



Questions Received for RFP 171116 – November 3, 2017

SUBMISSION REQUIREMENTS

Q. In the Relevant Experience section, it asks for the cost of the project. Is the overall project cost or just the cost for the firm on the team who worked on this project?

A. For projects provided under Relevant Experience (III.B.3.c), we are seeking the cost for the firm on those projects.

Questions Received for RFP 171116 – November 2, 2017

PRE-PROPOSAL CONFERENCE

Q. Can you confirm if all primes and subs were required to attend the pre-proposal meeting?

A. Only firms serving as prime contractors were required to attend the pre-proposal meeting.

Questions Received for RFP 171116 – through October 31, 2017

DBE PARTICIPATION

Q. Will JEDCO require a minimum percentage of the project to go to Louisiana-certified Disadvantaged Business Enterprises (DBEs)? If so, what percentage?

Q. Is there a DBE requirement for this project?

A. No. DBE status is not a selection criterion for Jefferson Parish or JEDCO contracts.

AFFIDAVITS

Q. Are sub-consultants required to submit an affidavit?

A. Yes.

SURROUNDING USES

Q. How does the availability of Avondale Shipyard property affect the Master Plan?

A. Bringing the site of the former Avondale Shipyard back into commerce has been an ongoing priority for JEDCO. In August, Huntington Ingalls Industries announced in an earnings call that it had found a purchaser for the currently dormant facility. The focus of the purchaser is, as we understand, on value-added manufacturing, which could tie in well with the Master Plan depending on what happens with the site. The name of the purchaser is still confidential, but this announcement is a positive step towards bringing new life into one of our greatest assets on the Westbank and in Jefferson Parish, so close to Churchill Park.



SCOPE OF WORK

Q. To what extent do you anticipate the need for development of site/architectural development guidelines as a part of III.A.3.d?

A. The selected firm will be required to review the existing Declaration of Covenants, Restrictions and Reciprocal Servitudes for development standards that are inconsistent or that conflict with the firm's recommended land uses, lot sizes and configurations, etc., as well as to review the Declaration for the absence of development standards that otherwise would yield developments recommended by the selected firm. The firm would then be required to make recommendations for additions and edits to the Declaration that rectify these discrepancies.

Q. Does the financial feasibility of proposed uses need to be demonstrated?

A. A financial feasibility assessment is not required within the current scope of work. However, the proposer should incorporate the methodologies it deems warranted to arrive at the final Master Plan within its conceptual approach of the project based on what is explicitly required within the RFP's scope of work and other sound planning principles.

Q. Would JEDCO need a financial impact analysis? Would JEDCO need a review for a revenue generation facility? Adequacy assessment? Police? Fire? Library? Business offices?

A. A need for a financial impact analysis and/or a revenue-generating facility for JEDCO has not been determined at this time, but may be discussed as a priority by stakeholders. The proposer should be prepared to consider any and all priorities of stakeholders in the planning process.

Q. What is the obligation of Churchill Farms to accept the master plan recommendations for the portion of land not owned by the Parish? Are these recommendations covered in the Declaration?

A. Churchill Farms, Inc. entered into a Cooperative Endeavor Agreement with JEDCO in 2004, amended in 2005, to develop the land as the Churchill Technology & Business Park. Both parties subsequently agreed to and adopted the Declaration of Covenants, Restrictions and Reciprocal Servitudes, which title-restricts the land for business park development. Churchill Farms, Inc. is a stakeholder in the planning process, and will therefore be interviewed by the selected firm to gain insight into the landowner's vision for the Park, priorities for development, concerns, etc., which will instruct the selected firm's recommendations.

Q. What community outreach is expected for this Master Plan? Who are the stakeholders?

A. With the exception of the public meeting, other meetings will be interviews with individuals and they can take place in person at the JEDCO conference center/administrative offices, in person elsewhere, or by phone. Those stakeholders would include, but not be limited to, the current users of the Park, some of the major property owners in the Fairfield area, JEDCO staff and board members, some Jefferson Parish officials as necessary, and others as listed in the RFP.



JEDCO can assist with providing contact information and/or making introductions with stakeholders. For the public meeting, JEDCO will handle the marketing and advertising of that meeting in accordance with requirements for public meeting advertising (in the Jefferson Journal, etc.). It can take place at the JEDCO conference center. It will be a one-time meeting. JEDCO will provide refreshments. The meeting will involve a presentation by the selected firm and allow for Q&A.

SUBMISSION REQUIREMENTS

Q. Will Jefferson Parish firms be given preference?

A. No.

Q. Are AICP credentials required of professional planners?

A. No.

Q. In the price schedule, should cost + hours be itemized by staff or should a blended rate be used?

A. Please itemize by staff.

Q. Is there a page limit for the submission?

A. No, there is no page limit.

BUDGET

Q. What is the anticipated budget or budget range?

Q. Because the cost of the work is such a significant factor in determining the best team for the work, can JEDCO offer a range of the anticipated costs for the master plan? (Many subconsultants will be required to analyze the site for example...)

Q. Regarding the RFP for the Master Plan for Churchill Technology & Business Park, can you please share the estimated budget?

A. JEDCO allocated funds for master plan development in our 2018 budget. However, we have some flexibility with this amount should the winning proposal be higher than what is currently allocated. We are not disclosing specifics at this time.

TIMELINE

Q. What is the anticipated project length? (e.g. 12 months)

A. Ideally we would like to see finalization of this project within 12 months. We do have some flexibility depending on the proposals received and the winning proposal.