



## ST. TAMMANY PARISH

MICHAEL B. COOPER  
PARISH PRESIDENT

**March 3, 2021**

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

**Addendum No.:** 2

**RFP#:** 21-1-3

**Project Name:** Emergency Debris Removal and Disposal

**RFP Due Date:** Wednesday, March 10, 2021

### **QUESTIONS & ANSWERS:**

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Question #1: Please explain specifically how the pricing of one proposal will be evaluated against the pricing from another proposal, including the answer to these questions:

- a. Will the proposer with the lowest total price receive all the points allocated to "Overall costs and fees to be charged"?

**Answer #1a:** Please refer to the (attached)- How to Assign RFP Price Points. The lowest total cost will achieve the maximum points (30).

- b. Will all pricing line items be evaluated equally or will some line items receive more importance in the evaluation?

**Answer# 1b:** The Proposer's Total Proposal Price amount will be used to assign Price Points.

Question #2: Could you please provide the bid tabulations from the previous bidding cycle?

**Answer #2:** The information you are requesting will need to be requested through a Public Records Request. Public Records Request Information can be found on the Parish website. <http://www.stpgov.org/departments/legal>



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Question #3: The price Proposal has duplicate costs considered in several of the line items. Is the first line item for direct haul to TDSR or Final Disposal?

**Answer #3: Yes.**

Question #4. And, 0001B & 0001C- for processing, site management and haul out to final disposal?

**Answer #4. Yes.**

Question #5 Please confirm. 0001A – Cubic yards of Debris: including C&D, Vegetative, Mixed, and Marsh Grass/Sediment from ROW processing & Haul to final disposal site.

**Answer #5 0001A- processing does not include reduction and requires haul to TDSR or Final Disposal Site.**

Question #6 0001B-ASH-Haulout of processed/incinerated debris from TDSR to Final Disposal Site. Price to include all cost of processing, TDSR site costs and haul to final disposal site.

**Answer #6 0001B- processing includes reduction, site costs, and haul to Final Disposal Site.**

Question #7 0001C-Chips/Mulch haulout of processing/chipped wood debris from TDSR to Final Disposal. Price to include all cost of processing, TDSR site costs and haul to final disposal site.

**Answer #7 0001C- - processing includes reduction, site costs, and haul to Final Disposal Site.**

Question #8 Price proposal for line items-0004A, 0004B and 0004C regarding stumps. Should the line items be clarified as the hazardous leaning trees line items are considered? i.e. 25"-36" diameter and next line says 37" diameter. Should it state-greater than 37" diameter?

**Answer #8 No, it includes stumps 37"-48".**

Question #9 Price proposal for line items-0004A, 0004B and 0004C regarding stumps. Should the line items be clarified as the hazardous leaning trees line items are considered? i.e. 25"-36" diameter and next line says 37" diameter. Should it state-greater than 37"-48"?



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**Answer #9** 0004B- states 37"-48", and 0004C- states 49" +.

Question #10 Section 1.5 Proposal Response Format

- a. Tab N Multiple Copies of Response
  - i. Is this a required tabbed section of the proposal or just instructions?

**Answer #10 a** Section 1.5 Proposal Response Format-Section N- is a requirement.

- b. Tab G Financial Proposal
  - i. The pricing is separate from the proposal Does the Parish also require 1original and 4 copies of the pricing?

**Answer #10 b** Section 1.5 Proposal Response Format-Section G- (1) original shall be submitted.

Question #11 Attachment B Contract for Essential Services. Please confirm this is a post award document that does not need to be signed and included with the proposal submittal.

**Answer #11** Attachment B, is a sample contract, not to be signed or included with the proposal submittal.

Question #12 Part 3: Submittal Requirements

- a. Contractor Safety Plan
  - i. Please confirm the Safety Plan is required within 30 days of contract award and not with the proposal submittal.
- b. Contractor Debris Removal and Disposal Plan
  - i. A lot of the information required in the EDR&D will be covered in Tab D Proposed Solution/Technical Response. The Submittal Requirements section of the RFP says the EDR&D is due within 30 days of contract award. Section 2.4 Deliverables states that the EDR&D is due with the proposal under a separate cover.
    - 1. Which is correct?

**Answer #12a** Yes, the Contractor shall provide the Safety Plan within thirty (30) working days of Contract award.



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**Answer #12b** The Contractor shall provide its “Emergency Debris Removal & Disposal Plan (EDR&D Plan) as a separate attachment with its response to this RFP. During project activation, changes to the plan, if needed, must be approved by the Parish. Reference Attachment H, Part 3: Submittals Requirements, #2 Contractors Debris Removal & Disposal Plan (EDR&D Plan)

**Question #13** Attachment J

- a. Please confirm that the DBEWOLS subcontractors is to sign the Commitment Agreements Form.

**Answer # 13** Yes, if the subcontractor(s) is a registered DBEWOLS firm.

### **ATTACHMENTS:**

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- 1. How to assign RFP price points for all respondents**

**End of Addendum # 2**

**HOW TO ASSIGN RFP PRICE POINTS  
FOR ALL RESPONDENTS**

The total cost of each technically responsive offer will be calculated as shown below. The lowest total cost will achieve the maximum points. All other offers will be prorated using the lowest cost and the following formula:

Total Price Points Available in RFP Evaluation Criteria = 30

$30 - [(30 \text{ points} \times (\text{total cost} - \text{lowest total cost})) / \text{lowest total cost}]$

or

$\text{TOTAL EVAL PTS minus } \frac{(\text{total points} \times (\text{total cost} - \text{lowest total cost}))}{\text{lowest total cost}}$

Note: If the result is a negative number, the score assigned will be 0

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Example: Three technically compliant offers are received:

Offer 1: \$100,000

Offer 2: \$130,000

Offer 3: \$167,600

Offer 1 being the lowest, would achieve a score of 30 points;

Offer 2 would achieve a score of 21 points, calculated as follows:

$30 - [(30 \times (\$130,000 - \$100,000)) / \$100,000] = 21 \text{ points}$

Or

$30 - \frac{(30 \times (\$130,000 - \$100,000))}{\$100,000} = 21 \text{ pts}$

Offer 3 would achieve a score of 9.9 points, calculated as follows:

$30 - [(30 \times (\$167,000 - \$100,000)) / \$100,000] = 9.9 \text{ points}$

Or

$30 - \frac{(30 \times (\$167,000 - \$100,000))}{\$100,000} = 9.9 \text{ pts}$



## ST. TAMMANY PARISH

MICHAEL B. COOPER  
PARISH PRESIDENT

**February 25, 2021**

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

**Addendum No.:** 1

**RFP#:** 21-1-3

**Project Name:** Emergency Debris Removal and Disposal

**RFP Due Date:** Wednesday, March 10, 2021

### **GENERAL INFORMATION:**

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1. The non-mandatory Pre Proposal Conference was held Monday, February 22, 2021, at 10:30 PM in the 3<sup>rd</sup> Floor Staff Conference Room, Building B, St Tammany Parish Government Complex at 21545 Koop Drive, Mandeville, Louisiana 70471. Questions and Answers from the Pre Proposal conference responses are listed below. The Sign-In Sheet is attached.
2. Please delete Attachment A-Unit Item Pricing Proposal and replace it with REVISED-Attachment A Unit Item Pricing Proposal (Attached). Line Item 0001A has been revised to include haul to TDSR or Final Disposal.

### **QUESTIONS & ANSWERS:**

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Question #1: The following pricing line items seem to have duplicated cost factors for each highlighted below in yellow.

Would the Parish please clarify these line items or would the Parish consider making processing and hauling to final disposal site their own line items?

00001A - CUBIC YARD DEBRIS: including C&D, Vegetative, Mixed, and Marsh Grass/Sediment from ROW, **processing & haul to Final Disposal Site.**



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**Answer #1:** 00001A - CUBIC YARD DEBRIS: One proposed price will include all:

Processing to include any and all activity required to prepare, collect, remove from ROW, document and separate as required debris to TDSR or final disposal site; and Haul to Final Disposal Site-transport items for reduction to TDSR and other items to certified landfill/approved final disposal site.

Disposal cost should not be included in the proposed price. Payment for disposal cost incurred by the Contractor at LDEQ certified landfill/disposal facilities will be handled as a “pass-through cost” without mark up; reimbursed by Parish at the actual cost.

**Question #2:** 00001B - ASH - haulout of processed/ incinerated debris from TDSR to Final Disposal Site. Price to include all costs of processing, TDSR site costs, haul to Final Disposal Site.

**Answer #2:** 00001B - ASH – One proposed price will include all:

Costs of processing to include any and all activities associated with vegetative debris reduction-separating/segregating, incinerating in compliance with FEMA 325 Methods of Reduction-Incineration; and Haul to Final Disposal Site-transport from incineration site/TDSR to the certified landfill/approved final disposal site. Disposal cost should not be included in the proposed price. Payment for disposal cost incurred by the Contractor at LDEQ certified landfill/disposal facilities will be handled as a “pass-through cost” without mark up; reimbursed by Parish at the actual cost.

**Question #3:** 0001C - CHIPS/MULCH - haulout of processed/chipped wood debris from TDSR to Final Disposal. Price to include all costs of processing, TDSR site costs, haul to Final Disposal Site.

**Answer #3:** 0001C - CHIPS/MULCH – One proposed price will include all:

Processing- will include any and all activities associated with vegetative debris reduction-separating/segregating, chipping, and grinding processes in compliance with FEMA 325 Methods of Reduction-Chipping and Grinding; and Haul to Final Disposal Site- transport from chipping & grinding reduction site/TDSR to the certified landfill/approved final disposal site. Disposal cost should not be included in the proposed price. Payment for disposal cost incurred by the Contractor at LDEQ certified landfill/disposal facilities will be handled as a “pass-through cost” without mark up; reimbursed by Parish at the actual cost.



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Question #4. Can you provide a list of the TDSR sites?

Answer #4. Please refer to the Louisiana Department of Environmental Quality -Currently Approved Emergency Debris Sites.

<https://internet.deq.louisiana.gov/portal/DIVISIONS/WASTE-PERMITS/CURRENTLY-APPROVED-EMERGENCY-DEBRIS-SITES>

Question #5 Line Item 0001A - Please clarify that "Processing" is intended to mean reduction of debris at the DMS

Answer #5 "Processing" does not mean "reduction" on Line Item 0001A.

Question #6 If Reduction of debris is required for line item 001A, please clarify which method of reduction is required

- a. Veg is typically reduced via grinding or ACI or open burn
- b. C&D is typically reduced via compaction though you can also grind or shear C&D

For the sake of having a uniform bid whereby all contractors are pricing the work with the same scope please clarify which method the Parish is requiring

Answer #6 Magnitude of the storm event, changing environmental conditions, and state/federal requirements could necessitate either or both methods employed. The Parish requires prices for each method for this reason.

Question #7 Line Items 0001B and 0001C includes reduction of debris and hauling reduced debris from DMS to final disposal site. There is not, however, a line item that covers collection of debris from the ROW and hauling it to the DMS. Will the Parish consider adding a line item to cover collection of debris from the ROW and hauling to DMS?

Answer #7 Line Item 0001A has been revised to include haul to TDSR or Final Disposal. Please see attached, Revised-Attachment A

Question #8 What was the last event that impacted the Parish which required activation and performance by the Parish's disaster debris management contractor?  
How many cubic yards of debris was collected in that event?





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**Answer #8** The last event was March 2016 Floods (FEMA DR-4263). Debris collected was approximately 9,815 CY.

**Question #9** Which Contractor held the previous or holds the current contract for the services requested in this solicitation?

**Answer #9** Contractor, Crowder Gulf, LLC.

**Question #10** Does the Parish currently have a disaster debris monitoring firm under contract, and if so, with which company(ies)?

**Answer #10** Debris monitoring firm presently under contract is Thompson Consulting.

**Question #11** Please provide the names and titles of the evaluation committee members.

When will intent to award be made and how will it be communicated to proposers?

**Answer #10** Names and titles of the evaluation committee have not been selected at this time. Timeframe for contract award is to be determined pending the RFP processes, explained in Section 5.23 Contract Award and Execution, of the RFP Package.

**Question #12** Does the Parish own any self-loading grapple trucks, and if so, how many?

**Answer #12** Yes, the Parish has (2),

**Question #13** How many miles of public roads are within the Parish?

**Answer #13** St Tammany Parish has 1, 569 miles of maintained roads in the unincorporated area.

**Question #14** Does Parish currently have any TDSR locations identified? **Yes, see Answer 4**  
a. If answer is yes, can we have the addresses to the locations?

**Answer #14** Please refer to the Louisiana Department of Environmental Quality -Currently Approved Emergency Debris Sites and the address/locations in the Parish.

<https://internet.deq.louisiana.gov/portal/DIVISIONS/WASTE-PERMITS/CURRENTLY-APPROVED-EMERGENCY-DEBRIS-SITES>



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### **ATTACHMENTS:**

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1. Pre-Proposal Conference Sign-In Sheet. Pdf
2. REVISED-ATTACHMENT-A (Unit Item Pricing Proposal)

**End of Addendum # 1**



This form must be submitted in a separate sealed envelope to the St. Tammany Parish Purchasing Office,  
 21454 Koop Dr., Suite 2F, Mandeville, LA 70471, and received no later than 2:00 p.m., on  
 Wednesday, March 10, 2021.

\*\*\* RFP NUMBER AND CONTRACTOR'S STATE LICENSE NUMBER MUST APPEAR  
 ON THE OUTSIDE OF ENVELOPE IN WHICH PROPOSAL IS SUBMITTED\*\*\*

Proposal must be delivered by Certified Mail, Registered Agent or in person.

**ST. TAMMANY PARISH  
 EMERGENCY DEBRIS REMOVAL AND DISPOSAL  
 REVISED-UNIT ITEM PRICE PROPOSAL**

Quantities below are for bidding purposes only. Actual project quantities may vary.

ITEM	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED
<b><i>Cubic Yard Debris - price to include collection, processing, and haul to Final Disposal Site. (Tipping fees should not be included)</i></b>					
00001A	CUBIC YARD DEBRIS: including C&D, Vegetative, Mixed, and Marsh Grass/Sediment from ROW, processing & haul to TDSR or Final Disposal Site.	Cubic Yard	100,000		
00001B	ASH - haulout of processed/ incinerated debris from TDSR to Final Disposal Site. Price to include all costs of processing, TDSR site costs, haul to Final Disposal Site.	Cubic Yard	5,000		
0001C	CHIPS/MULCH - haulout of processed/chipped wood debris from TDSR to Final Disposal. Price to include all costs of processing, TDSR site costs, haul to Final Disposal Site.	Cubic Yard	25,000		
<b><i>Unit Item prices below includes removal of hazard. Haul/transport of removed items will be as Cubic Yard debris above. (Tipping fees should not be included)</i></b>					
00002A	Hazardous Leaning Trees - Greater than 6" up to 12" in diameter [6" - 12"]	Each	25		
00002B	Hazardous Leaning Trees - Greater than 12" up to 18" in diameter [13" - 18"]	Each	30		
00002C	Hazardous Leaning Trees - Greater than 18" up to 24" in diameter [19" - 24"]	Each	15		
00002D	Hazardous Leaning Trees - Greater than 24" up to 48" in diameter [24" - 48"]	Each	5		
00002E	Hazardous Trees - Greater than 48" in diameter [49" and up]	Each	1		
00003	Hazardous Hanging Limbs (Tree Hangers)	All Per Tree	50		
00004A	Extracted Hazardous Stumps - 25" in diameter and up to 36" in diameter [25" - 36"]	Each	10		
00004B	Extracted Hazardous Stumps - 37" in diameter and up to 48" in diameter [37" - 48"]	Each	5		
00004C	Extracted Hazardous Stumps - 49" in diameter and up [49" +]	Each	1		
<b><i>Environmentally Sensitive Debris: Prices below include removal from ROW, processing at TDSR (when required) and transport to Final Disposal Site. (Tipping fees should not be included)</i></b>					
00005A	White Goods - Non-Freon Containing	Each	10		
00005B	White Goods - Freon Containing	Per Unit	10		
00005C	Electronic Waste (E-Waste) Recovery	Per Unit	10		

ITEM	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED
00005D	Small Gasoline Motorized Equipment	Per Each	10		
00006	Household Hazardous Waste (HHW)	Pound	10		
00007	Hazardous Toxic Waste (HTW)	Pound	10		
00008	Petroleum Products	Pound	10		
00009	Tires	Each	10		
<b><i>The following debris types must be taken from the ROW directly to an approved Final Disposal Site. (Tipping fees should not be included)</i></b>					
000010	Creosote Treated Wood	Cubic Yard	20		
000011	Regulated Asbestos Containing Material (RACM), including demolition and removal to an approved Final Disposal Site.	Cubic Yard	100		
<b>TOTAL PROPOSAL PRICE</b>					\$
<b>Tipping Fees to be reimbursed by Parish at actual Cost</b>		<b>N/A</b>	<b>N/A</b>	<b>Cost Reimbursement</b>	

Dollars

Contractor must acknowledge all addenda. Enter the number the Parish has assigned to each of the addenda that the Contractor is acknowledging. The Contractor acknowledges receipt of the following:

I have received Addenda #s \_\_\_\_\_

Company Name \_\_\_\_\_

Printed Name of Provider \_\_\_\_\_

Signature of Provider \_\_\_\_\_

Address \_\_\_\_\_

State \_\_\_\_\_

License Number \_\_\_\_\_

Classification \_\_\_\_\_

Telephone Number \_\_\_\_\_

Date \_\_\_\_\_