

**ST. JOHN THE BAPTIST PARISH
Purchasing & Procurement Department
1811 West Airline Highway
LaPlace, LA 70068**

**Request for Qualifications
for
Professional Engineering Services**

ST. JOHN PARISH LOW IMPACT DEVELOPMENT PROGRAM

The Parish of St John the Baptist hereby issues a Request for Qualifications (RFQ) for a firm that possesses Professional Engineering qualifications for the following purposes: (1) conduct a complete review and audit of existing codes and provide recommended amendments or creation of new ordinances and construction requirements (as need be) to remove impediments to and encourage the use of green infrastructure and low impact development Parishwide; and (2) develop low impact development / green infrastructure design guidelines to be utilized in furtherance of the Parish's stormwater management goals. Each submittal shall contain sufficient information demonstrating that the firm has at least one (1) Professional Engineer registered in the State of Louisiana in good standing and sufficient support staff available to complete the required tasks and documents for the proposed project.

Interested parties are invited to secure a Request for Qualifications packet from St. John the Baptist Parish Purchasing and Procurement Department, 1811 W. Airline Hwy. LaPlace, LA 70068 (985) 652-9569 or by emailing a request to j.stewart@stjohn-la.gov or j.gauthier@stjohn-la.gov or electronic proposals can be obtained at www.centralbidding.com. The RFQ Packet may also be viewed on the Parish website: www.sjbparish.com.

All responses received will be evaluated in accordance with the selection criteria identified in the Request for Statements of Qualifications packet. That packet also identifies the scope of services to be performed by the selected firm.

Firms submitting a response shall provide a submittal package following a format based on the designated evaluation criteria. Applicants shall include sufficient information about the firm's qualifications which demonstrates the proper capabilities for implementation of the proposed project.

Qualification Statements must be submitted, along with the Standard Form SJB-1000 (Low Impact Development Program) in a sealed envelope to the Purchasing & Procurement Department, 1811 W. Airline Highway, LaPlace, LA 70068. The sealed envelope shall be clearly marked "RFQ-2019-01 – St. John Parish Low Impact Development Program". Submissions must be received by the Purchasing & Procurement Department prior to 2:45 p.m. on March 22, 2019.

St. John the Baptist Parish Council is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. Contracts awarded on this work will be required to comply with the President's Executive Order No. 11246, as amended. All small and minority-owned firms, women's business enterprises, and Section 3 businesses are encouraged to apply. Persons requiring reasonable accommodation to respond to this solicitation are requested to contact Jean Stewart or Janice Gauthier at (985) 652-9569 to discuss their particular needs.

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