

August

2017



Request for

# Statement of Qualifications

For

Berths 2 & 3 Rehabilitation at City Docks

Submittal Deadline: ~~September 22, 2017~~

Revised Date: October 6, 2017

Request for Statement of Qualifications  
Lake Charles Harbor & Terminal District  
Lake Charles, Louisiana

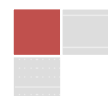
## 1. Project Description and Work to be Performed:

The Description may be derived from the following:

- The Lake Charles Harbor and Terminal District (District) is soliciting Statements of Qualification from engineering/architectural firms to produce detailed engineered/architectural drawings and specifications for the Rehabilitation of Berths 2 and 3 at City Docks located in Lake Charles, Louisiana. The District uses the Facilities Planning and Control Manual drafted by the Division of Administration for project development (<http://www.doa.la.gov/ofpc/State/FPC-ProcedureManual2006.doc>). Exhibit "A" provides an overview of the existing facilities and a summary of the existing infrastructure.
- The ideal firm shall have various port experience in the rehabilitation/reconstruction of wharves with bulkheads. Additionally, the firm will be able to demonstrate innovative approaches translating to reduced construction durations and construction cost savings. The District is particularly interested in alternative designs that will provide the desired finished product while also protecting the adjacent facilities during construction.
- The fee structure for this project will be based on the fee curve in the facilities planning and control manual. At this time, the estimated construction budget is \$27.2M. With this construction cost and applying the modifier of 0.90, the design fee is estimated at \$1.7M

## 2. Selection Criteria: *Those responding will be scored according to criteria set forth below.*

Number	Criteria	Weight
1.	Professional training and experience of the company and proposed team members in relation to the type and magnitude of work required for this project. <i>Indicate how your direct staff has experience in various port settings with rehabilitation projects demonstrating innovation. Highlight experience with soil stabilization and innovate techniques or approaches to dock rehabilitation.</i>	20
2.	Capacity for timely completion of the work considering current and projected backlog and manpower. <i>Indicate if any sub-consulting will be required and list the potential consultant. From the time a Notice to Proceed is given, estimate the duration in months needed to produce a bid package. A gantt chart listing the major items in the Facilities Planning and Control Manual is required.</i>	20
3.	Nature, quantity, and value of work previously performed for public entities. <i>Identify any work your firm or team members have previously done for the Port of Lake Charles or another public entity which involved producing a bid package (last 5years)</i>	15
4.	Location: <i>Physical address where the majority of the design work will be conducted.</i>	5
5.	Past performance on public projects. <i>Projects involving significant rehabilitation or reconstruction of docks in a variety of locations and environments should be demonstrated as well as performance on previous public projects. Performance should highlight schedule, budget and solutions to challenges.</i>	25
6.	Past and current pending litigation involving a public entity. <i>Please provide a statement of professional standing, including any pending and past litigation in the last 10 years. This includes involvement in claims between your firm and a public agency as well as cases between a public agency and 3<sup>rd</sup> party when your firm worked for the public agency.</i>	5



7.	Direct services factor. <i>Provide a manhour estimate or allocation of the design fee to show the percent of services that will be performed in-house as opposed to sub-consultants.</i>	10
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### 3. SoQ Requirements:

Format:

- All Criteria shall be addressed in the order presented in the Notice. Content shall provide information and respond to the criteria described above.
- SoQ shall be typewritten in a readable digital format such as PDF.
- Maximum of 8 pages will be allowed for the submittal.
- No attachments.

### 4. Process:

District staff will evaluate the submittals and grade in each category according to the criteria. The grades will be averaged and the most qualified firm will be selected to enter into a contract with the Port of Lake Charles.

### 5. Deliverables and Deadline:

Email completed SoQ in pdf format to [RFP@portlc.com](mailto:RFP@portlc.com). Please include "SoQ for Berths 2 & 3 Rehabilitation at City Docks" in the subject line.

Statements of Qualifications must be received by **October 6, 2017 at 5:00 PM CST**. No late submissions will be evaluated.

### 6. Agency Contact:

Requests for additional information regarding this statement of qualifications shall be addressed to Shaunna Davis at (337) 493-3538 or E-mail address [sdavis@portlc.com](mailto:sdavis@portlc.com).

It shall be noted that all questions regarding the statement of qualifications shall be communicated in writing or by email to Shaunna Davis by no later than **October 2, 2017**. After that date, no additional questions will be received and/or responded to in kind.

