

## **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 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:**

**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		<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.		
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

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
<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>
<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

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

<b>KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:</b>
<b>Name &amp; Title:</b>
<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.**

### 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

<b>PROJECT NO. 3</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. 4</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

<b>PROJECT NO. 5</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. 6</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

<b>PROJECT NO. 7</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. 8</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

<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.**

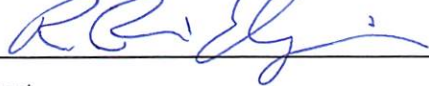
Parties:		Status/Result of Case:
Plaintiff:	Defendant:	
1. N/A	N/A	N/A
2. N/A	N/A	N/A
3. N/A	N/A	N/A
4. N/A	N/A	N/A

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

Our Statement contains numerous examples of our New Construction, Rehabilitation, Renovation, Forensic and Structural Repair Projects over the years as well as Modifications that include Life Safety and Americans with Disabilities Act Code Upgrades. E&A's extensive forensic work prior to Hurricane Katrina has resulted in the firm being consulted on numerous projects since the storm and being an admitted expert on forensic and other construction related matters in Federal and several State courts. E&A takes into consideration all the local environmental factors which can deteriorate a structure and implements the latest technology to prevent the situations so often seen during forensic investigations.

New structures in the Greater New Orleans area such as Delgado Community College West Bank Campus Administration & Student Services Building as well as The Harney Elementary School were completed in the early 2000s and both sustained only minimal damage during Hurricane Katrina. Our attention to detail during construction and contract administration on such projects also prevents any substitutions or shortcuts being taken by contractors that might undermine a structure and leave it vulnerable. Ehlinger & Associates looks forward to the opportunity to be of service to Jefferson Parish.

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

Signature:  Print Name: R. Perrin Ehlinger  
 Title: President Date: 12/11/2024