

Enclosure 3

RSIQ SUBMITTAL REQUIREMENTS AND EVALUATION CRITERIA WITH KEY DEFINITIONS

CPRA BS-0030 PROJECT

Section	Submittal Requirements	Evaluation Criteria	Scoring
Part A - Understanding of Project	The Design Team will submit their understanding of the project goals, project location, project future operational considerations, permitting/regulatory support required by the Design Team as described in the Scope of Services.	The Respondent’s response will be evaluated based on understanding of the Project goals and challenges and understanding of the elements of the Scope of Services.	Possible Score: 5
Part B - Project Approach	<p>The Design Team will provide their approach to meeting the goals of the project and provide specificity to their process, the Design Team experience, and design steps to meet the project schedule as described within Enclosure 1 Scope of Services. The approach should include a description of the Design Team roles within the CMAR delivery process and how the proposer will meet the needs of the CMAR, EIS consultant, O&E Consultant, and the needs of the regulatory process (Section 408 approvals and 404 permitting) to be managed by the Design Team and submitted by CPRA. The Independent Technical Review (ITR) and quality control program of the Design Team should be described and their interface with the entire Design Team and subsequent reporting to CPRA should be a component described in the project approach</p> <p>The Design Team should provide a discussion of the possible solutions and/or consequences of each design and construction challenge and how they will be addressed in the design process.</p>	Design Team will be evaluated based on their understanding of large earthen conveyance channel design and construction, approach for effective use of alternative project delivery methods; and achieving permitting, project schedule and project budget objectives. This section should show strong approaches developed for Phase 1 and Phase 2 of the project.	Possible Score: 20

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<p>Part C—Proposed Project Team</p>	<p>The Design Team organization and the Team’s communication, coordination and cooperation in both the internal format and the CMAR delivery format should be described in detail. Key team professionals’ one (1) page resumes are to be submitted in the Standard Forms Section. The key Team professionals should be presented with respect to their roles and responsibilities within the Design Team. Sub-consultants that hold key professional roles in the Design Team should be also identified herein.</p> <p>The availability of key individuals and support resources on the Design Team shall be provided in a table or chart format. The table or chart will provide the Design Team’s current workload and time available for this project. The Design team is to indicate their agreement to provide written commitment prior to contract signing for the key individuals dedicated time to the project if selected as the project Design Team.</p> <p>Include completed resume in SF 24-102 for each of the personnel listed in organization chart.</p>	<p>Team qualifications will be evaluated based on the Respondent’s qualifications and technical capabilities to deliver a specialty scope related to earthen conveyance channels, large water control structures, and collaboration using an alternative project delivery method.</p> <p>Points will be awarded based on the Respondent’s qualifications and demonstrated Relevant Project Experience within the key individuals proposed for the Design Team.</p> <p>Response should show detailed DESIGN TEAM structure and have identified key personnel dedicated to this project.</p>	<p>Possible Score: 15 (Excluding 10 Hudson Points)</p>

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<p>Part D -Relevant Project Experience</p>	<p>Relevant project experience, as defined in the definitions, should be provided in this section with particular emphasis on alternative delivery projects (CMAR, DB, and PDB) and the Design Team’s roles within these projects, summarized in Enclosure 2. Emphasis on project selection should include those within Louisiana, the Gulf Coast Region, and other geographic areas of the United States and the world which provided similar site characteristics, geotechnical conditions, climate, and interaction with riverine and marsh systems. The relevant project experience projects should also emphasize the Design Team’s experience in Section 408 approvals, 404 permitting, and support of a third party USACE EIS. Design Team sub-consultants’ project experience can be provided as applicable to the above considerations within the Design Team’s submittal. A minimum of 5 and a maximum of 10 relevant projects should be submitted.</p> <p>Include completed SF 24-102.</p> <p>Provide information for at least five (5) and no more than 10 Relevant Projects Respondent’s team has worked in the past fifteen years (since March 2002).</p> <p>Relevant Project Experience will mean projects with similar size and function as described in the Key Definitions portion of this enclosure.</p>	<p>The Respondent will be evaluated based on experience designing, permitting, and constructing earthen conveyance structures of similar size; local experience with regulating Authorities’ requirements; overall performance on the project, including quality of the work, and meeting or exceeding project schedule and budget commitments; and degree to which the work was performed with Prime Team Members and proposed Key Individuals.</p> <p>Greater points will be awarded for projects where Prime Team Members and/or Key Individuals have worked together on relevant projects.</p> <p>The Respondent should clearly state the nature of the firm’s responsibility for each project (i.e. prime, sub-consultant, supported permitting process). Lack of clarity in the firm’s role in the project will result in deduction of point(s).</p> <p>Projects that successfully utilized alternative delivery processes are consider particularly relevant. The information obtained from the reference checks will be incorporated into the scoring of this section. If additional information is needed on the relevant projects listed by the Respondent, CPRA reserves the right to pursue additional contacts and will incorporate the performance information obtained into the scoring of this section.</p>	<p>Possible Score: 25</p>

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<p>Part E – Project Management and Design Management</p>	<p>The project management processes, tools and the proposed project manager must be presented with emphasis on the Design Team’s relevant project experience working in similar water resource/environmental restoration projects. The submittal shall demonstrate the proposed project manager’s relevant project management experience for the environmental infrastructure/restoration design, permitting, and the multi-discipline nature of the project. The Quality Control review tools and use of Independent Technical Review (ITR – as specific to the USACE) teams are required and should be described within the project management section.</p> <p>Identify information and Owner contact information on past projects for the Project Manager and Design Manager that establishes relevant qualifications and ability. List a minimum of two (2) examples of Relevant Project Experience in which the Project Manager served as a key discipline lead or senior Project/Program Manager. List a minimum of two (2) examples of Relevant Project Experience in which the Design Manager served as a key discipline lead or Design Manager.</p> <p>The resumes for the Project Manager and Design Manager (submitted under SF 24-102 in the Standard Forms Section) should include a minimum of two (2) and a maximum of ten (10) relevant projects. Contact information for the Owner of each project should be provided on the resume.</p>	<p>Greater points will be given for experience with earthen conveyance channels, and large water control structure projects, and alternative delivery projects.</p> <p>Team organization, reporting structure, interface among designers, construction, quality management, project controls and management will be evaluated.</p> <p>The experience of the proposed project manager will be evaluated for relevant project management experience related to environmental infrastructure/restoration design, permitting, and the multi-discipline nature of the project.</p> <p>Project Managers that have successfully overseen the utilization of alternative delivery processes will be considered in the scoring of this section.</p> <p>The information obtained from the reference checks will be incorporated into the scoring of this section. If additional information is needed on the relevant projects listed by the Respondent, CPRA reserves the right to pursue additional contacts and will incorporate the performance information obtained into the scoring of this section.</p>	<p>Possible Score: 20 (10 Points for Project Manager, 5 Points for Design Manager)</p>
<p>Part F - Ability to Meet All SIQ Requirements</p>	<p>SIQ requirements have been identified throughout this RSIQ package. The Respondent is expected to follow the outlined instructions and meet all submittal requirements.</p>	<p>The respondent will be evaluated based on the ability to meet the requirements outlined in the RSIQ.</p>	<p>Possible Score: 5</p>

Section	Submittal Requirements	Evaluation Criteria	Scoring
Hudson Firm Participation (Referenced in Part C)	Include proof/certification valid through the time of project award.	The Respondent will be evaluated based on participation of certified Hudson firm and team members. Points will only be awarded if the correct documentation is provided in the submittal and the certification should be valid through the time of project award. Ten points are awarded if either the prime firm or a sub-consultant is a certified Hudson firm; zero points are awarded if neither the prime firm or a sub-consultant are a certified Hudson firm.	Possible Score: 10
Contract Agreement Acknowledgement	Include a statement that the Respondent has reviewed the Agreement. Submit any changes or specific modifications in writing, if applicable, that the Design Team would like to propose for CPR A’s consideration.	Statement indicating that Respondent has reviewed the draft Agreement must be received. Additionally, provide any requested changes or specific modifications in writing.	
Licensure	Identify and include copies of all relevant licenses, certifications and registrations held by the Respondent or any member or sub-consultant of Respondent’s team, including State of Issuance, Number, and Date of Issuance.	Copies of all relevant licenses, certifications and registrations showing ability to perform work in Louisiana must be provided.	

KEY DEFINITIONS:

Agency (or Owner) means Coastal Protection and Restoration Agency (CPRA).

Agreement means the contract agreement referred to in this RSIQ package.

Claim means any claim, demand, liability, damage, loss, suit, action, or cause of action, whether arising in contract, tort or otherwise, and all costs and expenses relating thereto.

Contact Person means the person identified as such in the RSIQ document, or such other person as may be appointed by CPRA for that purpose.

Design Team is comprised of the prime and sub-consultants selected to design the diversion.

Evaluation Criteria means the criteria referred to in Enclosure 3 of this RSIQ.

Key Individuals means the Project Manager and the key individuals on the Respondent's Design Team as identified in Respondent's Response.

Top Firm means the company, firm, consortium or other legal entity selected by CPRA during the RSIQ process to perform the services described in the RSIQ.

Prime Team Member means an individual, company or other person that satisfies one or more of the following criteria: (a) will undertake at least twenty-five percent of the design work based on total estimated construction costs of the Project; (c) will provide for at least 25% of contract performance securities guarantees; or (d) is the proposed lead for design, construction, maintenance, project management or project development.

Project means the design and permitting of the diversion and all other works ancillary to the Project in accordance with the Agreement.

Relevant Project Experience means services for projects where the Proposer served as the lead designer of projects that created large facilities such as large conveyance channels, major levees, major water control structures, or other water resource facilities of similar size and function with particular emphasis on alternative delivery projects (CMAR, DB, and PDB) and those within Louisiana, the Southeastern United States, and other geographic areas of the United States and the world which provided similar site characteristics, geotechnical conditions, climate, and interaction with riverine and marsh systems. "Major" in the above use means similar in size or function to the diversion proposed facilities.

Respondent means an entity that submits a proposal in response to the RSIQ.

Response means the formal response to this RSIQ by a Respondent.

Selection Committee means the committee established by CPRA to evaluate the Responses.

Selection Process means the overall process for the selection of the Top Firm for the Project

SIQ means the statements of interest and qualifications and supporting information submitted by Proposer in response to the RSIQ issued by CPRA.

Submission means the formal response to this RSIQ by a Respondent.