

**Routine Engineering Services
For Drainage Projects
In Jefferson Parish**

**SOQ No. 24-015
Resolution No. 144202**



TEC Professional Services Questionnaire

A. Project Name and Advertisement Resolution Number:

**Routine Engineering Services for Drainage Projects in Jefferson Parish
Resolution Number: 144202**

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. – 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.

**James E. Powell, Jr., P.E. – LA License No. 31063
Phone Number: (985) 727-9377
Email Address: epowell@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 Architects	<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:

5

TEC Professional Services Questionnaire

K. List the professional in charge, key persons, specialists, and individual consultants anticipated for this Project and provide their relevant information below. If necessary, please attach additional documentation (i.e. resume) that demonstrates the employment history and experience of the Firm's key persons that may assist in the completion of this Project. Please attach additional pages if necessary.

PROFESSIONAL IN CHARGE OF PROJECT:

Name & Title:

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:

17 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.

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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.

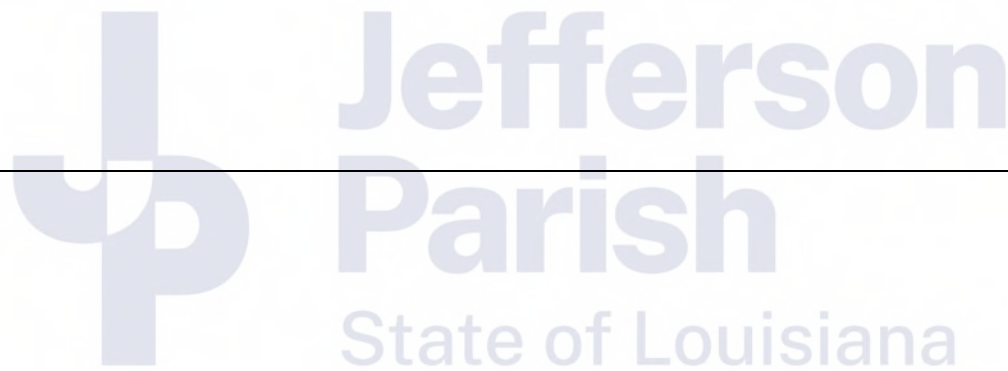
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KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Daniel Harper, P.E. – Senior Engineer Roadway/Highway/Drainage
Project Assignment:
Project Manager
Name of Firm with which associated:
Kyle Associates, LLC
Years' experience with this Firm:
1 Years with this firm
Education: Degree(s)/Year/Specialization:
Bachelor of Science Civil Engineering / 1996 Bachelor of Science Environmental Engineering / 1998
Active registration: Year first registered/discipline:
Year registered: 2000 Branch: Prof. Engineering State: LA License No.: 37150
Other experience and qualifications relevant to the proposed Project:
<p>Mr. Harper has provided design services for federal, municipal, commercial, and industrial agencies with regional and local engineering firms as a professional. These services have included civil and environmental engineering design for municipal, commercial, institutional, and industrial projects. He has cohesively worked with multiple governmental agencies on various projects. Mr. Harper has also performed construction, layout, site design, and site planning. When providing these services, he has coordinated and maintained relationships with both public and private clients where his goal was projects constructed within budget, accurately, and on time.</p> <p><u>Drainage Design and Analysis</u> – Projects included several drainage projects for St. Tammany, Jefferson, Plaquemines and Tangipahoa Parishes and the Cities of New Orleans, Slidell, Kenner, and Waveland, Bay St. Louis, including levee reconstruction, floodwall design, large detention/retention ponds, subsurface drainage improvements, and drainage pump stations.</p>

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Roadway Improvements – Projects included construction management of large roadway improvement projects in Jefferson, Tangipahoa, and St. Tammany Parishes and the Cities of Orleans and Kenner. Responsibilities included project management, project design, and management of field inspection, processing invoices and change orders, and modifying plans due to conflicts encountered during construction.

Residential Subdivision & Commercial Site Infrastructure Design – Projects 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.).



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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>

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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.

UP Parish
State of Louisiana

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
Bryan A. Forrest, Sr. CADD Technician
Project Assignment:
Lead Drainage CADD Designer/Modeler
Name of Firm with which associated:
Kyle Associates, LLC
Years' experience with this Firm:
10 years with this firm
Education: Degree(s)/Year/Specialization:
BA – Liberal Arts - 1996 Associates Degree – Bioenvironmental Engineering – 1996
Active registration: Year first registered/discipline:
N/A
Other experience and qualifications relevant to the proposed Project:
<p>Mr. Forrest has been employed in the engineering field as a civil designer for the past 20 years with extensive use of the latest versions of ArcGIS and AutoCAD Mapping and Civil 3D applications. During his employment, he works directly with regulatory agencies, registered professionals in civil engineering, electrical engineering, and landscape architect/architectural fields. As a draftsman and designer, he produces construction drawings and maps for projects in the ArcGIS and Autocad formats required by different municipalities, Regional Planning Commission, St. Tammany Parish, Jefferson Parish as well as private clients throughout the region. He has the ability to incorporate GIS spatial data, georeferenced shapefiles, aerial photography, survey data and design data created in Autocad to produce informative and geographically accurate maps. Some of his projects include: St. Tammany Parish Federal Highway Administration (FHWA) Roadway Reclassification, FEMA Hazard Mitigation, Beau Chene Drainage Study, Slidell Crosswalk, Covington Sidewalk/Jefferson Avenue, MAG-LEV Development Study. His primary responsibility is preparing detailed drawings for civil projects involving sub-surface drainage, water and wastewater engineering, structural projects, subdivision layout, bike path projects, drainage improvements, and roadway design/improvements for commercial, private and municipal clients. He is also responsible for creating 3D models with smart entities for existing and design conditions to include surfaces for cut/fill calculations, pond volume determination, watershed delineation,</p>

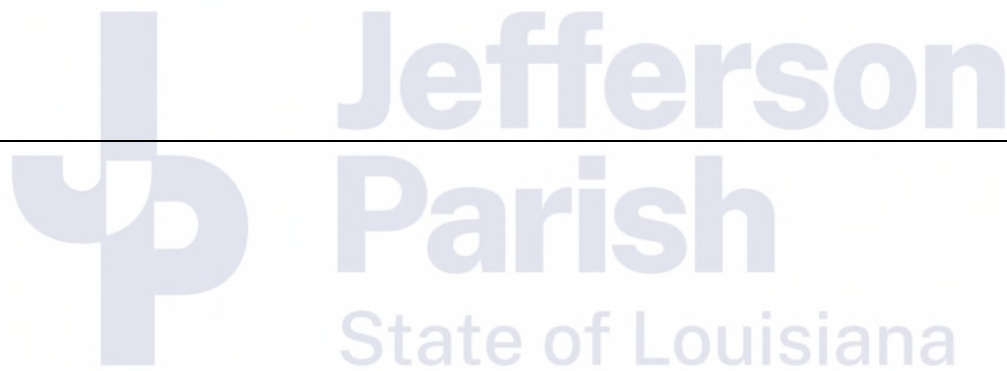
TEC Professional Services Questionnaire

roadway corridor modeling, sub-surface and above ground pipe networks, and grading design.

Drainage Design and Analysis – Projects included several drainage improvements projects for various public and private facilities throughout southeast Louisiana, including CADD design of surface and subsurface drainage improvements.

Residential Subdivision & Commercial Site Design – Projects included the CADD design of various residential subdivisions and commercial sites as well as full site design (including drainage, paving, sewer, water, etc.) of a new state park.

GIS – Mr. Forrest has used Arc-GIS extensively to create flood maps, drainage basins, and DOTD highway classifications maps.



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>Canal Crossing Repairs St. Bernard, LA</p> <p>St. Bernard Parish Government 8201 Judge Perez Dr. Chalmette, LA 70043</p> <p>Hillary J. Nunez Director of Public Works (504) 278-4317</p>	<p>Engineering and construction administration services for two (2) canal crossings. This includes the removal of existing pavement and culverts, installing new pre-cast concrete bridges, other drainage infrastructure, utility relocations, erosion control, new concrete roadway, sidewalks, and handrails.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2013	\$1,500,000	\$1,500,000

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Robert Road Detention Pond Slidell, LA</p> <p>St. Tammany Parish Dept. of Public Works - Operations 21454 Koop Drive Building B, 3rd Floor Mandeville, LA 70471</p> <p>Jay Watson, Director (985) 898-2557</p>	<p>Kyle Associates is tasked with modeling the existing pond on Robert Boulevard in Slidell and to explore different scenarios for enlarging the pond and possibly modifying the control structures to decrease the effects of heavy rainfall events in areas within the W-14 drainage basin in Slidell. The modeling was done using United States Army Corps of Engineers HEC-RAS 5.0.3 software. KA was provided with the Parish Model for the W-14 and W-15 basins in Slidell. These options included enlarging the pond, deepening the enlarged pond, adding an additional pond on the east side of Robert Boulevard and making various adjustments to the weirs such as changing the length of the crest and adjusting the crest elevation.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2018	\$1,000,000	\$1,000,000

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PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
<p>LA Hwy 22 Drainage Improvements Project Mandeville, LA</p> <p style="text-align: center;">City of Mandeville 3101 East Causeway Approach Mandeville, LA 70448</p> <p>Keith LaGrange, Public Works Director (985) 624-3169</p>	<p>Kyle Associates is providing engineering consulting services for the construction of extensive subsurface drainage improvements along the LA Hwy 22 corridor from Dalwill Drive to N. Causeway Blvd and then south to Bayou Chinchuba and also subsurface drainage improvements on Dalwill Drive from LA Hwy 22 to W. Causeway Approach. Kyle is currently performing the H&H study and master planning for the entire drainage area (approx. 150 acres) and will be developing the detailed construction plans and specifications for the necessary drainage 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 improvements project.</p>	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Design Estimated October 2024	Ongoing	Design \$1,100,000

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>SAFE Haven Blue-Green Campus Master Plan and Master Drainage Plan 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>Jay Watson, Director (985) 898-2557</p>	<p>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.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated December 2024	\$6,500,000	\$6,500,000

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PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Nord du Lac Hydrologic Analysis and Master Drainage Improvements St. Tammany Parish, LA</p> <p>Wainer Companies 321 Veterans Blvd, Suite 201 Metairie, LA 70005</p> <p>Bruce Wainer (504) 834-5511</p>	<p>Hydrologic design and construction plan development of master drainage improvements for multi-phase residential subdivision and commercial tracts along new Ochsner Blvd Extension corridor 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:
2015	\$700,000	\$700,000

PROJECT NO. 6		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
<p>Tammany Hills Subdivision Street and Drainage Improvements St. Tammany Parish, LA</p> <p>Wainer Companies 321 Veterans Blvd, Suite 201 Metairie, LA 70005</p> <p>Bruce Wainer (504) 834-5511</p>	<p>Kyle Associates provided engineering design and permitting for a new subdivision street, detention pond, roadside drainage and water/sewer infrastructure within St. Tammany Parish in accordance with restrictions of critical drainage area designation.</p>	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
December 2021	\$500,000	\$500,000

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PROJECT NO. 7		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Village of Normandy Oaks Subdivision Street and Drainage Improvements St. Tammany Parish, LA Wainer Companies 321 Veterans Blvd, Suite 201 Metairie, LA 70005 Bruce Wainer (504) 834-5511	Hydrologic design and construction plan development of master drainage improvements for multi-phase residential subdivision and commercial tracts along new Ochsner Blvd Extension corridor in accordance with drainage criteria set forth by St. Tammany Parish.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2016	\$2,000,000	\$2,000,000

PROJECT NO. 8		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Coquille Parks and Recreation Master Drainage Plan Covington, LA Recreation District 14 of St. Tammany Parish 13505 Highway 1085 Covington, LA 70433 Richard Bentley-Smith, Executive Director (985) 892-9829	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.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated March 2025	\$3,000,000	\$3,000,000

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PROJECT NO. 9		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Drainage Improvement on Paillet, Estalote, Esther, and Brown Avenue Jefferson Parish, LA Jefferson Parish Department of Drainage 1221 Elmwood Park Blvd., Suite 907 Jefferson, LA 70123 Ben Lepine, Director (504) 736-6751	Kyle Associates provided data gathering, planning, evaluation, and recommendations to rehabilitate the drainage collection system for Paillet, Estalote, Esther, and Brown Avenue in Harvey, LA. Professional services included design of the drainage improvements including replacing the roadways and sidewalks.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
Estimated December 2022	\$900,000	\$900,000

PROJECT NO. 10		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Castine Development Floodway H&H Study Long Beach, MS Riecke Development, LLC 17940 Painters Row Covington, LA 70435 Jared Riecke, Owner (985) 892-1545	Kyle Associates provided engineering, construction administration, and hydraulic & hydrologic analysis of existing segment of Canal No. 3 in Long Beach, MS to determine the floodway for FEMA approval as it relates to proposed commercial developments within the drainage basis.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2022	\$1,500,000	\$1,500,000

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		
2.		
3.		
4.		
N. Use this space to provide any additional information or description of resources supporting Firm's qualifications for the proposed project.		
<p>Additional Information and Resources of Kyle Associates, LLC</p> <p>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.</p> <p>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 not only for the Streets Department but for other Parish departments as well. The firm is well versed with Parish design guidelines and has the experience to perform the work according to the needs of the Parish.</p> <p>All professional services performed under the Routine Engineering Services for Drainage Projects are founded in socio-economic principles relating to the physical space needs of new facilities and repairs, drainage canal improvements, drainage pump stations, canal crossings, drainage master planning, and any other renovations to Parish drainage networks. A successful plan incorporates sustainable assets placed in service in an economically efficient manner. All work is developed in keeping with sound planning and engineering solutions.</p>		

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The drainage improvements 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, require additional attention to details. 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 engineer will have a complete understanding of the design problem and solution. The engineering and construction administration staff at Kyle Associates comes from diverse civil engineering 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 the highest quality construction administration, an internal Quality Control System, is in place and used on all work produced by the firm. Successful implementation is based on project management. The QCS involves the team concept where 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, which quickly identifies 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 communications 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 16 fulltime employees, Kyle Associates has the manpower and capacity available to immediately begin work on **drainage 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:** June 1, 2024