



State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

February 8, 2019

ADDENDUM I

TO: ALL POTENTIAL PROPOSERS
RE: RFP #: 3000011899, Mid-Breton Sediment Diversion Third Party Environmental Impact Statement Contractor

PROPOSAL DUE DATE: FEBRUARY 19, 2019 @ 3:00PM

This addendum and associated attachment shall be considered part of the RFP. The revisions and additions in this addendum supersede the requirements in the advertised RFP.

I. QUESTIONS AND RESPONSES

1. **Q.** Is this project NFWS funded?
A. **This is a CPRA funded project, seeking grants through the Gulf Environmental Benefit Fund administered by the NFWF.**
2. **Q.** Will this project be put on the FAST-41 dashboard?
A. **CPRA has submitted a FAST-41 Initiation Notice for consideration.**
3. **Q.** Will this project be subject to EO 13807?
A. **CPRA believes that this is a major infrastructure project that would be subject to Executive Order 13807.**
4. **Q.** Can you explain why 10 percent retainage is applied to this EIS effort? Can this retainage be waived (eliminated)?
A. **The 10% retainage is a CPRA requirement. Per Section 1.11, A, f, "If the Proposer cannot comply with any of the contract terms, an explanation of each exception should be supplied. The Proposer should address the specific language in Attachment 3, Sample Contract, and submit exceptions or exact contract modifications that its firm may seek. While final wording will be resolved during contract negotiations, the intent of the provisions will not be substantially altered."**

5. **Q.** Can an individual fill two different roles under the minimum personnel qualifications (i.e., wetland biologist vs biologist)?
- A.** **Yes; as long as they meet the minimum personnel qualifications and the documentation which is provided clearly demonstrates the individual's qualifications for each required role.**
6. **Q.** Can you provide the formula or rational for scoring use of Hudson Initiative or LAVET firms as subcontractors?
- A.** Yes, the formula for the RFP language is as follows, where A = the eligible subcontracted work, B = the estimated value of the contract, C = the number of reserved points, and D = points earned.
- $$\frac{A}{B} * C = D$$
7. **Q.** If you do not include a LAVET firm, will the maximum possible score be 98 out of 100 points?
- A.**
- **The maximum possible points for a Veteran Prime or using certified Veteran initiative small entrepreneurship is 100 points.**
 - **The maximum possible points for a Hudson Prime or using certified Hudson initiative small entrepreneurship is 98 points.**
 - **The maximum possible points for a Proposer who are not a certified veteran or Hudson initiative small entrepreneurship or not utilizing Hudson or Veteran firms is 88 points.**
8. **Q.** Will the Trustee Implementation Group be involved with this project?
- No.**
9. **Q.** Can you confirm that consultants only need to provide labor rates, and not a detailed cost estimate for the entire project?
- A.** **A cost proposal for entire project is not required.**
10. **Q.** Do subcontractors need to provide financial information for Volume II?
- A.** **No. Only the Proposer shall submit Volume II-Financial Information.**
11. **Q.** Do subcontractors need to complete and submit an OCI form?
- A.** **Yes, the proposer and all proposed subcontractors need to submit an OCI form.**
12. **Q.** Do subcontractors need to provide certificates of insurance?
- A.** **Per Section 1.11, n – “the proposal should include a certificate of insurance as proof that Proposer has in effect limits of insurance required by the Sample Contract.” The subcontractors are not required to submit insurance certificates.**

13. **Q.** Can you confirm 10% retainage will be withheld as stated on page 22, Section 1.28? We don't typically see retainage withheld as part of EIS projects.
- A.** **The 10% retainage is a CPRA requirement.**
14. **Q.** Can a subcontractor on the mid-Barataria EIS team also be a subcontractor on a mid-Breton EIS team?
- A.** **The "Selected" Prime Contractor and any Subcontractors for MBSD advertisements would not be conflicted out of competing for the MBrSD advertisements simply because they performed work on the MBSD EIS. The potential conflict would be reviewed as part of the EIS OCI process under CEQ regulations. Please be aware that when MBSD work is concurrent with MBrSD advertisement/selection, all proposals may be evaluated for a Proposer's availability or overall team capacity.**
15. **Q.** Are there tasks that CPRA will lead (e.g. public involvement, socioeconomic impact assessment) as part of the mid-Breton EIS process?
- A.** **CPRA will be providing technical and environmental information that will undergo USACE sufficiency review for use in the EIS. TPC will use the information provided by CPRA to extent that it is relevant to the EIS; if not relevant, accurate or complete, the TPC may supplement the information as necessary. CPRA will provide a complete description of the proposed action that is the subject of the EIS including scope, purpose and need, and any alternatives and screening criteria identified by CPRA for USACE review.**
16. **Q.** Will any modeling (H&H, water quality, economics, etc.) be required by the third-party contractor, or will that be the responsibility of the design team?
- A.** **CPRA will be providing technical and environmental information, including modeling results that will undergo USACE sufficiency review for use in the EIS. TPC will use the information provided by CPRA to extent that it is relevant to the EIS; if not relevant, accurate or complete, the TPC may supplement the information as necessary.**
17. **Q.** Will any ecological/feasibility modeling (ECOSIM, ICM, and/or CASM) be the responsibility of the third-party contractor?
- A.** **It is not currently anticipated that the TPC will be responsible for modeling. CPRA will be providing technical and environmental information, including modeling, that will undergo USACE sufficiency review for use in the EIS. TPC will use the information provided by CPRA to extent that it is relevant to the EIS; if not relevant, accurate or complete, the TPC may supplement the information as necessary.**
18. **Q.** Will any on-site data collection, surveys, or fieldwork be required by the third-party contractor?
- A.** **It is not currently anticipated that the TPC will be responsible for on-site data collection, surveys, or fieldwork. CPRA will be providing technical and environmental information that will undergo USACE sufficiency review for**

use in the EIS. TPC will use the information provided by CPRA to extent that it is relevant to the EIS; if not relevant, accurate or complete, the TPC may supplement the information as necessary.

19. **Q.** Can more than one individual be identified for the categories listed in the Minimum Personnel Qualifications Form for Proposal Acceptance (Attachment 4 of the RFP)?
- A. Yes. At least one individual shall be proposed for each personnel qualification requirement.**
20. **Q.** Do we need to include the Sample MOU (Attachment 9) in our proposal (Section E)? If so, does the MOU need to have an original signature?
- A. No. The MOU agreement shall be executed prior to issuance of the first task order. A sample MOU agreement is attached to the solicitation. If the selected Proposer fails to sign the final MOU within (30) business days of delivery, the State may elect to cancel the award and award the contract to the next-highest-ranked Proposer.**
21. **Q.** Page 14, Section 1.11.A.k of the RFP states the following in regards to Hudson Initiative firms as a subcontractor: “If a Proposer is not a certified small entrepreneurship as described herein, but plans to use certified small entrepreneurship(s), Proposer shall include in their proposal the names of their certified Veteran Initiative or Hudson Initiative small entrepreneurship subcontractor(s), a description of the work each will perform, and *the dollar value of each subcontract.*” Page 15, Section 1.11.A.m of the RFP states: “Proposers shall include a statement if the Proposer plans to self-perform all work, otherwise the Proposer shall identify all Sub-Contractors necessary to conduct the work, including the *anticipated percentage of project to be accomplished.*” For Hudson Initiative firms and other subcontractors, do we need to provide a dollar value or anticipated percentage of work? Since this will be a task order based contract, and not knowing the exact scope of work, it will be difficult to provide an exact dollar amount or percentage of work for our Hudson firms and subcontractors.
- A. Provide a best estimated percentage of the subcontract work to be performed by each subcontractor based on the Proposer’s knowledge of similar work.**
22. **Q.** Can CPRA provide the formula used to calculate the Hudson Initiative/Veterans Initiative allotment of reserved points?
- A. See Response to #6.**

23. **Q.** We would like to include on our team a subcontractor who was listed as a subcontractor in the successful mid-Breton design proposal, but who has not been engaged in nor is under contract to perform work on the mid-Breton design. Since this subcontractor is not under contract to perform any work on the mid-Breton design team at this time, can CPRA advise whether this subcontractor would be considered to have a conflict of interest?
- A.** **“Selected” subcontractors for the MBrSD EIS must comply with the EIS OCI process under CEQ regulations and, after review of disclosures, it may be determined that those subcontractors either have no conflict or conflict which may be mitigated, or that those subcontractors are ineligible due to conflict for which they are unable to mitigate for the MBrSD Engineering Design or Design Review in support of Plans and Specifications performed concurrently with the EIS.**
24. **Q.** Will the Water Institute of the Gulf be running the Delft model and providing inputs similar to the MBSD project? If so, can you provide a general schedule on when outputs will be provided?
- A.** **CPRA will be using a third party to conduct the necessary H&H modeling and details of the schedule are unknown at this time.**
25. **Q.** Once the SOW is available, will CPRA request a cost proposal for the entire SOW? If not, can CPRA clarify how the cost proposal process will work?
- A.** **The cost proposal will not be a part of the proposal.**
26. **Q.** Section 1.11-A-g listed Minimum Personnel Qualifications for Acceptance of Proposal. Language for each role description states that “At least one individual...” Section 1.11-A-I describes resume requirements (i.e. one page per person). Can proposers provide more than one resume for each of the roles described under Section 1.11-A-g? If so, will each resume provided be considered as part of the overall evaluation of whether our team meets requirements for each role? Finally, can resumes be provided for roles other than those described in Section 1.11-A-g?
- A.** **At least one individual is required for each personnel qualification requirement.**
27. **Q.** For non-Hudson and non-Veterans Initiative firms priming on this proposal, how specifically will the point allocation be determined when utilizing Hudson and Veterans Initiative Small Entrepreneurship firms as subconsultants. In the solicitation it states that the “net percentage of contract work which is projected to be performed by or through certified small entrepreneurship subcontractors, multiplied by the appropriate number of evaluation points”. Is this statement equal to the following evaluation calculation:
 % Utilization x (10 or 12 depending on Hudson or Veteran) = Points
 Example 1: Proposing to use a Hudson Firm for 10% of the proposed work would equal 0.1x10=1 Point.

Example 2: Proposing to use a Veteran Firm for 10% of the proposed work would equal $0.1 \times 12 = 1.2$ Point.

Please confirm this example calculations are accurate, and if 1.2 Points would be rounded up to 2 points for evaluation.

- A. **See Response to #6. Hudson/Veteran points will not be rounded up.**
28. Q. Can the 10% retainage fee be waived? If not, can a schedule for payment be set based on milestone tasks or dates?
- A. **The 10% retainage is a CPRA requirement. Per Section 1.11, A, f, “If the Proposer cannot comply with any of the contract terms, an explanation of each exception should be supplied. The Proposer should address the specific language in Attachment 3, Sample Contract, and submit exceptions or exact contract modifications that its firm may seek. While final wording will be resolved during contract negotiations, the intent of the provisions will not be substantially altered.”**
29. Q. Should completion of the EIS/NEPA compliance process take longer than expected for unforeseen reasons out of the control of the TPC, and extend beyond the timeframe of the TPC contract, what mechanism does CPRA have to allow the TPC to extend or renew a contract?
- A. **This contract is limited to three years.**
30. Q. Please explain the invoice review process. Who will be responsible for reviewing invoices submitted to CPRA? Will CPRA be using a contractor to manage invoice review?
- A. **CPRA reviews and approves all invoices.**
31. Q. With the project on the FAST-41 Dashboard, who will maintain the project schedule? USACE or the CPRA?
- A. **If the project is placed on the FAST-41 Dashboard, the USACE would maintain the CPP schedule and the permitting timetable. Project schedules would be maintained by USACE and CPRA.**
32. Q. To what extent is the TPC to be responsible for identifying alternatives for consideration in the EIS? Will CPRA be providing alternatives for consideration?
- A. **CPRA will provide a complete description of the proposed action that is the subject of the EIS including scope, purpose and need, and any alternatives and screening criteria identified by CPRA for USACE review. CPRA will be responsible for providing technical and environmental information that is needed for EIS preparation. TPC will use the information provided by CPRA to extent that it is relevant to the EIS; if not relevant, accurate or complete, the TPC may supplement the information as necessary.**
33. Q. Does CPRA anticipate cooperating agencies? If so, would the EIS be intended to provide one decision document for all?
- A. **Yes. USACE will be the only federal agency with a NEPA decision.**

34. **Q.** Does CPRA intend to pursue waivers for any environmental compliance regulations, such as the MMPA?
A. **The Bipartisan Budget Act of 2018 included Mid-Breton in the projects waived from MMPA regulatory requirements.**
35. **Q.** How does CPRA define non-routine travel for this project? Under what circumstances will meetings be considered non-routine?
A. **An example of non-routine travel may be a necessary meeting out of town such as a meeting in Washington DC which may be required as part of the task delivery.**
36. **Q.** Will the TPC be assisting USACE in agency coordination and consultation for compliance with applicable laws/regulations or will CPRA be coordinating efforts using separate contractors?
A. **Potentially both.**

II. RFP REVISIONS

Part II, Section 2.4:

Delete this section in its entirety and replace with the following:

2.4 Veteran-Owned and Service-Connected Disabled Veteran-Owned Small Entrepreneurships (Veteran Initiative) and Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) Programs Participation

A. Twelve percent (12%) of the total evaluation points in this RFP are reserved for Proposers who are certified small entrepreneurships, or who will engage the participation of one or more certified small entrepreneurships as subcontractors. Reserved points shall be added to the applicable Proposer's evaluation score as follows:

B. Proposer Status and Allotment of Reserved Points

- i. If the Proposer is a certified Veterans Initiative small entrepreneurship, the Proposer shall receive points equal to twelve percent (12%) of the total evaluation points in this RFP.
- ii. If the Proposer is a certified Hudson Initiative small entrepreneurship, the Proposer shall receive points equal to ten percent (10%) of the total evaluation points in this RFP.
- iii. If the Proposer demonstrates its intent to use certified small entrepreneurship(s) in the performance of contract work resulting from this solicitation, the Proposer shall receive points equal to the net percentage of contract work which is projected to be performed by or through certified small entrepreneurship subcontractors, multiplied by the appropriate number of evaluation points.
- iv. The total number of points awarded pursuant to this Section shall not exceed twelve percent (12%) of the total number of evaluation points in this RFP.

If the Proposer is a certified Veterans Initiative or Hudson Initiative small entrepreneurship, the Proposer must note this in its proposal in order to receive the full amount of applicable reserved points.

If the Proposer is not a certified small entrepreneurship, but has engaged one (1) or more Veterans Initiative or Hudson Initiative certified small entrepreneurship(s) to participate as subcontractors, the Proposer **shall** provide the following information for each certified small entrepreneurship subcontractor in order to obtain any applicable Veterans Initiative or Hudson Initiative points:

- i. Subcontractor's name;
- ii. Subcontractor's Veterans Initiative and/or the Hudson Initiative certification;
- iii. A detailed description of the work anticipated to be performed; and.
- iv. The anticipated dollar value of the subcontract for the three-year contract term.

Note – it is not mandatory to have a Veterans Initiative or Hudson Initiative certified small entrepreneurship subcontractor. However, it is mandatory to include this information in order to receive any allotted points when applicable.

If multiple Veterans Initiative or Hudson Initiative subcontractors will be used, the above required information should be listed for each subcontractor. The Proposer should provide a sufficiently detailed description of each subcontractor's work so the Department is able to determine if there is duplication or overlap, or if the subcontractor's services constitute a distinct scope of work from each other subcontractor(s).

**Attachments: Pre-Proposal Conference PowerPoint
Pre-Proposal Conference Sign-In Sheet**