

Lafourche Parish Government

REQUEST FOR QUALIFICATIONS

Landscape Architectural Services

**Bayou Lafourche Parish Multi-Use Path
Feasibility Study Phase 1**

And

**Bayou Lafourche Parish Multi-Use Path
Feasibility Study Phase 2**

PREPARED BY

LAFOURCHE PARISH PLANNING DEPARTMENT

February 12, 2015

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**PUBLIC NOTICE FOR LANDSCAPE ARCHITECTURAL
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PUBLIC NOTICE

LAFOURCHE PARISH GOVERNMENT PLANNING DEPARTMENT

Request for Qualifications

Landscape Architectural Services

Lafourche Parish Government is interested in procuring the services of a Louisiana Licensed Contractor for the Bayou Lafourche Parish Multi-Use Path Master Plan and Feasibility Study, Phase 1 and Phase 2.

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 for Statements of Qualifications." The response packet also identifies the scope of services.

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 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 Planning Department (985) 443-6610 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

SECTION B:

GENERAL SCOPE OF SERVICES

Background

The Parish of Lafourche requests proposals from qualified firms who are interested in providing integrated Landscape Architectural, Engineering, and Surveying services, as necessary for the renovation of portions of various streets, shoulders, sidewalks, and public areas to implement the Bayou Lafourche Cultural Trail Multi-use Pathway. Several studies have already been conducted along with Bayou Lafourche Corridor to look at expanding the use to reflect the region's cultural amenities. The Bayou Lafourche Corridor Plan identified sites along the Bayou for recreational destinations. Three of the sites in this plan will be located within the current project and be utilized as trailheads for the Rue Lafourche Parish Cultural Trail Vision. Both these documents can be found on the Parish's website, or be requested from staff in electronic form. The final product should create a unique identify that can be used to further the Rue Lafourche Vision, and also tie into the South Central Bicycle and Pedestrian Plan and the Lafourche Parish Comprehensive Plan.

The first phase of this project will be a 4.5 mile multi-use trail that transfers urban, suburban, and rural areas. This includes a 0.75 mile urban trail in Raceland that runs along Louisiana 182. The trail will then move southerly along Louisiana Highway 1 for two miles to the Bayou Lafourche Visitors Center, to be used mostly by cyclist. The Bayou Lafourche Visitors Center will be used as a trail head in conjunction with a Bayou Overlook currently being constructed. Given US-90 entrance ramps, this area will be a gateway to Lafourche Parish and should consider pedestrian, bikes, watercraft, and motorist. From the visitors center south, and an upgraded urban trail will run along Louisiana Highway 1 for 1.6 miles to the Mathews Government Complex. This area will have to include considerations for existing right-of-way, existing curb cuts, and existing traffic condition. A concurrent traffic study for the entire Lafourche Parish is being drat, and can be utilized during the configuration of the trail. This area is flanked by multiple commercial and residential areas. It also passes by St. Mary's Hospital and Central Lafourche High School. At the end of Phase 1 is the Mathews Government Complex area which will be used as a trailhead. This site was not included in the original Bayou Lafourche Corridor Plan, so a public space needs to be planned on either the bayou side or within the Government Complex Area.

The second phase will continue south the Mathews Government Complex for approximately four miles. This portion will be used mostly by cyclist, and it will have to be determined if the route should follow Louisiana Highway 1 or Louisiana Highway 308. The final destination will be the Lockport Community Park and the Lockport Swamp Boardwalk. Both of these sites are constructed and previously identified in the Bayou Lafourche Corridor Plan. Once the bikeway reaches these areas, an urban, mixed-use trail will connect the Lockport Community Park and the Lockport Swamp Boardwalk using existing right-of-ways through the Town of Lockport. Lockport's Central Business District is located on the west side of Bayou Lafourche and includes several historical buildings; along with the Bayou Playhouse and Bayou Lafourche Folklife and Heritage Museum.

The entire project area encompasses a population of around 15,000 and the multi-use path will converse the visitors center, a high school, hospital, government center, and several historical commercial districts, and developments. It will also be linked into a sidewalk system that will include two elementary schools and a middle school. In addition to being used by the local population for transportation, the path will serve as the first step to identifying the cultural assets of Lafourche Parish by linking two traditional town centers located along the Bayou.

Concepts and Considerations

While the Parish will be focusing on certain goals and objectives achieved through the vision of the applicant's final design, there are some conceptual opportunities and considerations that should be incorporated into the final proposals including but not limited to:

- The Bayou Lafourche Corridor should have its own identity. The selected designer will development a logo that can be incorporated into, creative materials, wayfinding signage, and unique design intervention. Creative uses will be wanted, especially with the iconic "Fork" the Parish uses for its identity.
- The Parish recently completed a Lafourche Bayou Corridor Plan that included many cultural sites along Bayou Lafourche from Donaldsonville to the Gulf of Mexico. Currently, the proposed area includes three of those sites which should be incorporated into the design of the project. In addition, a new site will need to be designed at the Lafourche Parish's Mathew Government Complex. It will be up to the designer to give options to the Parish to incorporate a public area near the building, while ensuring to reflect the Bayou in the design.
- The Parish has produced an overall vision for this Cultural Trail called Rue Lafourche. This vision spans the entire Parish, but also includes several municipalities and Parish's. The design of this project will set a standard the completion of a Bayou Recreational and Cultural Trail. Thus, reviewing and incorporating the vision the "Rue Lafourche Plan" will be needed.
- The Cultural Trail and its components needs to reflect the historical nature of the Bayou Lafourche region.
- The Cultural Trail should provide for the opportunity for public art to be incorporated. Precedent greenway projects in other cities have used under interstates, in governmental centers, and cultural areas to create a sense of place.
- The Cultural Trail is to be an economic development agent to redevelop and revitalize surrounding neighborhoods and the design should respond appropriately to potential housing development, neighborhood placemaking, and programming opportunities. Currently a Government Center, a hospital, the visitor's center, and the historical city center of Raceland lie along the route. In addition, this trail will be the gateway to the historical assets of Bayou Lafourche and Lafourche Parish.
- The Cultural Trail design requires emphasis on safety (i.e. adequate lighting, roadway intersection crossing signals, etc.) and all improvements shall be ADA and PROWAG compliant.
- Consideration of current conditions need to be considered. This includes current right of way, curb-cuts, and existing businesses and houses.

- Final construction of this project will happen in phases and be funded with various sources. While the Parish will be funding a good portion of this trail, alternative funding will also be found. This includes grants, foundations, and private partnerships.

SECTION C:

EVALUATION CRITERIA AND SELECTION PROCESS

The following criteria will be used in evaluating the attached scoring chart:

- Capability to perform all or most of the services required for the project including professional landscape architect, urban planner, and surveyor on staff.
- Recent experience with similar or other projects comparable to the proposed project.
- Reputation for personal and professional integrity and competence.
- Key personnel's professional background and availability for the proposed project.
- Current workload.
- Capability to meet schedules and deadlines.
- Capability to complete projects without having major construction cost escalations or overruns.
- Qualifications and experience of outside consultants regularly engaged by the Architect under consideration.
- Quality of projects previously undertaken.
- Familiarity with the proximity to the geographic location of the project.
- Capability of a branch office to perform independently of the home office when being considered or, conversely, its capability to obtain necessary support from the home office.
- Degree of interest shown in undertaking the project.
- Demonstration of an understanding of the project's program requirements and special concerns.
- Capability to incorporate and blend aesthetic and architectural concepts with the project program requirements while accomplishing the basic requirements that facility be functional, safe, and efficient.

SELECTION PROCESS:

The contract for this project will be awarded through a qualifications based selection process. All qualifications 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 Public Works, Planning Manager, and Senior Planner shall independently evaluate each RFQ submitted on 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

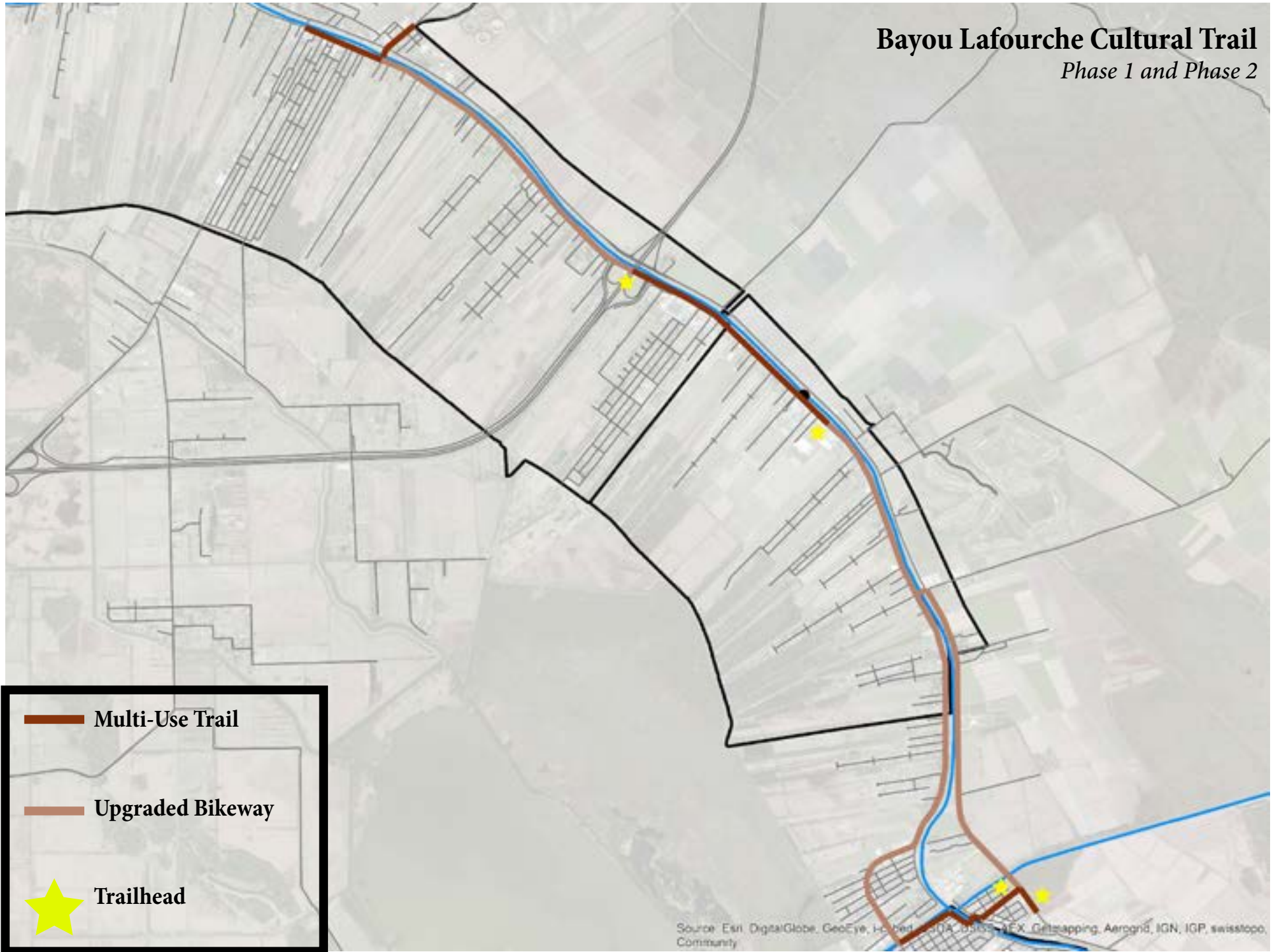
If your office is interested in contracting with Lafourche Parish Government to provide this service, please submit your written proposal, including individual price proposal, suitable information to convey your qualifications and experience, proposed scope of work, and proof of insurance to Lafourche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

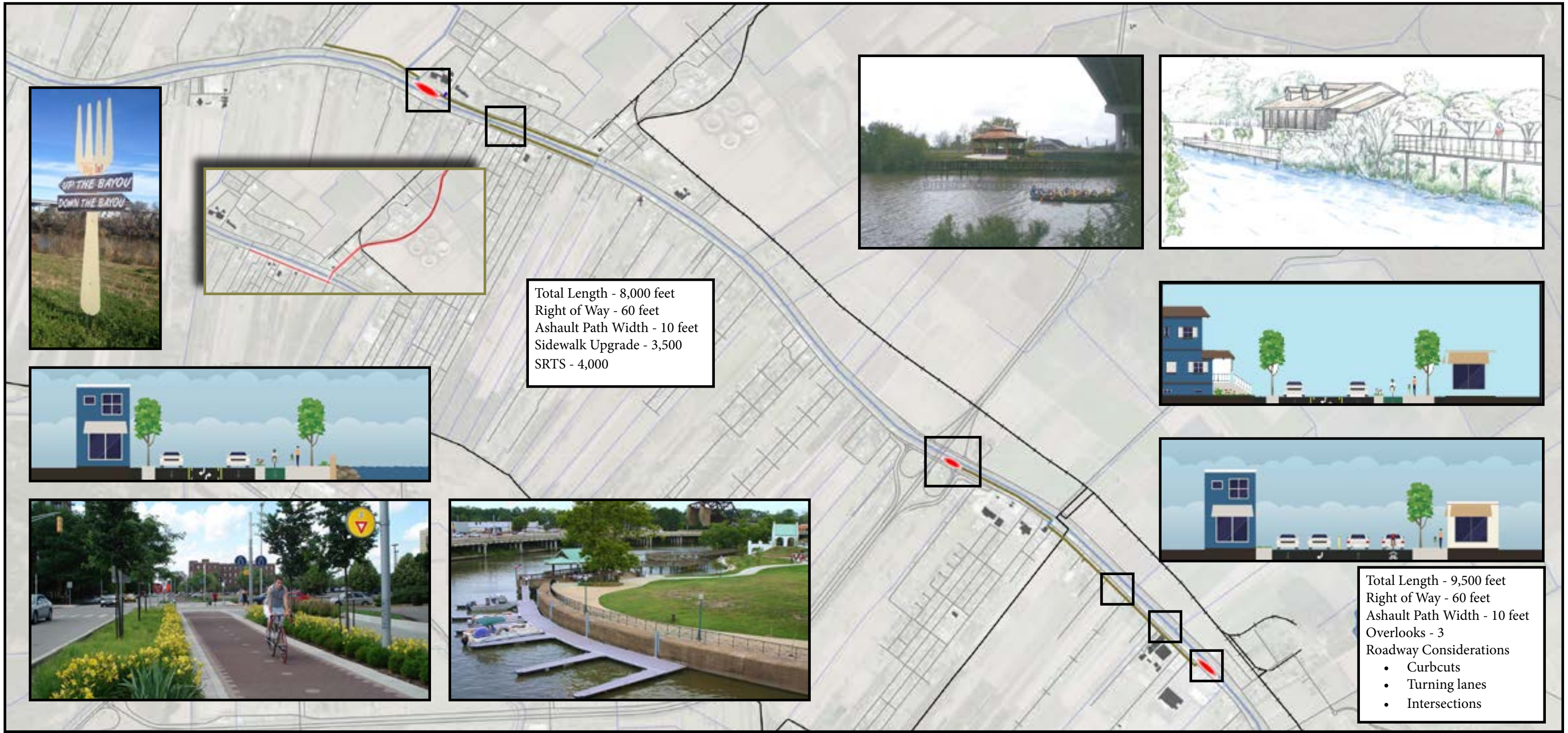
Lafourche Parish reserves the right to reject any and all proposals and waive any and all informalities and the right to disregard all nonconforming or conditional proposals or counter proposals.

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

Bayou Lafourche Cultural Trail

Phase 1 and Phase 2





Mathews

Raceland Schools
Using the Bayou side at the school would allow for a destination and hub along the Bayou for both the residents of Racland and the schools.

Raceland Connection
Combined with the Safe Routes to School and connecting the path to the Commercial Center of Raceland will provide residents access to the along this portion of the Bayou.

Raceland Study Area

Bayou Hub
This is the perfect spot to emphasize Bayou access. It is across the street from the visitors center and at the crossing of Highway 90. This will create a visual and physical connection to the Bayou.

LA 1 Trail
A multi-us trail would connect the residents and commercial areas along Highway 1. It would also give the opportunity to look at traffic flow for the section of highway.

Government Center
Enhancing the presence of the Government Center will give the Parish more appeal for residents and visitors. Creating public space on both the Bayou side and in front of their building will create a more civic space, and become a center of activity along the trail.