

QUESTIONS AND ANSWERS

CONTRACT NO. 4400003590
RETAINER CONTRACT FOR
DESIGN-BUILD SUPPORT SERVICES
STATEWIDE

- 1). Where indicated that “The Prime-Consultant must employ on a full-time basis,...
“ will the Department accept individuals who are not currently employed by the Prime-Consultant, but who have committed to employment if awarded the contract?

The Department will consider future hires’ experience to satisfy the minimum personnel requirements. The following information will be needed, if a contract is awarded.

From CCS Manual page 11

2.3.4 Future Hires

The salary information submitted in a proposal may include future hires. The proposed rate will be used if the identity of the hire is known, and a reasonable salary rate has been agreed to and can be documented. Suitable documentation is a “letter of intent” signed by both the Consultant and the proposed new hire, and must be included in the proposal. If the rate has not been agreed to, or is not documented, then the statewide average rate will be used.

- 2). If an individual with licensure in other states has made application to Louisiana for a PE license and proof of application to LA can be provided in the SF 24-102, will he/she be acceptable to meeting the requirement for a “Professional Civil Engineer registered in the State of Louisiana.”?

All requirements of Louisiana Professional Engineering and Land Surveying (LAPELS) Board must be met at the time of submittal.

- 3). With respect to Minimum Personnel Requirement #4, can the Department expand to include “or through the use of a Sub-Consultant”?

Yes please see the Addendum No. 1.