

ATTACHMENT - DEFINITIONS

Capitalized words and phrases used in this Request for Proposals shall have the following meanings. Parties that submit documents in response to this RFP are referred to as “**Respondents**” and all documentation submitted by a Respondent in response to this RFP, which has been accepted by the Board, in whole or in part, are referred to as “**Proposal**”. The entity that is selected by the Board to enter into the Professional Services Agreement is referred to as the “**Selected Respondent**”, and the Selected Respondent that executes the Services Agreement is referred to as the “**Successful Respondent**”.

- “**Addenda**” means a written document issued by the Board that amends the terms and conditions of this Request for Proposals.
- “**Agreement**” refers to the Agreement that will be executed by the Successful Respondent regarding the Services, and which substantially complies with the principles and the terms set in the Agreement attached hereto.
- “**Authority**” means a court of law or administration tribunal having jurisdiction, a government agency, body, corporation, organization, department or authority responsible for making, administering or enforcing any Applicable Law.
- “**Baseline Inventory**” means the lead materials inventory described in the Final LCRI and due in 2027.
- “**Basis of Payment**” is the measurement by which the Contractor is paid.
- “**Basis of Renewal**” is the measurement by which the Contractor’s contract extension is based on.
- “**Board**” means the Sewerage and Water Board of New Orleans. Also referred to as “**SWBNO**”.
- “**Conflict of Interest**” means a principle under which outside activities, relationships, or financial interests of a recipient are determined to be proper or improper to prevent an individual from appearing to be or being motivated by a desire for private gain or self- interest.
- “**Consultant**” means the entity contracted directly with the Board to perform an agreed upon scope of work for professional services.
- “**Contractor**” means the entity contracted directly with the Board to perform an agreed upon scope of work for construction services, for example lead line replacement.
- “**Days**” means Business Days unless the term “calendar days” is specifically used.
- “**Disadvantaged Community**” as defined by the Louisiana Department of Environmental Quality (LDEQ) means a “Community that meets one or more of the following affordability criteria using the most recent American Community Survey (ACS) dataset published by the U.S. Census Bureau:

a) Median Household Income (MHI) less than the State MHI, b) Percentage of population unemployed is greater than the State percentage, c) Percentage of population growth over the two most recent years is less than the State percentage.”. The Board uses a data center run by Tulane University and the Poverty Levels from Census Tract to obtain information about properties that qualify.

- **“EDBE”** means Economically Disadvantaged Business Enterprise.
- **“Eligible customer”** means the customer at a property where the service line has been replaced or disturbed (as defined in the EPA’s Final LCRI) for the purpose of filter distribution.
- **“Emergency”** means a sudden event affecting the approximal water main, service line, or the operations and maintenance of construction activities which requires an immediate response in order to prevent damage or injury, including incidents affecting personal or public safety or which may cause serious violations or anticipated violations of Applicable Law or damage to the environment.
- **“EPA”** is the United States Environmental Protection Agency.
- **“Full Service Line Replacement”** and **“Full Lead Service Line Replacement”** as used in the EPA’s Final LCRR and Final LCRI means a replacement of the service line from the main to meter and continues meter to building (regardless of ownership). Upon completion of the lead service line replacement, the entire service line meets the SDWA Section 1417 definition of lead-free.

When counting the number of replacements completed, the count refers to the number of properties at which a full or partial replacement was completed such that the property is designated non-lead in the lead materials inventory.

- **“GRR”** and **“Galvanized Service Line Requiring Replacement”** means a galvanized service line that is or ever was downstream of an LSL or is currently downstream of an unknown service line.
- **“Identification”** means the procedure to designate the material of the service line using the minimum requirement of LDH of one (1) pothole approximately 18” to 24” from the meter box for each portion of the service line being verified. Therefore, two (2) potholes (one on each side of the meter), are required to physically verify both the public and private portions of the line. See <https://ldh.la.gov/page/LSLI> for more information.
- **“Initial Inventory”** means the inventory required under the Final LCRR due Oct. 16, 2024. Also referred to as the “Oct. 2024 inventory”,
- **“Investigation”** means identification of the material composition of the water line as part of updating the materials inventory and therefore performed independently of lead line replacement. An investigation may not result in an immediate replacement, regardless of whether it is lead or GRR. See also **“Verification.”** And **“Identification”**.
- **“JIRR”** refers to the Joint Infrastructure Recovery Response Program.
- **“KPI”** is a key performance indicator.
- **“LCR”** is the EPA Lead and Copper Rule.

- “**LCRI**” is the **EPA** Final Lead and Copper Rule Improvements.
- “**LCRR**” is the **EPA** Final Lead and Copper Rule Revisions.
- “**LDEQ**” is the Louisiana Department of Environmental Quality.
- “**LDH**” is the Louisiana Department of Health.
- “**LSL**” and “**lead service line**” as used in the EPA’s Final LCRI. A portion of pipe that is made of lead, which connects the water main to the building inlet. A lead service line may be owned by the water system, owned by the property owner, or both.”
- “**Must**” and “**Shall**” indicate a mandatory requirement that in the view of the Board must be completed with in order for a Proposal not to be rejected. See “**should**”.
- “**MHI**” means the median household income.
- “**Notice**” means the Board’s Safety Orientation Notice.
- “**ODCs**” refers to Other Direct Costs as used in the Level of Effort Form with cost.
- “**Partial Service Line Replacement**” as used in the EPA’s Final LCRI. Refers to any replacement work of a service line, that leaves in service any length of lead service line or galvanized service line requiring replacement upon completion of the work. Partial lead service line replacements are not permitted by the Board, unless expressly allowed by the Board in extenuating circumstances and involves customer notification as described in the Final LCRI.
- “**Private Side**” means the portion of the service line from meter to building.
- “**Program**” means the scope of work performed under the Agreement for the Program Management for Lead Line Replacement.
- “**Program Manager**” is the Respondent hired under the Agreement and measured through the KPIs. Also referred to as the “**Successful Respondent**”.
- “**Proposal**” means the document prepared by the Respondent in response to the RFP.
- “**Public Side**” means the portion of service line from the main to meter that is the responsibility of the Board.
- “**Respondent**” means a firm or party or entity that has submitted a Proposal in response to this Request for Proposal. Also referred to as “**Proposer**”.
- “**RFP**” means Request for Proposal
- “**Selected Respondent**” means the Respondent which is recommended by the Selection Committee and selected by the Board to negotiate the Agreement and enter into a final Agreement.

- **“Selection Committee”** means a team consisting of members of Board’s staff as the Board may consider most appropriate in its absolute discretion, and who will perform the evaluation of each of the Proposals and make such reports and recommendations to the Board as they consider appropriate.
- **“Services”** are the Services to be provided by the Successful Respondent to the Board as described in this Request for Proposal and attached Agreement.
- **“Service Line Inventory”** or **“Inventory”** means the lead materials inventory as defined in the EPA’s Final LCRR and contains the information for materials used in the service line at all properties supplied by the Board.
- **“SLDBE”** is the State and Local Disadvantaged Business Enterprise.
- **“Subconsultant”** means any third party directly contracted by the Program Manager to provide agreed upon scope of work or service.
- **“Successful Respondent”** means the Respondent that enters into the Agreement with the Board.
- **“Should”** indicates a requirement that the Board would like the Respondent to address in its Proposal.
- **“Transition Period”** means the length of time during which the Successful Respondent will make preparatory arrangements to provide the Services.
- **“Unknown Lead Status”** as used in the EPA’s Final LCRI and means a service line that has not been demonstrated to meet or not meet the SDWA Section 1417 definition of lead free.
- **“Validation”** is used to refer to Final LCRI requirements to test and confirm the validity of assumptions used to designate a service line as “non-lead”.
- **“Vendor”** means any third party directly contracted by the Program Manager to provide agreed upon services and/or equipment necessary to complete the scope of work.
- **“Verification”** means the identification of the service line material prior to its replacement, as part of the replacement work. A verification resulting in lead or GRR results in an immediate replacement. See **“Identification”**.