



State of Louisiana

COASTAL PROTECTION & RESTORATION AUTHORITY

Public Notice

Request for Statement of Interest and Qualifications For ENGINEERING AND DESIGN PHASE OF LARGE SCALE MARSH CREATION AND RIDGE RESTORATION PROJECTS

RSIQ No. 2503-16-34

November 10, 2016

The Coastal Protection and Restoration Authority (CPRA) hereby invites you to submit a Statement of Interest and Qualifications (SIQ) for the design and implementation of large scale marsh creation and ridge restoration projects in south central and south east Louisiana. Projects will be selected and implemented through the Natural Resource Damage Assessment (NRDA) restoration planning effort to restore for damages caused by the *Deepwater Horizon* oil spill and as described in the Scope of Services (SOS) (Enclosure 1). **It is the intent of the agency to make multiple awards from this solicitation.**

The general criteria to be used by CPRA in evaluating responses for the selection of potential firms to perform these services are attached (Enclosure 2). CPRA will make awards to the proposer(s) whose statements, in the opinion of CPRA, best conforms to this solicitation and is (are) most advantageous to the State of Louisiana and CPRA.

The proposed contracts will be negotiated with the firms selected by CPRA and will begin approximately in the first quarter of 2017. CPRA's Professional Services Contract will be used for these contracts (Enclosure 3).

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 prime contractor are allowed to be listed as a subcontractor on as many proposals as they deem appropriate. Please note, firms who are prime contractors on existing contracts with the CPRA will be allowed to submit on this advertisement.

Should you wish to respond to this request for an SIQ, please submit **one signed original, by an authorized representative of the prime firm and six (6) additional paper copies of the SIQ, along with a digital copy of the SIQ in .pdf format on a CD-ROM or USB flash drive.** Submittals should be no more than **one hundred and twenty five (125) pages in length** including contents pages, and SIQ supporting appendices and resumes. Any information contained on pages that exceed the page limit will not be evaluated. Text should not be smaller than a font size of 10. Elaborate proposals are neither required nor desired. The CPRA prefers a simple presentation and discourages extensive use of artistic designs, use of hard binders, etc. Included in your SIQ should be (1) an executive summary stating the firms' particular expertise, resources, and advantages they will bring to the CPRA. **This summary is limited to two (2) pages;** (2) Standard Form CPRA24-102 (SF CPRA24-102) which is attached (Enclosure 4). In the event the SIQ contains subcontractors, the particular type of service they will perform together with the relevant experience should be included. **A separate SF CPRA24-102 form must be completed by each subcontractor.** Names listed on the SF CPRA24-102 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 the SF24-102 shall clearly state the location (city and state) of the office in which the staff member resides. The latest version of SF CPRA24-102 may be downloaded from the CPRA website at: <http://coastal.la.gov/wp-content/uploads/2016/04/CPRA-SF24-102.doc>. Any potential proposer failing to submit any of the information required on the SF CPRA24-102 will be deemed non-responsive and not be considered for further review.

SIQ's must be provided to CPRA no later than 3:00 p.m., December 15, 2016, and must be addressed to the following:

Mrs. Gloria Tigner
RSIQ Coordinator
Coastal Protection & Restoration Authority
150 Terrace Avenue
Baton Rouge, LA 70804
Phone: 225-342-5023
Email: CPRAcontracts@la.gov

The SIQ's may also be hand delivered to the following:

Mrs. Gloria Tigner
RSIQ Coordinator
Coastal Protection & Restoration Authority
150 Terrace Avenue
Baton Rouge, LA 70802.
Phone: 225-342-5023
Email: CPRAcontracts@la.gov

CPRA will not be responsible for delayed or lost mail received after the deadline. Any materials received after the deadline will be deemed non-responsive and will be returned unopened. All submitted SIQ's become property of the State of Louisiana. The SIQ's will not be held confidential and will be considered public information.

The selected firm (s) will be posted at:

<http://coastal.la.gov/resources/rfps-rsiqs-contracts/contracts-and-grants/>

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 CPRA is required of any potential conflicts.** Any potential conflicts shall be resolved with the Louisiana Board of Ethics prior to seeking a contract.

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.

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 the SIQ. However, prior to contracting with 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 CPRA.

The firm, engineers, or surveyors that will accomplish the work as described in Enclosure 1, Scope of Services, shall be licensed by the Louisiana State Board of Professional Engineers and Land Surveyors (LAPELS) throughout the term of the contract. All design services shall be performed in compliance with the laws (L.R.S. 37:681-703) and rules (L.R.S. 46:101-3301) of the LAPELS Board.

For all prime contractors and sub-consultants submitting an SIQ on this advertisement, there will be a blackout period during which any proposer or its agent or representative, is prohibited from communicating with any state employee or contractor of the State involved in any step in the procurement process for this advertisement. The blackout period shall apply not only to state employees, but also to any contractor of the State. "Involvement" in the procurement process shall include but shall not be limited to project management, design, development, implementation, procurement management, development of specifications, and evaluation of proposals for a particular procurement. The blackout period will begin upon posting of the solicitation and will end when the contract(s) are awarded.

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., November 30, 2016. Official responses to all questions submitted by potential proposers will be posted at <http://coastal.la.gov/resources/rfps-rsiqs-contracts/contracts-and-grants/>

- ENCLOSURE 1 SCOPE OF SERVICES
- ENCLOSURE 2 EVALUATION CRITERIA
- ENCLOSURE 3 SAMPLE CONTRACT
- ENCLOSURE 4 CPRA-SF24-102 AND INSTRUCTIONS
- ENCLOSURE 5 PROJECT INITIATION AND PLANNING