



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

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**REQUEST FOR QUALIFICATIONS  
FOR CONSTRUCTION MANAGEMENT AT RISK (CMAR) CONTRACTOR**

**RFQ NO. 2503-19-03**

**MID-BRETON SEDIMENT DIVERSION PROJECT (BS-0030)  
PLAQUEMINES PARISH, LOUISIANA**

**October 23, 2018**

**1.0 INTRODUCTION**

The Coastal Protection and Restoration Authority (CPRA) is seeking within this Request for Qualifications (RFQ) to select a Contractor to provide Construction Management at Risk (CMAR) services for the Mid-Breton Sediment Diversion Project (CPRA Project Number BS-0030) (Mid-Breton Project or Project). The Project is intended to divert sediment-laden water from the Mississippi River to the Mid-Breton Sound Basin to reconnect and re-establish the deltaic sediment deposition process between the Mississippi River and the Breton Sound Basin, delivering sediment, freshwater, and nutrients to reduce land loss and sustain wetlands.

CMAR Contractor services associated with this RFQ are for the Pre-Construction and Construction Phases of the Project as described herein and detailed in Enclosure 1 through Enclosure 3.

**2.0 USE OF CMAR METHOD**

CPRA intends to use the CMAR delivery method for the Project, as authorized by Louisiana law pursuant to La. R.S. 38:2225.2.4. Use of the CMAR delivery method for this Project is in the public interest and beneficial to CPRA for reasons including, but not limited to, the following:

- The method is ideal for projects that may require scope flexibility due to outside factors such as complex permitting and regulatory clearance;
- The method allows the CMAR Contractor to collaborate with the design engineer beginning early in the design phase, allowing proactive identification and resolution of potential constructability, schedule and quality issues prior to initiating construction;
- The method allows construction planning activities, including sequencing, phasing, scheduling, and procurement planning to begin during design phase, allowing opportunities for a shorter construction schedule and lower project costs;
- The method will facilitate completion of the Project within the established budget and an agreed upon Guaranteed Maximum Price (GMP) as required by law; and
- The method will facilitate completion of the Project within an agreed upon maximum construction duration.

### 3.0 DEFINITIONS

“**CMAR**” means construction management at-risk as defined in La. R.S. 38:2225.2.4.

“**CMAR Contractor**” means the construction management at-risk contractor who will be awarded a contract to provide Pre-Construction services associated with the Project and may be awarded a contract to provide construction and construction management services for the Project.

“**Corporation**” means a corporation formed under the laws of this state or a foreign corporation formed under the laws of any state other than this state or under the laws of any foreign country.

“**CPRA**” means the State of Louisiana Coastal Protection and Restoration Authority.

“**Design Team**” means the team of Stantec, subcontractors and subconsultants selected to provide engineering and design services for the Project.

“**Experience Modification Rate**” or “**EMR**” means a numeric representation of a firm’s claims history and safety record as compared to other businesses in the same industry.

“**Guaranteed Maximum Price**” or “**GMP**” means the not-to-exceed cost of construction of the Project, to be determined by and between CPRA and the CMAR Contractor during the Pre-Construction Phase.

“**Independent Cost Estimator**” or “**ICE**” means the contractor that will be selected to provide independent construction cost estimates at Project design milestones.

“**Joint Venture**” or “**JV**” means a combination of two or more persons or entities, in which some specific venture for profit is jointly sought without any actual partnership or other corporate designations.

“**Key Personnel**” means personnel essential to successful performance of the services to be provided by the Respondent.

“**Limited Liability Company**” or “**LLC**” means an entity that is an unincorporated association having one or more members that is organized and existing under Louisiana law or formed under the laws of any state other than this state.

“**MBrSD**” means the Mid-Breton Sediment Diversion Project, CPRA Project Number BS-0030.

“**Oral Presentation**” means an in-person presentation by the Respondent of its capabilities, resources and approach, which may be requested as part of the selection process at the sole discretion of CPRA.

“**Program**” means the Mississippi River Mid-Basin Sediment Diversion Program, which includes the Mid-Barataria and Mid-Breton Sediment Diversion Projects.

**“Program Management Team” or “PMT”** means CPRA and support staff from Jacobs responsible for management of the Program.

**“Project”** means the Mid-Breton Sediment Diversion Project, CPRA Project Number BS-0030.

**“Project Delivery Team” or “PDT”** means the team composed of CPRA, Jacobs, EIS TPC, Design Team, CMAR Contractor, Independent Cost Estimator (ICE), and other consultants as determined by CPRA.

**“Request for Qualifications” or “RFQ”** means this Request for Qualifications seeking a CMAR Contractor for the Project, including all enclosures, attachments and addenda.

**“Respondent”** means any firm, entity, Corporation, Limited Liability Company (LLC), or Joint Venture (JV) that submits a Statement of Qualifications (SOQ) in response to this RFQ and who will be executing contract(s) with CPRA should it be selected.

**“Selection Review Committee”** means the group of individuals selected by CPRA to review the SOQs, score the Respondents, and recommend award in accordance with La. R.S. 38:2225.2.4.

**“Statement of Qualifications” or “SOQ”** means a submittal of information by a Respondent in response to this RFQ.

**“Third Party Contractor” or “TPC”** means the third-party contractor responsible for preparing the Environmental Impact Statement (EIS) for the Project pursuant to the National Environmental Policy Act (NEPA).

All other capitalized terms used, but not defined herein, shall have the meaning ascribed to such term in this Request for Qualifications.

#### **4.0 PROJECT BACKGROUND AND DESCRIPTION**

CPRA has established the Mississippi River Mid-Basin Sediment Diversion Program (Program) which is comprised of this Project and the Mid-Barataria Sediment Diversion Project. The funding for the planning, permitting, engineering, design, and CMAR services (i.e. Pre-Construction Services) for the Project has been awarded to CPRA through the National Fish and Wildlife Foundation (NFWF) from the Gulf Environmental Benefit Fund (GEBF). This RFQ is for Mid-Breton CMAR Services only.

The purpose of the Mid-Breton Sediment Diversion is to reconnect and re-establish the deltaic sediment deposition process between the Mississippi River and the Breton Sound Basin. The project is needed as a long-term, resilient, and sustainable strategy to reduce wetland loss rates and sustain DWH oil spill injured wetlands through the delivery of sediment, freshwater, and nutrients. The Project will have the capacity to deliver up to 35,000 cfs of sediment-laden Mississippi River water into Breton Sound Basin at approximately River Mile (RM) 68 on the left descending bank of the Mississippi River. The Project requires the construction of a river intake control structure through the Mississippi River & Tributaries levee. The diversion channel will be excavated across rural or residential land and extend through a back levee that provides flood protection from storms. The diversion outfall channel ends in an

outfall/receiving area comprising degraded wetlands. The Project will require transportation, utility, and other infrastructure relocations.

The Project is subject to United States Army Corps of Engineers (USACE) Section 404/10 regulatory permits and 33 United States Code Section 408 permissions to modify federal projects which include the Mississippi River Ship Channel (MRSC), the MRL CPRA will submit a Section 404/10 permit application to the USACE. An independent Third-Party Contractor (TPC) will prepare the Environmental Impact Statement (EIS) as required for National Environmental Policy Act (NEPA) compliance. These regulatory processes are critical to the delivery and schedule of the project and will be coordinated by CPRA and/or the Design Team and TPC.

The CMAR Contractor will collaborate with the Design Team throughout the Pre-Construction Phase and have responsibility for constructability and value engineering review, cost estimating and cost control, scope management, construction schedule development, and design of temporary works as fully described in the Pre-Construction Services section of the CMAR Scope of Services (Enclosure 1). The Design Team will prepare final, coordinated Construction Documents. The Program Team members and their respective roles during Project delivery are further addressed in the following section.

Before or upon completion of final design, the CMAR Contractor will provide a GMP Proposal as described in the CMAR Scope of Services (Enclosure 1). If CPRA and CMAR Contractor reach an agreement on GMP, CPRA will award the contract for the Construction Phase to the CMAR Contractor (Enclosure 3). CPRA may contract with the CMAR contractor to undertake specific components of construction (early works), provided the undertaking benefits the project and a GMP agreement for the undertaking can be reached. If, after negotiation, CPRA is unable to reach a GMP agreement with the CMAR Contractor, CPRA will advertise the project for public bid in accordance with La. R.S. 38:2225.2.4.

The Project milestones, as currently scheduled, are provided in the CMAR Scope of Services (Enclosure 1). These milestones are subject to modification due to permitting, EIS, or the Section 408 process schedules. Modifications or delays to the permitting, EIS, or Section 408 components of the project schedule may result in delays or pauses in the design phase of the Project.

## **5.0 EXISTING AND PROPOSED TEAM MEMBERS**

The full Project Delivery Team (PDT) will be composed of CPRA, Jacobs, EIS TPC, Design Team - Stantec, CMAR Contractor, Independent Cost Estimator (ICE), Owner's Review Team (ORT), and other consultants as determined by CPRA, as shown on Figure 1. The PDT is tasked by CPRA to be cooperative and collaborative in successfully completing the project on schedule and within the overall budget.

The Design Team will facilitate collocation of staff members of the Design Team and the CMAR Contractor in Baton Rouge to meet the PDT goals of cooperation and collaboration. The Design Team will provide physical facilities for co-located staff during the entire design phase (phased to the needs of the project). Co-located staff are considered to be the following: an estimated peak of twenty-five (25) Design Team members, five (5) PMT members, three (3) Independent Cost Estimators (at

milestones) and a minimum of five (5) team members of the CMAR Contractor. CMAR Contractor collocation requirements are more fully described in the CMAR Scope of Services (Enclosure 1).

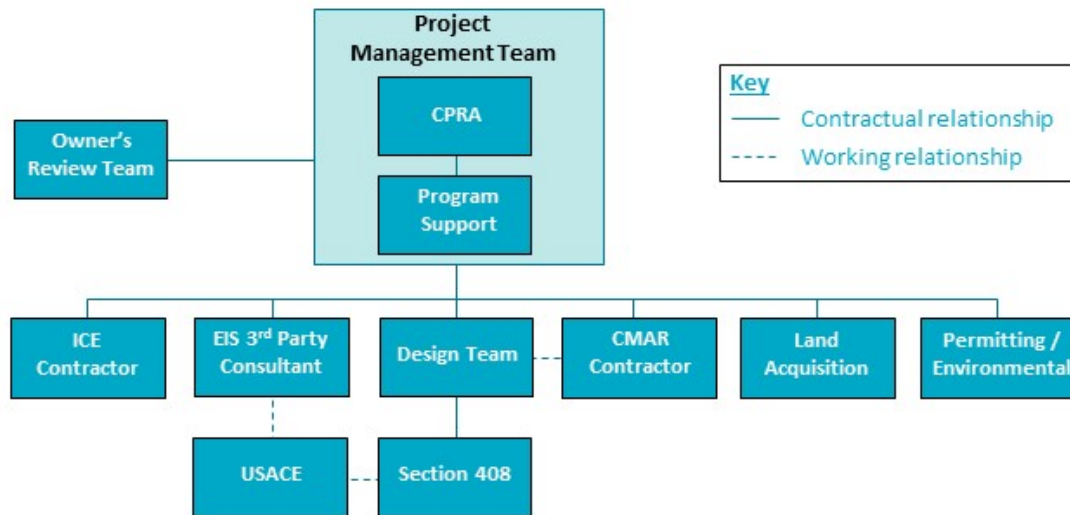


Figure 1: Project Delivery Team

## 6.0 CONTRACT ELIGIBILITY

By submittal of its Statement of Qualifications (SOQ), the Respondent acknowledges and will comply with the following exclusion pertaining to contract eligibility on this Project:

- The Design Team (prime and subcontractors) for the Project will not have a role on the CMAR Contractor team (prime or subcontractors) for the Project.

## 7.0 CMAR STAFFING AND KEY PERSONNEL

Key Personnel, as defined herein, means personnel essential to successful performance of the services to be provided by the Respondent. CPRA will require that Key Personnel listed in the Respondent's SOQ be assigned to the Project and remain assigned for the duration of the contract(s). Should substitutions become necessary, CMAR Contractor will be expected to submit replacement personnel with similar qualifications to CPRA for approval. Minimum Key Personnel to be included in the Respondent's SOQ should include the following:

- Project Executive\*
- Senior Project Manager\*
- Deputy Project Manager\*
- Pre-Construction Scope Manager
- Chief Estimator\*
- Lead Discipline Estimator(s)
- Chief Scheduler\*
- Project Construction Manager(s)\*
- Quality Control Manager
- Procurement Manager
- Safety Manager\*
- Discipline Leads

Key Personnel identified with an asterisk (\*) are minimum personnel that will be expected to transition to the Construction Phase. CPRA expects additional construction personnel resumes will be provided for review and approval as part of CMAR Contractor’s GMP Proposal.

### **8.0 CMAR PRE-CONSTRUCTION FEE AND PRELIMINARY BUDGET FOR CONSTRUCTION**

The total compensation payable to the CMAR Contractor for performance of Pre-Construction Phase services is estimated to be \$12,400,000. The Respondent’s SOQ will confirm its ability to perform Pre-Construction services for the stated total compensation, in accordance with the attached Pre-Construction Phase Contract (Enclosure 2) and CMAR Scope of Services (Enclosure 1), or indicate additional compensation determined to be required by the Respondent as outlined herein.

The preliminary budget for Project construction is \$700 Million, which includes escalation to the mid-point of construction. Information included in the Respondent’s SOQ pertaining to bonding capacity and self-performance percentage is to be based on a \$700 Million construction budget.

### **9.0 SUBMITTAL REQUIREMENTS AND EVALUATION CRITERIA**

Respondents should submit a SOQ that highlights the experience record of successful implementation of large scale civil works projects of similar size and complexity performed by the Respondent. CPRA and the Selection Review Committee, as described in Section 11, will review the SOQs in an effort to select a CMAR Contractor that displays a successful history of Pre-Construction and Construction Phase services, a thorough understanding of the Project and delivery method, and a track record with CMAR and similar project implementation processes on projects of similar size and complexity. The submittal should meet the following requirements as outlined below.

A. Business Organization, History, and Financial Condition	5 Points
B. Experience & Qualifications of Key Personnel	30 Points
C. Relevant Project Experience	30 Points
D. Pre-Construction Phase Approach	10 Points
E. Construction Phase Approach	10 Points
F. Hudson/Veteran Small Entrepreneurship Program	10 Points
G. Compliance with All SOQ Requirements	5 Points
<b>Total</b>	<b>100 Points</b>

The combined page count of the Executive Summary, Part A, Part B, Part C, Part D, Part E, and Part F of the submittal should not exceed **one-hundred (100)** pages in length. The standard forms, financial audits, evidence of bonding capacity, licenses, certificates, and safety metrics are not included in this page count requirement and should be organized in a separate section in the submittal. Elaborate submittals are not required and are discouraged. CPRA reserves the right to reject any and all submittals for this RFQ invitation. The following should be included in the submittal:

Components of the submitted SOQs, including, but not limited to, Relevant Project Experience, Business History, Financial Conditions, and all Pass/ Fail Requirements, will be evaluated for the Respondent, or in the case of a JV, each JV member. In the case where the Respondent is a

multiple-member LLC, the Respondent will be evaluated based on the LLC's qualifications and will not be evaluated on the individual member's qualifications.

By submitting a response to this solicitation, the Respondent certifies and agrees that the following information is correct: In preparing its response, the Respondent has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. The Respondent has also not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. The state reserves the right to reject the response of the Respondent if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.

### **9.1 Executive Summary**

The Respondent will provide a cover letter describing the company and its commitment to successful completion of the Pre-Construction and Construction phases of the Project in accordance with the Project schedule and budget as provided by CPRA. This summary should state the company's particular expertise, resources and advantages that they and their team will bring to CPRA. The letter shall present the name, telephone number, email address, and mailing address for the Project Executive committing the Respondent to the project. If the Project Executive will not be serving as the primary contact person during the selection process, a contact person should be listed with contact information.

*Maximum Pages: 2*

### **9.2 Part A: Business Organization, History, and Financial Condition 5 Points**

The Respondent will provide a narrative describing its business organization, and relevant history and financial information, per the requirements listed below. This section will include narrative descriptions and / or statements associated with the required items only. Supporting documents, including financial reports, litigation records, safety records, etc. will be provided in the Standard Forms section of the RFQ and will not be considered in the page limit. Additional details on supporting documents and forms are included in Section 9.10 of this RFQ.

Business Organization and History: The Respondent will describe its business organization and history, including years in business and depth of resources to provide the required services. This section will include the Respondent's legal entity / structure, size of company including number of employees (total and local), and office locations (corporate and local). Additionally, if the Respondent is a corporation, include date of incorporation, place of incorporation, officers and directors, and affiliates, partner corporations, and subsidiaries. If the Respondent is a Limited Liability Company (LLC), include date of organization, place of organization, members, managing member, and identification of the majority member and its percentage interest. If the Respondent is a joint venture (JV), include date of JV formation, name / address of each JV partner, principals of each JV partner, and identification of the majority JV partner and its percentage interest.

Financial Information: The Respondent, or in the case of a JV, each JV member, will furnish annual audited financial reports for the three (3) most recent full financial years, prepared in accordance with Generally Accepted Accounting Principles (GAAP), and all relevant notes. Respondents shall submit one (1) copy of financials. The envelope shall be clearly identified with the Respondent's name and

marked “Confidential – Financial Documentation”. Each page of the financial documents provided shall be marked “Confidential”. Financial records will not be considered in the page limit.

Conflicts of Interest: The Respondent will include disclosure of any existing or potential conflicts of interest of the Respondent or any member or subcontractor of the Respondent’s which may affect the Respondent’s performance of the work if selected as the CMAR Contractor. The Respondent will include conflicts of interest, whether existing or potential, with respect to the Mid-Breton Project Delivery Team.

The Respondent is advised that contractors of the State of Louisiana 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 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.

Sanctions: The Respondent, or if a JV, each JV member, will disclose whether it is or has been the subject of any sanctions or complaints filed with the Louisiana Board of Ethics, the Louisiana Licensing Board for Contractors, or any other state or federal regulatory agency within the past ten (10) years. If so, the Respondent will provide a full description of the facts, circumstances, and outcomes of said sanctions or complaints. If the Respondent is a JV, disclosures will be provided for each JV member.

Litigation History: The Respondent will disclose whether it, or if a JV, any JV member, has been involved in any arbitration, litigation, or disciplinary proceedings within the past ten (10) years, or any other such proceedings or litigation between the Respondent and previous project owners. If the Respondent has been involved, description of facts, circumstances, and outcomes of each should be included in an appendix and will not be considered in page limit.

Safety Metrics: The Respondent, or if a JV, each JV member, will briefly describe its corporate safety program and most recent safety record, including its Occupational Safety and Health Administration (OSHA) filings, and its Experience Modification Rate (EMR). Safety record documentation will be provided for the past three (3) calendar years. Documentation will include copies of the Respondent’s EMR for the past three (3) years on insurance carrier’s letterhead. **The Respondent’s, or in the case of a JV, each JV member’s EMR for the most recent available calendar year must be 1.0 or lower to be considered for selection as CMAR Contractor, as specified in Section 9.8 of this RFQ.**

*Maximum pages: 10*

### **9.3 Part B: Experience & Qualifications of Key Personnel**

**30 Points**

The Respondent will provide a proposed team organization chart, including identification of all Key Personnel as defined in Section 7.0 including their name and description of their proposed roles and responsibilities in both the Pre-Construction and Construction Phases. Subconsultants holding key roles in the team organization should be included and clearly identified as such. If the Respondent is a JV, each individual’s firm affiliation should be indicated in the organization chart. The organization chart should be accompanied by a narrative summary indicating the functional responsibilities and designated authority of personnel and entities identified.



The Respondent will include resumes for Key Personnel, and other personnel at the discretion of the Respondent. Resumes should be limited to two (2) pages for Key Personnel and one (1) page for other personnel. Resumes should include proposed role / responsibility, educational background, professional registrations, years of relevant experience, and prior experience on relevant projects. For each key personnel, a minimum of five (5) relevant projects on which they held a key delivery role should be included. Resumes should clearly describe the role of the Key Personnel in each project listed. Resumes should be submitted as part of the Experience and Qualifications (EQF-1) form and will not count towards the 28-page limit for this section. Respondents are expected to expand the Question 12 section of the EQF-1 Form to a maximum of two (2) pages for each Key Staff member in order to provide all of the information as requested herein.

The Senior Project Manager's resume should include projects on which he or she served in a Project Management capacity, preferably in the past ten (10) years. These projects should include at least two (2) projects delivered using CMAR, Progressive Design Build, or Design Build delivery method and at least three (3) projects with a construction value of \$200M or more. Each project referenced will include contact information for primary and secondary references.

The Selection Review Committee will select a minimum of two or up to the total number of projects and contacts listed on the Senior Project Manager's resume for reference checks. The Respondent shall be responsible for verifying the contact numbers submitted on the resume, as the Selection Review Committee will make a reasonable effort to contact references based on the contact information provided. The information obtained from the reference checks will be incorporated into the scoring of this section. If additional information is needed on the Senior Project Manager or other identified Key Personnel 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.

This section will be evaluated and points will be awarded based on the professional experience of Key Personnel, their relevant project experience, references, and the team's technical capabilities on projects of similar scope, magnitude, and collaborative delivery method. Also considered in the point allocation will be feedback from client references on the Senior Project Manager.

The availability of Key Personnel on the Respondent's team shall be provided in a table or chart. The table or chart should provide their current workload and time that would be allocated for this Project should the Respondent be selected. The Respondent is to indicate their agreement to provide written commitment prior to contract signing for the Key Personnel's dedicated time to the Project if selected as the Project CMAR Contractor.

*Maximum pages: 28 (two 11"x 17" sheets allowed in this section)*

#### **9.4 Part C: Relevant Project Experience**

**30 Points**

The Respondent will provide past project experience and performance information for, and no more than, ten (10) relevant projects that the Respondent's team has worked on in the past fifteen (15) years, or that will be at least 50% complete (construction) by the required SOQ submittal date. For each project, provide one (1) reference from the Owner and one (1) reference from the Designer.

Relevant project experience refers to projects with comparable scope, type, size, delivery model and performance risk as described herein. Emphasis on project selection should include projects in the United States, which provided similar site characteristics, riverine construction, marine construction, potential types of temporary works structures, geotechnical conditions, climate, and interaction with riverine and marsh systems. Relevant projects submitted should demonstrate significant experience with both in-the-wet and in-the-dry construction methods. Relevant projects submitted should focus on projects delivered using CMAR, Progressive Design Build, Design Build, or any other alternative delivery method. Higher points will be awarded to projects involving progressive cost estimating and collaborative delivery during the engineering and design phase.

The Selection Review Committee will select a minimum of two or up to the total number of projects and contacts listed for reference checks. The Respondent shall be responsible for verifying the contact numbers submitted on the resume as the Selection Review Committee will make a reasonable effort to contact references based on the contact information provided. 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

This section will be evaluated based on experience with design collaboration and construction of conveyance channels and water control structures of similar size; local experience with regulating authorities' requirements; degree to which work on the identified projects was performed by proposed key personnel; and degree to which work on identified projects was completed on schedule and within budget. Feedback from reference checks will also be incorporated into the scoring for this section.

*Maximum pages: 30 (two 11" x 17" sheets allowed in this section)*

#### **9.5 Part D: Pre-Construction Phase Approach**

**10 Points**

The Respondent will provide the approach to performing the required Pre-Construction Phase services while meeting project scope, schedule, and budget goals. The approach should include a description of the CMAR Contractor roles within the collaborative delivery process, interface with Design Team and other collaborative team members, and integration of scope management, temporary works design, operations and maintenance life cycle design and cost analysis, cost estimating, subcontractor outreach, GMP Development, constructability reviews, construction planning, risk management and other CMAR Contractor functions into the overall design delivery process. Response should include an initial risk register. Response should include an acknowledgement of the Respondent's ability to perform the Pre-Construction scope of services within the stated Pre-Construction phase fee. Respondent will describe how they intend to utilize any Hudson certified firms on their team during this phase.

The Respondent should identify who on their team will have responsibility for the design of any temporary works required. Engineering and surveying provided by CMAR Contractor will be performed in compliance with the registration law for Professional Engineers and Land Surveyors (La. R.S. 37:681 through 37:703) and the rules of the Board of Registration for Professional Engineers and Land Surveyors.

This section will be evaluated based the Respondent’s ability, given their current workload, and approach to meeting the goals of the Pre-Construction Phase, to include how the Respondent will work to lower O&M costs. The Respondent’s SOQ should show a firm understanding of the CMAR Scope of Services (Enclosure 1), the CMAR Contractor’s role in the Pre-Construction Phase of the project, and lessons-learned from previous CMAR projects that can be applied to the Mid-Breton Project.

*Maximum pages: 14 (one 11”x 17” sheet allowed in this section)*

#### **9.6 Part E: Construction Phase Approach**

**10 Points**

The Respondent will provide the approach to performing construction and construction management services as required to deliver a constructed project within budget and schedule goals. Response should be specific with respect to Project Management processes; change management; definable features of work, work break down structure, risk identification, risk avoidance, and risk mitigation strategies; quality control/quality assurance, quality auditing, and deficiency reporting; scheduling and sequencing strategies; subcontractor management; and other processes required for successful project execution. This section will include a description of the Respondent’s Health and Safety program, and associated approach to site safety and subcontractor adherence.

Respondent’s SOQ should show an understanding of large earthen conveyance channel and water control structure construction, approach to performing construction phase services as required to deliver a constructed project within budget and schedule goals, and health and safety program approach. Points will be awarded based on Respondent’s ability to meet the self-performance requirement, and its proposed approach to self-performance.

This section will be evaluated on the Respondent’s ability, given their current workload, and approach to performing the Construction Phase services as required. The Respondent’s SOQ shall include proposed construction methodologies, a firm understanding of the risks associated with riverine construction, and solutions for building large infrastructure projects in weak soil conditions. This section shall also include a statement of the Respondent’s ability and intent to meet the minimum self-performance requirement of 30% and not to exceed the maximum self-performance requirement of 70% of the total cost of construction. Respondent will state its proposed level of self-performance and identify services it proposes to self-perform, and services that will be subcontracted. Respondent will describe how they intend to utilize local labor and local contractors, to include any Hudson certified firms on their team.

*Maximum pages: 14 (one 11”x 17” sheet allowed in this section)*

#### **9.7 Part F: Hudson/Veteran Small Entrepreneurship Program**

**10 Points**

CPRA fully participates in and encourages participation in the Hudson Initiative. The State of Louisiana Veteran and Hudson Initiatives are designed to provide additional opportunities for Louisiana-based small entrepreneurships (sometimes referred to as “LaVets” and “SEs” respectively) to participate in contracting and procurement with the state. Ten (10) points are available to prime Respondents who themselves are a Hudson Initiative small entrepreneurship certified through the Louisiana Economic Development for small entrepreneurship under the Hudson Initiative Program (H.I.P.) or prime Respondents who engage one or more subcontractors certified through the Louisiana

Economic Development for small entrepreneurship under the H.I.P. Certification shall be valid at the date of the SOQ submittal. Failure to provide required documentation and certifications in the submittal will lead to award of 0 of the 10 points available.

### **9.8 Part G: Compliance with All SOQ Requirements**

**5 Points**

SOQ requirements have been identified throughout this RFQ package. The Respondent is expected to follow the outlined instructions and meet all submittal requirements. The Respondent must submit all required forms, submit the required number of copies in the required format and size, and verify all licenses, bonds, and insurance certifications. A completed Submittal Requirement Checklist (Enclosure 5) will be included in this section. In order to receive the maximum score of five (5) points, all SOQ requirements, including the submittal of a completed Submittal Requirements Checklist, must be met.

*Maximum pages: 2*

### **9.9 Pass / Fail Requirements**

The Respondent must include all of the following in its SOQ and demonstrate the stated minimum requirements to be considered responsive with respect to this RFQ. Failure to meet any of the following requirements will result in disqualification, and the Respondent will not be further evaluated for selection as Mid-Breton Project CMAR Contractor:

1. Ability to Bond: The Respondent will address the firm's ability to meet the bonding requirements as detailed in both the Pre-Construction Phase Contract and the Construction Phase Contract.

The Respondent shall provide evidence of bonding capacity, in the form of a letter or letters from a surety or insurance company (with a Best's Rating of A- or better and Class VIII or better by A.M. Best and Company) stating that the Respondent is capable of obtaining separate performance and payment bonds, each in the amount of \$12,400,000 (U.S. Dollars), to cover the obligations in the Pre-Construction Services Contract, if the Respondent is awarded the Pre-Construction Services Contract

The Respondent shall provide evidence of bonding capacity, in the form of a letter or letters from a surety or insurance company (with a Best's Rating of A minus or better and Class VIII or better by A.M. Best and Company) stating that the Respondent is capable of obtaining separate performance and payment bonds, each in the amount of \$700M U.S. Dollars), to cover the obligations in the Construction Services Contract if the Respondent is awarded the Construction Services Contract.

2. Safety: The Respondent shall submit safety information as described in Section 9.2. The Respondent's, or in the case of a JV, each JV member's EMR for the most recent available calendar year must be 1.0 or lower to be considered for selection as CMAR Contractor.

3. Licensure: The Respondent shall be licensed in Heavy Construction in accordance with the rules of the Louisiana State Licensing Board for Contractors at the time of submittal of its SOQ. The CMAR Contractor will be licensed in accordance with the rules of the Louisiana State Licensing Board for Contractors at the time of SOQ submittal, and maintain licensure for the duration of the Pre-Construction Contract and Construction Contract. Any engineering and surveying provided by CMAR Contractor will be performed in compliance with the registration law for Professional Engineers and

Land Surveyors (La. R.S. 37:681 through 37:703) and the rules of the Board of Registration for Professional Engineers and Land Surveyors. Evidence of licensure and certifications, as applicable, will be provided in the Standard Forms section

4. Selection Review Committee Conflicts of Interest Acknowledgement: The Respondent should avoid any situation where personal and business relationships could have, or give the appearance of having, influence on any member of the Selection Review Committee defined in Section 11. The Respondent must avoid actions, discussions and communications (oral or written) with any member of the Selection Review Committee that might be perceived as exerting influence over a Selection Review Committee member. The Respondent shall submit with its SOQ a completed Selection Review Committee Conflicts of Interest Acknowledgement (Enclosure 4).

## **9.10 Standard Forms and Supporting Documents**

Standard forms, professional licenses and certificates, company licenses to work in Louisiana, financial records, safety records, Hudson Initiative Certificate and other required documents are to be included in this section. All required forms are to be up to date, current as of the anticipated award, and provide the assurances required in the draft Pre-Construction and Construction Contracts for this project.

As referenced in Section 9.9, the Selection Review Committee Conflicts of Interest Acknowledgement (Enclosure 4) should be submitted as part of the Standard Forms section.

As referenced in Section 9.9, the Licensure and Certifications should be submitted as part of the Standard Forms section.

### **Experience and Qualifications Form (EQF-1) (Enclosure 6)**

The Experience and Qualifications Form included in Enclosure 6 will be used to support in CPRA's understanding of the project team and their previous interaction on projects described in the SOQ. Additionally, the form will provide details for the relevant projects described in Part B which will be used for reference checks. A maximum of ten (10) project references should be noted in the form's project description (13). CPRA reserves the right to call any of those listed project owners or contacts as listed on this form, or individuals other than those listed, to verify the Respondent's quality of work and owner satisfaction. Names listed on this form must precisely match the names filed with the Louisiana Secretary of State, Corporation Division, and the Louisiana State Licensing Board for Contractors. Block 14 is intended to show a concise matrix of the key team members and a history of the projects that those individuals have worked on together. A more detailed showcasing of projects should be done under Part C of the RFQ. This form will be used to support in CPRA's understanding of the project team and their previous interaction on projects described in the SOQ. All resumes should be submitted as part of this form.

### **Contract Acknowledgment**

Sample Pre-Construction Phase and Construction Phase Contracts are provided in Enclosures 2 and 3, respectively. These sample contracts are subject to modifications by CPRA. The Respondent will submit a contract acknowledgment agreement with the submittal in the form of a signed letter. The Respondent may provide proposed modifications to the contract that the Respondent wishes to discuss during the negotiation period. CPRA reserves all rights to reject any and all modifications to the contract

that are not in CPRA's best interest or that CPRA solely determines is not in the best interest of the Project.

### **Certificate(s) and Other Requirements**

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 be submitted with SOQ. Upon 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 CMAR Contractor will be licensed in accordance with the rules of the Louisiana State Licensing Board for Contractors at the time of SOQ submittal, and maintain licensure for the duration of the Pre-Construction Contract and Construction Contract. Engineering and surveying provided by CMAR Contractor will be performed in compliance with the registration law for Professional Engineers and Land Surveyors (La. R.S. 37:681 through 37:703) and the rules of the Board of Registration for Professional Engineers and Land Surveyors.

### **9.11 Oral Presentations**

The CPRA may invite Shortlisted firms to participate in an interview. The CPRA will require that each firm be represented in its interview by the persons with whom CPRA staff will be directly conducting the day-to-day business of the Project. The CPRA will provide additional instructions to the Shortlisted firms prior to the interview. The Shortlisted firms will be given an opportunity to present their Project Team and respond to the questions from the Selection Committee. Following the interviews, the Selection Committee will individually rate the firm, the project team, the responses to the questions posed by the Selection Committee as well as those that might have arisen during their interview. A maximum of fifty (50) points may be awarded for the Oral Presentation.

The point total from the Oral Presentation will be combined with the point total from the evaluation of the SOQ to result in a Final Evaluation Score for the Respondent and the Respondent with the highest combined Final Evaluation Score will be recommended for selection by the Selection Committee.

### **10.0 SUBMITTAL FORMAT REQUIREMENTS**

A transmittal letter should be submitted with the SOQ response.

Seven (7) paper copies of the SOQ shall be provided on 8 ½" x 11" format paper, double sided, and bound in a sturdy 3-ring binder(s). The response pages shall be divided into sections responding to the Part A through Part G tabs within the binder. Experience and Qualifications Forms shall be included immediately after the Part G tab and then followed by any additional forms and supporting documents. Sections should be tabbed within the binders for ease of navigating through each RFQ response. When reference is made to a 'page' or a 'sheet', this means one side; a single page printed on both sides

equates to two 'pages' or 'sheets'. All body text in the SOQ response shall be no smaller than 11 point in Garamond font; font size for graphics, header and folio sections can be smaller than 11 point but no smaller than 9 point. The Respondent will be allowed six (6) –11” x 17” format paper, such as for the organization charts, and site maps if included in the response. The maximum number of pages for each section should be as indicated above.

Two (2) USB flash drives shall also be submitted containing a PDF(s) of the SOQ response. **Financial information shall NOT be included on the flash drives.**

One (1) copy of financials in an envelope shall be submitted as part of their Statement of Qualifications. The envelope shall be clearly identified with the Respondent's name and marked "Confidential – Financial Documentation". Each page of the financial documents provided shall be marked "Confidential".

## **11.0 SELECTION REVIEW COMMITTEE**

In accordance with La. R.S. 38:2225.2.4, CPRA has appointed a Selection Review Committee consisting of one (1) design professional not involved with the Project, one (1) construction professional not involved with the Project, one (1) representative of CPRA, and two (2) members at large to review the SOQs, score the Respondents, and recommend award. The Selection Review Committee is as follows:

- (1) Ron Rodi
- (2) Victor Weston
- (3) Rudy Simoneaux
- (4) Chad Winchester
- (5) Mark Jernigan
- (6) Jerry Carroll (alternate)

## **12.0 SELECTION PROCESS**

After receipt of the RFQ submittals, the Selection Review Committee will evaluate and score the submittals and may short-list the top Respondents. Shortlisted Respondents may be requested by CPRA, at its sole discretion, to provide an Oral Presentation of capabilities, resources and approach. If Oral Presentations are requested by CPRA, detailed information and requirements for presentations will be provided to the contact person for each of the shortlisted Respondents. Upon conclusion of Oral Presentations and deliberations by the Selection Review Committee, a recommendation of the selected CMAR Contractor will be sent to the CPRA Executive Director.

Upon approval of the Selection Review Committee written recommendation, CPRA will begin negotiations with the selected Respondent for the Pre-Construction Phase Scope of Services. If an agreement cannot be reached with the selected Respondent, CPRA reserves the right to terminate negotiations with the selected Respondent and initiate negotiations with the next highest ranked Respondent. CPRA reserves the right to include additional negotiation provisions if the inclusion is in the best interest of CPRA, as determined solely by CPRA.

The selected CMAR Contractor will be posted on the CPRA web page at <http://coastal.la.gov/resources/rfps-rsiqs-contracts/contracts-and-grants/>.

### **13.0 PRE-SUBMITTAL MEETING**

An informational pre-submittal meeting will be held on the third floor of the Center for Coastal and Deltaic Solutions Building, which is located on the Baton Rouge Water Campus. The physical address is 1110 River Rd South, Baton Rouge, LA 70802. The building is located on the west side of River Road over the Mississippi River Levee. Parking is available at the surface lot located across River Road from the building. The purpose of the meeting is to present and clarify information about the Project and the procurement process. Although impromptu questions will be permitted and spontaneous answers will be provided during the meeting, the only official answer or position of the CPRA will be stated in writing in response to written questions. The pre-submittal meeting is not considered to be mandatory by CPRA. Due to limitations in space, CPRA requests that the Respondents limit their attendance to no more than five (5) individuals per Respondent. The meeting will be held on November 13, 2018 at 10:00 am (Local Time).

**OFFICIAL QUESTIONS REGARDING THIS RFQ MUST BE SUBMITTED IN WRITING TO CPRA AS SPECIFIED IN SECTION 14.0.**

### **14.0 INSTRUCTIONS AND MISCELLANEOUS PROVISIONS**

Respondents should submit all questions in writing even if an answer has already been given to an oral question at the Pre-Submittal Meeting described in Section 13. After the Pre-Submittal Meeting, a response to all written questions submitted to CPRA will be distributed in writing to all Respondents. Respondents who wish to submit questions on the RFQ must submit their questions in writing by November 30, 2018 at 3:00 pm to Allison Richard, RFQ Coordinator [CPRAcontracts@la.gov](mailto:CPRAcontracts@la.gov). Official responses to all questions submitted by Respondents will be posted on the CPRA website <http://coastal.la.gov/resources/rfps-rsiqs-contracts/contracts-and-grants/> on December 7, 2018.

Seven (7) paper copies of the SOQ shall be delivered to Allison Richard at 150 Terrace Avenue, Baton Rouge, LA 70802. SOQ's will be accepted until **3:00 pm (Local Time), on January 10, 2019**. Submittals can also be mailed to CPRA, Attn: Allison Richard, 150 Terrace Avenue, Baton Rouge, LA 70802; however, they must be **received** by CPRA prior to the above stated deadline. SOQ's not received by **3:00 pm (Local Time), on January 10, 2019** will not be reviewed.

CPRA reserves the right to change the Schedule of Events or revise any part of the RFQ and/or Enclosures by issuing an addendum to the RFQ at any time. Addenda, if any, will be posted at <http://coastal.la.gov/resources/rfps-rsiqs-contracts/contracts-and-grants/>. It shall be the responsibility of the Respondent to check the website for amendments or addenda, if any.



## 15.0 SCHEDULE OF EVENTS

The current schedule for the selection process activities is provided in the table below:

Advertisement Period	October 23, 2018 – January 10, 2019
Pre-Submittal Meeting	November 13, 2018 @ 10:00 am
Deadline for Questions	November 30, 2018 @ 3:00 pm
CPRA Response to Questions	December 10, 2018
Statement of Qualifications Due	January 10, 2019 @ 3:00 pm
Selection Committee Review	January 11, 2019 – March 6, 2019
Oral Presentation Notification	February 15, 2019
Tentative Date for Oral Presentation(s)	February 27-28, 2019
Announcement of Selected CMAR Contractor	April 10, 2019
Contracting/Negotiation/Award Period	April 10, 2019 – June 11, 2019
Target Notice to Proceed	June 12, 2019

*Enclosure 1: CMAR Scope of Services*

*Enclosure 2: Draft Pre-Construction Contract*

*Enclosure 3: Draft Construction Contract*

*Enclosure 4: Selection Review Committee Conflicts of Interest Acknowledgement*

*Enclosure 5: Submittal Requirements Checklist*

*Enclosure 6: Experience and Qualifications Form*

**Enclosure 1: CMAR Scope of Services**

**Enclosure 2: Draft Pre-Construction Contract**

**Enclosure 3: Draft Construction Contract**

**Enclosure 4: Selection Review Committee Conflicts of Interest  
Acknowledgement**

**Enclosure 5: Submittal Requirements Checklist**

**Enclosure 6: Experience and Qualifications Form (EQF-1)**