PUBLIC NOTICE
SOQ 20-24

The Parish of Jefferson is hereby soliciting Statements of Qualification from individuals or firms interested in contracting with the Parish of Jefferson to provide a full range of professional services, included, but not limited to, financial, administrative, legal and procedural guidance, related to the oversight of the Housing Authority of Jefferson Parish as it undergoes repositioning of its public housing program and the transitioning of the agency to Jefferson Parish government in general conformance with the U.S. Department of Housing and Urban Development (HUD) rules and regulations in providing grant proposal writing services associated with the completion of the grant application for a Choice Neighborhoods Planning Grant including the preparation of funding applications and any other materials required for consideration by HUD.

(RESOLUTION NO. 136811) (DEADLINE: January 29, 2021)

The following ranking criteria, listed in order of importance, will be used to evaluate the submittals from each firm:

1) Professional training and experience both generally and in relation to the type and magnitude of work required including that the persons or firms must have at least one (1) principal that has at least five (5) years' experience in the field of public housing; (25 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; (10 points)
3) Past and current accomplishments and performance, for which references from clients or former clients may be considered; (10 points)
4) The nature, quantity and value of parish work previously performed and presently being performed by the person and/or firm submitting; (10 points)
5) Past performance by the person or firm on public contracts, including any problems with time delays, cost overruns, and/or design inadequacies in prior projects for which said person or firm was held to be at fault, as evidenced by documentation provided by the Administration; (10 points)
6) An analysis of any work by the person or firm submitting which resulted in litigation between the public entity and the person or firm performing professional services, including but not limited to ongoing litigation with a public entity or involvement in litigation with a public entity in which the public entity prevailed; (10 points)
7) Location of the principal office where work will be performed, with preference being given to person or firms with a principal business office at which the work will be performed as follows: (a) Jefferson Parish, including municipalities located within Jefferson Parish (10 points); (b) neighboring parishes of the Greater New Orleans Metropolitan Region, which includes Orleans, Plaquemines, St. Bernard, St. Charles and St. Tammany Parishes (8 points); (c) parishes other than the foregoing (6 points); (d) outside the State of Louisiana (4 points);
8) The size of the firm based on the number of personnel, as related to the project requirements and/or scope; (5 points) and
9) Proposed fee schedule for negotiation purposes. (10 points).

The most current General Professional Services Questionnaire must be submitted. A copy of the questionnaire may be obtained by calling the Jefferson Parish Purchasing Department at (504) 364-2678 OR (504) 364-2682 or the Jefferson Parish website at www.jeffparish.net by clicking on "Business with the Parish" under Business Services, and then clicking on "Prof. Services Questionnaire". The submitting individuals or firms must identify all subcontractors who would assist in providing professional services for the project. Each subcontractor shall submit a General Professional Services Questionnaire and all documents and information included in the questionnaire. Interested candidates must submit one (1) online submission.

By Electronic Procurement: Beginning November 1, 2020, Jefferson Parish will no longer accept manual bid submissions, Request for Proposals (RFP) submissions and Statement of Qualifications (SOQ). These submissions will only be accepted electronically via the Parish's e-Procurement system, Central Bidding,

Central Bidding can be accessed by visiting either or www.centralauctionhouse.com or www.jeffparishbids.net.

All vendors will be required to register with Central Bidding. Jefferson Parish vendors are able to register for free by accessing the following link: http://www.centralauctionhouse.com/registration OR http://www.centralauctionhouse.com/SignUp

No statements will be accepted after the deadline of January 29, 2021 at 3:30 P.M.

Affidavits are not required to be submitted with the Statement of Qualifications, but shall be submitted prior to contract approval, including any subs.

Disputes/protests relating to the decisions by the evaluation committee or by the Jefferson Parish Council shall be brought before the 24th Judicial District Court.

NOTE: Please be advised as of November 1, 2020, all submittals will be required to be submitted electronically.

Advertise: The New Orleans Advocate: January 6 and 13, 2021