

The Pontchartrain Levee District

NOTICE FOR SOLICITATION FOR QUALIFICATIONS

The Pontchartrain Levee District is seeking responses for the following project:

RFQ#2022-001- Pontchartrain Levee District -Borrow Pit Pre-Approval

Responses will be received by the Pontchartrain Levee District, until 2:00pm CST November 1, 2022. RFQ responses shall be received at the physical location as identified in Section 1.6 of the RFQ documents and only respondents who have submitted an RFQ response shall be identified. No responses shall be accepted after 2:00pm CST on November 1, 2022. Each response will be evaluated by designated Pontchartrain Levee District personnel as received until the submission deadline has passed.

Each Proposal must be sealed. The outside of the envelope, box or package should be marked with the Proposer's Name and Address, the Proposal Name, the RFQ #, and the Proposal Opening Date.

Successful Respondent(s) must supply The Pontchartrain Levee District with all required documentation as specified in the RFQ documents. Said Respondent(s) must also be in Good Standing and licensed to do business in the State of Louisiana.

Responses will be received at The Pontchartrain Levee District, 2069 Railroad Avenue, Litcher, LA 70071 from each Respondent.

THE PONTCHARTRAIN LEVEE DISTRICT

Notice for Solicitation of Qualifications



FOR

Laurel Ridge Levee Extension - Borrow Pit Pre- Approval

RFQ Number: 2022-001

Submittal Deadline: 2:00 P.M. CST on November 1, 2022

DATE: September 14, 2022

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1. GENERAL INFORMATION

1.1 Project Description

The Pontchartrain Levee District is soliciting qualifications of borrow pits for pre-approval for use on the construction of the Laurel Ridge Levee Extension Project. Qualifications will be reviewed for conformance with project specifications. If the borrow pit meets the specified requirements, the contact information will be provided on the construction documents for use of the bidding contractors.

1.2 Project Overview

The Laurel Ridge Levee Extension project consists of the construction of a new 4.5-mile riverine levee in St. Amant, LA beginning at the termination of Gold Place Road and ending at the termination of Walls Cemetery Road. The levee will require approximately 550,000 cubic yards of borrow material. To assist potential bidders with cost solicitation for embankment material, the Pontchartrain Levee District is interested in reviewing the qualifications of borrow pits interested in providing embankment material during construction. The review will provide the borrow pits the opportunity to ensure that their material meets the qualifications of the project and obtain the necessary documents for approval before the project commences. If pre-approved, the borrow pit name, location and contact information will be placed on the construction documents. Pre-approval does not guarantee that the material will be used on the project, only that the bidding contractors will be provided contact information prior to bidding.

1.3 Criteria/Qualifications

The documents required for proof of qualification should follow the requirements listed below. Approvals are only valid for the specific site that the documents were submitted for in the proposal. If the company owns multiple borrow pit locations, each location will be reviewed and approved individually. Do not submit any marketing materials.

The interested borrow pit must submit the following information

1. United States Army Corps of Engineers approved Jurisdictional Determination showing that the subject borrow pit location is not designated as wetlands.
2. Information to substantiate that the borrow pit is at least 300 linear feet away from the levee right of way.
3. Soil classification stamped by a licensed geotechnical engineer certifying that the material conforms to the following requirements: soils classified as CL or CH in accordance with ASTM D2487 with a plasticity index at or above 10. Organic content must be at or below 9% by weight as determined by ASTM D2974, Method C. Material shall have a sand content of less than 35% by dry weight.

1.4 Submittal Format

All proposals should be received by the Pontchartrain Levee District **no later than November 1, 2022 at 2:00 pm**. It is the respondent's responsibility to check the Pontchartrain Levee District website frequently for bidding information and possible addenda that may be issued. The Pontchartrain Levee District is not responsible for failure to download any future bidding documents or addenda which effect his RFQ.

Important – Clearly mark the outside of the sealed envelope, box or package with the following information and format:

X Name and Address of Proposer
X Proposal Name: Laurel Ridge Levee Extension - Borrow Pit Pre-Approval
X RFQ# 2022-001

1.5 Respondent Inquiry Periods

The Pontchartrain Levee District shall not and cannot permit an open-ended inquiry period, as this creates an unwarranted delay in the procurement cycle and Pontchartrain Levee District operations. The Pontchartrain Levee District reasonably expects and requires *responsible and interested* Respondents to conduct their in-depth proposal review and submit inquiries in a timely manner.

An inquiry period is hereby firmly set for all interested Respondents to perform a detailed review of the proposal documents and to submit any written inquiries relative thereto. *Without exception*, all inquiries MUST be submitted in writing by an authorized representative of the Respondent, clearly cross-referenced to the relevant solicitation section. All inquiries must be received by the close of business on the Inquiry Deadline date set forth in Section 1.3 Schedule of Events of this RFQ. Only those inquiries received by the established deadline shall be considered by the Pontchartrain Levee District. Inquiries received after the established deadline shall not be entertained.

Inquiries concerning this solicitation may be delivered by e-mail or hand-delivery to:

The Pontchartrain Levee District
Levee District Attn: Monica Salins Gorman
2069 Railroad Avenue, Litcher, LA 70071
E-Mail: MGORMAN@LEVEEDISTRICT.ORG

An addendum will be issued and posted at the Pontchartrain Levee District website, www.leveedistrict.org, to address all inquiries received and any other changes or clarifications to the solicitation. Thereafter, all proposal documents, including but not limited to the specifications, terms, conditions, plans, etc., will stand as written and/or amended by any addendum. No negotiations, decisions, or actions shall be executed by any Respondent as a result of any oral discussions with any Pontchartrain Levee District employee or Pontchartrain Levee District consultant. It is the Respondent's responsibility to check the Pontchartrain Levee District website frequently for any possible addenda that may be issued. The Pontchartrain Levee District is not responsible for a Respondent's failure to download any addenda documents required to complete an RFQ.

Respondent shall be aware that this RFQ is not subject to the Louisiana Public Bid Law or the Louisiana Procurement Code. As such, Respondents are not provided an opportunity to protest the process or results of this RFQ.

1.6 Schedule of Events

	Date	Time (CT)
1. RFQ Available	October 1, 2022	2:00 PM
2. Deadline to receive written inquiries	October 18, 2022	2:00 PM
3. Deadline to answer written inquiries	October 25, 2022	2:00 PM
4. Proposal Submittal Deadline {deadline for submitting proposals}	November 1, 2022	2:00 PM
5. Oral discussions with Respondents, if applicable	<i>To be scheduled</i>	
6. Notice of Intent to Approve to be mailed	<i>To be scheduled</i>	

NOTE: The Pontchartrain Levee District reserves the right to revise this schedule. Any such revision will be formalized by the issuance of an addendum to the RFQ.

Proposals may only be sent via certified mail, hand delivery, or courier service to the physical location listed:

The Pontchartrain Levee District
Levee District Attn: Monica Salins Gorman
2069 Railroad Avenue, Litcher, LA 70071

2. RESPONSE INFORMATION

2.1 Waiver of Administrative Informalities

The Pontchartrain Levee District reserves the right, at its sole discretion, to waive administrative informalities contained in any solicitation.

2.2 Proposal Rejection/RFQ Cancellation

Issuance of this RFQ in no way constitutes a commitment by the Pontchartrain Levee District to award a contract. The Pontchartrain Levee District reserves the right to accept or reject, in whole or part, all offers submitted and/or cancel this announcement if it is determined to be in the Pontchartrain Levee District's best interest.

2.3 Withdrawal of Qualification Statement

A respondent may withdraw a submitted qualification statement that has been submitted at any time up to the date and time the offer is due. To accomplish this, a written request signed by the authorized representative of the proposer must be submitted to the RFQ Coordinator.

2.4 Ownership of Qualification Statement

All materials submitted in response to this request shall become the property of the Pontchartrain Levee District. Selection or rejection of an offer does not affect this right.

2.5 Proprietary Information

Only information which is in the nature of legitimate trade secrets or non-published financial data may be deemed proprietary or confidential. Any material within a proposal identified as such must be clearly marked in the offer and will be handled in accordance with the Louisiana Public Records Act, R.S. 44: 144 and applicable rules and regulations. Any offer marked as confidential or proprietary in its entirety may be rejected without further consideration or recourse.

2.6 Cost of Preparing Qualification Statement

The Pontchartrain Levee District shall not be liable for any costs incurred by respondents prior to issuance of or entering into a contract. Costs associated with developing the offer, preparing for oral presentations, and any other expenses incurred by the respondent in responding to this RFQ are entirely the responsibility of the respondent and shall not be reimbursed in any manner by the Pontchartrain Levee District.

2.7 Errors and Omissions in Qualification Statement

The Pontchartrain Levee District will not be liable for any errors in qualification statements. The Pontchartrain Levee District reserves the right to make corrections or amendments due to errors identified in offers by Pontchartrain Levee District or the respondent. The Pontchartrain Levee District, at its option, has the right to request clarification or additional information from the respondent.

2.8 Code of Ethics

Respondent are responsible for determining that there will be no conflict or violation of the Ethics Code if their company is awarded the contract. The Louisiana Board of Ethics is the only entity which can officially rule on ethics issues.

2.9 Written or Oral Discussions/Presentations

Written or oral discussions may be conducted with Respondents who submit proposals determined to be reasonably susceptible of being selected for award; however, the Pontchartrain Levee District reserves the right to enter into an Agreement without further discussion of the proposal submitted based on the initial offers received. Any such written or oral discussion shall be initiated by the Pontchartrain Levee District.

Any commitments or representations made during these discussions, if conducted, may become formally recorded in the final contract.

Written or oral discussions/presentations for clarification may be conducted to enhance the Pontchartrain Levee District's understanding of any or all of the proposals submitted. Any such written or oral discussions/presentations shall be initiated by the Pontchartrain Levee District. Proposals may be accepted without such discussions.

2.10 Approval of Submitted Proposal

The Pontchartrain Levee District reserves the right to approve any proposal submitted without further discussion of the proposal submitted based on the initial information received.

NOTE:

This Notice for Solicitation of Qualifications is to provide Borrow Pit Approval only. Pontchartrain Levee District is under no obligation to contract for the purchase of any fill material product pursuant to this issuance of Solicitation.

Pre-approval does not waive the responsibility of the borrow pit for maintaining material acceptability during construction. Conformance tests will be performed throughout construction. The Pontchartrain Levee District reserves the right to reject pre-approved material that does not comply with contract documents at any point during construction.