

STATE OF LOUISIANA

NEW MISSISSIPPI RIVER BRIDGE

ST. FRANCISVILLE TO NEW ROADS

INCLUDING APPROACHES AND CONNECTING ROADWAYS

ROUTE LA 10

WEST FELICIANA AND POINTE COUPEE PARISHES

STATE PROJECT NO. 052-02-0024

DESIGN-BUILD PROJECT

REQUEST FOR QUALIFICATIONS APPENDIX B

FORMAT AND ORGANIZATION FOR STATEMENT OF QUALIFICATIONS



Louisiana Department of Transportation and Development

The outline presented in this Appendix B shall be followed for preparing the SOQ. Specific content requirements for each section of the SOQ are described in the RFQ as referenced in the outline. This format has been created to facilitate responses to the RFQ and to facilitate the evaluation and Short-List process.

The Statement Of Qualifications shall be packaged into a cover letter and the following seven separate sections and three appendices:

- A) Section One - Legal;
- B) Section Two - Financial;
- C) Section Three – Organization and Key Managers;
- D) Section Four - Experience of the Firms;
- E) Section Five - Past Performance;
- F) Section Six - Backlog/Capacity;
- G) Section Seven - Project Understanding;
- H) Appendix A - Legal;
- I) Appendix B – Experience of the Firms; and
- J) Appendix C – Past Performance.

The sections and appendices shall consist of loose-leaf pages. The seven sections shall be placed together in one three-ring binder and the three appendices shall be placed together in a separate three-ring binder.

Text shall be in a standard font, a minimum of ten points in height, single-spaced. Pages shall be 8 1/2 inch by 11 inch white paper with simple lettered/numbered dividers for each section. Single sided pages shall be used. The Proposer shall number each page in each section consecutively (i.e., 1-1, 1-2; 2-1, 2-2; 3-1, 3-2, and so on). The Proposer shall center page numbers at the bottom of each page.

Proposers should make every effort to present information clearly and concisely. Documentation that is difficult to read may be rejected and may lead to disqualification.

The information shall be easily reproducible by normal black and white photocopying machines. Color photographs, renderings, and brochures shall be adequately bound and suitably protected for handling and circulation during review and evaluation.

Statements Of Qualifications will become the property of the LA DOTD. Copies of each SOQ will be retained after the SOQ evaluation process for the Project files.

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Statement Of Qualifications Section Number	Section Title and Required Information	Request For Qualifications Reference
	Cover Letter and Acknowledgement Form (attached)	4.4.1
Section One	Legal <ul style="list-style-type: none"> • Form L-1; • Form L-2; • Louisiana Secretary of State registration; • Evidence of appropriate licensing; • Resident work requirement commitment and plan; • Identity of lead Principal Participant, if a JV, LLC, or partnership; • Percent share of each Principal Participant, if known, if a JV, LLC, or partnership; and • Express statement of joint and several liability, if a JV, LLC, or partnership. 	4.4.2.1(B)
Section Two	Financial <ul style="list-style-type: none"> • Surety letters; and • Financial information. 	4.4.2.2(B)
Section Three	Organization and Key Managers	4.4.2.3(B)
	<ul style="list-style-type: none"> • Organization and communication structure; and 	
	<ul style="list-style-type: none"> • Resumes. 	
Section Four	Experience of the Firms <ul style="list-style-type: none"> • Form E-1; and • Form E-2. 	4.4.2.4(B)
Section Five	Past Performance <ul style="list-style-type: none"> • Form PP; and • Form S. 	4.4.2.5(B)
Section Six	Backlog/Capacity <ul style="list-style-type: none"> • Form B; and • Form R. 	4.4.2.6(B)
Section Seven	Project Understanding	4.4.2.7(B)

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Statement Of Qualifications Section Number	Section Title and Required Information	Request For Qualifications Reference
	<ul style="list-style-type: none"> • Discussion of significant issues and risks facing the selected Proposer and the LA DOTD; and • Description of how the Proposer will use its organization and the DB process to ensure a successful Project. 	
Appendix A	Legal <ul style="list-style-type: none"> • Powers of Attorney; and • Legal structure and supporting documents or description of proposed legal structure. 	4.4.2.1(C)
Appendix B	Experience of the Firm <ul style="list-style-type: none"> • Company brochures. 	4.4.2.4(C)
Appendix C	Past Performance <ul style="list-style-type: none"> • Awards, citations, and/or commendations. 	4.4.2.5(C)