



## ST. TAMMANY PARISH

MICHAEL B. COOPER  
PARISH PRESIDENT

**May 19, 2021**

Please find the following addendum to the below-mentioned RFQ.

**Addendum No.:** 1  
**RFQ#:** 21-1-4  
**Project Name:** US 190 W Roundabouts  
**RFQ Due Date:** Wednesday, May 26, 2021

### QUESTIONS & ANSWERS:

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**Question 1:** Will St. Tammany Parish consider providing the terms of the CEA document between St. Tammany and LADOTD?

**Answer 1:** The Entity State Agreement between St. Tammany Parish Government and LADOTD will be provided once a consultant has been selected and the contract has been executed.

**Question 2:** Paragraph 1.5(C) states “Respondent should specifically provide a description of all relevant consulting assignments similar to the services requested herein which have been completed by the respondent within the last three (3) years (“Recent Projects”).” Can projects that have their design phase completed but are currently under construction be included in our “Recent Projects” response?

**Answer 2:** The completed design phase can be submitted.

**Question 3:** Paragraph 1.5(J) states, “Each Respondent should submit information demonstrating the Respondent’s financial stability (financial statements, annual reports, or similar data for the last three years).” Are subconsultants required to provide their Financial Statements with the prime consultants response?



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**Answer 3:** No, sub-consultants are not required to submit their financial statements with the prime consultants response.

**Question 4:** Paragraph 1.5(L) states, “Respondent shall execute and have notarized an Acknowledgement and Waiver (Attachment “C” hereto).” Are subconsultants required to complete Attachment C?

**Answer 4:** No, sub-consultants are not required to complete Attachment C.

**Question 5:** Section 1.5, Item J requires the submittal of financial stability information such as financial statements, annual reports, or similar data for the last three years. Our financial reports can be around 200 pages each and for three years it will add approximately 600 pages to the proposal. Would it be acceptable to provide one copy of three years of financial reports as a separate bound item?

**Answer 5:** The financial reports may be bound separately. Please follow the submittal process guidelines set forth within the RFQ package under Section 1.4.

**End of Addendum # 1**