

City of Gretna Wastewater Treatment Plant Upgrades
Requests for Qualifications
BKI PROJECT NO: 9344-0100

ADDENDUM NO. 1
DATE ISSUED: JANUARY 28, 2026

RFQ CLOSE DATE: FEBRUARY 12, 2026 at 11:45 AM

SUBMISSION LOCATION: Gretna City Hall
740 2nd Street, Gretna, LA 70053

This addendum shall be part of the RFQ as provided in the Request for Qualifications Advertisement. The following items are issued to add to, modify, and clarify the Contract Documents. These items shall have full force and effect as the Contract Documents, and the cost involved shall be included in the bid prices. Acknowledge receipt of the addendum by inserting its number on the RFQ submission. Failure to do so will subject the submitter to rejection.

This Addendum No. 1 consists of 3 pages including all attachments.

CLARIFICATIONS:

1. The advertisement period has been extended 1 week to February 5, 2026 instead of January 28, 2026.
2. The RFQ submission date has been moved from February 5, 2026 to February 12, 2026.
3. Paragraph 3 on sheet 4 has been amended. remove EO 11246 requirement and replace with EO 14173 requirement.

UPDATES:

Replace sheets 3 and 4 of the RFQ advertisement with Attachment 1 below.

ATTACHMENTS: RFQ Advertisement pages 3 and 4,

RFQ Sheets 3 and 4.

ATTACHMENT 1

Upon selection, successful firm(s) shall provide insurance certificates in accordance with City insurance requirements for professional service contracts. Requirements are available in the City of Gretna Purchasing Department: Betsy Morgan bmorgan@gretnala.com or (504) 363-1566.

Evaluation Criteria

The following criteria will be used to evaluate the statement of the firms submitting:

- 1) Professional training and experience both generally and in relation to the type and magnitude of work required for the particular project – 30 points
- 2) The size of the firm based on the number of personnel, as related to project requirements and/or scope – 20 points
- 3) Capacity for timely completion of the work, taking into consideration the person's or firms current and projected workload and professional and support manpower – 20 points
- 4) Location of the principal office where work will be performed, with preference being given to persons or firms with offices located within a 50 mile radius of Gretna – 10 points
- 5) An analysis of any work by the person or firm submitting which resulted in litigation between the public entity and the person or firm performing professional services, including but not limited to ongoing litigation with a public entity or involvement in litigation with a public entity in which the public entity prevailed – 10 points
- 6) Past and current professional accomplishments, for which references from clients or former clients and information gathered by inspection of current or recent projects may be considered – 10 points.

All firms (including sub-consultants) must submit a Statement of Qualifications using Jefferson Parish's Technical Evaluation Committee (TEC) Questionnaire [TEC-Professional-Services-Questionnaire-PDF](#). Interested firms must submit one (1) original and four (4) copies of this Statement of Qualifications to the Office of Betsy Morgan, Finance & Purchasing Assistant, City of Gretna, 740 2nd Street, Gretna, La. 70053, or online at www.publicpurchase.com no later than 10:00 am on **February 12**, 2026. No submittals will be accepted after this deadline. Any inquiries regarding this SOQ should be sent in writing to bmorgan@gretnala.com and David Boyd dboyd@bkiusa.com no later than 5 working days before deadline submission. All submitters will be notified no later than **February 19, 2026** of the RFQ scoring.

The selected firm must comply with all Standard Federal Award Contractor Terms And Conditions. Environmental Protection Agency (EPA) General Terms and Conditions and complete the Certification Regarding Lobbying.

The contract(s) awarded under the solicitation are expected to be funded in whole or in part by a grant from the U.S. Environmental Protection Agency. Neither the United States nor any of its departments, agencies or employees is or will be a party to the solicitation or any resulting contract.

Respondents must comply with the President's Executive Order Numbers 14173 "Ending Illegal Discrimination and Restoring Merit-Based Opportunity,"

Retention of all required records must be retained for three years after grantees or sub-grantees make final expenditure report.

Submitters must disclosure any potential conflicts of interest with the City of Gretna.

RFQ No. 12-2025 Advertised in the Official Journal on January 14, 21, 28 and February 5, 2026.