

ROUTINE ENGINEERING SERVICES FOR WATER PROJECTS

SOQ 23-002

SUBMITTED BY:

MARAI S

CONSULTANTS

2018 Jena Street
New Orleans, LA 70115

MARAI S

CONSULTANTS

2018 JENA STREET | NEW ORLEANS, LA | 504.350.2644

Jefferson Parish Purchasing Department
Donna Reamey
General Government Building
200 Derbigny Street
Gretna, LA 70053

Ms. Reamey,

Thank you for taking the time to review our attached qualifications in response to your request for "Routine Engineering Services for Water Projects". You will find our Statement of Qualifications (Jefferson Parish TEC Professional Services Questionnaire) demonstrating our relevant training and experience. As a new firm, I want to take the time to tell you a few things about us and to affirm our commitment to performing exemplary work for Jefferson Parish.

AWARDS

- 2022** Jennifer Snape (JS) among 50 professionals nationwide selected for the Society of American Military Engineers National Leadership Development Program
- 2021** JS chosen for the prestigious New Orleans Regional Leadership Institute Leadership Program
- 2020** JS selected Top 20 under 40 Engineers in the Nation by ENR magazine.
- 2020** JS selected as New Orleans City Business Excellence in Construction & Real Estate honoree.
- 2016** JS named Tulane Outstanding Young Alumni (Engineering School)

Marais was founded in 2022 by Jennifer Snape, PE. With more than 20 years of experience in the engineering field, specifically the design of water distribution systems and other municipal infrastructure projects, our staff are competent and qualified to serve Jefferson Parish on the anticipated water projects. We believe in providing thoughtful solutions to design challenges for private, federal, and municipal clients in the Gulf Coast Region. We specialize in **civil site design, stormwater management and green infrastructure design, hydrologic/hydraulic modeling, structural design, and construction phase services**. Our company is certified federally as a Woman-Owned Small Business (WOSB) and a Women's Business Enterprise (WBE) and in Louisiana as a Small Entrepreneurship (Hudson Initiative) and a Disadvantaged Business Enterprise (DBE) (*pending*).

We were founded on the principal that communication and close coordination within the design team leads to more successful and enjoyable projects. Throughout the life of a project, we understand the importance of responsiveness and clarity in communication. Through our relationships with architects and municipalities and past-performance of our staff, Marais has been established as a firm with a strong technical expertise and an understanding of design challenges in our community. During the design process, our team looks for opportunities to improve the sustainability of every one of our projects, from economical

design decisions to considerations for our changing climate. As a part of creative and sustainable designs, we understand the importance of constructability and strive to maintain a relationship with contractors where we can work together to find ways to reduce waste and reuse materials where possible.

In addition, the staff at Marais Consultants has extensive experience with community engagement around infrastructure. We are passionate about teaching the general public about how our infrastructure functions and the work we are trying to do to improve these systems. We carry this passion through to supporting many of the amazing non-profit organizations in the Greater New Orleans Area by providing pro-bono engineering services in support of their missions.



In naming the company, the choice of the word *marais*, “marsh” in French, pays tribute to the land that serves as the foundation for our region, where the marshes were drained in order to create our city. Today, the coastal marshes present a case study in the benefits of working alongside natural systems for sustainable solutions to current and future challenges. They are an essential feature of our landscape providing wildlife habitat and protection from damaging storm surges. We strive to provide our clients with the same multi-dimensional utility through innovative structural engineering, stormwater management and site development, and nature-based design.

We look forward to the opportunity to work with Jefferson Parish.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Snape". The signature is written in a cursive, flowing style.

Jennifer Snape, PE
Owner and Lead Designer
jenny@maraisconsultants.com
Marais Consultants LLC

Technical Evaluation Committee (TEC) Questionnaire

Instructions

- The Technical Evaluation Committee (TEC) Questionnaire shall be used for professional services related to architecture, engineering, or survey projects.
- **The TEC Questionnaire should be completely filled out. Complete and attach ALL sections. Insert “N/A” or “None” if a section does not apply or if there is no information to provide.**
- Questionnaire must be dated and signed by an authorized representative of the Firm. Failure to sign the questionnaire shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- All subcontractors must be listed in the appropriate section of the Questionnaire. Each subcontractor must provide a complete copy of the TEC Questionnaire, applicable licenses, and any other information required by the advertisement. Failure to provide the subcontractors' complete questionnaire(s), applicable licenses, and any other information required by the advertisement shall result in disqualification of proposer pursuant to J.P. Code of Ordianances Sec. 2-928.
- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.

TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

B. Firm Name & Address:

C. Name, title and contact information of Principal, as defined in Section 2-926 of the Jefferson Parish Code of Ordinances, who is a registered, licensed architect, professional engineer, or surveyor in the State of Louisiana:

D. Name and contact information of employee who is a registered and licensed architect, professional engineer, or surveyor in the State of Louisiana in the applicable discipline. A subcontractor may be substituted here only if the advertised Project requires more than one discipline.

E. Please provide the number of employees whose primary function corresponds with each category:

<input type="checkbox"/> Administrative	<input type="checkbox"/> Estimators	<input type="checkbox"/> Specification Writers
<input type="checkbox"/> Architects (Licensed)	<input type="checkbox"/> Geologists	<input type="checkbox"/> Structural Engineers
<input type="checkbox"/> Chemical Engineers	<input type="checkbox"/> Geotechnical Engineers	<input type="checkbox"/> Graduate Engineers
<input type="checkbox"/> Civil Engineers	<input type="checkbox"/> Interior Designers	<input type="checkbox"/> Project Managers
<input type="checkbox"/> Construction Inspectors	<input type="checkbox"/> Landscape Architects	<input type="checkbox"/> Clerical
<input type="checkbox"/> Ecologists	<input type="checkbox"/> Land Surveyor	<input type="checkbox"/> Grant/Funding Specialist
<input type="checkbox"/> Electrical Engineers	<input type="checkbox"/> Mechanical Engineers	<input type="checkbox"/> Sanitary Engineers
<input type="checkbox"/> Engineer Intern	<input type="checkbox"/> Environmental Engineers	
<input type="checkbox"/> Professional Land Surveyors		<input type="checkbox"/> TOTAL

F. Is this submittal by a JOINT-VENTURE? Please check: YES _____ NO _____

If marked "No" skip to Section I. If marked "yes" complete Sections G-H.

TEC Professional Services Questionnaire

G. If submittal is by JOINT-VENTURE, list the firms participating and outline specific areas of responsibility (including administrative, technical, and financial) for each firm. Please attach additional pages if necessary.

1.

2.

H. Has this JOINT-VENTURE previously worked together? Please check:
YES _____ NO _____

I. List all subcontractors anticipated for this Project. Please note that all subcontractors must submit a fully completed copy of this questionnaire, applicable licenses, and any other information required by the advertisement. See Jefferson Parish Code of Ordinances, Sec. 2-928(a)(3). Please attach additional pages if necessary.

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1.		
2.		
3.		

J. Please specify the total number of support personnel that may assist in the completion of this Project:

TEC Professional Services Questionnaire

K. List the professional in charge, key persons, specialists, and individual consultants anticipated for this Project and provide their relevant information below. If necessary, please attach additional documentation (i.e. resume) that demonstrates the employment history and experience of the Firm's key persons that may assist in the completion of this Project. Please attach additional pages if necessary.

PROFESSIONAL IN CHARGE OF PROJECT:

Name & Title:

Project Assignment:

Name of Firm with which associated:

Years' experience with this Firm:

Education: Degree(s)/Year/Specialization:

Active registration: Year first registered/discipline:

Other experience and qualifications relevant to the proposed Project:

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Project Assignment:
Name of Firm with which associated:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Active registration: Year first registered/discipline:
Other experience and qualifications relevant to the proposed Project:

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Project Assignment:
Name of Firm with which associated:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Active registration: Year first registered/discipline:
Other experience and qualifications relevant to the proposed Project:

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Project Assignment:
Name of Firm with which associated:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Active registration: Year first registered/discipline:
Other experience and qualifications relevant to the proposed Project:

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Project Assignment:
Name of Firm with which associated:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Active registration: Year first registered/discipline:
Other experience and qualifications relevant to the proposed Project:

TEC Professional Services Questionnaire

L. Work by Firm or Joint-Venture members which best illustrates current qualifications relevant to this Project. Please include any and all work performed for Jefferson Parish. Please attach additional pages if necessary.

PROJECT NO. 1

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 6		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 7		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 8		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 9		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 10		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

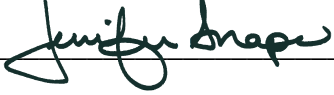
M. List all prior and/or on-going litigation between Firm and Jefferson Parish. Please attach additional pages if necessary.

Parties:		Status/Result of Case:
Plaintiff:	Defendant:	
1.		
2.		
3.		
4.		

N. Use this space to provide any additional information or description of resources supporting Firm's qualifications for the proposed project.

Jefferson Parish
State of Louisiana

O. To the best of my knowledge, the foregoing is an accurate statement of facts.

Signature:  Print Name: _____
Title: _____ Date: _____



WOMEN'S BUSINESS ENTERPRISE
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

**HEREBY GRANTS
WOMAN OWNED SMALL BUSINESS (WOSB) CERTIFICATION TO**

Marais Consultants LLC

The identified small business is an eligible WOSB for the WOSB Program, as set forth in 13 C.F.R. part 127 and has been certified as such by an SBA approved Third Party Certifier pursuant to the Third Party Agreement, dated June 30, 2011, and available at www.sba.gov/wosb.

The WOSB Certification expires on the date herein unless there is a change to the SBA's regulation that makes the WOSB ineligible or there is a change in the WOSB that makes the WOSB ineligible. If either occurs, this WOSB Certification is immediately invalid. The WOSB must not misrepresent its certification status to any other party, including any local or State government or contracting official or the Federal government or any of its contracting officials.

Majority Female Owner: Jennifer Snape

NAICS: 541330

UNSPSC: 81101500, 81101505, 81101510, 81101513, 81101520, 81101523, 81101525, 81101527, 81101528

Certification Number: WOSB221638

Renewal Date: December 31, 2023

WOSB Regulation Expiration Date: 12/31/2025



Phala Mire, Women's Business Enterprise
Council - South President

Pamela Prince-Easton, WBENC President & CEO

LaKesha White, Vice President, Certification



DIVISION OF SMALL BUSINESS SERVICES

This certification acknowledges that

Marais Consultants LLC

is Certified-Active as a Small Entrepreneurship with
Louisiana Economic Development's Hudson Initiative.

This certification is valid from 11/7/2022 to 11/7/2023 .

Certification No. 24912

A handwritten signature in black ink, reading "Stephanie Hartman", written over a horizontal line.

**Stephanie Hartman,
Director, Small Business Services**



This certificate is presented to

Jennifer Snape

in recognition of successful completion of

CEU: 5.0

Sustainable Infrastructure Certificate Program (CERSI17)

December 28, 2022

and for demonstrating a commitment to engineering excellence through lifelong learning.

A handwritten signature in black ink, reading "Gayle Claman", is positioned above a solid black horizontal line.

Gayle Claman, CAE
Managing Director, Continuing Education

Florida Provider Number:

0003826

Florida Course Number:

Please retain this certificate for your continuing education records.

1801 Alexander Bell Drive, Reston, VA 20191-4400 Phone: (800) 548-2723

