

ADVERTISEMENT
REQUEST FOR QUALIFICATIONS
ST. BERNARD PARISH GOVERNMENT
STATE OF LOUISIANA

St. Bernard Parish Government is hereby soliciting the submittal of Statement of Qualifications from firms interested in providing professional landscape architect services for St. Bernard Parish.

Services include those basic and supplemental services related to planning, design, bid advertisement/award, construction documentation, and construction administration necessary to produce preliminary and final plans and specifications for bidding and construction of upcoming project(s) to be determined by St. Bernard Parish Government.

Individual task orders will be given for each assignment after fee negotiation has been agreed upon.

Firms submitting a Statement of Qualifications must identify all firm(s) that they expect to use to provide supplemental services.

Evaluation Criteria:

The procedures for the selection of the firm(s) will be in accordance with the procurement requirements of the Community Development Block Grant Program. All responses received will be evaluated in accordance with the selection criteria and corresponding point system that is identified in the Request for Qualifications package.

Past performance, compliance with solicitation requirements, technical excellence, management capability, personnel qualifications, and prior experience shall all be considered in the selection process.

All responses will be evaluated based on the relative merits of the qualifications statements received. The following criteria and point scoring will be followed:

1. Professional training and experience, both generally and in relation to the type of work necessary for satisfactory performance of required services.. **(Maximum points awarded shall be 30 points.)**
2. Size of firm considering the number of professional and support personnel required to perform the type of routine tasks, including project evaluation, project design, drafting of technical plans, development of technical specifications and construction administration. **(Maximum points awarded shall be 10 points.)**
3. Capacity for timely completion of newly assigned work, considering the factors of type of routine engineering task, current unfinished workload, and person or firm's available professional and support personnel. **(Maximum points awarded shall be 15 points.)**

4. Past performance by the firm on public contracts, including any problems with time delays, cost overruns, and design inadequacies for which said firm was held to be at fault. **(Maximum points awarded shall be 15 points.)**
5. Location of the principal office where work will be performed. Preference shall be given to persons or firms with a principal business office at which the work be performed as follows:
 - (1) St. Bernard Parish (10 points);
 - (2) Neighboring parishes of the Greater New Orleans Metropolitan Region, which includes New Orleans, Plaquemines, Jefferson, St. Charles and St. Tammany Parishes (72 points);
 - (3) Parish other than the foregoing (5 points); and
 - (4) outside the State of Louisiana (3points).**(Maximum points awarded shall be 10 points)**
6. Adversarial legal proceedings between the parish and the person or firm performing professional services, in which the parish prevailed, and excluding those instances or cases where the person or firm was added as in indispensable party, or where the person or firm participated in or assisted the public entity in prosecution of its claim. In the event that the person or firm fails to provide accurate and detailed information regarding legal proceedings with the parish, including the absence of legal proceedings, the person or firm shall be deemed unresponsive with regard to this category and zero points shall be awarded. **(Maximum points awarded shall be 10 points for the lack of any such adversarial proceedings as defined.)**
7. Past and current professional accomplishments, for which opinions of clients or former clients and information gathered by inspection of current or recent projects may be considered. **(Maximum points awarded shall be 10 points.)**

St. Bernard Parish Government, or appointed Committee, shall evaluate each Request for Qualifications received. 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 a Request for Qualifications.

St. Bernard Parish reserves the right to reject any Request for Qualifications response 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 Qualifications Package: Interested parties are invited to secure a RFQ 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 thru Friday (except legal holidays) or requested by e-mail at tdoskey@sbsp.net. Packages may be obtained from St. Bernard Parish Government Department of Public Works upon request.

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

Sealed Request for Qualifications Packages will be received until the hour of 10:00 a. m. on Tuesday, January 17, 2017, 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 Qualifications Packages must be delivered electronic 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 Tuesday, January 17, 2017.**

Sealed Qualifications 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 J. LaGrange, Jr.
Keith J. LaGrange, Jr.
Director
Department of Public Works

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