



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

February 25, 2025
ADDENDUM # 1

RFP Number:0496

RFP Receipt Date: February 25 at 3:30 PM
RFP Date postponed to: March 11, 2025 at 3:30 PM

Provide Lead-Based Paint Hazard Inspections and Related Services for the Parish of Jefferson Residential and Commercial Rehabilitation Projects for the Lead Based Paint Hazard Reduction (Parishwide)

Clarification Questions:

1. Please confirm the required certifications needed for the minimum requirements

Answer: See Section 1.4 - Lead Inspection, Risk Assessor and Lead Supervisor certifications from the Environmental Protection Agency and/or Department of Environmental Quality.

2. Pg. 22: Section 2.1.1 implies that the proposer may “conduct lead-based paint hazard control activities”.

Answer: Please see sentence prior to #1 – “The successful Proposer(s) will also ensure compliance with all Parish, state and federal laws regarding lead-based paint abatement. Consulting and risk assessments, if applicable, in accordance with HUD regulations at 24 CFR 35 for HUD assisted properties in Jefferson and St. Charles Parishes and **complete reports shall be developed in accordance with standards HUD and EPA procedures by specifically addressing the following:**” The selected proposer will not do the lead abatement work, but will inspect the work of others for compliance and submit reports of their findings accordingly.

3. Will the successful proposer be required to conduct LBP abatement or implement lead hazard control measures under this contract?

Answer: See the answer to Question 2 above.

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4. Pg. 27: Under #5 of Section 3.1.2 HUD Compliance Requirements, what are the methods/scope of work for the Firm to conduct outreach to low-income individuals?

Answer: The Firm will not be required to conduct outreach, but should be familiar with the full range of federal compliance requirements. Section 3.1.2 contains the statement that "[a]s funding for this RFP is primarily through the United States Department of Housing and Urban Development, Respondents and their counsel should be familiar with the full range of federal compliance requirements. The following is a brief summary of certain aspects of some of these compliance requirements."

5. Pg. 30: Under Section 4.1 Evaluation Criteria, how much of a firm's M/WBEs status contributes into the proposed evaluation criteria?

Answer: M/WBEs status would go to the scoring criteria for Personnel.

6. Pg. 32: Under Section 5.1, what will be the general notice of time to attend the bid lettings?

Answer: This Section refers to "Performance Standards" for evaluating the contract at close-out. If requested to attend pre-bid conferences sufficient notice will be given on a case-by-case basis. However, we do not currently estimate that attendance at a pre-bid conference will be necessary.

7. Pg. 32 & 35: Can you provide the Housing Quality Standard (HQS) Inspection form and/or Uniform Physical Conditions Standards form (UPCS) as an example, for scope and pricing purposes?

Answer: Firm will not be responsible for HQS or UPCS. Please see Attachment "B" per Addendum 1.

8. Pg. 35: Should the Lead Paint Inspection and Risk Assessment unit costs include the laboratory analysis of soil and dust samples.

Answer: Yes

9. The Price Schedule in Attachment B specifies a unit cost for the "collection/sampling for laboratory analysis". However, Section 2.1.3 (pg. 22) states that the proposer should "provide laboratory analysis of samples utilizing (a) preapproved testing lab."

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Answer: Selected Proposer will submit the collections/samples to a pre-approved laboratory for analysis. For scoring purposes please include lab fees of proposer's purported lab of choice.

10. Does the Parish want invoices for laboratory costs to be submitted separately?

Answer: Itemized invoices for jobs should encompass all fees.

11. Pg.35: Estimates for Lead Inspections and Risk Assessments are difficult to give in unit cost format per square foot. Could the Parish provide approximate sizes of the Properties to be assessed?

Answer: Sizes of homes vary. For scoring purposes, please base fees off of a 1,500 square foot home. Please see Revised Attachment "B" per Addendum 1.

12. Pg. 35: Under Attachment B Price Schedule, is the sq/ft for conducting a lead paint inspection related to the sq/ft of the building's footprint, or the total surface areas of all of the building components?

Answer: Total surface areas.

13. An EPA/LDEQ certified lead project designer is an individual who develops scopes of work for lead abatement projects. Is the lead project designer certification required for this RFP?

Answer: Yes, a lead project designer is required.

14. With the preapproved testing laboratory, what is the recommended turnaround time for availability of analytical results?

Answer: Recommended turnaround is 2 weeks.

15. Clarification of Wage Standards: The RFP/RFQ specifies Davis-Bacon wage rates, which typically apply to construction-related activities. However, environmental consulting services generally fall under the Service Contract Act (SCA). Could you confirm whether the SCA applies instead of David-Bacon rates for the project?

Answer: Davis-Bacon is not required per HUDF GTR - Damian Slaughter.

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16. Applicability of Davis-Bacon: If Davis-Bacon rates are required, could you provide a rationale for their applicability to the consulting services outlined in the scope of work?

Answer: See answer to Question 15 above.

17. Wage Determination Schedule: If Davis-Bacon rates are required, could you provide the applicable wage determination schedule, including labor categories relevant to this project?

Answer: See answer to Question 15 above.

18. Bonding Requirements: Environmental consulting services typically do not require bonding. Could you confirm whether bonding is indeed required for this project? If so, could you clarify the type and amount of bonding required (e.g. performance bond, payment bond)?

Answer: See Section 1.14-1.16 - Bonding is not required for this RFP.

19. Justification for Bonding: If bonding is required, could you provide a justification for its inclusion, given the nature of the consulting services?

Answer: See answer to Question 18 above.

20. Preferred Documentation: Could you confirm if specific documentation is preferred to demonstrate financial stability? For example, are audited financial statements mandatory, or are unaudited statements, tax returns, or CPA-reviewed summaries acceptable?

Answer: See Section 2.6

21. Scope of Financial Information: Are there particular financial metrics (e.g. net income, retained earnings, or cash flow) that you would like highlighted in our financial statements?

Answer: See Section 2.6

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22. Confidentiality: Will the submitted financial documentation be treated as confidential and protected from public disclosure? If so, may we mark or stamp the financial documents as "Confidential" to ensure they are not shared outside of the evaluation process?

Answer: See Section 1.7 - Proposers are advised that except as otherwise provided by law, all documents submitted to the Parish under this RFP are subject to the Louisiana Public Records Act, LSA-R.S. 44:1 et seq., and shall be released nine (9) working days from the date of the evaluation committee meeting when a public records request is made in accordance with the law. Any Confidential Information to which a Proposer wishes to remain confidential must be provided in a manner consistent with LRS 44:3.2, subject to review by the Parish as provided for in that statute.

23. Supplementary Information: Beyond financial statements, would a narrative description of the company's financial stability, accompanied by proof of creditworthiness (e.g., credit rating or letters of reference), suffice?

Answer: Documents required by Section 2.6 should be submitted. If Proposer so chooses to provide additional items they may do so, but cannot provide additional documents in lieu of those required by Section 2.6.

24. Scoring Criteria for Financial Stability: Could you clarify how financial stability will be scored? For example, will proposers with audited financial statements or higher bonding capacity receive significantly higher scores than those providing alternative documentation?

Answer: See Section 4.1 that states the Financial Profile of the company could earn up to 5 points.

Please remove "Attachment B" and replace with "Revised Attachment B per Addendum No. 1."

*******This RFP is being postponed to March 11, 2025 at 3:30 p.m. *******

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Sincerely,

A handwritten signature in black ink, reading "Donna Evans", is written over a horizontal line.

Donna Evans
Purchasing Specialist II

Proposer shall acknowledge all addenda on the RFP Signature page. Proposer acknowledges receipt of this addendum on the signature page by indicating the addendum number listed above. Failure to list each addenda number on the RFP signature page could result in being considered non-responsive.

This addendum is a part of the contract documents and modifies the original RFP documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

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Attachment “B” - Price Schedule

Company Name _____

<u>Description</u>	<u>Price for one Unit*</u>	
Conduct Lead Paint Inspections utilizing the X-Ray Fluorescence Lead paint analyzer to determine if lead-based paint is present in a house, dwelling and residential building including common areas and exterior surfaces and if present, which building components contain lead-based paint. A Lead Inspection Report must be included in this bid price.	Price per sq/ft.	
Conduct Lead Risk Assessments, to include necessary sampling for laboratory analysis, to determine the existence, nature, severity, and location of lead hazards. A Lead Risk Assessment Report must be included in this price. The report must list any hazards identified and acceptable control measures, including interim control and abatement options and recommendations.	Price per assessment	
Collection of Water Samples to be sent to a Parish approved contractor pre-selected or approved Contractor.	Price per sample	
Collection of Paint chips for analysis per HUD Guidelines	Price per sample	
Collection of Soil Samples to be sent to a Parish approved contractor pre-selected or approved Contractor.	Price per sample	
Collection of Dust Wipe Samples to be sent to a Parish approved contractor pre-selected or approved Contractor.	Price per sample	
Postage Preparation of written specifications to render house lead safe, including scope of work to be performed in a bid format necessary materials, labor, time and cost estimates of the same. Written scope should also include detail line items for maintaining a lead safe work site	Price per assessment	

at all times. This item to include Proposer attending bid lettings (pre-bid conferences)		
Hourly rate consultation services to provide lead safe options and alternatives to ensure compliance with HUD and EPA guidelines. Time will be utilized with one (1) hour minimum and then in % or .50 hours increments	Price per hour	
Provide quality assurance site inspections on abatement work in progress, observation of lead contractor's work practices and to advise the Department of Community Development of those observations in writing when necessary.	Price per inspection	
Conduct Lead Clearance Inspections, to include any necessary sampling for laboratory analysis, and provide letters or certificates of Clearance to appropriate the authority (i.e., Jefferson Parish, St. Charles Parish and the City of Kenner) when achieved by contractor(s).	Price per inspection	
Conduct Healthy Homes Assessments to identify all health and safety hazards at designated properties using the Healthy Homes Rating System. A Healthy Homes Assessment Report must be included in this bid price. The report must list and prioritize any health and safety hazards identified and provide control measure options and recommendations.	<u>Price per assessment</u>	
Conduct Environmental Investigations to identify locations and/or all other potential sources of lead exposure for children with elevated blood lead levels. HUD Form 16.1, Resident Questionnaire for Investigation of Children with Elevated Blood Lead Levels, should be included in this price.	<u>Price per assessment</u>	
<u>Total</u>		

*Unit refers Pricing based on one Unit being used for evaluation purposes. Actual number of Units may vary based on the need for this service by the Parish.

** For scoring purposes, one Unit refers to a 1,500 square foot home.