

LDEQ ANSWERS TO PROPOSERS QUESTIONS
RFP No. 300004892
“Site Investigations for the Underground Storage Tank and Remediation
Division”

LDEQ’s answers to the following questions are intended to provide information to potential proposers questions to RFP No. 300004892.

Questions and answers that may potentially result in the disclosure of information from proposals of competing bidders will not be published.

Question 1: (page 5 of 20) **Attachment 1 Statement of Work** (section 2.2.5): Will a Louisiana Licensed Surveyor be required for all elevation and lat/long measurements?

LDEQ’s answer: Yes, a Louisiana Licensed Surveyor is required for all elevation and latitude/longitude measurements, see Louisiana Revised Statutes 37:681 through 37:703.

Question 2: (page 13 of 20) **Attachment 1 Statement of Work: Deliverables** (section 5.4): Will the QA/QC Plan be considered a deliverable based on individual work orders?

LDEQ’s answer: In accordance with Attachment 1, Statement of Work, Sections 2.2.2 and 5.4, the Quality Assurance/Quality Control Plan is a deliverable which should be prepared as part of the Site Investigation Work Plan.

Question 3: (page 14 of 20) **Attachment 1 Statement of Work: Site Health and Safety Requirements** (section 5.5): Will the Contractor’s subcontractor’s be required to HAZWOPER trained? (i.e. Licensed surveyor, driller, laboratory, grass cutting and grubbing, etc.)

LDEQ’s answer: In accordance with Statement of Work, Section 5.5, Site Health and Safety Requirements, the Contractor is responsible for the health and safety of his employees during the performance of all activities required by this contract. It is the Contractor’s responsibility to determine which Contractor and/or subcontractor personnel will require HAZWOPER training.

Question 4: (page 11 of 21) **Volume II, Elements for Financial Information.** A letter of intent to obtain a performance bond is required. However, since the project is Work Order based, with no projected budget; how should the performance bond be calculated? Is there an estimated budget?

LDEQ's answer: A performance bond is an option for the Proposer to choose if the Proposer is unable to provide Financial Statements audited by an independent CPA for the past 3 years as stated in the RFP, Part III Section 3.3. If the highest rated proposer chooses the performance bond option, the Department will notify the Proposer that a performance bond is needed for continuation of the evaluation process. At that time, the Department will disclose the required bond amount. The amount of the bond will equal approximately one year of anticipated work, however the project's estimated budget will not be released during the advertisement period, as it could compromise the RFP process with regard to competitive price proposals.

Question 5: (page 1 of 2) **Attachment 2, Schedule of Prices C:** For drilling activities, is there a minimum day rate? For instance if we drill one boring to 8 feet, will we be able to charge a minimum rate for drilling or only be able to bill 8 feet of direct push.

LDEQ's answer: Attachment 2, Schedule of Prices C, Direct Push Coring, there is no minimum day rate; the Contractor will be paid "per foot" in accordance with the Payment Unit.

Question 6: In Attachment 2 Schedule of Prices B Analytical Testing, the last line item in Part 4-Multiplier states "Fully supported data package". Can you define "fully supported data package"? What would this data package include?

LDEQ's answer:

Summary Reports

Summary reports must include at a minimum all requirements of LAC 33: I: 5313 for reporting. Copies of the chain of custody must also be included. The data deliverable package shall be one complete document, paginated, with reproduction quality such that all pages are legible. The EDD shall be checked with the EDP and free of errors. The report must include the laboratory certification number, the date of report preparation, a cross-reference between the LDEQ

sample identifications and the laboratory identifications. The report must define any data qualifiers contained in the analytical results. Associated QC data must be included in the analytical report and the EDD.

Fully-Supported Data Packages

Fully supported data packages must contain all of the required information as the summary report with the additional CLP or equivalent forms and all supporting raw and calculated data. Supporting raw data includes, but is not limited to, extraction logs, preparation/digestion logs, quantitation reports, chromatograms, instrument analysis reports, analysis/sequence run logs, percent moisture logs, weight logs, bench sheets, standard and reagent logs, sample receipt checklist(s), etc. Raw data for all samples (including any and all dilutions) and any associated method or batch quality control samples must be included. Refer to the applicable CLP SOW for more detailed descriptions of the required forms (<http://www.epa.gov/superfund/programs/clp/>). Custom forms equivalent to the CLP forms are acceptable.

For more detail information, please see Exhibit A – Submittal Requirements for Analytical Data which is included in the RFP.

The RFP can be found by going to <http://www.deq.louisiana.gov/portal/DIVISIONS/FinancialService/RequestforProposals/3000004892.aspx>

Question 7: Are Price Proposal sheets to be included in the Technical Proposal?

LDEQ's answer: Yes, the Price Proposal (Schedule of Prices) must be included within Volume I Technical Proposal.

Question 8: Can you give us an estimated value of the contract?
Is there a scale to quantify points awarded for a prime who is not a Hudson Initiative firm but who will subcontract to one or more?

LDEQ's answer: Regarding estimated value: The project's estimated budget will not be released during the advertisement period, as it could compromise the RFP process with regard to competitive price proposals.

Regarding Hudson Initiative: In accordance with Division of Administration (DOA) mandate and RFP Sections 2.6 and 4.4, scoring must be as follows:

Proposer Status and Reserved Points:

- Proposer is a certified small entrepreneurship: Full amount of the reserved points
- Proposer is not a certified small entrepreneurship but has engaged one or more certified small entrepreneurships to participate as subcontractors or distributors. Points will be allocated based on the following criteria:
 - the number of certified small entrepreneurships to be utilized
 - the experience and qualifications of the certified small entrepreneurship(s)
 - the anticipated earnings to accrue to the certified small entrepreneurship(s)

For a prime who is not a certified Hudson Initiative firm who proposes to subcontract with certified firm(s), the Department's approach for implementation of the DOA mandate is to create ranges within the three above-referenced areas (number, experience/qualifications, anticipated earnings), apply a subtotal of points earned in the three areas, and average the three subtotals to create total points earned out of 10. The ranges may be summarized briefly as:

- 1) Number of certified subs
 - 1 sub (subtotal of 2 points)
 - 2 subs (subtotal of 4 points)
 - 3 subs (subtotal of 6 points)
 - 4 subs (subtotal of 8 points)
 - 5 or more (subtotal of 10 points)
- 2) Combined relevant experience of certified subs
 - Less than 1 YR (subtotal of 2 points)
 - 1-5 YRS (subtotal of 4 points)
 - 6-10 YRS (subtotal of 6 points)
 - 11-19 YRS (subtotal of 8 points)
 - 20 or more YRS (subtotal of 10 points)
- 3) Anticipated earnings of certified subs
 - Less than 5% (subtotal of 2 points)
 - 6-10% (subtotal of 4 points)
 - 11-15% (subtotal of 6 points)
 - 16-20% (subtotal of 8 points)
 - More than 20% (subtotal of 10 points)

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Question 9: We sometimes subcontract peripheral work (i.e. clearing) and decide among companies based on availability. In other words we would not at this point know which company we would chose to subcontract to. Could we differentiate between primary subcontractors to whom we know we will assign tasks and secondary subcontractors for which decisions will be made if the need arises and the firm is able to be responsive? If so, would we then provide subcontractor data only on primary subcontractors?

LDEQ's answer: See RFP Section 3.2.4, the project-specific organizational chart should identify the Proposer's key subcontractor personnel (primary). It is not necessary to identify secondary subcontractors.