

PROVIDE PROFESSIONAL ENGINEERING SERVICES
FOR THE SALA AVENUE HISTORIC DISTRICT
DRAINAGE FEASIBILITY ANALYSIS AND
IMPROVEMENTS PROJECT

SOQ 25-005

SUBMITTED BY:

MARAI S
CONSULTANTS

2018 Jena Street
New Orleans, LA 70115

MARAI S

CONSULTANTS

2018 JENA STREET | NEW ORLEANS, LA | 504.350.2644

Jefferson Parish Purchasing Department
Shanna Folse
General Government Building
200 Derbigny Street
Gretna, LA 70053

RE: Provide Professional Engineering Services for the Sala Avenue Historic District Drainage Feasibility Analysis and Improvements Project (SOQ No. 25-005)

Ms. Folse,

Thank you for taking the time to review our attached qualifications in response to your request for "Engineering Services for for the Sala Avenue Historic District Drainage Feasibility Analysis and Improvements Project". You will find our Statement of Qualifications (Jefferson Parish TEC Professional Services Questionnaire) demonstrating our relevant training and experience along with a Statement of Qualifications from our proposed subcontractor, Dana Brown & Associates.

Our employees have designed and managed multiple projects that are focused on civil drainage design and hydraulic analysis including the following:

- Our lead engineer, Jennifer, spent the past 10 years of her career as a lead engineer working on green infrastructure and drainage design projects throughout the City of New Orleans. A highlight of this work was her role spearheading an ambitious drainage system redesign diverting stormwater through the canals of City Park to alleviate pressure on the neighboring communities during a stormwater event and mitigate flooding.
- Jennifer also oversaw testing and inspection of all of the utilities in Federal City in Algiers for the turnover of this private system to the Sewerage and Water Board.
- 5 of our employees were involved in the design and administration of the St. Anthony Green Streets project as part of the Gentilly Resilience District in the City of New Orleans, which included a large hydraulic analysis component.
- Our employees were also involved in several smaller City of New Orleans street infrastructure reconstruction projects that included hydraulic analysis and drainage design.

Marais was founded in 2022. With more than 60 years of combined design experience amongst our employees and over 250 projects as a firm, our staff are competent and qualified to provide quality design services to Jefferson Parish for this project. We believe in providing thoughtful solutions to design challenges for private, federal, and municipal clients in the Gulf Coast Region.

AWARDS

- 2024** Jennifer Snape (JS) was named Woman of the Year by Women's Transportation Seminar (WTS)
- 2022** JS among 50 professionals nationwide selected for the Society of American Military Engineers National Leadership Development Program
- 2021** JS chosen for the prestigious New Orleans Regional Leadership Institute Leadership Program
- 2020** JS selected Top 20 under 40 Engineers in the Nation by ENR magazine.
- 2020** JS selected as New Orleans City Business Excellence in Construction & Real Estate honoree.
- 2016** JS named Tulane Outstanding Young Alumni (Engineering School)

We specialize in **civil site design, stormwater management and green infrastructure design, hydrologic/hydraulic modeling and analysis, structural design, and construction phase services**. Our company is certified federally as a Woman-Owned Small Business (WOSB) and a Women's Business Enterprise (WBE) and in Louisiana as a Small Entrepreneurship (Hudson Initiative) and a Disadvantaged Business Enterprise (DBE).

We were founded on the principal that communication and close coordination within the design team leads to more successful and enjoyable projects. Throughout the life of a project, we understand the importance of responsiveness and clarity in communication. Through our relationships with architects and municipalities and past-performance of our staff, Marais has been established as a firm with a strong technical expertise and an understanding of design challenges in our community. During the design process, our team looks for opportunities to improve the sustainability of every one of our projects, from economical design decisions to considerations for our changing climate. As a part of creative and sustainable designs, we understand the importance of constructability and strive to maintain a relationship with contractors where we can work together to find ways to reduce waste and reuse materials where possible.

In addition, the staff at Marais Consultants has extensive experience with community engagement around infrastructure. We are passionate about teaching the general public about how our infrastructure functions and the work we are trying to do to improve these systems.

We propose engaging Dana Brown & Associates, Inc. (DBA) as a landscape architect subconsultant to support this project and complete our 100% WBE/DBE team. DBA is the collaborative creation of landscape architects and planners who have practiced in diverse professional realms and geographic regions. They are one of the largest landscape architecture and planning firms in Louisiana as well as a state certified Disadvantaged Business Enterprise (DBE), Women's Business Enterprise (WBE), and Small Business Enterprise (SBE). In business since 2004, the staff of Dana Brown & Associates, Inc. brings amazing talent and worldwide experience to their projects. Most members of the firm are Louisiana natives who have worked extensively in other states and countries, giving their firm a unique perspective and understanding of Louisiana's cultural, economic, and ecological heritage, which they incorporate into all of our designs whole-heartedly.

Working closely with multidisciplinary teams, Dana Brown & Associates, Inc.'s extensive experience includes stormwater and floodplain management, transportation corridor planning, urban design, economic development, park and recreation design and construction, health center planning and construction, campus master planning and construction, GIS modeling of land use and zoning effects, community and master planning and participation, land development regulations, guideline development, regional planning, and ecological-based design. Dana Brown & Associates, Inc. also possesses the skills and resources for extensive public outreach and coordination with citizenry, stakeholders, public officials, land managers, non- and for-profit organizations, and user groups to facilitate proper planning, development, and implementation.

For simple topographic surveying, Marais will perform those services in-house. If more extensive surveying is required, Marais will consult with a professional surveying firm to complete those services. Also, in the event that geotechnical engineering services are required, Marais will consult with a local geotechnical engineering firm familiar with working in the area.

We look forward to the opportunity to work with Jefferson Parish on this analysis and improvement project.

Sincerely,



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



QUALIFICATIONS

67

Experience

The Marais team has 67 years of combined experience performing civil and structural engineering projects, the majority of which is concentrated in Southern Louisiana

257

Projects

Since opening in October of 2022, we have completed or are currently working on 257 different projects throughout the country.

49

Case Study

Marais is currently providing or has recently completed drainage design services for 49 projects in Southern Louisiana in the past 2 years.

2.1

Community

Marais actively seeks to partner with local non-profits that benefit the community. We have provided reduced-cost and pro-bono services to Habitat for Humanity, People's Housing+, Groundwork NOLA, and the St. Bernard Project.

Cost Savings

Through efficient design practices, strategic reuse, and value engineering, Marais has saved our clients an estimated \$2.1 million dollars and counting.

2

Offices

Marais has 2 offices in the City of New Orleans, one at 2018 Jena Street in Uptown and one at 1813 Baronne Street in Central City, New Orleans, providing close proximity to the project site.

TEC
QUESTIONNAIRE

Technical Evaluation Committee (TEC) Questionnaire
Instructions

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

TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

SOQ No. 25-005

Provide Professional Engineering Services for the Sala Avenue Historic District Drainage Feasibility Analysis and Improvements Project
Resolution No. 145576

B. Firm Name & Address:

Marais Consultants LLC
2018 Jena Street
New Orleans, LA 70115

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:

Jennifer Snape, PE
Owner and Lead Designer
Phone: 504.350.2644
Email: jenny@maraisconsultants.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.

Jennifer Snape, PE
Owner and Lead Designer
Phone: 504.350.2644
Email: jenny@maraisconsultants.com

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

1 <u> </u> Administrative	___ Estimators	___ Specification Writers
___ Architects (Licensed)	___ Geologists	1 <u> </u> Structural Engineers
___ Chemical Engineers	___ Geotechnical Engineers	3 <u> </u> Graduate Engineers
1 <u> </u> Civil Engineers	___ Interior Designers	___ Project Managers
___ Construction Inspectors	___ Landscape Architects	___ Clerical
___ Ecologists	___ Land Surveyor	___ Grant/Funding Specialist
___ Electrical Engineers	___ Mechanical Engineers	___ Sanitary Engineers
3 <u> </u> Engineer Intern	___ Environmental Engineers	
___ Professional Land Surveyors		9 <u> </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.

N/A

2.

N/A

H. Has this JOINT-VENTURE previously worked together? Please check:

YES NO

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

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
<p>1.</p>  <p>1836 Valence St. New Orleans, LA 70115</p>	Landscape Architecture	Yes
<p>2.</p>		
<p>3.</p>		

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

14

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:

Jennifer Snape, PE
Owner and Lead Designer

Project Assignment:

Lead Engineer

Name of Firm with which associated:

Marais Consultants LLC

Years' experience with this Firm:

2 years

Education: Degree(s)/Year/Specialization:

Master's Certificate /2012/ Coastal Engineering
B.S./2004/Civil Engineering

Active registration: Year first registered/discipline:

2010/LA Civil Engineering PE # 35470
Also in CA, AL, FL, MS, MT, HI, CO
ASCE Sustainable Infrastructure Certificate

Other experience and qualifications relevant to the proposed Project:

Jennifer Snape, PE is owner and lead designer at Marais Consultants LLC and has 22 years of experience in the engineering field, 1.5 years of which were solely dedicated to the design of new sewer lines in Orleans Parish. She has a wide range of project experience including sewer design; grading and drainage design; coastal erosion protection systems design; structural design for both residential and commercial structures for renovations and new construction; civil site design for sites ranging from less than an acre to over 1000 acres; hydrologic and hydraulic modeling; stormwater management plans for urban, rural, and coastal systems; environmental consulting and due diligence studies; and permitting through federal, state, and local agencies. She has successfully managed and delivered projects for private and public clients, including the City of New Orleans, Sewerage & Water Board of New Orleans, Plaquemines Parish, St. Bernard Parish, St. Tammany Parish, and others. At Marais, she oversees, manages, and designs all engineering projects.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Jake Yemma, PE Civil Engineer
Project Assignment:
Civil Engineer
Name of Firm with which associated:
Marais Consultants, LLC
Years' experience with this Firm:
1 year
Education: Degree(s)/Year/Specialization:
BS/ Civil Engineering/ Louisiana State University BS/ Music/ Tulane University
Active registration: Year first registered/discipline:
2023/LA Civil Engineering PE #0048432
Other experience and qualifications relevant to the proposed Project:
Jake Yemma, PE is a Civil Engineer at Marais Consultants, LLC. Mr. Yemma completed his bachelor's degree at Tulane in 2016. While in school, he interned for the Louisiana DOTD where he honed his skills in data collection and Arc GIS. He spent several years in New York working on private and public roadway and infrastructure projects and returned to New Orleans to work for the Louisiana DOTD as an EIT. Mr. Yemma has extensive experience with permitting, cost estimating, project management, roadway design, grading and drainage, traffic analysis and reporting, construction staging, inspection, and MPT, stormwater management, surveying, cost. He is also proficient in construction administration, including submittal and shop drawing reviews for residential and commercial projects.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Philip Aucoin, EI Civil and Structural Designer
Project Assignment:
Project Designer
Name of Firm with which associated:
Marais Consultants LLC
Years' experience with this Firm:
1 year
Education: Degree(s)/Year/Specialization:
B.S. / 2015 / Civil Engineering
Active registration: Year first registered/discipline:
2016 / LA Civil Engineering EI #32861
Other experience and qualifications relevant to the proposed Project:
<p>Philip Aucoin, EI is a civil designer at Marais specializing in residential and small to medium commercial projects. After graduating with a B.S. in Civil Engineering from LSU, he began working as a field engineer for a roadway and utility construction company. He has 8 years of experience in civil site design (including sewer and wastewater), roadway/parking lot design, and structural design for various projects throughout the Southeastern United States. Mr. Aucoin has worked directly with design engineers and inspectors on a variety of public and private projects. Some of these projects spanned across many years and cost \$10+ million to complete. As a field engineer for Barriere Construction, Phil worked on several large-scale roadway projects that involved extensive sewer installations. One of these was a street widening project on Ames Blvd. in Marrero, and included a sewer force main, i.e. pressurized sewer lines. Another roadway project involved post-Katrina street repairs to the gravity sewer system at St. Bernard Ave. in New Orleans. At Marais, Mr. Aucoin assists with the preparation of civil and structural engineering drawings; prepares and modifies calculations and reports; conducts data research and field investigations; and coordinates with public and government agencies.</p>

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Cleo Pappas, EI Engineer Intern
Project Assignment:
Project Designer
Name of Firm with which associated:
Marais Consultants LLC
Years' experience with this Firm:
1 year
Education: Degree(s)/Year/Specialization:
B.S. / 2021 / Civil Engineering
Active registration: Year first registered/discipline:
2021 / LA Civil Engineering EI #34841
Other experience and qualifications relevant to the proposed Project:
Cleo Pappas is a Project Designer at Marais Consultants LLC. Beginning as a student intern a year prior to graduation, Cleo has gained a wide range of experience including civil site design (sewer and wastewater), drainage design, and stormwater management plans. She has also assisted in the design of residential and commercial structures from new construction to historic renovations. Cleo is adept at using AutoCAD, ArcGIS, and RISA. Cleo has been involved in the design of several City of New Orleans roadway projects that included the design of sanitary sewer lines and she has developed plan and profile drawings for construction drawings for those designs.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Alexander Vu Project Designer
Project Assignment:
Project Designer
Name of Firm with which associated:
Marais Consultants LLC
Years' experience with this Firm:
1 year
Education: Degree(s)/Year/Specialization:
B.S. / 2021 / Civil Engineering
Active registration: Year first registered/discipline:
2021/ Procore Certified Project Manager 2021/ USACE Construction Quality Mgmt/ SE9-04-19-00231
Other experience and qualifications relevant to the proposed Project:
Alexander Vu is a civil designer and project manager at Marais. He specializes in project management and estimating; site supervision; scheduling; quality control; project financials and budgets; value engineering; civil design; and structural design. He is experienced with ProCore, BIM360, Submittal Exchange, and AutoCAD/Civil 3D. Mr. Vu is a member of the American Concrete Institute (ACI), American Society of Civil Engineers (ASCE), and the Society of American Military Engineers (SAME). Alexander is a Procore Certified: Project Manager and is certified through the USACE: Construction Quality Management for Contractors (SE9-04-19-00231)

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:	
Campus-wide Drainage Study City of Kenner Jefferson Parish Jeff Doudrick Burns & McDonnell 816-286-6900 jadoudrick@burnsmcd.com	The overarching goal of this effort will be to provide the project area with a comprehensive hydraulic model documenting the subcatchments, collection systems, and conduits serving the site as they currently exist; and assessing drainage impacts in terms of discharge and stage variation in the connecting canal outfalls due to current and selected future infrastructure improvements. The developed model will serve as a base model that will allow for future model adjustments to be made with relative ease when the model is used for assessment of drainage impacts due to proposed future improvements involving new fill and impervious pavements, and any detention features.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2024	N/A	\$45,000

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Fort Johnson Road Repairs Fort Johnson, LA Ronald des Granges Potawatomi Defense Operations 800-340-8966 Ronald.DesGranges@potawatomi-do.com	This project consists of roadway repairs for multiple sites located on the Fort Johnson Base in Louisiana. As part of the design-build team, Marais's responsibilities include production of drawings for construction, permitting, erosion/drainage control plans, and ongoing services during construction. Marais is developing a drainage model (including hydraulic analysis) to determine the design peak flow rates through roadside ditches and culverts in the project area in order to properly size the culverts that will be replaced. We are developing a set of construction drawings and specifications at progress review points to include plan views of the roadway extents and stationing, roadway dimensions, and paving work to be completed. Where intersections will be reconstructed, all new edges of roadway dimensions will be defined. Drawings will also include any drainage repairs needed including sizes, materials, inverts, and alignments of new culverts.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2026	N/A	\$280,460

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
Longbranch Abita Springs Floodplain Mitigation and Drainage Study 21516 LA-36 Abita Springs, LA 70420 Seamus McGuire Cicada 504-559-3103 seamus@cicadateam.com	Marais is performing civil design for new 4338 SF construction facility with existing building and a parking lot. The site is in an AE Flood Zone and will be required to comply with floodplain regulations. There are no wetlands onsite. The lot of record includes three existing buildings and a parking lot. Those portions of the property are not included in the scope items below. Our scope of work includes floodplain mitigation, drainage studies, DOTD permitting, civil site plan, grading plan, and utility plan.	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2023	N/A	\$15,000

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
17th Street Post Office Approach Improvement 3301 17th Street Metairie, LA 7000 Danielle Duhe Dana Brown & Associates, Inc. 504-345-2639 dbrown@danabrownassociates.com	This project involves the reduction in length of the West to East turning lane into the Post Office on 17th Street between Severn Avenue and Causeway Boulevard in Metairie. The purpose of the shortening is to provide more space for trees being added as part of a different landscape architecture project. Marais is providing civil design in support of the redesign of the turning lane including a demolition plan that outlines areas on the exiting site to be removed, a site plan that includes information for all civil site elements (curb, paving, etc.) including dimensions, materials, and striping changes, and construction details.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2025	N/A	\$3,000

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Civil Site Design for New Company Headquarters 1450 L & A Rd., Harahan Jefferson Parish Tom Weathers RNGD tweathers@rngd.com	This project consists of renovating an existing warehouse facility into a new office and training facility for RNGD Headquarters. The project is a collaborative process with RNGD Builders LLC in the lead with Marais providing civil design services for all site improvements including: site paving and site utilities including sewer, water, and storm drainage up to 5' from the buildings, geometric, grading and drainage design, stormwater improvements including drainage plan, preparation of construction documents for civil work (drawings and specifications) including compliance with Parish, local, and State Highway requirements, coordination and submittal of all civil-led site development planning and regulatory processes, coordination with City and State traffic departments, coordinating with utility service providers for sewer, water, and storm drainage.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2025	N/A	\$38,000

PROJECT NO. 6		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Ninth Ward Stadium New Orleans, LA Orleans Parish School Board Prime - Williams Architects Andrew Stephens 504.566.0888 astephens@williamsarchitects.com	This new construction school sports facility will include an artificial turf football field, an 8-lane track with field events included, a grandstand seating 3,000 - 5,000 spectators plus a pressbox and scoreboard, restrooms, concessions and ticketing, parking and site amenities. Marais's scope of work consists of civil and structural design for the complete construction of the stadium facility. Site Improvements include stadium lighting, access drives and parking, entry plaza and ticket booth, and perimeter fencing. The design focuses on incorporating green infrastructure and a storm water retention system in the site design through pervious concrete, stormwater detention/native planting areas, pervious pavers, and stormwater bioswales. The site's infrastructure will include electric vehicle charging stations, bicycle parking, dark sky compliant LED lighting, water-efficient plumbing, and recycled field turf.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2025	N/A	\$97,000

TEC Professional Services Questionnaire

PROJECT NO. 7		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
ADA-Accessible Restroom Facility Wetlands Harbor Activities Recreational Facility Westwego, LA City of Westwego Prime - Aptim Environment & Infrastructure Girard Gillen 2424 Edenborn Ave., Metairie, LA 70001 504.832.4880 gerard.gillen@aptim.com	Marais was part of a team providing design services for the construction of an ADA accessible facility at the WHARF. The facility will house restrooms, offices, storage areas, and a small event space. The building will be approximately 4,818 SF upon completion and will include a wrap-around deck, stairs, and a ramp. Due to flood risk, the building will be elevated above the Base Flood Elevation and incorporates building standards for being located in AE flood zone and a high velocity wind area. The design of the building includes an elevated concrete deck over a system of concrete columns and beams. The framing of the building consists of a series of HSS steel scissor truss frames connected with purlins and cross-bracing. The walls of the enclosed space are cold-formed steel. The entire structure, including the ramp, is supported on piles on a system of grade beams. Design has been completed, construction is ongoing.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2025	N/A	\$20,000

PROJECT NO. 8		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Lincoln Beach Redevelopment Master Plan New Orleans, LA City of New Orleans Prime - Sasaki Joshua Brooks, PE 720.776.4675 jbrooks@sasaki.com	Lincoln Beach is an approximately 15-acre property located on the shore of Lake Pontchartrain. The site is bordered on the southeast by a railroad track, flood protection levee, and a large roadway. It was established along the shores of the Lake in 1939 as a recreational area for the city's African American population. The site was managed by the City of New Orleans until its closing in 1964. Since then, the structures and facilities at Lincoln Beach have gradually deteriorated over time due to lack of maintenance and a barrage of hurricane impacts, causing unsafe conditions at the site. The master planning process will facilitate additional public input and engage residents in formulating and implementing a plan that truly belongs to the community. It will include improved amenities for ongoing use of the site as well as shoreline improvements, beach nourishment, and new structures. Marais is providing civil and structural design and	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2025	N/A	\$132,000

TEC Professional Services Questionnaire

PROJECT NO. 9		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Fauchaux Road - Site Development and Hydraulic Analysis Fauchaux Road St. Tammany Parish, LA Chris Rutland 337-303-7891 chris@fuselierllc.com	Marais Consultants is providing civil site design services at this rural private property in St. Tammany Parish near Folsom, Louisiana. The site is currently taking stormwater runoff from an adjacent property and the owner wishes to contain the runoff in an underground system, in addition to other stormwater management improvements throughout the property. Marais's scope includes defining the watershed contributing to the site, sizing and routing drainage infrastructure to the final outfall of the property, and designing new culverts in the right-of-way for driveway crossings. Additionally, we are coordinating with the owner, landscape architect, and architect on site elements and grading.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2024	N/A	\$5,000

PROJECT NO. 10		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Franklin Hospital Apartments Franklin, LA Christopher Dupre RNGD: A Palmisano Company 504.620.8022 cdupre@rngd.com	This project consists of the renovation and adaptive reuse of the original one-story Hospital Building and three-story addition and annexes to both buildings at 1501 Hospital Ave. Franklin, LA. The developer will be performing a complete gut/rehabilitation of the existing structure, which, will provide 60 multi-family, affordable rental units. The project is part of the Enterprise Green Communities 2020, Louisiana Resiliency, and Fortified Construction programs. Marais is providing civil engineering services for this project including existing and proposed site plans, demolitions plan, grading and drainage plan, utility plan, erosion and sediment control plan, and a drainage impact study. Marais is also responsible for the re-design of an existing parking lot at the site according to ADA design standards with approximately 97 parking spaces. We will provide construction administration services as the project moves into the final phases.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated 2025	N/A	\$47,000

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.

Civil engineering is one of the core services upon which Marais was founded. We provide a broad spectrum of drainage design services ranging from small private properties and residences to commercial and municipal projects. With a highly diversified skill set, our designs incorporate and complement the existing site features, working to enhance the project's value to its environment. As a result of our work on projects throughout the region, we have established strong working relationships with local municipalities allowing us to streamline the permitting process. We believe that quality and consistency have shaped our successful history of obtaining timely approvals for our developments. In addition, we understand and account for the variability in soil conditions in southern Louisiana by balancing the specific earthwork components encountered on each project with the project goals.

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

Signature:  Print Name: Jennifer Snape
 Title: Owner Date: 1/22/2025

Technical Evaluation Committee (TEC) Questionnaire
Instructions

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- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.

TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

Sala Avenue Historic District Drainage Feasibility Analysis and Improvement Project

B. Firm Name & Address:

Dana Brown & Associates
1836 Valence Street
New Orleans, LA 70115

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:

Dana Nunez Brown
Louisiana licensed Landscape Architect
Landscape Architect No. B-360
504.345.2639
dbrown@danabrownassociates.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.

Dana Nunez Brown
Louisiana licensed Landscape Architect & Planner
Landscape Architect No. B-360; AICP No. 021644
504.345.2639
dbrown@danabrownassociates.com

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

<input type="text" value="1"/> Administrative	<input type="text"/> Estimators	<input type="text"/> Specification Writers
<input type="text"/> Architects (Licensed)	<input type="text"/> Geologists	<input type="text"/> Structural Engineers
<input type="text"/> Chemical Engineers	<input type="text"/> Geotechnical Engineers	<input type="text"/> Graduate Engineers
<input type="text"/> Civil Engineers	<input type="text"/> Interior Designers	<input type="text"/> Project Managers
<input type="text"/> Construction Inspectors	<input type="text" value="5"/> Landscape Architects	<input type="text"/> Clerical
<input type="text"/> Ecologists	<input type="text"/> Land Surveyor	<input type="text"/> Grant/Funding Specialist
<input type="text"/> Electrical Engineers	<input type="text"/> Mechanical Engineers	<input type="text"/> Sanitary Engineers
<input type="text"/> Engineer Intern	<input type="text"/> Environmental Engineers	
<input type="text"/> Professional Land Surveyors		<input type="text" value="6"/> TOTAL

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

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

TEC Professional Services Questionnaire

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

1. N/A

2. N/A

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

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

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

 N/A

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:

Dana Nunez Brown, President

Project Assignment:

Landscape Architect

Name of Firm with which associated:

Dana Brown & Associates, Inc.

Years' experience with this Firm:

20

Education: Degree(s)/Year/Specialization:

Master of Landscape Architecture, Harvard Graduate School of Design, 1981
Bachelor of Landscape Architecture, LSU, 1979

Active registration: Year first registered/discipline:

Louisiana licensed Landscape Architect, No. B-360, 1983

Other experience and qualifications relevant to the proposed Project:

Dana Brown has over 40 years of experience as a landscape architect and planner, managing projects with a wide range of sizes and budgets. She is a licensed Landscape Architect, a LEED Accredited Professional, a Certified Planner, and a Fellow of the American Society of Landscape Architects. Dana's work focuses on urban design, park design, stormwater management, and community engagement. She has been complimented by officials of New Orleans, Gretna, Hammond, Lafayette, Baton Rouge, Lake Charles, Houma, and others on her authentic interaction with stakeholders and members of the public to create memorable and functional spaces. Dana is also the author of "Using Plants for Stormwater Management: A Green Infrastructure Guide for the Gulf South."

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Danielle Duhe, Principal
Project Assignment:
Landscape Architect
Name of Firm with which associated:
Dana Brown & Associates, Inc.
Years' experience with this Firm:
12
Education: Degree(s)/Year/Specialization:
Bachelor of Landscape Architecture, LSU, 2012
Active registration: Year first registered/discipline:
Louisiana licensed Landscape Architect, No. D-277, 2019
Other experience and qualifications relevant to the proposed Project:
Danielle Duhe is a Principal and licensed Landscape Architect at DBA with over a decade of experience in outreach and education, parks and recreational planning, and in the design and construction of stormwater management facilities. Danielle has worked on a number of projects that have focused on pedestrian safety through design strategies, all while incorporating green infrastructure facilities. She is a consummate project manager, giving great attention to design, budget, and schedule while never losing sight of a project's purpose and goals. Danielle is a very active volunteer in the community, leading tours of green infrastructure, speaking at community events, and bringing her professional experience in design to her personal involvement in improving her hometown.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Ry'yan Clark, Senior Associate
Project Assignment:
Landscape Architect
Name of Firm with which associated:
Dana Brown & Associates, Inc.
Years' experience with this Firm:
3
Education: Degree(s)/Year/Specialization:
Master of Science in Plant Biology & Conservation, Northwestern University, 2022 Bachelor of Landscape Architecture, LSU, 2017
Active registration: Year first registered/discipline:
Louisiana licensed Landscape Architect, No. C-342, 2024
Other experience and qualifications relevant to the proposed Project:
Ry'yan's landscape architecture design approach integrates art theory and leverages his technical experience in visualization and diagrammatic planning to foster community engagement on both large and small scale projects. He is experienced in planning native coastal Louisiana and Midwestern prairie plantings and utilizing diverse plant color palettes that cater to both the aesthetic and functional requirements of a project. Ry'yan employs 8 years of experience designing stormwater management facilities, master plan reports, site scale landscape designs, and planting design tools on every project he undertakes.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Chad Wilkins, Senior Associate
Project Assignment:
Landscape Architect
Name of Firm with which associated:
Dana Brown & Associates, Inc.
Years' experience with this Firm:
3
Education: Degree(s)/Year/Specialization:
Bachelor of Landscape Architecture, LSU, 2022
Active registration: Year first registered/discipline:
Louisiana licensed Landscape Architect, No. W-268, 2023 Louisiana licensed Landscape Horticulturist, No. 3086, 2007
Other experience and qualifications relevant to the proposed Project:
Chad Wilkins first joined the DBA team as an intern in 2020 and is now a full-time staff member. Before joining DBA, Chad owned his own landscape construction company, which he sold to pursue a Bachelor of Landscape Architecture degree from LSU. As a licensed Landscape Horticulturist and Green Infrastructure Professional, Chad brings a wealth of expertise and qualifications to his work. His passion lies in merging his love for plants and green infrastructure to craft stunning yet eco-friendly landscapes. Thanks to his extensive experience as a full-service landscaping professional, Chad has an in-depth understanding of landscape construction and irrigation. This enables him to provide valuable insights and solutions to clients, ensuring their construction needs are met with expertise and care.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Kayla McCartney, Associate
Project Assignment:
Landscape Architectural Designer
Name of Firm with which associated:
Dana Brown & Associates, Inc.
Years' experience with this Firm:
0.5
Education: Degree(s)/Year/Specialization:
Bachelor of Landscape Architecture, University of Georgia, 2024
Active registration: Year first registered/discipline:
N/A
Other experience and qualifications relevant to the proposed Project:
<p>Kayla McCartney first joined Dana Brown & Associates as an Associate in 2024. Before joining DBA, Kayla worked as an intern with LandDesign in Charlotte, NC. She graduated with her Bachelors in Landscape Architecture from the University of Georgia in 2024.</p> <p>As an emerging professional in the field of landscape architecture, Kayla is passionate about designing ecologically and culturally sensitive landscapes with her strong foundation in the principles of landscape architecture.</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:	
Sala Avenue Improvements Sala Avenue Westwego, LA City of Westwego Mayor Robert Billiot 504.347.5745	DBA has been retained by the City of Westwego to redesign Sala Avenue from River Road to 4th Street. The master plan project will emphasize incorporating nature-based stormwater management solutions, enhancing ADA accessibility, and establishing a distinctive and memorable identity for this significant economic and historic corridor.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Design Phase: est. October 2025	Construction: N/A	N/A

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Regenerative Westwego: A Blueprint for Small Town Adaptation and Equity Westwego, LA City of Westwego Mayor Robert Billiot 504.347.5745	DBA participated in the GNOF Next 100 Years Challenge by crafting a grant application for the City of Westwego. This effort earned an honorable mention and secured \$40,000 to support further development of plans for the City. The proposal outlined a master plan for enhancing the 4th Street and Sala Avenue corridors, emphasizing nature-based stormwater solutions, street trees, pervious paving, and artful crosswalks.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
July 2023	Construction: N/A	N/A

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
Lazy River Landing Sala Avenue at River Road Westwego, LA City of Westwego Mayor Robert Billiot 504.347.5745	DBA was engaged by the City of Westwego to develop a perspective rendering to envision a future pedestrian crossing over River Road and develop new signage for the crossing.	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
May 2024	N/A	

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Gretna Downtown Stormwater Management Gretna, LA City of Gretna Amelia Pellegrin apellegrin@gretnala.com	As part of an effort to address flooding and improve pedestrian safety in Historic Downtown Gretna, DBA lead the design and construction of the project that reduces flood risk and enhances the public space outside Gretna City Hall. The project renovated over two acres, including the neutral ground and adjacent streets, removing 40% of impervious surfaces. DBA implemented green infrastructure features, including pervious paving, subsurface storage tanks, and tree cells, which together detain and filter over 14,600 cubic feet of stormwater runoff.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
November 2020	Construction: \$2.1 M	\$2.1 M

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Bayou Metairie Park</p> <p>2713 Metairie Road Metairie, LA</p> <p>Jefferson Parish Council-at-Large Jennifer Van Vrancken 504.736.6615</p>	<p>DBA's design of Bayou Metairie Park addresses localized flooding in a rapidly developing commercial area of Metairie Road. Preserving this open green space in addition to installing permeable pavement and bioretention areas with water-loving native plants further increases the site's stormwater storage capacity. The park is a precedent for natural, multi-benefit stormwater management as well as an educational opportunity for the community. Additionally, the park serves as a gathering hub and functions as a traditional passive recreation space. This creates a sense of place for the community and improve every day and special event usability.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
September 2021	Construction: \$509,000	\$509,000

PROJECT NO. 6		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Westbank Expressway Median Improvements</p> <p>Highway 90 from Wayne Avenue to Terry Parkway</p> <p>Jefferson Parish Parkways Department Bryan Parks 504.349.5800</p>	<p>DBA was selected by Jefferson Parish to enhance 8 miles of open space beneath the elevated Westbank Expressway. The project improved surface-level intersections and the visual experience near the on/off ramps. Improvements included expanding planted areas with new vegetation, adding weathering steel walls with decorative rock, and implementing a branding strategy with curved walls and raised lettering at key intersections. The on/off ramps were upgraded with decorative rock to reduce maintenance, improving both aesthetics and safety by minimizing the time crews spent in high-risk areas.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
April 2024	Construction: \$1.4 M	\$1.4 M

TEC Professional Services Questionnaire

PROJECT NO. 7		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Pontilly Stormwater Management New Orleans, LA City of New Orleans, DPW Meagan Williams 504.658.8420	DBA was part of the team commissioned to design the FEMA HMGP funded project that reduces flood risk for two low-income, minority neighborhoods that experience repetitive flood damage. The project substantially reduces localized flooding across the 900-acre area. DBA worked closely with the project engineers to analyze existing site conditions and to develop concepts to iteratively model the most hydrologically effective green infrastructure interventions. The project features various forms of green infrastructure facilities, including 38 stormwater lots; 13 blocks of bioswales; 90,500 square foot bioswale; and 24 bioretention cells in street basins at intersections.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
March 2021	Construction: \$14.5 M	\$3.9 M

PROJECT NO. 8		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
DPS01 Drainage & Green Infrastructure New Orleans, LA City of New Orleans Erika Boerr 504.658.8475	The DPS-01 project is designed to reduce flooding throughout eighth neighborhoods of New Orleans by upsizing pipes and incorporating green infrastructure. The project is funded by FEMA HMGP. DBA worked with project engineers to design a series of green infrastructure facilities that will reduce downstream flooding in some the of the lowest elevations of the city. The green infrastructure will serve to intercept, filter, and store stormwater runoff where it lands, while promoting infiltration and therefore reducing subsidence. Green infrastructure facilities in the project include stormwater lots, street basins, pervious paver street gutters, bioswales, and subsurface storage tanks. Phase 1 of the project is currently under construction.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Phase 1 Construction: Est. July 2026	Phase 1 Construction: \$39.6 M	\$6.5 M

TEC Professional Services Questionnaire

PROJECT NO. 9		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Clearview Parkway-Earhart Expressway Interchange Improvements Clearview Pkwy. at Earhart Blvd Elmwood, LA 70123 Jefferson Parish Parkways Dept. Bryan Parks 504.349.5800	DBA was hired to develop conceptual design plans for the Clearview Parkway and Earhart Expressway interchange focusing around the existing retention ponds. The plans include native planting, gateway signage, and the re-naturalization of pond edges. These new site features were designed to comply with DOTD regulations while enhancing aesthetics and creating a sense of place at this heavily trafficked intersection that is a gateway into Elmwood.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Design Phase: est. March 2025	Construction: \$1.3 M (est)	\$1.3 M (est)

PROJECT NO. 10		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Bayou St. John Green Infrastructure Demonstration Project 3598 Orleans Avenue, New Orleans, LA Sewerage & Water Board New Orleans Grace Vogel gvogel@swbno.org	DBA was hired by the Sewerage & Water Board to design a series of green infrastructure facilities that would reduce localized flooding and provide an educational space for residents and school children about how green infrastructure works and its benefits. The project features five types of green infrastructure, 50 new trees, educational signage, and a native prairie planting. Each of the green infrastructure types installed are being monitored for how they improve the quality of stormwater runoff from surrounding impervious surfaces. The site has the capacity to detain and filter over 13,000 cubic feet of stormwater runoff. Marais is serving as a water quality testing subcontractor.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
December 2022	Construction: \$217,300	\$217,300

TEC Professional Services Questionnaire

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

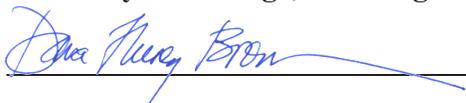
Parties:		Status/Result of Case:
Plaintiff:	Defendant:	
1. N/A	N/A	N/A
2. N/A	N/A	N/A
3. N/A	N/A	N/A
4. N/A	N/A	N/A

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

DBA is a professional landscape architecture and planning firm whose mission is to create beautiful and functional landscapes that respond to the ecology of the land and reflect the cultural heritage of the community. One of the firm's hallmarks is the intersection of design and science in all of our projects: developing a deep understanding of the project site and its context above and below ground, enabling us to design resiliently and sustainability specifically focused to the areas. DBA is well known in the region as the go-to landscape architecture firm for creative planning and design that is sustainable and resilient, as well as for meaningful engagement with stakeholders and the public, highly responsive client service, and meeting project schedules and budgets. Our portfolio of built works includes public and private urban design of plazas, parks, streetscapes, and green infrastructure.

DBA is a state certified Disadvantaged Women's Business Enterprise (WBE), SEDBE, SBA WOSB, SLDBE, and HANO DWBE. DBA is also certified through the Louisiana Economic Development Department's Hudson Initiative.

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

Signature:  Print Name: Dana Nunez Brown
 Title: President Date: 2025.01.16

DBE
CERTIFICATION



Office of the Secretary

PO Box 94245 | Baton Rouge, LA 70804-9245
PH: 225-379-1200 | FX: 225-379-1851

Jeff Landry, Governor
Joe Donahue, Secretary

December 12, 2024

Marias Consultants, LLC

Attn: Jennifer Snape
2018 Jena Street
New Orleans, La 70115

Dear Jennifer Snape:

The Louisiana Department of Transportation and Development (LADOTD) has received your firm's Disadvantaged Business Enterprise (DBE) and Small Business Element (SBE) Declaration of Eligibility. Based on the information, which you provided, it has been confirmed that your firm continues to meet the eligibility requirements of our program and remains certified for only the following specific work categories that fall under the listed NAICS and/or DOTD Work codes:

NC541330 – Engineering Services

C05 – Structural Engineering

C09 – Civil Engineering

NC541611 – Administrative Management and General Management Con

C10 - Management

Please note that per the federal regulations, suppliers only receive 60% goal credit towards the materials they provide. Also, note that any contractor performing work in excess of \$50,000 with the exception of electrical, mechanical and plumbing requires A Louisiana Contractor's License, which are required to have a license if work is in excess of \$10,000. You may contact the State Licensing Board for Contractors at (225) 765-2301 for more information. All participants of the Louisiana Unified Certification Program will recognize your firm's certification. This includes all entities receiving federal transportation funding within the boundaries of our state.

Marais Consultants, LLC

December 12, 2024

Page 2

You will be required to submit a **Declaration of Eligibility** with Gross receipts (**i.e. all income-related portions of signed federal tax returns, audited financial statements or a CPA's signed attestation of correctness and completeness**) stating your firm continues to meet the eligibility requirements of the program. An email informing you to submit the necessary documentation will be forwarded to you approximately six (6) weeks prior to your anniversary date of **May 31, 2025**. However, should you not receive notification from this office for your Declaration of Eligibility; it is your responsibility to contact us. Additionally, you must notify our office immediately regarding any changes, which affect the social and economic disadvantage, size, ownership or control of your firm.

The LADOTD has contracted with Urban League of Louisiana Center for Entrepreneurship & Innovation to provide DBE Supportive Services to all certified DBEs, in the LAUCP, at no cost to you. This consultant can offer your firm assistance and guidance on areas such as marketing, estimating, bidding, financial preparations, etc. Contact Klassi Duncan with Urban League of Louisiana Center for Entrepreneurship and Innovation at (504) 620-9647 for any assistance needed to grow your organization.

The Louisiana UCP certifying entity reserves the right to withdraw this certification, if at any time, it is determined that **DBE and SBE** certifications was knowingly obtained by the submission of false, misleading or incorrect data. The Louisiana UCP certifying entity also reserves the right to request additional information and/or conduct an on-site visit at any time during your certification period.

We are pleased to have you as a participant in the LAUCP and wish you much success.

If you have any questions regarding the content of this letter, contact the LADOTD DBE Certification Unit at (225) 379-1382.

Respectfully,

Rhonda Wallace

Rhonda Wallace

DBE/SBE Programs Manager

Enclosure (Certificate)

THANK YOU!



MARAIS
CONSULTANTS