

STATEMENT OF QUALIFICATIONS FOR  
ST. JOHN THE BAPTIST PARISH SHERIFF'S OFFICE  
**NEW ADMINISTRATION  
BUILDING**  
FEBRUARY 28, 2025



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REQUIRED SIGNATURE PAGE FOR SUBMITTALS

*This page, signed by an authorized officer of your Company, must accompany your submittal as the cover page.*

I, the undersigned, having carefully examined the Request for Qualifications, propose to furnish services in accordance therewith as set forth in the attached submittal.

I hereby certify that this submittal is genuine and not a sham or collusive submittal, or made in the interests or on behalf of any person not therein named; and I have not directly or indirectly induced or solicited any Submitter or supplier on the above work to put in a sham submittal or any person or corporation to refrain from submitting a submittal; and that I have not in any manner sought by collusion to secure to myself an advantage over any other Submitter(s) or person(s).

In order to induce the Sheriff Office to consider this submittal, the Submitter irrevocably waives any existing rights which it may have, by contract or otherwise, to require another person or corporation to refrain from submitting a submittal to or performing work or providing supplies to St. John the Baptist Parish Sheriff Office, and Submitter further promises that it will not in the future directly or indirectly induce or solicit any person or corporation to refrain from submitting a bid or submittal to or from performing work or providing supplies to St. John the Baptist Parish.

Please type or print legibly the information below.

Submitter hereby acknowledges receipt of the RFQ and agrees to Terms and Conditions set forth in this RFQ.

SUBMITTER INFORMATION

Firm Name: SIZELER THOMPSON BROWN ARCHITECTS, APC

Address: 300 LAFAYETTE ST., STE 200 City/State/Zip: NEW ORLEANS, LA 70130

Phone No.: 504.523.6472 Fax No.: N/A

AUTHORIZATION TO SUBMIT (must be signed):

By:  Offer Date \_\_\_\_\_ Printed Name ALLEN D. OHLMEYER

Primary Contact Person (If other than above):

Name: STEVE TEMPLET Phone No: 504.523.6472 Fax No: N/A

Title: PRINCIPAL E-mail Address: STEMPLET@SIZELER.COM

If this submittal is being submitted on behalf of an agent/broker, please complete section below:

Submitted on behalf of: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_



**SIZELER  
THOMPSON  
BROWN**  
ARCHITECTS

**POINT OF CONTACT:**  
STEVE TEMPLET  
STEMPLET@SIZELER.COM  
504.523.6472

St. John the Baptist Parish Sheriff Office  
Jeffery Clement  
Chief Civil Deputy  
1801 W. Airline Hwy  
Laplace, LA 70068

Re: RFQ- Request for Qualifications Architectural/Engineering Services  
for New Sheriff Office Admin Building RFQ.2025.01

Dear Mr. Clement,

Sizeler Thompson Brown Architects (STBA) is pleased to submit our qualifications to your Request for Qualifications for the SJBPSO's New Sheriff Office Admin Building. STBA has extensive experience in similar projects for institutional and governmental agencies. We have prepared our response based upon the RFQ, and have indexed our information accordingly in our Table of Contents for your review and use.

Sizeler Thompson Brown Architects is a local architectural design firm with over 45 years experience in planning & designing projects throughout the South Louisiana region. We are proud of our portfolio of public and institutional facilities, which includes a substantial number serving the public through local parish governments and agencies. Additionally, our portfolio includes numerous sheriff's offices, fire stations, safe rooms, community shelters and command centers at hospital campuses which are all indicative of the efforts of our firm serving our region's citizens via decades of community-centered design for public safety facilities. For all projects, we partner with consultants who are highly qualified in their specialties to provide complete quality services to our clients.

As a lifelong resident of the River Parishes in Luling, I am excited at the opportunity to partner with the St. John the Baptist Parish Sheriff's Office for such a critical project in our neighboring Parish. As shown in the following pages, STBA is very proud of our past community based projects in St. John Parish as well as the neighboring River Parishes. The project team that we are proposing for this project has direct experience with our recent projects in the Parish and are excited for the opportunity to again work on such a critical community-based project.

We appreciate the opportunity to provide our qualifications and trust that the information submitted responds to your request for qualifications for this project. If you should need any additional information, please let us know. We look forward to the opportunity to work with you on your upcoming project.

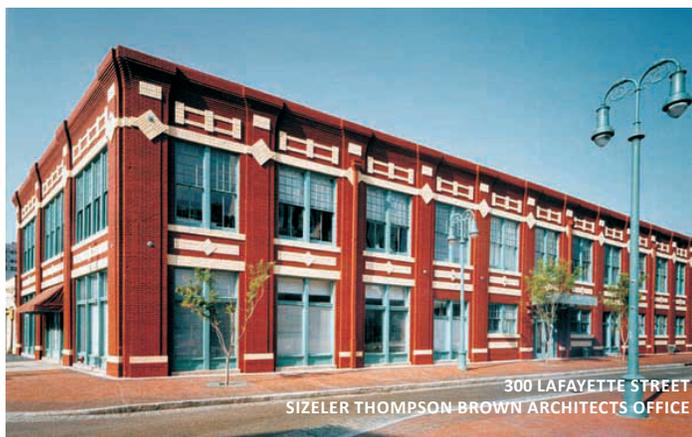
Sincerely,

Sizeler Thompson Brown Architects

Steve Templet AIA, FACHA, ASHE  
*Principal*

## FIRM DESCRIPTION

**Sizeler Thompson Brown Architects (STBA)**, located in Downtown New Orleans, Louisiana, is a **full-service** design firm offering architectural, masterplanning, and interior design services, as well as strategic partnering with specialized outside consultants. With a staff of 14, including 8 registered architects, 2 registered interior designers, and administration support staff, STBA is committed to delivering the **highest level of professional service** and expertise to our clients. Founded in 1979, STBA has built an extensive portfolio of Community, Government, Healthcare, Education, Sports, and Corporate projects. STBA's expertise encompasses a range of project construction types, such as new construction, renovation, repairs, and adaptive reuse, as well as project delivery methods that include CMAR, Design-Bid-Build, and Design-Build. As one of the oldest architectural firms in Louisiana, STBA is **deeply committed** to the long-term growth and sustainability of the South Louisiana region.



## MANAGEMENT & STAFF

STBA is a Professional Corporation owned by its three Principals who average over 30 years of experience in community-based design. The firm's senior leadership team – made up of Principals and Project Managers – manage the firm's business and oversee all projects.

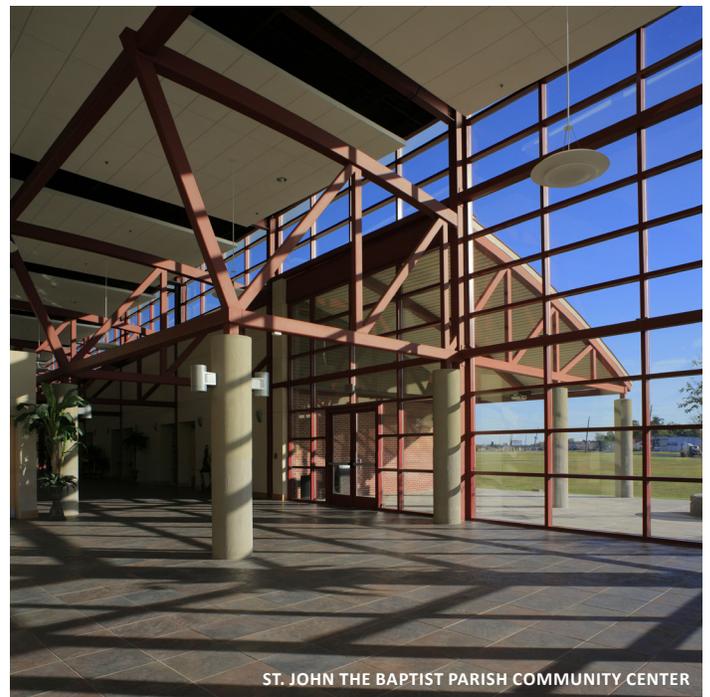
Our staff's expertise is particularly noteworthy given the depth of our board certifications and other credentials in various critical knowledge areas. With this **broad range of expertise and experience**, our staff is well-equipped to handle complex projects while maintaining **quality and attention to detail**.

## CIVIC AND GOVERNMENT EXPERTISE

At STBA, we bring **decades of experience** in designing government and civic spaces that serve communities efficiently and sustainably making us the ideal choice for new developments in these sectors. Our portfolio includes municipal buildings, courthouses, public safety facilities, libraries, and community centers—each tailored to meet the functional needs of government agencies while enhancing public engagement. With deep **expertise** in navigating regulatory requirements, zoning laws, and complex funding structures, we ensure seamless project execution from concept to completion. Our team collaborates closely with our clients and building users to create spaces that embody transparency, accessibility, and long-term resilience. Whether a new building or a renovation, STBA is **committed** to shaping environments that inspire and serve.

## PRIOR EXPERIENCES IN RIVER PARISHES

STBA has completed numerous projects throughout the region and we are proud to say that we enjoy **long-standing working relationships** with both St. John the Baptist Parish and St. Charles Parish. Our connection to the River Parishes extends beyond just a working relationship, one of our Principals is a lifelong resident of St. Charles Parish. Because of this, our firm has a vested interest in the success and development of the region.



## DESIGN PROCESS

Design is a process that evolves from understanding our clients' needs and develops into three dimensional forms through design charrettes, sketches, studies, and reviews. An interactive, collaborative process involving the client, architect and consultants, we believe successful design enhances life's experiences. Whether enjoying a sporting event, working in an office, visiting a hospital, or attending a function at a convention ballroom, design matters.

STBA's approach to project planning and design is straightforward – we strive to provide inspired, **functional** design solutions serving our clients that can be constructed within the project's budget and schedule. We understand **constructibility** to be as important as the design itself, and we know proven construction detailing produces **designs that last**.

Our work is very **hands on**, and we work with you until we are sure that our design meets your expectations. This is achieved by beginning the process with visioning presentations, where we provide you with inspiration images to better understand your expectations for the project. Once the vision is understood, **renderings of key spaces, project flythroughs, and finish presentations** are done to bring these ideas to life and ensure that the direction of the project is continuing as intended.

*STBA's approach to design is simple – we strive to give our clients inspired yet **functional design solutions that exceed expectations** and can be constructed within their budget and schedule.*



## TECHNOLOGY

Our professional staff and our consultants are **experienced** in the **latest** production technology. STBA utilizes Revit, a building information modeling (BIM) program for architectural design and construction documentation by generating floor plans, sections, 2D and 3D views, as well as renderings. This technology allows us to develop and work with 3D models of our designs, beneficial at all phases of the project. Advantages to our client are **better coordination** of design and construction drawings throughout the project, access to a constantly updated database of building information, and 3D visualizations which **reduce time and costs** while ensuring higher-quality outcomes.



RENDERING AND FLY THROUGHS

## CODE KNOWLEDGE AND EXPERTISE

The STBA team has a detailed understanding of the code compliance requirements of various agencies and regulatory authorities. Our staff regularly attends seminars and conferences to stay up to date on specific code applications and upcoming adaptations. The team starts each project by conducting a thorough project specific code review in order to fully understand any and all code implications and allow the design to respond accordingly without sacrificing aesthetics. Our team also has **extensive experience** navigating the review processes of various regulatory agencies. **This knowledge is paramount in the overall success of our projects.**





**Steve Templet**  
**AIA, FACHA, CHID, ASHE, LEED AP**  
*Principal*



Steve is a native and resident of St. Charles Parish and has a total of 34 years of professional experience, with a concentration in public and institutional projects. The sole focus of his career has been working on projects that serve the citizens of the South Louisiana region, with over 95% of his work located within a 50-mile radius of his hometown of Luling. Indicative of his attention to client service, he has successfully led and managed over 50 projects in Slidell for Slidell Memorial Hospital over the past 12 years. A vastly experienced Architect and Project Manager, Steve will be committed to providing leadership and oversight through all phases of design and construction.

**Education**

Bachelor of Architecture, University of Texas, 1990

**Experience**

34 years

**Registration**

Louisiana Architectural #4682

**Professional Affiliations**

- American Institute of Architects
- American College of Healthcare Architects
- American Academy of Healthcare Interior Designers
- American Society for Health Care Engineering

Steve is a frequent educational speaker at national design conferences and has been asked to serve as a Subject Matter Expert for multiple national organizations such as ASHE, the Facilities Guidelines Institute, and the American College of Healthcare Executives. In 2002 he was inducted into the first class of the American College of Healthcare Architects and previously served in 2022 as National President for their Board of Regents. In addition to his firm-based projects, Steve has served on several local public and private committees, including building committees for local church-based organizations, and served as the Co-Chair for the St. Charles Parish Building Code Task Force in 2002-2004.

**Key Project Experience:**

- Jefferson Parish Fire Department Administrative Building
- Tangipahoa Parish Jail Re-roof
- Physicians Center Medical Office Building
- Slidell Memorial Hospital Surgery Addition and Renovations
- Jefferson Parish School Board
- Orleans Parish RSD
- Memorial Hospital at Gulfport Administration Offices
- Ridgelake Medical Office Building
- West Jefferson Medical Center Masterplan





**Mark Brupbacher**  
**AIA**  
*Project Manager*



Mark joined STBA in 1997 and has provided technical expertise, project production, and construction administration on countless institutional projects across South Louisiana. Mark’s focus on the technical intricacies of building construction and performance, as well as his attention to detail, have contributed to the overall success and user satisfaction of his projects. His experience with new construction and renovation projects results in seamless integration of new building systems with existing.

**Education**

Bachelor of Architecture, Louisiana State University, 1996

**Experience**

27 years

**Registration**

Louisiana Architectural #7471

**Professional Affiliations**

American Institute of Architects

At STBA, Mark has developed a diverse portfolio of projects within the Government, Corporate, Education, and Healthcare sectors. He has served as Project Manager for numerous roofing projects throughout the state. As Project Architect and Construction Administrator, he has assisted the Archdiocese of New Orleans in maintaining and upgrading school buildings on multiple campuses.

**Key Project Experience:**

- Tangipahoa Parish Jail Re-roof
- St. John the Baptist Fire Department No. 51 (*Project PM*)
- St. John the Baptist Parish Community Center
- St. John the Baptist Parish Roland Borne Memorial Library Expansion/ Renovation
- East Jefferson Levee District Saferoom and Consolidated Facility
- Jefferson Parish Fire Department Headquarters
- Orleans Sheriff’s Temporary Executive Offices
- Jefferson Parish General Government Building
- LA DOTD Transportation Management Center and regional Planning Commission
- St. Charles Parish Edward Dufresne Community Center





**Cait Husser**  
**NCARB**  
*Project Architect*



Cait is an experienced architect committed to creating spaces that enhance the human experience. With seven years of dedicated service at STBA, she has played an integral role in a multitude of projects, including governmental buildings, healthcare facilities, educational institutions, recreational areas, and administrative complexes. Her involvement in each stage of the design process is extensive, from envisioning the initial schematic design to crafting details within the construction documents for many projects.

**Education**

Master of Architecture, University of Louisiana at Lafayette, 2015  
Bachelor of Science in Architecture, University of Louisiana at Lafayette, 2013

**Experience**

9 years

**Registration**

Louisiana Architectural #9761

**Professional Affiliations**

NCARB

Currently overseeing the construction administration for Jefferson Parish Juvenile Services administrative building, Cait ensures that the vision conceived during the design phase seamlessly translates into reality, guaranteeing the successful execution of the project. Her skill in navigating complex design challenges and regulatory standards shines through her contribution to both the FEMA funded St. John the Baptist Parish Essential Services Saferoom and Federally funded East Jefferson Levee District Saferoom and Consolidated Facilities.

**Key Project Experience:**

- St. John the Baptist Parish West Bank Public Safety Complex
- St. John the Baptist Parish Essential Services Saferoom
- Jefferson Parish Juvenile Services Administration Building
- East Jefferson Levee District Saferoom and Consolidated Facilities
- Jefferson Parish Fire Department Administrative Building
- St. Charles Parish Hospital Pharmacy
- Delgado Community College Math and Sciences Admin Office Reno.
- SMH Support Services Administrative Offices Relocation





**Madeleine Matchett**  
**CHID, IIDA, NCIDQ, LA REG ID**  
*Director of Interior Design*



Madeleine leads the STBA Interior Design Department as Director of Interior Design and has vast experience in all areas of civic, government, education, healthcare, corporate office, and retail design. She prides herself on staying informed about the latest design trends and innovative products and believes in creating environments that can adapt to evolving technology. Working directly with the client on every project, Madeleine creates a design that is unique to every space and reflects the client’s specific vision and needs.

In her spare time, Madeleine manages and mentors student interns. She led a study group for LSU students interning in New Orleans looking to take their National Council for Interior Design Qualifications exams. Madeleine is also a member of the IIDA Delta Regional Chapter, working to advance the profession of Interior Design. Respected by her peers in the industry, Madeleine was voted onto the Board of Directors for IIDA Delta Regional for the 2022-2023 years.

**Education**

Bachelor of Interior Design,  
Louisiana State University, 2014

**Experience**

11 years

**Registration**

National Council for Interior Design  
Qualification #34164  
Louisiana Registration #1515

**Professional Affiliations**

National Council for Interior Design  
Qualification  
Certified Healthcare Interior  
Designer  
International Interior Design  
Association

**Key Project Experience:**

- St. John the Baptist Parish West Bank Public Safety Complex
- St. Tammany Parish Coroner’s Office Renovations
- Archbishop Chapelle High School Joan of Arc Center
- Archbishop Chapelle High School Incarnate Word Hall
- Kenner Discovery Health Sciences Academy
- Westpark Office Building
- West Jefferson Medical Center South Wing Renovation
- Old Metairie Library





**Allen Ohlmeyer**

**AIA, ACHA, ASHE**

President | Managing Principal

Bachelor of Architecture, Louisiana State University, 1991

Louisiana Architectural License #4610

**Key Project Experience:**

- Jefferson Parish Juvenile Services Administration Building
- Jefferson Parish Fire Department Administrative Building
- Jefferson Parish Training Center and Admin. Bldg
- St. Bernard Parish Hospital
- St. Bernard Parish Medical Office Building
- Access Health Kenner Community Health Center Renovation
- CALS Pedestrian Bridge, LSU Health Sciences Center



**Anna Ghelase**

**AIA, ACHA, CHID, EDAC, ASHE**

Principal | Quality Control

Master of Architecture, Tulane University, 1998

Louisiana Architectural License #6623

**Key Project Experience:**

- St. Charles Parish Hospital Same Day Surgery Renovation
- St. Charles Parish Hospital Physical Therapy Ormond
- St. Charles Parish Hospital Outpatient Diagnostic Center
- LCMC Children’s Pediatric Clinic LaPlace
- Archbishop Chapelle High School Joan of Arc Center
- Archbishop Chapelle High School Incarnate Word Hall
- Algiers Dev. District Natatorium



**Crystal Mitchell**

**AIA, LEED AP**

Senior Project Manager | Quality Control

Master of Architecture, Tulane University, 1990

Louisiana Architectural License #6623

**Key Project Experience:**

- Jefferson Parish Sheriff’s Office
- LA DOTD Transportation Management Center and regional Planning Commission
- St. Charles Parish Administrative Offices Courthouse Renovations
- Jefferson Parish Juvenile Services Administration Building
- St. John the Baptist Parish Community Center
- St. Charles Parish Community Center



**Clarissa Costa Lima**

**AIA, NCARB, EDAC**

Architect

Bachelor of Architecture, Pennsylvania State University, 2013

Louisiana Architectural License #8903

**Key Project Experience:**

- St. Charles Parish Hospital Physical Therapy Ormond
- St. Charles Parish Hospital Outpatient Diagnostic Center
- St. Charles Parish Hospital Pharmacy
- Algiers Dev. District Natatorium
- Archbishop Chapelle High School Incarnate Word Hall
- LCMC Children’s Pediatric Clinic LaPlace



**Tan Nguyen**

**NCARB, EDAC**

Architect

Bachelor of Architecture, Louisiana State University, 2016

Louisiana Architectural License #9948

**Key Project Experience:**

- Jefferson Parish Fire Department Administrative Building
- East Jefferson General Hospital Pathology Offices
- Archbishop Chapelle Joan of Arc Center
- Chamberlain School of Nursing
- West Jefferson Medical Center
- Slidell Memorial Hospital Surgery Addition
- East Jefferson General Hospital Lab Relocation



**Samantha Staviss**

Design Professional

Master of Architecture, Tulane University, 2023

M.S. in Historic Preservation, Tulane University, 2023

Bachelor of Science in Architecture, Georgia Institute of Technology, 2020

**Key Project Experience:**

- Jefferson Parish Juvenile Services Administration Building
- Temple Sinai Chapel Door
- Tangipahoa Jail Roof Replacement
- JC Ellis Hurricane Ida Damage report
- Livaudais Middle School Hurricane Ida Repairs
- Delgado Deckhand Training Facility
- Archbishop Chapelle High School Restroom Renovations



**Jordin Neyrey**

**NCIDQ, LA REG ID**

Interior Designer

Bachelor of Interior Design, Louisiana State University, 2014

Louisiana Registration #1549

**Key Project Experience:**

- Old Metairie Library
- Jefferson Parish River Ridge Library
- Jefferson Parish Fire Department Administrative Building
- Jefferson Parish Yenni Building
- Orleans Parish Courthouse
- Delgado Community College Deckhand Training Center
- Livaudais Middle School Hurricane Ida Repairs
- JC Ellis School Hurricane Ida Repairs



**Katie Sumich**

**Well AP**

Interior Design Professional

Bachelor of Interior Design, Louisiana State University, 2023

**Key Project Experience:**

- Archbishop Chapelle High School Restroom Renovations
- Archbishop Chapelle High School Incarnate Word Hall
- EJGH Emergency Department Renovation/Addition
- EJGH Surgery Department Renovations
- UMC Cancer Center Renovations
- SMH Surgery Addition
- SMH 1100 Wing Renovation

## QUALIFICATIONS AND EXPERIENCE - CONSULTANTS



*Mechanical, Electrical, and  
Plumbing Engineering*

**Moses Engineers** is a New Orleans-based consulting engineering firm established in 1947. Now in its second generation of family management led by W. Howard Moses, they provide mechanical, electrical, and telecommunications engineering consulting services for a diverse range of clients. The senior design personnel are all registered professional engineers, and 70% of their technical staff are LEED Accredited Professionals. They are also certified as a Small Entrepreneurship with Louisiana's Economic Development's Hudson Initiative (Certification No. 16555).

### **Moses's Projects Include:**

- St. John the Baptist Parish Safe Room
- St. John the Baptist Parish Safe Room – Interior Build-Out
- St. John the Baptist Parish Fire Station – Electrical Assessment
- St. John the Baptist Parish Fire Station #51
- St. John the Baptist MEP Assessments
- St. John Schools - Hurricane Ida Repairs



*Structural Engineering*

**Schrenk Endom & Flanagan (SEF)** has provided Structural Engineering services in Southeastern Louisiana and the Gulf South for over 60 years. The firm has successfully completed over 6,000 projects, with most of them located in Southeastern Louisiana. STBA and SEF Engineers have worked together on over 500 projects in Southeast Louisiana during the past 40 years.

### **SEF's projects include:**

- Slidell Emergency Operations Command Center
- St. John the Baptist Safe Room at Emergency Operations Center
- Jefferson Parish Fire Station No. 15
- JPSO District 1 Station
- Orleans Parish Communications Building
- Louisiana Army National Guard Readiness Center
- Delgado Maritime Training Facility



*Civil Engineering*

**Royal Engineering & Consultants (Royal)** has delivered civil engineering design services to public, private, and governmental sectors. Royal offers clients a professional and knowledgeable staff of engineers, architects, planners, and support staff who are well versed in providing planning, design, and construction services for civil engineering projects. Royal provides its clients with the confidence that the execution and management of our civil projects ranging from road and bridge, water and wastewater, to structural engineering projects will be completed on time, within budget, and at the highest quality. Royal prides itself in overseeing a project from the planning stages through design and construction and regularly coordinate with local, state, and federal permitting agencies in the preliminary stages of a project to review the project scope and ensure the scope of work can be achieved within permit regulations.

### **Royal's projects include:**

- East Jefferson Levee District Saferoom and Consolidated Facilities
- NAS JRB Visitor Control Center and Vehicle Inspection Facilities
- STBP Hurricane Isaac Recovery Program
- Lafayette Consolidated Government Polly Lane Extension

## BUDGET AND SCHEDULE CONTROL

### BUDGET MANAGEMENT

Throughout all phases of the project, the STBA team will monitor the scope of the design relative to the established project budget. We will accomplish this through detailed cost estimates as outlined in the Construction Specifications Institute multi-division breakdown. Our team will strive to maintain budget integrity by starting the budget management process in the earliest phase of design conceptualizations. At each stage of project development, the budget will be reviewed to correspond to the increase in detail of the project's drawings in order to further inform the Owner of the budget's status.

### SCHEDULE MANAGEMENT

STBA utilizes project scheduling software (Microsoft Project) along with owner provided information to establish an initial project schedule and monitor progress throughout the design process. Task responsibilities of all parties are identified early on with milestone dates and deadlines for completion of the project's various phases. As the project progresses, the schedule will be updated regularly to reflect the current status of activities and tasks. Scheduled milestones and completion dates will be revised only after review and approval of the Owner. Schedule management for this project will be accomplished through proven project management procedures combined with a productive Design Team and ongoing schedule review process.

### QUALITY CONTROL

Every team member that will be involved with this project understands that quality control is part of his or her responsibility, and high quality standards of workmanship will be established up front. Document coordination and communication is of the utmost priority in maintaining quality control. This is a continuous process and is part of each team meeting throughout the progression of the project. These team meetings will be conducted on a regularly scheduled basis and all team members are highly encouraged to attend each meeting. In a further step to ensure quality control, a separate team that has not been involved in the project will perform an interdisciplinary coordination review.

*"Sizeler Thompson Brown Architects has successfully produced a variety of projects for LCMC Health, all with different budget constraints, different delivery methods and schedule constraints. They have been flexible to adapt to the individual needs of each project and have consistently delivered solutions that are attractive and achievable within our established budget."*

**Martin Johnson**  
LCMC Health



**PROJECT DETAILS**

**SIZE:**  
6,000 sf

**SERVICES:**  
Architectural, Interior Design,  
Structural, Civil, Mechanical,  
Plumbing, Electrical,  
Construction Administration

**PROJECT COMPLETION:**  
2022

**CONSTRUCTION COST:**  
\$2,200,000

**HIGHLIGHTS:**  
+ St. John the Baptist Parish  
+ Administrative Offices  
+ Public Safety

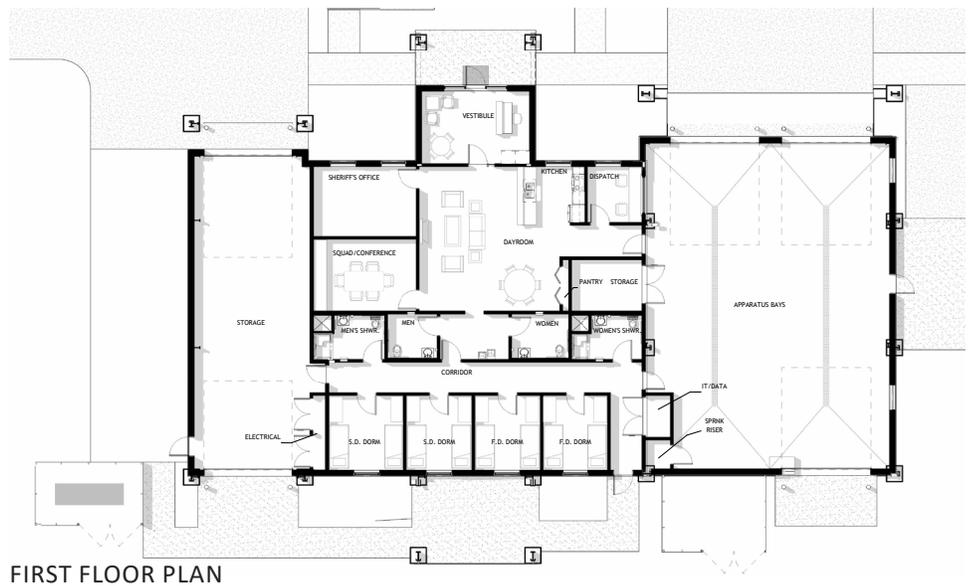
# St. John the Baptist West Bank Safety Complex

Edgard, LA

This 6,000 square-foot building seamlessly integrates the St. John the Baptist Parish Sheriff’s Office with the Fire Department and Dispatch Center. Featuring a distinctive metal panel construction with an exoskeleton design, the structure extends from the façade to support awnings and building signage.

Inside, the new complex includes an office for the Sheriff, a squad conference room, a dispatch office, a kitchen, a dayroom, restrooms with showers, and four dormitory rooms for the Fire Department. Additionally, it houses an apparatus bay for two fire trucks and storage rooms for boats, four-wheelers, and other search and rescue equipment.

Externally, the building offers amenities such as a dedicated parking area for a mobile command center on the western side, a covered bay for ambulances on the eastern side, and a sheltered outdoor seating area adjacent to the dormitory rooms.



*“We teamed with parish government to build this outstanding facility that allows us to increase manpower in that area and ensure faster response times...”*

Sheriff Tregre



**PROJECT DETAILS**

**SIZE:**  
10,500 sf

**SERVICES:**  
Architectural, Structural, Civil,  
Mechanical, Plumbing, Electrical,  
Construction Administration,  
Interior Design

**PROJECT COMPLETION:**  
2016

**CONSTRUCTION COST:**  
\$2,993,000

**HIGHLIGHTS:**  
+ St. John the Baptist Parish  
+ Office Spaces  
+ Public Safety/Institutional

# St. John the Baptist Parish Fire Station #51

LaPlace, LA

When its original fire station needed an upgrade because of age and hurricane damage, St. John the Baptist parish engaged STBA to design a new station in the same location. The original building was demolished and replaced by the new 2-story, 10,500 sf fire station designed to the current essential facility guidelines.

The new facility includes, on the first floor, three Apparatus Bays, a Decontamination Room, a Maintenance Shop, a Recreation Room with a full kitchen, and a Fitness Center along with a Restroom with a Shower. The second floor houses four sleeping rooms equipped with task lighting and bunk beds, a day room, and support facilities. Because of the uses of the Apparatus Bays and Decontamination area, the design team worked to coordinate a Complete Vehicle Exhaust Capture System for the bays and a full exhaust to the outside of the decontamination area to segregate any contaminants in these areas from the adjacent areas used by the staff. In addition, the building was designed to receive a future admin wing.

*“Sizeler Thompson Brown Architects has provided quality services and has been very receptive to the needs of St. John the Baptist Parish. I am confident that Sizeler would be an asset to your company if granted the opportunity.”*

**Natalie Robottom**  
**Former Parish President**  
**St. John the Baptist Parish**



**PROJECT DETAILS**

**SIZE:**  
4,500 sf

**SERVICES:**  
Architectural, Mechanical,  
Plumbing, Electrical,  
Construction Administration

**PROJECT COMPLETION:**  
2020

**CONSTRUCTION COST:**  
\$914,000

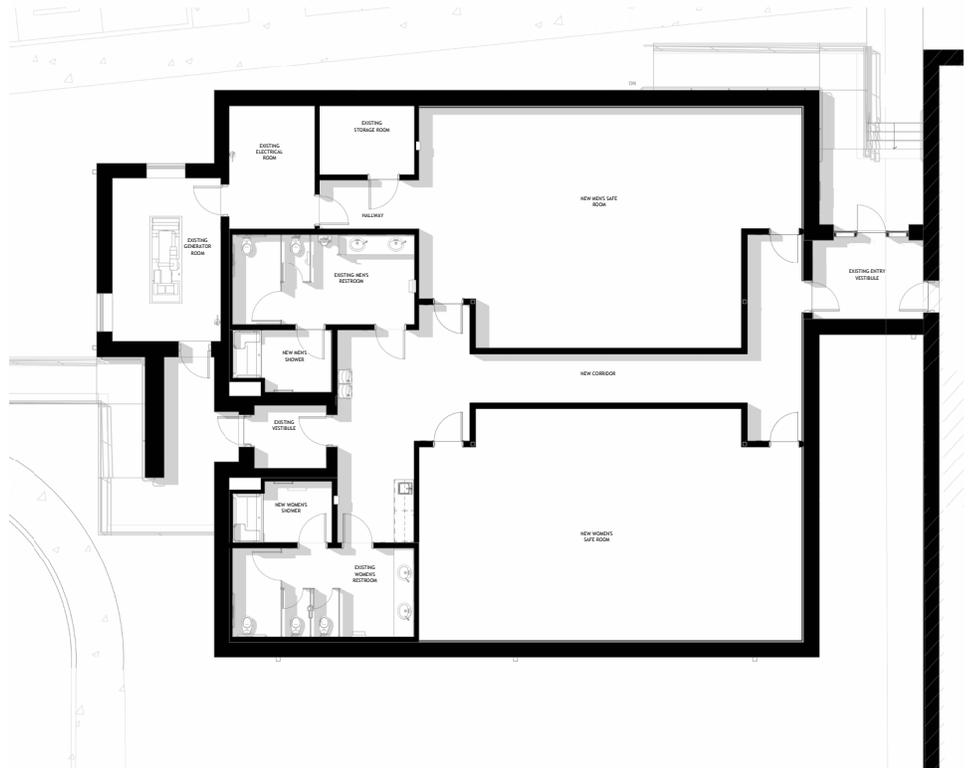
**HIGHLIGHTS:**  
+ St. John the Baptist Parish  
+ Public Safety/Institutional

# St. John the Baptist Parish Essential Services Safe Room

LaPlace, LA

Sizeler Thompson Brown Architects worked with St. John the Baptist Parish to design a new hurricane rated safe room adjacent to the Emergency Operations Center building in LaPlace. The 4,200 sf building included a saferoom for essential services personnel, men’s and women’s restrooms, storage and an enclosed generator.

The Safe Room, designed to FEMA P361 standards for Hurricane Rated Structures, is capable of withstanding 200 MPH winds and is attached to the adjacent emergency operation center by an enclosed walkway. This allows essential personal to safely move to the Safe Room in an emergency event. The building is intended to serve as the last area of refuge in the event the Emergency Operations Center fails. In addition to withstanding high wind force, the building has underground primary electrical service and the generator is capable of operating the entire building during a storm event. The project was divided into two phases: Phase 1 focused on the building’s exterior, funded through FEMA, while Phase 2 covered the interior build-out.



FIRST FLOOR PLAN

**PROJECT DETAILS**

**SIZE:**  
21,900 sf

**SERVICES:**  
Architectural, Interior Design,  
Structural, Civil, Mechanical,  
Plumbing, Electrical,  
Construction Administration

**PROJECT COMPLETION:**  
2018

**CONSTRUCTION COST:**  
\$10,000,000

- HIGHLIGHTS:**
- + Administrative Offices
  - + Storm Prevention Design
  - + Public Safety/Institutional

# East Jefferson Levee District Safe Room & Consolidated Facilities

Kenner, LA

Sizeler Thompson Brown Architects was contracted to design a new safe room and consolidated facility on a site owned by the district located at the intersection of Reverend Richard Wilson Drive and Centanni Lane in Kenner, LA. The project goal was to provide a new facility consolidating the EJLD administration, police, and maintenance shop with a safe room that meets FEMA P361 and ICC 500. The building is also equipped with a dedicated fueling station and emergency vehicle storage to accommodate on-site disaster relief crews before, during, and after emergencies. The double height lobby, designed to mimic a lantern, not only brings in natural light, but also acts as a beacon, providing the building visibility during disaster situations. The building was designed to withstand increased hurricane forces.

*“This new state-of-the-art facility is one of the final pieces to one of, if not, the most preeminent, outstanding, capable flood protection systems in the world.”*

**Rick Luttich**  
Former Vice President  
East Jefferson Levee District



FIRST FLOOR PLAN



**PROJECT DETAILS**

**SIZE:**  
20,000 sf

**SERVICES:**  
Architectural, Interior Design,  
Civil, Structural, Mechanical,  
Plumbing, Electrical,  
Construction Administration,  
FF&E

**PROJECT COMPLETION:**  
2015

**CONSTRUCTION COST:**  
\$4,128,000

**HIGHLIGHTS:**  
+ Administrative Offices  
+ Public Safety/Institutional

# St. Charles Parish Government Administration Offices

Hahnville, LA

The St. Charles Parish Courthouse was originally built in 1976 with the entire 3rd floor operating as a windowless jail. STBA worked with the Parish to transform this floor into an administrative suite for the Parish government. Both the demolition and construction phases, which were executed separately, were performed on time and within the established budget.

New windows were cut into the existing exterior walls to allow natural light into as many offices as possible. To create additional interior floor space for offices, a former open-air exercise yard was also enclosed. The new office space serves several departments and includes the office for the Parish President, a common break room, and a large executive conference room. The interior space plan was required to meet the departments' current needs while allowing space for future growth. With an emphasis on ceiling and lighting design, the interior of the new offices space speaks to the traditional finishes in the rest of the building while integrating contemporary detailing. A sophisticated color palette inspired by the Parish logo colors was used throughout.

*"The Sizeler team led our efforts to turn our jail into new office space for our general government departments...The utilization of space and ability to factor in growth has been a valuable asset during the process"*

**VJ St. Pierre**  
Former St. Charles Parish  
President



**PROJECT DETAILS**

**SIZE:**  
2,490 sf

**SERVICES:**  
Architectural, Interior Design,  
Structural, Civil, Mechanical,  
Plumbing, Fire Protection  
Electrical, Landscape  
Architecture

**PROJECT COMPLETION:**  
2024 - Construction Documents  
On Hold

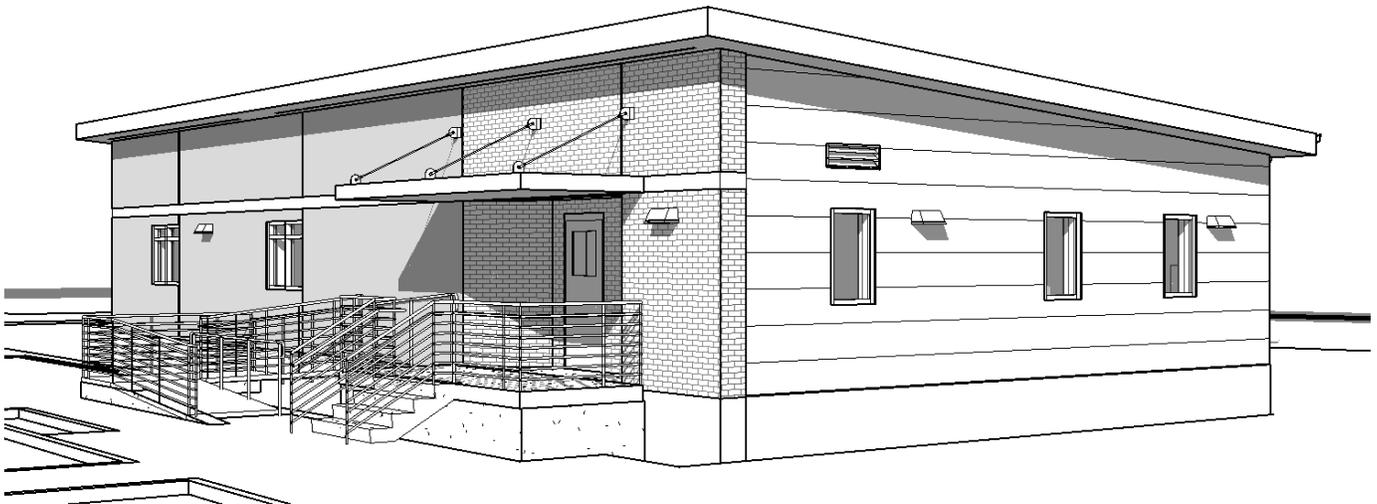
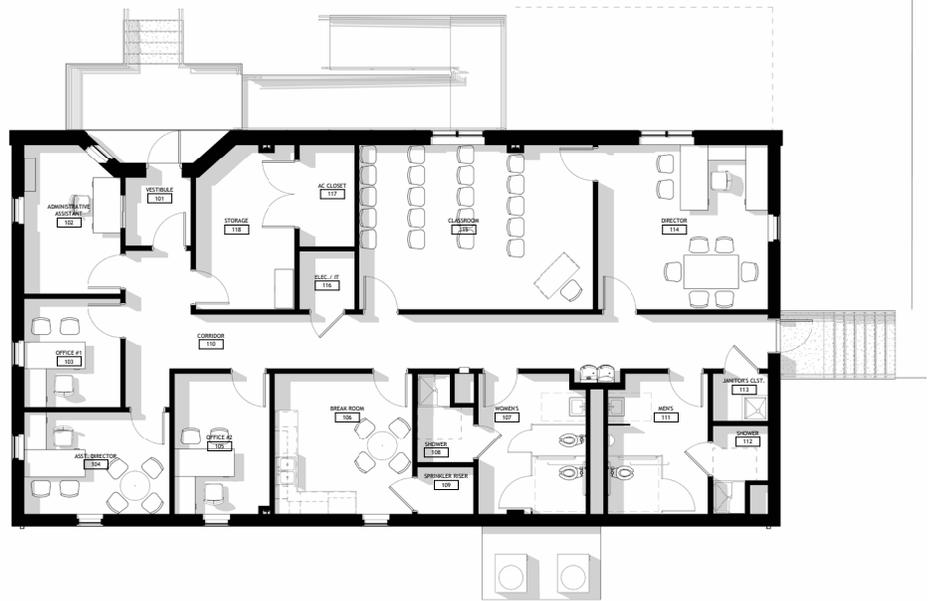
**CONSTRUCTION COST:**  
\$1,500,000

**HIGHLIGHTS:**  
+ Administrative Offices  
+ Public Safety/Institutional

# Jefferson Parish Fire Services Training Center Administration Building

Bridge City, LA

The one-story building is designed for the administrative offices of the Jefferson Parish Fire Department Training Center. Currently located within the main Training Education Building, the relocation of these offices and support spaces will allow several educational spaces to be created in the existing building. The new building provides leadership offices, a combined conference/classroom, staff break area and support spaces. Staff restrooms and showers are also provided, as well as the ability for the building to serve as temporary quarters during emergency periods. The building is sited to allow for visual oversight of the various permanent fire training structures at the Training Center.



## AGENCY PROJECT EXPERIENCE (PUBLIC SAFETY)

- Jefferson Parish 911 Call Center and Emergency Operations Center
- LA Department of Transportation and Regional Planning Commission
- City of Slidell Emergency Operations Command Center
- East Jefferson Levee District Safe Room and Consolidated Facilities
- St. John the Baptist West Bank Safety Complex
- St. Charles Parish Government Administration Offices
- St. John the Baptist Parish Fire Station #51
- St. Tammany Fire Protection District #1
- Jefferson Parish Sheriff's Office 4th District Station
- Jefferson Parish Sheriff's Office 3rd District Station
- Jefferson Parish Sheriff's Office 2nd District Station
- Orleans Parish Sheriff's Office Intake and Processing Center
- Jefferson Parish Sheriff's Office Forensic Crime Lab
- Jefferson Parish Sheriff's Office Law Enforcement Indoor Firing Range and Offices
- Kenner City Fire Station #37
- Kenner City Fire Station #35 and Administration Complex
- Kenner City Fire Station #38 and Police Training Facility
- Boothville-Venice Fire Station
- Port Sulphur Fire Station
- Jefferson Parish Fire Department Headquarters



## AGENCY PROJECT EXPERIENCE (RIVER PARISHES)

- St. John the Baptist Community Center
- St. John the Baptist Main Branch Library
- St. John the Baptist Main Branch Library Addition
- St. John the Baptist Parish Library Garyville
- St. John the Baptist Parish Reserve Library Renovation
- St. John the Baptist Parish Roland Borne Memorial Library Expansion/ Renovation
- St. John the Baptist Parish West Bank Safety Complex
- St. John the Baptist Parish Fire Station #51
- St. John the Baptist Parish Essential Services Safe Room Addition
- St. John the Baptist Parish Correctional Facility Roof Replacement
- LCMC Children's Pediatric Clinic LaPlace
- St. Charles Parish Edward Dufresne Community Center
- St. Charles Parish Government Administration Offices
- St. Charles Parish Hosp. Pharmacy
- St. Charles Parish Hosp. Outpatient Diagnostic Center
- St. Charles Parish Hospital Outpatient Physical Therapy Ormond
- St. Charles Parish Hospital Same Day Surgery Renovation
- St. Charles Parish Professional Services as Needed
- St. Charles Parish Public Schools Masterplan for Physical Education and Athletic Facilities
- St. Charles Parish School Board Destrehan High School Athletic Facility Renovation
- St. Charles Parish School Board Hahnville High School Team Room Building
- St. Charles Parish School Board Elementary School Fitness Stations

As evidenced by the numerous successful projects completed in the River Parishes, STBA has shown a strong commitment to the South Louisiana region and are committed to the continued enhancement of the area.

Our office has extensive experience working with all state agencies such as, State Fire Marshal, Department of Transportation and Development, and Louisiana Department of Health, among others. In addition, through our work within the region, we have become adept at working with local municipalities, regulatory agencies, and code officials. This assures that our projects are responsive to both the requirements of the State and the local jurisdictions.



## UNDERSTANDING OF PROJECT/FAMILIARITY - PROJECT UNDERSTANDING

At Sizeler Thompson Brown Architects, we pride ourselves on our civic and governmental project experience. For a project such as the New Administration Building, it will be important for all areas of the building to be reviewed and discussed with the Client for their most vital functions, requirements, and infrastructure. We will begin with programming sessions with representatives of the St. John the Baptist Sheriff's Office and will confirm and identify all aspects of the project including function, aesthetics, cost, and schedule. Our past experience designing administration facilities for numerous agencies provides us with unique knowledge of requirements and necessary program elements that will help guide discussions.



## PROJECT UNDERSTANDING

It is our understanding that the program for the St. John the Baptist Parish Administration building is for a 24,000 sq office building and associated site work. STBA's team has taken the time to consider the site and review some initial site regulations based on the information we have been given.

The following schemes were explored and developed with the program elements included in the RFQ and our past project knowledge. We have evaluated the benefits and disadvantages of each.



## SAMPLE DESIGN TIMELINE

### Programming & Conceptual Design

- Site and Programming Evaluation
- 3D massing Studies
- Collaborative Design
- Visioning

### Schematic Design

- 3D Renderings
- Preliminary Floor Plans
- Code Review
- Initial Budget

### Design Development

- Refined 3D Renderings
- Developed Scheme
- refined Plans and Drawings
- Material & Equipment Selection
- Updated Code Review
- Updated Budget Review

### Construction Documents

- Final 3D Renderings
- Detailed Construction Drawings
- Material & Equipment Specification
- Updated Budget Review

### Bidding & Permitting

- Pre-Bid Conference
- Preparation of Addenda & Distribution of Documents
- Contractor Bid Coordination
- Permitting with Regulatory Agencies

### Construction Administration

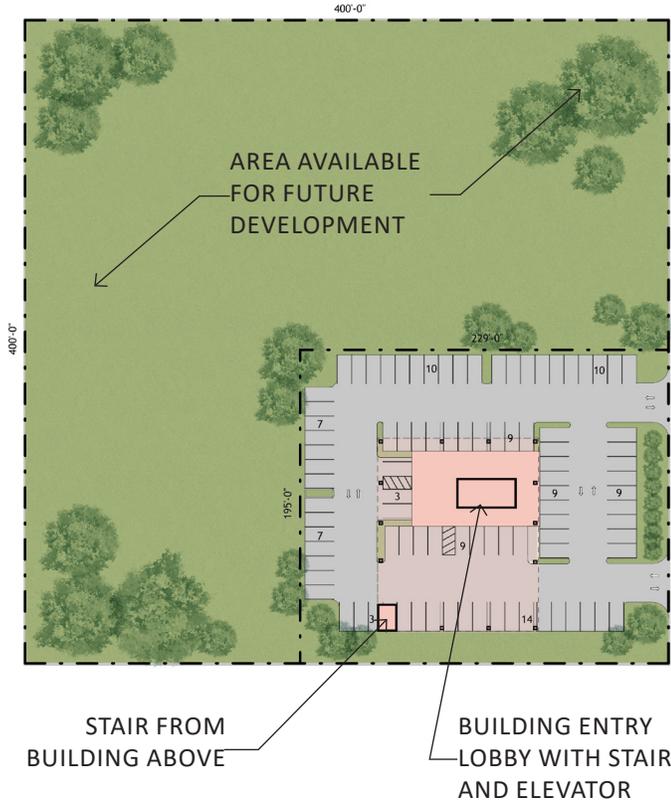
- On-Site Representation
- Observation Reports
- Construction Progress Meetings
- Construction Sketches
- Pay Application Review
- Change Orders
- Submittal Review

### Closeout

- Review of Final Construction & Design Team Punchlist
- Review of Closeout Documentation
- Final Pay Application
- Material & Equipment Warranty Review

**UNDERSTANDING OF PROJECT/FAMILIARITY - PRELIMINARY DESIGN SCHEMES**

**3-STORY STRUCTURE WITH PARKING ON GROUND FLOOR**



**SITE PLAN**

**SCHEME 1**

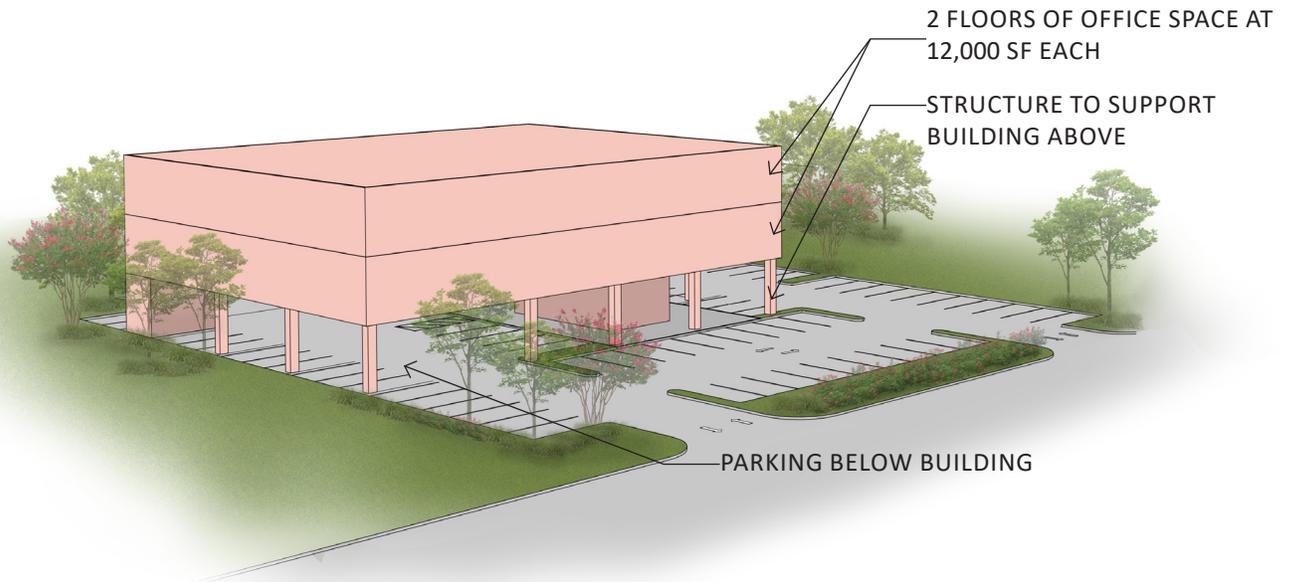
Based on the information provided and responses to questions, this scheme is for a 3-story office building with 2 floors of dedicated office space totaling 24,000 sf over a ground floor of parking. This scheme also shows the site area that would be needed assuming that parking spaces (80) would be in accordance with the SJP Zoning Ordinance for an office building. If this were calculated based on Government Office and Facilities the spaces needed would be 40, but we have shown the greater of these to be conservative and to allow for added parking needs considering the visitors that would frequent the building in addition to the every day staff.

**Pros:**

- This allows the building to take up less land area and allow more to remain for future development
- The building will have a more prominent appearance from the street
- Covered parking for critical vehicles and staff

**Cons:**

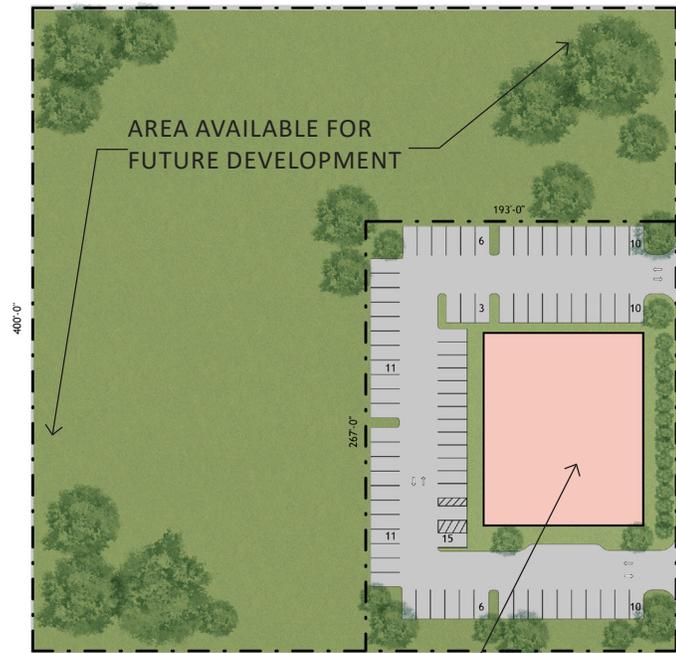
- The building has the expense of the first floor structure and additional lobby and stair space
- Because the structure on the ground floor is exposed, it must be designed to withstand weather and impact from vehicles which will add additional cost.
- Height of ground floor must be designed to accommodate tall vehicles.



**CONCEPTUAL MASSING**

**UNDERSTANDING OF PROJECT/FAMILIARITY - PRELIMINARY DESIGN SCHEMES**

**2-STORY BUILDING**



OFFICE SPACE ON GROUND FLOOR IN ADDITION TO ENTRY LOBBY, STAIRS, AND ELEVATOR

**SITE PLAN**

**SCHEME 2**

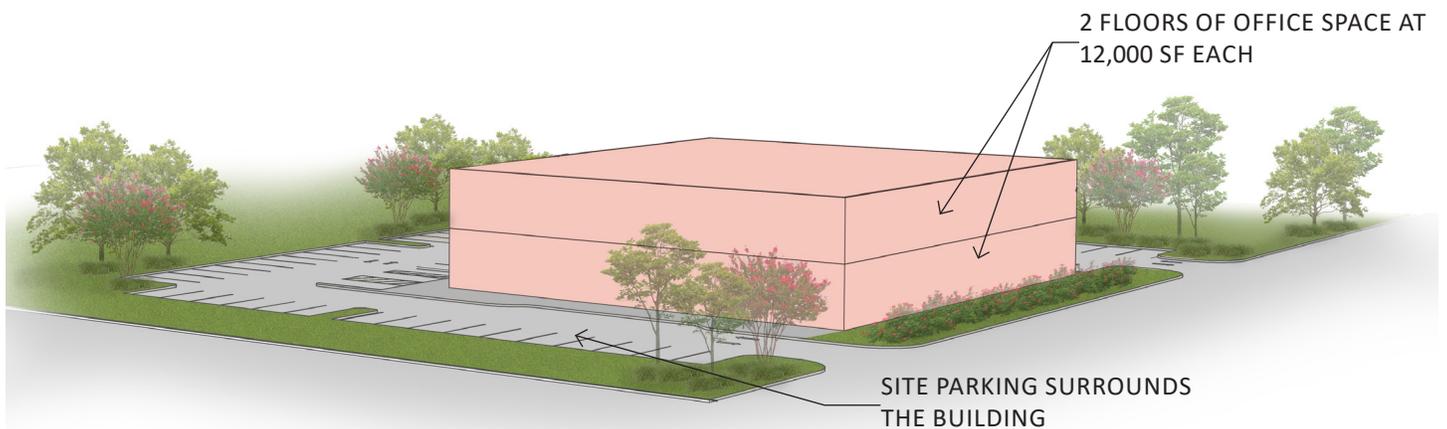
After reviewing the available site and program information, we have developed another option to allow for a more efficient building envelope that would allow for faster construction which could be a more cost effective option. This scheme also shows the site area that would be needed for this assuming that parking spaces (80) would be in accordance with the SJP Zoning Ordinance for an office building. If this were to be calculated based on Government Office and Facilities the spaces needed would be 40 as well, but we have still shown the greater of these to be conservative. This scheme alleviates the parking below the building and creates a 2-story building with 12,000 s.f. of offices on both floors.

**Pros:**

- This scheme has a less expensive building by avoiding building another floor of structure or an additional floor of lobby, stairs and elevator.
- Can be built in less time due to less total square footage and less site work and parking coordination

**Cons:**

- The site area needed for this building is greater leaving less area for future development
- The building sits less prominent on the street because it is only 2 floors



**CONCEPTUAL MASSING**

## CURRENT WORKLOAD

Our firm’s current workload is focused on the projects listed below by current phase, as well as a workload capacity projection through the end of 2025.

### Design Phase

- Archbishop Chapelle H.S. Incarnate Word Hall  
18,300 sf/\$8,800,000 (New Construction)
- WJMC MRI Renovation  
1,750 sf/\$900,000 (Renovation)

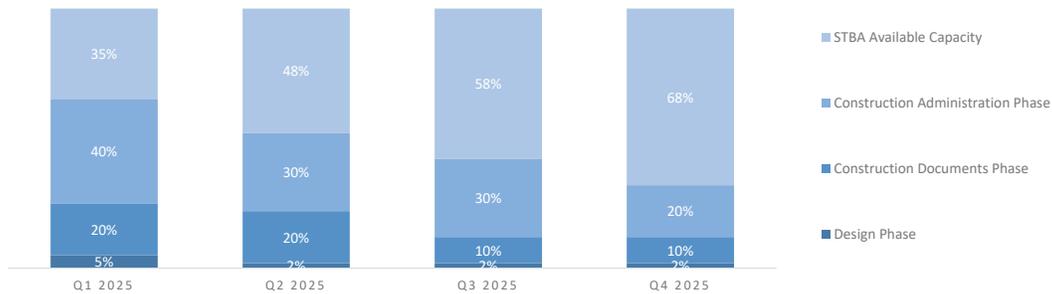
### Construction Documents Phase

- Livaudais Middle School Repairs  
101,105 sf/\$2,061,275 (Storm repair)
- JC Ellis School Renovations  
44,357 sf/\$650,000 (Storm Repair)
- UMC Cancer Center Renovations  
8,600 sf/\$1,200,000 (Renovation)

### Construction Administration

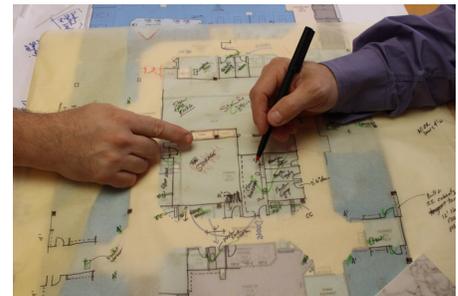
- EJGH Emergency Dept. Renovation - March 2025  
40,000 sf/\$17,600,000 (Addition/Renovation)
- Jefferson Parish Juvenile Services - March 2025  
11,418 sf/\$5,200,000 (New Construction)
- SMH Surgery Addition/Reno. Phase 2 - May 2025  
23,000 sf/\$7,000,000 (Renovation)
- Tangipahoa Jail Re-Roof - May 2025  
55,000 sf/\$2,500,000 (Renovation)
- SMH Florida Ave Parking - June 2025  
66,000 sf/\$1,300,000 (Renovation)
- St. Martin de Porres School Renovations - June 2025  
5,822 sf/\$495,000 (Renovation)
- CALS Pedestrian Bridge, LSU Health Sciences Center - April 2026  
3,000 sf/\$3,368,980 (New Construction)
- Delgado Community College Deckhand Training Center - December 2025  
3,290 sf/\$1,400,000 (Renovation)

### STBA CAPACITY



Our staffing method allows for multiple large projects to occur simultaneously. As evidence of our ability to complete project documentation efficiently, we offer a few recent examples. Design and construction documents for each project were completed in a timeline ranging from 8-12 months. The three projects in the first group and the three projects in the second group were all produced concurrently.

- West Jefferson Medical Center Renovations - 243,300 SF, \$75 million
- Kenner Discovery Health Sciences Academy - 125,000 sf, \$31 million
- Young Audiences Charter School - 101,000 sf, \$31 million
- Slidell Memorial Hospital Surgery Addition - 74,000 sf, \$34 million
- Jefferson Parish Juvenile Services - 11,000 sf, \$5 million
- East Jefferson General Hospital Renovations - 40,000 sf, \$30 million



The proposed project team, along with our selected consultants, are available to begin the work should STBA be selected as Architect. None of the team members’ current workload and project schedules would impact their ability to perform in a timely manner.

## CLIENT SATISFACTION

### CLIENT SATISFACTION

At STBA, client interaction is at the heart of our design philosophy. We believe that successful architecture is not only about creating aesthetically pleasing and functional spaces but also about fostering strong, **collaborative relationships** with our clients.

We prioritize active listening and open communication throughout the entire design process. From the initial consultation to the final walk-through, we engage clients in every phase and milestone, ensuring their input shapes the outcome. This collaborative approach allows us to tailor our designs to meet specific requirements and preferences, resulting in spaces that are both functional and deeply personal. Our **commitment to customization** ensures that no two projects are alike, each one reflecting the distinct character and needs of the owners, users, and public.

Client satisfaction is our ultimate measure of success. We take pride in our **long-lasting relationships** with clients, many of whom return to us for future projects or recommend our services to others. Their testimonials and feedback highlight our dedication to exceptional service and outstanding design. A project can only be considered successful in our thoughts if the client is happy with the result.



*“They did something that was truly amazing. They brought us a beautiful, incredible looking building and they brought it in on budget.*”

**Cynthia Lee-Sheng,**  
Former Jefferson Parish Councilwoman, District 5  
Current Jefferson Parish President

*“The Kenner Discovery library is a beautiful Discovery-branded place for students to read, research, write, create, think, and collaborate. It is large and inviting with spaces to gather for meetings, clubs, and classes yet it also has many cozy nooks for small group and individual work and learning. Our design team understood what we wanted when we said the library would become the center of our school campus. It is a favorite meeting spot for students, faculty, and community members.”*

**Patty Glaser, Ph.D.**  
CEO of Discovery Schools

## REFERENCES



### **Reference 1:**

#### **Archbishop Chapelle High School Joan of Arc Center**

Full Architectural Services

Cost: \$1,423,537

Benefits: Design/Construction scheduled to accommodate school break; designed for tight budget

#### **Ken Zito, AIA**

Archdiocese of New Orleans

Director- Building Office

504.861.6211

kzito@arch-no.org



### **Reference 2:**

#### **Overton Brooks VA Medical Center Emergency Department Roof Replacement**

Architectural Services (Design Build)

Cost: \$200,000

Benefits: 3D scanning of Roof; design directly with manuf. and GC to ensure Hospital can continue operations.

#### **Scott McCumsey**

President

Coactint, LLC

(985) 590-9595

scott.mccumsey@coactint.com



### **Reference 3:**

#### **East Jefferson General Hospital Emergency Dept. Reno./Addition**

Full Architectural Services

Cost: \$18,385,000

Benefits: Construction phasing designed to allow uninterrupted function throughout project.

#### **Bub Millet**

Creole Cuisine Restaurant Concepts

(Former EJGH Director of Facilities)

Director of Construction and

Maintenance

504.329.1750

Bub.Millet@CreoleCuisine.com



### **Reference 4:**

#### **West Jefferson Medical Center Masterplan Renovation**

Full Architectural Services

Cost: \$75,000,000

Benefits: CMAR delivery/construction phasing allowed ongoing design and continued hospital function

#### **Martin Johnson**

LCMC Health

Director, System Construction

Facilities Management

504.896.3062

Martin.Johnson@lcmchealth.org



### **Reference 5:**

#### **Kenner Discovery Health Sciences Academy**

Full Architectural Services

Cost: \$2,200,000

Benefits: CMAR Delivery and Prefab Building facilitated on-time and within budget project.

#### **Patty Glaser, Ph.D.**

CEO/Head of School

504.233.4720

patty.glaser@discoveryhsf.org



## WHY CHOOSE SIZELER THOMPSON BROWN ARCHITECTS?

At Sizeler Thompson Brown Architects, we pride ourselves on our exceptional design ability and expertise in various sectors and excel in transforming existing structures into modern, functional, and aesthetically appealing spaces. Our work contributes to the long-term resilience and beauty of the communities we serve and our families live in. We are proud of our extensive portfolio of critical institutional projects that are foundational to our local communities in South Louisiana.

### QUALIFICATIONS AND EXPERIENCE

We have assembled a specialized team with a strong track record for maintaining project budgets and schedules. STBA consistently delivers high-quality projects within budget constraints, balancing cost-effectiveness with design excellence.

### RELEVANT EXPERIENCE

STBA is proud to have accumulated a large portfolio of civic and administrative office projects serving our local community. With past experience in St. John the Baptist Parish, our team has a notable familiarity with the Parish contributing to the overall success of our projects.

### AGENCY PROJECT EXPERIENCE

We are well acquainted with the codes, policies, and procedures in the area as well as in the State due to our extensive experience in St. John the Baptist Parish and in the State of Louisiana over the years.

### UNDERSTANDING OF PROJECT AND FAMILIARITY

With extensive experience designing facilities for law enforcement administrative functions, we have a deep understanding of their specialized programmatic requirements and the expertise to deliver successful outcomes. After a thorough review of this RFQ, our team prepared some preliminary development options to illustrate our understanding of the project.

### CURRENT WORKLOAD

Our design studio is sufficiently staffed and has experience managing a diverse range of projects simultaneously. Based on our current workload, we are ready to start work on your project immediately.

***WE ARE TRULY COMMITTED TO THE  
SUCCESS OF YOUR PROJECT!***

PAST CRIMINAL CONVICTIONS OF BIDDERS ATTESTATION (LA. R.S. 38:2227)

STATE OF LOUISIANA

PARISH OF ORLEANS

BEFORE ME, the undersigned Notary Public PERSONALLY CAME AND APPEARED,

I, ALLEN D. OHLMEYER, (Appeared) the owner/authorized representative of

SIZELER THOMPSON BROWN ARCHITECTS, APC

Submitter/ Individual / Legal Entity Name

Appeared, as a Bidder on the herein named Project, does hereby attest that:

A. No sole proprietor or individual partner, incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named herein, including any silent or dormant owner or manager, has been convicted of, or has entered a plea of guilty or nolo contendere to, any of the following state crimes or equivalent federal crimes:

- (a) Public bribery (R.S. 14:118)
- (b) Corrupt influencing (R.S. 14:120)
- (c) Extortion (R.S. 14:66)
- (d) Money laundering (R.S. 14:230)

B. For five years prior to the project bid date, no sole proprietor or individual partner, incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named herein, including any silent or dormant owner or manager, has been convicted of, or has entered a plea of guilty or nolo contendere to any of the following state crimes or equivalent federal crimes, during the solicitation or execution of a contract or bid awarded pursuant to the provisions of Chapter 10 of Title 38 of the Louisiana Revised Statutes:

- (a) Theft (R.S. 14:67)
- (b) Identity Theft (R.S. 14:67.16)
- (c) Theft of business record (R.S. 14:67.20)
- (d) False accounting (R.S. 14:70)
- (e) Submitter's misapplication of payments (R.S. 14:202)
- (f) Bank fraud (R.S. 14:71.1)
- (g) Forgery (R.S. 14:72)
- (h) Issuing worthless checks (R.S. 14:71)
- (i) Malfeasance in office (R.S. 14:134)

SIZELER THOMPSON BROWN ARCHITECTS, APC

Name of Bidder

  
Signature of Authorized Signatory of Bidder

ARCHITECTURAL/ENGINEERING SERVICES RFQ2025.01

Project Name/Number

President  
Title of Authorized Signatory

SUBSCRIBED AND SWORN BEFORE ME ON THIS 20<sup>th</sup> DAY OF February, 2025.

  
Notary Signature

Printed Notary Name: Benjamin W. Gulick

Notary/Bar Roll Number: LSBA #34874

My Commission is For/Expires: life

BENJAMIN GULICK  
NOTARY PUBLIC  
NOTARY I.D. #133882  
300 LAFAYETTE ST., STE. 101  
NEW ORLEANS, LA 70130

**ST. JOHN THE BAPTIST PARISH SHERIFF OFFICE  
NON-SOLICITATION AND UNEMPLOYMENT AFFIDAVIT  
(Pursuant to La. R.S. 38:2224 and La. R.S. 23:1726(B))**

STATE OF LOUISIANA

PARISH/COUNTY OF ORLEANS

Before me, the undersigned authority, came and appeared,

I, ALLEN D. OHLMEYER, the owner/authorized representative of

SIZELER THOMPSON BROWN ARCHITECTS, APC

Company/Individual/Legal Entity Name

who, being first duly sworn, deposed and state that I personally and as an authorized representative of the above identified legal person executes this continuing affidavit stating that neither the above named Submitter nor a person acting on its behalf, either directly or indirectly, employed, paid, nor promised any gift, consideration or commission to any person or legal entity to procure or assist in procuring this public contract, other than persons regularly employed by Submitter whose services were in the regular course of their duties for Submitter in connection with the construction, alteration or demolition of a public building or project.

The above named Submitter, if awarded, continually affirms that no part of the contract price received by Submitter was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the affiant whose services were in the regular course of their duties for Submitter.

The above named Submitter hereby attests and certifies that it does not have any unpaid assessment or penalty levied against it regarding unemployment compensation and currently does and will continue to properly classify each employee.

 Signature of Authorized Signatory	SUBSCRIBED AND SWORN BEFORE ME ON THIS
ALLEN D. OHLMEYER	<u>20<sup>th</sup></u> DAY OF <u>February</u> 2025.
Printed Name of Signatory	 Notary Signature
PRESIDENT	Printed Notary Name: <u>Benjamin W. Gulick</u>
Title of Authorized Signatory	Notary/Bar Roll Number: <u>LSBA 34874</u>
ARCHITECTURAL/ENGINEERING SERVICES RFQ2025.01	My Commission is for/ <del>expires on</del> <u>Life</u>
Project Name/Number	

Submitter verifies that Submitter will collect an affidavit in this form from any approved sub-contractor and forward a copy to: Saint John the Baptist Parish, 1811 West Airline Hwy, LaPlace, Louisiana 70068, no later than five business days after contracting with its sub-contractor; however, in no instance shall the affidavit be received after commencement of work by the sub-contractor.

**BENJAMIN GULICK  
NOTARY PUBLIC  
NOTARY I.D. #133882  
300 LAFAYETTE ST., STE. 101  
NEW ORLEANS, LA 70130**



# CERTIFICATE OF AUTHORITY

(For LLC's Only)

I attest that I am the sole member and manager of \_\_\_\_\_ and  
Submitter Name

that in my capacity as manager, I \_\_\_\_\_ am authorized  
Authorized Representative

under the state of Louisiana to conduct all negotiations, bidding, concerns and transactions with **St. John the Baptist Parish Sheriff Office** or any of its agencies, departments, employees or agents, including but not limited to the execution of all bids, submittals, papers, documents, affidavits, bonds, sureties, contracts, purchase orders, and notices issued pursuant to the provision of any such bid or contracts for said company.

Domicile Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOT APPLICABLE - SUBMITTING FIRM  
IS A CORPORATION**

Phone No: \_\_\_\_\_

<p>_____ Signature of Authorized Signatory</p> <p>_____ Printed Name of Signatory</p> <p>_____ Title of Authorized Signatory</p> <p>_____</p>	<p>SUBSCRIBED AND SWORN BEFORE ME ON THIS _____ DAY OF _____ 2025.</p> <p>_____ Notary Signature</p> <p>Printed Notary Name: _____</p> <p>Notary/Bar Roll Number: _____</p> <p>My Commission is for/expires on: _____</p>
---	---



**Certification Regarding  
Debarment, Suspension, and Other Responsibility Matters  
Primary Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U. S. Small Business Administration.

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or Voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local Terminated for cause of default.
- (2) Where the Prospective primary participant is unable to certify to any of the statements in this Certification, such prospective primary participant shall attach an explanation to this submittal

Business Name: - SIZELER THOMPSON BROWN ARCHITECTS, APC

Date 2/25/2025

By Allen D. Ohlmeyer, President

Name and Title of Authorized Representative

Signature of Authorized Representative

E-VERIFY AFFIDAVIT

STATE OF LOUISIANA

PARISH OF ORLEANS

BEFORE ME, the undersigned Notary Public PERSONALLY CAME AND APPEARED,

I, ALLEN D. OHLMEYER, the owner/authorized representative of  
SIZELER THOMPSON BROWN ARCHITECTS, APC

Company/Individual/Legal Entity  
Name

who hereby personally and as the authorized representative of the above identified legal person executes this affidavit, as the undersigned Company verification of its current and future compliance with L.S.A. R.S. 38:2212.10, stating affirmatively that it and each individual, firm or corporation associated with it and engaged in the physical performance of services in the State of Louisiana, under a contract with St. John the Baptist Parish has registered with, is participating in, and shall continue to participate in a federal work authorization program designated as such under the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, as amended, which is operated by the United States Department of Homeland Security, known as the "E-Verify" program. The Company hereby verifies the legal status of all existing and new employees in the State of Louisiana by attesting herein that each is a citizen of the United States or legal aliens as defined by now effective immigration laws of the United States of America.

Company shall not assign this Contract or any monies due or to become due hereunder, or subcontract any part of the Work without the prior written consent of St. John the Baptist Parish.

Company verifies that the Company will collect an affidavit in this form from any approved subcontractor and forward a copy to: St. John the Baptist Parish, 1801 West Airline Hwy, LaPlace, Louisiana 70068, no later than five business days of contracting with its subcontractor; however, in no instance shall the affidavit be received after commencement of work by the subcontractor.

  
Signature of Authorized Signatory

SEPTEMBER 12, 2016  
Date E-Verify ID Assigned

ALLEN D. OHLMEYER  
Printed Name of Signatory

1126569  
E-Verify ID

PRESIDENT  
Title of Authorized Signatory

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE DAY OF 20th February, 2025

 2/20/25  
Notary Signature

Printed Notary Name: Benjamin W. Gulick

Notary/Bar Roll Number: LSBA # 34874

My Commission is For/Expires: life

BENJAMIN GULICK  
NOTARY PUBLIC  
NOTARY I.D. #133882  
300 LAFAYETTE ST., STE. 101  
NEW ORLEANS, LA 70130