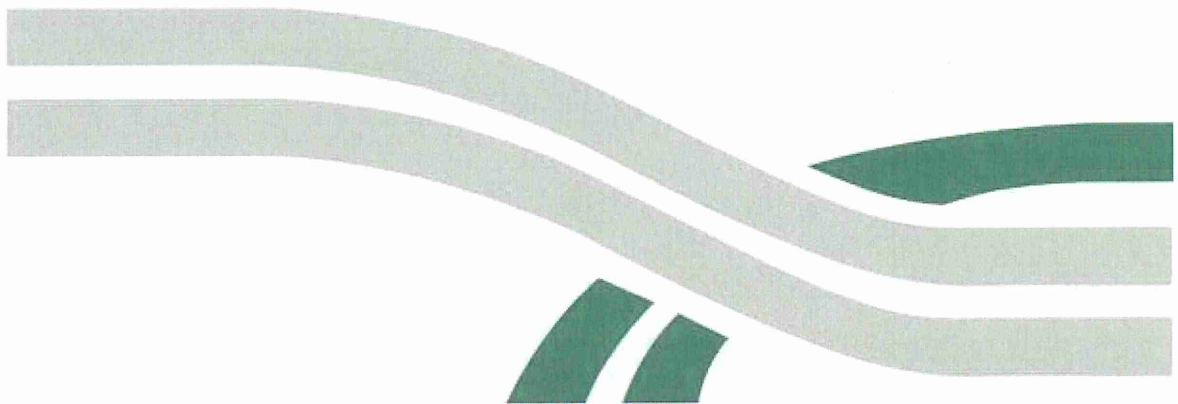


**Professional Landscape Architectural Services
In Jefferson Parish**

SOQ No. 24-008



Kyle Associates, LLC

Planning, Engineering, and Landscape Architecture

TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

Professional Landscape Architectural Services
SOQ No. 24-008
Resolution No. 143941

B. Firm Name & Address:

Kyle Associates, LLC
638 Village Lane North
Mandeville, LA 70471

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:

James E. Powell, Jr., P.E.
Civil Engineer LA License No. 31063
Phone Number: (985) 727-9377
Email Address: epowell@kyleassociates.net

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.

Franklin M. Kyle, III
Landscape Architecture LA License No. K-170
Phone Number: (985) 727-9377
Email Address: fkyle@kyleassociates.net

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

<u>1</u> Administrative	<u> </u> Estimators	<u>1</u> Specification Writers
<u> </u> Architects (Licensed)	<u> </u> Geologists	<u>2</u> Structural Engineers
<u> </u> Chemical Engineers	<u> </u> Geotechnical Engineers	<u> </u> Graduate Engineers
<u>5</u> Civil Engineers	<u> </u> Interior Designers	<u>1</u> Project Managers
<u>1</u> Construction Inspectors	<u>1</u> Landscape Architect	<u> </u> Clerical
<u> </u> Ecologists	<u> </u> Land Surveyor	<u> </u> Grant/Funding Specialist
<u> </u> Electrical Engineers	<u> </u> Mechanical Engineers	<u> </u> Sanitary Engineers
<u> </u> Engineer Intern	<u> </u> Environmental Engineers	<u>4</u> CADD Designers
<u> </u> Professional Land Surveyors		<u>16</u> TOTAL

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

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

TEC Professional Services Questionnaire

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

1.

2.

H. Has this JOINT-VENTURE previously worked together? Please check:

YES ☐ NO ☐

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

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1. N/A. Subconsultants will be used on as needed basis per project scope and approved by Council upon selection.		
2.		
3.		

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

3

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:

James E. Powell, Jr., P.E., P.L.S. - Vice President Engineering Operations

Project Assignment:

Engineering Manager/Company Principal

Name of Firm with which associated:

Kyle Associates, LLC

Years' experience with this Firm:

16 Years with this firm

Education: Degree(s)/Year/Specialization:

BS – 1999 – Civil Engineering

Active registration: Year first registered/discipline:

Year registered: 2004 Branch: Civil Engineering State: LA License No.: 31063
Year registered: 2008 Branch: Civil Engineering State: MS License No.: 18479
Year registered: 2010 Branch: Civil Engineering State: AR License No.: 14120

Other experience and qualifications relevant to the proposed Project:

Mr. Powell has worked in the civil engineering and land surveying field since 2000. Upon graduation from Louisiana State University in 1999, Mr. Powell worked as a project engineer for a civil engineering/land surveying firm in Baton Rouge. His duties included design and plan development, specifications/contract documents, as well as construction management, for several types of municipal and residential/commercial projects including drainage improvements, roadway design/improvements, sewer/water improvements and residential subdivision design.

TEC Professional Services Questionnaire

Since March 2007, Mr. Powell has worked for Kyle Associates as a Senior Civil Engineer/Project Manager and is now a Principal/Partner serving as Vice President Engineering Operations. Mr. Powell is responsible for the management of the production and engineering staff to ensure projects are completed with technical competency and within budget and schedule. He also has responsibilities as a Project Management including the design and construction plan development for residential/commercial developments throughout south Louisiana and Mississippi, several municipal projects in the cities of Slidell, Mandeville, Covington, New Orleans, Baton Rouge, and Abita Springs; as well as the parishes of Jefferson, St. Bernard, St. Tammany, St. Charles, Tangipahoa and Plaquemines. These projects include drainage evaluations/design, hydraulic modeling, large culvert replacement, bridge replacement, parking lots and roadway/drainage improvements, and the construction management aspects of these projects.

Drainage Design and Analysis – Projects included several drainage projects for Plaquemines, St. Tammany, St. Charles, Jefferson, and St. John the Baptist Parish's and the City of New Orleans, including levee reconstruction, subsurface drainage improvements, and drainage lift station, and assistance to St. Tammany and St. John the Baptist Parish with the analysis of proposed drainage improvements for residential and commercial developments as Parish Drainage Engineer.

Roadway Improvements – Projects included construction management of large roadway improvement projects in Jefferson, St. Tammany, Tangipahoa, Plaquemines, St. Charles parishes and cities of New Orleans, Slidell, Mandeville, Baton Rouge. Responsibilities included project management, planning, design, management of field inspection, processing invoices and change orders, and modifying plans due to conflicts encountered during construction.

Residential Subdivision & Commercial Site Infrastructure Design – Responsibilities included the review of subdivision construction plans for conformance with subdivision regulations in various parishes, design and project management of various residential subdivisions and commercial sites (including drainage, paving, sewer, water, etc.) in St. John the Baptist, Livingston, Jefferson, St. Tammany, Tangipahoa, and St. Charles parishes.

Permit Acquisition – Responsibilities include obtaining necessary permits from LA DOTD, LA DNR, LA DHH, U.S. Army Corps of Engineers, and various railroad/utility companies for the construction of drainage, levee, pump station, roadway, water system, and residential/commercial projects.

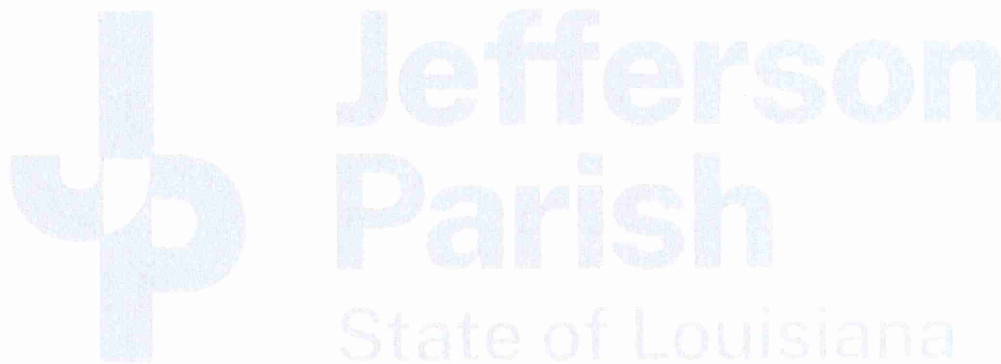
TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Franklin M. Kyle, III / President
Project Assignment:
Landscape Architect Project Manager/Company Principal
Name of Firm with which associated:
Kyle Associates, LLC
Years' experience with this Firm:
26 Years with this firm
Education: Degree(s)/Year/Specialization:
BS – 1984 Landscape Architecture MBA – 1989 – Business Administration
Active registration: Year first registered/discipline:
Year registered: 1987 Branch: Landscape Architecture State: LA License No.: K-170
Other experience and qualifications relevant to the proposed Project:
<p>Mr. Kyle has been involved in engineering and project management for over twenty years as a designer, project manager, and director of landscape architecture and land planning. His experience includes transportation master planning, landscape architecture, land use analysis, directional pedestrian signage and informative traffic signage, map directories, urban, regional, and non-motorized/motorized vehicle pathways, site design, zoning analysis, municipal engineering, and geographic information systems. Mr. Kyle has designed roadway projects and land use development in Louisiana, Tennessee, and Mississippi. These projects require a vast knowledge of infrastructure design and management skills to successfully implement the project goals.</p> <p>In addition to the functional aspects of transportation enhancement, Mr. Kyle has been involved in applying GIS technologies to projects in various related fields. His experience utilizing computer mapping has been used in the analysis and development of strategy and goal maps, land use and roadway suitability, and market analysis. Additionally, data on geology, environmentally sensitive areas, habitat preservation, and municipal and infrastructure facilities have been incorporated into the GIS for methodology development and implementation. Many projects include program designs involving wetlands and flood sensitive areas. Mr. Kyle has completed the Wetlands Delineation Training Course based on the Corps of Engineers outline for delineation education.</p>

TEC Professional Services Questionnaire

As a landscape architect and project manager, Mr. Kyle has provided design development services for commercial sites and multi-use master plans. Concurrently, Mr. Kyle has directed parish zone ordinance development, environmental sensitivity analyses, municipal redistricting and feasibility studies. In addition, he has worked as manager for ecological remediation/reclamation projects maintaining the responsibility of public hearings, permitting, and coordination with applicable government agencies.

In 1998, Mr. Kyle created Kyle Associates, LLC, a multi-disciplinary design firm. Bringing in an experienced professional civil engineer as a partner, he is utilizing his 28 years of experience in the multi-discipline design industry to create a more efficient organization where the client benefits through increased efficiency in operation: quicker response to projects and great value for higher quality work. To date, this organization is serving the engineering needs of both private and municipal clients in the southeast Louisiana and coastal Mississippi region, providing quality engineering, planning, and facility/program management solutions tailored to the specific needs of individual clients.



TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Thomas Dyer, P.E. – Senior Structural Engineer
Project Assignment:
Project Structural Engineer
Name of Firm with which associated:
Kyle Associates, LLC
Years' experience with this Firm:
5 Years with this firm
Education: Degree(s)/Year/Specialization:
Bachelor of Science Civil Engineering / 2004
Active registration: Year first registered/discipline:
Year: 1997 Branch: Civil Engineering State: LA License No.: 36743 Year: 2003 Branch: Civil Engineering State: TX License No.: 133147 Year: 2003 Branch: Civil Engineering State: FL License No.: 82904
Other experience and qualifications relevant to the proposed Project:
<p>As a professional, Mr. Dyer has provided design services for federal, municipal, commercial and industrial agencies with both national and local engineering firms. These services have included structural engineering design for schools, office buildings, water resource projects, maritime infrastructure, and bulkhead design. Mr. Dyer has also performed construction design and layout, site design, and site planning. When providing these services, he has coordinated and maintained relationships with both public and private clients as well as architectural firms where his goal was projects constructed within budget, accurately, and on time. Mr. Dyer has nearly 30 years of experience in structural and civil site design.</p> <p>Mr. Dyer has extensive experience is in all areas of structural planning, engineering design and analysis, preparing plans and specifications. He has structural design experience in most types of architectural buildings including educational, residential, institutional, and commercial. Some examples of these include primary and secondary schools, college buildings, banks, civic centers, condominiums, custom homes, shopping centers, libraries, agricultural buildings, office buildings, restaurants, medical facilities, hotels as well as many others. She has also worked on projects that include historic restorations, and site structures such as flag poles, light poles and billboards. His industrial experience includes cat walks, heavy equipment foundations, foot bridges,</p>

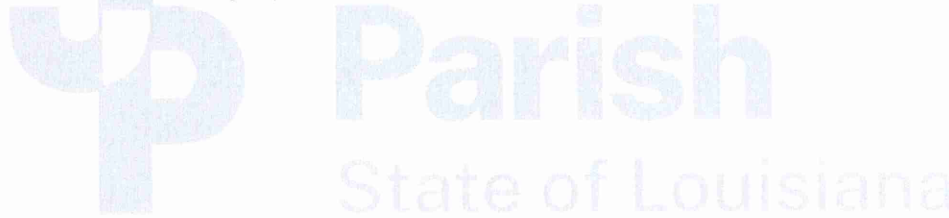
TEC Professional Services Questionnaire

and pipeline bridges. He has designed foundations using a number of systems including spread footings, timber piles, concrete piles, composite piles, auger cast piles, drilled piers, chain walls, sheet piling, mat and raft foundations, and others. He has a considerable amount of experience in high wind applications.

Mr. Dyer has also worked on other types of projects that include historic restorations in the New Orleans area. He has evaluated the structural integrity of existing structural members and provided reinforcement details in response to existing structural conditions. He has participated in addition projects where she has explored the structural options for the proposed expansion along with possible modifications of the existing building. The structural aspects of the project usually include careful investigative demolition to verify the key existing conditions. He has also worked in the design of new foundations for existing houses that have to be elevated.

The type of work Mr. Dyer performed has given him a tremendous edge in understanding how to design and detail efficient, cost effective, and constructible buildings, while keeping the architectural intent of the building intact, in focus, and at the forefront where it should be. In addition, he is very familiar with designing and detailing buildings in our very specialized high wind and flood environments along the coast. He is familiar with all of the design codes applicable to building design such as the IBC, ASCE 10, ASCE 24, ACI 318, ACI 530, AISC, NDS, and others.

Mr. Dyer has extensive experience with ACAD, RAM, REVIT, STAAD, Advanced Structural Analysis, Foundations, Advanced Structural Steel Design, Steel Bridge Design, Concrete Design, Highways and Transportation, Mechanics of Materials, Surveying, Geotechnical Engineering, Soil Mechanics, Hydraulics, Dynamics, Statics, Thermodynamics, Fluid Mechanics, Electrical Circuits, Environmental Engineering, Project Management, Senior Design (structural team), Water & Wastewater Systems.

Parish
State of Louisiana

TEC Professional Services Questionnaire

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

PROJECT NO. 1

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
SAFE Haven Blue-Green Campus Master Plan and Master Drainage Plan St. Tammany Parish, LA St. Tammany Parish Dept. of Public Works - Operations 21454 Koop Drive Building B, 3rd Floor Mandeville, LA 70471 Jay Watson, Director (985) 898-2557	Kyle Associates is providing engineering consulting services for the construction of drainage, roadway and utility infrastructure improvements throughout the 293-acre Safe Haven Campus. Kyle is providing an overall H&H study and drainage master planning for the site to incorporate large detention pond systems, bio-swales/rain gardens as well as subsurface drainage infrastructure improvements. Kyle's scope of work also includes designing main entrance improvements, intersection improvements to incorporate pervious pavement, inter-connecting walkways/trails throughout the campus as well as significant upgrades to the existing sewer collection system. Kyle will be developing detailed construction plans and specifications for all the referenced improvements. Kyle will also be providing permitting, bidding, construction administration and resident inspection services to ensure the successful completion of the construction of the drainage, roadway and utility infrastructure improvements.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Design December 2022	\$6,500,000	\$6,500,000

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Girod Street @ Claiborne Parking Lot Mandeville, LA City of Mandeville 3101 East Causeway Approach Mandeville, LA 70448 Keith LaGrange, Public Works Director (985) 624-3169	Kyle Associates was responsible for development of plans and specifications, bidding, on-site construction administration and inspections for a master layout/circulation rehabilitation, establishment of new planting areas both interior and along the perimeter with concrete curbing, and landscape master planting plan using natives, wildlife attractants, and ornamental shrubs and trees.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2020	\$92,000	\$92,000

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
<p>West Beach Parkway Central Median Landscaping Mandeville, LA</p> <p>City of Mandeville 3101 East Causeway Approach Mandeville, LA 70448</p> <p>Keith LaGrange, Public Works Director (985) 624-3169</p>	<p>Development of hardscape and landscape for median areas of a 5-block reach ending at Lakeshore Drive which included landscape development at cross road intersection as well as planting enhancements of open median areas. The design included low brick wall features as landscape back-drops and plant materials indigenous to the area.</p> <p>Kyle Associates was responsible for development of plans and specifications, bidding, on-site construction administration and inspections.</p>	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2019	\$90,000	\$90,000

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Girod Streetscape Improvements Mandeville, LA</p> <p>City of Mandeville 3101 East Causeway Approach Mandeville, LA 70448</p> <p>Keith LaGrange, Public Works Director (985) 624-3169</p>	<p>Landscape, hardscape, and irrigation design of a four-block mixed use corridor of the lower LA Highway 59 stretch through old Mandeville. The project included parking and walkways, various pavement types (including pervious), ornamental lighting, and landscape plantings consistent with the surrounding landscape. Kyle Associates was responsible for development of plans and specifications, bidding, coordination/permitting with LA DOTD, on-site construction administration and inspections.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2017	\$1,100,000	\$1,100,000

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>West Causeway Approach Landscape Mandeville, LA</p> <p>City of Mandeville 3101 East Causeway Approach Mandeville, LA 70448</p> <p>Keith LaGrange, Public Works Director (985) 624-3169</p>	<p>Landscape planting design along the entire reach from Mandeville High School LA Highway 22, including relocated crepe myrtle and foster holly, terminating with a detail planting at the northern connection to Highway 22. Ornamental tree material selected met DOTD standards for street planting, shrub plantings for detailed area consisted of hardy grasses, roses, and other ornamentals. Kyle Associates was responsible for development of plans and specifications, bidding, coordination/permitting with GNOEC, on-site construction administration and inspections.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2015	\$60,000	\$60,000

PROJECT NO. 6		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Mandeville High Baseball Field Green Space Mandeville, LA</p> <p>St. Tammany Parish School Board 321 321 N. Theard Street Covington, LA 70433</p> <p>Cameron Tipton (985) 898-3291</p>	<p>A landscape plan was developed for landscaping the baseball field fencing/wall, controlling parking in green spaces, and enhancing Skipper Drive. Included in the program was a parking control structure (bollards with heavy rope) to prevent parking under sensitive oak groves and the placement of screen shrubs to screen the field wall from adjacent streets. Kyle Associates was responsible for the development of plans and specifications, bidding, coordination/permitting with Mandeville High School, on-site construction administration, and inspections.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2014	\$40,000	\$40,000

TEC Professional Services Questionnaire

PROJECT NO. 7		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Ochsner Boulevard Tree Planting program St. Tammany Parish, LA</p> <p style="text-align: center;">St. Tammany Parish Dept. of Public Works - Operations 21454 Koop Drive Building B, 3rd Floor Mandeville, LA 70471</p> <p style="text-align: center;">Jay Watson, Director (985) 898-2557</p>	<p>Master street tree landscape plan for Ochsner Boulevard from LA Highway 21 to LA Highway 1085. The project consisted of both center median tree plantings as well as Right of Way margin planting schedule for individual developments to maintain consistency in the design. Kyle Associates was responsible for development of plans and specifications, negotiation with selected contractor, coordination with land donor and St. Tammany Parish, on-site construction administration, plant material approval, and final inspections.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2018	\$75,000	\$75,000

PROJECT NO. 8		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Coquille Parks and Recreation Master Drainage Plan Covington, LA</p> <p style="text-align: center;">Recreation District 14 of St. Tammany Parish 13505 Highway 1085 Covington, LA 70433</p> <p>Richard Bentley-Smith, Executive Director (985) 892-9829</p>	<p>Hydrologic design and construction plan development of drainage improvements for 80-acre site for athletic fields, community centers, trails and other recreational amenities in accordance with drainage criteria set forth by St. Tammany Parish.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2020	\$3,000,000	\$3,000,000

TEC Professional Services Questionnaire

PROJECT NO. 9		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Veterans Memorial Square, Veterans at Causeway Metairie, LA Jefferson Parish Parkways Department 1901 Ames Blvd. Marrero, LA 70072 Bryan K. Parks, Director (504) 349-5800	Master Plan design for the State of Louisiana Veterans of various wars and first responders. The project encompassed park layout, memorial walls, flag court, water feature, parking, and associated landscaping. Kyle Associates was responsible for development of plans and specifications, bidding, on-site construction administration, agency coordination, and final inspections.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2011	\$200,000	\$200,000

PROJECT NO. 10		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Covington High School Landscape Masterplan Covington, LA St. Tammany Parish School Board 321 321 N. Theard Street Covington, LA 70433 Cameron Tipton (985) 898-3291	Master landscape planting plan for the school campus centered around the clock tower and various facility improvements. Work included screen planting, interior landscape, and other planting required to raise the campus into code compliance. Kyle Associates, operating as a sub-consultant to Holly and Smith Architects, was responsible for development of plans and specifications, bidding, on-site construction administration, agency coordination, and final inspections.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2020	\$50,000	\$50,000

TEC Professional Services Questionnaire

M. List all prior and/or ongoing litigation between the Firm and Jefferson Parish. Please attach additional pages if necessary.

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

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

Additional Information and Resources of Kyle Associates, LLC

In 1998, Kyle Associates was formed as a multi-disciplined engineering and planning firm specializing in public works design, planning, preparation of construction documents, bidding services, construction administration, and resident inspection. The firm has strategically directed its growth towards planning, engineering, and construction services through the staff it has acquired and the projects it has completed. Currently, Kyle Associates has completed many projects relating to the one being advertised in this RFQ throughout southeast Louisiana and Mississippi for many governmental agencies and private clients.

The firm has provided engineering and planning services in Jefferson Parish since its inception for both the Parish directly and as a subconsultant to other firms. Kyle Associates has executed numerous projects throughout the Parish for various departments that included landscape architecture as well as other engineering disciplines. The firm is well versed with Parish design guidelines and has the experience to perform the work according to the needs of the Parish.

All professional services performed under the **Professional Landscape Architectural Services** contracts are founded in socio-economic principles relating to the physical space needs of new facilities and improvements to existing facilities, enhancements to parkways and transportation corridors, park improvements, pedestrian areas, and any other landscaping throughout the Parish. A successful plan incorporates sustainable assets placed in service in an economically efficient manner. All work is developed in keeping with sound planning and architectural/engineering solutions.

TEC Professional Services Questionnaire

The landscaping projects for Jefferson Parish require both professional design expertise and management expertise. They also require the firm's personnel to have excellent organizational skills, excellent communication skills, and knowledge of the layers of jurisdictions that are required for a project to become successful. Construction administration preparation of construction documents for bidding and bidding services on projects such as this requires additional attention to detail. Conformance to the plans and specifications and resolution of conflicts due to field conditions must be addressed quickly and with a high level of expertise in that field. Kyle Associates has that expertise.

Continuing Education and Experience

A continuing education program ensures that every staff member maintains the latest technology and methods used at their respective positions - for all positions - and training in related fields is encouraged so the project designers will have a complete understanding of the design problem and solution. The landscape architectural and construction administration staff at Kyle Associates comes from diverse landscape planning backgrounds, offering a broad range of experience and technical competence. This training allows Kyle Associates to implement the best of several solutions during the construction administration and inspection service phase, providing the owner with a timely and superior project.

Quality Control

To ensure the client is provided with the highest quality construction administration, an internal quality control system is in place and used on all work the firm produces. Successful implementation is based on project management. The QCS involves the team concept, in which one registered professional is placed as lead construction manager. This professional oversees the resident inspectors on-site, daily logs and reports, and monitors the project schedule. Periodically, another team member reviews the project progression and inspection reports, which offer a fresh look into the project status and quickly identify shortcomings in the construction process. It also utilizes the diverse experience of the entire staff. The principal in charge manages teams, and all projects are reviewed on a weekly basis. Lines of communication are open in all directions. To assist in quality control, the latest in computer technology, including both hardware and software, are employed.

It is imperative that the manpower and skills are available to immediately begin a project and successfully complete it on schedule. With over 15 full-time employees, Kyle Associates has the manpower and capacity available to immediately begin work on **landscape projects** for the Parish. As these types of projects require daily management and quick response, **Kyle Associates has the necessary capacity to undertake the work and complete it within the strict parameters established by Jefferson Parish.**

Kyle Associates, LLC is not currently nor has the firm been involved in any litigation with Jefferson Parish.

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

Signature:  **Print Name:** Christopher J. Hnatyshyn

Title: Vice President Business Development **Date:** May 7, 2024