



**SOQ 21-009 PROVIDE PROFESSIONAL MECHANICAL & ELECTRICAL
ENGINEERING SERVICES**

Jefferson Parish Government

Project documents obtained from www.CentralBidding.com

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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 Ordinances Sec. 2-928.
- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.

TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

SOQ 21-009 PROVIDE PROFESSIONAL MECHANICAL & ELECTRICAL
ENGINEERING SERVICES

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

ALBERT ARCHITECTURE
3221 TULANE AVENUE
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:

RICHARD ALBERT, RA, AIA, NCARB
PRINCIPAL | ARCHITECT
O: 504.827.0056
albert@albert-architecture.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.

MICHAEL LEITZINGER, PE
MECHANICAL ENGINEERING MANAGER
O: 504.827.0056
C: 571.242.7689
MLeitzinger@albert-architecture.com

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

<input checked="checked" type="checkbox"/> 1 Administrative	<input type="checkbox"/> Estimators	<input type="checkbox"/> Specification Writers
<input type="checkbox"/> Architects (Licensed)	<input type="checkbox"/> Geologists	<input type="checkbox"/> Structural Engineers
<input type="checkbox"/> Chemical Engineers	<input type="checkbox"/> Geotechnical Engineers	<input type="checkbox"/> Graduate Engineers
<input type="checkbox"/> Civil Engineers	<input type="checkbox"/> Interior Designers	<input type="checkbox"/> Project Managers
<input type="checkbox"/> Construction Inspectors	<input type="checkbox"/> Landscape Architects	<input type="checkbox"/> Clerical
<input type="checkbox"/> Ecologists	<input type="checkbox"/> Land Surveyor	<input type="checkbox"/> Grant/Funding Specialist
<input type="checkbox"/> Electrical Engineers	<input checked="checked" type="checkbox"/> 1 Mechanical Engineers	<input type="checkbox"/> Sanitary Engineers
<input type="checkbox"/> Engineer Intern	<input type="checkbox"/> Environmental Engineers	
<input type="checkbox"/> Professional Land Surveyors		<input checked="checked" type="checkbox"/> 2 TOTAL

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

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.		YES
2.		
3.		

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

1

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:

MICHAEL LEITZINGER - MECHANICAL ENGINEERING MANAGER

Project Assignment:

PROJECT MANAGEMENT AND MECHANICAL ENGINEERING

Name of Firm with which associated:

ALBERT ARCHITECTURE

Years' experience with this Firm:

1

Education: Degree(s)/Year/Specialization:

BACHELOR OF SCIENCE / 1996 / MECHANICAL ENGINEERING

Active registration: Year first registered/discipline:

2009 / MECHANICAL ENGINEER

Other experience and qualifications relevant to the proposed Project:

Mr. Leitzinger has 20 years of experience as a Professional Mechanical Engineer. His experience includes project management, permitting, drafting, and specifications development. He specializes in design of heating, ventilation, and air conditioning systems including chilled/hot water hydronic systems and water source heat pump systems. He also has experience installing, programming, and maintaining Direct Digital Control (DDC) systems. Mr. Leitzinger's experience and knowledge has been applied to the selected projects:

The Regional Transit Authority - Canal Street Ferry Terminal, Ascension Parish Government - Jail Cooling Tower Replacement, Port of New Orleans - Patterson Drainage Pump Replacement, City of New Orleans - Florida Desire Community Center.

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

PROJECT NO. 1

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>University of New Orleans Engineering Building renovations & elevator upgrades, New Orleans, LA</p> <p>Ron O'Rourke, Jr. Contract & Projects Manager 504-280-7189 rjorourk@uno.edu</p>	<p>Five elevator upgrades and finishes including entryways, interiors, mechanical, cooling systems, electrical and construction.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>U.S. Marshall's Special Task Force Training Center, Orlando, FL.</p> <p>U.S. Dept. of Justice John Michael Johnson Hernandez Consulting 504-305-8571 jmichael@hernandezconsulting.com</p>	<p>Located in Orlando, FL, this renovation project consisted of special training classrooms, virtual reality simulator system rooms, office space expansions and various force protection upgrades and HVAC upgrades for federal law enforcement officials.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
<p>Jefferson Parish Fire Department Lambert Warehouse, Jefferson, LA</p> <p>Jefferson Parish Stephen Schmitt JPFD commander. 504-258-5984 sschmitt@jeffparish.net</p>	<p>The Jefferson Parish Fire Department's Lambert Warehouse facility. Collaboration with fire fighters and the Jefferson Parish fire department's senior staff culminated in a functional and cost-effective solution including HVAC upgrades.</p>	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>U.S. Dept. of Veterans Affairs, West Palm Beach, FL.</p> <p>U.S. Veterans Administration John Michael Johnson Hernandez Consulting 504-305-8571 jmichael@hernandezconsulting.com</p>	<p>Albert Architecture, as part of a Joint Venture, designed and constructed a new MRI clinic for the hospital. The new 6,169 square foot building includes two (2) entrances, two (2) MRI equipment rooms, two (2) MRI control rooms, two (2) MRI procedure rooms, waiting room with reception area, the mandated four MRI safety zones, four (4) patient dressing rooms, three (3) patient prep/holding rooms, two (2) patient rest rooms, one staff rest room, one storage room, one multi-purpose room, one (1) reading room, one electrical room, a clean and dirty utility room and one staff break room.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>U.S. Dept. of Veterans Affairs, Alexandria, LA</p> <p>U.S. Veterans Administration Pat Davis Hernandez Consulting 504-305-8571 pdavis@hernandezconsulting.com</p>	<p>As the engineering firm of record, Albert Architecture designed the Energy Management Control System (EMCS) for two purposes: (1) a fully functional single system of Direct Digital Controls (DDC) automating the campus heating and cooling systems and equipment to provide comfort controls and (2) automated and integrated control of all energy producing equipment on the campus inclusive of all control systems for the energy producing equipment and the existing electric substation.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

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

TEC Professional Services Questionnaire

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

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

TEC Professional Services Questionnaire

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

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

TEC Professional Services Questionnaire

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

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

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

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

Signature: _____ **Print Name:** _____

Title: _____ **Date:** _____