

December 7, 2023

Donna Reamey
Jefferson Parish Purchasing Department
General Government Building
200 Derbigny Street, Suite 4400
Gretna, LA 70053

Re: SOQ No. 23-032: Routine Engineering Services for Drainage Projects

Mrs. Reamey:

Sustainable Design Solutions, LLC (Sustainable) is a full-service Civil and Environmental Engineering firm that has provided engineering and design (E&D), planning, permitting, and construction engineering and inspection services on over \$200M worth of infrastructure improvements. Sustainable has provided engineering and construction inspection services on drainage projects throughout Louisiana and our staff has successfully delivered various types of drainage projects.

Our response will show that our team is qualified to support Jefferson Parish, LA with routine engineering services for drainage projects for the following reasons:

- A strong group of professionals that have successfully led various projects that are relevant to this SOQ
- A multidisciplinary team that can support design, planning, permitting, implementation, and inspection of drainage projects.
- Over 200 years of combined experience in E&D and Inspection
- 5 licensed P.E.'s who collectively have over 75 years of experience with the planning, design, and implementation of civil works projects
- Effective time management practices to successfully complete projects in a timely manner

Sustainable is proud to be a woman-owned, DBE certified engineering firm with Licensed P.E.'s that are uniquely qualified to undertake the work contemplated by Jefferson Parish, LA based on the below:

- Our Principal, Kodi Guillory, P.E. is a licensed Engineer in the State of Louisiana with over 17 years of experience in various types of civil works projects.
- Our firm has successfully completed the design and implementation of drainage projects throughout Parishes in Louisiana with verifiable references.
- Our firm has no adversarial legal proceedings with the Parish.

It is with great anticipation that we look forward to bringing our experience and capabilities to assist Jefferson Parish with routine services for drainage projects.

Respectfully Yours,



Kodi C. Guillory, P.E.
President | Sustainable Design Solutions, LLC (Sustainable)
635 Main St, Studio 1, Baton Rouge, LA 70801
kguillory@sustainabledes.com

Technical Evaluation Committee (TEC) Questionnaire
Instructions

- The Technical Evaluation Committee (TEC) Questionnaire shall be used for professional services related to architecture, engineering, or survey projects.
- **The TEC Questionnaire should be completely filled out. Complete and attach ALL sections. Insert “N/A” or “None” if a section does not apply or if there is no information to provide.**
- Questionnaire must be signed by an authorized representative of the Firm. Failure to sign the questionnaire shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- All subcontractors must be listed in the appropriate section of the Questionnaire. Each subcontractor must provide a complete copy of the TEC Questionnaire, applicable licenses, and any other information required by the advertisement. Failure to provide the subcontractors' complete questionnaire(s), applicable licenses, and any other information required by the advertisement shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.

TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

SOQ No. 23-032 Routine Engineering Services for Drainage Projects; Resolution No. 142993

B. Firm Name & Address:

Sustainable Design Solutions, LLC
635 Main Street, Studio 1
Baton Rouge, LA 70801



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:

Kodi Guillory, P.E., Principal
635 Main Street, Studio 1
Baton Rouge, LA 70801
kguillory@sustainabledes.com
(225) 939-5368

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.

Talene Kaltakjian, P.E., Engineering Manager
635 Main Street, Studio 1
Baton Rouge, LA 70801
tkaltakjian@sustainabledes.com
(225) 290-8848

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

<input type="checkbox"/> Administrative	<input type="checkbox"/> Estimators	<input type="checkbox"/> Specification Writers
<input type="checkbox"/> Architects (Licensed)	<input type="checkbox"/> Geologists	<input type="checkbox"/> Structural Engineers
<input type="checkbox"/> Chemical Engineers	<input type="checkbox"/> Geotechnical Engineers	<input type="checkbox"/> Graduate Engineers
<input checked="" type="checkbox"/> 5 Civil Engineers	<input type="checkbox"/> Interior Designers	<input checked="" type="checkbox"/> 1 Project Managers
<input checked="" type="checkbox"/> 4 Construction Inspectors	<input type="checkbox"/> Landscape Architects	<input type="checkbox"/> Clerical
<input type="checkbox"/> Ecologists	<input type="checkbox"/> Land Surveyor	<input type="checkbox"/> Grant/Funding Specialist
<input type="checkbox"/> Electrical Engineers	<input type="checkbox"/> Mechanical Engineers	<input type="checkbox"/> Sanitary Engineers
<input checked="" type="checkbox"/> 4 Engineer Intern	<input type="checkbox"/> Environmental Engineers	
<input type="checkbox"/> Professional Land Surveyors		<u>14</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. N/A

2. N/A

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

N/A 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. NO SUBCONTRACTORS	N/A	N/A
2. N/A	N/A	N/A
3. N/A	N/A	N/A

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

14

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: Kodi Guillory, P.E., Principal

Project Assignment: QA/QC Lead

Name of Firm with which associated: Sustainable Design Solutions, LLC

Years' experience with this Firm: 4 years

Education: Degree(s)/Year/Specialization:

Bachelor of Science, Biological Engineering, LSU 2005

Masters of Science, Civil Engineering, LSU 2007

Active registration: Year first registered/discipline: Professional Engineer, Louisiana License No. 0035951, 2011



Other experience and qualifications relevant to the proposed Project:

Kodi has 17 years of experience in Civil and Environmental Engineering and has served as technical lead for some of Louisiana's most environmentally complex projects. She has managed the design and construction of large civil works projects totaling over \$1.5 Billion dollars.

AMERICAN RESCUE PLAN DRAINAGE PROGRAM | EAST BATON ROUGE PARISH

The ARP Drainage Program implements maintenance best practices that will restore the capacity of the City-Parish drainage infrastructure system back to its original design and also closes out back-logged service requests. As a Project Manager, Kodi oversaw the preparation of bid documents for storm water infrastructure maintenance of roadside ditches and open channels. Kodi was the Engineer in Responsible charge and stamped the bid documents for the maintenance, clearing, and repairs of over 1,300 drainage ditch segments. She also supported the preparation of the bid documents for over 100,000 LF of open channel clearing. She managed the preparation of QA documents associated with the assessment and management of storm water assets. Additionally, she managed the preparation of project definition documents to support work orders for the contractors. Kodi also supported the Environmental Team with managing the packages of supporting figures that were requested by the USACE to receive the "No Permit Required" letters.

MS4 PROGRAM MANAGEMENT | EAST BATON ROUGE PARISH

Lead internal project team members in the execution of work orders associated with roadside cave-ins and storm water erosion service requests. She was the technical advisor for the preparation of the Material Management Plan for the City of Baton Rouge as it pertains to routine maintenance activities performed throughout the City-Parish. Kodi works with the Client to establish the following goals: create a Storm Water Division; set up processes and procedures; measure, calibrate, and report on compliance; manage maintenance; guide engineering design and construction compliant with MS4 permit requirements; and develop and support public outreach and education efforts.

ANNUAL STORM WATER INSPECTION CONTRACT | EAST BATON ROUGE PARISH

Technical Project Manager for the Inspection of roadside drainage ditches, concrete lined channels, open channels, and storm water inlets.

CONCRETE LINED CHANNEL REPAIRS - Kodi serves as the Principal for the Annual Storm Water Inspection Contract where she is responsible for overseeing the monitoring and documenting of project specific parameters for the repairs of concrete panels as detailed in work orders.

ROADSIDE DRAINAGE DITCH CLEARING AND CHANNEL CLEARING - Kodi serves as the Principal for the Annual Storm Water Inspection Contract where she is responsible for overseeing the maintenance and construction of roadside drainage ditches, large drainage channels, culverts, and other storm water infrastructure. Tasks include quantifying material as well as ditch segment length for each segment of ditch. Inspectors evaluate each segment's need for culvert cleaning in addition to the completion of ditch segments. Materials are quantified and approved on site to ensure timely invoicing between the client and contractor.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:	
Name & Title: Talene Kaltakjian, P.E., Engineering Manager	
Project Assignment: Project Manager	
Name of Firm with which associated: Sustainable Design Solutions, LLC	
Years' experience with this Firm: 1.5 years	
Education: Degree(s)/Year/Specialization: Bachelor of Science, Civil Engineering LSU 2015	
Active registration: Year first registered/discipline: Professional Engineer, Louisiana License No. 44529, 2020	
Other experience and qualifications relevant to the proposed Project: HydroCAD Stormwater Modeling, LDOTD HYDRWIN program, Hydraflow Storm Sewers experience	
<p>Talene is a licensed Engineer with 7 years of experience in transportation, drainage, sewer, and land development. Talene has served as lead design engineer on various civil works projects in South Louisiana. Her drainage design experience includes drainage modeling for proposed subdivisions & roadways; drainage impact studies for various residential and commercial developments; roadside drainage design for both local and state roadways; and design & modeling for rerouting existing channels. Talene currently manages a team of 14 engineers and oversees the development of technical deliverables associated with civil infrastructure projects.</p> <p>MANCHAC ACRES AT MUDDY CREEK BRIDGE REPLACEMENT ASCENSION PARISH</p> <p>The existing Muddy Creek crossing on Manchac Acres Road was severely damaged in the May 2021 flash flood event. The crossing had structural deficiencies and was a “choke point” for the drainage conveyance of Muddy Creek. The project included bridge removal, installation of three (3) 10’ x 10’ box culverts, channel clearing, grading and other drainage improvements. Talene served as the lead project engineer and project manager throughout design and construction. Her tasks included design, construction documents preparation, project specifications, bidding, construction administration services, and project management.</p> <p>PRAIRIEVILLE HIGH SCHOOL MASTER PLANNING ASCENSION PARISH</p> <p>Master planning of a 60+ acre tract for the development of a new high school in Ascension Parish. This phase included conducting a drainage impact study, USACE permitting and schematic design. Talene’s responsibilities included: HydroCAD Modeling, HEC-RAS modeling in order to re-route an existing on-site channel, preliminary quantity estimates and development of USACE permit drawings.</p> <p>PREVOST MEMORIAL HOSPITAL DRAINAGE IMPACT STUDY ASCENSION PARISH</p> <p>This project involved modeling and developing the Drainage Impact Study required for permitting of a hospital expansion. Her responsibilities included: site design assistance, drainage modeling, and drainage impact study report.</p> <p>MEADOW VIEW SUBDIVISION, PHASE 2& 3 ZACHARY, LOUISIANA</p> <p>Meadow View is a residential subdivision in the City of Zachary and consists of 40+ acres. Ms. Kaltakjian served as senior engineer intern responsible for site design and production of construction documents, as well as project manager during the construction phase. Responsibilities included drainage calculations & modeling to ensure proper sizing and spacing of drainage infrastructure, and design of roads, detention ponds & sewer. She ensured all drainage infrastructure was installed properly during construction.</p> <p>ST. FRANCIS PARKWAY EXTENSION CITY OF GONZALES</p> <p>This project consists of approximately 0.50 miles of a roadway extension in the City of Gonzales. Talene served as the lead design engineer and project manager. She was responsible for roadside drainage design, design/sizing of a major channel crossing and road design. The proposed roadway crosses 2 major pipelines as well as Jurisdictional Wetlands and Other Waters of the U.S., therefore, permitting was a major component of this project.</p>	

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:	
Name & Title: David Judice, P.E., Project Engineer	
Project Assignment: Project Engineer	
Name of Firm with which associated: Sustainable Design Solutions, LLC	
Years' experience with this Firm: <1 year	
Education: Degree(s)/Year/Specialization: Bachelor of Science, Civil Engineering ULL 1993	
Active registration: Year first registered/discipline: Professional Engineer, Texas License No. 91854 Professional Engineer, Louisiana License No. 48171	
Other experience and qualifications relevant to the proposed Project: HY-8 modeling software & Hec-RAS modeling experience	
Mr. Judice is a Civil Engineer with over 34 years of experience. David has served as a project manager and project engineer on various road & drainage projects for TxDOT.	
US 59 ROADWAY REHABILITATION HARRISON COUNTY, TX	
This project consisted of rehabilitation of US 59 along with upgrading drainage structures on an 8 mile stretch of a 4 lane divided highway. David served as the design engineer and project manager. Utilized HY-8 design software for hydraulic modeling as a systematic approach to evaluating existing drainage areas. The goal was to assess the drainage system's capacity to handle the proposed extension of cross drainage structures, ensuring they meet the requirements for a 25-year storm event. His tasks included design, construction documents, preparation, project specifications, bidding, construction phase services, and project management.	
RECONSTRUCTION & WIDENING OF SH 43 HARRISON COUNTY, TX	
This project consisted of full depth rehabilitation and widening to include 4 ft shoulders of a 7-mile segment of roadway near Marshall, Texas. David served as the lead design engineer and project manager on this project. Due to the age of the roadway, all 15 of the cross-drainage structures (single, multi-box culvert, and bridge class structures) had to be replaced. David led the design of the replacement of all drainage structures. He utilized HY-8 and HEC-RAS to model the drainage areas thereby determining the size of the proposed drainage structures to meet the requirements for a 25-year storm event. He also served as project manager overseeing the design by a consultant to model and 3D design the bridge class structures in Microstation Connect 3D design software. His tasks included design, construction documents, preparation, project specifications, bidding, construction phase services, and project management.	
INTERSTATE 20 PAVEMENT RECONSTRUCTION HARRISON COUNTY, TX	
This project consisted of rehabilitation of the existing concrete pavement, installation of edge drains, and extension of cross-drainage structures on a 16-mile stretch of highway. David served as lead design engineer in designing the full depth reconstruction and the cross-drainage culvert extensions. He also designed the edge drains to facilitate improved drainage between the outside travel lane and the shoulder. These design improvements were necessary to improve drainage of the interstate and increase the longevity.	
US 59 AND FM 1794 GRADE SEPARATION OVERPASS PANOLA COUNTY, TX	
This project consisted of designing a 300 ft long bridge overpass on US 59, as well as drainage improvements and a frontage road. David served as the project manager overseeing the design & hydraulic modeling. The hydraulic design was done using HEC-RAS modeling software. The project included six box culverts that had to be replaced and upsized in order to meet the hydraulic capacity.	

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:

Name & Title: **Jeremy Labiche, E.I., Project Engineer**

Project Assignment: **Project Engineer**

Name of Firm with which associated: **Sustainable Design Solutions, LLC**

Years' experience with this Firm: **1.5 years**

Education: Degree(s)/Year/Specialization: **Bachelor of Science, Civil Engineering ULL 2018**

Active registration: Year first registered/discipline:

Engineer Intern, Louisiana License No. 33781, 2018 (Professional Engineer License Pending)

Other experience and qualifications relevant to the proposed Project:



Mr. Labiche is a Civil Engineering Intern and Project Manager with 5 years of experience. Jeremy supports design, construction administration and inspection on infrastructure projects including storm drainage, roadway, sewer and various civil works projects.

AMERICAN RESCUE PLAN DRAINAGE PROGRAM | EAST BATON ROUGE PARISH

The City of Baton Rouge's ARP drainage program implements maintenance best practices that will restore the capacity of the City-Parish drainage infrastructure system back to its original design and also closes out back-logged service requests. As project engineer, Mr. Labiche prepared bid documents and cost estimates for stormwater infrastructure maintenance of roadside ditches and open channels. He also performed site assessments of stormwater assets for open channels and roadside ditches and developed QA documents associated with the assessment and management of stormwater assets. Additionally, he prepared project definition documents to support work orders for the contractors.

MS4 DRAINAGE PROGRAM | EAST BATON ROUGE PARISH

Jeremy provides construction administration of the clearing of drainages ditches throughout the City of Baton Rouge and the Parish of East Baton Rouge. His responsibilities include the oversight and reconciliation of quantities associated with the maintenance and construction of over 1,300 drainage ditches and storm water assets throughout the parish. Jeremy manages three construction crews and their associated inspectors providing answers to RFIs, approving change orders, and approving pay apps.

ANNUAL STORM WATER INSPECTION CONTRACT | BATON ROUGE

Jeremy works as a field inspector on the Concrete Lined project. He provides onsite daily inspection of construction activities associated with the repair and replacements of concrete panels that line major drainage ways throughout the city parish. Jeremy interprets work orders and confirms if the contractor is adhering to the specifications. Additionally, he plans and confirms all testing requirements for this project.

BEN HUR CE&I | CITY OF BATON ROUGE

Jeremy served as the lead Inspector for the construction of a new road connecting the existing Ben Hur Road to Nicholson Drive. Scope of work includes the following: asphalt concrete pavement, base course & subsurface drainage improvements. Jeremy's role includes resident construction inspection and oversight services necessary to verify that construction activities, including subsurface drainage installations, are performed in conformance with contract documents and City-Parish standards, is accurately documented, and is proceeding in accordance with the approved construction schedule.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:

Name & Title: Demetrious Vaughn

Project Assignment: Engineering Technician

Name of Firm with which associated: Sustainable Design Solutions, LLC

Years' experience with this Firm: 1.5 years

Education: Degree(s)/Year/Specialization:

Active registration: Year first registered/discipline:

Other experience and qualifications relevant to the proposed Project:



Mr. Vaughn is an engineering technician and inspector with over 10 years of experience. Demetrious supports design and inspection on infrastructure projects including storm drainage projects.

AMERICAN RESCUE PLAN DRAINAGE PROGRAM | EAST BATON ROUGE PARISH

This project consists of addressing the ditch clearing service requested by the residents of the City of Baton Rouge at various locations. This project aims to maintain efficient routes for storm water drainage. Demetrious' responsibilities included tracking the quantity of ditch cleaned; addressing the concern of residents and routing their complaints to the city stakeholders; ensuring the adherence of temporary traffic control protocol at work segments; ensuring proper work site dry clean up takes place at each work location as to prevent sediment infiltration into drainage ditches; and inspecting the slope depth and width of ditches to prevent backflow and stagnation.

STORM WATER INLET INSPECTION | EAST BATON ROUGE PARISH

Demetrious serves as a lead inspector where he oversees the repairs of various storm drainage structures throughout the parish. Repairs may include, but are not limited to, removal and replacement of structures, patching, grouting, and curb replacement. His duties include, but are not limited to, review and submittal of daily on-site reports, daily communication and coordination with the City-Parish and Contractor, overseeing all testing and verifying the proper traffic control measures are being implemented.

REGIONAL WALMART SUPERMARKET SITE IMPROVEMENTS | LOUISIANA, MISSISSIPPI, ALABAMA

This project included pavement & drainage improvements to various Walmart properties in Louisiana, Mississippi and Alabama. Demetrious performed on-site inspections of the existing pavement & drainage conditions in order to develop civil site plans. He also attended project and pre-construction meetings and provided inspection services. During construction his duties included performing daily quantity calculations, daily coordination with the testing lab and contractor, daily inspection reports and quality assurance and safety of project site.

BEN HUR CE&I | CITY OF BATON ROUGE

Demetrious served as an Inspector for the construction of a new road connecting the existing Ben Hur Road to Nicholson Drive. Scope of work includes the following: asphalt concrete pavement, base course & subsurface drainage improvements. Demetrious' role includes resident construction inspection and oversight services necessary to verify that construction activities, including subsurface drainage installations, are performed in conformance with contract documents and City-Parish standards, is accurately documented, and is proceeding in accordance with the approved construction schedule.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:	
Name & Title: Landry Callender, E.I.	
Project Assignment: Engineering Intern	
Name of Firm with which associated: Sustainable Design Solutions, LLC	
Years' experience with this Firm: 1.5 years	
Education: Degree(s)/Year/Specialization: Bachelor of Science, Environmental Engineering LSU 2022	
Active registration: Year first registered/discipline:	
Other experience and qualifications relevant to the proposed Project:	
<p>Ms. Callender is an engineer intern with over a year of experience. Landry supports design and inspection of various civil infrastructure projects including storm drainage, roadway, and sewer projects.</p> <p>CITY OF GRETNA – DRAINAGE SYSTEM ASSESSMENT GRETNA, LOUISIANA</p> <p>Landry served as an engineer intern for the subsurface drainage data assessments for the City of Gretna's storm drainage system. Tasks include evaluating the City's existing drainage infrastructure and determining what improvements are necessary in order to increase the system's efficiency.</p> <p>MS4 PROGRAM MANAGEMENT EAST BATON ROUGE PARISH</p> <p>Landry serves as an engineer intern on the MS4 program. She prepares numerous work orders associated with roadside cave-ins and storm water erosion service requests. She also developed the Material Management Plan for the City of Baton Rouge as it pertains to routine maintenance activities performed throughout the City-Parish.</p> <p>ANNUAL STORM WATER INSPECTION CONTRACT EAST BATON ROUGE PARISH</p> <p>Inspector & engineer intern for the construction of roadside drainage ditches and concrete lined channels.</p> <p>CONCRETE LINED CHANNEL REPAIRS - Landry serves as an inspector for the Annual Storm Water Inspection Contract where she is responsible for overseeing the construction of concrete lined channel repairs throughout the Parish. Duties include, but are not limited to, review and submittal of daily on-site reports, daily communication and coordination with the City-Parish and Contractor, and ensuring construction follows project specifications.</p> <p>ROADSIDE DRAINAGE DITCH CLEARING AND REPAIRS - Landry serves as an inspector for the Annual Storm Water Inspection Contract where she is responsible for overseeing the excavation of various roadside ditches, which involves the removal of soil and debris within the drainage system. Duties include, but are not limited to, review and submittal of daily on site reports, daily communication and coordination with the City-Parish and Contractor, notifying the City-Parish when white goods, tires, and other items are found, coordinating with the superintendent and notifying the Contractor when deviations from the specifications arose, ensuring the Contractor has coordinated with the necessary utility companies, and verifying the proper traffic control measures are being implemented.</p>	

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:	
<p>City of Baton Rouge Municipal Separate Storm Sewer System (MS4 Program) (Baton Rouge, LA)</p> <p>Owner: City of Baton Rouge Owner Contact: Adam Smith, P.E., Director – Department of Water & Sewerage; amsmith@brla.gov, 225-389-4865</p>	<p>Project Management Project Planning Construction Engineering & Inspection</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2023 (e)	\$5 M	\$300,000 – Construction Engineering & Inspection
<p>Project Description:</p> <p>Sustainable has been tasked to serve on the Program Management team for the City of Baton Rouge MS4 Program. Sustainable manages projects to ensure the City of Baton Rouge is complying with the Clean Water Act, as well as implementing control measures to reduce the discharge of pollutants into the stormwater systems.</p> <p>Sustainable collaborates with City departments, and the public, applying our experience and unique understanding of the Department of Environmental Services to create an efficient Stormwater Program—one that secures and sustains required capital infrastructure and its O&M and earns community engagement and support. Sustainable coordinates stormwater related activities across all departments with ongoing work to verify continued consistent, dependable, and timely delivery. Sustainable works with the Client to establish the Stormwater Division; set up processes and procedures; measure, calibrate, and report on compliance; manage maintenance; guide engineering design and construction compliant with MS4 permit requirements; and develop and support public outreach and education efforts. Sustainable provides technical support to achieve compliance. In addition, Sustainable will work with DES to complete the stormwater utility's required administrative startup activities during the vital period between passage of the ordinance establishing the utility and the day the first bills are issued for service. Sustainable works with the Department of Transportation & Drainage, and the Department of Maintenance to identify and schedule the routine maintenance required for sustainability and to set up emergency response procedures.</p> <p>The team manages the following types of projects:</p> <ul style="list-style-type: none"> ➤ Structural Controls and Stormwater Collection ➤ Flood Control ➤ Roadways ➤ Spill Prevention Response ➤ Construction Site Runoff ➤ Industrial and High-Risk Runoff <p style="text-align: right;">Members Involved Included in this Proposal:</p> <ul style="list-style-type: none"> ➤ Kodi Guillory, P.E. ➤ Landry Callender, E.I. ➤ Jeremy Labiche, E.I. ➤ Demetrious Vaughn ➤ Talene Kaltakjian, P.E. 		

TEC Professional Services Questionnaire

PROJECT NO. 2		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>City of Baton Rouge American Rescue Plan Drainage Program (ARP) (Baton Rouge, LA)</p> <p>Owner: City of Baton Rouge Owner Contact: Fred Raiford, P.E., Interim Director, Department of Transportation & Drainage fraiford@brla.gov, 225-389-3158</p>	<p>Project Management Project Planning Construction Engineering & Inspection</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2023 (e)	\$15M (Total Project Value)	\$300,000 – Construction Engineering & Inspection
<p>Project Description:</p> <p>The ARP Drainage Program supplements the City-Parish's ongoing efforts to reduce flood risk and improve public safety by expediting completion of stormwater maintenance projects and providing subsequent closure of outstanding stormwater service requests in the Q-Alert/311 database.</p> <p>Sustainable supports project controls, project delivery, and communications staff to plan, define, and construct more than 1,200 roadside cave-in repairs, 1,300 roadside drainage repairs, and 100,000-LF of channel clearing improvements. As part of the team, Sustainable Design Solutions is leading bid documents preparation, work order preparation, and construction administration services associated with the roadside drainage ditch repairs and channel clearing projects. They are also responsible for preparing work orders, GIS figures, and permitting documents associated with the channel clearing projects. Additionally, Sustainable is responsible for the preparation of work orders that are associated with roadside cave-ins that are a result of a failure in the subsurface drainage infrastructure. Overall, our team's role is to plan and manage the delivery of the projects to repair and clean out the drainage system in Baton Rouge, LA. Sustainable is also inspecting these ongoing projects to verify is the contractor is adhering to the work orders and specifications.</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Scope Relevance:</p> <ul style="list-style-type: none"> ➤ Project Management ➤ Project Planning ➤ Construction Engineering & Inspection </div> <div style="width: 45%;"> <p>Members Involved Included in this Proposal:</p> <ul style="list-style-type: none"> ➤ Kodi Guillory, P.E. ➤ Landry Callender, E.I. ➤ Jeremy Labiche, E.I. ➤ Demetrious Vaughn </div> </div>		



TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
City of Gretna Drainage Infrastructure Assessment Owner: City of Gretna Owner Contact: Subconsultant to CES, Josh Hardy, 225-769-2933	Subcontractor	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2023 (a)	TBD	\$20,000 – E&D fees
<p>Project Description: The City of Gretna's stormwater infrastructure is failing due to old age, not meeting current standards and specifications, and lack of overall maintenance. In order to have a more efficient system that meets the City's budget, the existing system needed to be evaluated to identify key problem areas, likelihood of failure points, and proposed improvements to minimize system failure risks.</p> <p>Sustainable used geographic information systems (GIS) and likelihood of failure & consequences of failure techniques to evaluate and prioritize subsurface drainage improvements. This involved reviewing CCTV videos and inspection reports and reviewing available GIS data to identify potential conflicts. Following the review of existing information, Sustainable then proposed improvement methods necessary to repair the infrastructure as well as prioritized these improvements based on level of severity.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>Scope Relevance:</p> <ul style="list-style-type: none"> ➤ Drainage System Assessments </div> <div style="width: 45%;"> <p>Members Involved Included in this Proposal:</p> <ul style="list-style-type: none"> ➤ Talene Kaltakjian, P.E. ➤ Kodi Guillory, P.E. ➤ Landry Callender, E.I. ➤ Jeremy Labiche, E.I. ➤ Demetrious Vaughn </div> </div>		

TEC Professional Services Questionnaire

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

Parties:		Status/Result of Case:
Plaintiff:	Defendant:	
1. N/A	N/A	Sustainable has no prior, current, or anticipated litigation with Jefferson Parish
2. N/A	N/A	N/A
3. N/A	N/A	N/A
4. N/A	N/A	N/A

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

ABOUT SUSTAINABLE DESIGN SOLUTIONS

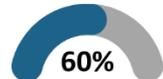
Founded in 2019, Sustainable Design Solutions, LLC (Sustainable) is a woman owned, DBE certified Engineering firm that has provided engineering design, program management, permitting, and construction engineering & inspection services on civil works projects. Combined, the staff has over 200 years of experience in civil works design, planning, management, and construction administration. Sustainable focuses on providing solutions in the municipal public works sector and the coastal engineering sector and has grown to be a firm that is proficient in the planning and design of coastal, drainage, transportation, water, wastewater, and stormwater management projects.

KEY PERSONNEL QUALIFICATIONS AND EXPERIENCE

Kodi Guillory, P.E.
Principal



Talene Kaltakjian, P.E.
Project Manager



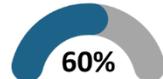
David Judice, P.E.
Project Engineer



Jeremy Labiche, E.I.
Project Engineer



Landry Callender, E.I.
Engineer Intern



Demetrious Vaughn
Engineering Technician



Remaining Staff Members
(If needed)



Our team members are diverse with experience in various civil engineering sectors such as drainage, coastal, water, wastewater, civil construction, environmental, and transportation. We meet the below qualifications, as required by the SOQ:

- One principal who is a professional engineer who shall be registered as such in Louisiana.
- A professional in charge of the project who is a professional engineer who shall be registered as such in Louisiana with a minimum of five (5) years' experience in the disciplines involved.
- One employee who is a professional engineer registered as such in Louisiana in the field or fields of expertise required for the project.

Our Principal, Kodi C. Guillory, P.E., is the sole proprietor of Sustainable Design Solutions, LLC and has over 17 years of experience working on drainage, transportation, coastal projects, as well as program management and sanitary sewer design experience. Kodi serves as the technical lead of Sustainable and is heavily involved in the development of all technical documents, plans, and specifications that the company provides to clients. Kodi Guillory, P.E. has spent most of her career performing engineering and design tasks while also managing projects that exceed \$1.5B. Her experience spans from program management to general civil design. Talene Kaltakjian, P.E. has over 7 years of experience in a wide range of civil engineering sectors including transportation, drainage modeling, and residential/civil site design. David Judice, P.E., has over 34 years of engineering experience. He specializes in transportation and roadside drainage design. Jeremy Labiche, E.I. has served as a project

- DRAINAGE DESIGN
- REGISTERED PE'S IN LOUISIANA
- HYDRAULIC MODELING
- CONSTRUCTION ENGINEERING & INSPECTION SERVICES
- KNOWLEDGE OF LA BID LAW
- PERMITTING (ENVIRONMENTAL, NEPA, R/R, LDOTD, LDEQ, DHH, USACE)
- DRAINAGE IMPACT STUDIES

TEC Professional Services Questionnaire

engineer intern and inspector on various civil works projects over the past 4 years.

PROJECT MANAGEMENT METHODS/PROCESS

Through our project management strategies, we recognize that both time management and flexibility are essential to successful project delivery. We begin these strategies as early as the Initiation Phase in order to ensure each project is set up for success. We make sure to include all key stakeholders in early design decisions to reduce the likelihood of major design changes at the end of a project.

Our staff is able to recognize critical path items and begin progress on those items as soon as possible for efficient project delivery. QA/QC processes begin early on and are applied in each design stage phase to ensure a quality design. These attributes are then carried into construction, guaranteeing client and public satisfaction.



QUALIFICATIONS/CABILITIES

Sustainable offers a wide range of Civil Engineering services including the following:

- Drainage Design
- Pedestrian Facilities Design/ADA Compliance
- Transportation Design
- Construction Management
- Project/Program Management
- Construction Inspection
- Environmental Compliance
- Sanitary Sewer Design
- Construction Plans & Specifications
- General Civil Engineering

LOCATION OF FIRM

Sustainable's main office is located in downtown Baton Rouge and is less than an hour from Jefferson Parish.

DESIGN PROCESS



TEC Professional Services Questionnaire

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

Signature: *Kodi Guillory* **Print Name:** Kodi Guillory

Title: President **Date:** 12/8/2023

The Louisiana Professional Engineering and Land Surveying Board has the following information on file:

Name:

Sustainable Design Solutions,
LLC

Public Address:

Ms. Kodi C. Guillory
P. O. Box 64604

License/Certificate Information w/ Supervision

License	Status	First Issuance Date	Expiration Date	Supervisor(s)
EF.0006598	Active	02/18/2019	09/30/2025	Mrs. Kodi Collins Guillory # PE.0035951