



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**SOQ 24-036 Miscellaneous Architecture and Engineering Services on an  
As-Needed Basis**  
Jefferson Parish Government

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)  
05-Dec-2024 11:29:31 AM



**SOQ 24-036**

**Miscellaneous Architecture and Engineering Services  
on an As-Needed basis**

**Submission Deadline: December 19, 2024 at 3:30 PM**

**ATTENTION VENDORS!!!**

**Please review all pages and respond accordingly, complying with all provisions in the public notice and Jefferson Parish Code of Ordinances Section 2-926 et seq. All submissions must be received on the Purchasing Department's e-Procurement site, [www.jeffparishbids.net](http://www.jeffparishbids.net), by the SOQ submission deadline date and time. Late submissions will not be accepted.**

**Jefferson Parish Purchasing Department  
General Government Building  
200 Derbigny Street, Suite 4400  
Gretna, LA 70053  
Purchasing Specialist II, Mark Buttery  
[Mark.Buttery@jeffparish.gov](mailto:Mark.Buttery@jeffparish.gov)  
(504) 364-2810**



**(CORRECTED)**  
**PUBLIC NOTICE**  
**SOQ 24-036**  
**Miscellaneous Architecture and Engineering Services**  
**on an As-Needed basis**

The Parish of Jefferson, authorized by **Resolution No. 145324** is hereby soliciting a Statement of Qualifications (**TEC Questionnaire**) from persons or firms interested and qualified in contracting with the Parish of Jefferson to provide **Professional Architectural and Engineering Services on an As Needed Basis for Architectural Type Projects Located Throughout the Parish**, by mutual consent of the parties and approved by the parish Council.

**Deadline for Submissions: 3:30 p.m., December 19, 2024**

**General**

Specific Scope of Services includes providing design, construction administration and related supplemental services on an as-needed basis for architectural type projects located throughout the Parish for an approximate two year period.

The firms submitting a Statement of Qualifications (TEC Questionnaire) must identify all sub-consultant firms which they expect to use to provide professional services, and submit a Statement of Qualifications (TEC Questionnaire) for each sub-consultant firm. (Refer to Jefferson Parish Code Ordinance, Section 2-928).

All services shall be provided on an “as-needed” basis, and there shall be no guarantee as to the amount of work the firm or firms will be given during the term of the contract.

The Council, at its discretion, may choose one or more qualified firms to provide the services.

**Compensation**

Compensation for the required services will be made on an hourly rate basis or a fixed fee basis, or a combination of both, depending on scope and complexity of the work. The Parish reserves the right to determine the method of payment (hourly or fixed) for each individual assignment.

For hourly rate work, the firm shall be compensated by the appropriate Jefferson Parish Department on the basis of their certified and itemized salary costs plus a fee to cover overhead costs and profit in accordance with guidelines established in Attachment “A” to the Standard Professional Services Agreement for Jefferson Parish. A copy of Attachment “A” may be obtained by calling the Jefferson Parish Department of Capital Projects at (504) 736-6833.

For fixed fee work, the fee shall be negotiated with the firm by the appropriate Jefferson Parish Department and shall be mutually agreeable to both parties.

All costs associated with this project shall be subject to Jefferson Parish review and approval.

A maximum yearly cap established by Jefferson Parish based on anticipated needs for these services shall be \$500,000.00, and the established cap shall not be increased without Council approval.

**Minimum Requirements for Selection**

1. The persons or firms under consideration shall have at least one (1) principal who is a licensed, registered architect or a professional engineer in the State of Louisiana. A subcontractor may not be used

to meet this requirement. (Section C. of TEC Professional Services Questionnaire);

2. The persons or firms under consideration shall have a professional in charge of the Project who is a licensed, registered architect in the State of Louisiana with a minimum of five (5) years' experience. A subcontractor may not be used to meet this requirement. (Section K. **"PROFESSIONAL IN CHARGE OF PROJECT:"** of TEC Professional Services Questionnaire);
3. The persons or firms under consideration shall have one (1) employee who is a licensed, registered architect or professional engineer in the State of Louisiana in the applicable discipline involved. A subcontractor may meet this requirement only if the advertised Project involves more than one discipline (Section D. of TEC Professional Services Questionnaire).

### Evaluation Criteria

The following criteria will be used to evaluate each firm submitting a Statement of Qualifications:

- (1) Professional training and experience in relation to the type of work required for the architectural or engineering services. (Maximum points awarded shall be 35).
- (2) Size of firm considering the number of professional and support personnel required to perform the type of architectural or engineering tasks, including project evaluation, project design, drafting of technical plans, development of technical specifications and construction administration. (Maximum points awarded shall be 20).
- (3) Capacity for timely completion of newly assigned work, considering the factors of type of architectural or engineering task, current unfinished workload, and person or firm's available professional and support personnel. (Maximum points awarded shall be 20).
- (4) Past Performance by person or firm on projects of or similar comparable size, scope, and scale. Assertions of fault by a person or firm, which shall include time delays, cost over-runs, and or design inadequacies in prior work completed for the Parish shall be evidenced by substantiating documentation provided by the Director of Public Works for the requesting department or the Director of Engineering and received by the Chairman of the Evaluation Committee a minimum of two (2) weeks prior to the scheduled date of the Technical Evaluation Committee meeting. (Maximum points awarded shall be 10).
- (5) Location of the principal office. Preference shall be given to persons or firms with a principal business office as follows: (1) Jefferson Parish, including municipalities located within Jefferson Parish (15 points); (2) Neighboring Parishes of the Greater New Orleans Metropolitan Region, which includes Orleans, Plaquemines, St. Bernard, St. Charles and St. Tammany Parishes (12 Points); (3) Parishes other than the foregoing (10 Points); (4) Outside the State of Louisiana (6 Points). (Maximum points awarded shall be 15).
- (6) Adversarial legal proceedings between the Parish and the person or firm performing professional services, in which the Parish prevailed or any ongoing adversarial legal procedures between the Parish and the person or firm performing professional services, excluding those instances or cases where the person or firm was added as an indispensable party, or where the person or firm participated in or assisted the public entity in prosecution of its claim. In the event that the person or firm fails to provide accurate and detailed information regarding legal proceedings with the Parish, including the absence of legal proceedings, the person or firm shall be deemed unresponsive with regard to this category, and zero (0) points shall be

awarded. (Maximum points awarded shall be 15 for the lack of any such adversarial proceedings as defined).

- (7) Prior successful completion of projects of the type and nature of the architectural or engineering services, as defined, for which firm has provided verifiable references. (Maximum points awarded shall be 15).

Only those persons or firms receiving an overall cumulative score of at least seventy percent (70%) or greater, with their highest and lowest score not counted, of the total possible points for all categories to be assigned by the participating Technical Evaluation Committee members shall be deemed qualified to perform architectural or engineering tasks and shall be listed in alphabetical order in the TEC meeting minutes.

All persons or firms (including subcontractors) must submit a Statement of Qualifications ((TEC Professional Services Questionnaire) by the deadline. The latest professional services questionnaire may be obtained by contacting the Purchasing Department at (504) 364-2678 or via the Jefferson Parish website at [www.jeffparish.gov](http://www.jeffparish.gov). This questionnaire can be accessed by hovering over "Business and Development" on the website and clicking on the Professional Services Questionnaires option under "Doing Business in Jefferson Parish". The submitting individuals or firms must identify all subcontractors who would assist in providing professional services for the project. Each subcontractor shall submit a General Professional Services Questionnaire and all documents and information included in the questionnaire. Interested candidates must submit one (1) submission electronically on the Jefferson Parish eProcurement site, Central Bidding.

Submissions are to be submitted on the eProcurement site at [www.jeffparishbids.net](http://www.jeffparishbids.net).

These submissions will only be accepted electronically via the Parish's e-Procurement site, Central Bidding at [www.centrauctionhouse.com](http://www.centrauctionhouse.com) or [www.jeffparishbids.net](http://www.jeffparishbids.net). Registration is required and free for Jefferson Parish vendors by accessing the following link: [www.centrauctionhouse.com/registration.php](http://www.centrauctionhouse.com/registration.php).

No submittals will be accepted after the deadline.

Affidavits and Certificates of Insurance are not required to be submitted with the Statement of Qualifications (TEC Questionnaire) but shall be submitted prior to contract approval.

Disputes/protests relating to the decisions by the evaluation committee or by the Jefferson Parish Council shall be brought before the 24<sup>th</sup> Judicial Court.

**The New Orleans Advocate: November 27, 2024, December 4 and 11, 2024**



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**SOQ 24-036 Miscellaneous Architecture and Engineering Services on an  
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Jefferson Parish Government

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05-Dec-2024 11:29:33 AM

## TEC Professional Services Questionnaire

**A. Project Name and Advertisement Resolution Number:**

Miscellaneous Architecture and Engineering Services on an As-Needed Basis  
SOQ 24-036 No. 145324

**B. Firm Name & Address:**

**Blitch Knevel Architects, LLC**  
736 East Boston Street  
Covington, LA 70433

**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:**

Vanessa Schneider, AIA, ACHA, NCARB, CDT  
Owner, Architect  
504.524.4634  
vanessas@blitchknevel.com  
LA License: 7797

**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.**

Ron Blitch, FAIA, FACHA  
Owner, Architect  
504.524.4634  
ronblitch@msn.com  
LA License: 2523

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

<u>  1  </u> Administrative	<u>      </u> Estimators	<u>      </u> Specification Writers
<u>  3  </u> Architects (Licensed)	<u>      </u> Geologists	<u>      </u> Structural Engineers
<u>      </u> Chemical Engineers	<u>      </u> Geotechnical Engineers	<u>      </u> Graduate Engineers
<u>      </u> Civil Engineers	<u>  1  </u> Interior Designers	<u>      </u> Project Managers
<u>      </u> Construction Inspectors	<u>      </u> Landscape Architects	<u>      </u> Clerical
<u>      </u> Ecologists	<u>      </u> Land Surveyor	<u>      </u> Grant/Funding Specialist
<u>      </u> Electrical Engineers	<u>      </u> Mechanical Engineers	<u>      </u> Sanitary Engineers
<u>      </u> Engineer Intern	<u>      </u> Environmental Engineers	<u>  2  </u> Intern Architects
<u>      </u> Professional Land Surveyors	<u>  1  </u> Construction Manager	<u>  8  </u> <b>TOTAL</b>

**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. Morphy Makofsky, Inc. 336 N. Norman C. Francis Pkwy New Orleans, LA 70119	Civil / Structural Engineering	Yes
2. GVA Engineering, LLC 2615 Edenborn Ave. Metairie, LA 70002	Mechanical & Electrical	Yes
3.		

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

35

## 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:**

Vanessa Schneider, AIA, ACHA, NCARB, CDT  
Owner, Architect

**Project Assignment:**

Architect

**Name of Firm with which associated:**

Blitch Knevel Architects, LLC

**Years' experience with this Firm:**

10

**Education: Degree(s)/Year/Specialization:**

Master of Architecture, Tulane University

**Active registration: Year first registered/discipline:**

Louisiana 7797; Year: 2013

**Other experience and qualifications relevant to the proposed Project:**

<p>Wynhoven Community Care Center Expansion St. Andrew's Village New Lab Building Mandeville Public Works Good Shepherd School New Campus LSU Health Science Center Dental School Renovations Ascension DePaul Health Clinics - Kenner, Algiers, and Harvey LSU Health Care Services Division - Charity Hospital Cleanout</p>	<p>Memorial Hospital at Gulfport -Oncology Pharmacy Relocation -Cath Lab 5 -Pre / Post Op Procedure Unit Relocation -Patient Tower Renovations &amp; Expansion -ICU Expansion &amp; Renovation -Neonatal Intensive Care Unit</p>
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## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>	
<b>Name &amp; Title:</b>	
Ron Blitch, FAIA, FACHA Owner, Architect	
<b>Project Assignment:</b>	
Architect	
<b>Name of Firm with which associated:</b>	
Blitch Knevel Architects, LLC	
<b>Years' experience with this Firm:</b>	
48	
<b>Education: Degree(s)/Year/Specialization:</b>	
Bachelor of Architecture, University of Notre Dame; Magna Cum Laude Henry Adams Award for Architectural Education Recipient	
<b>Active registration: Year first registered/discipline:</b>	
Louisiana 2523; Year: 1978	
<b>Other experience and qualifications relevant to the proposed Project:</b>	
Harbor Center Meeting Room Expansion East Jefferson General Hospital (multiple projects) Pontchartrain Housing Headquarters Corp Academy of the Sacred Heart Rosary Campus Renovations LSU Health Science Center Dental School Renovations Holy Cross School Replacement Campus University Medical Center Replacement Campus Copeland Tower Living Xavier University of Louisiana Student Center, Classroom/Pharmacy, and Library	Good Shepherd School New Campus Wynhoven Community Care Center Expansion St. Mary's Dominican High School Science and Technology Complex Audubon School Renovation and Expansion Blitch Knevel Architects Offices Renovations New Orleans Teleplex Ascension DePaul Health Clinics - Carrollton, St. Cecilia, New Orleans East, Kenner, Algiers, and Harvey



## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
Robert Allbritton, AIA, NCARB Senior Project Architect
<b>Project Assignment:</b>
Architect
<b>Name of Firm with which associated:</b>
Blitch Knevel Architects, LLC
<b>Years' experience with this Firm:</b>
7
<b>Education: Degree(s)/Year/Specialization:</b>
Master of Architecture, University of Louisiana at Lafayette
<b>Active registration: Year first registered/discipline:</b>
Louisiana 9217; Year 2019
<b>Other experience and qualifications relevant to the proposed Project:</b>
Harbor Center Meeting Room Expansion Abney Elementary School - Classroom Addition & New Gymnasium - New Cafetorium - Administration Bldg. Renovations Covington Library Exterior Renovations Tangipahoa Parish Schools Ida Repairs - multiple projects Wynhoven Community Care Center Expansion & Renovations St. Andrews Village Academy of the Sacred Heart Rosary Campus Renovations

## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>	
<b>Name &amp; Title:</b>	
Allison Looper-Chalmers, IIDA, NCIDQ Owner, Interior Designer	
<b>Project Assignment:</b>	
Interior Designer	
<b>Name of Firm with which associated:</b>	
Blitch Knevel Architects, LLC	
<b>Years' experience with this Firm:</b>	
16	
<b>Education: Degree(s)/Year/Specialization:</b>	
Bachelor of Interior Design, Louisiana Tech University	
<b>Active registration: Year first registered/discipline:</b>	
Louisiana 1308; Year: 2008	
<b>Other experience and qualifications relevant to the proposed Project:</b>	
Copeland Tower Living Harbor Center Meeting Room Expansion Academy of the Sacred Heart Rosary Campus Renovations Wynhoven Community Care Center Expansion & Renovations Abney Elementary School Classroom Addition & New Gymnasium LSU Health Science Center Dental School Renovations Xavier University of Louisiana Student Center, Classroom/Pharmacy, and Library Good Shepherd School New Campus St. Mary's Dominican High School Science and Technology Complex	Memorial Hospital at Gulfport -Oncology Pharmacy Relocation -Cath Lab 5 -Pre / Post Op Procedure Unit Relocation -Patient Tower Renovations & Expansion -ICU Expansion & Renovation -Neonatal Intensive Care Unit

## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
Jay Ridolfo, CSI, CCCA Construction Manager
<b>Project Assignment:</b>
Construction Manager
<b>Name of Firm with which associated:</b>
Blitch Knevel Architects, LLC
<b>Years' experience with this Firm:</b>
12
<b>Education: Degree(s)/Year/Specialization:</b>
Engineering / Geology University of Southwest Louisiana
<b>Active registration: Year first registered/discipline:</b>
<b>Other experience and qualifications relevant to the proposed Project:</b>
Harbor Center Meeting Room Expansion Abney Elementary Classroom Addition & New Gymnasium Covington Library Exterior Renovations Tangipahoa Parish Schools Ida Repairs - multiple projects St. Martin's Episcopal School Master Plan, Idea Lab Expansion, New Science and Technology Building, and Athletic Field House PACE at St. Cecilia St. Paul's Episcopal School Addition Xavier University of Louisiana Dormitories & University Center

# RONALD B. BLITCH, FAIA, FACHA

## Owner, Architect



### Education:

University of Notre Dame,  
Bachelor of Architecture

### Professional Boards:

Past-President,  
Louisiana  
State Board  
of Architectural Examiners  
(LSBAE)

Past-President,  
National Council of  
Architectural Review  
Boards (NCARB)

### CERTIFICATIONS:

Fellow, American College  
of Healthcare Architects

Fellow, American Institute  
of Architects

Cal OES SAP, California  
Office of Emergency Services  
Safety Assessment Program

### REGISTRATIONS:

Louisiana #2523  
Mississippi #1670  
Texas #17894

With more than 40 years of experience in architecture, Ron is responsible for the firm's primary concept design and design development coordination. His hands-on participation in the entire design process results in creative solutions for the firm's clients. He is a nationally respected authority in Healthcare and Senior Living design, and has won numerous awards for his innovative designs of educational, healthcare, senior living and religious facilities.

### NOTABLE PROJECTS

Harbor Center Meeting Room Expansion

East Jefferson General Hospital

Academy of the Sacred Heart

Xavier University of Louisiana Pharmacy Pavilion Addition, Simulation Labs, and University Center

Holy Cross School New Campus, Master Plan, Cafeteria, Gym

Pontchartrain Housing Headquarters Corp

Charity Hospital Assessment / LSU UMC Replacement Campus

Good Shepherd School New Campus

St. Mary's Dominican High School Science and Technology Complex

St. Martin's Episcopal School Master Plan, Idea Lab Expansion, and Athletic Field

Audubon School Renovation and Addition

McGill-Toolen Catholic High School - Master Plan, New Science and Technology Building, and New Student Center

St. Margaret's at Mercy

Chateau de Notre Dame





# VANESSA SCHNEIDER, AIA, ACHA, NCARB, CDT

## Owner, Architect



### Education:

Tulane University,  
Master of Architecture

### Certifications:

Certificant, American College  
of Healthcare Architects

CSI-CDT,  
Construction Specifications Institute,  
Construction Document Technologist

Cal OES SAP,  
California Office of Emergency  
Services Safety Assessment Program

OSHA –10 hour Training  
for the Construction Industry

### Registrations:

Louisiana #7797  
Mississippi #6030

With 19 years of experience, Vanessa has successfully managed new projects and renovations while implementing communication and record keeping practices to encourage accuracy, efficiency, and cooperation among clients, contractors and project users. Although her current focus is Healthcare, her well rounded Architectural experience allows her to be prepared for any project type, size, and delivery method. Vanessa is certified as a Construction Document Technologist (CDT) and is an active member of the National Council of Architectural Registration Board (NCARB) and the American Institute of Architects (AIA) both locally and nationally.

### NOTABLE PROJECTS

Wynhoven Community Care Center Expansion and Renovations

Good Shepherd School New Campus

City of Mandeville Public Works Lab Building

Ascension Healthcare Clinics- Kenner, Algiers, and Harvey

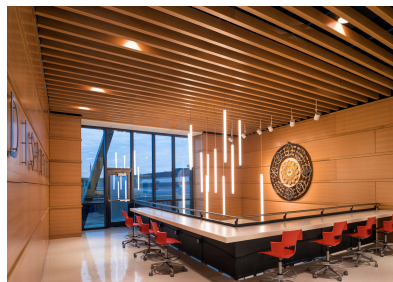
Memorial Hospital at Gulfport

- Oncology Pharmacy Relocation
- Cath Lab 5
- Pre/Post Op Procedure Unit Relocation
- Main Tower Renovations and Expansion
- Neonatal Intensive Care Unit
- Interventional Radiology
- MRI Replacement
- Intensive Care Unit Expansion and Renovation

Select Medical Hospital Relocation to Memorial Hospital at Gulfport

LSU-Health Care Services Division - Charity Hospital Cleanout

St. Tammany Parish Animal Services Isolation Renovations



# ROBERT ALLBRITTON, AIA, NCARB

## SENIOR PROJECT ARCHITECT



### Education:

University of Louisiana  
Lafayette,  
Master of Architecture

### REGISTRATIONS:

Louisiana #9217

Robert has 12 years of experience as a design professional in the architectural field. He started his career producing construction documentation for refurbishment projects to churches and schools before moving on to producing documents for large-scale healthcare renovations and additions for hospitals across the north Louisiana region. His professional experience has given him a firm belief in providing the client with a seamless design process and a successful construction project, while creating spaces that accomplish their goals and enrich the users' experience of the built environment. Robert is an active member of National Council of Architectural Registration Board (NCARB) and American Institute of Architects (AIA) both locally and nationally.

### NOTABLE PROJECTS

Harbor Center Meeting Room Expansion

City of Mandeville Public Works Lab Building

Covington Library Exterior Renovations

Abney Elementary School Addition & New Gymnasium

Abney Elementary School Cafetorium

Wynhoven Community Care Center Expansion and Renovations

St. Andrew's Village

Academy of the Sacred Heart

LSU Dental School - 7th Floor Renovations

Saint John's on the Lake Continuing Care Retirement Community



# ALLISON LOOPER-CHALMERS, IIDA, NCIDQ

## Owner, Interior Designer



### Education:

Louisiana Tech University  
Bachelor of Interior Design

### REGISTRATIONS:

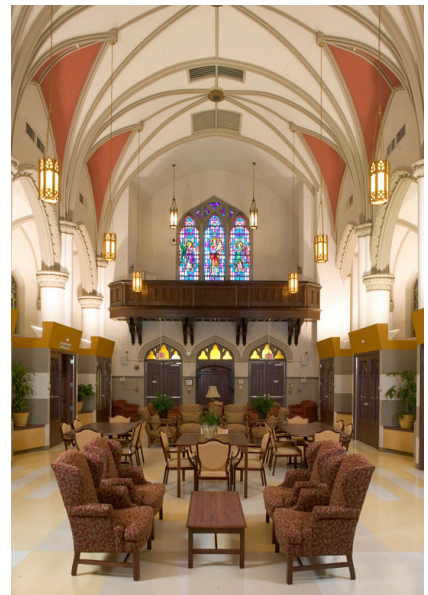
Professional Member, IIDA  
Louisiana Registered  
Interior Designer #1308

NCIDQ Certificate No. 24352

Allison has 20 years of experience as an Interior Designer working with a variety of new and renovation project types including healthcare, education, senior living, corporate and hospitality facilities. Allison values the importance of being part of a team and believes that everyone has an important role in making that team successful, which translates into effective designs and successful projects with happy clients. Allison is an active member of the International Interior Design Association (IIDA) both locally and nationally. She is also a National Council for Interior Design Qualification (NCIDQ) Certified Interior Designer.

### NOTABLE PROJECTS

Copeland Tower Living Renovations  
Harbor Center Meeting Room Expansion  
Academy of the Sacred Heart Rosary Campus Renovations  
Xavier University of Louisiana Pharmacy Pavilion Addition, Simulation Labs, and University Center  
Pontchartrain Housing Headquarters Corp  
Abney Elementary School Addition & New Gymnasium  
Good Shepherd School New Campus  
St. Mary's Dominican High School Science and Technology Complex  
St. Martin's Episcopal School Master Plan, Idea Lab Expansion and Athletic Field House  
LSU Health Science Center Dental School Renovations  
Saint John on the Lake Continuing Care Retirement Community  
PACE at St. Cecilia  
Select Medical Hospital Relocation to Memorial Hospital at Gulfport





## JAY RIDOLFO, CSI, CCCA

### Construction Manager



#### Education:

University of Southwest Louisiana  
Engineering/Geology

#### CERTIFICATIONS:

Construction  
Specifications Institute –  
Certified Construction  
Contract Administrator

OSHA – 30 hour  
certification

With more than 48 years in the construction industry, Jay Ridolfo has hands on experience and professional skills in almost every trade on the construction site. His background as a Superintendent, Project Manager and Licensed Contractor give him the insight to be particularly adept as an Architect's Project Representative and Contract Administrator. All phases of construction from Pre-Bid through Field Observation and Progress Documentation to Final Closeout are his areas of expertise. Jay is certified through the Construction Specifications Institute (CSI) and is also a Certified Construction Contract Administrator (CCCA).

#### NOTABLE PROJECTS

Harbor Center Meeting Room Expansion  
Abney Elementary School Addition & New Gymnasium  
St. Mary's Dominican High School Science & Technology Complex  
St. Martin's Episcopal School Master Plan, Idea Lab Expansion and Athletic Field  
Drew Elementary Renovations  
St. Paul's Episcopal School Addition  
Perrin Early Learning Center Gym HVAC Renovations  
Champ Cooper Gym HVAC Renovations  
Lucille Nesom Memorial Gym HVAC Renovations  
Wynhoven Community Care Center Expansion and Renovations  
Xavier University of Louisiana Dormitories and University Center  
Ascension Healthcare St. Cecilia and Carrollton Medical Office Buildings  
Hurricane Recovery Projects Chateau de Notre Dame Storm Repairs and Recovery  
House Fischer Senior Housing Village  
PACE at St. Cecilia





## 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:
Copeland Tower Living Metairie, LA William Steinhardt 504.558.9966 wsteinhardt@alcopeland.com	Full Architectural Services
Completion Date (Actual or estimated):	Estimated Cost:
	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;">Entire Project:</div> <div style="width: 45%; text-align: center;">Work for which Firm was Responsible:</div> </div>
2022	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;">Undisclosed</div> <div style="width: 45%; text-align: center;">Undisclosed</div> </div>

### PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:
East Jefferson General Hospital -Medical Office and Parking Garage -Critical Care Tower - New ICU/CCU -Outpatient Facilities / Lab Expansion -Emergency Dept. Master Planning Multiple Additional Projects Metairie, LA	Full Architectural Services
Completion Date (Actual or estimated):	Estimated Cost:
	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;">Entire Project:</div> <div style="width: 45%; text-align: center;">Work for which Firm was Responsible:</div> </div>
1967-2001	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;">\$150M</div> <div style="width: 45%; text-align: center;">\$150M</div> </div>

## TEC Professional Services Questionnaire

<b>PROJECT NO. 3</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility</b>	
Academy of the Sacred Heart New Orleans, LA 504.269.1245 Scott Corcoran scorcoran@ashrosary.org Kathy Higginbotham khigginbotham@ashrosary.org	Full Architectural Services - 2nd & 3rd Floor Historic Renovations	
<b>Completion Date (Actual or estimated)</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
Ph. 2 - 2022	\$5M	\$5M

<b>PROJECT NO. 4</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Xavier University of Louisiana -Student Resource Center & Library -Qatar Pharmacy Pavilion Multiple Additional Projects Dr. Reynold Verret 504.520.7541 president@xula.edu	Full Architectural Services	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2013	\$100M	\$100M

## TEC Professional Services Questionnaire

<b>PROJECT NO. 5</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
LSU Health Science Center; University Hospital Renovations; Dental School Simulation Lab & Student Lounge Current Project - Dental School Renovations New Orleans, LA Mark Bradley 504.568.8545 Mark.Bradley@LA.GOV	Full Architectural Services	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2017 - Current	\$90M	\$90M

<b>PROJECT NO. 6</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Pontchartrain Housing Headquarters Corp New Orleans, LA Ron Yager 504.830.3700	Full Architectural Services	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2014	\$12M	\$12M

## TEC Professional Services Questionnaire

<b>PROJECT NO. 7</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Holy Cross School New Replacement Campus (Post Katrina) New Orleans, LA Bill Chauvin, Former Board Chair bill.chauvin@cox.net	Full Architectural Services	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2007-2010	\$88M	\$88M

<b>PROJECT NO. 8</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
University Medical Center Replacement Campus for Charity Hospital (Post Katrina) New Orleans, LA Mark Bradley 504.568.8545 Mark.Bradley@LA.GOV	Full Architectural Services / JV	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2015	\$745M	\$745M

## TEC Professional Services Questionnaire

<b>PROJECT NO. 9</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
New Lab Building City of Mandeville Public Works Mandeville, LA Keith LaGrange 985.624.3169 klagrange@cityofmandeville.com	Full Architectural Services	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2026 (est.)	\$6 M (est.)	\$6M (est.)

<b>PROJECT NO. 10</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Harbor Center Meeting Room Expansion Slidell, LA Kathy Lowrey 985.781.3650 klowrey@harborcenter.org	Full Architectural Services	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
Harbor Center Convention Center 2005 Meeting Room Expansion 2024	\$21M	\$21M

## 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.  N/A		
2.  N/A		
3.  N/A		
4.  N/A		

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

**Blitch Knevel Architects** (BKA) is a Women Owned Business headquartered in historic Covington, LA. The firm is led by Vanessa Schneider, AIA, ACHA, NCARB, CDT, Allison Looper-Chalmers, IIDA, NCIDQ, and Ron Blitch, FAIA, FACHA. We focus on the satisfaction of our clients with the goal of continuing to be recognized as a trusted Architectural team, both regionally and nationally.

With over 65 years of experience, BKA has been responsible for the design of award-winning projects throughout the Gulf South and Eastern U. S.. Over the years, the firm has specialized in the design of Community and Educational Facilities, Religious Facilities, Retirement Communities, Assisted Living and Healthcare Facilities, and has provided architectural engineering (A/E) services for numerous building types, receiving local, regional, and national design awards attesting to the firm's capabilities.

We have a strong client retention rate with approximately 97% of our work as repeat business with satisfied clients ranging from major public medical facilities to governmental agencies. The projects we have had the pleasure of designing are consistently on time and under budget thanks to the internal processes we employ and our intimate knowledge of funding agencies as well as our knowledge of the demands of the various permitting jurisdictions. Our workload is reasonable at this time. We manage all projects and deadlines via weekly planning meetings. We anticipate being able to begin new projects immediately.



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

**Signature:** Vanessa Schneider **Print Name:** Vanessa Schneider, AIA, ACHA, NCARB, CDT

**Title:** Owner, Architect **Date:** 12/16/2024



# COPELAND TOWER LIVING

## Full Tower Renovation

Metairie, LA



**Client:** Gulf Ventures Associates, LLC

**Completion Date:** 2022

### Services Rendered:

Full renovation of existing 1971's era high rise hotel into multi-family apartments with new finishes, added kitchens, and bathrooms modified to ADA standards. New meeting room was added to the third floor along with a fitness room, spa, salon, and yoga room to the sixteenth floor.





MEDICAL OFFICE BUILDING AND GARAGE



INTENSIVE CARE UNIT



**Client:** East Jefferson General Hospital

**Completion Date:** 1967-2001

#### Services Rendered:

Blitch Knevel has a long list of successful projects at East Jefferson General Hospital spanning 34 years.

- Medical Office and Parking Garage
- Critical Care Tower - New ICU/CCU
- Outpatient Facilities / Lab Expansion
- Emergency Dept. of Master Planning
- South Wing - Oncology / Critical Care / Psychiatric Facilities
- Ambulatory Surgery Facilities
- Radiology Dept. Expansion
- Data Center / Ancillary Facilities



**ACADEMY OF THE SACRED HEART**  
**2nd and 3rd Floor Rosary Campus Renovations**  
**New Orleans, LA**



**Client:** Academy of the Sacred Heart  
**Completion Date:** 2022

**Services Rendered:**

The Academy of the Sacred Heart began a reinvigoration of their historic Rosary Campus on St. Charles Avenue to align with their educational mission, philosophy and values.

The Rosary Renewal Project augmented their historic campus with modern technologies and design to create vibrant spaces that “inspire creativity, innovation, and excellence.”

The project renovated 64,000 sf, including 36 newly designed classrooms, 3 new student commons spaces, 12 new restroom unites, 7 new science labs and 6,300 sf of enhanced outdoor space. Other key benefits of the project include enhanced air quality, decreased energy usage, and preservation & restoration of historic and signature building features.

**LSU HEALTH SCIENCE CENTER DENTAL SCHOOL**  
**Simulation Lab and Student Lounge**  
**New Orleans, LA**



**Client:** State of Louisiana

**Completion Date:** 2017

**Services Rendered:**

Louisiana State University School of Dentistry student Simulation Lab and Pre-Clinical Lab were renovated with this project. The existing facilities, located on the 7th floor of the original 1971 structure, had only minor technology upgrades in its 43-year existence. This renovation included all new HVAC, Plumbing, Electrical distribution and Information Technology infrastructure upgrades. The concept of this new facility changes the paradigm of teaching within the dental profession by opening walls and providing glass to corridors and new public student lounge areas to offer transparent connectivity for students, instructors and visitors. Additionally, these new labs are furnished with large multi-media display panels for instructors to communicate with all students regardless of the physical distance between labs. This was a phased project in an occupied facility





**Client:** Xavier University of Louisiana

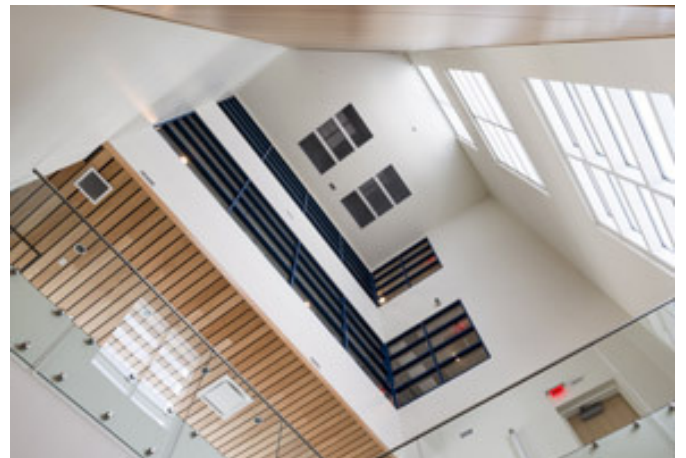
**Completion Date:** 2013

#### Services Rendered:

The new five-story Qatar Pharmacy Pavilion connects to the existing Pharmacy Building and to the university's award winning Library and Resource Center (also designed by Blitch Knevel), creating a unified complex around a central courtyard. The lower two floors contain a 440-seat auditorium. The third floor includes a state-of-the-art mock pharmacy/skills lab facility, a crucial component of a modern pharmacy degree program.

Teaching labs, research labs, and student offices round out the program of the new building, while administrative components and faculty offices are located in renovated space in the existing building. An N.I.H. Certified Vivarium is located on the 5th level.

The Simulation Laboratory has space for eight students concurrently in mock exam rooms, with 4 mock labs included for mixing compounds. Outside of each exam room is a monitoring station to observe students meeting with patients, with different conditions requiring analysis, in accordance with a prescribed curriculum.



**Client:** Pontchartrain Housing Corporation

**Completion Date:** 2014

#### Services Rendered:

Offices, training rooms, and storage warehouses were developed as a 4-level solution of narrow width for offices and conference spaces (to maximize daylighting through glazed and fritted corridor walls), and a large volume one-story base to house storage and training needs.

The building is oriented directly on a north south axis to allow for maximum curtainwall glazing on the north face, (facing a major interstate) and smaller punched recessed opening on the south facade to minimize solar heat gain through the windows and screen traffic noise from a parallel highway overpass.

The rooftop is screened and structured with a 30 degree angled cap to support a future photovoltaic solar array. A white metal skin and roof coating was chosen for maximum heat reflectance with blue tinted glazing.

The building is designed to meet sustainability and energy efficiency goals equivalent to a "Gold" rating.



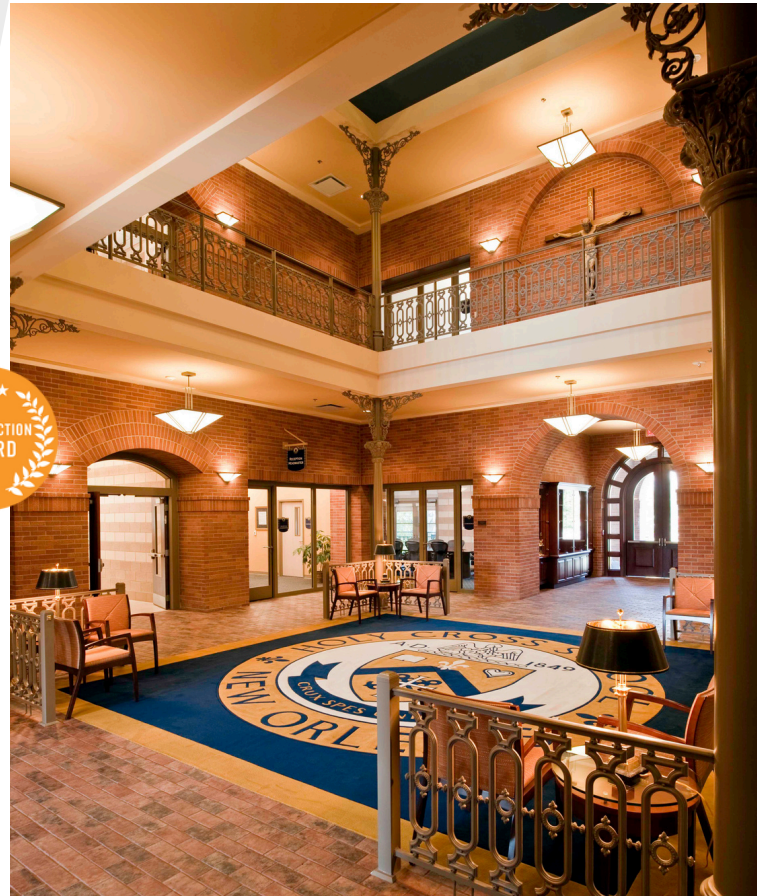
# HOLY CROSS SCHOOL

## Replacement Campus

New Orleans, LA

BlitchKnevel  
ARCHITECTS

LISTEN • DESIGN • DELIGHT



**Client:** Holy Cross School

**Completion Date:** 2007-2010

### Services Rendered:

The Holy Cross School campus was designed and constructed on a fast-track basis to replace The Holy Cross Schools' Katrina-destroyed 9th Ward location. The Holy Cross School (founded in 1849) provides for 1,000 middle and high school students at their new campus.

The facility includes

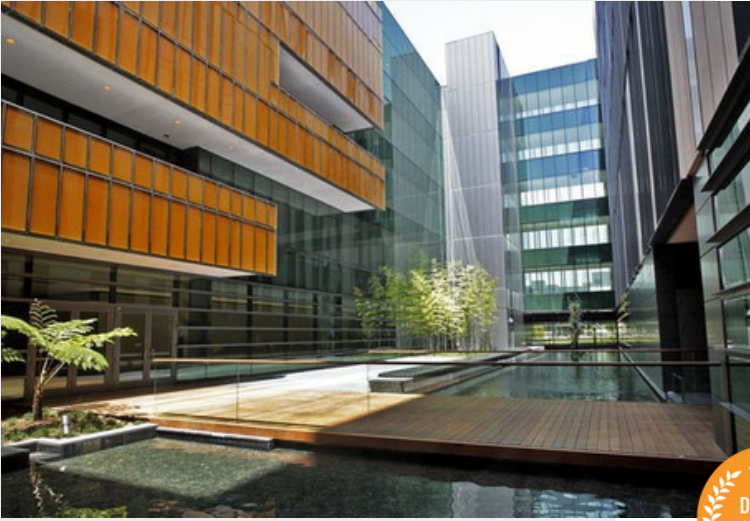
- New High School Building
- Middle School Buildings
- New Administration Building with Library and 100-Seat Black Box Theatre
- 8th Grade Center of Excellence
- Student Center with a gym capacity for 2,000
- Athletic Fields

The new Gentilly neighborhood campus is on a 20-acre site and was designed to replicate the historic campus. The Romanesque style buildings recall the Main Building of Holy Cross in 1849.

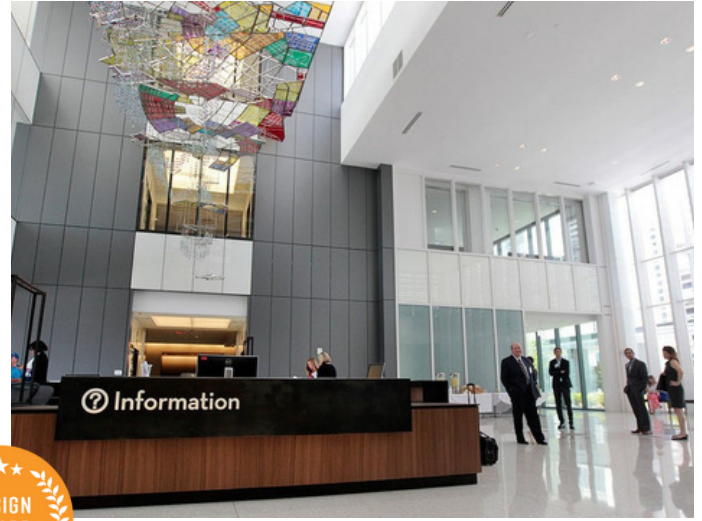


## UNIVERSITY MEDICAL CENTER

### Replacement Campus for Charity Hospital New Orleans, LA



HOSPITAL



AMBULATORY CARE BUILDING



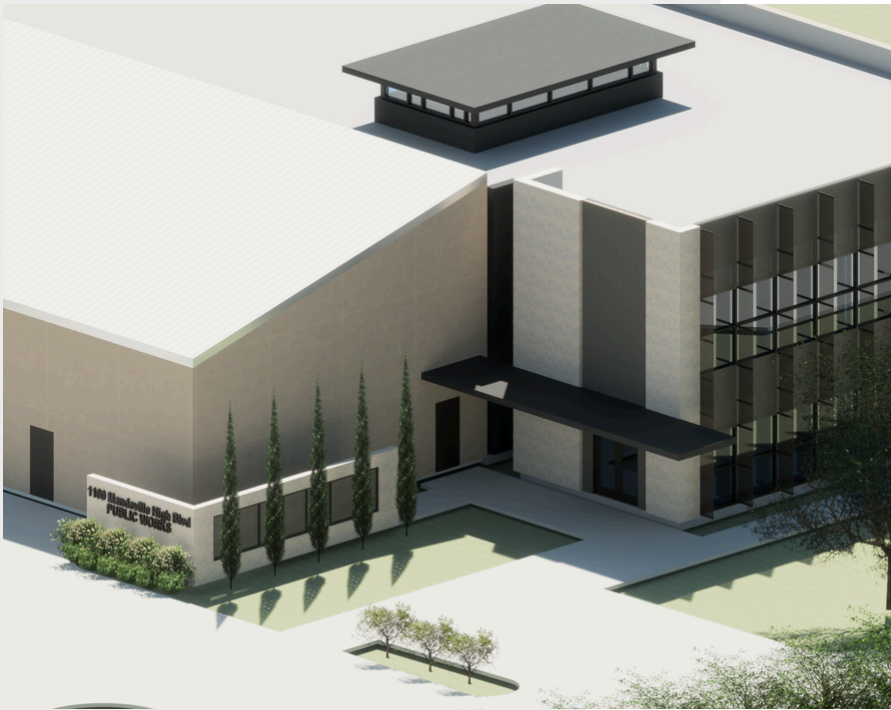
**Client:** State of Louisiana

**Completion Date:** 2015

#### Services Rendered:

Blitch/Knevel Architects (JV with NBBJ) designed the new University Medical Center to replace the 68-year-old Medical Center of Louisiana at New Orleans (MCLNO), which was heavily damaged and closed following Hurricane Katrina. The \$1.2 billion facility of over 1 million sf is the center of the New Orleans Medical District.

The project brought a new world class academic medical center to downtown New Orleans. The design incorporated the best practices of Evidence Based Design, Sustainability, Operational Efficiency, and Flexibility & Growth for the Future. The environments transformed the patient experience and continue to attract the best and the brightest staff. The new Level 1 Trauma Center is designed to mitigate the effects of natural disasters including wind, floods and earthquakes. The development also serves as an economic anchor in the post-Katrina recovery of New Orleans.



**Client:** City of Mandeville

**Completion Date:** 2026 (est.)

**Services Rendered:**

The Mandeville Public Works Lab Building includes partial demolition, preserving a section of existing building, and expanding with a new build. The new build will be a two story 18,400 sf addition. Modifications to the existing building to provide new lab facilities, office space, sleeping quarters, and any other program requirements, as well as whole building fortification for the Department of Public Works. One goal is reducing and streamlining circulation through building while increasing natural light into workspaces.



**HARBOR CENTER**  
**Meeting Room Expansion**  
**Slidell, LA**



**Client:** Harbor Center  
**Completion Date:** 2024

**Services Rendered:**

Blitch Knevel designed the existing Harbor Center to host conventions, meeting and hospitality events for the Gulf South region. Located at Oak Harbor in Slidell, Phase I included 20,000 sf of state of the art exhibit space with a 200-seat performance and recital hall and meeting rooms designed for high tech teleconferencing.

The facility was designed with a bold and dramatic exterior topped by a signature vaulted roof over the exhibit hall.

The **Meeting Room Expansion** includes the addition of a multi-function meeting space with operable partitions and a complimentary lobby at the South end.



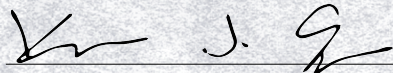
State of Louisiana  
Board of Architectural Examiners

*The firm whose name appears on this certificate is in compliance with the provisions of the Louisiana State Board of Architectural Examiners' Licensing Law and Rules and Regulations and is duly registered and entitled to practice architecture in the State of Louisiana.*

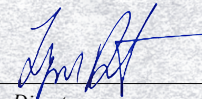
CERTIFICATE OF AUTHORITY NO. AF0458

EXPIRES June 30, 2025

Blitch-Knevel Architects, LLC

  
President

  
Secretary

  
Executive Director



May 20, 2024  
Date

\$75.00  
Fee Paid

THIS CERTIFICATE EXPIRES ON THE DATE LISTED ABOVE

State of Louisiana  
Board of Architectural Examiners



Registration No. AF0458

Expires June 30, 2025

Blitch-Knevel Architects, LLC

The above named is duly registered and entitled to practice Architecture in the state of Louisiana until the indicated expiration date.

  
Executive Director





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Cadence Insurance, A Gallagher Company 4041 Essen Lane, Suite 400 Baton Rouge LA 70809	<b>CONTACT</b> NAME: Ryan Jester PHONE (A/C, No, Ext): 225-336-3200 E-MAIL ADDRESS: GGB.CADE.asinfo@ajg.com	<b>FAX</b> (A/C, No): 225-336-4536
License#: PC-1092395 BLITARC-01		
<b>INSURED</b> Blitch-Knevel Architects, L.L.C. 736 A East Boston Street Covington LA 70433	<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Continental Casualty Company INSURER B: XL Specialty Insurance Company INSURER C: Trumbull Insurance Company INSURER D: INSURER E: INSURER F:	<b>NAIC #</b> 20443 37885 27120   

**COVERAGES****CERTIFICATE NUMBER: 117823878****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		5092198308	2/28/2024	2/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		5092198308	2/28/2024	2/28/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			5092198390	2/28/2024	2/28/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	43WECBC3DA6	1/1/2024	1/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability Claims Made Form			DPR5033652	9/9/2024	9/9/2025	Per Claim Aggregate \$3,000,000 \$3,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Certificate Holder is included as Additional Insured along with Waiver of Subrogation on General and Automobile Liability as required by written contract; these insurances are primary and non-contributory as required by written contract. Waiver of subrogation included on Workers Compensation and Professional Liability policies as required by written contract. The Excess Follow-Form Liability includes waiver of subrogation and additional insured to the underlying General, Auto and Employers Liability policies as required by written contract subject to each policy's terms, conditions and exclusions.

Resolution No. 145324

**CERTIFICATE HOLDER****CANCELLATION**

The Parish of Jefferson, its District, and the Departments and Agencies under the direction of the Parish President and the Parish Council.  
200 Derbigny St  
Gretna LA 70053

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**Subcontractors for Misc. Architectural and Engineering Services on an as needed basis.**

**Morphy Makofsky, Inc.**

**GVA Engineering, LLC**

736 A East Boston Street  
Covington, Louisiana 70433  
985 888 1410 • 504 524 4634

**BLITCH KNEVEL ARCHITECTS L.L.C.**  
[www.blitchknevel.com](http://www.blitchknevel.com)

## TEC Professional Services Questionnaire

**A. Project Name and Advertisement Resolution Number:**

SOQ 24-036 Miscellaneous Architecture and Engineering Services on an As-Needed Basis

**B. Firm Name & Address:**

Morphy, Makofsky, Inc.  
336 N Norman C Francis Pkwy  
New Orleans, LA 70119

**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:**

Jamie L. Saxon, P.E.  
President  
336 N Norman C Francis Pkwy  
New Orleans, LA 70119  
(504) 488-1317  
j\_saxon@mmi-eng.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.**

Jonathan A Sofranko, P.E.  
Secretary/Treasurer  
336 N Norman C Francis Pkwy  
New Orleans, LA 70119  
(504) 488-1317  
j\_sofranko@mmi-eng.com

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

<u>2</u> Administrative	<u>    </u> Estimators	<u>    </u> Specification Writers
<u>    </u> Architects (Licensed)	<u>    </u> Geologists	<u>5</u> Structural Engineers
<u>    </u> Chemical Engineers	<u>    </u> Geotechnical Engineers	<u>    </u> Graduate Engineers
<u>1</u> Civil Engineers	<u>    </u> Interior Designers	<u>    </u> Project Managers
<u>    </u> Construction Inspectors	<u>    </u> Landscape Architects	<u>    </u> Clerical
<u>    </u> Ecologists	<u>    </u> Land Surveyor	<u>    </u> Grant/Funding Specialist
<u>    </u> Electrical Engineers	<u>    </u> Mechanical Engineers	<u>    </u> Sanitary Engineers
<u>2</u> Engineer Intern	<u>    </u> Environmental Engineers	
<u>    </u> Professional Land Surveyors	<u>6</u> AutoCAD Technicians	<u>16</u> 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. N/A		
2. N/A		
3. N/A		

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

16

## 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:**

Jamie L. Saxon, P.E.  
President

**Project Assignment:**

Professional in Charge  
Principal Project Manager

**Name of Firm with which associated:**

Morphy, Makofsky, Inc.

**Years' experience with this Firm:**

31 years

**Education: Degree(s)/Year/Specialization:**

Bachelor of Engineering, Civil Engineering, 1992  
University of Adelaide, Australia

**Active registration: Year first registered/discipline:**

Professional Engineer Louisiana License No. 30529 - 2003

**Other experience and qualifications relevant to the proposed Project:**

Jamie Saxon has been responsible for foundation and structural design and analysis on residential, commercial, military, industrial, levee structures (earthen and pile supported T-walls), and drainage pump stations. Many of these projects have included dock and wharf structures. His designs have included many complex and unique foundation systems. He has also designed temporary and permanent cantilevered and anchored sheet pile bulkheads and cofferdams as part of the Hurricane Protection systems in the post Katrina landscape. Mr. Saxon also has experience with damaged wharves. His duties have included field investigations to assess damages, formulation and detailing of necessary repairs, cost estimation, and supervision of the repairs. These wharves are located along the Mississippi River, canals, and the Mississippi Delta region.

## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
H. Stephan Bernick, P.E. Vice President
<b>Project Assignment:</b>
Principal Project Manager
<b>Name of Firm with which associated:</b>
Morphy, Makofsky, Inc.
<b>Years' experience with this Firm:</b>
25 years
<b>Education: Degree(s)/Year/Specialization:</b>
Master of Science, Civil Engineering, 1998 Bachelor of Science, Civil Engineering, 1994 Tulane University, New Orleans, LA
<b>Active registration: Year first registered/discipline:</b>
Professional Engineer Louisiana License No. 29015 - 2000
<b>Other experience and qualifications relevant to the proposed Project:</b>
Stephan Bernick has been responsible for the design and production of construction documents for buildings and structures ranging in size from large residential homes to mid-rise hotel towers. Utilizing his geotechnical background, Mr. Bernick is an expert designing both deep and shallow foundations. Past projects have employed pipe piles, precast concrete piles, timber piles, composite timber-concrete piles, auger cast piles, helical piles and drilled shafts. Many of Mr. Bernick's were funded with FEMA monies and subject to flood loading and wave action. Mr. Bernick headed-up our team of engineers conducting inspections Post-Katrina.

## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
Jonathan A. Sofranko, P.E. Secretary/Treasurer
<b>Project Assignment:</b>
Principal Structural Engineer
<b>Name of Firm with which associated:</b>
Morphy, Makofsky, Inc.
<b>Years' experience with this Firm:</b>
30 years
<b>Education: Degree(s)/Year/Specialization:</b>
Bachelor of Science, Civil Engineering, 1994 Tulane University, New Orleans, LA
<b>Active registration: Year first registered/discipline:</b>
Professional Engineer Louisiana License No. 28228 - 1999 Also Licensed in 30 other states
<b>Other experience and qualifications relevant to the proposed Project:</b>
Jonathan Sofranko has worked his way from Junior to Partner. He has been responsible for the design and production of construction documents for buildings and structures ranging in size from large residential homes to mid-rise hotel towers. He is proficient in designing the super-structures of buildings in steel, conventionally reinforced concrete, post tensioned concrete, and wood. His structural experience includes the design and analysis of reinforced concrete, post-tensioned concrete, structural steel, and composite framing systems, as well as foundations. Mr. Sofranko has performed wind, seismic, and adaptive reuse analyses for multiple types of structures including various high rise hotels, medical facilities, and corporate facilities. He has extensive experience and knowledge in three dimensional modeling.



## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
Shishir C. Pdamkar, E.I.T. Civil Engineer
<b>Project Assignment:</b>
Civil Engineer
<b>Name of Firm with which associated:</b>
Morphy, Makofsky, Inc.
<b>Years' experience with this Firm:</b>
15 years
<b>Education: Degree(s)/Year/Specialization:</b>
Master of Engineering, Lamar University, 2003 Bachelor of Science, Civil Engineering, Mumbai University, 2000
<b>Active registration: Year first registered/discipline:</b>
Texas Engineer in Training License No. 36247
<b>Other experience and qualifications relevant to the proposed Project:</b>
<p>Prior to working at Morphy, Makofsky, Inc., Mr. Pdamkar had spent four years working in and around the construction industry in different districts of Florida and Georgia. He possesses a broad range of technical and leadership skills and uses rigorous logic to come up with effective design solutions to meet the client's requirements.</p> <p>Mr. Pdamkar's experience in the design requirements of Environmental Protection permit programs (DEP, TPDES, TCEQ, and NPDES) has proven to be valuable asset to MMI. Mr. Pdamkar is also very proficient with relevant civil engineering design software's such as AutoCAD, Civil 3D, and Storm-Sewer Extensions to Civil 3D.</p>

## 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:	
<p>Ochsner West Metairie 4400 Veterans Blvd Metairie, LA 70006</p> <p>Owner: Ochsner Health</p>	<p>Providing structural engineering services for a 185,000 square foot "super clinic." Renovations are under way in the former Sears Building at Clearview Mall. The remodeled department store will house Ochsner's newest medical facility in the Metairie area.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2022 (Actual)	\$97,000,000	\$30,000,000

### PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>JEDCO Office Building 700 Churchill Pkwy Avondale, Louisiana</p> <p>Owner: JEDCO 3445 Causeway Blvd. Suite 300 Metairie, LA 70002</p>	<p>Provided structural and civil engineering services for three separate buildings built to be energy efficient inside the Churchill Technology and Business Park.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2013 (Actual)	\$4,856,000	\$1,550,000

## TEC Professional Services Questionnaire

<b>PROJECT NO. 3</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility</b>	
<p>Patrick Taylor Science &amp; Technology 701 Churchill Pkwy Avondale, LA</p> <p>Owner: JEDCO 3445 Causeway Blvd. Suite 300 Metairie, LA 70002</p>	<p>Provided structural and civil engineering services for the construction of the 114,000 square foot state-of-the-art facility. The project includes the construction of three major classroom buildings, cafeteria, auditorium, robotics and biotech laboratories and an 11,000 square foot event center that will be the western gateway to the business park.</p>	
<b>Completion Date (Actual or estimated)</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2013 (Actual)	\$31,250,000	\$10,000,000

<b>PROJECT NO. 4</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
<p>Metairie Manor IV 4937 York Street Metairie, LA</p> <p>Owner: Archdiocese of New Orleans 7887 Walmsley Avenue New Orleans, LA 70125</p>	<p>Provided structural and civil engineering design services for the new construction of an 82 unit, 65,086 square foot assisted living facility. The exterior of the new building was designed to match the existing 3 brick adjacent buildings to seamlessly fit into the landscape of the neighborhood. The new building provided much needed space for the growing senior facility.</p>	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2014 (Actual)	\$9,000,000	\$3,000,000

## TEC Professional Services Questionnaire

<b>PROJECT NO. 5</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
LPV 9.2 - Fronting Protection and Breakwater Modifications Jefferson Lakefront Pumping Stations 1-4 Jefferson Parish, LA  Owner: U.S. Army Corps of Engineers 7400 Leake Avenue New Orleans, LA 70118	This project consisted of designing temporary retaining structures (TRS). A TRS consists of a dam across the discharge channel and all other individual temporary retaining structures necessary to support the excavation as required. Design included: Temporary Work Bridge design; Soil/Slope Analysis of excavation inside cofferdam; Crane pads design for 4100 Ringer Cranes; Temporary flood protection design as needed.	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2013 (Actual)	\$175,000,000	\$8,000,000

<b>PROJECT NO. 6</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Republic National Distributing Warehouse 809 Jefferson Highway New Orleans, LA 70121  Owner: Republic National Distributing 809 Jefferson Highway New Orleans, LA 70121	MMI provided first floor framing and foundation design for this 130,000 square foot warehouse expansion. MMI provided the drainage and pavement design of the approximately 100,000 square feet parking lot and also prepared a stormwater management plan (SWMP) to meet local (Jefferson Parish) and state (DOTD) drainage requirements. The SWMP comprised an underground detention system which included a new weir structure.	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2017 (Actual)	N/A	N/A

## TEC Professional Services Questionnaire

<b>PROJECT NO. 7</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
<p>Ochsner Hospital Pedestrian Bridge Jefferson Parish, LA</p> <p>Owner: Ochsner Hospital 1514 Jefferson Highway New Orleans, LA 70121</p>	<p>MMI provided complete design of air conditioned pedestrian bridge spanning approximately 190 feet in length across Jefferson Highway. The bridge is framed with tube steel trusses on both exterior walls using conventionally framed connector sections to tie into the existing buildings at each end of the bridge.</p>	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2012 (Actual)	N/A	N/A

<b>PROJECT NO. 8</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
<p>5800 Jefferson Highway Renovations and Modifications Harahan, LA</p> <p>Owner: Feil Organization Property Mgrs. 3900 N. Causeway, Suite 1350 Metairie, LA 70002</p>	<p>MMI provided floor load analysis, construction documents for new truck docks, and new gantry crane foundations.</p>	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2016 (Actual)	N/A	N/A

## TEC Professional Services Questionnaire

<b>PROJECT NO. 9</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
<p>700 Metairie Road New Mixed Use Building Metairie, LA</p> <p>Owner: J. Caldarera &amp; Co. 201 Woodland Drive LaPlace, LA 70068</p>	<p>MMI provided structural and civil engineering services for the design and development of a new 3 story, 12,500 square foot, mixed use building.</p> <p>Civil engineering included a new drainage system, utility tie-ins, and a new 30 space parking lot.</p>	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2016 (Actual)	\$2,200,000 (Estimated)	\$650,000

<b>PROJECT NO. 10</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
<p>Oyster Hatchery Building Dept. of Wildlife &amp; Fisheries Grand Isle, LA</p> <p>Owner: Facility of Planning &amp; Control State of Louisiana P.O. Box 94095 Baton Rouge, LA 70804</p>	<p>MMI provided structural engineering services for the approximately 14,000 square foot structure. The first floor can accommodate heavy tank loads of water. The second level houses the research and administration areas and is 14 feet off the ground. The structure was designed to withstand high velocity winds and sustained winds of 150 mph to protect the delicate oyster breeding beds. The walls are concrete/CMU.</p>	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
2022 (Actual)	\$3,000,000	\$900,000



## 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.  N/A		
2.  N/A		
3.  N/A		
4.  N/A		

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

Morphy, Makofsky, Inc.'s consulting services include design, studies, estimates, contract administration of engineering projects, and the structural phases of architectural projects. MMI currently employs sixteen structural, foundation, and civil engineers; CAD technicians; construction observers; specification writers; and administrators. Professional personnel are appropriately registered as professional engineers or engineers in training. It is our goal to execute designs which will simplify construction and minimize construction schedules, while maintaining an impeccable standard of care during and after the construction process. The MMI administrative team works closely with all disciplines to ensure that deadlines are met and that projects remain on schedule and on budget. MMI's expert team of drafters produces the highest-quality and most accurate drawings using cutting-edge software including the latest release of Autodesk Revit Structure, AutoCAD, AutoCAD Civil 3D, and MicroStation. It has been, and will continue to be, the aim of Morphy, Makofsky, Inc. to render its services in accordance with the highest moral and ethical standards. This knowledge, together with the vast experience accumulated over the years, provides clients with the assurance that Morphy, Makofsky, Inc. is uniquely qualified to render professional engineering services.

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

Signature:  Print Name: Jamie L. Saxon

Title: President Date: December 10, 2024

Statement of Qualifications

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Orleans

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_

Jamie Saxon, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized President of Mopphy Makofsky (Entity), the party who submitted a Statement of Qualifications (SOQ) to JP SOQ 24-036 A/E Services As-Needed (Briefly describe the services the SOQ will cover), to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B X there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Affiant further said:

Debt Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B X There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **telephone or by personal contact**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B X there are **NO** solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

Subcontractor Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

**Choice A** \_\_\_\_\_ Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned SOQ.

**Choice B** X There are **NO** subcontractors which would require disclosure under Choice A of this section.

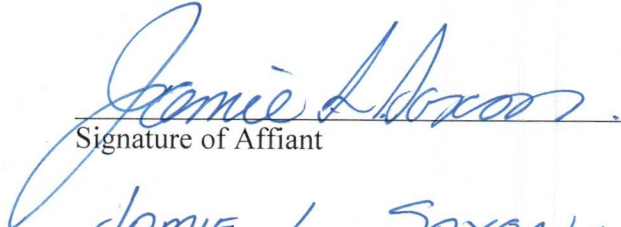
Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

*[The remainder of this page is intentionally left blank.]*



That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

  
Signature of Affiant  
JAMIE L. SAXON.  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 13<sup>th</sup> DAY OF Dec., 2024.

  
Notary Public

Printed Name of Notary

ROBERT G. RIVARD  
Louisiana Notary #4793  
Commissioned for life

Notary/Bar Roll Number \_\_\_\_\_

My commission expires \_\_\_\_\_.



## **TEC Professional Services Questionnaire**

**A. Project Name and Advertisement Resolution Number:**

SOQ # 24-036 Resolution #145324

Miscellaneous Architecture and Engineering Services on an As-Needed Basis

**B. Firm Name & Address where Project work will be performed:**

GVA Engineering, L.L.C.

2615 Edenborn Avenue, Suite C

Metairie, LA 70002

**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:**

David C. Code, P.E., Principal - qualifying party for Louisiana License #5859043

**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.**

N/A

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

<u>1</u> 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
<u>3</u> Electrical Engineers	<u>5</u> Mechanical Engineers	<input type="checkbox"/> Sanitary Engineers
<u>2</u> Engineer Intern	<input type="checkbox"/> Environmental Engineers	
<input type="checkbox"/> Professional Land Surveyors		

11 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.

**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. N/A		
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.**



**TEC Professional Services Questionnaire**  
**PROFESSIONAL IN CHARGE OF PROJECT:**

**Name & Title:**

David C. Code, P.E., Principal

**Project Assignment:**

Principal-in-Charge of Mechanical Design

**Name of Firm with which associated:**

GVA Engineering, L.L.C.

**Years' experience with this Firm:**

With this firm: 29 years (41 total years experience)

**Education: Degree(s)/Year/Specialization:**

Tulane University - 1983, BS in Mechanical Engineering

**Active registration: Year first registered/discipline:**

LA Professional Mechanical Engineer, 1988  
 National Council of Examiners for Engineers and Surveying  
 LEED Accredited Professional: 2008

**Other experience and qualifications relevant to the proposed Project:**

David remained at Guillot-Vogt until the establishment of GVA Engineering, L.L.C. in 1995. GVA Engineering, L.L.C., was established to continue the mechanical and electrical departments of Guillot-Vogt upon the retirement of its founder, E. Carlton "Corky" Guillot. David serves the firm as the principal in charge of mechanical design. He conducts design and quality control reviews for GVA's projects throughout the design process. He also immerses himself in considerable hands-on activities during programming, design, and construction administration phases.

David has served as project mechanical engineer and principal-in-charge for numerous Jefferson Parish and Indefinite Delivery projects including:

- Jefferson Parish Westbank Animal Shelter
- Jefferson Parish Emergency Telecommunications and Emergency Operations Center Gretna, LA - New Facility
- Jefferson Parish 24th Judicial Courthouse Renovations
- Keesler Air Force Base; Biloxi, MS 12-year Indefinite Delivery Contract
- Indefinite Delivery Contract for LSU Health Sciences Center New Orleans Downtown Campus

Mr. Code has served as Project Mechanical Engineer for numerous projects involving design of HVAC, plumbing and fire protection systems, including the following:

- Renovations to the Louisiana State Supreme Courthouse – 400 Royal Street, New Orleans, Louisiana
- Numerous projects at West Jefferson Medical Center including the New Central Plant completed in 2006.
- St. Bernard Hospital Replacement Project
- New school projects in Jefferson, St. Charles, Orleans and St. Bernard Parishes
- Katrina Repairs to the USPS Mail Handling Facility – New Orleans
- Ten Story Elmwood Towers (opposite the Yenni Building) Katrina Repairs and Renovations

David is a LEED Accredited Professional for the Green Building Certification Institute and is currently working on several certified (Green) buildings.



## TEC Professional Services Questionnaire

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
Leon R. Pesses, P. E., Principal
<b>Project Assignment:</b>
Principal-in-Charge of Electrical Design
<b>Name of Firm with which associated:</b>
GVA Engineering, L.L.C.
<b>Years' experience with this Firm:</b>
With this firm: 29 years (53 total years experience)
<b>Education: Degree(s)/Year/Specialization:</b>
Tulane University - 1971, BS in Electrical Engineering
<b>Active registration: Year first registered/discipline:</b>
LA Professional Electrical Engineer, 1979
<b>Other experience and qualifications relevant to the proposed Project:</b>
<p>Leon joined Guillot-Vogt Associates in 1978 after obtaining design/build experience with Fischbach and Moore Electrical Contractors. He served Guillot-Vogt Associates as Electrical Department Head for fifteen years until organizing GVA Engineering, L.L.C. in May 1995. Leon serves the firm as the principal in charge of the electrical design. He is hands-on in the design effort for most projects and also directs the efforts of others. He has an extremely wide range of experience that allows him to quickly evaluate and determine system types appropriate for each project.</p> <p>Leon served as Project Manager and Lead Electrical Engineer for the 4-megawatt electrical engine generator project at East Jefferson General Hospital. Leon has served as Project Electrical Engineer for over 2,300 projects including Hospitals, Nursing Homes, Assisted Living Facilities, Airports, Convention Centers, Schools, Prisons, Commercial Facilities and Military Facilities.</p> <p>Mr. Pesses has served as project electrical engineer and principal-in-charge for numerous Jefferson Parish and Indefinite Delivery projects including:</p> <ul style="list-style-type: none"> <li>• Jefferson Parish 24th Judicial Courthouse Renovations - Gretna, LA</li> <li>• Jefferson Parish Mike Miley Playground Metairie, LA - New Facility</li> <li>• West Jefferson Medical Center; Marrero, LA - Indefinite Delivery Contract Support Services &amp; Energy Ctr.</li> <li>• United States Postal Service Indefinite Delivery Contract - New Orleans, LA</li> <li>• Veterans Administration Medical Center Indefinite Delivery Contract; New Orleans, LA</li> </ul> <p>Mr. Pesses served as Project Manager and Lead Electrical Engineer for the 4-megawatt electrical engine generator project at East Jefferson General Hospital. Mr. Pesses also served as Project Manager and Lead Electrical Engineer for a similar project at the USDA National Finance Center at the Michoud Assembly Facility involving a 6-megawatt engine generator plant. The USDA project included paralleling and closed-transition transfer switchgear to serve the entire Finance Center.</p> <p>Mr. Pesses has served as Project Engineer for the design of a complete fire alarm system replacement at the East Jefferson General Hospital, the 27-story Hibernia National Bank Building, the Thibodaux General Hospital, the Veterans Administration Medical Center in New Orleans, the West Jefferson General Hospital, 25 buildings at the U. S. Public Health Service Hospital in Carville and 10 buildings at the University of New Orleans. These fire alarm systems were installed while these facilities were fully occupied and functioning.</p>

**TEC Professional Services Questionnaire**

**KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:**

**Name & Title:**

Jonathan R. Bernard, P. E., Electrical Engineer

**Project Assignment:**

Electrical Engineer

**Name of Firm with which associated:**

GVA Engineering, L.L.C.

**Years' experience with this Firm:**

With this firm: 23 years (23 total years experience)

**Education: Degree(s)/Year/Specialization:**

Louisiana State University - 2002, BS in Electrical Engineering

**Active registration: Year first registered/discipline:**

LA Professional Electrical Engineer, 2006

**Other experience and qualifications relevant to the proposed Project:**

Mr. Bernard joined GVA Engineering upon graduation from Louisiana State University in 2002, where his studies were concentrated in power systems and controls. He has since been actively involved in the design of new construction and building renovation as well as construction administration.

Mr. Bernard also has extensive experience working with modern software and formulating computer models that aid calculations of design aspects such as lighting, fault current, and energy conservation. Mr. Bernard's design experience encompasses lighting, power, communication, and fire alarm systems for various projects such as banks, schools, courthouses, hospitals, offices, and military facilities.

Mr. Bernard is a LEED accredited professional. He has served as lead electrical engineer on several projects including The Commons at Tulane University, a new \$55 million, 77,000 square-foot state-of-the-art eatery and study area. Mr. Bernard worked with the GVA team to achieve a Silver LEED Certification level.

**TEC Professional Services Questionnaire**

**KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:**

**Name & Title:**

Sim J. Ledet, P. E., Electrical Engineer

**Project Assignment:**

Electrical Engineer

**Name of Firm with which associated:**

GVA Engineering, L.L.C.

**Years' experience with this Firm:**

With this firm: 9 years (9 total years experience)

**Education: Degree(s)/Year/Specialization:**

University of New Orleans - 2015, BS in Electrical Engineering

**Active registration: Year first registered/discipline:**

LA Professional Electrical Engineer, 2020

**Other experience and qualifications relevant to the proposed Project:**

Mr. Ledet joined GVA upon graduation from the University of New Orleans in 2015.

Mr. Ledet has experience working with state-of-the-art software and formulating computer models, which aid calculations of design aspects such as lighting, fault current, and energy conservation. Mr. Ledet's design experience encompasses lighting, power, communication, and fire alarm systems for various projects such as schools (including universities and medical teaching facilities i.e. LSU Dental School), and offices.

One of Mr. Ledet's recent projects is the under-construction Port of South Louisiana Administration Building. This 31,000 square-foot office building and parking garage includes a commission board room with television broadcast equipment, as well as a full building generator to maintain operations during hurricanes.

**TEC Professional Services Questionnaire**

**KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:**

**Name & Title:**

Christian T. Cox, P. E., Mechanical Engineer

**Project Assignment:**

Mechanical Engineer

**Name of Firm with which associated:**

GVA Engineering, L.L.C.

**Years' experience with this Firm:**

With this firm: 23 years (23 total years experience)

**Education: Degree(s)/Year/Specialization:**

Louisiana State University at Lafayette - 2002, BS in Mechanical Engineering

**Active registration: Year first registered/discipline:**

LA Professional Electrical Engineer, 2006

**Other experience and qualifications relevant to the proposed Project:**

Mr. Cox joined GVA upon graduation from the University of Louisiana at Lafayette in 2002. Now one of GVA's most actively advancing engineers,

Mr. Cox is LEED accredited, working with other members of the GVA team to provide energy efficient solutions.

Mr. Cox has served as Project Mechanical Engineer for numerous projects involving design of HVAC, plumbing, and fire protection systems. His experience includes new construction, renovation projects, construction administration, and planning for many types of facilities including hospitals, schools, universities, office buildings, and many others as lead project engineer.

One of Mr. Cox's recent projects is the ongoing renovations at St. Tammany Parish Hospital which includes construction of a new four-story tower addition, extensive interior renovations of the existing hospital, central plant upgrades, and other improvements.



**TEC Professional Services Questionnaire**

**KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:**

**Name & Title:**

Frank J. Sofio, P. E., Mechanical Engineer

**Project Assignment:**

Mechanical Engineer

**Name of Firm with which associated:**

GVA Engineering, L.L.C.

**Years' experience with this Firm:**

With this firm: 15 years (28 total years experience)

**Education: Degree(s)/Year/Specialization:**

University of New Orleans - 1995, BS in Mechanical Engineering

**Active registration: Year first registered/discipline:**

LA Professional Mechanical Engineer, 2002

**Other experience and qualifications relevant to the proposed Project:**

Mr. Sofio joined GVA Engineering in 2010 following his tenure with Ritter Consulting Engineers, Metairie/Lafayette, LA.

Mr. Sofio has served as Project Mechanical Engineer for numerous projects involving design of HVAC, plumbing, and fire protection systems. His experience includes new construction, renovation projects, construction administration, and planning for many types of facilities including hospitals, schools, condominiums, office buildings, and many other projects.

One of Mr. Sofio recent projects is the newly constructed KIPP Believe School which included a three-story Classroom Building, a Gymnasium, and a full-service Cafeteria.

Mr. Sofio also was involved in the design of the Westbank Animal Shelter.

## 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:	
Jefferson Parish Eastbank Transit (New Facility) 118 David Drive Metairie, LA 70003  Jefferson Parish Capital Projects 200 Derbigny Street; Suite 4400 Gretna, LA 70053		Mechanical and Electrical Consultants	
Completion Date (Actual or estimated):		Estimated Cost:	
2024		Entire Project:	Work for which Firm was Responsible:
		\$9,000,000	\$3,600,000

### PROJECT NO. 2

Project Name, Location and Owner's contact information:		Nature of Firm's Responsibility:	
Jefferson Parish Fire Department Fire Station #13 4642 Calumet Street Metairie, LA 70001  Jefferson Parish Capital Projects 200 Derbigny Street; Suite 4400 Gretna, LA 70053		Mechanical and Electrical Consultants	
Completion Date (Actual or estimated):		Estimated Cost:	
2027		Entire Project:	Work for which Firm was Responsible:
		\$750,000	\$300,000

## TEC Professional Services Questionnaire

<b>PROJECT NO. 3</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Jefferson Parish Water Department Building LA 18 & 90 Bridge City, LA 70094  Jefferson Parish Capital Projects 200 Derbigny Street; Suite 4400 Gretna, LA 70053	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2027	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$7,000,000	\$2,800,000

<b>PROJECT NO. 4</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Jackson Barracks – LA National Guard Hufft Hall Renovation 6400 St. Claude Avenue New Orleans, LA 70117  Jackson Barracks – LA National Guard 6400 St. Claude Avenue New Orleans, LA 70117	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2026	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$1,400,000	\$560,000

## TEC Professional Services Questionnaire

<b>PROJECT NO. 5</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Tulane University - Paul Hall New Facility New Orleans, LA 70118  Tulane University 6823 St. Charles Avenue New Orleans, LA 70118	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2023	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$53,000,000	\$13,000,000

<b>PROJECT NO. 6</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Jefferson Parish Public Schools Ella C. Pittman Elementary School; 3800 13th Street Harvey, LA 70058 HVAC Upgrades  Jefferson Parish Public Schools 4600 River Road Marrero, LA 70072	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2024	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$4,400,000	\$1,760,000



## TEC Professional Services Questionnaire

<b>PROJECT NO. 7</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Jefferson Parish Public Schools West Jefferson High School 2200 Eighth Street Harvey, LA 70058 Tornado Repair  Jefferson Parish Public Schools 4600 River Road Marrero, LA 70072	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2026	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$7,500,000	\$3,000,000

<b>PROJECT NO. 8</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Loyola University New Orleans Mercy Hall (New Dorm) 6363 St. Charles Avenue New Orleans, LA 70118  Loyola University New Orleans 6363 St. Charles Avenue New Orleans, LA 70118	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2024	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$70,000,000	\$28,000,000

## TEC Professional Services Questionnaire

<b>PROJECT NO. 9</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Touro Synagogue Master Plan Renovations 4238 St. Charles Avenue New Orleans, LA 70115  Touro Synagogue 4238 St. Charles Avenue New Orleans, LA 70115	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2027	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$6,500,000	\$2,600,000

<b>PROJECT NO. 10</b>		
<b>Project Name, Location and Owner's contact information:</b>	<b>Nature of Firm's Responsibility:</b>	
Cabrini High School Master Plan Renovations 1400 Moss Street New Orleans, LA 70019  Missionary Sisters of the Sacred Heart 222 East 19th Street, 5B New York, NY 10003	Mechanical and Electrical Consultants	
<b>Completion Date (Actual or estimated):</b>	<b>Estimated Cost:</b>	
2027	<b>Entire Project:</b>	<b>Work for which Firm was Responsible:</b>
	\$5,000,000	\$2,000,000

## 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.**

**BACKGROUND** - GVA Engineering L.L.C. is a mechanical and electrical engineering firm that provides planning, design, and construction administration services for commercial, institutional, and governmental facilities in Louisiana, Mississippi, and surrounding states. These services include mechanical, electrical, fire suppression systems, medical gas systems, construction phase administration, and construction phase analysis. Leon R. Pesses P.E. and David C. Code P.E. established GVA in May 1995. Both Mr. Pesses and Mr. Code had served as department heads at Guillot-Vogt Associates prior to their organization of GVA Engineering. With its roots in the decades-old company of Guillot-Vogt Associates, GVA has experience and resources beyond its years. Since Hurricane Katrina in 2005, GVA has played a key role in numerous rebuilding projects throughout the Gulf Coast region.

**MANAGEMENT/ORGANIZATION/PRODUCTION/QUALITY CONTROL CAPABILITY** - GVA Engineering, L.L.C. has completed numerous projects for buildings throughout the New Orleans area. Many of these projects entail specialized climate control to accommodate archival storage, libraries, or museum exhibits. David Code P.E. would serve as the principal-in-charge of the project. David would be GVA's direct point of contact for the work. David would attend project meetings and would stay fully engaged throughout the term of the work. David would be assisted by Chris Cox P.E. Chris is one of GVA's registered professional mechanical engineers and serves the firm as Lead Engineer / Project Manager for many of our projects. Any necessary electrical engineering support would be provided by Leon Pesses, P.E. or Jonathan Bernard P.E. Principals David Code P.E. and Leon Pesses P.E. are actively involved in the design and review of all projects. With over 60 years combined experience, these men are experts in their field. They, along with their team, aim to deliver the highest quality of professional services to all clients. The Principal-In-Charge takes a hands-on approach in each project from conception to completion. Design is reviewed for technical accuracy, constructability, cost, and conformance with client goals.

**CAPACITY FOR TIMELY COMPLETION OF NEWLY ASSIGNED WORK** - GVA's Principals are involved in critical decision making and continuously oversee project schedules, providing additional staff and resources when necessary. One of GVA's primary strengths is its ability to work on a large range of projects. GVA provides professional mechanical and electrical services on both large and small projects in all types of facilities. GVA's engineers have worked on hospitals, outpatient and surgical centers, medical imaging centers, cancer treatment centers, elementary and secondary schools, university campus projects, historic buildings, central plants, and a multitude of other project types. These projects include new construction, renovations, additions, and multiple types of updates. This immense diversity of experience allows GVA to effectively approach each new task by calling on knowledge from all areas of the construction industry. GVA completes an average of 90 - 100 projects annually.

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



Signature: \_\_\_\_\_ Print Name: David C. Code

Title: Principal Date: December 16 2024



**Jefferson  
Parish**  
State of Louisiana



## Statement of Qualifications

### AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_

David C. Code, (Affiant) who after being by me duly sworn, deposed and said that

he/ she is the fully authorized Member of GVA Engineering, LLC (Entity),

the party who submitted a Statement of Qualifications (SOQ) to MISC A/E Services on As-Needed Basis (Resolution #145324 SOQ #24-036) (Briefly describe the services the SOQ will cover), to the Parish of Jefferson.

Affiant further said:

#### Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_

Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B ✓

there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Affiant further said:

Debt Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_

Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B ✓\_\_\_\_\_

There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_

Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **telephone or by personal contact**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and ~~employees owning twenty-five percent (25%) or more of the~~ Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B ✓\_\_\_\_\_

there are **NO** solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

Subcontractor Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

**Choice A** \_\_\_\_\_

Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned SOQ.

**Choice B** ✓ \_\_\_\_\_

There are **NO** subcontractors which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[The remainder of this page is intentionally left blank.]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.



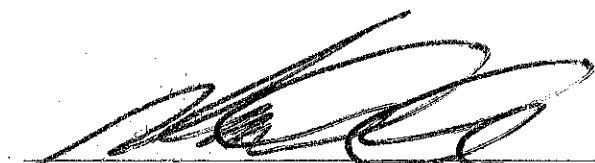
Signature of Affiant

David C. Code

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 16 DAY OF December, 2024.



Notary Public

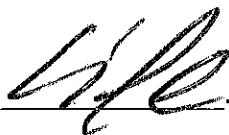
**MICHAEL C. CODE**  
**ATTORNEY/NOTARY**

**State of Louisiana**  
**LSBA #21055**

**My Commission is issued for life**

Notary/ Bar Roll Number

My commission expires







# Jefferson Parish

State of Louisiana

ATTACHMENT "A" TO THE STANDARD PROFESSIONAL  
SERVICES AGREEMENT FOR JEFFERSON PARISH

(Res. No. 76068, dated January 25, 1994; Amended per Ord. No. 21593, dated June 5, 2002;  
Amended per Ord. No. 26578, dated March 15, 2023)

This attachment shall be a part of all professional service agreements for engineering and architectural services in Jefferson Parish.

The Statewide "DOTD Average Salary Rate" document [average rate plus one (1) standard deviation], hereinafter referred to as "DOTD Document", is to be used for establishing Maximum Direct Hourly Rate, Maximum Payable Hourly Rate, maximum overhead rate and, indirectly, the maximum multiplier for each new professional services agreement. The version of the "DOTD Document" to be used by Jefferson Parish will be that version of the document as designated by the Director of the Department of Public Works.

For all hourly rate services, including supplementary services, where payments are made on the basis of hourly rates, the **ENGINEER/ARCHITECT**, hereinafter **ENGINEER**, shall be paid on the basis of their certified and itemized direct salary costs (Direct Hourly Rates) times a **multiplier** to determine Payable Hourly Rates, which shall cover direct salary, overhead and 15% profit.

The **multiplier** shall be established from the overhead rate resulting from an audit of the **ENGINEER** performed by a Federal or State agency, or from an audit performed by a Certified Public Accountant (CPA) hired by the **ENGINEER**, provided the CPA certifies that their audit complies with the latest applicable FAR's and CFR's. In the event a satisfactory audit is not provided, the multiplier shall be **2.3**.

The **DIRECTOR** shall have the right to require the **ENGINEER** to provide sufficient documentation to support the approved multiplier.

In no case shall the overhead rate utilized to determine the multiplier be greater than the applicable overhead rate shown on the "DOTD Document" as designated by the Director of the Department of Public Works.

In no case shall the Direct Hourly Rate and Payable Hourly Rate used to pay for professional services exceed the Maximum Direct Hourly Rate and Maximum Payable Hourly Rate shown herein that have been derived from the "DOTD Document" as designated by the Director of the Department of Public Works.

For this agreement, the approved multiplier shall be established at the time the services are required.

The rates payable to sub-consultants shall be governed by the same regulations as those for the **ENGINEER**, with an overhead rate and multiplier established for each sub-consultant.

If a Personnel Classification required for a Parish project is not included in the "DOTD Document", the Parish Administration shall establish a new Personnel Classification and an appropriate maximum direct and payable hourly rate, which would be consistent with personnel categories of similar expertise found within the "DOTD Document", and include herein.

Once contract fees are negotiated, the "DOTD Document" as designated by the Director of the Department of Public Works and in effect at the time of negotiation shall be used. Those ~~fees~~ rates will be unaffected by subsequent versions of the "DOTD Document", except that the rates for Resident Inspection services will be those in the "DOTD Document" in effect at the time those inspection services begin. The rates in effect for this contract are included herein.

The **ENGINEER** shall be reimbursed for costs incurred by sub-consultants at the rate of 1.10 times the actual invoices of sub-consultants, up to a total amount of \$200,000.00. Thereafter, the rate shall be reduced to 1.05.

The **ENGINEER** shall be reimbursed for other direct costs charged to the project at a rate not to exceed 1.10 times the direct expenses. No reimbursement will be made without satisfactory documentation. The **DIRECTOR** reserves the right to have the **ENGINEER** provide proof that direct expenses charged to the project are not included in **ENGINEER'S** overhead.

The **ENGINEER** shall be reimbursed for actual mileage expenses incurred while performing work directly related to this contract; however, the reimbursement rate shall not exceed the Jefferson Parish mileage rate in effect at that time.

On all contracts for which the Council has selected two or more consultants to share the work, the Council shall specify the prime, or lead, consultant, and this consultant shall perform a larger percentage of the basic design services than any of the sub-consultants, but in no case shall the prime, or lead, consultant perform less than forty (40) percent of the basic design services.

The MAXIMUM DIRECT HOURLY RATE and MAXIMUM PAYABLE HOURLY RATE for each Personnel Classification shall not exceed the rates in the following chart, regardless of the audited overhead rate of the **ENGINEER**. These rates will also apply to firms incorporated out of State.

The MAXIMUM DIRECT HOURLY RATES shown below are equivalent to the Statewide DOTD Average Salary Rates, plus one (1) standard deviation, as designated by the Director of the Department of Public Works.

The MAXIMUM PAYABLE HOURLY RATES shown below are a product of the appropriate Maximum Multiplier (field or non-field) and the MAXIMUM DIRECT HOURLY RATE.

<u>PERSONNEL CLASSIFICATION</u>	<u>MAXIMUM DIRECT HOURLY RATE (\$)</u> (*)	<u>MAXIMUM PAYABLE HOURLY RATE (\$)</u>
Abstractor/Appraiser	72.95	241.81
Accountant/Business Mgr.	54.46	180.52
Administrative/Clerical	30.90	102.43
Archaeologist	36.83	122.08
Architect	58.91	195.27
Biologist/Wetland Ecologist	41.63	138.00
CADD Drafter	29.75	98.62
CADD Technician	42.09	139.52
Computer Analyst	62.12	205.92
Driller	33.59	98.00
Economist	81.53	270.26
Engineer (P.E.)	66.82	221.49
Engineer Intern (E.I.)	38.88	128.88
Environmental Manager	81.30	269.49
Environmental Pro	58.60	194.25
Geologist	69.79	231.34
GIS Analyst	45.57	151.06
Inspector	35.80	104.45
Instrument Man	22.43	65.44
Labor	25.13	73.32
Landscape Architect	50.52	167.46
Party Chief (Survey)	31.66	92.37
Planner	79.87	264.75
Pre-Professional	38.88	128.88
Principal	124.10	411.37
Program Manager	93.81	310.96
Rodman	17.66	51.52
Senior Architect	75.08	248.88
Senior Landscape Architect	65.87	218.35
Senior Technician	50.99	169.02
Supervisor – Engineer (P.E.)	93.81	310.96
Supervisor – Other	91.70	303.97
Surveyor (P.L.S.)	63.10	209.16
Technician	35.49	117.64

Office Overhead Rate (%)	(*) 188.24.....Maximum Multiplier (Office) = 3.3148
Field Overhead Rate (%)	(*) 153.70.....Maximum Multiplier (Field) = 2.9176

(\*) = Statewide DOTD Average Salary/Overhead Rate plus one (1) standard deviation obtained from document dated February 1, 2022.

## Statement of Qualifications

### AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF St. Tammany Parish

BEFORE ME, the undersigned authority, personally came and appeared: Vanessa  
Schneider, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Owner of Blitch Knevel Architects, LLC (Entity),  
the party who submitted a Statement of Qualifications (SOQ) to Misc Architectural and Engineering  
Services on an As-Needed Basis (Briefly describe the services the SOQ  
will cover), to the Parish of Jefferson.

Affiant further said:

#### Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B X there are **NO** campaign contributions made which would require disclosure under Choice A of this section.



Affiant further said:

Debt Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_

Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B X

There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_

Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **telephone or by personal contact**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B X

there are **NO** solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

Subcontractor Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A

X

Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned SOQ.

Choice B

\_\_\_\_\_

There are NO subcontractors which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

*[The remainder of this page is intentionally left blank.]*

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.



Signature of Affiant

VANESSA SCHNEIDER  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

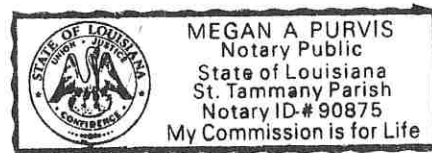
ON THE 16<sup>th</sup> DAY OF December, 2024



Notary Public

Megan A. Purvis  
Printed Name of Notary

32988/90875  
Notary/Bar Roll Number



My commission expires upon death.