



JEFFERSON PARISH LIBRARY  
IANE O'BRIEN CHATELAIN WESTBANK REGIONAL  
8751

# New West Bank Regional Library

STATEMENT OF QUALIFICATIONS

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## Cover Letter

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### DATE

May 8, 2025

### ATTENTION

Shanna Folse, Purchasing  
Specialist III  
Jefferson Parish Purchasing  
Department  
General Government Building  
200 Derbigny Street, Suite 4400  
Gretna, LA 70053

### PROJECT

SOQ 25-015  
New West Bank Regional  
Library

### LOCATION

2751 Manhattan Blvd  
Harvey, LA 70058

Bell Butler Design and Architecture is pleased to submit our qualifications for the New West Bank Regional Library in Jefferson Parish. We are confident in our ability to support the Jefferson Parish Library System's mission to provide high-quality library access to the West Bank community.

Bell Butler is recognized for our award-winning hospitality work, and our growing portfolio reflects a broad range of building types and site conditions—from zero-lot-line historic infill to multi-building suburban developments. This versatility demonstrates our ability to succeed across varied contexts. Notably, our experience designing hospitality environments offers a distinct advantage when creating flexible, multi-use spaces. Many of our larger projects incorporate adaptable indoor and outdoor areas that support diverse programming and user needs—an approach well-suited to contemporary library design.

We have assembled a strong and experienced team for this project. Bell Butler Design and Architecture, a woman-owned LAUCP DBE-certified small business, will lead the project team, overseeing design, project management, and overall coordination. Our team also includes a dedicated lighting designer who will ensure that the library's lighting strategy supports both functionality and atmosphere, tailored to the specific needs of public library spaces. Our structural and civil partner, Fox Nesbit, brings extensive experience in the public sector, including multiple library projects across Louisiana that address structural, civil, and stormwater challenges. Marrero Couvillon & Associates will provide mechanical and electrical engineering services, drawing on their own robust portfolio of public library work. Landscape architecture will be led by Spackman Mossop Michaels, whose thoughtful, context-driven strategies will enhance the project's outdoor experience.

Bell Butler's design ethos feels particularly apt for libraries: the whole is greater than the sum of its parts, but each of those parts must be thoughtfully considered. We will approach this project collaboratively and respectfully, working closely with your team to ensure the community's needs are understood, reflected, and honored throughout the design process. Thank you for your time and consideration in reviewing our proposal.

Sincerely,

**BELL BUTLER DESIGN AND ARCHITECTURE**



Megan Bell, AIA



Lindsay Butler, AIA



**We believe great  
architecture emerges  
through dialogue—  
between disciplines,  
teams, and ideas—  
crafted with care and  
guided by process.**

## Project Team

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Bell Butler Design and Architecture is a woman-owned architecture firm specializing in exceptional service based in team work, creative ideas, and resourceful solutions that add value and ensure success of the design and built work. We are committed to creating compelling spaces and structures while reflecting a sensitivity to the surrounding natural and built environments. We relish working on a diverse range of projects, from adaptive reuse and additions to historic buildings here in Louisiana to design-forward new construction lifestyle centers and hospitality interiors projects throughout the country. This ensures we are constantly tackling a variety of different tasks and challenges and encourages us to bring a dynamic, adaptive, and forward thinking design ethos to every project.

Every project in the office is headed by a partner-in-charge and licensed Architect, either Megan Bell or Lindsay Butler depending on the project schedule. The partner-in-charge is responsible for key components elaborated below: design leadership, project management, team management, and client relations to ensure the success of the project. Because Bell Butler is a small firm, Megan and Lindsay are intimately involved in all aspects of day-to-day project design and management, bringing years of experience to your project that is not typical at a larger firm with a more stratified hierarchy.

**Design Leadership:** Provide visionary leadership and creative direction to the design team, guiding the overall design concept and ensuring that it aligns with the client's needs, project requirements, and the firm's design philosophy.

**Project Management:** Oversee the entire design process, from conceptualization to execution of project deliverables, ensuring that the project adheres to the budget, timeline, and quality standards. This involves coordinating with various stakeholders, including clients, consultants, and other team members.

**Team Management:** Responsible for managing and mentoring staff designers, providing guidance, feedback, and support throughout the project lifecycle.

**Client Relations:** Serve as the primary point of contact for clients; understanding their needs, addressing their concerns, and managing their expectations throughout the project. The acting partner-in-charge will participate in all meetings and handle presentations.

## Project Team

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### Team Culture

At Bell Butler, building a successfully collaborative project team starts with thoughtful team assembly. At the onset of each project, we work to ensure our subcontractor selection is aligned with the requirements of the project. In addition to subcontractors, we round out our team with specialty consultants unique to each project to supplement our own knowledge base as the project requires, such as lighting designers, acoustic consultants, and IT specialists.

Equally important is a culture rooted in respect, open communication, and appreciation for every team member's input. It begins with setting clear expectations, continues with celebrating milestones, and grows stronger when we learn from challenges together. A positive team dynamic not only motivates individuals to do their best work but also builds collective resilience in the face of project demands.

We believe spaces should be both functional and enjoyable to spend time in, and the sensory experience within a library plays a crucial role in how users interact with and enjoy the space. Elements such as lighting, acoustics, thermal comfort, air quality, tactile finishes, and visual clarity all contribute to an environment that supports focus, comfort, and a sense of belonging. Our project team is equipped to address all of these sensory elements thoughtfully and collaboratively, ensuring they are fully integrated into the design and delivery of the project.

### Lighting Design

Lighting design plays an especially critical role in library environments, where it influences everything from comfort and energy efficiency to how people use the space. At Bell Butler, we address this through the expertise of our lighting designer, who ensures a thoughtful balance of ambient and task lighting throughout our spaces. In libraries, lighting isn't just about visibility—it's about enabling focused reading, reducing eye strain, and minimizing glare. A well-balanced lighting strategy, using a layered mix of ambient and task-specific lighting, creates an inviting atmosphere that supports study, collaboration, and exploration. When done right, it elevates the library from a functional space to one that fosters community and encourages people to stay longer.

### Acoustics

Acoustics are another critical component, especially in environments that blend quiet study areas with active collaboration zones. To address these conditions, we may recommend bringing in an acoustical consultant to complement our core capabilities.

## Management

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**Passion.** We are passionate about what we do. As architects, we are interpreters of visual & spatial stories that exist out in the world; we merely shape forms and spaces to clearly convey those stories to others. We approach the process as an opportunity to integrate the story of the people we serve into the design.

### Management Approach

Successful project management is the cornerstone of exceptional architecture. Our approach centers around three essential elements:

- Communication
- Collaboration
- Project Controls

We strongly believe early, often, open and transparent communication as well as collaboration among all project stakeholders are vital for project success. As the leader of the design team, we understand the crucial role of project management and will act as a conduit to translate and facilitate the communication between the community, ownership, and the design team; shepherding the project to success.

We believe in integrated design charrettes with all members of the design team to discover synergies and efficiencies in support of project goals and quickly iterate through design visioning and consensus building.

### Quality Control & Design Coordination

A Principal-in-Charge is assigned before project kickoff. Because Bell Butler is a small firm, a Principal-in-Charge will oversee the project and provide QA/QC review in addition to the Project Manager. A Project Manager will lead the production team under the guidance of the Principal-in-Charge. At kickoff, the project scope is thoroughly reviewed, and a detailed work plan and internal review schedule for engineering consultants is established, solidifying the framework for our coordination process.

Throughout the early design phases, continuous systems coordination is facilitated through regular design team meetings. Document production is monitored against pre-established standards, with progress checks on each drawing and the integration of related systems occurring at regular intervals. To preempt potential conflicts, interdisciplinary reviews are strategically scheduled to coincide with planned client and user submissions.

Objectivity is paramount. Independent peer reviews, conducted by the Principal not assigned to the project, provide an additional layer of quality assurance at phase milestones.

## Approach & Methodology

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### Project Kick Off

- Initiate community outreach and engagement visioning process to solidify community buy-in
  - Research and review best practices in library design
  - Analysis / review of existing site conditions
- Host collaborative integrated design charettes with all members of the project team (and/or end users) to discover synergies and efficiencies in support of project goals and quickly iterate through design visioning and consensus building
- Further refine and articulate goals, undertake a comprehensive review of scope
- Establish a detailed work plan and internal review schedule for engineering consultants, setting the framework for coordination and integration of community input

### Design and Documentation

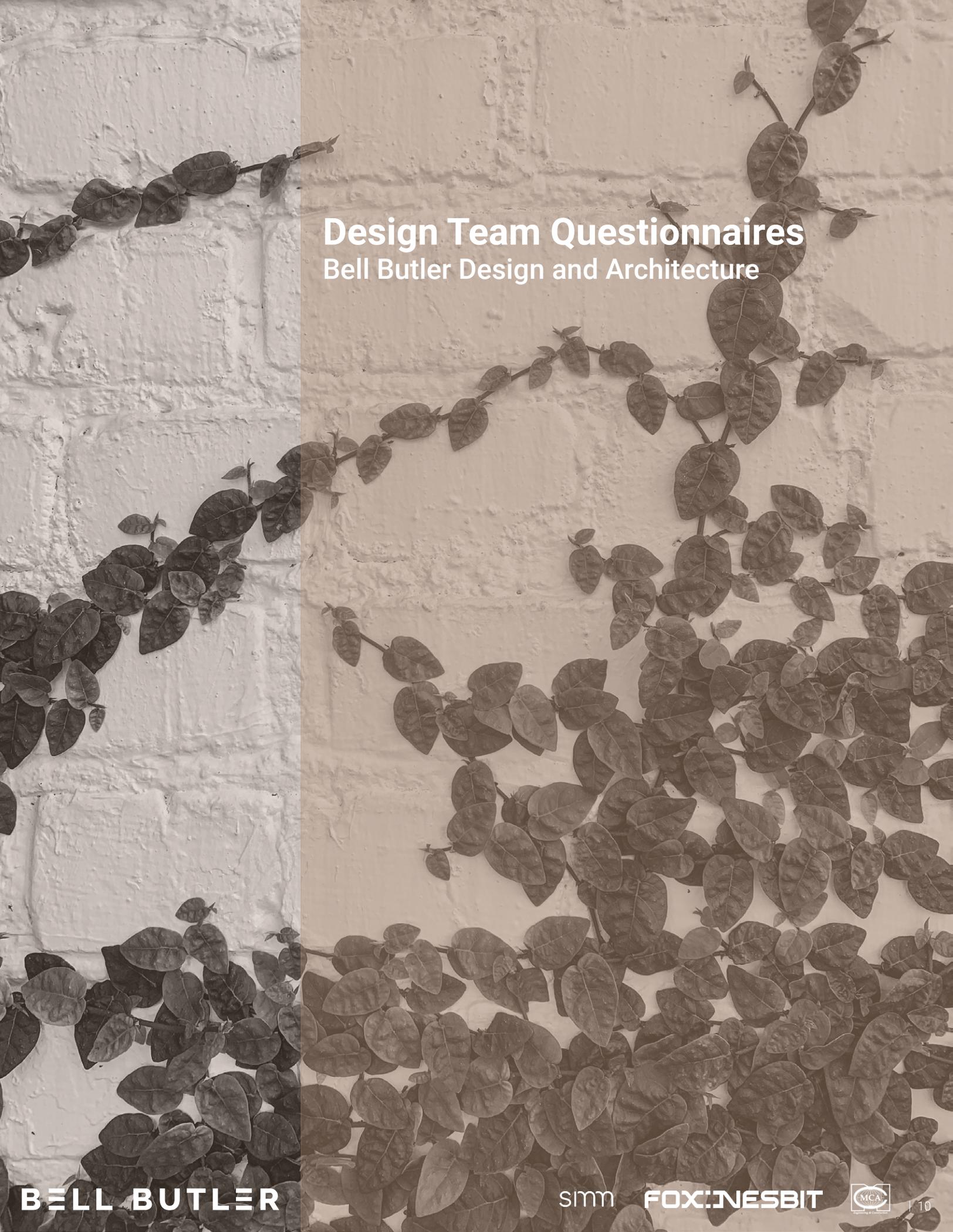
- Develop overarching design ideas, massing, and spatial organization that respond to established project goals and community context
- Establish layout, scale, and character through drawings and diagrams; engage stakeholders and present to city agencies for feedback
- Refine materials, details, and coordinate with consultants, integrating input from community and agency reviews
- Produce clear, comprehensive drawings and specifications that reflect the finalized design and meet municipal requirements

### Permitting, Bidding, & Construction Support

- Seek approvals of any authorities having jurisdiction
- Administer or support as necessary during bidding/RFP process for construction procurement per public bid law
- Provide typical construction administration services for construction projects



**Our architecture  
grows from process—  
rooted in teamwork,  
responsive to  
context, and built  
on the strength of  
shared vision.**



# Design Team Questionnaires

Bell Butler Design and Architecture

## TEC Professional Services Questionnaire

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

SOQ 25-015  
New West Bank Regional Library

**B. Firm Name & Address:**

Bell Butler Design and Architecture  
2518 Saint Claude Avenue  
New Orleans, LA 70117

**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:**

Megan Bell, Partner  
504-444-3599  
megan@bell-butler.com  
Registered Architect License No. 7390

**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.**

Lindsay Butler  
504-754-1118  
lindsay@bell-butler.com  
Registered Architect License No.8689

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

|                                 |                             |                              |
|---------------------------------|-----------------------------|------------------------------|
| ___ Administrative              | ___ Estimators              | ___ Specification Writers    |
| <u>3</u> Architects (Licensed)  | ___ Geologists              | ___ Structural Engineers     |
| ___ Chemical Engineers          | ___ Geotechnical Engineers  | ___ Graduate Engineers       |
| ___ Civil Engineers             | ___ Interior Designers      | <u>2</u> Project Managers    |
| ___ Construction Inspectors     | ___ Landscape Architects    | ___ Clerical                 |
| ___ Ecologists                  | ___ Land Surveyor           | ___ Grant/Funding Specialist |
| ___ Electrical Engineers        | ___ Mechanical Engineers    | <u>1</u> Lighting Designers  |
| ___ Engineer Intern             | ___ Environmental Engineers |                              |
| ___ Professional Land Surveyors |                             | <u>6</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.  
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.<br>Fox Nesbit Engineering<br>909 Poydras Street, Suite 1075<br>New Orleans, LA 70112              | Structural Engineering<br>Civil Engineering      | No                                   |
| 2.<br>Marrero, Couvillion, &<br>Associates, LLC<br>3525 Hessmer Ave, Suite 304<br>Metairie, LA 70002 | Mechanical Engineering<br>Electrical Engineering | No                                   |
| 3.<br>Spackman Mossop Michaels<br>1824 Sophie Wright Place<br>New Orleans, LA 70130                  | Landscape Architecture                           | Yes                                  |

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

25

## 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:**

Megan Bell, Partner

**Project Assignment:**

Architect

**Name of Firm with which associated:**

Bell Butler Design and Architecture

**Years' experience with this Firm:**

7

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

Masters of Architecture, Tulane University 2006

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

Licensed Architect, State of Louisiana  
 License #7390  
 Date of Licensure: 1/24/2011

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



Megan is a licensed architect with a wide range of experience working for New Orleans' best architectural firms. Her firm, Bell Butler Design and Architecture, cofounded with Lindsay Butler, has quickly become known for their professionalism, collaborative spirit and creative design solutions. Megan's thesis year at Tulane was interrupted by Hurricane Katrina, an event that helped solidify her commitment to the city and rebuilding efforts. Megan enjoys the challenges of design from programming and feasibility to creating details that work and ensuring their proper execution. Her resourcefulness and multitasking skills come in handy with her family which includes her husband, daughter and twin boys.

**TEC Professional Services Questionnaire**

|   |  |
|---|--|
| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>  |  |
| <b>Name &amp; Title:</b>  |  |
| Lindsay Butler, Partner   |  |
| <b>Project Assignment:</b>  |  |
| Architect   |  |
| <b>Name of Firm with which associated:</b>  |  |
| Bell Butler Design and Architecture   |  |
| <b>Years' experience with this Firm:</b>  |  |
| 7 years   |  |
| <b>Education: Degree(s)/Year/Specialization:</b>  |  |
| Bachelor of Architecture, Auburn University 2007<br>Magna Cum Laude                                       |  |
| <b>Active registration: Year first registered/discipline:</b>   |  |
| Licensed Architect, State of Louisiana<br>License #8689<br>Date of Licensure: 2017                        |  |
| <b>Other experience and qualifications relevant to the proposed Project:</b>                              |  |
| <br><b>BELL BUTLER</b> | <p>Lindsay studied architecture at Auburn University and the famed Rural Studio. Postgraduation, she joined the Rural Studio's faculty teaching an architectural watercolor class to undergraduates but soon moved abroad for a change of pace prior to settling down back home in the south. Lindsay creates spaces that respond to people and place with simple and honest solutions that provide room for the unexpected. She is passionate about crafting beautiful, clear, and well-organized, sustainable designs that result in positive physical and emotional responses from users. A desire to be close to family in Alabama coupled with the richness of the local built environment brought Lindsay to New Orleans, where she enjoys watching ships on the river from her home in Algiers Point with her husband Drew, daughter Marlow, and their dog Frankie.</p> |

## TEC Professional Services Questionnaire

| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>  |  |
|---|--|
| <b>Name &amp; Title:</b>  |  |
| Stuart Hurt   |  |
| <b>Project Assignment:</b>  |  |
| Intern Architect  |  |
| <b>Name of Firm with which associated:</b>  |  |
| Bell Butler Design and Architecture   |  |
| <b>Years' experience with this Firm:</b>  |  |
| 3 years   |  |
| <b>Education: Degree(s)/Year/Specialization:</b>  |  |
| Masters of Architecture, Tulane University 2015   |  |
| <b>Active registration: Year first registered/discipline:</b>   |  |
| N/A   |  |
| <b>Other experience and qualifications relevant to the proposed Project:</b>                              |  |
| <br><b>BELL BUTLER</b> | <p>Stuart came to Architecture through a side door, after an undergraduate Italian Language degree at Middlebury College, which overlapped with extensive art historical study and led him to curatorial internships in Vermont and New York. He returned south and earned his Master of Architecture degree at Tulane University where he was invited to coordinate and co-teach design studios after graduation. Stuart strives to create coherent, intuitively organized spaces (with moments of wit and delight) that dignify the work and lives of the people who use them. Outside of the office, he's honored to serve as a trustee of the Ogden Museum of Southern Art, where the excellence and diversity of art of the American South refills his creative well. A child of the rural South, he escapes to mountains and woods whenever he can, but he always comes back to New Orleans.</p> |

## TEC Professional Services Questionnaire

| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>   |  |
|--|--|
| <b>Name &amp; Title:</b>   |  |
| Naomi Smith  |  |
| <b>Project Assignment:</b>   |  |
| Intern Architect   |  |
| <b>Name of Firm with which associated:</b>   |  |
| Bell Butler Design and Architecture  |  |
| <b>Years' experience with this Firm:</b>   |  |
| 1 Year   |  |
| <b>Education: Degree(s)/Year/Specialization:</b>   |  |
| Bachelor of Architecture, Tulane University 2024   |  |
| <b>Active registration: Year first registered/discipline:</b>  |  |
| N/A  |  |
| <b>Other experience and qualifications relevant to the proposed Project:</b>   |  |
|  <p style="text-align: center; margin-top: 5px;"><b>BELL BUTLER</b></p> | <p>Naomi is a recent graduate of Tulane University, where they specialized in digital fabrication, visual communication, and public interest design through the Small Center for Collaborative Design. While managing Millhaus, Tulane's CNC milling lab, Naomi developed a strong interest in exploring new digital software and innovative workflows, honing both technical skills and creative problem-solving abilities. Collaborative by nature, Naomi is eager to learn as they find their footing within professional practice. Originally from California, Naomi has made New Orleans home, where they enjoy cooking elaborate meals for their friends, taking long walks along the bayou, and spending time with their cat, Bimini.</p> |

## TEC Professional Services Questionnaire

| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>   |   |
|--|---|
| <b>Name &amp; Title:</b>   | Rachel Levy   |
| <b>Project Assignment:</b>   | Lighting Designer   |
| <b>Name of Firm with which associated:</b>   | Bell Butler Design and Architecture   |
| <b>Years' experience with this Firm:</b>   | 6   |
| <b>Education: Degree(s)/Year/Specialization:</b>   | MFA Lighting Design, California Institute of the Arts 2011  |
| <b>Active registration: Year first registered/discipline:</b>  | IALD Associate Lighting Designer  |
| <b>Other experience and qualifications relevant to the proposed Project:</b>   |   |
|  <p style="font-weight: bold; margin-top: 5px;">BELL BUTLER<br/>RL Designs</p> | <p>Rachel Levy is the proud owner and founder of Rachel Levy Designs, a WBE and WOSB certified lighting design firm, specializing in telling compelling stories through light. Armed with over 15 years of experience working in lighting design and control solutions, Levy is able to use light to support projects and transform spaces.</p> <p>Regardless of the area of expression, Levy's work and approach is bold, engaging, relevant, and professional. She utilizes multi-layered light, and sophisticated control systems to strategically shape the physical and social character of a space in order to establish a deep connection with its inhabitants. Levy has also taught at a multiple Universities including Tulane University and Northwestern University.</p> <p><b>RELEVANT PROJECT EXPERIENCE:</b><br/>           Chicago Public Library - West Loop<br/>           Chicago's Merchandise Mart's 'Art on the Mart' installation (IES Lighting Design Award)<br/>           Politan Row Colony Square (IES Lighting Design Award)<br/>           Dominion Energy's Emergency Preparedness Center<br/>           Spyre Center</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:   |                                      |
|--|--|--------------------------------------|
| Spyre Center<br>New Orleans, LA<br><br>Deborah Peters<br>213-610-2728<br>deborah.wpeters@gmail.com | Bell Butler was the architect for the adaptive reuse of Spyre, a mid-century modern religious complex originally built for the Norwegian Seamen's Mission. The firm led the renovation into a health and wellness center, reconfiguring the interior layout, upgrading building systems, and integrating new program elements such as studios, saunas, a pool, and leasable office space.<br><br>While located in a National Historic District, the property did not initially qualify for tax credits due to the fact that it was constructed after the period of significance. The existing complex boasted a remarkable chapel of glue laminated timber beams among other standout architectural features worth preserving, and as such Bell Butler successfully completed a nomination for individual listing on the National Register of Historic Places which made the renovation eligible for tax credits. As with any adaptive reuse project pursuing tax credits, Bell Butler thoughtfully inserted the modern program and spaces into the historic structure while honoring the original features of the design and coordinating with state and national oversight agencies to ensure approvals. |                                      |
| Completion Date (Actual or estimated):   | Estimated Cost:  |                                      |
|  | Entire Project:  | Work for which Firm was Responsible: |
| 07/01/2021   | \$3,435,000  | \$3,435,000                          |

### PROJECT NO. 2

| Project Name, Location and Owner's contact information:  | Nature of Firm's Responsibility:   |                                      |
|--|--|--------------------------------------|
| Southern University at New Orleans<br>Cafeteria<br><br>Mark Bradley<br>State of LA OFPC<br>mark.bradley@la.gov<br>504-568-8545 | Bell Butler is the architect for the renovation and expansion of the cafeteria at SUNO. The 1960s building can be classified as an example of International Style Modernism, which championed the use of simple geometry, open floor plans, lightweight structures, and modular systems.<br><br>The structure is highly regular with a system of composite steel/concrete columns around the perimeter with infill glazing or wall between. The interior structure creates an open span condition, providing a rational framework for the facility design. The updated facility will support multiple adaptable areas for events, lectures, and conferences in addition to everyday dining.<br><br>Exterior materials will connect to the existing design language across campus, referencing commonly used materials such as dark bronze storefront and sand-colored brick. Outdoor seating and low-maintenance landscaping is designed to activate the quad and establish the dining hall as a vibrant social hub on campus. |                                      |
| Completion Date (Actual or estimated):   | Estimated Cost:  |                                      |
|  | Entire Project:  | Work for which Firm was Responsible: |
| Estimated 01/01/2027   | \$7,800,000  | \$7,800,000                          |

## 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>Politan Row at Colony Square</p> <p>Will Donaldson<br/>Chief Executive Officer<br/>Politan Group<br/>will@politanrow.com<br/>(504) 615-6541</p> | <p>Bell Butler was the architect for the transformation of Politan Row at Colony Square, converting a dated food court into a vibrant, modern food hall at the heart of Atlanta's. Vendor stalls are located around the perimeter with a centrally located feature bar beneath a striking gridded wood ceiling, illuminated by linear LEDs. This ceiling element evokes the original space frame atrium and serves as a visual anchor for the entire space. Food halls tend to be busy places, and a banquette mirroring the ceiling clearly defines the circulation zone from the seating areas. Domestic vignettes of seating provide some intimate, cozy areas amongst the bustle of the food hall.</p> <p>The material palette uses lots of wood and warm, earthy colors contrasted with muted blues. Many of the design features and materials reference vertical textures and grids which were directly inspired by construction photos of the original Colony Square development. Some of these photos, cropped to accentuate the graphic forms, are on display at the entry.</p> |   |
| <b>Completion Date (Actual or estimated)</b>   | <b>Estimated Cost:</b>   |   |
|  | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 08/2021  | \$6,580,000  | \$6,580,000                                 |

| <b>PROJECT NO. 4</b>   |   |   |
|--|---|---|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Nature of Firm's Responsibility:</b>   |   |
| <p>Birkdale Village<br/>Huntersville, North Carolina</p> <p>Jamestown (formally NAP)<br/>Mike Lant, Senior VP Development<br/>404-946-0948<br/>mike.lant@jamestownlp.com</p> | <p>Bell Butler was the architect for several new construction buildings at Birkdale Village in Huntersville, North Carolina. An existing neutral ground within the mixed use neighborhood presented an opportunity to locate new architecture to support and invigorate the entire development. The focus for the design team was to minimize the impact of the new buildings on the outdoor spaces while referencing the materiality found on the existing buildings.</p> <p>The program was initially undefined, and Bell Butler worked with the ownership entities and user groups to identify overall needs. The central focus of the project is a "concierge" building under a generous roof that acts as the hub of the development and backs a large turfed lawn that hosts community events and programs. Another component included four small 'tiny retail' buildings to house additional tenants and activate the public green. Simple materials such as standing seam metal, stucco, and translucent polycarbonate cladding provide visual interest while ensuring the project was delivered on time and on budget.</p> |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>  |   |
|  | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 1/31/2023  | \$2,660,000   | \$2,660,000                                 |

## 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>  |   |
| <p>Krewe Headquarters</p> <p>Patrick Schindler<br/>Co-Founder and Managing Partner<br/>Felicity Property Co.<br/>patrick@felicitypropertyco.com<br/>(504) 586-8305</p> | <p>Bell Butler was the architect for the adaptive reuse of a warehouse to become the Krewe Headquarters, a handsome historic structure with ornamental brickwork that elevates the facade from a typical utilitarian structure and made it an obvious choice to pursue tax credits.</p> <p>The building was largely uninhabitable and required comprehensive rehabilitation. A detailed programming effort informed a spatial strategy that preserved the openness of the warehouse and supports collaborative and private office spaces. Workspaces were organized to take advantage of existing openings, with lounge and breakout areas near windows and enclosed offices under a mezzanine for privacy. A polycarbonate clerestory increases natural light, and industrial materials like expanded metal railings, muted accent colors, and durable finishes referenced the building's heritage while accommodating the eyewear brand's diverse operational needs.</p> |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>   |   |
|  | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 04/16/2019   | \$2,637,630  | \$2,637,630                                 |

| <b>PROJECT NO. 6</b>  |  |   |
|---|--|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility:</b>  |   |
| <p>Framework</p> <p>Patrick Schindler<br/>Co-Founder and Managing Partner<br/>Felicity Property Co.<br/>patrick@felicitypropertyco.com<br/>(504) 586-8305</p> | <p>Bell Butler was the architect for Framework, a retail, office, and restaurant development with outdoor leisure space in the historic Lower Garden District of New Orleans. The project comprises two buildings flanking a generous entry court that provides public access to an interior courtyard designed to double as stormwater retention. This court extends the street grid, enhancing storefront exposure and natural light for tenant spaces.</p> <p>The architecture draws from the neighborhood's pedestrian scale, with proportions and details rooted in local context. Classic masonry forms with modern detailing give Framework a timeless yet contemporary identity that fits comfortably within its surroundings. The project activates a key stretch of Magazine Street, extending the commercial corridor toward the city center.</p> |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>   |   |
|   | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 8/16/2019   | \$3,499,872  | \$3,499,872                                 |

## 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>The Stables</p> <p>Mike Bertel, Inhab Group<br/>1229 St. Thomas St.<br/>New Orleans, LA 70130<br/>mike@inhabgroup.com<br/>(504) 232-1934</p> | <p>Bell Butler was the architect for The Stables, a dynamic co-working space located in the heart of New Orleans' Lower Garden District. The renovated horse stables were designed to create a vibrant community for creative professionals with a variety of work styles – from collaborative group sessions to focused individual tasks - by incorporating a mix of communal areas, semi-private zones, and full enclosed rooms.</p> <p>Designing a co-working space that supports flexibility requires a careful balance between openness and privacy, with acoustics playing a critical role in user comfort and productivity. With this project, strategic zoning of spaces was the most important factor in achieving acoustic goals as it reduced the amount of noise transfer before employing other measures such as sound-absorbing panels and soft furnishings. The project also relied strategically on a neutral palette of finishes that created a calm, timeless backdrop that appeals to a broad audience and allows for versatility in design.</p> |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 10/2020   | \$1,200,000   | \$1,200,000                                 |

| <b>PROJECT NO. 8</b>  |   |   |
|---|---|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility:</b>   |   |
| <p>Repairs to Historic Structures<br/>City Park, New Orleans, LA<br/>06-A20-20-02, F.06002240</p> <p>User Agency Contact:<br/>Randy Odinet, VP &amp; Chief Planning Officer<br/>504-483-9372<br/>rodinet@nocop.org</p> <p>FPC Contact:<br/>Chris Poche (no longer with FPC)<br/>cpoch2@lsuhsc.edu</p> | <p>Bell Butler is the architect for the renovation and expansion of two historic WPA-era masonry buildings in City Park, damaged and partially demolished after Hurricane Katrina. The firm was selected via the Architects Selection Board process through the state and has worked directly with both City Park and Facility Planning and Controls from Programming through Construction Documents.</p> <p>The project maintains and celebrates the historical attributes of the buildings, such as the open floor plan and ceilings within the single-story masonry structure. The open floor plan is ideal to support flexible usage that can evolve with the changing needs of the park, including educational lectures, exhibits, or event rentals. New restrooms are within contemporary yet nondescript additions, an shift that avoided carving up the original buildings on the interior or reducing their exterior prominence. The project also addresses long-deferred maintenance, restoring slate roofing and brick masonry to extend the life and legacy of these historic park buildings.</p> |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 12/31/2025  | \$1,685,000   | \$1,685,000                                 |

## 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>   |   |
| <p>Marigny Mixed-Use</p> <p>Megan Bell and Lindsay Butler<br/>Bell Butler Design and Architecture<br/>2518 St. Claude Ave<br/>New Orleans, LA 70117<br/>(504) 754-1085</p> | <p>Bell Butler recently acquired and renovated a multi-tenant commercial building on St. Claude Avenue in New Orleans. The two-story structure includes three units: two commercial spaces on the ground floor and a residential apartment above. Bell Butler occupies the larger ground-floor unit, featuring an open-plan layout for workstations, material libraries, and storage. While open workspaces support collaboration—a core aspect of design practice—they can also hinder concentration. To address this, Bell Butler installed a workstation with an acoustic enclosure, providing employees a quieter, private space for focused work or calls.</p> <p>Situated on a high-traffic corner in the Marigny neighborhood, the building includes a bus stop and is surrounded by lively street activity. To reflect the dynamic energy of St. Claude Avenue, Bell Butler commissioned a mural artist to create a bold artwork on the exterior, now a stop on the neighborhood's daily mural tours. At Bell Butler, we believe public art enriches shared spaces and adds a human touch to the built environment. This project was a chance to give something meaningful back to the community.</p> |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>  |   |
|  | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 02/2023  | \$300,000   | \$300,000                                   |

| <b>PROJECT NO. 10</b>   |  |   |
|---|--|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility:</b>  |   |
| <p>Merchant House<br/>New Orleans, Louisiana</p> <p>Rosa Dunlap<br/>917-680-8086<br/>hello@merchanthouse.co</p> | <p>Bell Butler was the architect for Merchant House, an adaptive reuse project transforming two adjacent warehouses on the edge of New Orleans' Lower Garden District into a multi-tenant retail and restaurant hub. The two warehouses were purchased with the intention of creating a new core of commercial activity between the Warehouse District and the thriving sections of Magazine Street extending from the Lower Garden District to Uptown New Orleans. The firm led the renovation of historically single-tenant buildings to support eight diverse tenants, balancing preservation with flexibility to accommodate both established businesses and new local ventures.</p> <p>A key intervention is the orangerie-inspired addition, designed to fit a wedge-shaped lot left by the reconfigured street grid. Bell Butler used traditional design cues with modern materials, such as gridded fence panels and permeable pavers, to create an open-air storefront for a rear tenant while enabling a reconfigured retail entrance and dedicated access to an upper-level studio.</p> |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>   |   |
|   | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 06/01/2021  | \$1,500,000  | \$1,500,000                                 |

## 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.<br>N/A  | N/A        | N/A                    |
| 2.         |            |                        |
| 3.         |            |                        |
| 4.         |            |                        |

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

Bell Butler has the technical knowledge and design skills necessary to undertake this endeavor including extensive experience space planning for multi-use spaces and past projects that have required significant technological integration to support digital resources. Lindsay Butler is also LEED certified, an indication of the firm's strong grasp of green building practices that at a minimum can help offset long term operational costs for public entities. Our experience with acoustics and lighting design ensures our public projects balance quiet areas with collaborative spaces and provide ample, comfortable lighting.

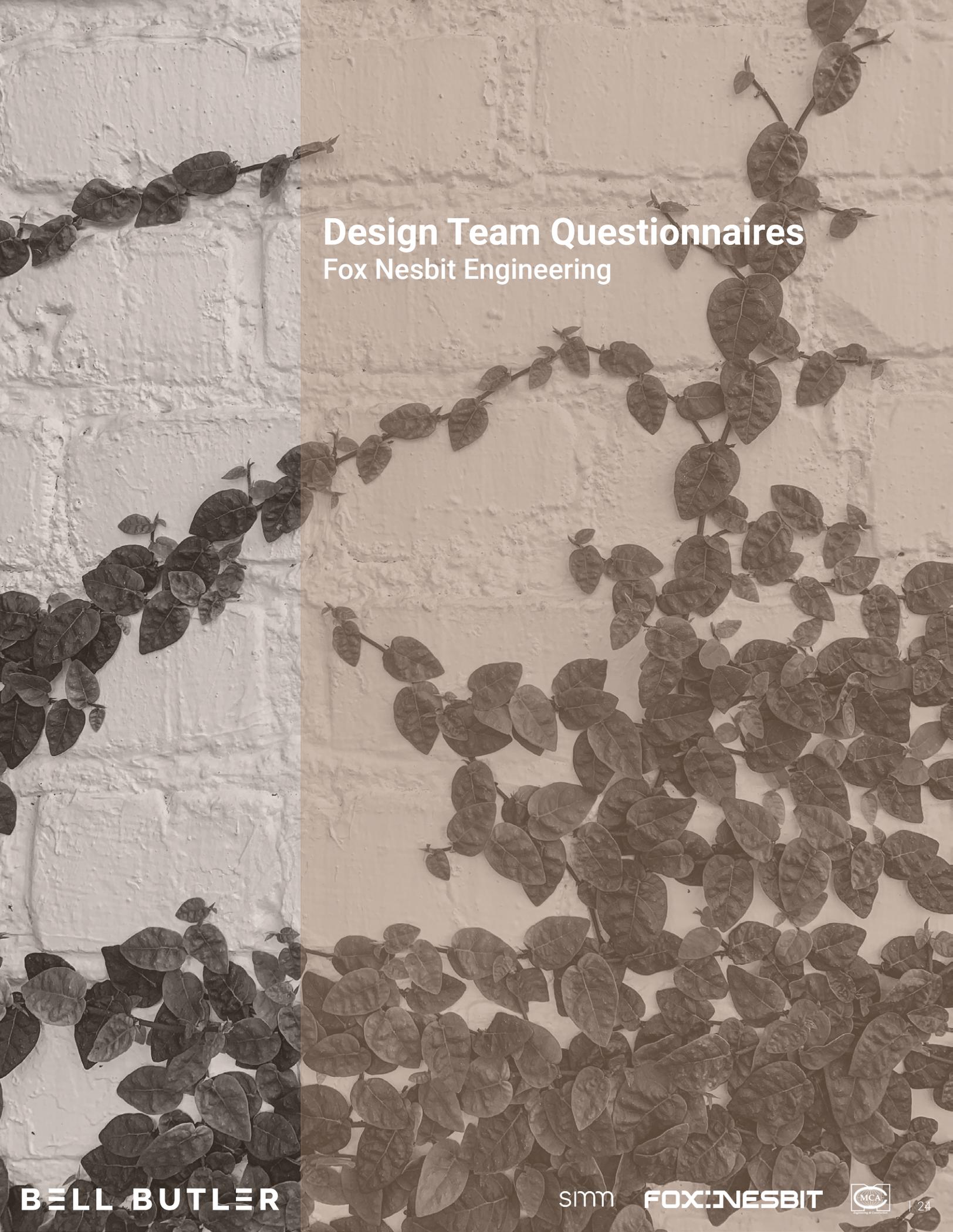
In addition to our technical expertise, we offer a range of soft skills that benefit all stakeholders in a project of this magnitude. We possess strong communication and collaboration skills and focus on empathy and community sensitivity in our designs to achieve welcoming environments for people of all ages, abilities and socioeconomic backgrounds.

Our goal with each of our projects is to design a building or space that reflects and serves the community. We believe that our design philosophy – rooted in creative problem-solving, innovation, and collaboration – will be valuable asset throughout all phases of design and construction, resulting in a building that will serve the community for generations to come.

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

Signature:  Print Name: Megan Bell

Title: Partner Date: 05/08/2025



# Design Team Questionnaires

Fox Nesbit Engineering

## TEC Professional Services Questionnaire

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

SOQ No. 25-015

Professional Architectural and Engineering Services to Design and Construct the New West Bank Regional Library

**B. Firm Name & Address:**

Fox-Nesbit Engineering, LLC  
 909 Poydras Street  
 Suite 1075  
 New Orleans, LA 70112

**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:**

Travis A. Fox, P.E.  
 Principal  
 504-500-9640 x104  
 tfox@fox-nesbit.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.**

John P. Guidry, P.E.  
 504-500-9640 x108  
 jguidry@fox-nesbit.com

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

- |   |                             |                              |
|---|-----------------------------|------------------------------|
| ___ 1 Administrative                        | ___ Estimators              | ___ Specification Writers    |
| ___ Architects (Licensed)                   | ___ Geologists              | ___ 10 Structural Engineers  |
| ___ Chemical Engineers                      | ___ Geotechnical Engineers  | ___ Graduate Engineers       |
| ___ 4 Civil Engineers                       | ___ Interior Designers      | ___ 1 Project Managers       |
| ___ 1 Construction Inspectors Administrator | ___ Landscape Architects    | ___ Clerical                 |
| ___ Ecologists                              | ___ Land Surveyor           | ___ Grant/Funding Specialist |
| ___ Electrical Engineers                    | ___ Mechanical Engineers    | ___ Sanitary Engineers       |
| ___ 5 Engineer Intern                       | ___ Environmental Engineers |                              |
| ___ Professional Land Surveyors             |                             | ___ 22 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

|  |                   |   |
|--|-------------------|---|
| <b>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.</b>   |                   |   |
| 1.<br>N/A  |                   |   |
| 2.<br>N/A  |                   |   |
| <b>H. Has this JOINT-VENTURE previously worked together? Please check:</b><br>YES <input type="radio"/> NO <input type="radio"/> N/A   |                   |   |
| <b>I. List all subcontractors anticipated for this Project. Please note that <u>all subcontractors must submit a fully completed copy of this questionnaire</u>, 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.</b> |                   |   |
| <b>Name &amp; Address:</b>   | <b>Specialty:</b> | <b>Worked with Firm Before (Yes or No):</b> |
| 1.<br>N/A  |                   |   |
| 2.<br>N/A  |                   |   |
| 3.<br>N/A  |                   |   |
| <b>J. Please specify the total number of support personnel that may assist in the completion of this Project:</b><br><br>7 _____   |                   |   |

## 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:**

Travis A. Fox, P.E.  
Principal

**Project Assignment:**

Principal in Charge

**Name of Firm with which associated:**

Fox-Nesbit Engineering, LLC

**Years' experience with this Firm:**

19

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

Louisiana State University B.S. / 2000 / Civil Engineering  
Louisiana State University M.S. / 2003 / Civil Engineering

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

Louisiana 31631: 2005 / Civil Engineer  
Texas 122532: 2016 / Civil Engineer  
Florida 80840: 2016 / Civil Engineer

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

Mr. Fox has a wide variety of experience in both civil and structural engineering. His engineering career began in transportation, general civil, and traffic analysis work for ABMB Engineers, Inc. He later moved into the area of structural engineering at ABMB Engineers and was eventually promoted to assistant division head for structural work. In 2006, he joined Ryan Nesbit in forming Fox-Nesbit Engineering.

**RELAVENT PROJECT EXPERIENCE:**

Lafayette Public Library West Regional Library  
Jefferson Parish Charles Wagner Branch Library Renovation / Addition  
East Baton Rouge Parish New South Branch Library  
Grambling State University Library  
Welsh Parish McBurney Library Addition / Renovation  
Allen Parish Oakdale Library Addition



**TEC Professional Services Questionnaire**

|   |
|---|
| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>  |
| <b>Name &amp; Title:</b>  |
| John P. Guidry, P.E.<br>Project Manager   |
| <b>Project Assignment:</b>  |
| Structural Engineering Project Manager  |
| <b>Name of Firm with which associated:</b>  |
| Fox-Nesbit Engineering, LLC   |
| <b>Years' experience with this Firm:</b>  |
| 8   |
| <b>Education: Degree(s)/Year/Specialization:</b>  |
| Louisiana State University B.S. / 2006 / Civil Engineering  |
| <b>Active registration: Year first registered/discipline:</b>   |
| Louisiana 36314: 2011 / Civil Engineer  |
| <b>Other experience and qualifications relevant to the proposed Project:</b>  |
| <p>Mr. Guidry is an Engineering Manager and oversees the complete design, drafting, client coordination, and construction administration of building structures and foundations. He has extensive experience working with a wide variety of building structure types and building materials. He is well-versed in the use of modern design and drafting software for structural engineering projects.</p> <p>RELAVENT PROJECT EXPERIENCE:</p> <ul style="list-style-type: none"> <li>Audubon Regional Library St. Helena Parish Library</li> <li>Tangipahoa Parish Loranger Branch Library</li> <li>Jefferson Parish Charles Wagner Branch Library Renovation / Addition</li> <li>LSU Burden Center Visitor Center</li> <li>Jefferson Parish School Board Monument Sign Upgrades</li> <li>Jefferson Parish Rheem Facility Upgrades</li> <li>Jefferson Parish Drainage Building Assesment</li> </ul> |
|    |

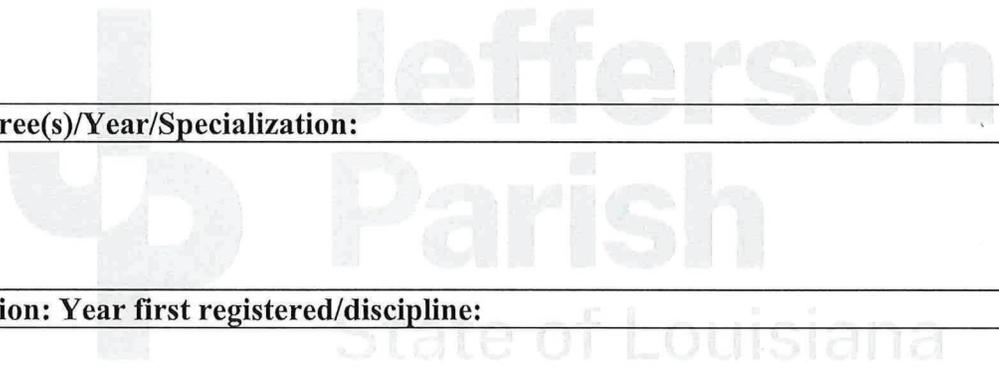
**TEC Professional Services Questionnaire**

|  |
|--|
| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>   |
| <b>Name &amp; Title:</b><br>Matthew R. Harmon  |
| <b>Project Assignment:</b><br>Civil Engineering Project Manager  |
| <b>Name of Firm with which associated:</b><br>Fox-Nesbit Engineering, LLC  |
| <b>Years' experience with this Firm:</b><br>1.3  |
| <b>Education: Degree(s)/Year/Specialization:</b><br>Louisiana State University B.S. / 1995 / Civil Engineering   |
| <b>Active registration: Year first registered/discipline:</b><br>Louisiana 29040: 2000 / Civil Engineer  |
| <b>Other experience and qualifications relevant to the proposed Project:</b><br><p>Mr. Harmon's career spans both the site civil and structural engineering disciplines. Having worked for a time as Manager in charge of the foundation and heavy civil/pile division of a construction company, Matt has a unique perspective on projects when it comes to considering constructability. He thrives on challenges and enjoys variety in the types of projects he works on. He has overseen the design, construction, and implementation of nearly \$1 billion of structures and infrastructure and his years of experience are a welcome recent addition to Fox-Nesbit.</p> <p>RELAVENT PROJECT EXPERIENCE:<br/> Tangipahoa Parish Library Amite Branch<br/> St. Amant Library and Community Center<br/> Donaldsonville Library<br/> St. Charles Parish Hahnville Branch Library</p> |



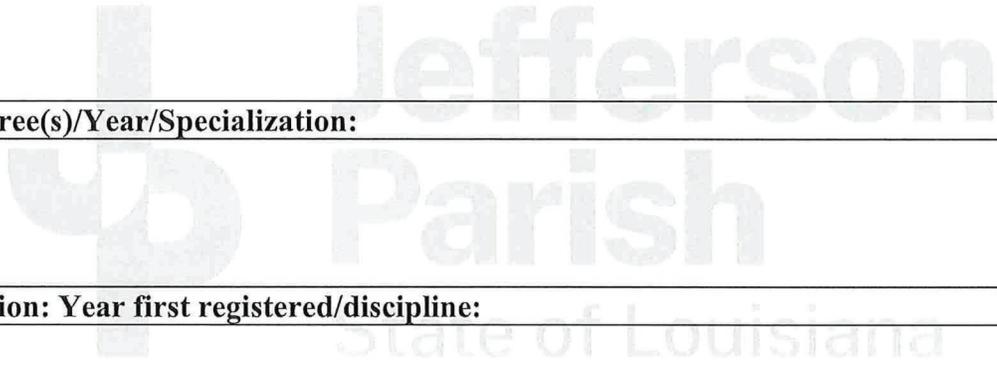
**TEC Professional Services Questionnaire**

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



**TEC Professional Services Questionnaire**

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



## 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.**

| <b>PROJECT NO. 1</b>  |   |   |
|---|---|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility:</b>   |   |
| Lafayette Public Library West<br>Regional Branch<br>Scott, LA<br><br>Lafayette City-Parish Consolidated<br>Government<br>PO Box 4017-C<br>Lafayette, LA 70502 | Structural engineering services associated with a new, single story, 17,665 square foot Regional Library. The building exterior is composed of brick veneer, metal panel, and stucco cladding. It also includes storefront window systems. The flat and hipped roof building superstructure consists of a structural steel beam and steel column grid, along with roof k-joists for a majority of the roof with light metal trusses and a metal deck. |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2019  | 5,800,000   | 4,800,000                                   |

| <b>PROJECT NO. 2</b>   |  |   |
|--|--|---|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Nature of Firm's Responsibility:</b>  |   |
| Charles Wagner Branch Library<br>Renovation / Addition<br>Metairie, LA<br><br>Jefferson Parish Library<br>504-838-1100 | Structural engineering services associated with a 1,752 square foot building addition along with renovation of the existing 7,036 square feet of space. The building addition included a multi-purpose room, restroom, and storage area. Renovations converted an existing restroom into private study rooms and upgraded building finishes. |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>   |   |
|  | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 2024   | 600,000  | 500,000                                     |

## 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>  |   |
| Grambling State University Library<br>Grambling, LA<br><br>State of LA DOA FP&C<br>318-676-7984 | Structural and Civil engineering associated with a new, two story, 51,275 square foot library facility that replaced one that had fallen into disrepair. It serves as the knowledge center and information repository hub for the students and faculty of the University, and houses special collections, archives, and the Mary Watson Hymon Afro-American center. A coffee common area, digital lab and presentation rooms, seminar room, computer lab, and study areas are also provided for students and faculty. Site improvements included an exterior plaza area to promote student gathering and civil scope included design of the storm drainage system, areas of new vehicular pavement, and utility extensions and relocations. |   |
| <b>Completion Date (Actual or estimated)</b>  | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2021  | 14,500,000  | 14,500,000                                  |

| <b>PROJECT NO. 4</b>   |   |   |
|--|---|---|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Nature of Firm's Responsibility:</b>   |   |
| East Baton Rouge Parish New South Branch Library<br><br>City of Baton Rouge and Parish of East Baton Rouge<br>225-389-5694 | Structural engineering associated with a new 18,800 square foot branch library located in the Rouzan Traditional Neighborhood Development. The building has dedicated spaces for Teens, Adults, and Children, along with separated study areas and meeting spaces, and an enclosed courtyard. The structural scope of work included assistance with site signage, custom fencing/fence posts, and site walls. |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>  |   |
|  | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2025   | 8,600,000   | 7,900,000                                   |

**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>  |   |
| New Hahnville Branch Library<br>Hahnville, LA<br><br>St. Charles Parish Library<br>985-764-9643 | Structural and Civil engineering services associated with a new 15,047 square foot, single story branch library. The building will include reading areas, study rooms, and a large meeting space with partition. |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>   |   |
|   | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| Currently in Design with Construction Documents due late 2025                                   | 6,000,000  | 6,000,000                                   |

| <b>PROJECT NO. 6</b>  |   |   |
|---|---|---|
| <b>Project Name, Location and Owner's contact information:</b>                              | <b>Nature of Firm's Responsibility:</b>   |   |
| Loranger Branch Library<br>Loranger, LA<br><br>Tangipahoa Parish Government<br>985-748-3211 | Structural and Civil engineering services associated with a new 6,242 square foot library with offices, computer area, study areas, and reading rooms. A detached, 977 square foot Community Building is also included. |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2025  | 2,327,000   | 2,327,000                                   |

## 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>  |   |
| Audubon Regional Library St.<br>Helena Parish Library<br>Greensburg, LA<br><br>St. Helena Parish Police Jury<br>225-222-4549 | Structural and Civil engineering services associated with a new, single story, 5,100 square foot branch library. |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>   |   |
|  | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| Currently in Design with Construction Documents due May 2025   | 2,000,000  | 2,000,000                                   |

| <b>PROJECT NO. 8</b>  |   |   |
|---|---|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility:</b>   |   |
| Tangipahoa Parish Kentwood Branch Library<br>Kentwood, LA<br><br>Tangipahoa Parish Government<br>985-748-3211 | Structural engineering services associated with a new 6,000 square foot branch library. |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2022  | 2,900,000   | 2,600,000                                   |

## 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>   |   |
| McBurney Library Addition /<br>Renovation<br>Welsh, LA<br><br>Jefferson Davis Parish Library<br>337-824-1210 | Structural engineering services associated with the addition of a separate structure with a walkway roof connecting it to the existing library. The new building will function as a multipurpose space and is constructed with wood framed walls, pre-engineered roof trusses, and glulam beams. The completed library will be 6,152 square feet. |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>  |   |
|  | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2025   | 1,270,000   | 1,000,000                                   |

| <b>PROJECT NO. 10</b>   |   |   |
|---|---|---|
| <b>Project Name, Location and Owner's contact information:</b>                        | <b>Nature of Firm's Responsibility:</b>   |   |
| Oakdale Library Addition<br>Oakdale, LA<br><br>Allen Parish Libraries<br>318-491-4543 | Structural engineering services associated with an addition to the existing Oakdale Branch Library in Allen Parish. The addition was formed with exposed glued-laminated timber beams and an exposed laminated timber deck. |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2016  | 1,000,000   | 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.<br>N/A  |            |                        |
| 2.<br>N/A  |            |                        |
| 3.<br>N/A  |            |                        |
| 4.<br>N/A  |            |                        |

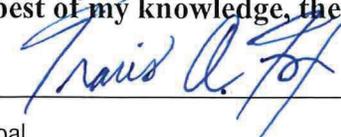
**N. Use this space to provide any additional information or description of resources supporting Firm's qualifications for the proposed project.**

CUTTING EDGE DESIGN: We keep abreast of the latest design standards and methods, utilizing state-of-the-art software to achieve a cost effective design solution for the client. Our engineers and technical staff are proficient in the latest industry software. We are fully Autodesk Revit capable and have completed numerous projects using Autodesk Collaboration for Revit. We are always open to our client's desire to use innovative products and materials in our design, as well as existing products and materials in new ways.

MEETING DEADLINES: Timeliness in meeting project deadlines is an important part of what we do. Our staff holds regular meetings to evaluate the status of projects and to ensure that our staff resources continue to be applied efficiently. We utilize a customized in-house database to track all project milestones, submittals, shop drawings, and other relevant deadlines. Fox-Nesbit assures projects are fully completed and maintains a vigorous internal QA/QC process to avoid change orders and other added costs and delays. Clients have expressed their satisfaction not only with our ability to meet deadlines, but with our ability to work efficiently as a team. Our responsiveness during design and construction, and our ability to consistently bring creative, cost-saving solutions to the table, helps us ensure a structurally sound, cost efficient, and timely end to our projects.

WITH OUR CLIENTS THROUGH IT ALL: Construction administration is a vital part of the work performed by Fox-Nesbit Engineering. Construction administrators and engineers with Fox-Nesbit Engineering regularly visit job sites to assure that work is being completed in accordance with the structural engineering contract documents. Also, the engineers and personnel at Fox-Nesbit Engineers make themselves readily available to the contractor during the construction phase to answer any questions that arise.

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

Signature:  Print Name: Travis A. Fox

Title: Principal Date: May 01, 2025



# Design Team Questionnaires

Marrero, Couvillion, & Associates

## TEC Professional Services Questionnaire

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

SOQ 25-015 Professional Services for the Design and Construction of the New West Bank Regional Library

**B. Firm Name & Address:**

Marrero, Couvillon & Associates, LLC.  
3525 Hessmer Ave., Suite 304  
Metairie, LA 70001

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

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

Kimball Schlafly, P.E.  
Project Manager/Engineer  
(504) 834-3448  
kschlafly@mca-llc.com

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

|                                 |                             |                              |
|---------------------------------|-----------------------------|------------------------------|
| 7__ Administrative              | 1__ Estimators              | ___ Specification Writers    |
| 1__ Architects (Licensed)       | ___ Geologists              | 1__ Structural Engineers     |
| ___ Chemical Engineers          | ___ Geotechnical Engineers  | ___ Graduate Engineers       |
| ___ Civil Engineers             | ___ Interior Designers      | 2__ Project Managers         |
| ___ Construction Inspectors     | ___ Landscape Architects    | ___ Clerical                 |
| ___ Ecologists                  | ___ Land Surveyor           | ___ Grant/Funding Specialist |
| 4__ Electrical Engineers        | 6__ Mechanical Engineers    | ___ Sanitary Engineers       |
| ___ Engineer Intern             | ___ Environmental Engineers | 5__ Designers                |
| ___ Professional Land Surveyors | 2__ CADD Operators          | 29__ 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. 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. See Prime Submittal |            |                                      |
| 2.                     |            |                                      |
| 3.                     |            |                                      |

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

**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:**

Kimball M. Schlafly, P.E., Electrical Engineering Manager

**Project Assignment:**

Sr. Electrical Engineer

**Name of Firm with which associated:**

Marrero, Couvillon & Associates, LLC.

**Years' experience with this Firm:**

5

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

Bachelor of Science / 1988 / Electrical Engineering

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

1993 Electrical Engineer

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

Mr. Schlafly has over 35 years of engineering experience in electrical engineering, project engineering and project management. He has been responsible for various projects requiring design of lighting, low and medium voltage power distribution, standby and emergency power systems, telecommunications, fire alarm, access control, video surveillance, and theatrical audio/visual and lighting systems. Mr. Schlafly has worked on projects with clients in both the public and private sector, such as the New Orleans Public Library, Recovery School District in New Orleans, Facility Planning and Control in Baton Rouge, Tulane University, Loyola University, University of New Orleans, as well as with various Architects, Engineering firms, and building owners. Mr. Schlafly's experience relevant to this project includes:

Hurricane Ida Damage Assessment at Tulane University, New Orleans, Louisiana - Two days after Hurricane Ida passed, Marrero, Couvillon & Associates' staff were on site at the University undertaking damage assessment of school facilities – Classrooms, dorms, libraries, administrative spaces, athletic facilities, etc. The team worked at both the uptown campus and the downtown medical school. Over the course of 5 days, the MCA team performed damage assessment on 30 university buildings. Information gathered on site was input into a database utilizing tablets and 3-D cameras. Project Size = 1M SF; Project Cost = \$500,000

N.O. Main Library Feasibility Study – New Orleans, Louisiana - Marrero, Couvillon & Associates (MCA) performed a feasibility study of all major architectural mechanical, plumbing and electrical systems at the New Orleans Public Library Main Library facility, focusing on issues that were identified by library staff. In addition to the review of available construction documents, MCA undertook field investigation at the facility, which included discussions with library staff. MCA detailed the results of our review, including descriptions of existing systems, issues noted and projected costs for upgrades/replacement.

NOLA Public Schools Facilities Assessment, New Orleans, Louisiana - MCA was responsible for the mechanical, electrical, and plumbing systems assessments for all 86 schools in the New Orleans Public School system. Over the course of three months, mechanical and electrical engineers visited each school, met with principals and facilities directors, and examined the electrical, mechanical, and plumbing systems. The assessments followed the Uniformat Standard for building systems categories. Electrical categories included electrical service and distribution, emergency lighting and power systems, lighting equipment, telephone systems, local area networks, video surveillance, intrusion detection, access control, fire alarm, telecommunications, and clock and program systems.

**Other Projects with Libraries Include:**

- Recovery School District – Orleans Parish – George Washington Carver High School, New Orleans, LA New High School
- Archdiocese of New Orleans – St. David Catholic School, New Orleans, LA
- Delgado Community College, New Orleans, LA – Campus electrical service entrance replacement
- St. Joseph Campus Standby Generator Installation, St. Benedict, LA
- G.W. Carver High School, New Orleans, LA
- St. James High School Theater, Vacherie, LA

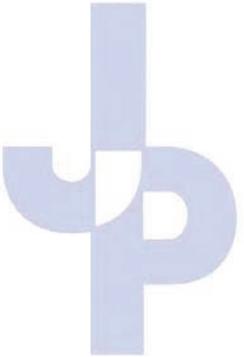
## TEC Professional Services Questionnaire

|  |
|--|
| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>   |
| <b>Name &amp; Title:</b>   |
| Brian Miller, P.E., Vice President of Engineering  |
| <b>Project Assignment:</b>   |
| Sr. Mechanical Engineer  |
| <b>Name of Firm with which associated:</b>   |
| Marrero, Couvillon & Associates, LLC.  |
| <b>Years' experience with this Firm:</b>   |
| 10   |
| <b>Education: Degree(s)/Year/Specialization:</b>   |
| Bachelor of Science / 1986 / Mechanical Engineering  |
| <b>Active registration: Year first registered/discipline:</b>  |
| 1995 Mechanical Engineer   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>   |
| <p>Since receiving his Bachelor of Science Degree in Mechanical Engineering from Louisiana Tech University in 1986, Mr. Miller has over 39 years of engineering experience in mechanical engineering, project engineering and project management. Brian is working with clients in both the public and private sector, such the New Orleans Main Public Library, as the Recovery School District in New Orleans, the Louisiana Department of Transportation, the Ascension Parish School Board, as well as various Architects and Engineering firms. Mr. Miller has also managed multi-disciplined capital projects from proposal through detailed design. He served as the Department Manager for a Mechanical Department and a Building Services Department, which provided architectural, HVAC and plumbing engineering services. Brian Miller's experience will be applied in a leading capacity to implement the mechanical systems for this project.</p> <p>McKinley Elementary – New School – EBRPSS - MCA was responsible for the mechanical, plumbing, and fire protection engineering design of the new McKinley Elementary School which was formerly known as University Terrace. The new structure is a 2 story building of 93,025 square feet of which a portion is constructed above ground due to wetlands regulations. The building includes a cafeteria, auditorium, dance studio, art lab, a media center and interactive learning areas. The HVAC system, which includes a Bi-Polar ionization system to combat air-borne viruses such as COVID, is comprised of 2 chillers, 2 hydronic boilers and 3 domestic water boilers, and 7 Air-Handling Units. By performing block heat loads at the beginning of the project, MCA was able to coordinate with the architect to assure that rooms with ample space for the necessary equipment were built into the design. Fire protection systems included a dry pipe sprinkler system in the patio area. Project Size = 93,025 SF; Project Cost = \$21,727,261</p> <p>Jones Creek Library, Baton Rouge, Louisiana – MCA provided the mechanical, electrical, plumbing, and fire protection design for the expansion and partial renovation of the Jones Creek Library. The addition will increase the square footage by 3500 square feet and includes the expansion of the children's area, renovation of the restrooms, addition of study rooms, and a renovation of the Meeting Areas. A split system was added to handle the meeting rooms so that the existing HVAC system can be redirected to supply the new expansion. Renovation also includes replacing lighting throughout the library with LED lights for better efficiency and improved aesthetics</p> <p>Baker High School Renovations – City of Baker, LA – MCA is responsible for the mechanical, electrical, and fire protection engineering services portion of Baker High School project. The project included a study/programming of the existing high school to analyze whether a complete renovation of existing building and facilities with some new structure(s), or a complete replacement of high school facilities including administration classroom, library, cafeteria, shop spaces, gymnasium, athletic facilities and support areas was the better option with the funds available. The end result was the renovation of 2 buildings and construction of one new building. MCA's portion of the work also included coordination of utilities, code conformance, flow testing, design of a new central plant, and demolition plans as required. Project Size: 91,011 SF; Project Cost: \$22,000,000</p> <p>Other projects with Libraries Include:</p> <ul style="list-style-type: none"> <li>• LCTCS – Northshore Technical College Livingston Campus, Walker, LA</li> <li>• Northwestern State University - Varnado Hall, Natchitoches, LA</li> <li>• Baker High School, Baker, LA</li> <li>• Donaldsonville Primary School, New Classroom, Donaldsonville, Louisiana</li> <li>• Village de L'est Elementary School, HVAC Equipment. New Orleans, Louisiana</li> </ul> |

**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**

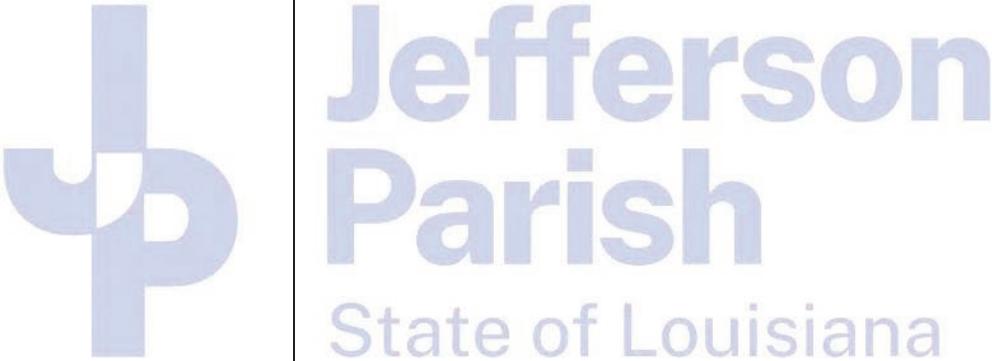
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Nature of Firm's Responsibility:</b>   |   |
|--|---|---|
| <p>NOPL Main Library Feasibility Study<br/>                     New Orleans, Louisiana<br/>                     Justin Weyenberg<br/>                     City of New Orleans<br/>                     1300 Perdido Street, Suite 6E15<br/>                     New Orleans, LA 70112<br/>                     504-658-8683</p>  | <p>Marrero, Couvillon &amp; Associates (MCA) performed a feasibility study of all major architectural mechanical, plumbing and electrical systems at the New Orleans Public Library Main Library facility, focusing on issues that were identified by library staff. In addition to the review of available construction documents, MCA undertook field investigation at the facility, which included discussions with library staff. MCA detailed the results of our review, including descriptions of existing systems, issues noted and projected costs for upgrades/replacement.</p>   |   |
| <p><b>Completion Date (Actual or estimated):</b></p>   | <b>Estimated Cost:</b>  |   |
|  | <p align="center"><b>Entire Project:</b></p>  | <p align="center"><b>Work for which Firm was Responsible:</b></p> |
| <p align="center">2024</p>   | <p align="center">\$2,000,000</p>   | <p align="center">\$75,000</p>                                    |

## TEC Professional Services Questionnaire

| <b>PROJECT NO. 2</b>  |  |   |
|---|--|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility:</b>  |   |
| McKinley Elementary School – New School<br>EBRP School System<br>Subconsultant to RH&H Architects<br>575 W. Roosevelt, Baton Rouge, LAS 70802<br>Sam Herpin<br><a href="mailto:sam@rhharchitects.com">sam@rhharchitects.com</a><br>225-383-0002 | MCA was responsible for the mechanical, plumbing, and fire protection engineering design of the new McKinley Elementary School which was formerly known as University Terrace. The new structure is a 2 story building of 93,025 square feet of which a portion is constructed above ground due to wetlands regulations. The building includes a cafeteria, auditorium, dance studio, art lab, a media center and interactive learning areas. The HVAC system, which includes a Bi-Polar ionization system to combat air-borne viruses such as COVID, is comprised of 2 chillers, 2 hydronic boilers and 3 domestic water boilers, and 7 Air-Handling Units. By performing block heat loads at the beginning of the project, MCA was able to coordinate with the architect to assure that rooms with ample space for the necessary equipment were built into the design. Fire protection systems included a dry pipe sprinkler system in the patio area. |   |
|   |   |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>   |   |
|   | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 2023  | \$21,727,261   | \$152,739                                   |

**TEC Professional Services Questionnaire**

**PROJECT NO. 3**

| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility</b>  |   |
|---|---|---|
| <p>Bake High School Renovations<br/>                     City of Bake School System<br/>                     14750 Plank Rd,<br/>                     Baker, LA 70714<br/>                     Subconsultant to Manning Architects<br/>                     Dominic Willard<br/> <a href="mailto:dwillard@manningarchitects.com">dwillard@manningarchitects.com</a><br/>                     (504) 412-2000</p> | <p>MCA was responsible for the mechanical, electrical, and fire protection engineering services portion of Baker High School project. The project included a study/programming of the existing high school to analyze whether a complete renovation of existing building and facilities with some new structure(s), or a complete replacement of high school facilities including administration classroom, library, cafeteria, shop spaces, gymnasium, athletic facilities and support areas was the better option with the funds available. The end result was the renovation of 2 buildings and construction of one new building. MCA's portion of the work also included coordination of utilities, code conformance, flow testing, design of a new central plant, and demolition plans as required.</p> <div style="text-align: center;">  <p><b>Jefferson Parish</b><br/>State of Louisiana</p> </div> <div style="text-align: center;">  </div> |   |
| <p><b>Completion Date (Actual or estimated)</b></p>   | <b>Estimated Cost:</b>  |   |
|   | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2023  | \$22,000,000  | \$262,175                                   |

## TEC Professional Services Questionnaire

| <b>PROJECT NO. 4</b>   |   |   |
|--|---|---|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Nature of Firm's Responsibility:</b>   |   |
| <p>Jones Creek Regional Branch Library<br/>Renovations &amp; Additions<br/>East Baton Rouge Parish, Louisiana<br/>Spencer Watts<br/>(225) 231-3700</p> | <p>Marrero, Couvillon &amp; Associates provided full MEP design for a 3-story 12,000 square foot renovation/addition to an existing Port Authority Administration Building and Emergency Operations Center (EOC) for maritime related crises. This included installation of a UPS and battery bank system and 350 kW Generator to provide emergency power. Two (2) 50 Ton Chillers, with 10 compressors for redundancy, were designed, along with air distribution systems. Parking lot lighting, lightning protection and access control and CCTV were also included in the design. Marrero, Couvillon &amp; Associates was responsible for the mechanical, electrical and plumbing engineering services for design and construction.</p> <div style="text-align: center;">  <br/>  </div> |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>  |   |
|  | <b>Entire Project:</b>  | <b>Work for which Firm was Responsible:</b> |
| 2020   | \$3,900,000   | \$56,000                                    |

## 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. None    |            |                        |
| 2.         |            |                        |
| 3.         |            |                        |
| 4.         |            |                        |

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

**MARRERO, COUVILLON & ASSOCIATES, LLC (MCA)** is an engineering design consulting firm with over forty years of experience. Our engineering services include electrical, mechanical and plumbing (MEP) disciplines. Services within these disciplines include:

- Investigation/Evaluation/Recommendations for existing systems
- Design of new or upgraded MEP systems
- Construction Administration services
- Field Inspection services.

The firm is current with today's rapidly changing design technologies. In this regard, MCA offers design documentation in Revit, AutoCAD and Microstation.

Founded in Baton Rouge in 1968 by Hugo A. Marrero, Sr., P.E, MCA operates a second location in Metairie, La.

MCA's certification as a Disadvantaged Business Enterprise (DBE) by the Unified Certification Program of the Louis Armstrong New Orleans International Airport, and the Louisiana Department Of Transportation And Development (DOTD) adds value to many publicly funded projects. Additional certifications include:

- State and Local Disadvantaged Business Enterprise (SLDBE)
- Small and Emerging Business Development (SEBD)
- Small Business Administration 8A (SBA 8a)

In addition to our capacity as prime consultant on projects for owners, contractors, and governmental agencies, Marrero, Couvillon also performs engineering services as a sub-consultant to other design professionals. Our work covers a diverse range of public, commercial and industrial projects; large and small including:

- Public Libraries
- Highways, Bridges and Tunnels
- Historical Renovations
- Parks and Recreation, including zoos
- Commercial facilities such as hotels and restaurants
- Government facilities
- Airports – terminals, hangars, airfield power/lighting\
- Sewerage and Drainage

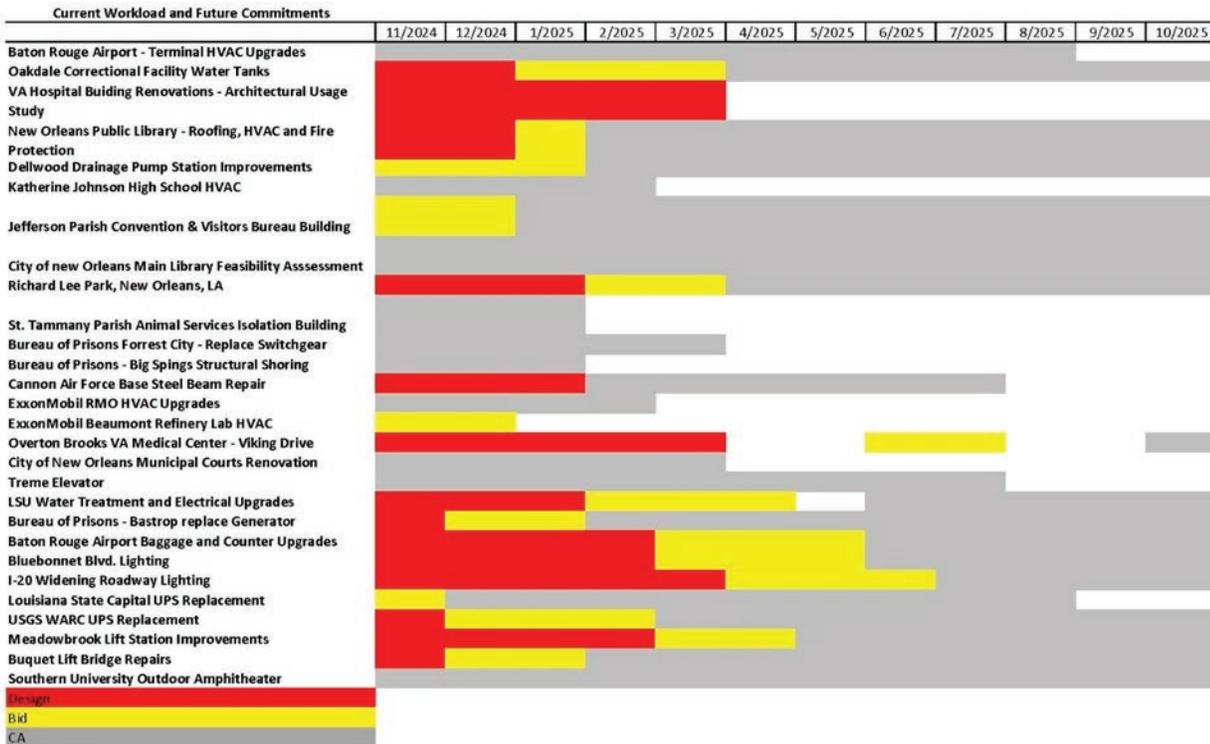
## TEC Professional Services Questionnaire

- Industry, including sugar processing facilities and petrochemical installations
- Universities and schools.

MCA's team of experienced engineers, design technicians, Computer Aided Design/Drafting (CADD) staff, field technicians and specification writers work under the supervision of experienced project managers to develop professional construction documents used for the execution of engineering projects.

- 1. Professional training and experience in relation to the type of work required for the routine engineering services.** The team of professionals at Marrero, Couvillon & Associates, LLC. has varied and extensive experience in providing electrical engineering services as prime consultant, or as subconsultants. Our engineering team has over 200 years of combined experience. As evident in our project experience in Section L, MCA has performed public work projects of all types and sizes.
- 2. Size of firm.** Marrero, Couvillon & Associates has two complete departments for Mechanical Engineering and Electrical Engineering. Each department is run by a licensed Professional Engineer. Each department has designers and CAD technicians to proficiently handle the field visits, meetings, drawings and specifications meeting all code requirements to complete these projects safely, efficiently and to meet the needs of Jefferson Parish. Our staff of eighteen professionals are prepared to serve.
- 3. Work Load.** Presently MCA is seeking to diversify and expand its present workload and would welcome the opportunity to serve Jefferson Parish. As depicted in the chart below many of our project are in CA services, or nearing completion.

### Current Workload



## TEC Professional Services Questionnaire

4. **Past Performance on Jefferson Parish contracts.** Marrero, Couvillon & Associates welcomes the opportunity to provide engineering services for Jefferson Parish. We were the subconsultants on the Bayou Segnette Pumping Station project. We were subconsultants on the West Esplandade F8-4, F\*-5 Lift Station project and the Upper LA 45 Tidal Storm Surge Protection Project. We have not worked as a prime to the parish for many years. We have, however, been involved with many projects within Jefferson Parish, including projects for the design of the New Terminal for the Louis Armstrong International Airport in Kenner, and the rehabilitation of Harvey Canal Tunnel.
  
5. **Location of the principal office.** Marrero, Couvillon & Associates offers two locations to best meet our client needs. Our Metairie office located at 3525 Hessmer Ave. will serve as our headquarters for this project.
  
6. **Adversarial Legal proceedings between the Parish and the firm.** MCA has never encountered an adversarial situation with Jefferson Parish and plans to keep it that way.
  
7. **References for successful completion of projects.** MCA is pleased to provide references for projects of similar nature. Please refer to Section 8, Work by Firm, Project owner names and contact information.

Marrero, Couvillon & Associates looks forward to working with Jefferson Parish.



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

Signature: \_\_\_\_\_ *M. Kimball Schlafly* \_\_\_\_\_ Print Name:  M. Kimball Schlafly, P.E.

Title:  Project Manager  Date:  May 6, 2025



**Design Team Questionnaires**  
Spackman Mossop Michaels

## TEC Professional Services Questionnaire

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

SOQ No. 25-0015  
New West Bank Regional Library

**B. Firm Name & Address:**

Spackman Mossop Michaels  
1824 Sophie Wright Place, New Orleans, LA 70130

**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:**

Kenneth Wesley Michaels, Principal, 1824 Sophie Wright Place, New Orleans, LA 70130, wes@smm.studio

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

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

- |                                 |                                   |                              |
|---------------------------------|-----------------------------------|------------------------------|
| <u>  1  </u> Administrative     | ___ Estimators                    | ___ Specification Writers    |
| ___ Architects (Licensed)       | ___ Geologists                    | ___ Structural Engineers     |
| ___ Chemical Engineers          | ___ Geotechnical Engineers        | ___ Graduate Engineers       |
| ___ Civil Engineers             | ___ Interior Designers            | ___ Project Managers         |
| ___ Construction Inspectors     | <u>  8  </u> Landscape Architects | ___ Clerical                 |
| ___ Ecologists                  | ___ Land Surveyor                 | ___ Grant/Funding Specialist |
| ___ Electrical Engineers        | ___ Mechanical Engineers          | ___ Sanitary Engineers       |
| ___ Engineer Intern             | ___ Environmental Engineers       |                              |
| ___ Professional Land Surveyors |                                   | <u>  9  </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.<br>N/A       | N/A        | N/A                                  |
| 2.              |            |                                      |
| 3.              |            |                                      |

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

  9

## 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:**

Kenneth "Wes" Michaels, Principal

**Project Assignment:**

Principal-in-Charge

**Name of Firm with which associated:**

Spackman Mossop Michaels

**Years' experience with this Firm:**

18

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

Master of Landscape Architecture, Harvard University, 2003  
Bachelor of Landscape Architecture, University of Georgia, 1997

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

Louisiana Registered Landscape Architect: No. M-300; Year first registered, 2006

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

Wes Michaels is a founding principal of Spackman Mossop Michaels landscape architects. He is a licensed landscape architect with over 20 years of professional experience and a LEED Certified Professional. Wes has worked on a diverse range of projects from sustainable campus design to urban waterfronts on a national and international scale. His current work as principal of Spackman Mossop Michaels focuses on the interplay between culture and the environment in parks, streets and urban open space networks. Wes is an Associate Professor of Landscape Architecture at Tulane University and a Faculty Fellow at the Tulane Center on Climate and Urbanism. He previously taught at Louisiana State University and Auburn University.

## TEC Professional Services Questionnaire

|  |
|--|
| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>   |
| <b>Name &amp; Title:</b>   |
| Emily Bullock, Principal   |
| <b>Project Assignment:</b>   |
| Project Manager  |
| <b>Name of Firm with which associated:</b>   |
| Spackman Mossop Michaels   |
| <b>Years' experience with this Firm:</b>   |
| 14   |
| <b>Education: Degree(s)/Year/Specialization:</b>   |
| Master of Landscape Architecture, Louisiana State University, 2011<br>Bachelor of Arts - Spanish and International Studies, Davidson University, 2005  |
| <b>Active registration: Year first registered/discipline:</b>  |
| Louisiana Registered Landscape Architect: B-425, Year first registered, 2022   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>   |
| Emily Bullock is a Principal at Spackman Mossop Michaels landscape architects. Emily's work focuses on planting design, especially the use of native plants, and sustainable landscape design. She has worked on a range of projects that involve comprehensive stormwater management practices and the capture and reuse of water on site. Emily has experience working with dynamic and diverse communities across New Orleans, as well as in cities such as Detroit, Brownsville, TX, and Springdale, AR among others. Emily is active in several community-based organizations. She serves on the boards of The Water Collaborative and the Friends of Lafitte Greenway. She is also the Secretary of the Louisiana Chapter of the American Society of Landscape Architects. |

## TEC Professional Services Questionnaire

| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>  |
|---|
| <b>Name &amp; Title:</b>  |
| Tanner Perrin, Senior Associate   |
| <b>Project Assignment:</b>  |
| Senior Associate  |
| <b>Name of Firm with which associated:</b>  |
| Spackman Mossop Michaels  |
| <b>Years' experience with this Firm:</b>  |
| 1   |
| <b>Education: Degree(s)/Year/Specialization:</b>  |
| Bachelor of Landscape Architecture, Louisiana State University, 2013  |
| <b>Active registration: Year first registered/discipline:</b>   |
| Louisiana Registered Landscape Architect: P-225   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>  |
| <p>Tanner Perrin is a Senior Associate in SMM's New Orleans office. He is a licensed Landscape Architect with over 11 years of professional practice. Prior to joining SMM, Tanner worked in Colorado and New York before returning home to Louisiana, where he finds inspiration and purpose in design that supports the diverse ecology of the Gulf Coast.</p> <p>Tanner has a deep understanding of tropical climates on plant palette selection and development and promotes a biophilic approach to design. As a project manager, he is committed to open collaboration with design professionals across trades and working closely with clients to realize their goals.</p> |

## TEC Professional Services Questionnaire

|  |
|--|
| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>   |
| <b>Name &amp; Title:</b>   |
| Shaohuai Xing, Associate   |
| <b>Project Assignment:</b>   |
| Associate  |
| <b>Name of Firm with which associated:</b>   |
| Spackman Mossop Michaels   |
| <b>Years' experience with this Firm:</b>   |
| 8  |
| <b>Education: Degree(s)/Year/Specialization:</b>   |
| Master of Landscape Architecture, Louisiana State University, 2017<br>Bachelor of Arts, Dalian University of Technology, 2012  |
| <b>Active registration: Year first registered/discipline:</b>  |
| Louisiana Registered Landscape Architect: X-100, Year first registered, 2023   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>   |
| Shaohuai Xing is a Landscape Designer in SMM's New Orleans office. Shaohuai is driven by the concept that "Design Changes Lives," and believes that landscape architecture is the most powerful way to influence people's living environment. As a designer whose focus is urban revitalization and stormwater management, he is drawn to the field as a comprehensive and multidisciplinary science. He is highly skilled in digital representation and brings our concepts to life through his renderings. |

## TEC Professional Services Questionnaire

| <b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>  |
|---|
| <b>Name &amp; Title:</b>  |
| Pilar Zuluaga, Senior Designer  |
| <b>Project Assignment:</b>  |
| Design Production   |
| <b>Name of Firm with which associated:</b>  |
| Spackman Mossop Michaels  |
| <b>Years' experience with this Firm:</b>  |
| 4   |
| <b>Education: Degree(s)/Year/Specialization:</b>  |
| Master of Landscape Architecture, Auburn University, 2021<br>Bachelor of Architecture, University of Los Andes, 2019  |
| <b>Active registration: Year first registered/discipline:</b>   |
| N/A   |
| <b>Other experience and qualifications relevant to the proposed Project:</b>  |
| Pilar Zuluaga is a Landscape Designer in Spackman Mossop Michaels's New Orleans office. Pilar has a background in and holds an undergraduate degree in Architecture from University of Los Andes in Bogota, Colombia and holds a master's degree in landscape architecture from Auburn University. Her interest and passion for social justice through design have led her to discover the transformative power that this field and profession has in the built environment. Prior to joining SMM, Pilar was researching on modular and progressive architecture as a means to empower and help under-served communities living in informal settlements at the periphery of Bogota, Colombia. |

## 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.**

| <b>PROJECT NO. 1</b>   |   |   |
|--|---|---|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Nature of Firm's Responsibility:</b> |   |
| Reserve Branch Library<br>Reserve, LA<br>St. John the Baptist Parish<br>Library<br>Andra Tullos<br>AFTullos@stjohn.lib.la.us | Landscape Architectural Design          |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>                  |   |
|  | <b>Entire Project:</b>                  | <b>Work for which Firm was Responsible:</b> |
| 2024   | \$12,500,000                            | \$42,000                                    |

| <b>PROJECT NO. 2</b>  |  |   |
|---|--|---|
| <b>Project Name, Location and Owner's contact information:</b>  | <b>Nature of Firm's Responsibility:</b>  |   |
| New Orleans Convention Center<br>Linear Park<br>New Orleans, LA<br>Ernest N. Morial Exhibition<br>Hall Authority<br>David Mason<br>dmason@mccno.com | Landscape Architectural Design<br>Streetscape Design<br>Stormwater Management Design |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>   |   |
|   | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 2020  | \$65,000,000   | \$394,000                                   |

## 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>                  |   |
| Tulane Bruff Quad<br>New Orleans, LA<br>Tulane University<br>Randy Philipson | Landscape Architectural Design<br>Stormwater Management |   |
| <b>Completion Date (Actual or estimated)</b>                                 | <b>Estimated Cost:</b>                                  |   |
|  | <b>Entire Project:</b>                                  | <b>Work for which Firm was Responsible:</b> |
| Phase I Completed 2023<br>Estimated Phase II Completion 2025                 | Confidential  | \$170,000                                   |

| <b>PROJECT NO. 4</b>   |  |   |
|--|--|---|
| <b>Project Name, Location and Owner's contact information:</b>   | <b>Nature of Firm's Responsibility:</b>          |   |
| Rosa F. Keller Library<br>Renovation and Expansion<br>New Orleans, LA<br>City of New Orleans, New Orleans Public Library | Landscape Architectural<br>Stormwater Management |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>                           |   |
|  | <b>Entire Project:</b>                           | <b>Work for which Firm was Responsible:</b> |
| 2012   | \$6,800,000                                      | \$25,000                                    |

**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>                 |   |
| Joseph Bartholomew Walking Path<br>New Orleans, LA<br>City of New Orleans - Capital Projects<br>Rodney Dionisio<br>radionisio@nola.gov | Landscape Architectural Design<br>Stormwater Management |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>                                  |   |
|  | <b>Entire Project:</b>                                  | <b>Work for which Firm was Responsible:</b> |
| 2019   | \$392,700   | \$56,000                                    |

| <b>PROJECT NO. 6</b>  |  |   |
|---|--|---|
| <b>Project Name, Location and Owner's contact information:</b>                                  | <b>Nature of Firm's Responsibility:</b>          |   |
| Children's Hospital New Orleans<br>New Orleans, LA<br>Children's Hospital, Inc.<br>Scott Landry | Landscape Architectural<br>Stormwater Management |   |
| <b>Completion Date (Actual or estimated):</b>   | <b>Estimated Cost:</b>                           |   |
|   | <b>Entire Project:</b>                           | <b>Work for which Firm was Responsible:</b> |
| 2021  | \$225,000,000                                    | \$109,000                                   |

## 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>  |   |
| Tulane Native Gardens<br>New Orleans, LA<br>Tulane University<br>Kristian Towles<br>ktowles@tulane.edu | Landscape Architectural Design<br>Stormwater Management Campus Design<br>Open Space Activation |   |
| <b>Completion Date (Actual or estimated):</b>  | <b>Estimated Cost:</b>   |   |
|  | <b>Entire Project:</b>   | <b>Work for which Firm was Responsible:</b> |
| 2021   | Confidential   | \$51,000                                    |

| <b>PROJECT NO. 8</b>   |   |   |
|--|---|---|
| <b>Project Name, Location and Owner's contact information:</b> | <b>Nature of Firm's Responsibility:</b>         |   |
| JFI/ Jefferson Parish Gretna Retail                            | Landscape Architecture<br>Stormwater Management |   |
| <b>Completion Date (Actual or estimated):</b>                  | <b>Estimated Cost:</b>                          |   |
|  | <b>Entire Project:</b>                          | <b>Work for which Firm was Responsible:</b> |
| Estimated Completion Date:<br>02/2027                          | \$9,100,000                                     | \$18,000                                    |

**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> |   |
|  |   |   |
| <b>Completion Date (Actual or estimated):</b>                  | <b>Estimated Cost:</b>                  |   |
|  | <b>Entire Project:</b>                  | <b>Work for which Firm was Responsible:</b> |
|  |   |   |

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

## TEC Professional Services Questionnaire

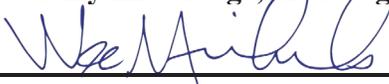
**M. List all prior and/or on-going litigation between Firm and Jefferson Parish. Please attach additional pages if necessary.**

| Parties:   |            | Status/Result of Case: |
|------------|------------|------------------------|
| Plaintiff: | Defendant: |                        |
| 1.<br>N/A  | N/A        | N/A                    |
| 2.         |            |                        |
| 3.         |            |                        |
| 4.         |            |                        |

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

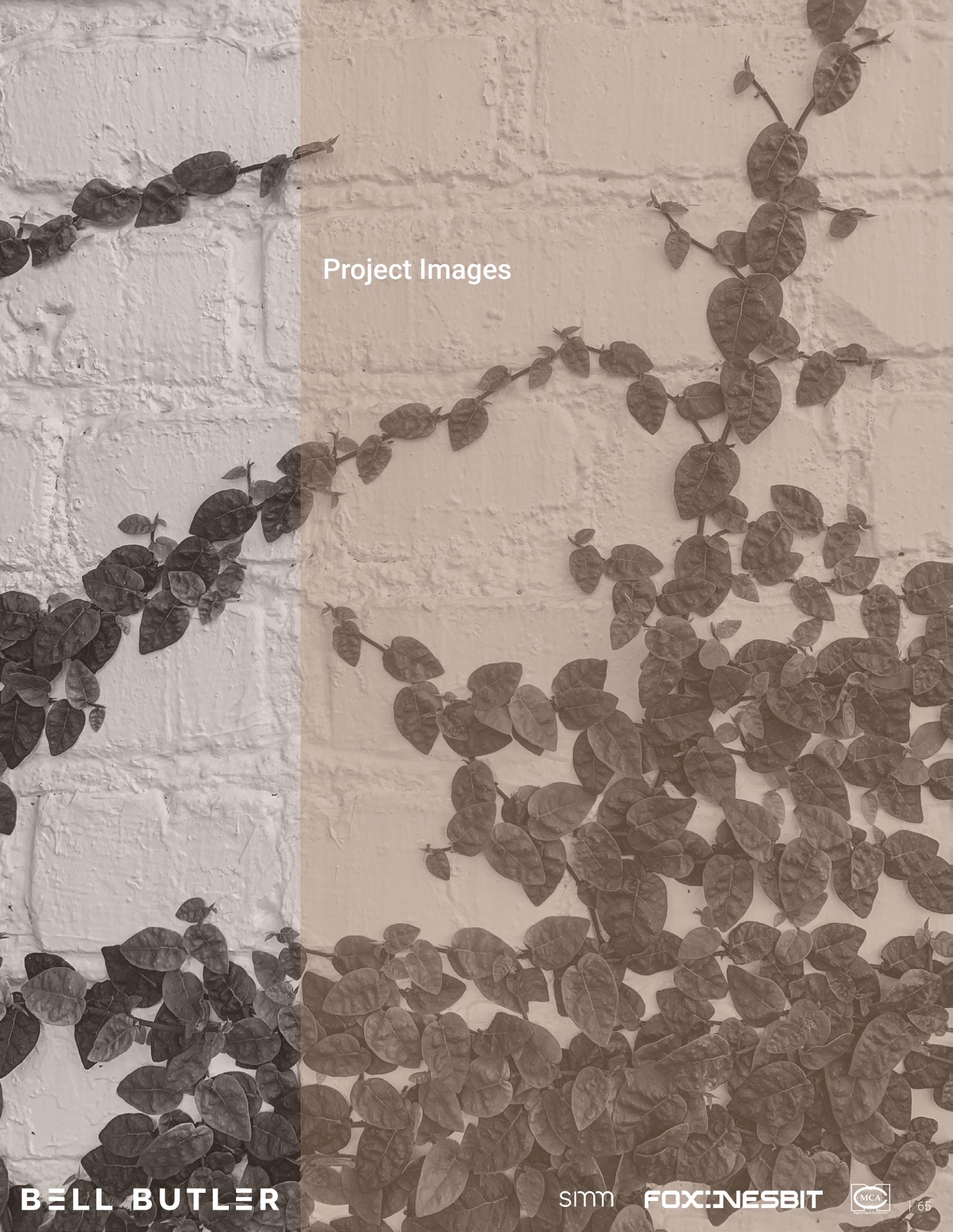
Spackman Mossop Michaels (SMM) is a landscape architecture and urban design firm with offices in New Orleans, Louisiana and Sydney, Australia. The firm was established in 1994 and has an international reputation for major urban and landscape projects. U.S. co-founder and principal, Wes Michaels, has been involved in a range of consulting work in the U.S. since for over 20 years. The New Orleans office was established in 2007, and Emily Bullock joined as a firm principal in 2019. SMM is a studio-based design practice. We strive to find innovative ways to create healthy, inspiring and resilient landscapes. We design landscape strategies that respond deeply to context — ecological, cultural, and economic — integrating people and the environment. We believe landscapes are a living continuum and intentional design begins with the future in mind. All the principals have broad experience in physical design and planning and the realization of design projects. The structure of our practice allows the principals to be closely involved with all projects. The New Orleans office was awarded an ASLA National Honor Award in 2024, 2023, 2022 and 2017 and the ASLA National Award of Excellence in 2012, 2009 and 2008. We are a certified Hudson Initiative Small Business.

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

Signature:  Print Name: Kenneth W. Michaels  
 Title: Principal Date: 4/29/2025



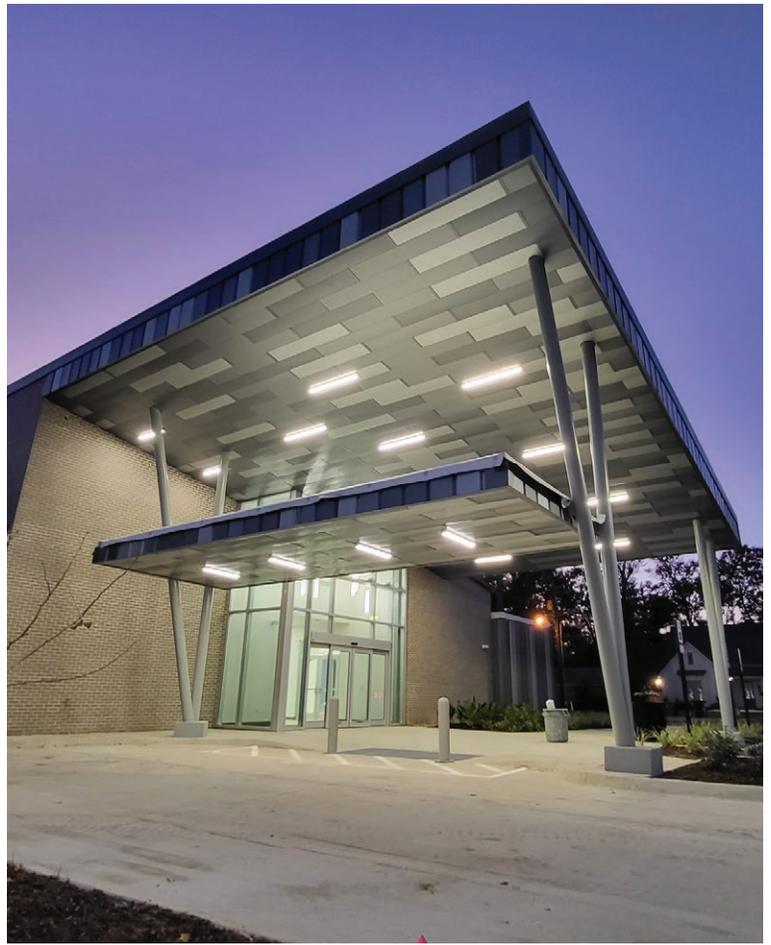
**Architecture is  
a collaborative  
journey—our process  
brings diverse voices  
into harmony to  
shape spaces with  
clarity, purpose, and  
place.**



Project Images



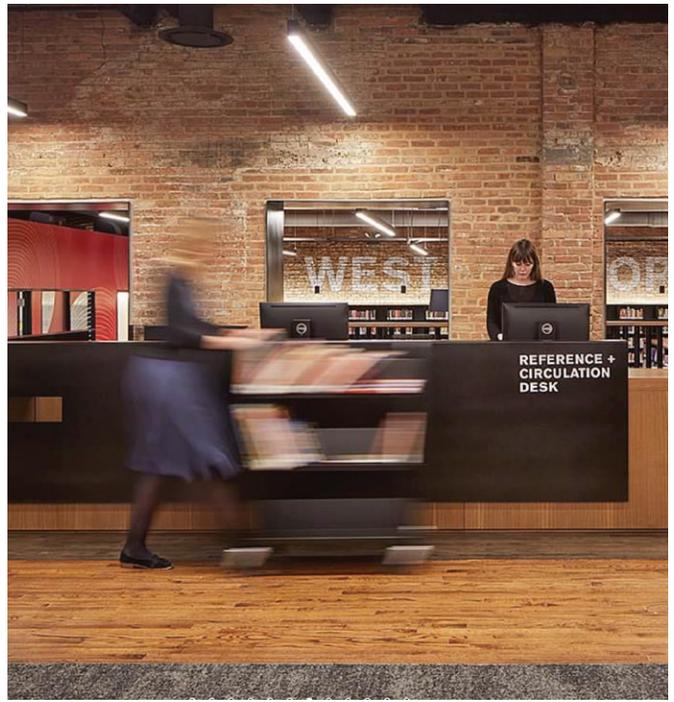
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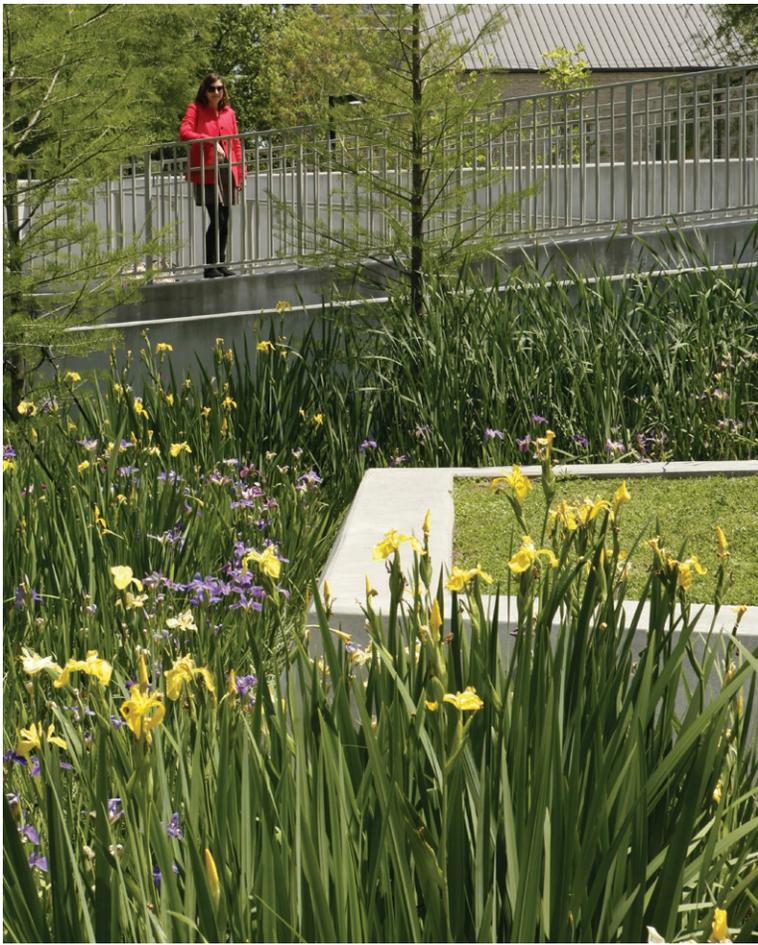
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BELL BUTLER | KREWE HQ



RL Designs | CHICAGO PUBLIC LIBRARY WEST LOOP



SM | ROSA KELLER LIBRARY



BELL BUTLER | SUNO CAFETERIA

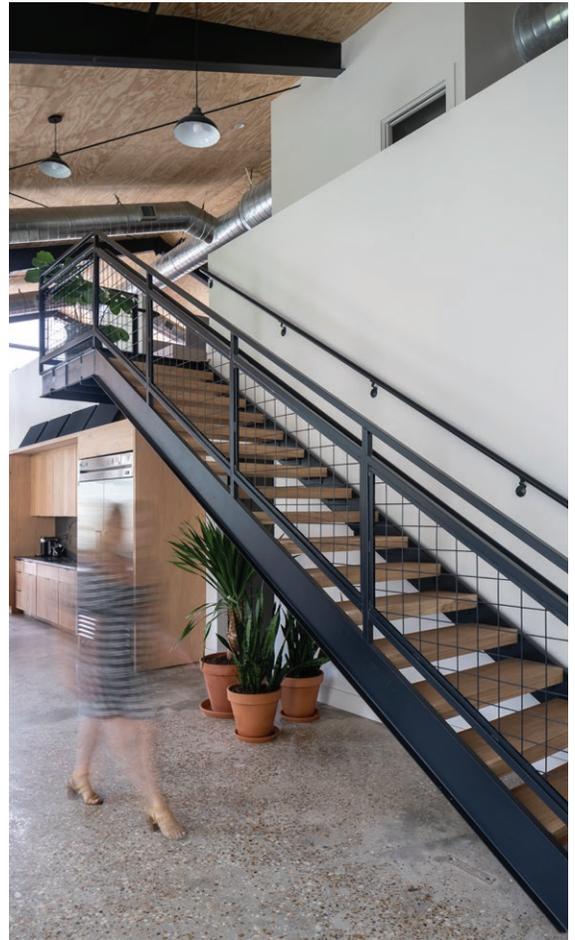
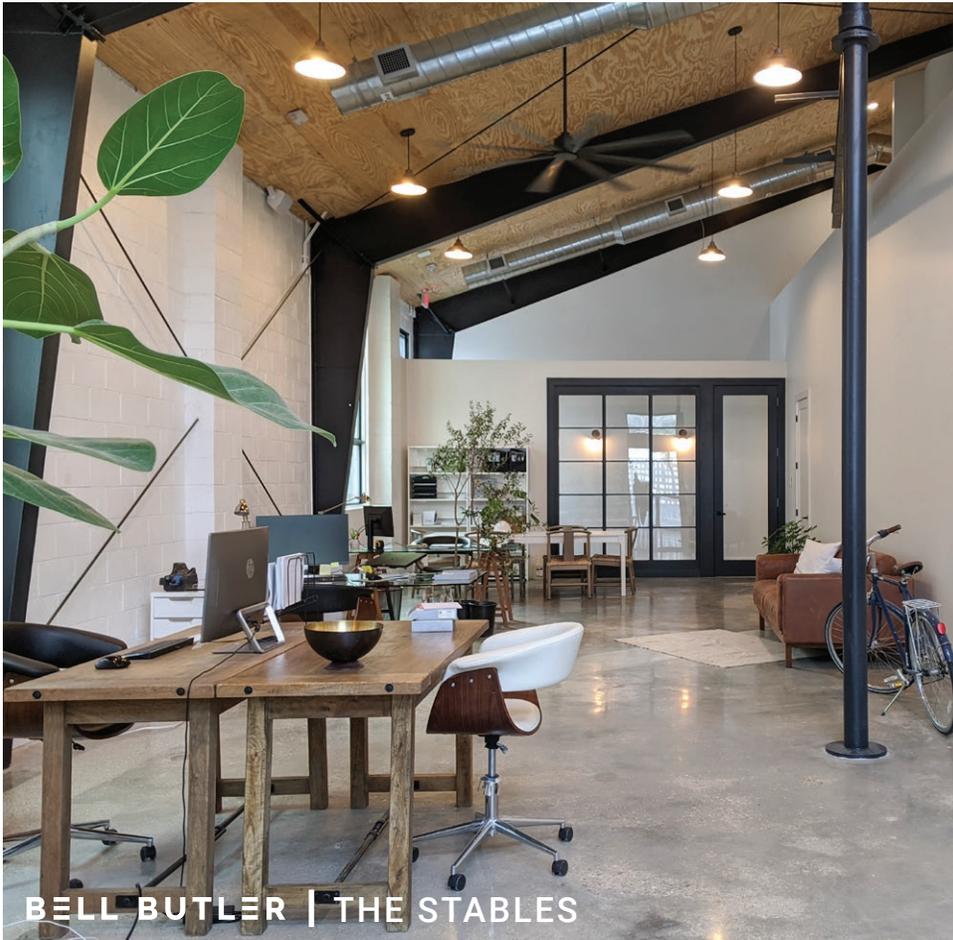


BELL BUTLER | BIRKDALE VILLAGE





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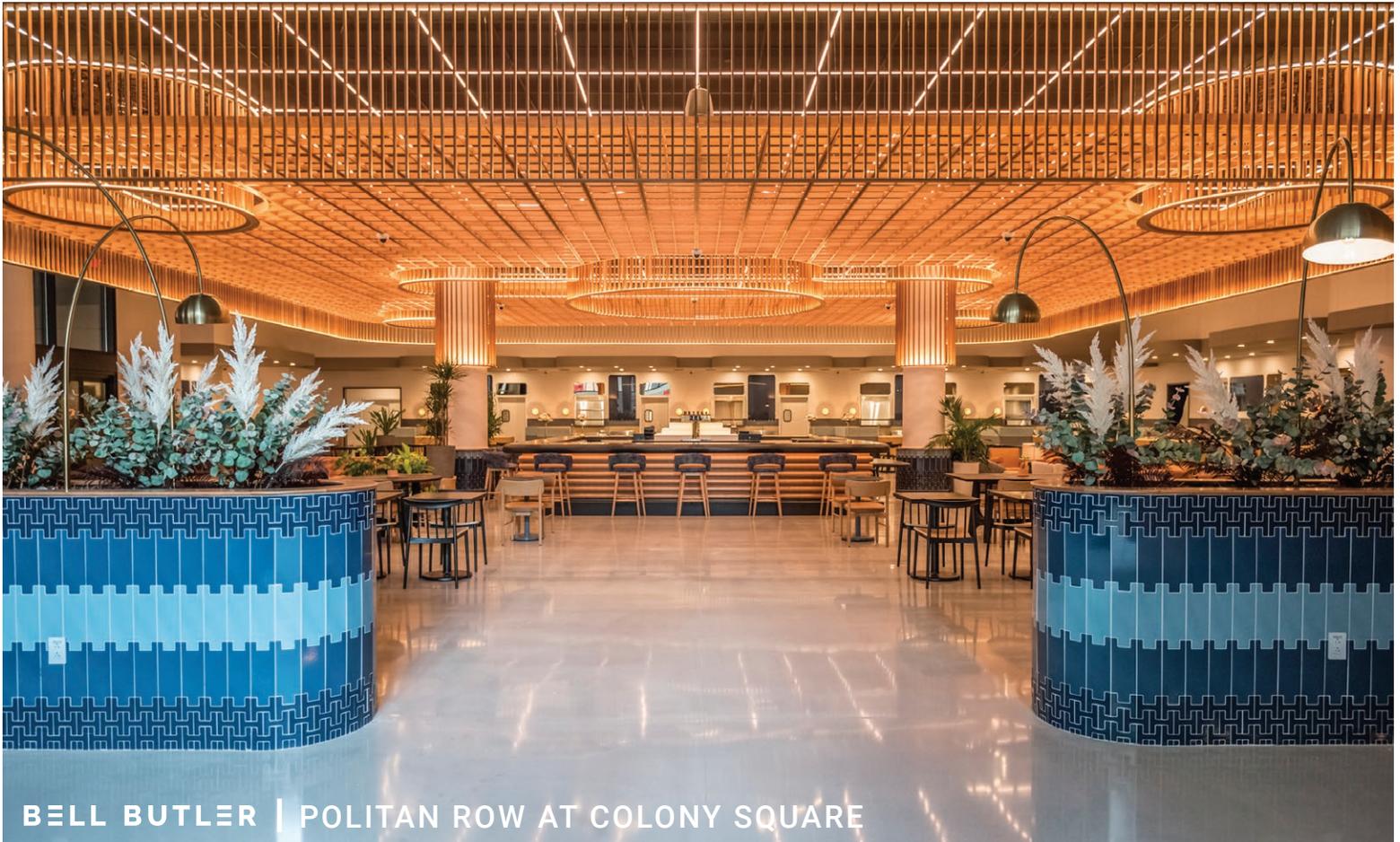
FOX: NESBIT | GRAMBLING STATE UNIVERSITY LIBRARY



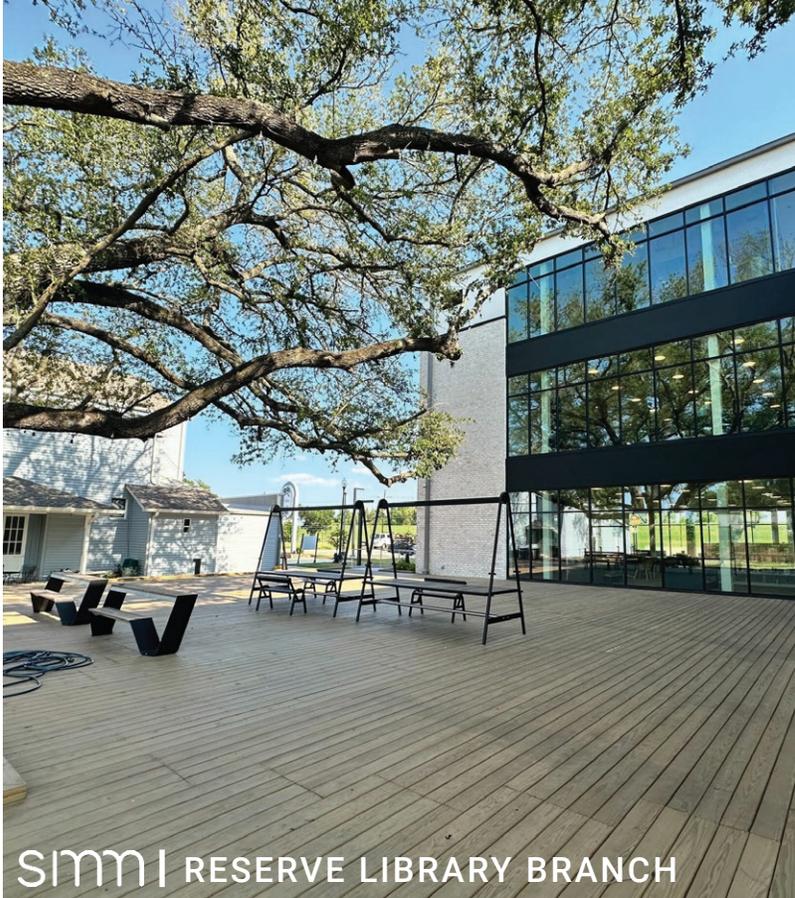
BELL BUTLER | MARIGNY MIXED USE



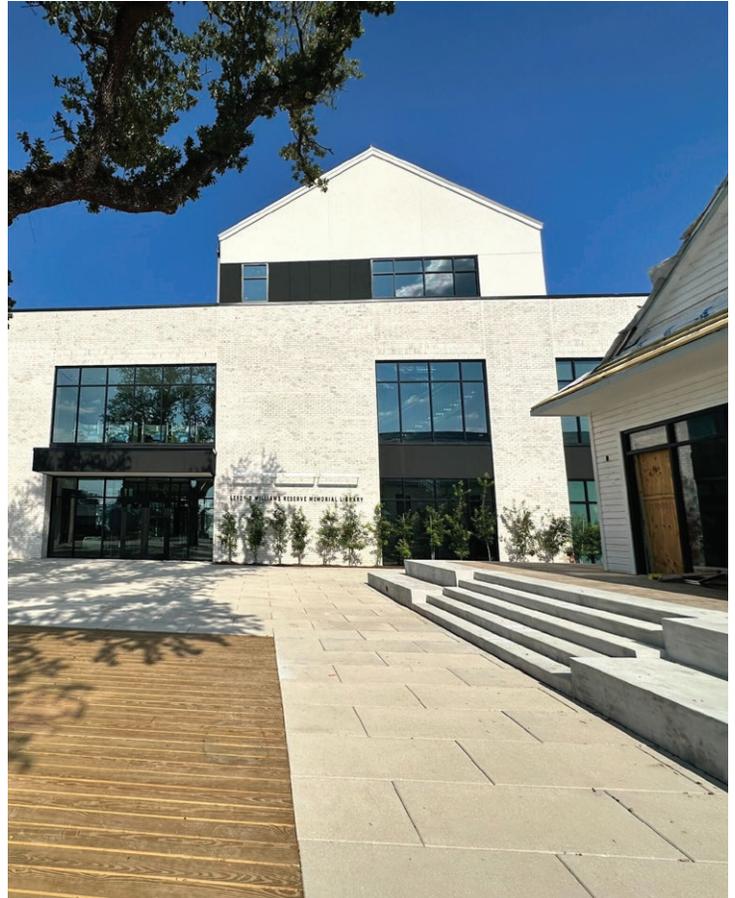
 | BAKER HIGH SCHOOL

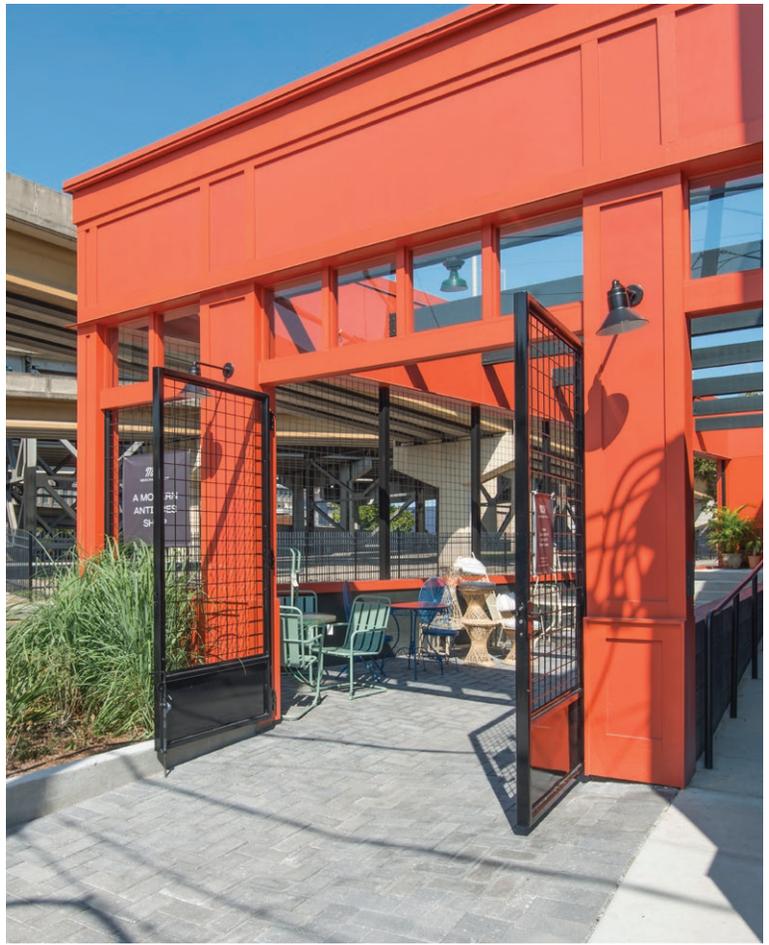


BELL BUTLER | POLITAN ROW AT COLONY SQUARE

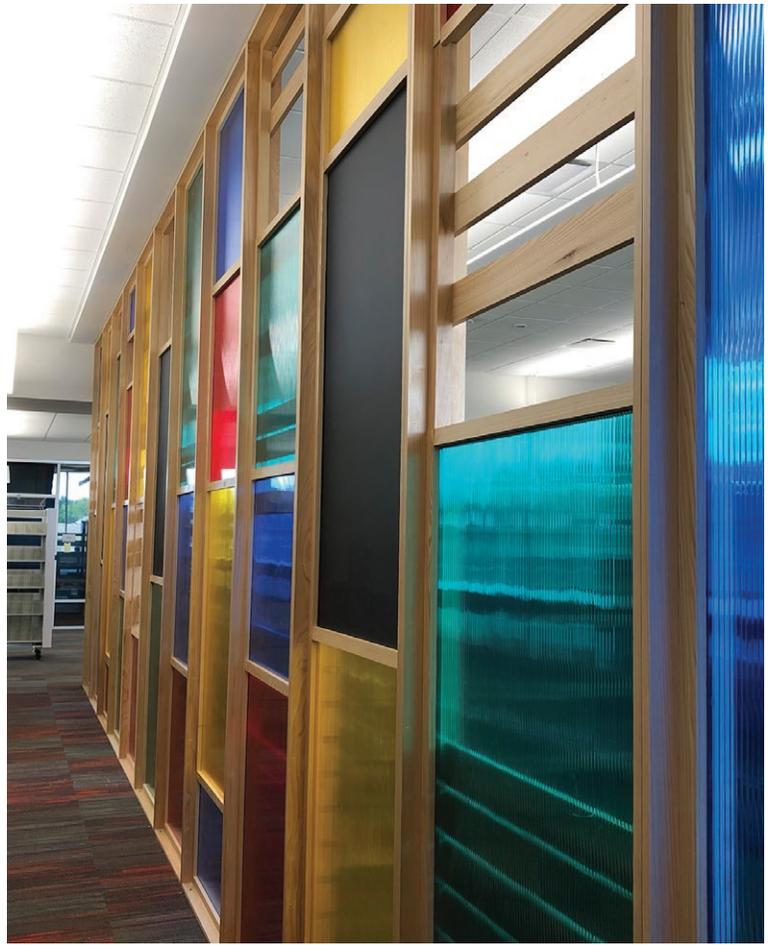


SM | RESERVE LIBRARY BRANCH





BELL BUTLER | MERCHANT HOUSE





BELL BUTLER | FRAMEWORK

## Thank You

We sincerely hope that this proposal has accomplished our goal of effectively communicating both our skill set and our collaborative spirit towards design. We understand the importance and scale of this project and would welcome the opportunity to work with all of the representatives of your organization that will influence and guide the process. Thank you for taking the time to get to know us and our work.

Bell Butler Design and Architecture  
2518 Saint Claude Avenue  
New Orleans, LA 70117  
(504) 754-1118