

Advertisement
Request for Proposals
St. Bernard Parish Government
Office of Homeland Security and Emergency Preparedness

INVITATION: Proposals will be received at the St. Bernard Parish Government Complex, Office of Homeland Security and Emergency Preparedness, 8201 West Judge Perez Drive, Chalmette, Louisiana 70043 until **Tuesday, August 2, 2016 at 10:00 a.m.**, for providing the services as described below for the St. Bernard Parish Office of Homeland Security and Emergency Preparedness for St. Bernard Parish.

DESCRIPTION: St. Bernard Parish hereby invites responses to the Request for Proposals (RFPs) for the following during an emergency:

Bulk Fuel
Decontamination Services for Personnel and Equipment
Dining and Catering
Generator Services
Heavy Equipment
Security Detail
Palletized Ice
Palletized Water

Individual Request for Proposal packages are available for each service stated above.

St. Bernard Parish will receive proposals from Proposers having specific experience and qualifications in the area identified in the solicitations. For consideration, proposals for this project must contain evidence of the Proposer's experience and abilities in the specified area and other disciplines directly related to the proposed services. Other information required by St. Bernard Parish may be included elsewhere in the solicitations.

Qualifications of Proposers: The Proposer may be required before the award of any contract to show to the complete satisfaction of St. Bernard Parish that it has the necessary facilities, ability, and financial resources to provide the services specified therein in a satisfactory manner. The Proposer may also be required to give a past history and references in order to satisfy St. Bernard Parish in regard to the Proposer's qualifications. St. Bernard Parish may make reasonable investigations deemed necessary and proper to determine the ability of the Proposer to perform the work, and the Proposer shall furnish to St. Bernard Parish all information for this purpose that may be requested. St. Bernard Parish reserves the right to reject any offer if the evidence submitted by, or investigation of, the Proposer fails to satisfy St. Bernard Parish that the Proposer is properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of the Proposer's qualifications shall include:

**EVALUATION PROCEDURE AND FACTORS TO BE CONSIDERED IN THE
EVALUATION PROCESS**

- A. The ability, capacity, skill, financial, and other necessary resources to perform the work or provide the service required;
- B. The ability of the Proposer to perform the work or provide the services promptly or within the time specified, without delay or interference;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the Proposer; and
- D. The quality of performance of previous contracts or services.

A selection committee made up by qualified St. Bernard Parish staff shall review and evaluate all replies. The selection committee will have only the response to the solicitation to review for selection of finalists. It is therefore important that respondents emphasize specific information pertinent to the work.

Step I: Proposals will be reviewed to assure compliance with the minimum specifications. Proposals that do not comply with the minimum specifications will be rejected immediately, receiving no further consideration.

Step II: Proposals that satisfactorily complete Step I will be reviewed/analyzed to determine if the proposal adequately meets the needs of St. Bernard Parish. Factors to be considered are as follows:

The successful Proposer will be selected based upon the best response offered to the Parish. Proposers may be requested to give an oral presentation after submission of responses should the Parish find it necessary, in order to determine which is the best received.

Evaluation Criteria: Submitted proposals will be evaluated and scored based upon the following criteria:

Criteria	Points Assigned
Past Experience/Company History	15
References	15
Capability to Perform SOW	15
Knowledge of FEMA regulations	15
Financial Capacity	15
Price Proposals	20
Direct Experience Working in Louisiana	5

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Step III: St. Bernard Parish's Director of Emergency Preparedness will contact the Proposer of the proposal that best meets St. Bernard Parish's needs (based on factors evaluated in Step II) and attempt to negotiate an agreement that is deemed acceptable to both parties.

REQUEST FOR PROPOSAL PACKAGES: The Request for Proposals does not commit the Parish to award a contract, to pay any costs incurred in the preparation of a proposal, or to procure or contract for the articles of goods and services. The Parish reserves the right to accept or reject any or all proposals received as a result of the Request for Proposals, to negotiate with all qualified Proposers, or to cancel in part or its entirety the Request for Proposals, if it is in the best interests of the Parish to do so.

Individual Request for Proposal packages may be secured from the following address:

St. Bernard Parish Government
Office of Homeland Security and Emergency Preparedness
8201 West Judge Perez Drive
Chalmette, Louisiana 70043
(504) 278-4268

Proposal Package may also be viewed online at www.centralauctionhouse.com and also on the St. Bernard Parish Homeland Security webpage at www.sbpq.net.

Questions relative to the Request for Proposal packages shall be addressed, in writing to St. Bernard Parish Government, Office of Homeland Security and Emergency Preparedness, 8201 West Judge Perez Drive, Chalmette, Louisiana 70043, or via email to jrahaim@sbpg.net.

In order for your Proposal to be considered, proposals (one original and three copies shall be submitted, along with a CD, electronic copy) must be received in a sealed package at the St. Bernard Parish Government Complex, Office of Homeland Security and Emergency Preparedness, 8201 West Judge Perez Drive, Chalmette, Louisiana 70043, no later than **10:00 a.m., on August 2, 2016.**

/s/John Rahaim
John Rahaim
Director
Office of Homeland Security and Emergency Preparedness

For Publication: July 1, 2016
 July 8, 2016
 July 15, 2016