

Technical Evaluation Committee (TEC) Questionnaire

Instructions

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

TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

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

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.

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

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

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

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

TEC Professional Services Questionnaire

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

1.

2.

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

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

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1.		
2.		
3.		

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

TEC Professional Services Questionnaire

K. List the professional in charge, key persons, specialists, and individual consultants anticipated for this Project and provide their relevant information below. If necessary, please attach additional documentation (i.e. resume) that demonstrates the employment history and experience of the Firm's key persons that may assist in the completion of this Project. Please attach additional pages if necessary.

PROFESSIONAL IN CHARGE OF PROJECT:

Name & Title:

Project Assignment:

Name of Firm with which associated:

Years' experience with this Firm:

Education: Degree(s)/Year/Specialization:

Active registration: Year first registered/discipline:

Other experience and qualifications relevant to the proposed Project:

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

TEC Professional Services Questionnaire

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

PROJECT NO. 1

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

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

TEC Professional Services Questionnaire

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

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

TEC Professional Services Questionnaire

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

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

TEC Professional Services Questionnaire

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

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

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



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

Signature: _____ **Print Name:** _____

Title: _____ **Date:** _____



January 27, 2021

Attention:
Parish of Jefferson
Purchasing Department

RE: Parish of Jefferson, Louisiana
Public Notice "SOQ 20-21"-Engineering Services

Dear Proposal Evaluator,

In response to the above referenced public notice, Quality Engineering and Surveying, LLC (QES) hereby submits to the Parish of Jefferson our letter of interest and all required documents. We understand the Parish's need to create a supplemental list of professional engineering firms qualified to provide routine engineering services for Drainage Projects.

As a locally owned and operated, emerging business, and Louisiana licensed engineering and surveying firm our team is passionate about a successful outcome for the Parish of Jefferson's potential future projects. Our team of professionals include subject matter experts in a variety of disciplines, thus offering the Parish of Jefferson a strategic partner that will work tirelessly as the Parish's program representative to ensure the projects undertaken deliver maximum results. As your program's representative your goals are our team's goals, and the Parish's project will benefit greatly from our proven effective drainage services, project management, and engineering services.

Our RFQ response submitted to the Parish of Jefferson is valid for 90 calendar days following the opening date, and our team acknowledges ability to quickly deploy project staff from our local Port Vincent office. QES also acknowledges the absence of adversarial legal proceedings between the Parish and our firm in addition to meeting the required MPR.

The Parish of Jefferson's primary point of contact for the RFQ is:

Deric J. Murphy, PE, LSI
President | Principal in Charge

18320 Hwy 42
Port Vincent, Louisiana 70726
(225) 698-1600
dmurphy@qesla.com

We appreciate the opportunity to submit our qualifications and look forward to hearing from you about the possibility of working with the Parish of Jefferson.

Sincerely,

Deric J. Murphy, PE, LSI
President | Principal in Charge

Personnel Project Involvement

	Deric J. Murphy, PE, LSI	William Purser, PE	Robert Leslie Jr., PE, CFM	Jeffrey Loup, PE	Christopher Cook
Breaux Bridge Manor Drainage Improvement Project	X	X	X	X	
Jesuit Bend Drainage Improvement Project	X	X		X	
Boudreaux Street to Gilmore Drive Drainage Improvement Project	X	X		X	
City of Tallulah- Ethel Street Drainage Project	X	X		X	
Bayou Portage Guidry Drainage Project	X		X		
Gray's Creek Drainage Improvement Project	X	X		X	
Wallace Acres Drainage Improvement Project	X	X		X	
West David Drive Drainage Improvement Project	X	X	X	X	X
Skinner Drive Drainage Improvement Project	X	X	X	X	X
Pine Bluff Road Drainage Improvement Project	X	X	X		