

PUBLIC NOTICE

The Parish of Jefferson is hereby soliciting the submittal of a Statement of Qualifications (General Professional Services Questionnaire) from environmental firms interested in providing miscellaneous environmental services not to exceed \$100,000.00 per job on an as needed basis, not to exceed \$300,000.00 per firm annually for a two (2) year term. (Deadline Date: 4/2/2020)

Scope of Services

Scope of Services includes technical and administrative assistance related to aspects of environmental management and preservation, including, but not limited to, performing site-specific environmental projects, such as Phase I and Phase II environmental site assessments; corrective action plans; risk assessments; brownfields redevelopment; research of regulations, available technologies and permitting in the areas of air, water, waste management and energy, etc.

Environmental engineering tasks may also be included in the scope of services.

All services shall be provided on an "as-needed" basis, and there shall be no guarantee as to the amount of work the firm or firms will be given during the term of the contract.

The Council, at its discretion, may choose one or more qualified firms to provide the services.

Evaluation Criteria

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

1. Professional training and experience in providing technical and administrative assistance related to aspects of environmental management and conservation, including, but not limited to performing small, site-specific environmental projects, such as Phase I and II environmental site assessments; corrective action plans; risk assessments; permitting and planning in the areas of air, water, waste management and energy brownfields redevelopment; research of regulations, available technologies; etc. Past and current professional accomplishments for which references from clients or former clients and information gathered by inspection of current or recent projects may be considered. **(40 points)**
2. Capacity for timely completion of the project, including the size of the firm based on the number of personnel, as related to project requirements and/or scope. **(30 points)**

Only those persons or firms receiving an overall cumulative score of at least seventy percent (70%) or greater of the total possible points for all categories to be assigned by

the participating evaluation committee members shall be deemed qualified to perform environmental tasks.

General

All firms must submit a Statement of Qualifications (General Professional Services Questionnaire). Any firm submitting a Statement of Qualifications must identify all firms that it expects to use to provide supplemental services, such as laboratory analyses, geotechnical work, engineering, etc. The General Professional Services Questionnaire must be submitted for each firm expected to provide supplemental services. Affidavits **are not required** to be submitted with the Statement of Qualifications (General Professional Services Questionnaire) but shall be submitted prior to contract approval.

The latest Jefferson Parish General Professional Services Questionnaire must accompany the Statement of Qualifications. Please obtain the latest General Professional Services Questionnaire form from the Jefferson Parish website at www.jeffparish.net or by calling the Parish Clerk's Office at (504) 364-2626.

Interested firms must submit one (1) original hard copy, one (1) additional hard copy, and fourteen (14) electronic copies (14 CDs or 14 USB drives) of this Statement of Qualifications (General Professional Services Questionnaire) to the Jefferson Parish Council, c/o Ms. Eula A. Lopez, Parish Clerk, General Government Building, 200 Derbigny Street, Suite 6700, Gretna, Louisiana, 70053, no later than 4:30 p.m. on Thursday, April 2, 2020. No submittal will be accepted after the deadline. Resolution 135503

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