



State of Louisiana

COASTAL PROTECTION & RESTORATION AUTHORITY

Public Notice

Request for Statement of Interest and Qualifications

"Surveying Services for the Coastwide Reference Monitoring System (CRMS)"

RSIQ No. 2503-27-01

July 10, 2026

1.1 Purpose

The Coastal Protection and Restoration Authority (CPRA) hereby invites Proposers to submit a Statement of Interest and Qualifications (SIQ) to survey all sites in the Coastwide Reference Monitoring System (CRMS) as described in the Scope of Services (Enclosure 1).

1.2 Term of Contract

The proposed contract and rate schedule will be negotiated with the Proposer(s) selected by the CPRA. The term of the Contract will begin on or about December 1, 2026 and is anticipated to end on March 31, 2028. The CPRA's Professional Services Contract will be used for this contract (Enclosure 2).

1.3 SIQ Submittal and Schedule

Proposers electing to submit a SIQ as a prime contractor cannot be listed as a subcontractor on another Proposer's SIQ. Firms not submitting as prime contractor are allowed to be listed as a subcontractor on as many SIQs as they deem appropriate.

Should you wish to respond to this request for an SIQ, submit **one (1) original hard copy, clearly marked "Original" that is signed by an authorized representative of the Prime Proposer, one (1) additional paper copy of the SIQ, and two (2) USB flash drives with digital copies of the SIQ in .pdf format.** Elaborate SIQs are neither required nor desired. The CPRA prefers a simple presentation and discourages extensive use of artistic designs, use of hard binders, etc.

Included in the Proposer's SIQ should be:

- (1) An executive summary stating the firms' particular expertise, resources, and advantages they will bring to the CPRA. **Limit this summary to two (2) pages;**
- (2) Standard Form: CPRA 24-102 (Rev. 5/2022) which is attached (Enclosure 4). In the event the SIQ contains subcontractors, the particular type of service the subcontractor will perform together with the relevant experience should be included.

- (3) Certification Statement: The Proposer must sign and submit the Certification Statement shown in Enclosure 5.
- (4) Subcontractors: Persons who are not full-time employees of the Proposer shall be considered subcontractors. All subcontractors necessary to conduct the work should be identified as specified in Section 1.14 “Use of Subcontractors”, including the projected percentage of the scope of services to be accomplished by each subcontractor. For each subcontractor, the Proposer should include letters of agreement to undertake their portion of the proposed work.

Included in the Proposer’s SIQ must be a separate SF CPRA 24-102 form completed by each subcontractor. Company names listed on the SF CPRA 24-102 must precisely match the names filed with the Louisiana Secretary of State, Corporation Division, and the Louisiana State Board of Registration for Professional Engineers and Land Surveyors. Resumes or any organizational chart included in the SF 24-102 shall clearly state the location (city and state) of the office in which the staff member resides. Any potential contractor failing to submit any of the information required on the SF CPRA 24-102 will be considered non-responsive.

An informational pre-submittal meeting will be held at the CPRA office, 150 Terrace Avenue, 4th Floor, Baton Rouge, LA. The meeting will also be hosted via ZOOM. The purpose of the meeting is to present and clarify information about the RSIQ, the Contract Scope, scoring criteria and evaluation process. Although impromptu questions will be permitted and spontaneous answers will be provided during the meeting, the only official answer or position of CPRA will be stated in writing in response to written questions. The pre-submittal meeting is not mandatory. The meeting will be held on **August 14, 2026 at 2:00 p.m. CST.**

If Proposers attend the pre-submittal meeting in person, send notification to Ms. Gloria Tigner at CPRAcontracts@la.gov to receive parking instructions. Due to limited space at the CPRA Building, CPRA requests that Proposers limit their attendance to no more than two (2) individuals per Proposer team.

The meeting can also be accessed via ZOOM. Proposers and Subcontractors must register in advance at the link below. Once registered, a link to the ZOOM meeting will be sent to the email address used to register.

<https://zoom.us/meeting/register/rM7q9bBsTG-Y4DmOX-b6AA>

Questions submitted in the ZOOM chat WILL NOT be considered official written questions and must still be submitted in writing as outlined below.

Any questions regarding this Request for Statement of Interest and Qualification must be submitted by email to Ms. Gloria Tigner at CPRAcontracts@la.gov and received by **3:00 p.m. CST, August 21, 2026.** Official responses to all questions submitted by potential proposers will be posted at <https://coastal.la.gov/resources/rfps-rsiqs-contracts/contracts-and-grants/>.

SIQ’s must be delivered to CPRA no later than **3:00 p.m. CST, September 11, 2026**, and must be addressed to the following:

Ms. Gloria Tigner
RSIQ Coordinator
Coastal Protection & Restoration Authority
150 Terrace Avenue
Baton Rouge, LA 70802
225-342-5023

CPRA will not be responsible for delayed or lost mail received after the submittal deadline.

Any materials received after the submittal deadline will be deemed non-responsive and will be returned unopened.

1.4 Evaluation and Selection

The general criteria to be used by CPRA in evaluating responses for the selection of potential Proposers to perform these services are attached (Enclosure 3). Multiple contracts may be awarded to those proposers whose statements, in the opinion of CPRA, best conforms to this solicitation and are most advantageous to the State of Louisiana and CPRA.

The selected firm(s) will be posted at:

<http://coastal.la.gov/resources/rfps-rsiqs-contracts/contracts-and-grants/>.

1.5 Hudson Initiative Programs Participation

The State of Louisiana Veteran and Hudson Initiatives are designed to provide additional opportunities for Louisiana-based small entrepreneurship (sometimes referred to as LaVet's and SE's respectively) to participate in contracting and procurement with the state. A certified Veteran-Owned and Service-Connected Disabled Veteran-Owned small entrepreneurship (LaVet) and a Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) small entrepreneurship are businesses that have been certified by the Louisiana Department of Economic Development. All eligible vendors are encouraged to become certified. Qualification requirements and online certification are available at <https://smallbiz.louisianaeconomicdevelopment.com/Account/Login>

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 SIQ the names of their certified Veteran Initiative or Hudson Initiative small entrepreneurship subcontractor(s), a description of the work each will perform, and the estimated dollar value or percentage of each subcontract.

During the term of the contract and at expiration, the Contractor will also be required to report Veteran-Owned and Service-Connected Disabled Veteran-Owned and Hudson Initiative small entrepreneurship subcontractor or distributor participation and the dollar amount of each.

In RSIQ's requiring the compliance of a good faith subcontracting plan, the State may require Proposers to submit information on their business relationships and arrangements with certified LaVet or Hudson Initiative subcontractors at the time of SIQ review. Agreements between a Proposer and a certified Hudson Initiative subcontractor in which the certified LaVet or Hudson Initiative subcontractor promises not to provide subcontracting quotations or services to other Proposers shall be prohibited.

If performing its evaluation of SIQs, the State reserves the right to require a non-certified Proposer to provide documentation and information supporting a good faith subcontracting plan. Such proof may include contracts between Proposer and certified Veteran Initiative and/or Hudson Initiative subcontractor(s).

If a Contract is awarded to a Proposer who proposed a good faith subcontracting plan, the CPRA, the Louisiana Department of Economic Development (LED), or the Office of State Procurement (OSP) may audit the Contractor to determine whether Contractor has complied in good faith with its subcontracting plan. The Contractor must be able to provide supporting documentation (i.e., phone logs, fax transmittals, letter, e-mails) to demonstrate its good faith subcontracting plan was followed. If it is determined at any time by the CPRA, LED, or the OSP Director that the Contractor did not in fact perform in good faith its subcontracting plan, the contract award or the existing contract may be terminated.

The statutes (La. R.S. 39:2171 et. seq.) concerning the Veteran Initiative may be viewed at: <https://www.legis.la.gov/Legis/Law.aspx?d=671504> .

The statutes (La. R.S. 39:2001 et. seq.) concerning the Hudson Initiative may be viewed at: <https://www.legis.la.gov/legis/Law.aspx?d=96265> .

The rules for the Veteran Initiative (LAC 19:IX. Chapters 11 and 13) and for the Hudson Initiative (LAC 19:VIII Chapters 11 and 13) may be viewed at: <http://www.doa.la.gov/pages/osp/se/secv.aspx> .

A current list of certified Veteran-Owned and Service-Connected Disabled Veteran-Owned and Hudson Initiative small entrepreneurship may be obtained from the Louisiana Economic Development Certification System at: <https://smallbiz.louisianaeconomicdevelopment.com>

Additionally, a list of Hudson and Veteran Initiative small entrepreneurship, which have been certified by the Louisiana Department of Economic Development and who have opted to register in the State of Louisiana LaGov Supplier Portal: https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg.

This may be accessed from the State of Louisiana Procurement and Contract (LaPAC) Network: <https://wwwcfprd.doa.louisiana.gov/OSP/LaPAC/vendor/VndPubMain.cfm>.

When using this site, determine the search criteria (i.e. alphabetized list of all certified vendors, by commodities, etc.) and select SE, VSE, or DVSE.

To expedite the Hudson and Veteran verification process, it is highly desirable for the Prime Proposer and all Subcontractors to include a copy of the certificate in the SIQ submitted. Hudson and Veteran certifications with the Louisiana Department of Economic Development must be active at the time of SIQ submission.

1.6 Compliance with Licensing Law

The Firm, and supervising engineers or surveyors that will accomplish the work as described in Enclosure 1, Scope of Services, shall be properly licensed by the Louisiana State Board of Registration for Professional Engineers and Land Surveyors and shall possess current licenses throughout the term of the contract. The Firm, engineers, or surveyors shall provide all services in compliance with the registration law for Professional Engineers and Land Surveyors (L.R.S. 37:681 through 37:703 as amended by Act 568 of 1980) and the rules of the Board of Registration for Professional Engineers and Land Surveyors.

1.7 Blackout Period

For all Proposers and subcontractors submitting an SIQ on this advertisement, there will be a blackout period during which any proposer or its agent or representative, is prohibited from communication with any state employee or contractor of the State regarding this advertisement except through the process of submitted written questions described in Section 1.3. The blackout period shall apply not only to state employees, but also to any contractor of the State. "Involvement" in the procurement process shall include but shall not be limited to project management, design, development, implementation, procurement management, development of specifications, and evaluation of SIQs for a particular procurement. The blackout period will begin upon posting of the solicitation and will end when the contract(s) are awarded.

In those instances in which a prospective Proposer is also an incumbent or an existing contractor, the State and the contractor may contact each other with respect to the existing contract only. Under no circumstances may the State and the contractor and/or its representative(s) discuss the blacked-out procurement.

1.8 Changes and Addenda

The State reserves the right to change the schedule of events or revise any part of the RSIQ by issuing an addendum to the RSIQ 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 Proposer to check the website for addenda to the RSIQ.

1.9 Withdrawal of SIQ

A Proposer may withdraw a SIQ that has been submitted at any time up to the date and time the SIQ is due. To withdraw a SIQ, a written request signed by the authorized representative of the Proposer must be submitted to the RSIQ coordinator identified in Section 1.3.

1.10 Waiver of Administrative Informalities

The State shall reserve the right, at its sole discretion, to waive minor administrative informalities contained in any SIQ.

1.11 SIQ Rejection/RSIQ Cancellation

Issuance of this RSIQ in no way shall constitute a commitment by the State to award a contract. The State shall reserve the right to accept or reject, in whole or part, all SIQs submitted and/or cancel this RSIQ if it is determined to be in the State's best interest.

1.12 Ownership of SIQ

All materials submitted in response to this RSIQ shall become the property of the State. Selection or rejection of a SIQ shall not affect this right. Upon an announcement of award to selected firms, all SIQ's will be considered public information and will not be held confidential.

1.13 Cost of Offer Preparation

The State shall not be liable for any costs incurred by proposers prior to issuance of or entering into a contract. Costs associated with developing the SIQ and any other expenses incurred by the Proposer in responding to this RSIQ shall be entirely the responsibility of the Proposer and shall not be reimbursed in any manner by the State.

1.14 Use of Subcontractors

The State shall have a single prime contractor as the result of any contract negotiation, and that prime contractor shall be responsible for all deliverables specified in the RSIQ and a task order scope of services. This general requirement notwithstanding, Proposers may enter into subcontractor arrangements, however, shall acknowledge in their SIQs total responsibility for the entire contract.

If the Proposer intends to subcontract for portions of the work, the Proposer shall identify any subcontractor relationships and include specific designations of the types of tasks to be performed by the subcontractor. Information required of the Proposer under the terms of this RSIQ shall also be required for each subcontractor. The prime contractor shall be the single point of contact for all subcontract work.

Unless provided for in the contract with the State, the prime contractor shall not contract with any other party for any of the services herein contracted without the express prior written approval of the State.

1.15 Contract Award, Negotiation, and Execution

The State reserves the right to contract for all or a partial list of services offered in the SIQs.

The RSIQ, including any addenda added, and the selected SIQ shall become part of the contract initiated by the State.

The selected Proposer(s) shall be expected to enter into a contract that is substantially the same as the Sample Professional Services Contract, Enclosure 2. A Proposer shall not submit its own standard contract terms and conditions as a response to this RSIQ. The Proposer should submit in its SIQ any exceptions or contract deviations that its firm wishes to negotiate. Negotiations may coincide with the announcement of the selected Proposer(s).

If the contract negotiation period exceeds 30 business days, or if the selected Proposer fails to sign the final contract within 30 business days of delivery, the State may elect to cancel the award to the Proposer.

1.16 Right to Prohibit Award

In accordance with the provisions of La. R.S. 39:2192, any public entity shall be authorized to reject a SIQ from, or not award a contract to, a business in which any individual with an ownership interest of five percent or more, has been convicted of, or has entered a plea of guilty or nolo contendere to any state felony or equivalent federal felony crime committed in the solicitation or execution of a contract or RSIQ awarded under the laws governing public contracts under the provisions of Chapter 10 of Title 38 of the Louisiana Revised Statutes of 1950, and all contracts under Title 39, Chapter 17 of the Louisiana Procurement Code, including contracts for professional, personal, consulting, and social services.

1.17 Code of Ethics

All potential contractors should be advised that contractors may, in certain circumstances be deemed public employees as defined by the Ethics Commission. Full disclosure to the CPRA is required of any potential conflicts. Any potential conflicts shall be resolved with the Louisiana Board of Ethics prior to seeking a contract.

1.18 Corporate Requirements

If the contractor is a corporation not incorporated under the laws of the State of Louisiana, the contractor shall have obtained a certificate of authority pursuant to La. R.S. 12:301-302 from the Louisiana's Secretary of State. If the contractor is a for-profit corporation whose stock is not publicly traded, the contractor shall ensure that a disclosure of ownership form has been properly filed with the Louisiana's Secretary of State.

1.19 Disclosure of Ownership

For-profit and non-publicly traded corporations must provide a Disclosure of Ownership form when contracting with the CPRA. The Disclosure of Ownership should not be submitted with SIQ. However, prior to contracting with the 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 the CPRA.

1.20 Prohibition of Discriminatory Boycotts of Israel

By submitting a response to this solicitation, the bidder or proposer certifies and agrees that the following information is correct: In preparing its response, the bidder or proposer 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 bidder or proposer 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 bidder or proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.

1.21 Prohibition of Companies that Discriminate Against Firearm and Ammunition Industries

In accordance with La. R.S. 39:1602.2, the following applies to any competitive sealed bids, competitive sealed proposals, or contract(s) with a value of \$100,000 or more involving a for-profit company with at least fifty full-time employees:

Unless otherwise exempted by law, by submitting a response to this solicitation or entering into this contract, the Bidder, Proposer or Contractor certifies the following:

1. The company does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as a firearm entity or firearm trade association;
2. The company will not discriminate against a firearm entity or firearm trade association during the term of the contract based solely on the entity's or association's status as a firearm entity or firearm trade association.

The State reserves the right to reject the response of the Bidder, Proposer or Contractor if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response or if the certification is no longer true.

Enclosures

- (1) Scope of Services
- (2) Sample Professional Services Contract
- (3) Evaluation Criteria
- (4) CPRA SF 24-102
- (5) Certification Statement