

PUBLIC NOTICE
SOQ 23-015

Design & Construction of A new Hope Haven Natatorium

The Parish of Jefferson authorized by **Resolution No.142208**, is hereby soliciting the submittal of a Statement of Qualifications (TEC Professional Questionnaire) from persons or firms interested and qualified to Provide Professional Architectural and Engineering Services related to the Design and Construction Administration of a new Hope Haven Natatorium.

Deadline for Submissions: 3:30 p.m., July 27, 2023

Back Ground & General Scope:

Jefferson Parish is seeking persons or firms interested and qualified to provide professional architectural and engineering services for the design and construction administration of a 40,000 square foot Hope Haven Natatorium located at the Hope Haven Campus on Baratavia Boulevard in Marrero. In addition, the persons or firms will assist Jefferson Parish with identification and pursuit of additional funding opportunities for the project.

The new facility is to include a full-size Olympic competition pool with stadium seating as well as being designed to allow for other uses such as swimming lessons and first responder training classes among other uses. The facility is to include a separate pool for exercise classes such as water aerobics. The natatorium will have meeting rooms, locker rooms and administrative offices for the staff. The design is to include adequate parking for the facility as well as an outdoor aquatic play area for children.

The project is expected to require the following supplemental services: Surveying, Geotechnical Investigation, and if necessary, Resident Inspection.

The firms submitting a Statement of Qualifications (TEC Professional Questionnaire) must identify all sub-consultant firms which they expect to use to provide professional services, and submit a Statement of Qualifications (TEC Professional Questionnaire) for each sub-consultant firm. (Refer to Jefferson Parish Code Ordinance, Section 2-928).

Compensation

Compensation for the required services will be determined by applying the construction cost estimate (including a 15% contingency), as prepared by the persons or firms and approved by Jefferson Parish, to the compensation calculation of the most current year of the State of Louisiana Facility Planning & Control formula.

For hourly rate work, the firm shall be compensated by the appropriate Jefferson Parish Department on the basis of their certified and itemized salary costs plus a fee to cover overhead costs and profit in accordance with guidelines established in Attachment "A" to the Standard Professional Services Agreement for Jefferson Parish. A copy of Attachment "A" may be obtained by calling the Jefferson Parish Department of Capital Projects at (504) 736-6833.

All costs associated with this project shall be subject to Jefferson Parish review and approval.

Minimum Requirements for Selection

1. The persons or firms under consideration shall have at least one (1) principal who is a licensed, registered architect or professional engineer in the State of Louisiana. A subcontractor may not be used to meet this requirement. (Section C. of TEC Professional Services Questionnaire);
2. The persons or firms under consideration shall have a professional in charge of the Project who is a licensed, registered architect in the State of Louisiana with a minimum of five (5) years' experience. A subcontractor may not be used to meet this requirement. (Section K. "**PROFESSIONAL IN CHARGE OF PROJECT:**" of TEC Professional Services Questionnaire);
3. The persons or firms under consideration shall have one (1) employee who is a licensed, registered architect or professional engineer in the State of Louisiana in the applicable discipline involved. A subcontractor may meet this requirement only if the advertised Project involves more than one discipline (Section D. of TEC Professional Services Questionnaire).

Evaluation Criteria

The following criteria will be used to evaluate each firm submitting a Statement of Qualifications:

- (1) Professional training and experience in relation to the type of work required for the architectural and engineering services. (Maximum points awarded shall be 35).
- (2) Size of firm considering the number of professional and support personnel required to perform the type of architectural and engineering tasks, including project evaluation, project design, drafting of technical plans, development of technical specifications and construction administration. (Maximum points awarded shall be 10).

- (3) Capacity for timely completion of newly assigned work, considering the factors of type of architectural and engineering task, current unfinished workload, and person or firm's available professional and support personnel. (Maximum points awarded shall be 20).
- (4) Past Performance by person or firm on projects of or similar comparable size, scope, and scale. Assertions of fault by a person or firm, which shall include time delays, cost over-runs, and or design inadequacies in prior work completed for the Parish shall be evidenced by substantiating documentation provided by the Director of Public Works for the requesting department or the Director of Engineering and received by the Chairman of the Evaluation Committee a minimum of two (2) weeks prior to the scheduled date of the Technical Evaluation Committee meeting. (Maximum points awarded shall be 10).
- (5) Location of the principal office. Preference shall be given to persons or firms as follows: (1) Jefferson Parish, including municipalities located within Jefferson Parish (15 points); (2) Neighboring Parishes of the Greater New Orleans Metropolitan Region, which includes Orleans, Plaquemines, St. Bernard, St. Charles and St. Tammany Parishes (12 Points); (3) Parishes other than the foregoing (10 Points); (4) Outside the State of Louisiana (6 Points). (Maximum points awarded shall be 15).
- (6) Adversarial legal proceedings between the Parish and the person or firm performing professional services, in which the Parish prevailed or any ongoing adversarial legal procedures between the Parish and the person or firm performing professional services, excluding those instances or cases where the person or firm was added as an 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 (0) points shall be awarded. (Maximum points awarded shall be 15 for the lack of any such adversarial proceedings as defined).
- (7) Prior successful completion of projects of the type and nature of the architectural and engineering services, as defined, for which firm has provided verifiable references. (Maximum points awarded shall be 15).

Only those persons or firms receiving an overall cumulative score of at least seventy percent (70%) or greater, with their highest and lowest score not counted, of the total possible points for all categories to be assigned by the participating Technical Evaluation Committee members shall be deemed qualified to perform architectural or engineering tasks.

The person or firm submitting a Statement of Qualification (TEC Professional Questionnaire) must identify all subcontractors who will assist in providing professional services for the project, in the professional services questionnaire. Each subcontractor shall be required to submit a (TEC Professional Questionnaire) and all documents and information included in the questionnaire. (Refer to Jefferson Parish Code Ordinance, Section 2-928)

All persons or firms (including subcontractors) must submit a Statement of Qualifications (TEC Professional Questionnaire) by the deadline. The latest professional services questionnaire may be obtained by contacting the Purchasing Department at (504) 364-2678 or via the Jefferson Parish website at www.jeffparish.net. This questionnaire can be accessed by hovering over "Business and Development" on the website and clicking on the Professional Services Questionnaires option under "Doing Business in Jefferson Parish".

Submissions will only be accepted electronically via Jefferson Parish's e-Procurement site, Central Bidding at www.centralauctionhouse.com or www.jeffparishbids.net. Registration is required and free for Jefferson Parish vendors by accessing the following link: www.centralauctionhouse.com/registration.php.

No submittals will be accepted after the deadline.

Affidavits are not required to be submitted with the Statement of Qualifications, but shall be submitted prior to contract approval.

Disputes/protests relating to the decisions by the evaluation committee or by the Jefferson Parish Council shall be brought before the 24th Judicial Court.

ADV: The New Orleans Advocate: July 5, 12. & 19, 2023