

ADVERTISEMENT
REQUEST FOR PROPOSALS
ST. BERNARD PARISH GOVERNMENT
STATE OF LOUISIANA
GRASS CUTTING SERVICES
ADJUDICATED RESIDENTIAL PROPERTY

The Parish of St. Bernard, (hereinafter referred to as “Parish”) is accepting quotations and proposals from qualified proposers for adjudicated residential property grass cutting services on an unspecified number of properties acquired from the St. Bernard Parish Tax collector. All of these properties are residential properties in subdivisions. The Parish cannot guarantee a minimum number of properties offered to any contractor(s).

The level and scope of services has been determined by the Parish in the Request for Proposal (RFP) available to interested participants.

Evaluation Criteria:

The procedures for the selection of the firm(s) will be in accordance with the Community Development Block Grant (CDBG) rules and guidance and procurement policies of SBPG. All responses received will be evaluated in accordance with the selection criteria. The package also identifies the scope of services to be performed by the selected firm. SBPG reserves the right to hire multiple service firms. All responses received will be evaluated in accordance with the selection criteria and scoring system specified below.

All Requests for Proposals received will be evaluated and ranked based on the following criteria:

Criteria:

Respondent meeting the minimum qualifications and requirements in this RFP will be evaluated on the basis of the following:

- Professional expertise, training and experience, especially in relation to the type and magnitude of services required **0-30 points**
- Past and/or current experience working with municipalities on similar service contracts **0-25 points**
- Past and current contract references attesting to the quality of work with previous compliance to CDBG grant funded projects including but not limited to the Davis Bacon Act. **0-25 points**
 - *Note: Proposers are requested to provide information on problems encountered on the identified contracts and the proposer’s corrective actions taken if the proposer deems it necessary. In the case that a proposer cannot provide a record of relevant past performance or which information on past performance is not available, the proposer may not be evaluated favorably or unfavorably on past performance.*
- Cost Proposal – Lump Sum Cost **0-20 points**

TOTAL POSSIBLE POINTS 100 points

Cost of Service points will be awarded on the basis of the following formula:

$$(A/B)*C = D$$

A is the lowest proposed fee submitted.

B is the Proposer's proposed fee.

C is the maximum number of cost points, and

D is the cost of service points actually awarded to the proposal being granted

TOTAL: 100 points

The Parish Government, or appointed Committee, shall evaluate each RFP received per CDBG rules and regulations pertaining to procurement and SBPG procurement policies. If the Parish desires, the firms will be notified to make a presentation before the selection process is completed.

St. Bernard Parish Government reserves the right to negotiate with any and all persons or firms submitting an RFP, and award contracts to multiple firms to execute the scope of services of this RFP. The selection process shall comply with Louisiana Revised Statutes, St. Bernard Parish Procurement Policies for Construction and CDBG compliance rules, regulations and guidance for Construction Contracts.

St. Bernard Parish reserves the right to reject any RFP for failure to meet the requirements contained herein, to waive any technical requirement, and to select the firm, in the Parish's judgment, whom best meets the requirements of this project and the needs of the Parish.

Request for Proposal Package

Interested parties are invited to secure a Proposal Package from the St. Bernard Parish Government, Department of Public Works, 1125 East St. Bernard Highway, Chalmette, Louisiana 70043 (504) 278-4314. Packages may be secured from the office between the hours of 8:30 a.m. to 4:30 p.m. Monday through Friday or requested by e-mail at tdoskey@sbsp.net.

Proposal Package may also be viewed and submitted online at www.centralauctionhouse.com.

Sealed Request for Proposal Packages will be received until the hour of 10:00 a. m. on Thursday, December 1, 2016, in the St. Bernard Parish Government, Office of the Department of Public Works, located at 1125 East St. Bernard Highway, Chalmette, Louisiana.

To be a valid delivery, Sealed Proposal Packages must be delivered electronically by Central Bidding or by hand to St. Bernard Parish Government, Department of Public Works, 1125 East St. Bernard Highway, Chalmette, Louisiana during normal business hours of 8:30 a.m. to 4:30 p.m. Monday through Friday on or before 10:00 a.m. on Thursday, December 1, 2016.

Sealed Proposal Packages delivered to any other St. Bernard Parish Government location or other room number prior to the receipt deadline will not be considered.

St. Bernard Parish Government is an Equal Opportunity Employer. St. Bernard Parish Government also encourages all small and minority-owned firms and women's business enterprises to apply

/s/Keith LaGrange, Jr.

Keith LaGrange, Jr.

Director

Department of Public Works

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