



June 21, 2024

Shanna Folse
Purchasing Specialist II
Jefferson Parish Purchasing Department
General Government Building
200 Derbigny Street, Ste. 4400
Gretna, LA 70053

Subject: Statement of Qualifications (SOQ) No. 24-013 for Routine Engineering Services for Water Projects in Jefferson Parish, Resolution 144203

Dear Ms. Folse,

We are pleased to enclose our team's SOQ for the subject services for the Parish's review and consideration. Our evidence of insurance is also attached.

Our team is committed to providing the highest quality services possible. We appreciate the opportunity to submit our qualifications and look forward to the prospect of serving Jefferson Parish.

If you have any questions or require additional information, please let us know.

Sincerely,



Paul Barcelona, P.E.
President

ARTOVIA

QUALIFICATIONS FOR



**ROUTINE ENGINEERING SERVICES FOR WATER PROJECTS
IN JEFFERSON PARISH**

JUNE 21, 2024

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"/> Construction Managers	<input type="checkbox"/> Land Surveyor	<input type="checkbox"/> Grant Specialist/Clerical
<input type="checkbox"/> Electrical Engineers	<input type="checkbox"/> Mechanical Engineers	<input type="checkbox"/> Grant Managers
<input type="checkbox"/> Engineer Intern (PM)	<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 _____
N/A

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:

5

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:

Paul Barcelona, P.E., President



Project Assignment:

Project Manager/Engineer

Name of Firm with which associated:

ARTOVIA

Years' experience with this Firm:

12 years

Education: Degree(s)/Year/Specialization:

BS/1994/Civil Engineering

Active registration: Year first registered/discipline:

1999/Civil Engineering/LA License # 28237

Other experience and qualifications relevant to the proposed Project:

Mr. Paul Barcelona is a Professional Civil Engineer with 30 years of experience in engineering, program, construction, and grant management. The following shows his relevant experience for this project:

- Prepared construction plans, specs, design and provided construction administration for the following:
 - Rehabilitation and coating of six water ground storage tanks and an elevated water storage tank in New Orleans.
 - Filter rehabilitation at the main water treatment Plant in New Orleans.

- Structural repairs and coatings for various water treatment facilities in New Orleans
- Preliminary engineering, evaluations, needs assessments, asset prioritization, and capital planning for New Orleans Drinking Water Capital Program. Managed execution of the programs, including management of schedules, scope, project budgets, expenditures, and bidding.
- Resident engineer for new waterline installation in Empire, LA.

TEC Professional Services Questionnaire

CONTINUED - Other experience and qualifications relevant to proposed project



- Provided engineering for review of plans and specifications, bid documents, change orders and cost reasonableness for water projects in the Gustav/Ike CDBG program. Developed policies and procedures for the process.

- Provided engineering for development of grant applications, review of plans, bid documents and change orders, and for cost reviews in the Katrina/Rita CDBG recovery program in New Orleans, St. Charles and Jefferson Parish for water improvements. Developed policies and procedures for the process.

- Mr. Barcelona also has 15 years of experience working in the Jefferson Parish Sewerage Capital Improvement Program. Because of the interaction and coordination with Jefferson Parish Water on numerous projects, Mr. Barcelona is knowledgeable of Parish water design standards, bidding, construction administration, utility coordination, front end documents and Parish Procedures.

- Experienced with cost estimating for all types of infrastructure including water improvements.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:	
Name & Title:	
Robert T. Dale, Senior Project Manager	
Project Assignment:	
Project management – design and specification review, invoice processing, analyzing and confirming design flow calculations, project construction inspections, etc.	
Name of Firm with which associated:	
	
Years' experience with this Firm:	
5 Years	
Education: Degree(s)/Year/Specialization:	
BS/1984/Mechanical Engineering	
Active registration: Year first registered/discipline:	
1988/Engineer Intern/EI.0012437	
Other experience and qualifications relevant to the proposed Project:	
<p>Mr. Dale has over 33 years of experience in Public Utilities:</p> <ul style="list-style-type: none"> 11 years with Jefferson Parish Department of Drainage, Assistant Director 4 years with Jefferson Parish Department of Water, Assistant Director 18 years with Jefferson Parish Department of Sewerage, Foreman, Superintendent, O&M Manager <p><u>Jefferson Parish Water Experience:</u></p> <p>Water System experience includes many levels of involvement, from day to day operations, planning/scoping new projects, project design, water distribution system design, budget</p>	<p>preparation, emergency planning during hurricanes, etc.</p> <p>Investigation and the development of plans and specifications for various Jefferson Parish water line canal crossings in need of repairs or replacement. Developed a Parish wide data base of water line canal crossing and implemented a rehabilitation program repairing crossing on an annual basis. Repairs included renew of pipe supports, pile replacement, pipe brackets replacement and piping for canal crossings. Damage to the water line canal crossing varied from broken/missing pile supports, rotten pile, open joints, leaking joints, missing fencing, leaking or not functioning air release valve and pipe painting.</p>

TEC Professional Services Questionnaire

CONTINUED - Other experience and qualifications relevant to proposed project

- Sized and then managed the installation of the West Bank Water Department Maintenance Office building backup generator and automatic switch-over system.
- Development of the over the counter and bill payment process related to reducing wait times for residents who made bill payment in person.
- Instrumental in creating a West Bank bill payment center.
- Created hydraulic computer models in WaterCAD to determine pressure drop and to size distribution piping based on demand of the service area. Also trained in the use of H2O Map model software.
- Prepared plans and specs for the repair or the replacement of inoperable hydrants to insure adequate fire protection and improve fire protection ratings.
- Created plans to replace inoperable valves in the distribution system to improve our ability to isolate sections of the system to facilitate repairs while impacting the least number of customers as possible.
- Managed the annual Water Distribution Point Repair contract. This contract included the repair of existing water lines, valves, hydrants, and water meters.
- Helped in the coordination and inspection of the replacement of West bank Water Treatment Plant transformer and switchgear.
- Tracked and reported repairs done by multiple contractors in the recovery process after hurricane Katrina.

Grand Isle, LA Water Projects:

- Managed the installation and inspection of new 12-inch waterline improvements located on Ludwig Lane, Birch Lane, LA1, Admiral Craig, Pirates Cove Marina Road and Humble Road.
- Planned and organized a new Jefferson Parish Operations and Maintenance Department. This department was responsible for meter reading, water line repairs and general maintenance of all water facilities on Grand Isle.
- Involved with multiple emergency repairs of the only JP water line (16" HDPE waterline) serving Grand Isle.



Jefferson Parish Sewerage Department Experience:

- Designed and managed construction of many improvements to minor and major sewer lift stations.
- Reviewed and approved plans and specifications for new sewer utilities.
- Project manager of computerized preventive maintenance software program used in tracking repair and maintenance cost of sewer lift stations and wastewater treatment plant equipment.
- Created hydraulic computer models in SewerCAD for many major sewerage pumping stations, developing system curves, sizing motors, pumps, valves, and piping.
- Supervisor of the sewer investigation crews, whose primary duties were to investigate sewerage systems with above normal ground water infiltration. This was done by conducting system smoke testing, dye flooding, and pipe video inspection to locate broken or failed pipes.
- With the Sewerage Department, Mr. Dale frequently managed and coordinated projects involving both water, sewerage, and drainage infrastructure.

TEC Professional Services Questionnaire

CONTINUED - Other experience and qualifications relevant to proposed project

Jefferson Parish Drainage Department Experience:

Jefferson Parish Subsurface Drainage Piping Investigations:

Experience includes in-depth knowledge of subsurface pipe failures, investigation, and repairs. Techniques of investigation include:

- Video inspection of pipe with pull-through camera and pole camera
- Dye flooding
- Smoke testing

Subsurface pipe repair experience includes open cut, slip lining, and cured in place lining. The images show a sample of CMP pipe pre and post cured in place lining repair.



Jefferson Parish Drainage Project Evaluations:

Evaluated flows and involved with design of new and rehabbed drainage lift stations. Created hydraulic models used for sizing pipe and pumps.

- West Metairie & West Napoleon
- Pontiff Playground
- Various Jean Lafitte pump stations



Other Drainage Department Experience:

- Prepared preliminary and final site plans and specifications.
- Used CAD software to prepare drawings for contractors and in-house field personnel.
- Estimated project cost and created schedules.
- Worked with JP Legal Department, JP Engineering Department, Surveyors, and other Utilities to determine property ownership and possible conflict with other utilities. Coordinated adjustments if required.
- Worked with consultant engineers to develop detailed scope of various drainage improvement projects throughout the Parish.
- Developed and reviewed plans and specifications related to new construction, repairs, maintenance, and upgrades of drainage pump stations and drainage collection network.
- Routinely made site inspections of construction to ensure schedule and other contracted requirements were met.
- Evaluated bids and prepared recommendations on new equipment purchases.
- Setup computer automated pump station work order maintenance system.
- Instrumental in the preparation and annual update of the Drainage Emergency Plan, which is used yearly in preparation for hurricane season.
- Remotely monitored drainage pumping activity and canal levels during all rain events with the SCADA software.
- As Assistant Director of both the Drainage Department and the Water Department, Mr. Dale frequently managed and coordinated projects involving water, sewerage, and drainage infrastructure.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:	
Name & Title:	
David Wilson, Resident Inspection/CAD	
Project Assignment:	
Resident Inspection/CAD	
Name of Firm with which associated:	
ARTOVIA	
Years' experience with this Firm:	
6 years	
Education: Degree(s)/Year/Specialization:	
A.S. Degree/1999/Engineering/Construction Technology	
Active registration: Year first registered/discipline:	
N/A	
Other experience and qualifications relevant to the proposed Project:	
<p>Mr. Wilson has 30 + years of experience in inspection and CAD of infrastructure construction projects, including water mains, valves, hydrants, storage tanks, pumps, and water treatment plants. Mr. Wilson is experienced with projects in Jefferson Parish. Mr. Wilson also has experience in developing specifications and drawings in CAD for water main projects.</p> <p><u>St. Tammany Parish Drainage and Roadway Improvements:</u> Resident inspector for Lake Village Subsurface Drainage Improvements which included waterline relocations.</p> <p><u>Jefferson Parish, LA:</u> Inspector for subsurface drainage improvements associated with roadway construction along Clearview between Airline Drive and the Huey P.</p>	<p>Long bridge. Resident Inspector for subsurface drainage improvements associated with roadway construction in the Metairie and Waggaman areas. Projects included waterline relocations and protection of existing waterlines.</p> <p><u>City of Mandeville:</u> Resident Inspector for water infrastructure repairs and upgrades in various locations throughout Mandeville including Golden Glen subdivision.</p> <p><u>Voter's Road @ LA 433 Improvements:</u> Prepared plans and record drawings. Resident Inspector for roadway and subsurface drainage improvements for St. Tammany Parish portion of upgrade to area around I-10 exits at Old Spanish Trail. Coordinated and investigated conflicts with waterlines for project.</p>

TEC Professional Services Questionnaire

CONTINUED - Other experience and qualifications relevant to proposed project

Water valves and hydrants: Provided assessments and proposed and managed corrective actions and maintenance for water utility in California.

Water Master Plans: Prepared and maintained multiple air force base water utility plans.

CAD: Prepared Plan/profile sheets for water infrastructure improvements, electrical, mechanical, pump stations, site civil, and record drawings.


Registrations/Certifications/Training: LA DOTD asphalt concrete paving, USACE Pavement Construction Inspection, USAF Harvest Bare Course (Airbase design), Advanced USAF Engineering Technician, USAF Site Development (surveying, drafting, materials testing), Expedient Methods for Utilities Design, Maintenance and Inspection, including water.

Water Treatment Plants St. Tammany Parish: Performed Katrina related damage assessments.

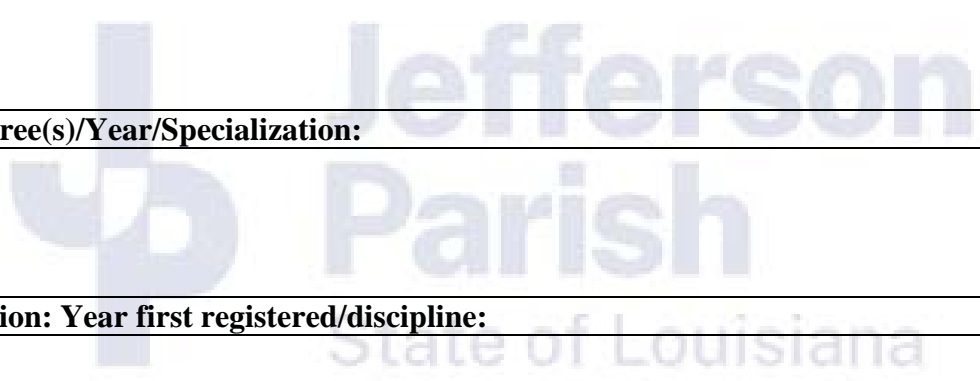
Air Force Base Waterlines: Prepared plans for new waterlines to new golf course and 800-unit housing area.



TEC Professional Services Questionnaire


KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:	
Name & Title:	<div style="display: flex; align-items: center;"> <div style="flex: 1;"> <p>Jeanne Burke, Grant Manager</p> </div> <div style="flex: 1; text-align: center;">  </div> </div>
Project Assignment:	Grant and Project Administration
Name of Firm with which associated:	ARTOVIA
Years' experience with this Firm:	8 years
Education: Degree(s)/Year/Specialization:	<p>Loyola University, New Orleans, Louisiana (3 years of General Studies)</p> <p>Extensive CDBG and Davis-Bacon Training</p>
Active registration: Year first registered/discipline:	
Other experience and qualifications relevant to the proposed Project:	
<div style="display: flex;"> <div style="flex: 1;"> <p>Ms. Burke has over 23 years of experience in project administration, project support, and record keeping for engineering and construction projects. Her experience includes CDBG grant management, administration, Davis-Bacon and Section 3 compliance, reporting, and document control. The following shows her relevant experience for this project:</p> <ul style="list-style-type: none"> - Provided project coordination, record-keeping, CDBG administration, reporting, assisted with review of construction plans and specs, reviewed bid documents, change orders, invoices, and provided Davis-Bacon and Section 3 compliance for the Drainage Improvements on Paillet Ave., Estalote Ave., Esther St. and Brown Ave., Florence St. Drainage Improvements, Canal D Improvements, Gulizo Canal Improvements, and 3rd St. Drainage Improvements projects. </div> <div style="flex: 1;"> <ul style="list-style-type: none"> - Record keeping for plans and specs, bid documents, technical plans, geo-technical reports, surveys, construction administration and construction related documents and status reports. Document control and tracking of invoices, invoice reviews, and other CDBG related records. Coordination of Resident Inspection reports and records. Davis-Bacon and Section 3 compliance. Notification, coordination and tracking of utility locations during pre-construction. - Developed grant applications and performed Environmental Reviews for various J.P. drainage projects. - Assisted with SOP's for J.P. drainage stations. - University Lakes Flood Risk Reduction Project Phase I, Baton Rouge. Assisted in developing publicly advertised sealed bid packages for materials. </div> </div>	

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:	
Name & Title:	
Valerie Kennedy, Grant Specialist, Clerical	
Project Assignment:	
Project Administration and Support, Record-Keeping, Grants	
Name of Firm with which associated:	
ARTOVIA	
Years' experience with this Firm:	
1+ years	
Education: Degree(s)/Year/Specialization:	
	
Active registration: Year first registered/discipline:	
Other experience and qualifications relevant to the proposed Project:	
<p>Ms. Kennedy has over 20 years of experience in office administration, bookkeeping, project assistance and record keeping. She has over a year of experience assisting with grant administration, Davis-Bacon, Section 3 and record keeping for CDBG funded projects, including Jefferson Parish CDBG-DR drainage projects. Prior to joining ARTOVIA she has worked as an executive administrator, finance coordinator, and has provided employee payroll support and record keeping. Her experience includes CDBG Entitlement, CDBG-DR, and CDBG-CV funded projects in Jefferson Parish.</p> <p>Jefferson Parish Sewerage and Drainage CDBG Projects: Provided administrative assistance for CDBG, Section 3, and Davis Bacon compliance, certified payroll reviews and record keeping for construction of various</p>	<p>sewer and drainage projects: Rehabilitation of Existing Sewer Collection System, Upgrades to Laurel and Mistletoe Sewer Lift Station, Sewer Lift Station Upgrades to Hillcrest and Shawn and N. Oak and Stebban, Rehabilitation of Sewer Collection System in F-11-21 Service Area. Drainage Improvements - Florence St. Drainage Improvements (Paillet Ave. to Brown Ave. Canal), Canal D Improvements between Ames and B&C Canal, Gulizo Canal Improvements Between Belle Terre Rd. and Lapalco Rd., and Maplewood Area Drainage Improvements along 3rd St.</p>

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



PROJECT NO. 1

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Drainage Improvements on Paillet Ave, Estalote Ave, Esther St. & Brown Ave. Jefferson Parish Drainage Mitchell Theriot, P.E., Director 1221 Elmwood Park Blvd., Ste. 907 Jefferson, LA 70123 Phone: 504-736-6751 Email: mtheriot@jeffparish.net</p>	<p>Removal and replacement of a portion of the existing drainage lines and inlets and replacement with larger sizes to increase flow capacity along Paillet Ave., Estalote Ave., Esther St. and Brown Ave. in Harvey, LA. Project included waterline relocations.</p> <p><u>Artovia's Role:</u> Design and construction compliance for CDBG funding.</p> <p><u>Artovia Members Involved:</u> Paul Barcelona, Jeanne Burke, David Wilson</p>	
		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2019	\$850,000	\$850,000





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. 2

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
W-15 Area Drainage Improvements St. Tammany Parish Project Manager: Laura Gatlin 21454 Koop Dr. Mandeville, LA 70471 Phone: 985-898-2552 Email: lcbeach@stpgov.org	<p>Construction of a 54-acre detention pond located on a wooded site to the east of the I-10 Service Road and north of Gause Boulevard in unincorporated Slidell, LA. Work included creation of approximately 350 acre-feet of detention storage through the clearing, grubbing, excavation, and grading of a 54.5-acre wooded site. Work also included construction of culverts, headwalls, storm drains, and weir structures to convey water into and out of the pond.</p> <p><u>Artovia's Role:</u> Resident Inspection Services</p> <p><u>Artovia Members Involved:</u> David Wilson, Inspector</p> 	
<div><div>Jefferson Parish State of Louisiana</div></div>		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2019	\$4,000,000	\$4,000,000



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. 3

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Lake Village Drainage Improvements/N. Pearl Dr. Mill & Overlay St. Tammany Parish Project Manager: Laura Gatlin 21454 Koop Dr. Mandeville, LA 70471 Phone: 985-898-2552 Email: lcbeach@stpgov.org</p>	<p>Drainage improvements along North Pearl Drive beginning at the intersection with Lake Erie Drive and extending south to the W-15 Canal. Work included demolition and removal of existing catch basins and storm drains, installation of new junction boxes and catch basins, installation of approximately 2,000 linear feet of 60" RCP storm drain and miscellaneous storm drains ranging from 15" to 24" diameter. There was also a 2" mill and overlay of North Pearl Drive from Lake Erie Drive to Gause Blvd. Project included waterline relocations.</p> <p><u>Artovia's Role:</u> Resident Inspection Services</p> <p><u>Artovia Members Involved:</u> David Wilson, Inspector</p>	
<div></div> <div></div>		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2019	\$1,000,000	\$1,000,000



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. 4

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Jefferson Parish Sewerage Capital Improvement Program Management Jefferson Parish Sewerage Mike Lockwood, Director 1221 Elmwood Park Blvd., Ste. 803 Jefferson LA 70123 Phone: 504-736-6661 Email: mlockwood@jeffparish.net</p>	<p>Capital improvement program for wastewater collection, distribution and treatment improvements in Jefferson Parish.</p> <p><u>Artovia's Role:</u> Program management, project scoping, constructability review, design phase management, CDBG grant management, policies and procedures, bid coordination, construction administration/management, Davis Bacon compliance, change order management, controls, payment applications, DEQ preliminary engineering reports and environmental information documents, record keeping, and closeout. Waterline work included in some projects. Included coordination with Jefferson Parish water department.</p> <p><u>Artovia Members Involved:</u> Paul Barcelona, Bob Dale and Jeanne Burke</p>	
<div></div> <div></div>		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Ongoing	\$131,000,000	\$28,000,000

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. 5

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Golden Glen Subdivision Water System City of Mandeville Public Works Keith LaGrange, P.E., Director 3101 East Causeway Approach Mandeville, LA 70448 Phone: 985-624-3169 Email: klagrange@cityofmandeville.com</p>	<p>Golden Glen Subdivision Water System Replacement in Mandeville, LA. The work consists of replacement of water system distribution within the Golden Glen neighborhood of Mandeville, inclusive of furnishing and installing new water mains, valves, hydrants, fittings, service connections and appurtenances.</p> <p><u>Artovia's Role:</u> Resident Inspection</p> <p><u>Artovia Members Involved:</u> David Wilson</p>	
<div></div> <div></div>		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2025	\$3,000,000	\$3,000,000




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. 6

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Waterline Improvements along Shannon Lane E & W, Kindall Lane, Huntley Lane and Malvern Lane Jefferson Parish Department of Engineering Matthew Zeringue, P.E. Director 1221 Elmwood Park Blvd., Ste. 802 Jefferson LA 70123 Phone: (504) 736-6507 Email: mzeroingue@jeffparish.net</p>	<p>Selected by Jefferson Parish Council to provide resident inspection as a subconsultant to the project's design engineer.</p> <p><u>Artovia's Role:</u> Resident Inspection</p> <p><u>Artovia Members Involved:</u> To be determined</p>	
		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
TBD	TBD	Will provide resident inspection for construction


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. 7

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Waterline replacement project at Jefferson Heights neighborhood. The replacements will include pipes along south side of Airline Dr. from Ridgewood Dr. to Causeway Blvd. Jefferson Parish Department of Engineering Matthew Zeringue, P.E. Director 1221 Elmwood Park Blvd., Ste. 802 Jefferson LA 70123 Phone: (504) 736-6507 Email: mzeringue@jeffparish.net</p>	<p>Selected by Jefferson Parish Council to provide resident inspection as a subconsultant to the project's design engineer.</p> <p><u>Artovia's Role:</u> Resident Inspection</p> <p><u>Artovia Members Involved:</u> To be determined</p>	
		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
TBD	TBD	Will provide resident inspection for construction


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. 8

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Waterline replacement along Jefferson Highway from Florida St. to Rex Dr. Jefferson Parish Department of Engineering Matthew Zeringue, P.E. Director 1221 Elmwood Park Blvd., Ste. 802 Jefferson LA 70123 Phone: (504) 736-6507 Email: mzeroingue@jeffparish.net</p>	<p>Selected by Jefferson Parish Council to provide resident inspection as a subconsultant to the project's design engineer.</p> <p><u>Artovia's Role:</u> Resident Inspection</p> <p><u>Artovia Members Involved:</u> To be determined</p>	
		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
TBD	TBD	Will provide resident inspection for construction

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.

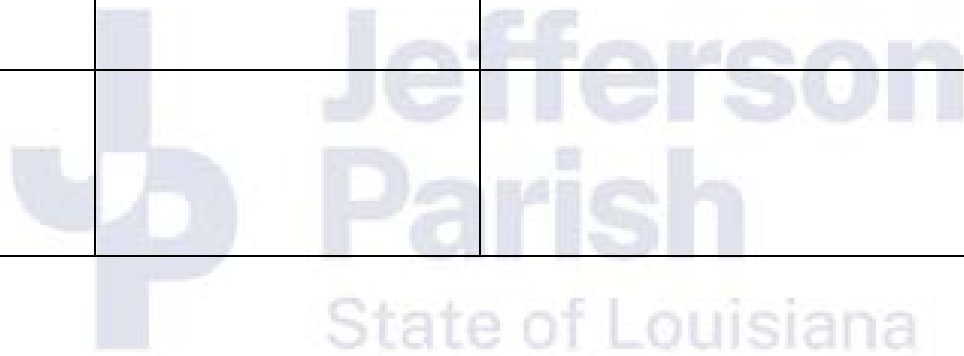
PROJECT NO. 9

Project Name, Location and Owner's Contact Information:	Nature of Firm's Responsibility:	
<p>Waterline improvements on Elizabeth Ave. (Camphor St. to Ruth St.), Ruth St. (Elise Ave. to Loraine St.), Kathleen Ave. (Loraine St. to Colony Pl.), Parkaire Dr. (Elise Ave. to Dead End), Jefferson Parish Department of Engineering Matthew Zeringue, P.E. Director 1221 Elmwood Park Blvd., Ste. 802 Jefferson LA 70123 Phone: (504) 736-6507 Email: mzingue@jeffparish.net</p>	<p>Selected by Jefferson Parish Council to provide resident inspection as a subconsultant to the project's design engineer.</p> <p><u>Artovia's Role:</u> Resident Inspection</p> <p><u>Artovia Members Involved:</u> To be determined</p>	
		
Completion Date (Actual or Estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
TBD	TBD	Will provide resident inspection for construction

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.		<u>There is no prior or ongoing litigation between Artovia and Jefferson Parish</u>
2.		
3.		
4.		



TEC Professional Services Questionnaire

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

Formed in 2011, Artovia, LLC is a licensed Louisiana engineering firm (EF.0004973) that has provided successful services for Jefferson Parish. We bring a team with unmatched experience with Jefferson Parish drainage projects and we will provide the highest quality engineering services possible.

Minimum Requirements for Selection

- **The person or firm submitting a Statement of Qualifications shall have one principal who is a professional engineer who shall be registered as such in Louisiana.** Paul Barcelona, P.E. is a registered Civil Engineer in the State of Louisiana.
- **The person or firm submitting a Statement of Qualifications shall have a professional in charge of the project who is a professional engineer who shall be registered as such in Louisiana with a minimum of five (5) years experience in the discipline involved.** Paul Barcelona, P.E. is a registered Civil Engineer in the State of Louisiana. Mr. Barcelona has 30 years of experience and has been licensed since 1999.
- **The person or firm submitting a Statement of Qualifications shall have one employee who is a professional engineer registered as such in Louisiana in the field or fields of expertise required for the project. (A sub-consultant may meet the requirement only if the advertised project involves more than one discipline.)** Paul Barcelona, P.E. who is an employee of Artovia is a professional engineer registered in Louisiana.

Evaluation Criteria

1. Professional training and experience in relation to the type of work required for the routine engineering services. This SOQ contains Artovia's experience and resumes for personnel who would be involved with the project. Should the Parish require additional information on the firm's experience or on our personnel's experience, it can be provided without delay. We are currently providing routine engineering services to update standard operating procedures for Jefferson Parish drainage pump stations.

2. Size of firm, considering the number of professional and support personnel required to perform the type of routine engineering tasks, including project evaluation, project design, drafting of technical plans, development of technical specifications and construction administration. The number of professionals is shown in Item E of this SOQ.

3. Capacity for timely completion of newly assigned work, considering the factors of type of routine engineering task, current unfinished workload, and person or firm's available professional and support personnel. Artovia has the personnel necessary to complete a wide variety of quality services that meet or exceed project time requirements. Our professionals have an excellent track record of completing work on time. We are confident that we can deliver services in a timely manner. We also have the ability to add more staff as needed.

4. Past Performance by person or firm on Parish contracts. Artovia has provided high quality services on Parish and public contracts and invite you to use any of the owners and clients listed as references or if you need additional references for our team, they can be provided without delay.

5. Location of the principal office. Artovia's principal office is located at 69090 Hwy. 190 E. Service Rd., Suite 201, Covington, LA 70433.

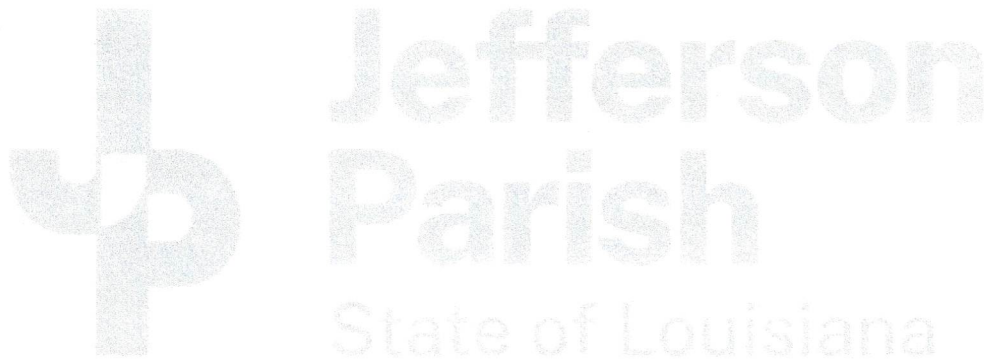
6. Adversarial legal proceedings between the Parish and the person or firm performing professional services, in which the Parish prevailed or any ongoing adversarial legal proceedings between the Parish and the person or firm performing professional services excluding those instances or cases where the person or firm was added as an indispensable party, or where the person or firm participated in or assisted the public entity in prosecution of its claim. There are no current or past adversarial legal proceedings between Jefferson Parish and the person or firm performing professional services.

TEC Professional Services Questionnaire

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

Evaluation Criteria, Cont.

7. Prior successful completion of projects of the type and nature of routine engineering services, as defined, for which firm has provided verifiable references. Artovia as well as key staff have provided high quality services for Jefferson Parish and other clients as shown in Items K and L of this SOQ. We invite you to use any of the owners and clients as references or if you need additional references, they can be provided without delay.



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

Signature: _____

Print Name: _____

Title: _____

Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Guardian Insurance Group LLC 71128 Hwy 59 Ste 100-D Abita Springs, LA 70420	CONTACT NAME: Jennifer Hardin PHONE (A/C, No, Ext): (504)898-2500 E-MAIL ADDRESS: csr@pazosagency.com FAX (A/C, No): (985)898-2040
INSURED Artovia Engineering 69090 Hwy 190 Ste 201 Covington, LA 70433	INSURER(S) AFFORDING COVERAGE INSURER A: LWCC INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 22350

COVERAGES**CERTIFICATE NUMBER: 00002236-66223****REVISION NUMBER: 3**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A	N 144390-A	05/06/2024	05/06/2025	X PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

(JBH)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Underwriters, Ltd. P. O. Box 6738 Metairie LA 70009	CONTACT NAME: James Richardson PHONE (A/C, No, Ext): 504-883-2500 FAX (A/C, No): 504-883-2535 E-MAIL ADDRESS:
INSURED Artovia, LLC 69090 Hwy 190 E. Service Rd, Ste. 201 Covington LA 70433	INSURER(S) AFFORDING COVERAGE INSURER A: Covington Specialty Ins Co INSURER B: Hiscox Insurance Co Inc INSURER C: MSIG Specialty Insurance USA Inc INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 445627782 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	VBA94049000	9/20/2023	9/20/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	HNO100043800	9/20/2023	9/20/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Professional Liability		Y	ANE4495700	6/1/2024	6/1/2025	Each Occ/Aggregate 2000000/2000000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

"Evidence of Coverage"

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – SCHEDULED

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement the provisions of the Coverage Form apply unless modified by the endorsement.

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

A. SECTION II – COVERED AUTOS LIABILITY COVERAGE, A. Coverage, 1. Who Is An Insured is amended to include as an "insured" the person(s) or organization(s) shown in the Schedule, but only with respect to their liability for "bodily injury" or "property damage" to which this insurance applies, caused in whole or in part, by an "accident" resulting from the ownership, maintenance or use of a covered "auto".

However, the insurance afforded to such "insured":

1. Only applies to the extent permitted by law; and
2. If coverage provided to the "insured" is required by a contract or agreement, the insurance afforded to such "insured" will not be broader than that which you are required by contract or agreement to provide such "insured".

B. SECTION II - COVERED AUTOS LIABILITY COVERAGE, B. Exclusions is amended to include:

This insurance does not apply to:

"Bodily injury" or "property damage" for which the Person(s) or Organization(s) shown in the Declarations or Schedule is obligated to pay damages by reason of the assumption of liability in a contract or agreement

C. SECTION II – COVERED AUTOS LIABILITY COVERAGE, C. Limits Of Insurance is amended to include:

The most we will pay on behalf of the “insured” shown in the Schedule is the amount of insurance:

1. Required by the contract or agreement you have entered into with the "insured"; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

SCHEDULE

Name(s) Of Person(s) Or Organization(s):

Additional Premium	\$ 0.00
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Section IV – Business Auto Conditions, A. Loss Conditions, 5., Transfer Of Rights Of Recovery Against Others To Us does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a written contract or written agreement with that person or organization.

We will retain the additional premium shown above, regardless of any early termination of this endorsement of this Policy.

This Endorsement Changes The Policy. Please Read It Carefully.

CONTRACTOR COVERAGE EXTENSION ENDORSEMENT – BLANKET ADDITIONAL INSURED – OWNERS, LESSEES, OR CONTRACTORS; PRIMARY AND NONCONTRIBUTORY; BLANKET WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. SECTION II – WHO IS AN INSURED** is amended to include as an additional insured any owner, lessee or contractor for whom you are performing operations or working at their premises when you have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy, but only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) described above

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

Any entity requiring to be specifically listed as additional insured per the terms of the contract or agreement may be listed in the schedule below:

Name of Additional Insured Person(s) or Organization(s):

- B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:**

1. “Bodily injury”, “property damage” or “personal and advertising injury” arising out of the rendering of or the failure to render, any professional architectural, engineering or surveying services, including:
 - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 - b. Supervisory, inspection, architectural or engineering activities.
2. Claims, “suits” and/or damages arising out of the acts, omissions and/or negligence of the additional insured(s).
3. “Bodily injury” or “property damage” occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
 - b. That portion of “your work” out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
- C. With respect to the insurance afforded to these additional insureds, the following is added to SECTION III – LIMITS OF INSURANCE:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

 - 1. Required by the contract or agreement; or
 - 2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.
- D. Primary and Noncontributory Provision

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

 - 1. The additional insured is a Named Insured under such other insurance; and
 - 2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured, provided such contract or agreement was in place prior to the “occurrence”.
- E. Waiver of Subrogation Provision

The Transfer of Rights of Recovery Against Others To Us Condition (SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS) is amended by the addition of the following:

If required as part of a written contract or agreement, we will waive any right of recovery we may have against those who are added as additional insureds by this endorsement because of payment we make for injury or damage arising out of your ongoing operations performed under a contract with them. This waiver applies only when you are solely negligent. This waiver shall not apply to claims, “suits” and/or damages arising in whole or in part out of the acts, omissions, and/or negligence of those added as additional insureds by this endorsement.
- F. Any written contract or agreement as required by the conditions of paragraphs **A**, **D**, or **E** of this endorsement must be currently in effect or becoming effective during the term of the policy and executed prior to the “bodily injury”, “property damage”, or “personal and advertising injury”.

All other terms and conditions of this policy remain unchanged.