

May 22, 2013

TO: ALL POTENTIAL PROPOSERS

RE: RFP NO. 2503-13-62

“Geotechnical Services for Coastal Protection and Restoration Authority Projects”

### QUESTIONS AND ANSWERS

1. Q. On the first page of the RSIQ, paragraph three, there is the following statement: “Please note, firms who are prime contractors on existing contracts with CPRA will be allowed to submit as subcontractors on this advertisement.”  
With regard to the term existing contracts, we do understand that is a firm is a prime contractor for an existing CPRA Geotechnical Services contract, then they will be allowed to submit as a subcontractor for this advertisement. However, if a firm is a prime contractor for a CPRA Engineering Services contract, will they be allowed to submit as a prime contractor for this Geotechnical Services advertisement?

A. **Yes, you can submit.**
2. Q. What is the dollar amount of the anticipated contract(s)?

A. **No maximum dollar amount has been established.**
3. Q. What, if any, offshore capabilities are anticipated?

A. **The CPRA designs and implements projects that utilize offshore sediment sources. Capabilities include those necessary to sample and quantify offshore sediments. Specific requirements are listed in the Scope of Services attached as Enclosure 1 to this advertisement.**
4. Q. Page 3 of the RSIQ states, “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 Department is required of any potential conflicts. Any potential conflicts shall be resolved with the Ethics Commission prior to seeking a contract.” [Our company] is interested in using [a

local professor] with [his private company]. [The professor] is also an employee of [a local university], however the work will be done under his private company [...]. Will this constitute an ethics violation and/or disqualify [our team] by his inclusion?

**A. Proposers are responsible for determining that there will be no conflict or violation of the Ethics Code if their company is awarded the contract. The Louisiana Board of Ethics is the only entity which can officially rule on ethics issues.**

5. **Q.** Does the SF 24-102 need to be submitted as-is or can it be re-dressed in our company format so long as it includes all the information requested in the correct order?

**A. Submittals must be on Standard Form CPRA 24-102. Forms should not be modified.**

6. **Q.** Does the Preliminary Work Outline for the Design Process in our SIQ (Item 3 of Page 2 of the RSIQ) have a page limitation?

**A. A work outline is NOT required for this advertisement. This language was inadvertently included from a previous advertisement.**

7. **Q.** Is it acceptable to include the Preliminary Work Outline in the 3-page Additional Information section of the 24-102?

**A. See Question #6.**

8. **Q.** [In regards to the CPRA 24-102 form], Question 5 on the form reads as the following, asking for the personnel to be used on this project: "Full time personnel on the prime firm's payroll, not domiciled in Louisiana to be used on this project." However, the instruction for that question reads like it is asking for all the personnel not domiciled in Louisiana: "Full time personnel on firm's payroll not domiciled in Louisiana. List all personnel not domiciled in Louisiana. Provide the total in the last blank. Contract employees may be used for specific tasks, but should NOT be included in this section." For Question 5, should we list all personnel not domiciled in Louisiana or the personnel not domiciled in Louisiana to be used on this project?

**A. The intent of this question is to establish firm size. Please list the total number of firm personnel not domiciled in Louisiana, regardless of their anticipated involvement on a CPRA project.**