

**PORT OF SOUTH LOUISIANA  
REQUEST FOR PROPOSALS**

**LEVEL 2 MASTER PLAN**

The purpose and intent of this RFP is to solicit proposals from qualified firms to provide Master Planning services in support of a Level 2 Master Plan for the Port of South Louisiana (POSL). The final product will provide the POSL with a comprehensive Level 2 Master Plan that reflects the port's vision, goals, and strategic planning efforts. The plan will provide the optimization for the port's established infrastructure; potential for future expansion; and provide a robust and flexible framework for development of the POSL that meets current and future needs.

The Level 2 Master Plan should provide a conceptual layout to guide future growth and development within the port. The master plan should use a broad-based representation considering the following key issues:

1. Current Site Conditions:
  - a. A detailed analysis of the physical characteristics of the POSL owned property and all properties currently listed for sale/vacant. This should include, but not be limited to: existing infrastructure; size; location; boundaries; topography; natural resources; land ownership; adjoining land uses; and flood risk.
2. Future Space and Facility Needs:
  - a. A major portion of the Level 2 Master Plan process will be a comprehensive analysis of the future space and facility needs. Data and information from the POSL and its tenants will provide a basis for development of alternatives and recommendations for the development of the Level 2 Master Plan. This should include, but not be limited to: growth; market changes; port support needs; future economic outlook; space programming; parking; transportation; utility demands/upgrades; and existing conditions.
3. Recommendations:
  - a. The Level 2 Master Plan should include development concepts that provide criteria and guidelines for improvements and facilities that support the POSL mission, future development and expansion needs and requirements. Additionally, the Level 2 Master Plan should include current and future transportation, parking, and utility needs for the POSL.

All firms should include a general overview of the company, a list of its capabilities, skills and services related to the service. The firm will provide its number of years of service at current location.

If joint venture, please identify all participating firms and their areas of expertise. Résumés of key persons and individual consultants referenced in proposals should be provided along with other relevant experience and qualifications.

Firms must have professional liability insurance. Firms must be an Equal Opportunity Employer.

**Evaluation Criteria:**

Professional training and experience, both generally and in relation to the above scope of work. Structure and size of the firm based on the number of personnel. (0-25 points)

Experience: Minimum of five (5) year experience specializing in master planning for economic improvement and development. List current master planning services being performed and/or past work experience with industrial facilities, ports or other. (0-25 points)

Price (0-20 points)

Capacity to timely complete work. (0-15 points)

Familiarity with the Port of South Louisiana and region. (0- 15 points)

The Sealed Proposals must be clearly marked with the Proposer's name, address and "Requests For Proposals - Master Planning Services." Proposals may be mailed or delivered to: Port of South Louisiana, 171 Belle Terre Boulevard, LaPlace, Louisiana 70068 or submitted electronically at [www.centrauctionhouse.com](http://www.centrauctionhouse.com). **No proposals will be received after 10:00 AM on May 4, 2021.**

A Selection Committee will review and evaluate the proposals. The Selection Committee may elect to interview top ranking firms. Once a firm is selected the Port shall enter into contract negotiations with the successful proposer.

Unsuccessful respondents will be notified as soon as possible.

Questions should be directed to: **JULIA FISHER-PERRIER**  
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