



State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

April 12, 2017

ADDENDUM NO. 1

TO: ALL POTENTIAL PROPOSERS

RE: RSIQ 2503-17-05 Coastal Engineering Services for Coastal Protection and Restoration Authority Projects

PROPOSAL DUE DATE: APRIL 27, 2017 3:00PM

This addendum shall be considered part of the RSIQ and associated enclosures. The clarifications, revisions and additions in this addendum supersede the requirements in the advertised RSIQ and enclosures.

I. QUESTIONS AND RESPONSES

1. What is the anticipated duration for the IDIQ contracts?

3 years.

2. What is the anticipated IDIQ contract not to exceed dollar amount?

\$2,000,000.00

3. Should firms with existing IDIQ Engineering contracts (expiring in 3Q2018) propose on these contracts or will IDIQ contracts be offered again in early 2018?

A firm holding a current Professional Services contract with the agency may submit on any of the advertised RSIQs, however, a firm may hold only one Professional Services contract with the agency for contracts with similar scope items. In this instance, the firm's existing contract would be cancelled prior to issuing a new contract. It is anticipated that the next cycle of IDIQ contracts will be solicited in early 2018.

4. As a sub-contractor can we team with more than one Prime contractor?

Firms not submitting as a prime contractor are allowed to be listed as a subcontractor on as many proposals as they deem appropriate.

5. This question is in regards to the last sentence of the 4th paragraph on first page of the RSIQ: Firms electing to submit a proposal as a prime contractor Firms not submitting as prime contractor are allowed to Please note, firms who are prime contractors on existing contracts with CPRA will be allowed to submit as subcontractors on this advertisement. **The question is** – If a firm is prime contractor on an existing CPRA environmental or other non-engineering contracts, does that restrict a firm from submitting as a prime on this engineering contract?

No.

6. Is it acceptable to submit resumes for Engineers as part of the qualifications who are submitting their qualification to the Louisiana Board of Professional Engineers for licensure by Comity? Can “pending” be placed in the blank for LA License No.?

Yes. However, the firm, engineers, or surveyors that will accomplish the work as described in Enclosure 1, Scope of Services, 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.

7. Please confirm the required CPRA SF 24-102 form required for submittal on RSIQ 2503-17-05. Note that the RSIQ attached the CRPA SF 24-102 that was revised 4/2016. Also Page 2 of the Public Notice noted that the “latest version” of the CPRA SF 24-102 may be downloaded from the CPRA website which directed the user to CPRA SF 24-102 that was revised 4/2016. However, Page 2 of Enclosure 2 (Evaluation Criteria and Point Allocations), Capability of Firm notes that the prime proposer should describe their management approach to general project work processes, resource allocation, accountability, and quality control in Section 10 of the CPRA 24-102 which is not consistent with Section 10 of CPRA 24-102 revised 4/2016 but, is consistent with Section 10 of CPRA 24-102 revised 8/2016 (i.e. the latest version). Given that the directions on what required form (rev. 4/2016 or rev. 8/2016) to use for the submittal were unclear, we would request that the date for submissions be extended one week from April 27, 2017 to May 4, 2017, so that prime consultants and their subcontractors have sufficient time to adequately prepare their submissions.

All references to CPRA SF 24-102 and the “latest version” of the CPRA 24-102 are hereby amended to mean the Standard Form: CPRA 24-102 (Rev. 8/2016). This version of CPRA SF 24-102 is included in the revised Enclosure 4 of this RSIQ and included as Attachment 1 of this addendum; and can also be downloaded from the CPRA website at: <http://coastal.la.gov/wp-content/uploads/2017/03/Enclosure-4-5-1.pdf>. The date for submission of proposals will remain unchanged.

II. RSIQ REVISIONS

The RSIQ and enclosures have been modified in the below areas as part of this addendum.

All references to CPRA SF 24-102 and the “latest version” of the CPRA 24-102 are hereby amended to mean the Standard Form: CPRA 24-102 (Rev. 8/2016). This version of CPRA SF 24-102 is included in the revised Enclosure 4 of this RSIQ and included as Attachment 1 of this addendum; and can also be downloaded from the CPRA website at: <http://coastal.la.gov/wp-content/uploads/2017/03/Enclosure-4-5-1.pdf>

Attachment 1: Standard Form: CPRA 24-102 (Rev. 8/2016)

END OF ADDENDUM NO. 1

Attachment 1: Standard Form: CPRA 24-102 (Rev. 8/2016)

Standard Form: CPRA 24-102

(Rev. 8/2016)

Professional Services Contracts

1. Advertisement Title	2a. Announcement date	2b. RSIQ number
3a. Name and mailing address of the firm's office performing the work	3b. Name, title, telephone number and email address of the official with signing authority for this contract.	
	3c. Name, title, telephone number and email address of the point of contact for this contract (if different from 3b.)	
	3d. Firm's Louisiana License number	

4. Full-time personnel on firm's payroll:	<u>All Personnel Domiciled in LA</u>	<u>Project Specific Personnel NOT Domiciled in LA</u>
a. Civil Engineers, with current Louisiana P.E. registration	_____	_____
b. Environmental Engineers, with current Louisiana P.E. registration (not included in 4a)	_____	_____
c. Engineer Interns	_____	_____
d. Technical Support Personnel (non-engineers)	_____	_____
e. Environmental personnel (non-engineers)	_____	_____
f. Planning personnel (non-engineers)	_____	_____
g. Other personnel not included in above categories (If project specific, list titles and total numbers for each below)	_____	_____
<hr/> Total personnel (sum of a – g)	_____	_____

5a. If one or more sub-consultants will be used, provide the information requested below for each.

Name and Address	Has the firm worked with this sub-consultant before? (Yes/No)
1.	
2.	
3.	
4.	
5.	

5b. Identify the percentage of work for the **overall project** to be performed by the prime consultant and each sub-consultant.

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6. Project Staffing Plan – Provide an organizational chart showing all key prime consultant and sub-consultant (if applicable) personnel assigned to each work element of the project, specific duties for each, and immediate supervisors. This Section **not required** for Indefinite Delivery, Indefinite Quantity (IDIQ) RSIQ's.

7. Brief résumé of key project personnel anticipated to work on this contract.

a. Name, domicile and email address

b. Title/ Engineering area of expertise

c. Name of firm by which employed full time

d. Years experience:

With this firm: _____ With other firms: _____

e. Education: Degree(s) / Years / Specialization

f. Active registration: Year first registered: _____

Branch: _____ LA License No. _____

g. Other experience and qualifications **relevant to the proposed project:**

9. All work by firm (all offices) currently being performed directly for or selected by the CPRA.

a. Project number, name, and location*	b. Nature of your firm's responsibility (also identify if prime or sub-consultant)	c. Percent complete (by phase/type of work)	d. Contract fees (in thousands) (by phase/type of work)	
			Total	Remaining
* For retainer/IDIQ contracts, list open task orders individually			Total	

10. Use this space to provide any additional information or description of resources supporting your firm's qualifications for the proposed project. This section is limited to five (5) pages.

11. This is to certify that all information contained herein is accurate and true.

Signature: _____ Typed name and title: _____ Date _____