

Jefferson Davis Parish Police Jury

RFQ 2024-02-01

New Animal Shelter – Facility Planning, Design, & Construction Administration Services

Questions & Answers

Question	Response
<p>I have a question about the meeting requirements outlined on page 34, tab 5. It specifies bi-weekly meetings and reporting. Will these meetings be held in person on site, or will they be conducted via web?</p>	<p>Final arrangements will be negotiated with the most qualified vendor, but the Police Jury anticipates at least one meeting per month will be in person on site.</p>
<p>Architects typically provide Construction Administration services for Construction projects which will be Bid Publicly. This RFQ appears to be using the term Construction Management which implies that the Architect will be breaking up the construction scope, bidding and selecting sub-contractors and managing the Physical Construction of the project which I believe violates Louisiana Bid laws. I would just like clarification as to what scope is required of us during the Construction phase. I believe what is being described is Construction Administration (see AIA.org website: https://content.aia.org/sites/default/files/2017-03/EPC_Construction_Admin_3B.pdf)</p>	<p>Please refer to Amendment 01 of the RFQ.</p>
<p>The Submittal checklist states that all forms (appendices B-G) must be complete and signed, however Appendix E is a form that is submitted if you don't intend to submit, which would nullify our submission. Please clarify how we should proceed.</p>	<p>Appendix E is only requested of proponents who requested the solicitation and determined they would not submit their qualifications for consideration. Proponents who submit qualifications do not have to submit Appendix E.</p>
<p>The Submittal checklist states that all forms (appendices B-G) must be complete and signed, however Appendix F is written for and directed towards Contractors and not Professional Service Companies. Please clarify how we should proceed.</p>	<p>Appendix F must be completed and submitted with all qualifications.</p>
<p>I see that the most qualified competitor will be selected, subject to negotiation of fair and reasonable compensation. Should my firm provide a proposed fee as part of the RFP?</p>	<p>The RFQ does not request a fee proposal as part of the qualifications submittal. Final scope, schedule, and fees will be negotiated after evaluation and determination of the most qualified respondent.</p>

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There is an expedited schedule that also includes public engagement. It is my opinion that proper public engagement may take time to schedule meetings to allow for the public to attend the meeting or meetings and clear their schedules. Would we have to advertise and hold this meeting or meetings within the 120 days of the schedule? How many public meetings would be required?	There is a high degree of public interest in this project. The Police Jury intends that public meetings will be held during normally scheduled meetings of the Police Jury, which occur multiple times per month and are open to the public. The selected vendor will be required to provide progress/update presentations to be Police Jury and any members of the public that attend those meetings, as well as to provide progress reports for posting on the Parish's website.
Is there any DBE requirement for the RFP?	Please refer to Page 9 of the RFQ for the Police Jury's Policy.
The RFP states that the facility will hold approximately 75 small animals, anticipated to be largely dogs and cats. Can you let us know other animal types that you anticipate? Is there a need for any large animals at this time?	The Police Jury intends that this facility will only house small animals, mostly dogs and cats. There is no intent to accept large animals at this facility.
The RFP notes that there is existing infrastructure and buildings on the site that can be utilized for this project. Is this just the roads and utilities that would be used as part of this project or would parts of the jail building be used for the project.	The exact existing infrastructure on the site that can be used to support this project will be determined based on recommendations made by the selected vendor after necessary study/assessment.
Is there a specific area of the parcel at 1704 Shankland that is designated for the project?	The exact location on the site that will be used for this project will be determined based on recommendations made by the selected vendor after necessary study/assessment.

In addition to this Q&A, the Jefferson Davis Parish Police Jury has amended the RFQ, referred to as Amendment 01.