

**RESOLUTION NO. 20 OF 2019**

BY THE CADDO PARISH COMMISSION

**A RESOLUTION AUTHORIZING THE PARISH ADMINISTRATOR TO REQUEST ENGINEER'S QUALIFICATIONS STATEMENTS**

WHEREAS, the Caddo Parish Commission intends to apply for funding under the Louisiana Community Development Block Grant program in order to make public facility improvements;

NOW, THEREFORE, BE IT RESOLVED that the Parish Administrator or his designated representative is hereby authorized to request statements of qualifications from engineers on the above referenced project as soon as possible, and to execute a contract for LCDBG engineering services with the firm that scores highest in the selection process. Points shall be assigned to each firm submitting a statement of qualifications based upon the following criteria:

- (1) Experience of the firm with this type of construction project under the LCDBG Program during past five calendar years (10 points maximum) – 10 points shall be awarded for firms under contract with more than 10 grantees during past 5 calendar years (identify grantee and type of project); 5 points for firms under contract with 1-10 grantees during past 5 calendar years (identify grantee and type of project); 0 points for firms with no previous experience.
- (2) Length of time the firm or project engineer has been in business (10 points maximum) - 10 points shall be awarded to firms or project engineers who have been in business over 10 years; 5 points to firms or project engineers who have been in business 5 to 10 years; and 1 point to firms or project engineers who have been in business less than 5 years.

Points will be awarded from zero to ten for each category, to firms submitting statements of qualifications in accordance with the points system described above, by the Parish Administrator or his designee. In the event of a tie, 1 point will be awarded to the firm which the Parish of Caddo believes will best represent its interests. Negotiations with the firm receiving the highest number of points shall begin immediately.

**CERTIFICATE**

I, Todd Hopkins, Parish Clerk of the Caddo Parish Commission, hereby certify that the above constitutes a true and accurate copy of a Resolution, which UPON MOTION of \_\_\_\_\_, and seconded by \_\_\_\_\_, was adopted by the following Yea and Nay vote:

YEA:

NAY:

ABSENT:

and the same was declared adopted by the Parish Administrator this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Todd Hopkins, Parish Commission Clerk  
Caddo Parish Commission, Louisiana

Approved as legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date