

Lafourche Parish Government

REQUEST FOR PROPOSALS

Transportation and Workforce Housing

Economic Study

PREPARED BY

LAFOURCHE PARISH PLANNING DEPARTMENT

February 12, 2015

PUBLIC NOTICE

LAFOURCHE PARISH GOVERNMENT PLANNING DEPARTMENT

Request for Proposals

Professional Services

Lafourche Parish Government is interested in procuring the services of a Louisiana Licensed Contractor for a Transportation and Workforce Housing Study.

The procedures for the selection of this firm will be in accordance with the procurement requirements of Lafourche Parish, which comply with all State and Federal requirements. All responses received will be evaluated in accordance with the selection criteria and corresponding point system as identified in the "Request Proposals." The response packet also identifies the scope of services to be performed by the selected contractor.

Lafourche Parish Government will begin contract negotiations with the respondent obtaining the highest total score in the evaluation process.

Interested parties are invited to secure a response packet from the Lafourche Parish Government's Central Auction House page. Response to this solicitation for statements of proposals and quotes must be submitted to Lafourche Parish Government, Attn: Jeffery Leuenberger, P.O. Box 425, 4876 LA Highway 1, Mathews 70375 in such a manner that it is received no later than 10:30 a.m. on Monday, March 23, 2015.

To view and receive bid notices by email, interested parties will have to register with Central Auction (CAH) at www.centralauctionhouse.com. Any questions about this process should be directed to Ted Fleming with Central Auction House at 1-866-570-9620.

The Lafourche Parish Government is an Equal Opportunity Employer and strongly encourages Section 3 firms to submit a response to this solicitation. Persons requiring reasonable accommodation to respond to this solicitation are requested to contact the Lafourche Parish Planning Department (985) 493-6610 to discuss their particular needs. The Parish reserves the right to reject any and all proposals and/or to award the contract for services in the best interest of Lafourche Parish Government.

February 18, 2015

March 4, 2015

GENERAL SCOPE OF SERVICES

Background

Lafourche Parish weathered the recent nationwide recession fairly well, with an unemployment rate between 3% and 6% throughout that period. Both of which is half the national rate. This is attributed to the energy and shipping industries in the southern portion of the Parish along the Gulf of Mexico and Bayou Lafourche.

With such a low unemployment rate, the Parish has an employee demand instead of a deficit. Many of the employers in the Parish strive to train and retain workers, but many problems arise. The lack of housing and public transportation are major problems. With a Parish spanning almost 100 miles, and major job centers an hour drive from the closest major highway (US Highway 90), Lafourche Parish is pressed with unique issues on transportation. In addition, many of the jobs along the coast require temporary housing for employees. Employees traveling to the area for extended periods of work need housing. Thus transportation and housing are important issue for both the Parish and the employers that need workers. This study will attempt to achieve solutions when it comes to regional transportation, and current housing issues dealing with temporary housing and newly created flood regulations.

Identifying Key Issues

Only 64% of the population living in Lafourche Parish works in the Parish. However, the Parish isn't a typical "suburban" Parish providing workforce to a larger Parish as the numbers would suggest. About half of the people leaving the Parish are going to work in Terrebonne Parish, Assumption Parish, and other adjoining Parishes. Then about 11% of outside workers are traveling to the New Orleans region. The first key issues is a need linking public transportation for both local and regional commuter traffic to reach job centers in the southern portion of the Parish.

The second key issue is housing. This is a moving target because anecdotally the Parish has a large amount of temporary housing, given the nature of our job base and the anticipated development of work related mobile home parks and hotel residency. However, pinning these numbers down is very difficult. The census does not count temporary employees as residents.

About a quarter of our housing stock is a rental unit with a median rent of almost \$700 a month. However, only eight percent of the housing stock consist of multi-unit developments. Over 70% of the

housing stock is single family units, while the remaining are mobile homes at under 20%. Thus the Parish has a large amount of renters with a deficit of multi-unit buildings.

These workforce trends are very tricky to track because Lafourche Parish provides a very stable job base with such a low unemployment. One of the biggest issues employers have is capturing the skilled labor needed for jobs along the coast. This has become more and more an issue because of the seclusion to housing and transportation near the coast. Forty percent of Lafourche Parish's citizens commute outside of the Parish; yet 25% of our employees live outside of the Parish, creating a heavy flow, yet still maintaining a very low unemployment rate. Thus, there is a need to attract and retain workers; yet cost of housing and access to transportation seems to be the two major factors as to why many people are leaving the Parish to work elsewhere, while many jobs are still here and a quarter of our working population commutes into the Parish.

Concepts and Considerations

Recruiting and retaining qualified workforce for the Parish's business, especially in Southern Lafourche.

1. Studying the transportation system that allows for employees to reach these jobs.
 - a. Look at conventional and unconventional ways transportation, employment, and housing have been used in the Bay Area, North Dakota, Oklahoma, and the Golden Triangle area.
 - b. By using the current land use map from the Lafourche Comprehensive Plan and compare it to the Future Land Use Plan to determine how future trends that will influence future vehicular traffic in the future.
 - c. Look at the current Lafourche Transit study, along with Good Earth, River Parish, RTC, Amtrak, and Greyhound
2. Research current housing needs for temporary employees
 - a. Studying current trends being used to house these workers.
 - b. What is the best way to provide housing in for temporary workers and new residents in Lafourche
 - c. Where are ideal places for temporary housing given current trends, employment centers, and safety.
 - d. Quality of life for short term and long term employees.

3. Implementation Measures

- a. Create Best Practices for housing that can be used in various situations in the Parish as to allow the private sector to have insight on what is in demand for the Parish.
- b. Investigate various funding measures for creating future demand both privately and publicly funded. This includes the HUD Resiliency Challenge.
- c. Throughout the entire document, create it in such a way that allows for other municipalities and government agencies to use nationwide.

SELECTION PROCESS:

The contract for this project will be awarded through a proposal based selection process. All proposals will be reviewed by the Parish Planning Department and Parish Administration. After contract negotiations, the selected firm or firms will then be presented to the Parish Council for authorization to enter into a contract for this project.

The selection process shall be as follows:

The selection board shall be made of the Parish President, Parish Administrator, Director of Economic Development, Planning Manager, and Senior Planner shall independently evaluate each RFQ submitted or this project in accordance with the criteria.

Based upon each member's evaluation of the RFQ submittals, each member shall rate each firm. Each member shall finalize their score to establish their top five (5) firms from the list of firms under consideration.

On the first ballot, each Selection Board member shall then vote for their top five (5) firms in accordance with the following weighted voting schedule:

- Five points for the first rated firm
- Four points for the second rated firm
- Three points for the third rated firm
- Two points for the fourth rated firm
- One point for the fifth rated firm

The score of all firms shall then be totaled and the top three (3) highest ranking firms shall then be considered for a subsequent round of balloting.

On the second ballot, each member shall then vote for only one (1) firm from the list of the top three (3) highest ranking firms. For a firm to be selected it must receive a simple majority of the votes being cast by the Selection Board members voting.

If a firm does not receive a simple majority on the second ballot, a third ballot shall be taken with the top two (2) highest ranking firms. In the event of a tie, the selection board shall first have a runoff vote for the tying firms. This vote shall be a single vote by each member until one of the tying firms receives a majority. If there is still a tie, the Board Members shall re-vote until the tie is broken.

Once the top two (2) highest ranking firms have been obtained, a third ballot (or fourth ballot shall be taken) until one (1) firm receives a simple majority of the votes being cast. If no firm receives a simple majority of the votes being cast after two (2) rounds of balloting, the following tie breaking procedure shall be followed:

1st Tie Breaker: The first tie breaker shall be the total number of points a firm received on the first round ballot. If both firms received the same number of total points the second tie breaker shall be utilized.

2nd Tie Breaker: The second tie breaker shall be the total number of first place votes each firm received on the first round ballot. If both firms received the same number of first place votes, the following tie breaker shall be utilized.

3rd Tie Breaker:

The Planning Department representative shall select one of the two firms.

The Selection Board reserves the right to discuss the firms being considered prior to any voting or balloting.

The top rated firm will be contacted by the Planning Department to schedule a pre-contract meeting to discuss the project, scope, and fee provisions to prepare a proposed agreement. The agreement will be presented to the Parish Council for their approval and authorization to execute. The proposal will be prepared and fees shall be negotiated with reference to the current practices of the Louisiana Division of Administration office of Facility Planning and Control guidelines. If negotiations with the top rated firm are not successful, the top rated firm shall be notified in writing that a contract cannot be reached and the Planning Department will proceed to negotiate with the second rated firm. If an acceptable contract cannot be reached with the second firm, they too, will be notified of such in writing and the Planning Department will proceed to negotiate with the third firm. If an acceptable contract cannot be reached with any of the top firms, the project will be re-evaluated and re-advertised. In all cases, once contract negotiations have been terminated with a firm and begun with another, they will not be reopened with the former firm or firms. The negotiated fee and contract agreement is subject to Parish Council final review and authorization of the Parish President to execute the contract for professional services.

Application

If your office is interested in contracting with Lafourche Parish Government to provide this service, please submit your written proposal, including individual price proposal, suitable information to convey your qualifications and experience, proposed scope of work, and proof of insurance to Lafourche Parish Government, Attn: Jeffery Leuenberger, P.O. Box 425, 4876 LA Highway 1, Mathews 70375 by 10:30 AM on March 23, 2015.

Lafourche Parish reserves the right to reject any and all proposals and waive any and all informalities and the right to disregard all nonconforming or conditional proposals or counter proposals.

For further information or concerns about these services please notify me at (985) 493-6610.