

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 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 Ordinances 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:

SOQ # 23-022: Provide Professional Surveying Services on an as needed basis for Public Works Projects-Department of Engineering

B. Firm Name & Address:

Cypress Surveying & Consulting, LLC
2577 Highway 20
Vacherie, LA 70090

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:

Scott Bourgeois, PLS
Lead Surveyor
225-717-6267
scott.bourgeois@cypresssurveying.com

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.

Scott Bourgeois, PLS
Lead Surveyor
225-717-6267
scott.bourgeois@cypresssurveying.com

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	¹ <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		¹ 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.
N/A

2.
N/A

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. Environmental Science Services, Inc. 1027 North Range Avenue Denham Springs, LA 70726	Extensive surveying, mapping, and unmanned aerial systems experience	Yes
2.		
3.		

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

8 _____

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:

Scott Bourgeois, PLS
Lead Surveyor

Project Assignment:

Professional Land Surveyor

Name of Firm with which associated:

Cypress Surveying & Consulting, LLC

Years' experience with this Firm:

3

Education: Degree(s)/Year/Specialization:

BS 2014 Geomatics, Nicholls State University

Active registration: Year first registered/discipline:

2020, Professional Land Surveyor

Other experience and qualifications relevant to the proposed Project:

As founder/Lead Surveyor of Cypress Surveying & Consulting, Mr. Bourgeois has over ten years of experience in the surveying profession, including experience working as a Rod Man, Instrument Man, Party Chief, Project Technician, and Professional Land Surveyor. His expertise ranges from collecting and processing data, drafting, records research, and final review of survey deliverables for residential surveys, commercial surveys, Right-of-way surveys, topographic surveys, bathymetric surveys, small and large tract boundary surveys, route surveys, elevation certificates, control surveys, subdivision plats, construction surveys.

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:	
Bucktown Harbor Paddler's Launch Metairie, LA Jefferson Parish (subcontractor to LA Contracting Enterprise) POC Quentin Landry quentinl@la-cont.com	Provide surveying related to the construction of the new paddler's launch including but not limited to performing pre/post construction surveys for quantity computations. Utilizing Conventional survey equipment.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
September 2023	2,500,000 (estimated)	\$8,020 (contract amount)

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Comite River Diversion (Reach 4 and White Bayou) Zachary, LA USACE (subcontractor to Environmental Science Services, Inc.) POC Andrew Milanes, PE amilanes@es2-inc.com	Semi-annual site control benchmark verification.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Q4 2023	\$60,000,000 (estimates)	\$5,000 (to-date)

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
Gulf Intracoastal Waterway Port Allen to Morgan City Alternate Route Confined Disposal Facility Construction Bayou Sorrel, LA USACE (subcontractor to Environmental Science Services, Inc.) POC Andrew Milanes, PE amilanes@es2-inc.com	Provide surveying related support to the construction of the new confined disposal facility. Preformed pre-construction surveys, compliance surveys, quantity measurements and construction layout. Established site control benchmarks utilizing.	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
August 2023	2,500,000 (estimated)	\$79,150 (contract amount)

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Woodland Canal Dredging LaPlace, LA St. John the Baptist Parish (subcontractor to LA Contracting Enterprise) POC Quentin Landry quentinl@la-cont.com	collect and prepare cross section views for Pre-Construction and As-Built Cross Section surveys of +/-2.5 miles of Woodland Canal for dredging. Construction stakeout to aid in dredging	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
January 2023		\$14,000

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Boundary/Topographic Survey of Gramercy Park Gramercy, LA St. James Parish Government (Subcontractor for High Tide Consultants) POC Scott Porrier scott@hightidela.com	Complete a boundary and topographic survey of the Gramercy Park for the improvement master plan.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Q4 2022		\$6,200

PROJECT NO. 6		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Regala Little League Field Topo Reserve, LA St. John the Baptist Parish (subcontractor for Meyer Engineers) POC Donovan Duffy dduffy@meyer-e-l.com	Complete a topographic survey of the Regala Little League Field to support the engineering design improvements to the field.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Q3 2022		\$5,540 (contract amount)

TEC Professional Services Questionnaire

PROJECT NO. 7		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Assumption Parish Water Works District No. 1 Napoleonville, LA Assumption Parish Water Works District No. 1 (subcontractor for Meyer Engineers) POC Donovan Duffy dduffy@meyer-e-l.com	Complete a topographic survey of the Assumption Parish Water Works District No.1's water treatment facility for the design of the expansion of the facility.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
June 2022		\$6990.00 (Contract Amount)

PROJECT NO. 8		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Baytree Community Drainage Survey Vacherie, LA St. James Parish Gonvernment POC Ryan Larousse ryan.larousse@stjamesparishla.gov	Collecting drainage data of the Baytree Community(+/-600 acres) to prepare drawings to depict the size and invert elevation of existing roadside and major drainage outfall structures, ditches and canals.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Q3 2021		\$64,000

TEC Professional Services Questionnaire

PROJECT NO. 9		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
St. James Parish Control Network St. James Parish Gouvernement POC Eric Deroche eric.deroche@stjamesla.com	Set Deep Rod Monuments to refusal along with supporting secondary monuments throughout St. James Parish to expand and update their existing Control Network.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Q4 2021	\$118,000	\$118,000

PROJECT NO. 10		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Vacherie Canal and Protection Levee Vacherie, LA St. James Parish Government POC Ryan Larousse ryan.larousse@stjamesparishla.gov	Provide Cross section views of a 3.5 mile portion of Vacherie Canal and its protection levee to to aid St. James Parish in determining the current condition and areas that may need attention.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
February 2021	\$30,000	\$30,000

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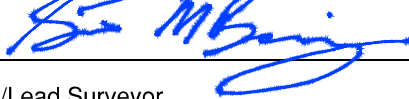
M. List all prior and/or on-going litigation between Firm and Jefferson Parish. Please attach additional pages if necessary.

Parties:		Status/Result of Case:
Plaintiff:	Defendant:	
1. None		
2.		
3.		
4.		

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

Cypress Surveying & Consulting, LLC has extensive experience surveying for infrastructure improvement and development, drainage, utilities and flood protection for private individuals, commercial, local, state and federal level clients. Cypress Surveying & Consulting, LLC is also a certified Hudson firm and LaGOV Vendor.

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

Signature:  Print Name: Scott M. Bourgeois
 Title: President/Lead Surveyor Date: August 08, 2023