



(504) 688-2906
rivertownlandtitle.com
1107 Williams Blvd.
Kenner, LA 70062

July 28, 2022

Response to SOQ 22-040

Rivertown Land Title Co., LLC provides the following submittal in response to the questions contained in SOQ 22-040:

Fee Schedule:

- 1) Abstract – 30 years – direct cost charged by abstractor
- 2) Title Examination - \$150
- 3) Document Preparation - \$200
- 4) Notary Fee - \$150
- 5) Closing Fee - \$0.00
- 6) Recording Service - \$0.00
- 7) Recording Fees – direct cost charged by clerk of court
- 8) Title Updates - direct cost charged by abstractor
- 9) Title Insurance - direct cost as specified by State of Louisiana Schedules
- 10) Cancellation of Judgment or Lien – direct cost charged by clerk of court
- 11) Legal Fees – AG rates
- 12) Out-of-Pocket Costs (e.g. certified mail) – direct cost charged by the provider (e.g. USPS)
- 13) Act of Correction – direct cost charged by clerk of court
- 14) Noticing required by State law – direct cost charged by the provider (e.g. USPS)

Let *Rivertown* come to you.

General Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

SOQ No. 22-040

Title and Closing Services

B. Firm Name & Address:

Rivertown Land Title Co., LLC
1107 Williams Blvd
Kenner, LA 70062

C. Name, title, & contact information of Firm Representative, as defined in Section 2-926 of the Jefferson Parish Code of Ordinances, with at least five (5) years of experience in the applicable field required for this Project:

Edward S. Rapier, Jr. - Member
1107 Williams Blvd
Kenner, LA 70062
504-458-2599
See attached Resume

Leigh H. Roussel - Member
1107 Williams Blvd
Kenner, LA 70062
504-884-2660
See Attached Resume

D. Address of principal office where Project work will be performed:

1107 Williams Blvd
Kenner, LA 70062

E. Is this submittal by a JOINT-VENTURE? Please check:

YES _____ NO XX

If marked "No" skip to Section H. If marked "Yes" complete Sections F-G.

F. 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.

General Professional Services Questionnaire

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

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

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1. N/A		
2.		
3.		
4.		
5.		

General Professional Services Questionnaire

I. Please specify the total number of support personnel that may assist in the completion of this Project:
 3

J. List any professionals that may assist in the completion of this Project. If necessary, please attach additional documentation that demonstrates the employment history and experience of the Firm's professionals that may assist in the completion of this Project (i.e. resume). Please attach additional pages if necessary.

PROFESSIONAL NO. 1

Name & Title:

Edward S Rapier Jr - Member

See attached resume

Name of Firm with which associated:

Description of job responsibilities:

Years' experience with this Firm:

Education: Degree(s)/Year/Specialization:

Other experience and qualifications relevant to the proposed Project:

General Professional Services Questionnaire

PROFESSIONAL NO. 2
Name & Title:
Leigh H. Roussel - member
See attached resume
Name of Firm with which associated:
Description of job responsibilities:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Other experience and qualifications relevant to the proposed Project:

General Professional Services Questionnaire

PROFESSIONAL NO. 3
Name & Title:
Name of Firm with which associated:
Description of job responsibilities:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Other experience and qualifications relevant to the proposed Project:

General Professional Services Questionnaire

PROFESSIONAL NO. 4
Name & Title:
Name of Firm with which associated:
Description of job responsibilities:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Other experience and qualifications relevant to the proposed Project:

General Professional Services Questionnaire

PROFESSIONAL NO. 5
Name & Title:
Name of Firm with which associated:
Description of job responsibilities:
Years' experience with this Firm:
Education: Degree(s)/Year/Specialization:
Other experience and qualifications relevant to the proposed Project:

General Professional Services Questionnaire

K. List all prior projects that best illustrate the Firm's 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:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

General Professional Services Questionnaire

PROJECT NO. 3	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

PROJECT NO. 4	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

General Professional Services Questionnaire

PROJECT NO. 5	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

PROJECT NO. 6	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

General Professional Services Questionnaire

PROJECT NO. 7	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

PROJECT NO. 8	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

General Professional Services Questionnaire

PROJECT NO. 9	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:

PROJECT NO. 10	
Project Name, Location and Owner's contact information:	Description of Services Provided:
Length of Services Provided:	Cost of Services Provided:


General Professional Services Questionnaire

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

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

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

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

Signature:  Print Name: EDWARD S. RIBER, JR.
 Title: MEMBER Date: 07/25/2022

LEIGH HALL ROUSSEL

Attorney and Counselor at Law

1107 Williams Boulevard
Kenner, Louisiana 70062
Telephone: (504) 884-2660
leigh.roussel@gmail.com

EDUCATION AND AFFILIATIONS

J.D., Loyola University School of Law, 2000
Louisiana State Bar - *Admitted October 2000*
U.S. District Court for the Eastern District of Louisiana - *Admitted November, 2000*
Louisiana State Bar Association and Jefferson Bar Association
Louisiana Municipal Association
National Institute of Governmental Purchasing, Southeast Louisiana Chapter

WORK EXPERIENCE

Rivertown Land Title Co., LLC

1107 Williams Blvd.
Kenner, Louisiana 70062
January 1, 2022 to present

Full service real estate closing company.

The Roussel Law Firm, LLC

1107 Williams Blvd.
Kenner, Louisiana 70062

After leaving the Kenner City Attorney's office, I established my private practice focusing on contract drafting and implementation, commercial litigation, insurance coverage issues, governmental and administrative law, including land use planning and zoning regulations, plaintiff personal injury, and wills and successions.

City of Kenner, Louisiana - Office of the City Attorney

City Attorney, January, 2016-July, 2021
Deputy City Attorney, March, 2008-January, 2016
Senior Assistant City Attorney, July, 2006-February, 2008

- Supervise and oversee all City of Kenner legal matters as head of the Legal Department including:
 - o Hires and supervises all staff in the City Attorney's Office
 - o Supervises and coordinates the activities of Assistant City Attorneys and the Kenner Prosecutors
 - o Oversees the issuance of legal opinions and drafting of legislation as requested by the Mayor, City Council and various Department heads
 - o Oversees the handling of all civil lawsuits served upon the City of Kenner
 - o Renders written opinions as to the legality of all contracts, franchises and other legal instruments when requested by the Mayor or any Councilmember
 - o Attends meetings on behalf of the City of Kenner in order to formulate the City's position and represent the City's interests in various matters
- Served the City of Kenner as:

- In house counsel for the Mayor, City Council, and various Administrative Departments
- Attorney advisor for municipal boards and commissions including the Kenner Board of Zoning Adjustments, the Kenner Planning and Zoning Commission, the Kenner Alcoholic Beverage Permit Review Committee and the Rivertown Historic District Commission
- Drafted, reviewed, and amended various legal documents throughout and on behalf of Kenner government including:
 - Legal opinions for the Mayor, City Council and Administrative Department Heads and various resolutions and ordinances for the Kenner City Council
 - Various House Bills including participation with the Kenner Administration, City Council and the Jefferson Delegation on a multitude of issues involving state and local government
 - Requests for legal opinions to the Louisiana Attorney General
 - Contracts and contract amendments for the Kenner Administration
 - Bid documents for various purchases and solicitations issued under the Public Bid Law including settlement negotiation for numerous protests by contractors
 - Requests for proposals and statements of qualifications for various professional service agreements including architects, engineers, insurance and risk management consultants and attorneys
 - Cooperative endeavor agreements and negotiations between Kenner and various public and quasi-public entities, including the City of New Orleans and the New Orleans Aviation Board
 - Acts of sale, servitude agreements, and right-of-entry agreements with both private and commercial land owners concerning acquisitions of rights-of-way and immovable property required for construction of improvements under the Kenner LDEQ Sewer Improvement Project
 - Appellate briefs and opposition memoranda to administrative appeals on behalf of the Kenner Board of Zoning Adjustments
- Attended bi-monthly meetings of the Kenner City Council, including the Agenda meetings and gave presentations on a number of legal and legislative matters

Ansardi, Maxwell & Power, PLC, Kenner, Louisiana

Associate Attorney, September, 2000-July, 2006

Law Clerk, August, 1998-August, 2000

- Litigation and appellate practice in personal injury defense, condemnation, real property, municipal law, successions, wills, contracts law and family law
- Drafted appellate briefs, supervisory writ applications, and opposition memoranda to writ applications and appeals on behalf of the City of Kenner and the Parish of Jefferson
- Litigated expropriation lawsuits for the City of Kenner, the Jefferson Parish Road Bond Improvement Program, and the Jefferson Parish/Louisiana DOTD T.I.M.E.D. Program
- Negotiated and drafted acts of sale, servitude agreements, and right-of-entry agreements with

both private and commercial land owners concerning acquisitions of rights-of-way and immovable property required for construction of improvements under the S.E.L.A. and Jefferson Parish Road Bond Programs

- Drafted petitions for damages, answers and exceptions to petitions, reconventional demands, motions to dismiss, and motions for summary judgment in defense of claims against the City of Kenner and the Parish of Jefferson
- Secured depositions of adverse parties, cross-claimants, treating physicians, and witnesses to accidents
- Orally argued various motions, including motions for summary judgment, motions to compel, and motions to dismiss
- Drafted proposed revisions and amendments to the Kenner City Charter

EDWARD S. RAPIER, JR.

1107 Williams Blvd
Kenner, Louisiana 70062
(504) 458-2599
Email: esrapier@gmail.com

EDUCATION

Law School: Tulane Law School
Tulane University, New Orleans, Louisiana
Juris Doctor, May 1986

Cumberland School of Law
Samford University, Birmingham, Alabama
August 1983 to May 1984

Undergraduate: University of New Orleans
New Orleans, Louisiana
Bachelor of Arts, July 1982

WORK EXPERIENCE

Rivertown Land Title Co, LLC

1107 Williams Blvd
Kenner, LA
January 1, 2022 to the present

Full service real estate closing company.

The Rapier Law Firm, LLC

1107 Williams Blvd
Kenner, LA
January 6, 2016 to the present

After leaving Jefferson Parish, I re-established my private practice focusing on commercial transactions, contract drafting and implementation, commercial litigation, corporate acquisitions, employment disputes, insurance coverage issues, governmental and administrative law, plaintiff personal injury cases, and wills and successions.

Deputy City Attorney

City of Kenner
1801 Williams Blvd
Kenner, LA
May 3, 2021 to July 21, 2021

The City Attorney's Office is responsible for providing legal advice to the Mayor, City Council and all of the departments, and boards and commissions of the Kenner City Government.

Resume
Edward S. Rapier, Jr.
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City Attorney

City of Kenner
1801 Williams Blvd
Kenner, LA
August 14, 2019 to May 3, 2021

The City Attorney's Office is responsible for providing legal advice to the Mayor, City Council and all of the departments, boards, and commissions of the Kenner City Government. Major areas of practice include transactional work, human resource issues, risk management issues, property issues, fire civil service, municipal civil service, environmental compliance, intergovernmental relations, litigation, and others. Managed an office of five lawyers and three para-professionals. with a budget of \$1,000,000.

Deputy City Attorney

City of Kenner
1801 Williams Blvd
Kenner, LA
June 3, 2016 to August 14, 2019

The City Attorney's Office is responsible for providing legal advice to the Mayor, City Council and all of the departments, and boards and commissions of the Kenner City Government.

Deputy Parish Attorney

Jefferson Parish
200 Derbigny St
Gretna, LA
July 16, 2012 to January 6, 2016

One of two Deputy Parish Attorneys who reported directly to the Parish Attorney. The Parish Attorney's Office is responsible for providing broad range legal advice to the Parish President, Parish Council and all the departments, boards, and commissions of the Jefferson Parish Government. At that time, the Parish Attorney's Office consists of 25 attorneys and a support staff of 25 para-professionals. I was responsible for all transactional work, human resource issues, risk management issues, property issues, fire civil service, environmental compliance and special projects. I coordinated and supervised the negotiation of the long term lease and CEA between Jefferson Parish Hospital Service District No 1 and LCMC for the West Jefferson Medical Center, a deal valued at more than \$550 million.

Law Office of Edward S. Rapier, Jr.

7039 Hwy 190 E Service Rd.
Covington, LA
October 1, 2001 to July 13, 2012

My practice was a general civil practice. The types of matters handled included commercial transactions, contract drafting and implementation, construction law, commercial litigation, corporate acquisitions, employment disputes, insurance coverage

issues, OSHA and environmental compliance, EEOC litigation, risk management consulting, governmental and administrative law, special taxing district litigation and fire and police civil service matters.

General Counsel

Rectec, LLC
PO Box 998
Hammond, LA. 70404
November 1, 2003 to July 13, 2012

Rectec, LLC was a scrap metal processor with locations in Louisiana and Alabama. Additionally, Rectec provided scrap metal processing services to scrap metal processors throughout the United States. My duties included general corporate law; employment law; contract preparation, review, and implementation; OSHA and environmental compliance; drafting safety programs; preparing draft environmental permits; performing safety and environmental audits; safety training; designing solutions to safety and/or environmental problems; providing safety and environmental regulatory guidance; and risk management.

General Counsel

James W. Arledge & Associates, L.L.C.
JWA Industrial Services, L.L.C.
SCAT Recycling, L.L.C.
PO Box 998
Hammond, LA. 70404
October 1, 2001 to July 13, 2012

James W. Arledge & Associates, LLC, SCAT Recycling, LLC, and JWA Industrial Services, LLC were privately held companies whose business activities were assumed by Rectec, LLC in 2003.

James W. Arledge & Associates, LLC was a safety and environmental consulting company whose clientele were in the scrap metal industry. SCAT Recycling, LLC was a scrap metal processor with locations in Louisiana and Alabama. JWA Industrial Services, LLC was a service company which provided operational services to scrap metal processors. My duties included general corporate law; employment law; contract preparation, review, and implementation; OSHA and environmental compliance; drafting safety programs; preparing draft environmental permits; performing safety and environmental audits; safety training; designing solutions to safety and/or environmental problems; and providing safety and environmental regulatory guidance.

Associate

Gardner & Kewley, A.P.L.C.
1615 Metairie Rd.
Metairie, LA 70005
November 1, 2000 to September 30, 2001

My practice was a general civil practice with an emphasis on commercial and litigation

issues. The types of matters handled include commercial transactions, construction law, commercial torts, corporate acquisitions, employment disputes, insurance coverage, OSHA and environmental compliance, OSHA and environmental litigation, and superfund litigation.

General Counsel

James W. Arledge & Associates, L.L.C.
P.O. Box 998
Hammond, LA 70404
August 1, 1998 to October 30, 2000

This firm was a full service safety and environmental consulting firm whose clientele were in the scrap metal industry. My duties included drafting contracts, safety programs, preparing draft environmental permits, performing safety and environmental audits, safety training, designing solutions to safety and/or environmental problems, and providing safety and environmental regulatory guidance.

Special Counsel

Sessions & Fishman
201 St. Charles Avenue
Suite 3500
New Orleans, LA 70170-3500
November 1, 1996 to August 1, 1998

General civil practice. My practice was focused on commercial litigation with an emphasis on toxic tort, mass joinder, and superfund litigation, corporate compliance with OSHA and environmental laws and regulations. A sample of some of the cases handled include the defense of a 6000 plus plaintiff mass joinder toxic tort, the successful defense of a \$2.09 million dollar OSHA citation, and several superfund cases with potential contribution liability for my clients in excess of \$1 million dollars.

Associate General Counsel

Southern Holdings, Inc.
4801 Florida Avenue
New Orleans, LA 70117
August 4, 1989 to October 31, 1996

Provided a broad range of legal services to one of the largest Louisiana domestic corporations. Southern Holdings, Inc. was a holding company whose primary focus was the recycling industry (Southern Scrap Material Co., L.L.C.). Southern Holdings, Inc. wholly owned or had the controlling interest in over 20 metal recycling centers, and other diversified interests. Areas of primary responsibility included transactional work; mergers and acquisitions; human resource and employment issues; OSHA and environmental compliance; superfund litigation; litigation management; and worker's compensation case management. Other areas involved general corporate law, real estate closings and research, and legislative monitoring and lobbying.

Resume
Edward S. Rapier, Jr.
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Law Office of Edward S. Rapier, Jr
624 First National Bank of Commerce Building
New Orleans, LA 70112
August 18, 1988 to August 4, 1989

General civil practice.

Associate
Law Office of Ronald J. Harris
708-10 E. Boston Street
Covington, LA
October 1, 1987 to August 18, 1988

General civil practice. Responsible for all aspects of case preparation, from client interview to court appearance. The primary areas of practice included bankruptcy, family and personal injury law.

Associate
Murray Law Firm
650 Poydras Street
Suite 1450
New Orleans, LA
May 18, 1986 to September 30, 1987

Responsible for all aspects of case preparation, including client interviews, discovery and motion practice. The primary area of practice was plaintiff personal injury with an emphasis on maritime related cases.

PUBLICATIONS

The Federal Sentencing Guidelines for Organizations and How They Affect a Civil Practice. 46 Louisiana Bar Journal 20, June 1998.

CIVIC ACTIVITIES and HONORS

Deacon in the Catholic Church – ordained June 2018.
2013 recipient of the Silver Beaver Award, Istrouma Area Council, Boy Scouts of America.
2012 recipient District Award of Merit, Bogue Tichenna District, Istrouma Area Council, Boy Scouts of America.
2012 recipient Unit Leader Award of Merit, Bogue Tichenna District, Istrouma Area Council, Boy Scouts of America.
2008 recipient of the Order of St. Louis, Archdiocese of New Orleans.
Eagle Scout, Boy Scouts of America.
Assistant Bar Examiner Louisiana Supreme Court Committee on Bar Admissions 1996 to 2020.
Judge Mayor's Court Covington *ad hoc* 2006-2010.

Resume

Edward S. Rapier, Jr.

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Past Board Member PRIDE of St. Tammany, Inc., d/b/a Amplify Youth and Community Resources.

St. Paul's Young Lawyers Coordinator 2003 to 2009.

Past member Board of Directors CrimeStoppers, Inc.



City of Kenner
1801 Williams Blvd
Kenner, LA 70062

RIVERTOWN LAND TITLE CO.
1107 WILLIAMS BLVD
KENNER, LA 70062

**** NOTICE ****

This license becomes null & void if ownership, business name or address is changed. Licensee must apply within 10 days of such change for transfer. Fee will apply. All applicable building & zoning regulations pertaining to business location must be followed.

2022

**Business
License**

Number
20056

Issued
03/21/2022

Valid thru
12/31/2022

Business License ID
28477

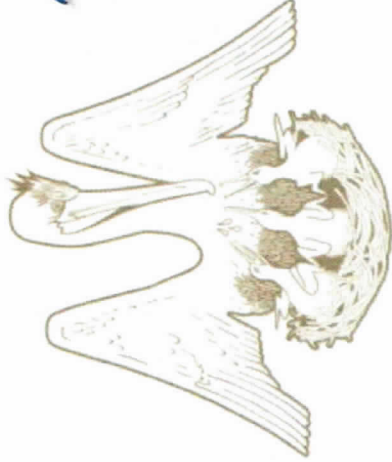
Type

LIMITED LIABILITY COMPANY
NOTARY

RIVERTOWN LAND TITLE CO., LLC
1107 WILLIAMS BLVD
KENNER, LA 70062

***** POST THIS LICENSE IN A CONSPICUOUS PLACE *****

State of Louisiana



Commissioner of Insurance

certifies that

RIVERTOWN LAND TITLE CO., LLC
1107 Williams Blvd.
Kenner, LA 70062

*has properly met the requirements for licensure of the
Louisiana Department of Insurance.*

License Number: 936911



<u>License Code</u>	<u>Issue Date</u>	<u>Expiration Date</u>
Producer Agency - Title	09/10/2021	03/31/2023

James J. Donelon
Commissioner of Insurance



Louisiana Department of Insurance
James J. Donelon
Commissioner

Run: 07/26/2022 2:37 PM

VERIFICATION OF LICENSE STATUS

License Number: 934946
Name: Edward S Rapier
NPN: 19897868
Mailing Address: 5424 David Dr Kenner
Kenner, LA 70065

Business Phone: (504) 458-2599
Trade Name(s):
Residency: Resident

Lines of Authority

Producer			
Authority	Effective Date	Valid Through	Status
Title	05/06/2021	07/31/2024	Active

Company Appointments

Name	NAIC #	Lines	Issue Date	Status	Inactive Date
WFG National Title Insurance Company	51152	Property and Casualty	01/01/2022	Active	12/31/2022

Affiliations

Name	Position	Effective Date
RIVERTOWN LAND TITLE CO., LLC	Producer	09/10/2021