

April 24, 2014

TO: ALL POTENTIAL PROPOSERS

RE: RFP NO. 2503-14-52
“Surveying Services for Coastal Protection and Restoration Authority Projects”

QUESTIONS AND ANSWERS

1. Q. Are sub-consultants expected to submit completed CPRA 24-102 forms along with the prime consultant’s forms in final proposal package? Or would the sub-consultant complete Section 8 (Resumes) and Section 9 (Work by Firm), and these sections would be added to the prime consultant’s RSIQ?

A. **Individual 24-102 forms are required for all subcontractors listed.**
2. Q. Is the cover letter counted as part of the executive summary?

A. **No.**
3. Q. Are our employees working out of our field office considered to be domiciled in Louisiana?

A. **The intent of the question is to establish the number of full-time personnel whose primary or permanent place of business are located in Louisiana offices.**
4. Q. Are we to include registered Professional Land Surveyors (PLS) under item 4b in the SF24-102?

A. **Yes.**