

August 15, 2017

TO: ALL POTENTIAL PROPOSERS

RE: RFP NO. 3000008461
"PROFESSIONAL LAND SERVICES"

PLEASE NOTE: PROPOSAL DUE DATE: AUGUST 30, 2017 3:00PM

**ADDENDUM I
QUESTIONS AND ANSWERS**

1. **Q.** RFP Section 1.9.2 Volume II – Financial information
This section sets forth the financial capability requirements of the proposer to complete or carry out this project. Question: Do the requirements of this section also pertain to subcontractors, or is CPRA only requesting a Volume II Financial information be submitted with the proposal from the prime consultant/proposer?

A. **Volume II – Financial Information shall be submitted only by the prime proposer.**
2. **Q.** RFP Section 1.9.1 Volume I – (Technical Proposal and Cost Rates) Paragraph L. INSURANCE
This section sets forth the insurance requirements of the proposer to complete or carry out this project. Question: Do the requirements of this section also pertain to subcontractors, or is CPRA only requesting a proof of insurance from the prime consultant/proposer?

A. **A certificate of insurance should be submitted only by the prime proposer.**
3. **Q.** Will a "Contract/P.O. Invoice Transmittal Memo to Project Support" or similar form be an additional required submittal with each Invoice?

A. **No, this is not a required form.**

In The Matter Of:
State of Louisiana
Coastal Protection and Restoration Authority

CPRA Meeting-Land Services Pre-Proposal Confernce
August 7, 2017

Associated Reporters, Inc.
201 St. Charles Ave.
Suite 4315
New Orleans, La.
www.aridepos.com

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STATE OF LOUISIANA
COASTAL PROTECTION AND RESTORATION AUTHORITY

The CPRA meeting for the Land Services
Pre-Proposal Conference, taken in connection
with the above captioned matter at the Coastal
Restoration and Protection Authority, 150
Terrace Avenue, 4th Floor, Baton Rouge,
Louisiana 70802 on Monday, August 7, at 1:00
p.m.

Reported by:
Lori Sanders-Wiggins
Certified Court Reporter

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A P P E A R A N C E S

James Altman

Land Manager

Allison Richard

RFP Coordinator

Benjamin Barnes

Land Specialist

Maury Chatellier

Project Management Chief

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Attachment:

Professional Land Services Pre-Proposal
Meeting, August 7, 2017 Sign-In Sheet

1

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3 MR. ALTMAN:

4 My name is Jim Altman. I'm the Land
5 Manager for CPRA. I have Ben Barnes, one of
6 the staff members, Land Specialist, and:

7 MS. RICHARD:

8 Allison Richard, RFP Coordinator.

9 MR. ALTMAN:

10 I think all but those who are here except
11 maybe one know about CPRA. We're the Coastal
12 Protection and Restoration Authority of
13 Louisiana. We are charged with doing all of
14 our coastal projects; the diversion, levee work
15 in and around New Orleans with our partner, The
16 Corps. So we've got a pretty big slate of
17 projects and everything. We do anywhere from
18 simple marsh creation projects, inland fill,
19 terracing little simple projects to big
20 diversions that we've got on the list.

21 Primarily what we're looking for today is
22 in our Land Services Proposal is a full service
23 turnkey services. I think Barbara is probably
24 familiar with that. We want to be able to do
25 land work, title, tax reports, business

1 assessment, appraisals, acquisition, survey
2 property pieces for acquisition, and we always
3 do them federal standards. The -- I guess they
4 call it the Yellow Book for Federal
5 Acquisitions, and we figure if we do it all
6 that way, we don't get into DOTD type of
7 appraisals and acquisitions whatsoever. We
8 continue and that's just our standard is the
9 federal acquisition.

10 We have numerous funding sources for these
11 projects especially since the BP Spill. We've
12 got several pots of money out there that they
13 will be funneling to CPRA for various projects
14 from diversions to marsh creations to old ridge
15 enhancement and rig building, and each one of
16 those will carry with it some kind of
17 restrictions on how that money is spent and
18 requirements. We've got -- I think we still
19 got some CBG money left, don't we?

20 MS. RICHARD:

21 We do.

22 MR. ALTMAN:

23 For a few projects.

24 MR. CHATELLIER

25 I hope we don't.

1 MR. ALTMAN:

2 Yeah, right. I hope we don't because that
3 -- anybody that -- and probably Barbara
4 recognizes it, and if you've ever worked for
5 any projects with CDB funding from HUD. I
6 mean, it's just, it's just not good.

7 So that is a little bit about us. I don't
8 know if anybody -- we were kind of expecting a
9 few more folks, but maybe everybody's busy on
10 Monday, but I don't know.

11 Anyone's got any questions. This is not a
12 formal question-and-answer. There's nothing
13 here that's going to be formal, if you do have
14 formal questions, they need to be submitted in
15 writing to:

16 MS. RICHARD:

17 To the CPRA Contracts email address in the
18 RFP.

19 MR. ALTMAN:

20 And they will all get answered from
21 whoever, and then everybody gets those answers.
22 That's the official step so. I don't know if
23 anybody's got any questions or had any
24 questions coming in of what we do or how we do
25 it.

1 MR. EARLS:

2 Are you still on schedule for the dates
3 that are in the RFP?

4 MS. RICHARD:

5 Yes.

6 MR. ALTMAN:

7 Yes.

8 MS. RICHARD:

9 Yes. If the dates change, there will be
10 an official addendum, and it will be posted
11 online.

12 MR. CHATELLIER:

13 Do you have estimates on the number and
14 magnitude of contracts?

15 MR. ALTMAN:

16 No. If our response is similar to what
17 we've had here, probably we're not going to
18 have too many. And may wind up doing it again
19 some several months down the road. I don't
20 know.

21 MR. CHATELLIER:

22 Does the RFP include -- does it include a
23 number for quantity or size of the contract?

24 MS. RICHARD:

25 No.

1 MR. ALTMAN:

2 No.

3 MS. RICHARD:

4 No. We are hoping to award multiple
5 contracts --

6 MR. ALTMAN:

7 Yes.

8 MS. RICHARD:

9 -- from this RFP, but we don't know size
10 of the contracts.

11 MR. ALTMAN:

12 For a particular project, yes. It gets a
13 little bit on the different side than an
14 engineering contract. So with that, I don't
15 know, John, Barbara?

16 MS. BALDWIN:

17 Is the RFP handled the same way the last?

18 MR. ALTMAN:

19 There's a little bit different wordage in
20 there --

21 MS. BALDWIN:

22 Okay. I'll have to read it very
23 carefully.

24 MR. ALTMAN:

25 -- so read it carefully. We get a lot of

1 help that wasn't anticipated from the Office of
2 State Procurement. So that always helps us a
3 little bit.

4 MS. RICHARD:

5 The format has changed but the
6 requirements are very similar, so just make
7 sure to review that.

8 MR. ALTMAN:

9 And the confines and just pay close
10 attention of what's asked for in our RFP and
11 get it in by the deadline. When is the
12 deadline?

13 MS. RICHARD:

14 August 30th at 3:00 p.m. It has to be in
15 by 3:00 p.m. on that date. You can turn it in
16 before 3:00 p.m. on August 30th.

17 MR. ALTMAN:

18 Yes, sir?

19 MR. EARLS:

20 Can we get a copy of the sign-in sheet?

21 MS. RICHARD:

22 Yes.

23 MR. EARLS:

24 Okay.

25 MS. RICHARD:

1 It will actually be included in her
2 transcript which will be in the Q&A that will
3 be issued on --

4 MR. EARLS:

5 Okay. Good.

6 MS. RICHARD:

7 -- August 22nd. So it will be in the back
8 of that.

9 MR. EARLS:

10 Okay.

11 MS. BALDWIN:

12 This has nothing to do with this, but when
13 did y'all move in here?

14 MS. RICHARD:

15 It's been almost a year.

16 MS. BALDWIN:

17 Wow! It looks brand new.

18 MR. MILLER:

19 It does look brand new.

20 MR. ALTMAN:

21 A year and a week ago, right?

22 MS. RICHARD:

23 I don't know exactly.

24 MR. ALTMAN:

25 It was the first weekend in August.

1 MS. BALDWIN:

2 It's easier to come here than go downtown.

3 MR. ALTMAN:

4 Yeah, and try to find parking. Well, if
5 nobody else has anything --

6 MS. RICHARD:

7 Conclude the conference.

8 MR. ALTMAN:

9 -- that will conclude the Pre-Proposal
10 Conference.

11 MS. RICHARD:

12 Thank y'all for coming in.

13 MR. ALTMAN:

14 So thank you very much and look forward to
15 reviewing your proposal.

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20 (The meeting concluded at 1:14 p.m.)

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R E P O R T E R ' S P A G E

I, Lori Sanders-Wiggins, Certified Court Reporter, in and for the State of Louisiana, the Officer, as defined in Rule 28 of the Federal Rules of Civil Procedure, before whom this sworn testimony was taken, do hereby state on the record:

That due to the interaction in the spontaneous discourse of this proceeding, dashes (--) have been used to indicate pauses, changes in thought and/or talk overs; that same is the proper method for a Court Reporter's transcription of proceeding, and that the dashes (--) do not indicate that words or phrases have been left out of this transcript.

Also, any words and/or names which could not be verified through reference material have been denoted with the phrase "(inaudible)."

1 Lori Sanders-Wiggins, C.C.R. #2017006

2
3 C E R T I F I C A T I O N

4 I, the undersigned reporter, do hereby
5 certify that the above and foregoing is a true
6 and correct transcription of the stenomask
7 method of the proceedings had herein, taken
8 down by me and transcribed under my
9 supervision, to the best of my ability and
10 understanding, at the time and place
11 hereinbefore noted in the above-entitled cause.

12 I further certify that the witnesses were
13 duly sworn in by me in my capacity as a
14 Certified Court Reporter pursuant to the
15 provision of R. S. 37:2551 et seq. in and for
16 the State of Louisiana; that I am not of
17 counsel nor related to any of the counsel of
18 any of the parties, nor in the employ of any of
19 the parties, and that I have no interest in the
20 outcome of this action.

21 I further certify that my license is in
22 good standing as a Court Reporter in and for
23 the State of Louisiana.

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Lori Sanders-Wiggins (#2017006)

Certified Court Reporter

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Professional Land Services
 RFP 3000008461
 Pre-Proposal Meeting
 August 7, 2017

Name	Company	Phone Number	Email Address
John Miller	Oil Land Services	337-233-4156	john@oilandservices.com
Barbara Baldwin	P&E	225-610-5087	bbaldwin@pela.com
Joseph Earls	O.R. COLEMAN'S ASSOCIATES	225-590-3051	jearls@ORCOLEMAN.COM
Richard Bellard	THIRD COAST LAND SERVICES	337-945-7222	rbellard@cox.net