two years of technical supervision of surveys and two years of field experience. Shall be well-versed in undertaking geophysical surveys and geotechnical investigations using the latest state-of-the-art equipment. Certification as a Hydrographer by the American Congress on Surveying and Mapping (ACSM) is preferred.
 - I. **One Principal Investigator** who meets the Archaeologist Qualifications as published in the Louisiana Register dated April 20, 1994, and has completed the course on Section 106 of the National Historic Preservation Act offered by the Advisory Council, or its equivalent training.
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5.0 SCOPE OF WORK

5.1 Project Management

The Contracting Party will be responsible for providing overall project management including but not limited to developing and maintaining budget and schedule, scoping the work of all sub-consultants and administration of their tasks, maintaining accurate project data, maintaining and providing project records in a record management system, providing itemized task schedules in a P6 format, and conducting and documenting project meetings.

5.2 Project Initiation and Planning

The Contracting Party will gain an understanding of the intended outcome of the Biloxi Marsh Living Shoreline project based on the RESTORE proposal and application, the State Master Plan, and a review of previous work completed under CPRA expectations. The Contracting Party will proceed with project initiation steps to include: Project Vision, Project Definition, Team Charter, and Project Delivery Planning. Please reference Appendix D for additional information.

5.3 Engineering and Design

The Contracting Party shall review the following subtasks for design, permitting, and environmental compliance for the development of all the deliverables specified in Section 6.0. These tasks should be used as a guide for the development of the Contracting Party's final scope of work and detailed work plan. Therefore, additional subtasks may be required based on the Contracting Party's design team experience, expertise, and rationale.

5.3.1 Data Gap Analysis

This task includes compilation and review of readily available existing data. The Contracting Party shall collect, review, and compile any and all historical data and information available to assist them in the development of the Biloxi Marsh Living Shoreline Project. This task is required to develop a reliable set of physical data and environmental data relative to the project site. Existing data to be compiled and reviewed may include information on water level, water quality, salinity, winds, waves, tides, currents, bottom sediments, aerial photography, geophysical/geotechnical data, pipeline locations, current and historic bathymetric and topographic data, magnetometer surveys, coastal habitats, cultural resources, and listed species.

The task will also include compilation and review of available data as related to the performance of bioengineered structures. These structures should be able to dissipate wave energy and encourage oyster growth. This should also include, but is not limited to, existing information on bioengineered structures developed for or constructed in similar coastal environments. Additionally, CPRA will provide available data on the following designed and/or constructed projects:

- PO-148 Living Shoreline Demonstration
- TE-45 Terrebonne Bay Shore Protection Demonstration
- LA-16 Non-Rock Alternatives to Shoreline Protection Demonstration
- LA-08 Bio-Engineered Oyster Reef Demonstration

A data gap analysis document in the form of a technical memorandum and a new data collection plan will be the deliverables of this task. CPRA will provide the Contracting Party with

previously collected data from the project area for the PO-148 St. Bernard Parish Living Shoreline Demonstration Project, including geotechnical and surveying data. Existing data should be used as much as possible to reduce the level of effort of new data collection.

5.3.2 Data Collection

The Contracting Party shall collect the necessary data to facilitate a constructible and permittable project design. This may include, but is not limited to:

5.3.2.1 Hydrographic: water level, water quality, and salinity: Data may be used to understand coastal process at this site for the purposes of design and to ensure suitability for oyster growth.

5.3.2.2 Waves, wind tides: Data may be used in the analysis of alternative living shoreline products and for design.

5.3.2.3 Bathymetric, Topographic, and Magnetometer Surveying Services: Develop and prioritize a topographic, bathymetric, and boundary survey plan, if needed, to obtain sufficient data for finalizing the location of the proposed design features, which should be of a sufficient level for permitting, environmental compliance, and construction. This effort shall be optimized to meet the schedule milestones and shall include but not be limited to the following subtasks:

- Coordination with land owner investigations
- Establishment of survey monuments and/or temporary bench marks
- Locate and identify ALL existing pipelines, infrastructure, and utilities
- Survey Report

5.3.2.4 Geotechnical Subsurface Investigation: Develop and prioritize a geotechnical subsurface investigation plan, if needed, to obtain sufficient data on sediment and soil characteristics, slope stability, and bearing capacity of soils which should be of a sufficient level for design, permitting, environmental compliance, and construction. This effort shall be optimized to meet the schedule milestones and shall include but not be limited to the following geotechnical engineering subtasks:

- Subsurface investigation layout
- Geotechnical Analyses
- Geotechnical Engineering Report

5.3.2.5 Cultural Resources: As there are previously recorded archaeological sites of unknown National Register of Historic Places eligibility within the project area, a Phase I cultural resources survey will be required to assess the effects of the project on the sites and to consult with the State Historic Preservation Office and Tribes. This effort may include a Cultural Resources Report.

5.3.2.6 Biological: A bird survey and oyster resource survey will likely be required by consulting agencies through the permitting process. This effort shall include the appropriate documentation of survey findings.

5.3.2.7 Photographic (aerial and satellite imagery): Aerial photography may be collected to tie in with topographic and bathymetric surveys.

The Contracting Party shall prepare the Historical and New Data Collection Summary Report. Supporting information and data shall include, but not be limited to: ownership, oyster lease, oil/gas activity, and existing contour maps; preliminary survey report; preliminary geotechnical report; existing adjacent marsh types/habitat maps; and, preliminary feasibility and risk assessment.

5.3.3 Preliminary Design (30% Design)

The primary goal of the preliminary engineering design task is to develop design parameters and permit parameters through the use of existing data, numerical modeling, and preliminary data acquisition, for the design of each proposed features. Subtasks may include:

5.3.3.1 Alternatives Analysis. The Contracting Party shall utilize design and performance criteria created under the Living Shoreline Demonstration Project (PO-0148) to evaluate and/or confirm the living shoreline product alternatives for performance. Criteria may be modified or updated based upon developed Biloxi Marsh Living Shoreline project goals and updated site-specific data collected during the Data Collection Phase. Evaluation criteria may include, but are not limited to, wave energy attenuation, availability of construction materials, sediment accretion, constructability, maintenance requirements, cost effectiveness, oyster growth potential, environmental impacts, and stability in poor soil conditions. Any new alternatives considered shall undergo preliminary evaluations based on the performance and design criteria. The Contracting Party may submit a Design Decision Document of Alternatives Analysis documenting their findings.

5.3.3.2 Coastal Engineering Analysis. A Coastal Engineering Analysis, including modeling, may be conducted to analyze coastal processes acting at the site and determine causes of shoreline erosion. This information may be used to help prioritize locations for placement and to determine the most appropriate locations for the use of each type of alternative. The Engineering and Design of the Biloxi Marsh Living Shoreline may also consist of wave and/or hydrodynamic modeling of the project area, hydraulic analysis, scour analysis, and layout design of the proposed Living Shoreline structures. A Coastal Engineering Analysis was conducted for the Living Shoreline Demonstration project (PO-0148), and this work may be applicable to Biloxi Marsh Living Shoreline without the need for additional analysis.

A Preliminary Design Report is to be prepared which will document physical conditions, coastal processes in the project area, including all coastal modeling results, geotechnical conditions for the shoreline protection feature, and cultural resources. The report will also summarize the development and evaluation of conceptual restoration alternatives and will present a recommended design, including quantities and costs. The Preliminary Design Report will present the recommended project features (preliminary design cross-section and plan view layout), surveys, location of borings, construction cost estimates, and a draft adaptive management and monitoring plan. The report will include the engineering recommendations to achieve project goals. The Preliminary Design Report along with draft 30% set of project plans to support permit application shall be submitted to CPRA for review, and be re-issued with incorporated comments and suggestions. The scheduled submittal date for the permit application

process is anticipated to occur upon delivery of the Preliminary Design Report. These efforts should be of a sufficient level and shall be prioritized to meet schedule milestones.

5.3.4 Final Design (95% Design)

In this task the Contracting Party shall provide details of project features, limits for access to the project site, and estimates of project feature quantities. Final design shall incorporate all previous engineering and analysis comments. This task will include the Final Engineering Report and components necessary to complete the Construction Bid Package for the Biloxi Marsh Living Shoreline Project. This design effort should be of a sufficient level and shall be prioritized to meet schedule milestones.

The Final Engineering Design Report shall include:

- Final Design drawings
- Design calculations and assumptions
- Construction cost estimates
- Site Access
- Bid Strategy
- Construction Scheduling
- Adaptive Management and Monitoring Plan

The Final Engineering Report shall be submitted to CPRA for review, and be re-issued with incorporated comments and suggestions.

5.3.5 Construction Bid Package (100% Design)

In this task, the Contracting Party shall prepare a draft and final set of Plans and Specifications as part of the Construction Bid Package. The Plans and Specifications shall be in accordance with CPRA templates and standards. CPRA will provide the templates and standards to the Contracting Party prior to the start of this task. The Contracting Party shall submit draft Plans and Specifications to CPRA for review. Comments from the draft Plans and Specifications will be incorporated into the final Plans and Specifications.

The final Construction Bid Package shall include:

- Final Plans and Specifications incorporating previous comments and corrections.
- Construction Cost Estimate
- Permit packages(s)

During the process of advertising of bids for construction, a Mandatory Pre-Bid Conference for the proposed construction contract shall be scheduled and conducted by CPRA. Prospective bidder and/or their agents, as well as representatives for CPRA, will attend. The Contracting Party shall attend this conference and participate to present and discuss the details and requirements of the proposed construction contract. If any questions, comments, etc., arise that necessitate an addendum to the bidding package for clarification, correctness, etc., the Contracting Party shall prepare the addendum by revisions to the specifications and/or drawings. The Contracting Party shall provide these addendums to CPRA for distribution to bidders. Once opened, the Contracting Party shall evaluate the bids and provide recommendations.

5.4 Land Rights Services

Landrights Necessary for Data Collection:

The Contracting Party will be responsible for acquiring the necessary landrights easements, servitudes or other access agreements necessary for surveys or other site investigations. CPRA may assist the Contracting Party with obtaining access if necessary.

Landrights Necessary for Project Construction:

CPRA shall reserve its rights to retain responsibility for the acquisition of all lands, easements, rights-of-way, relocations, servitudes, dredged material disposal areas and servitudes (LERRDS) necessary for project construction. As part of the landrights acquisition process, CPRA would then identify affected landowners, oil and gas activities and oyster leases, as well as coordinate with affected landowners during the preliminary design process to include concerns and comments necessary for landowner acceptance.

However, as part of the SIQ submittal, CPRA requires the Contracting Party to provide qualifications to perform all land rights tasks as set forth in Appendix C.

5.5 Environmental Compliance and Permitting

The Contracting Party shall be responsible for preparing and submitting appropriate permit applications and paying required fees. Applications include, but are not limited to, a Joint Permit Application for Coastal Use and Section 10/404 permits to construct the project. All plats and drawings will be prepared by the Contracting Party in accordance with the Louisiana Department of Natural Resources and U.S. Army Corps of Engineers' requirements. The Contracting Party will be responsible for distributing the Joint Permit Application to landowners and relevant oyster lease holders per the requirements of Step 12b on the application and be responsible for paying all application fees. The Contracting Party will be responsible for providing all necessary environmental documentation including, but not limited to, cultural resources survey and biological assessment. Contracting party shall have knowledge of applicable laws and regulations as required by DNR and USACE, including those pertaining to endangered species, migratory birds, marine mammals, and essential fish habitat. If any buffers are required to avoid impacts to sensitive resources/areas (such as archaeological sites), the Contracting Party shall indicate these buffers on the plan sheets and drawings that accompany the Joint Permit Application.

5.6 Adaptive Management and Monitoring

The primary goal of the adaptive management plan is to put into place key management and monitoring parameters that will be required for project success. The Contracting Party will develop an adaptive management and monitoring plan that identifies key monitoring elements to assess the success of the Biloxi Marsh Living Shoreline Demonstration project as related to the project goals.

- Identify and discuss reference sites/conditions that will be used to provide an appropriate assessment of baseline conditions including location and methods used in site selection.
 - Utilize information gathered during E&D to develop management plans to address performance and goal criteria to then evaluate future overall success of the project and provide recommendations for modifications that may be made to address project changes over time.
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- Convene a meeting with design, environmental, and operations team members to define elements that will be critical to measuring project success
- Coordinate with data collection plan development
- Develop potential corrective actions that could be implemented to modify the project if data indicates that the project is not performing as expected.

The draft Adaptive Management and Monitoring plan shall be submitted as part of the Preliminary Design Report. The final Adaptive Management and Monitoring Plan shall be submitted as part of the Final Design Plan.

6.0 DELIVERABLES

- Develop a Project Vision, Project Definition, Team Charter, and Project Delivery Plan.
- Develop a Data Gap Analysis Technical Memorandum, Detailed Data Collection Plan, Historical and New Data Collection Summary Report, Preliminary Design Report with Draft 30% Project Plans, Environmental Documentation, Final Engineering Design Report, and Construction Bid Package (draft and final).

7.0 STATEMENT OF INTEREST AND QUALIFICATIONS (SIQ) SUBMITTAL REQUIREMENTS

If interested, firms should submit a SIQ that highlights the track record of the *prime firm/team* on successful implementation of large scale coastal projects of similar size, type and complexity. The CPRA will review the SIQs in an effort to select a firm/team that displays a thorough understanding of the implementation process with a proven track record of success. In addition, the submittal should emphasize the firm's understanding of the following:

- Accelerated project delivery methods
- Major components of the engineering and design process as it relates to living shoreline protection features.
- Working knowledge of the Gulf of Mexico and Biloxi Marsh hydrodynamics and coastal systems.
- Expertise and experience performing land rights services as indicated in Appendix C.
- Anticipated environmental compliance associated with coastal restoration projects.

Firms should also document their current workload and capacity to fulfill the requirements of the engineering and design phase process in an optimal timeframe. The firm should include in the SIQ a work plan and schedule which demonstrates the firm's understanding of the items described in the previous paragraph and shall include the persons, or Subcontractors who will be responsible for each task. Relevant experience of the person or Subcontractor shall be included in the work plan and schedule outline.

Any questions regarding this Request for Statement of Interest and Qualification should be submitted by email to Ms. Gloria Tigner at CPRAcontracts@LA.GOV and received by 3:00 p.m., June 17, 2016.

Official responses to all questions submitted by potential proposers will be posted at <http://coastal.la.gov/resources/doing-business-with-cpra/contracts-and-grants/>.

Submittals should be no more than fifty (50) pages in length, including content pages, and SIQ supporting appendices and resumes. Text shall not be smaller than a font size of ten (10). Elaborate submittals are not required and are discouraged. Included in your SIQ should be (1) an executive summary stating the firm's particular expertise, resources and advantages they or their team will bring to the agency. This summary is limited to two pages; and (2) Standard Form CPRA 24-102 (SF 24-102) which is attached in Appendix B and is required to be filled by both prime contractor and subcontractors separately. In the event the SIQ contains subcontractors, the particular task they will perform together with the relevant experience should be included. Also, if the subcontractor is a Disadvantaged Business Enterprise (DBE) or participates in the Hudson/Veteran's Initiative, they shall include supporting documentation. Names listed on Standard Form CPRA 24-102 must precisely match the names filed with the Louisiana Secretary of State, Corporation Division, and the Louisiana State Board of Registration for Professional Engineers and Land Surveyors. Resumes or any organizational chart included in SF 24-102 shall clearly state the location (city and state) of the office in which the staff member resides. Any potential contractor failing to submit any of the information required on the SF24-102 will be considered non-responsive.

One signed original, by an authorized representative of the prime firm and six (6) paper copies of the SIQ, along with a digital copy of the SIQ in pdf format on a CD-Rom or USB flash drive, shall be included in the submittal. SIQ's will be accepted until 3:00 pm, on July 5, 2016. Statements must be addressed to:

**Ms. Gloria Tigner
CRP Supervisor
Coastal Protection and Restoration Authority
450 Laurel St, Suite 1501, North Tower
Baton Rouge, Louisiana 70801**

and if not mailed, may be hand delivered to

**Ms. Gloria Tigner
CRP Supervisor
Coastal Protection and Restoration Authority
450 Laurel St, Suite 1501, North Tower
Baton Rouge, Louisiana 70801**

Timely submission of the SIQ is the responsibility of the prime firm. SIQ's received after the deadline date of 3:00 pm, July 5, 2016 will not be considered nor reviewed.

The selected firm will be posted at:

<http://coastal.la.gov/resources/doing-business-with-cpra/contracts-and-grants/>.

If selected, the firm shall be prepared to negotiate a full scope, fee, and schedule on an expedited timeframe immediately following the date of notification.

Firms electing to submit a proposal as a prime contractor cannot be listed as a subcontractor on another firm's proposal. Firms not submitting as a prime contractor are allowed to be listed as a subcontractor on as many proposals as they deem appropriate.

The general criteria to be used by the CPRA in evaluating SIQ submittals for the selection of a potential contractor and their sub-contractors to perform the services are:

Firm/Team Specialized Experience

0-30 points

- Firm/Team shall be evaluated based on project specific expertise, experience and resources related to applicable work performed for CPRA or similar projects performed for other agencies with emphasis on the Louisiana coastal and marine environment. Firm/Team should provide their proposed project approach explaining the methodology for the design of the project which should reflect an understanding of the project and its objectives and a schedule for the work.
- Primary focus should be on prime consultants' experience however sub-consultants experience will be considered based on the element of work identified in Standard Form CPRA 24-102.

Key Personnel Qualifications and Experience

0-30 points

- Evaluates the professional qualifications of key personnel of the firm's project team related to the work described in the RSIQ, including academic attainment, professional achievements, relevant experience and project responsibilities. While firm principals are listed, they traditionally have little involvement in the project tasks; therefore emphasis should be placed on the experience of project managers, project engineers and technical staff with similar size/type projects.

Capability of Firm

0-25 points

- Evaluates the firm/team's ability to successfully provide services similar to those required by the agency, expedited in a manner reflecting the priority of CPRA, the funding program, the eroding nature of the project site, and the closing window of opportunity to accomplish the goals of the project. Criteria include past performance, knowledge of locality, coordination and cooperation with agency staff, ability to meet and exceed client's expectations on schedule, deadlines, budgets, and quality of work.

Capacity of Firm

0-15 points

- Evaluates the firm/team's ability and capacity to perform multiple projects simultaneously, and to complete work efficiently in an urgent manner.

The CPRA reserves the right to reject any and all submittals for this RSIQ invitation. This invitation does not constitute an acceptance of any offer, nor does such invitation in any way obligate CPRA to execute a contract with any offeror. CPRA reserves that right to negotiate final terms, including scope, budget, rate sheet, contract type, and contract amount, with the successful submitter prior to the awarding and execution of the contract. The final decision to execute a contract with any party rests solely with CPRA.

All potential contractors should be advised that contractors may, in certain circumstances be deemed public employees as defined by the Ethics Commission. Full disclosure to the CPRA is required of any potential conflicts. Any potential conflicts shall be resolved with the Ethics Commission prior to seeking a contract. The commission on Ethics for Public Employees is located at 617 North Third Street, LaSalle Building, 10th Floor, Baton Rouge, LA 70802; telephone number 225 219-5600; toll free at 1-800-842-6630.

According to the provisions of LA. R.S. 12:301-302, any corporation which is not incorporated in the State of Louisiana must obtain a certificate of authority to transact business in Louisiana from the Louisiana Secretary of State, Corporations Division, 3851 Essen Lane, Baton Rouge, Louisiana 70809, Phone no. (225) 925-4704.

For-profit and non-publicly traded corporations must provide a Disclosure of Ownership form when contracting with CPRA. The Disclosure of Ownership should not be submitted with SIQ. However, prior to contracting with the CPRA, the forms must be completed, notarized, and submitted to the Louisiana Secretary of State, Corporations Division, 3851 Essen Lane, Baton Rouge, Louisiana 70809 and a copy stamped by the Corporations Division must be provided to the CPRA.

The firm, engineers, or surveyors that will accomplish the work as described in this RSIQ, shall be certified by the Louisiana State Board of Registration for Professional Engineers and Land Surveyors and shall possess current licenses throughout the term of the contract. The firm, engineers, or surveyors shall provide all services in compliance with the registration law for Professional Engineers and Land Surveyors (L.R.S. 37:681 through 37:703 as amended by Act 568 of 1980) and the rules of the Board of Registration for Professional Engineers and Land Surveyors.

Appendices:

APPENDIX A – PROJECT MAP

APPENDIX B – CPRA-SF24-102

APPENDIX C – SCOPE OF LANDRIGHTS SERVICES

APPENDIX D – PROJECT INITIATION AND PLANNING

APPENDIX E – SAMPLE OF PROFESSIONAL SERVICES CONTRACT