



City of Donaldsonville

LEROY J. SULLIVAN, SR., MAYOR

Lauthaught Delaney, Sr., District 1
Raymond Aucoin, District 2
Reginald Francis, Sr., District 3

Rev. Charles R. Brown, Sr., District 4
Michael W. Sullivan, Sr., District 5

PUBLIC NOTICE CITY OF DONALDSONVILLE PROFESSIONAL ENGINEERING SERVICES REQUEST FOR QUALIFICATIONS

Pursuant to the American Rescue Plan Act, 31 CFR Part 35 and the State of Louisiana Water Sector Program, the City of Donaldsonville is hereby soliciting Requests for Qualification statements from Professional Engineering firms interested in providing professional services, including funding request assistance, design, and construction administration services, subject to funding approvals.

Funding request submittal deadline for Round 1 is November 1, 2021.

Please be advised that this solicitation is to establish a firm for use on City projects to address Disaster generated damages and infrastructure repairs and replacement activities associated with projects receiving funding from the American Recovery & Rescue Plan Acts.

The minimum requirements for selection shall be as follows:

1. The firms included in submittal must have a minimum of 5 years of experience in providing the professional services.
2. The firm must hold all licenses necessary to legally provide the related services in the State of Louisiana.
3. The lead Professional must be a licensed Professional in that area with a minimum of 10 years of experience.
4. Examples of 3 to 5 projects completed by the firm in the local area should be provided.
5. In addition to the lead Professional, resumes for any key staff who will be responsible for the work shall be provided.

A Firm will be selected on a basis using the following selection criterion:

1. Professional training and experience, both generally and in relation to the type and magnitude of work required for the particular project (40 points).
2. Capacity for timely completion of the work, taking into consideration the person's or firm's current and projected workload and professional and support manpower (20 points).
3. Past and current professional accomplishments, for which opinions of clients or former clients and information gathered by inspection of current or recent projects may be considered (20 points).
4. The nature, quantity, and value of agency work previously performed and presently being performed by the person after the effective date of this Part, it being generally desirable to allocate such work among persons who are desirous and qualified to perform such work (10 points).
5. Past performance on public projects particularly with City of Donaldsonville, including any problems with time delays, cost overruns, and design inadequacies for which the designer was held to be at fault, involved in prior projects as evidenced by documentation (10 points).



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All appropriate forms, submittal instructions and questionnaire, can be obtained from City Hall at 609 Railroad Avenue, Donaldsonville, Louisiana, by emailing lee@visitdonaldsonville.org or on the City of Donaldsonville Website at donaldsonville-la.gov/rfq_rfp. Questions regarding the submission may be directed to Lee Melancon at 225.473.4247.

Interested firms must submit one (1) marked original, three (3) copies, and an electronic scanned PDF file (on either DVD or USB thumb drive) of their submittal to Lee Melancon, City of Donaldsonville, 609 Railroad Avenue, Donaldsonville, LA 70346 no later than 10:00 AM on Tuesday, October 26, 2021. Questions within 72 hours of the submittal date will not be answered.

Submittals are to be delivered in a sealed package and labeled as follows:

**City of Donaldsonville
Professional Engineering Services Request for Qualifications
Name of Firm
License Number
Address of Firm
Contact Name
Contact Phone Number
Contact Email Address**