



SOQ No. 24-005

**Seeking Individuals or Firms to Provide 24-hour Supplemental
Veterinary Care**

Submission Deadline: February 16, 2024 at 3:30 PM

ATTENTION VENDORS!!!

Please review all pages and respond accordingly, complying with all provisions in the public notice and Jefferson Parish Code of Ordinances Section 2-926 et seq. All submissions must be received on the Purchasing Department's e-Procurement site, www.jeffparishbids.net, by the SOQ submission deadline date and time. Late submissions will not be accepted.

**Jefferson Parish Purchasing Department
General Government Building
200 Derbigny Street, Suite 4400
Gretna, LA 70053**

**Purchasing Specialist II Name: Donna M. Evans
Purchasing Specialist II Email: DMEvans@jeffparish.net
Purchasing Specialist II Phone: (504)364-2691**

PUBLIC NOTICE
SOQ 24-005

The Parish of Jefferson, authorized by Resolution No. 143504 is hereby soliciting the submittal of a Statement of Qualifications (General Professional Services Questionnaire) from persons or firms qualified and interested in providing Supplemental 24-hour Louisiana Licensed Veterinary Services ("Supplemental Veterinary Care") for the Jefferson Protection & Animal Welfare Services. "Supplemental Veterinary Care" shall include, but not be limited to, 24-hour services in instances when JPAWS does not have a veterinarian on-site, when an animal requires care in excess of that which JPAWS is capable of providing in-house, after-hours services, and overflow services for a period of two (2) years. (Parishwide)

Deadline for Submissions: 3:30 p.m. February 16, 2024

Evaluation Criteria

All proposals shall be evaluated with respect to the completeness of data provided, support for all claims made, and the overall approach taken. The following criteria will be used to evaluate each person or firm submitting a Statement of Qualifications (total maximum of 100 points):

- (A) Professional training and experience, both generally and in relation to the type and magnitude of work required for the particular project. (15 points possible)
- (B) The nature, quantity, and value of work to be performed as matched by the person and/or firm submitting, including, but not limited to consideration of the 24-hour services, diagnostic equipment, and emergency/critical care capabilities. (25 points possible)
- (C) The size of the firm based on the number of personnel, as related to the project requirements and/or scope. (25 points possible)
- (D) 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. (15 points possible)
- (E) Location of the principal office where work will be performed, with preference being given to persons or firms with offices located in Jefferson Parish at (15 points possible), and all other areas at (5 points possible).
- (F) Past and current professional accomplishments, for which references from clients or former clients and information gathered by inspection of current or recent projects may be considered. (5 points possible)

All persons or firms must submit a Statement of Qualifications (General Professional Services Questionnaire) by the deadline. The latest professional services questionnaire may be obtained by contacting the Purchasing Department at (504) 364-2678 or via the Jefferson Parish website at www.jeffparish.net. This questionnaire can be accessed by hovering over "Business and Development" on the website and clicking on the Professional Services Questionnaires option under "Doing Business in Jefferson Parish".

The person or firm submitting a Statement of Qualification (General Professional Service Questionnaire) shall not use a subcontractor to assist in providing professional services for the project.

Submissions will only be accepted electronically via Jefferson Parish's e-Procurement site, Central Bidding at www.centralauctionhouse.com or www.jeffparishbids.net. Registration is required and free for Jefferson Parish vendors by accessing the following link: www.centralauctionhouse.com/registration.php.

No submittals will be accepted after the deadline.

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 Court.

ADV: The New Orleans Advocate: January 31, February 07 and 14, 2024