

June 23, 2011

TO: ALL POTENTIAL PROPOSERS

RE: RFP No. 2529-11-01  
"Underwater Debris Removal"

**DEADLINE EXTENDED TO: June 29, 2011**

**Questions & Answers**

1. Q: Minimum qualifications state five years experience in the FEMA public assistance program. What is the FEMA public assistance program?  
  
A. **As taken from the FEMA Public assistance guide –322: The FEMA Public assistance (PA) Program, which is authorized by the Stafford Act, awards grants to assist State and Local governments and certain private nonprofit entities with the response to and recovery from disasters.**
  
2. Q: Since we are a new business, ( less than a year old) we cannot provide three years worth of financial statements, however, can our 25 year experience, (resumes) references, and/or personal financial statements for the last three years serve as a substitute?  
  
A. **Yes, as well as letters from banks and other financial companies.**
  
3. Q: First, it is a little vague, but I read it as a contract to *monitor* the removal of underwater debris. One of our administrators called and was told it was for the actual *removal* of the debris. Please clarify.  
  
A. **This contract does not require any actual removal of debris.**
  
4. Q: There is not an itemized bid sheet included. Should there be one or are we to design our own?  
  
A. **Bid sheets are not required for contracting services.**

5. Q: It appears that the requirement for a Louisiana Contractor's License was omitted in this RFP. Will an amendment be issued to resolve that omission?

A. **There is no construction required; therefor a Louisiana Contractors License is not required.**

6. Q: Disqualification from future debris removal projects: Section 1.1 of the RFP states that the purpose of this procurement is to provide resources to OCPR to organize, manage, and monitor the removal of marine debris throughout the coastal zone of Louisiana. Will the selected vendor be prohibited from providing actual debris removal and disposal services related to this scope of work in the future?

A. **Yes, the selected vendor will be prohibited from providing actual debris removal and disposal services related to this scope of work in the future.**

**R.S. 1496.2 Limitations on consultants competing for contracts states:**

**A. Any person contracting with an agency for the purposes of developing bidding documents, requests for proposals, or any other type of solicitation related to a specific procurement shall be prohibited from bidding, proposing, or otherwise competing for award of that procurement. Such persons shall further be prohibited from participating as subcontractors related to the award of that procurement.**

**B. For the purposes of this Section, the following activities shall not be considered "developing bidding documents, requests for proposals, or any other type of solicitation":**

**(1) Architectural and engineering programming.**

**(2) Master planning.**

**(3) Budgeting.**

**(4) Feasibility analysis.**

**(5) Constructability review.**

**(6) Furnishing specification data or other product information.**

**(7) Any other services that do not establish selection qualifications or evaluation criteria for the procurement of an architect or engineer.**

**Acts 2008, No. 598, §2, eff. July 1, 2008; Acts 2009, No. 433, §2.**

7. Q: Cost Proposal: Section 4.2 of the RFP states that no pricing information should be included in the Technical Proposal, but Section 5.0 (A.9) locates the Cost Proposal within the Technical Proposal. Please clarify where the Cost Proposal should be included.

A. **Include cost proposal as separate section of the entire proposal.**

8. Q: Proposal Copies: Section 4.1 of the RFP directs vendors to submit 6 copies of the proposal, including original signed copies; however, Section 5.0 (B) states that only 1 copy of Volume II should be submitted. Please clarify the quantity of copies required for Volume II.
- A. **One copy of Volume II marked confidential is required.**
9. Q: Marine debris experience: Section 3.1 of the RFP requires vendors to have at least 5 years of experience in marine debris removal. As this relatively new program, would the State consider reducing this requirement to encourage an adequate number of vendor responses?
- A. **Please see addendum posted on LDNR website.**
10. Q: Information required from subcontractors: Section 3.7 of the RFP states that information required of the proposer is also required for each subcontractor. Does this requirement extend to the forms required for proposal submission? Please clarify what information is required to be submitted on behalf of subcontractors.
- A. **See 5.0 Proposal Content Section A.7 entitled Subcontractors and see Section B, Volume II Financial Information.**