

STUART CONSULTING GROUP

JEFFERSON PARISH

**STATEMENT OF QUALIFICATIONS TO
PROVIDE ROUTINE ENGINEERING SERVICES
FOR DRAINAGE PROJECTS
Resolution No.144202**

June 21, 2024

Prepared for :

J.P. General Government Building
200 Derbigny Street, Suite 4400
Gretna, LA 70053

Presented by :

Stuart Consulting Group, Inc
1018 Central Avenue
Metairie, LA 70001



1018 Central Avenue, Suite 200
Metairie, LA 70001

www.stuartconsultinggroup.com

PHN: (504) 888-5733
FAX: (504) 962-0931

June 22, 2024

Jefferson Parish Council
Attention: Purchasing Department
General Government Building
200 Derbigny Street, Suite 6700
Gretna, LA 70054

RE: Routine Engineering Services for Drainage Projects Resolution No. 144202

Dear Purchasing Manager,

Thank you for the opportunity to present our credentials and experience in response to the Request for Qualifications for firms interested in providing Routine Engineering Services for Drainage Projects throughout Jefferson Parish. Our enclosed qualification package includes one electronic copy via www.centralauctionhouse.com outlining general firm information, company personnel resumes and past project experience for Stuart Consulting Group, Inc (SCG).

During the course of our 20-year history, SCG has obtained vast management and design experience and is currently designing several projects in and around the New Orleans Area, including Jefferson Parish. We possess the staff, qualifications and extensive experience in municipal drainage planning and design and construction management, wastewater and water engineering, parks and recreation planning and design, traffic and transportation engineering and construction management.

At Stuart Consulting Group, we strive to meet and exceed the highest standards and requirements in each and every job for our clients. As a mid-sized engineering and management group, we pride ourselves on the ability to provide exemplary service without the extensive overhead of larger international firms.

We very much look forward to hearing from you and are available to answer questions, comments, or concerns at any time. Thank you for your consideration.

Sincerely,
STUART CONSULTING GROUP, INC.

A handwritten signature in blue ink that reads "Thomas J. Martin, Jr." with a stylized flourish at the end.

Thomas J. Martin, Jr. P.E.
President

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:

ROUTINE ENGINEERING SERVICES FOR DRAINAGE PROJECTS IN JEFFERSON PARISH
Resolution No. 138811

B. Firm Name & Address:

STUART CONSULTING GROUP  1018 Central Avenue
Suite 200
Metairie, LA 70001
504.888.5733

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:

Thomas J. Martin, Jr., P.E. President
504-888-5733 Phone • 504-962-0931 Fax
Tommy@stuartconsultinggroup.com

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.

Thomas J. Martin, Jr., P.E. President
504-888-5733 Phone • 504-962-0931 Fax
Tommy@stuartconsultinggroup.com

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

<u>6</u> Administrative	<u> </u> Estimators	<u> </u> Specification Writers
<u> </u> Architects (Licensed)	<u> </u> Geologists	<u> </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> </u> Project Managers
<u>4</u> Construction Inspectors	<u> </u> Landscape Architects	<u>2</u> Clerical
<u> </u> Ecologists	<u> </u> Land Surveyor	<u>3</u> Grant/Funding Specialist
<u> </u> Electrical Engineers	<u> </u> Mechanical Engineers	<u> </u> Sanitary Engineers
<u>5</u> Engineer Intern	<u> </u> Environmental Engineers	
<u> </u> Professional Land Surveyors		<u>25</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:
YES NO X**

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. None at this time. Will depend on scope.		
2.		
3.		

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

0 _____

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:

THOMAS J. MARTIN, JR., P.E.
President

Project Assignment:

Managing Principal

Name of Firm with which associated:



Years' experience with this Firm:

20 (2004)

Education: Degree(s)/Year/Specialization:

1989, M.S., Civil Engineering, Louisiana State University, Baton Rouge
1986, B.S., Civil Engineering, Louisiana State University, Baton Rouge

Active registration: Year first registered/discipline:

1994, Professional Engineer, Louisiana P.E. No. 0025925

Other experience and qualifications relevant to the proposed Project:

As a Registered Professional Engineer, Mr. Martin has experience in the detailed design, design management, and construction management of a variety of aspects of municipal, federal, and industrial projects. His project design and design management experience includes: roadway design and rehabilitation; stormwater collections systems and pumping stations; wastewater collection system improvements including force main and pumps tation design; water and wastewater treatment plant design (for municipalities, organics manufacturers, and petroleum refiners); and general civil support systems for commercial developments. Mr. Martin's extensive career is highlighted by his expertise in sanitary sewer and water treatment systems.

TEC Professional Services Questionnaire

Other experience and qualifications relevant to the proposed Project:

THOMAS J. MARTIN, JR., PE

MANAGING PRINCIPAL. HARRIS COUNTY FLOOD CONTROL DISTRICT DISASTER RECOVERY PROGRAM, HARRIS COUNTY FLOOD CONTROL DISTRICT – HOUSTON, TX.

Following the 2016 “Tax Day” flood in Harris County, TX, Stuart Consulting Group was contracted to assist the Harris County Flood Control District (HCFCD) with their post-disaster recovery program. The program has expanded to include the large-scale recovery efforts following the historic Hurricane Harvey which impacted the same area a year later. HCFCD manages over 2,500 miles of open stormwater conveyance channels across over 1,700 mi² in the 4th largest city in the United States.

MANAGING PRINCIPAL. PROGRAM MANAGEMENT & DIRECT ADMINISTRATION OF FEMA-REIMBURSED CAPITAL REPAIRS - CITY OF SLIDELL, LA.

Managed the SCG program management team that managed the Hurricane Katrina FEMA grants and several large capital repair projects for the Lakefront Management Authority (LMA). SCG managed the design and construction for several multi-million-dollar repair projects at Lakefront Airport, including the historic renovation of the art deco Terminal Building. SCG has also successfully managed closeout of nearly all of the 160 plus FEMA grants to date. By aggressively reviewing each project and its expenditures, SCG has assisted the NFA in obtaining millions of dollars in additional reimbursement which would have gone unreimbursed had it not been reviewed.

MANAGING PRINCIPAL. CITY OF SLIDELL: DISASTER RECOVERY MASTER SERVICES AGREEMENT - HURRICANE IDA RECOVERY CITY OF SLIDELL, LA.

In 2015, Stuart Consulting Group (SCG) was contracted by the City of Slidell to provide disaster recovery program assistance, on an as-needed basis. Following the landfall of Hurricane Ida in 2021, SCG helped the City document damages and successfully pursue aid through FEMA's Public Assistance Program. To date, FEMA has obligated approximately \$4 million for debris and emergency response measures. FEMA is currently evaluating additional damages and it is expected that additional assistance will be secured. In addition to helping the City with the immediate aftermath of the event, SCG will also be providing assistance with the administration of the grant up until final closeout.

MANAGING PRINCIPAL. PROGRAM MANAGEMENT & DIRECT ADMINISTRATION OF FEMA-REIMBURSED CAPITAL REPAIRS - LAKEFRONT MANAGEMENT AUTHORITY. NEW ORLEANS, LA.

In July 2010, SCG was contracted to perform project management on several active design and construction projects under the management of the Non Flood Protection Asset Management Authority (NFPAMA) with the option to perform management and direct administration on all 160 plus FEMA funded projects. In February 2011, after successfully exceeding client expectations, SCG was authorized to proceed with direct administration of all 160 plus projects.

PROJECT ENGINEER. COLLECTION SYSTEM LONG-TERM FLOW MONITORING, BIRMINGHAM, AL.

SCG was hired by DWC to evaluate the data collected from the network of permanent flow monitors installed in Jefferson County and prepare monthly, quarterly, and annual reports of flow, capacity utilization and inflow/infiltration response to rainfall. Jefferson County Environmental Services Department maintains 150 permanent flow monitors (and 37 associated rain gauges) in critical sewer lines throughout Jefferson County. Mr. Martin served as Senior Engineer, evaluated data, and developed programs as the QA/QC Engineer for the project.

PROJECT ENGINEER. RECHLORINATION FACILITY – GRAND ISLE, LA.

Following installation of the “Panacea Pipeline” it was realized that the long retention time resulted in total loss of chlorination by the time the water reached Grand Isle. Mr. Martin was the Project Engineer for the design of an automated rechlorination facility installed at the Grand Isle WTP.

PROJECT MANAGER. WASTEWATER TREATMENT PLANT ODOR CONTROL, JEFFERSON PARISH, LA.

Project Manager responsible for the design and construction management of the odor control system addition and modifications for the wastewater treatment plant.

PROJECT ENGINEER. ST. BERNARD WATER TREATMENT PLANT, ST. BERNARD PARISH, LA.

Upgrade and Expansion of a 13 MGD water treatment plant

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title: CHRISTOPHER FENNER, P.E. Vice-President
Project Assignment: Project Manager
Name of Firm with which associated: 
Years' experience with this Firm: 13 (2010)
Education: Degree(s)/Year/Specialization: 2009, B.S., Professional Engineering, Louisiana State University
Active registration: Year first registered/discipline: 2013, Professional Engineer, Louisiana, No. 0038566
Other experience and qualifications relevant to the proposed Project: Mr. Fenner has extensive experience in the area of Civil Engineering infrastructure design, project and program management, federal grant management, and commercial property site development. He has also served as the Design Team coordinator for Stuart Consulting Group overseeing and managing the design staff with several active design and construction projects. In addition, Mr. Fenner has also served as the Program Manager for the Non-Flood Protection Asset Management Authority Katrina Recovery Program and is currently serving as the Deputy Program Manager for the Harris County Flood Control Disaster Recovery Program.

TEC Professional Services Questionnaire

Other experience and qualifications relevant to the proposed Project:

CHRISTOPHER A. FENNER, PE

PROJECT MANAGER. HARRIS COUNTY FLOOD CONTROL DISTRICT – DISASTER RECOVERY PROGRAM HARRIS COUNTY, TX. Mr. Fenner serves as the Deputy Program Manager and his responsibilities include coordination with multiple federal funding agencies (NRCS, FEMA, USACE, HUD-CDBG, & EDA); managing the grants management team.

PROJECT MANAGER. HARRIS COUNTY FLOOD CONTROL DISTRICT – DISASTER RECOVERY PROGRAM HARRIS COUNTY, TX. Mr. Fenner serves as the Deputy Program Manager and his responsibilities include coordination with multiple federal funding agencies (NRCS, FEMA, USACE, HUD-CDBG, & EDA); managing the grants management team.

PROJECT MANAGER. PROGRAM MANAGEMENT & DIRECT ADMINISTRATION OF FEMA-REIMBURSED CAPITAL REPAIRS, CITY OF SLIDELL, LA As Program Manager, Mr. Fenner provided experienced oversight during many phases of the recovery effort, including management of SCG staff, interface with client, budget tracking and reporting, technical guidance to support staff, federal grant expertise (FEMA-PA & HMGP), and oversight of grant closeout activities.

PROJECT MANAGER. CITY OF SLIDELL: DISASTER RECOVERY MASTER SERVICES AGREEMENT - HURRICANE IDA RECOVERY. In 2015, Stuart Consulting Group (SCG) was contracted by the City of Slidell to provide disaster recovery program assistance, on an as-needed basis. Following the landfall of Hurricane Ida in 2021, SCG helped the City document damages and successfully pursue aid through FEMA's Public Assistance Program. To date, FEMA has obligated approximately \$4 million for debris and emergency response measures. FEMA is currently evaluating additional damages and it is expected that additional assistance will be secured. In addition to helping the City with the immediate aftermath of the event, SCG will also be providing assistance with the administration of the grant up until final closeout.

PROGRAM MANAGER. PROGRAM MANAGEMENT & DIRECT ADMINISTRATION OF FEMA-REIMBURSED CAPITAL REPAIRS - LAKEFRONT MANAGEMENT AUTHORITY. NEW ORLEANS, LA NEW ORLEANS, LA As a Project Manager, Mr. Fenner managed the three largest capital projects undertaken by the Lakefront Management Authority (LMA) as part of their recovery from the effects of Hurricane Katrina. Mr. Fenner managed the construction of the new \$15M Bastian-Mitchell Hangar, the new \$8.5M James Wedell Hangar, and the \$16M historic renovation of the art deco Terminal building. Through detailed record keeping, Mr. Fenner helped the LMA to avoid lengthy delays during construction and costly legal challenges after construction was finished. In addition to providing project management services, Mr. Fenner went on to assume the Program Manager role and has helped LMA to obtain and retain over \$10M of additional reimbursement beyond what was projected when SCG was hired by LMA.

ENGINEER OF RECORD. JEFFERSON PARISH: BAYOU SEGNETTE DRAINAGE PUMP STATION NO. 1 BRIDGE & ACCESS BRIDGE. As the Engineer of Record, Mr. Fenner was responsible for managing the design team throughout each phase of the project, reviewing drainage calculations, designing the roadway section, and developing plans, specifications, and cost estimates. Mr. Fenner also coordinated with multiple subconsultants on the project to provide the client with a consistent final product.

ENGINEER OF RECORD. JEFFERSON PARISH: SEWER IMPROVEMENTS/BAYOU SEGNETTE STATE PARK AS THE ENGINEER OF RECORD. Mr. Fenner was responsible for managing the design team throughout each phase of the project, reviewing drainage calculations, designing the roadway section, and developing plans, specifications, and cost estimates. Mr. Fenner also coordinated with multiple subconsultants on the project to provide the client with a consistent final product.

PROJECT ENGINEER. PLAQUEMINES PARISH: BELLE CHASSE DRAINAGE IMPROVEMENTS PROJECT – STORMWATER PUMP STATION NO. 2 & INLET BASIN EXPANSION. Mr. Fenner served as the Project Engineer and Engineer of Record.

TEC Professional Services Questionnaire

KEY PERSON, SPECIALIST, OR INDIVIDUAL CONSULTANT:
Name & Title:
CHRISTOPHER BLAZO, PE ENGINEER
Project Assignment:
Project Engineer
Name of Firm with which associated:
 STUART CONSULTING GROUP
Years' experience with this Firm:
10 (2014)
Education: Degree(s)/Year/Specialization:
2013, M.S., Civil Engineering, University of New Orleans 2009, B.S., Civil Engineering, Bangladesh University of Engineering and Technology
Active registration: Year first registered/discipline:
2017, Professional Engineer, Louisiana, No. 0042063
Other experience and qualifications relevant to the proposed Project:
Mr. Blazo has been involved in design and construction of several drain-age improvements project in Louisiana and Mississippi. He worked on design of Neighborhood and Belle Chasse Drainage improvements project for Plaquemines Parish Government. He was also assigned by Stuart Consulting Group to run drainage model for a drainage channel in Jackson, MS using the HEC-RAS format (4.1). He analyzed 10, 25 and 50 year storm events for the drainage channel and provided recommendations to the client for the improvements of the channel.

TEC Professional Services Questionnaire

Other experience and qualifications relevant to the proposed Project:

CHRISTOPHER BLAZO, PE

Mr. Blazo provided project management and direct administration services temporarily for the following projects:

- Orleans Levee District Non Flood Protection Asset Management Authority
- Hurricane Katrina Disaster Recovery Assistance & Grant Closeout - Lafon Nursing Facility
- City of Slidell Infrastructure

PROJECT ENGINEER. SEWER IMPROVEMENTS/BAYOU SEGNETTE STATE PARK, JEFFERSON PARISH, LA As the Engineer of Record, Mr. Blazo's responsibility included design capacity calculations for the lift station and cost estimation. Project Engineer. Fulton at Mississippi and Fulton at Nebraska Lift Station D6-4 and D6-7 Rehabilitation, Jefferson Parish, LA. Mr. Blazo's responsibility included design capacity calculations, site plan preparation and cost estimation.

PROJECT ENGINEER. CAMP PLAUCHE LIFT STATION UPGRADES ELMWOOD, LA Mr. Blazo's responsibility included pump selection, pipe sizing, equipment layout, coordination with the electrical engineer and development of plans and specifications.

ENGINEER OF RECORD. CITY OF NEW ORLEANS STREET REPAIRS (LEONIDAS GROUPS C & D) As the Engineer of Record, Mr. Blazo was responsible for managing the design team throughout each phase of the project, reviewing drainage calculations, designing the asphalt roadway section, and developing plans, specifications, and cost estimates. Mr. Blazo also coordinated with multiple subconsultants on the project to provide the client with a consistent final product.

Resident Inspector. City of Slidell: Program Management & Direct Administration of FEMA-Reimbursed Capital Repairs, Slidell. LA.

EAST THIRD STREET NEIGHBORHOOD DRAINAGE IMPROVEMENTS – PLAQUEMINES PARISH, LA. As an EI, Mr. Blazo provided critical support during design and construction administration for this project. Mr. Blazo helped to evaluate the existing open-ditch system that was prone to routine flooding and design a fully subsurface system to reduce the risk of flooding. Mr. Blazo completed drainage calculations, coordinated with other underground utility companies in the project area, and compiled the construction plans and specifications. Mr. Blazo also was instrumental during the construction process, providing day-to-day management, reviewing project documents, and coordinating with SCG's resident inspector.

INDUSTRY CANAL - PLAQUEMINES PARISH, LA. As an EI, Mr. Blazo provided critical support for the design of improvements to an existing vegetated open storm water channel in Belle Chasse, LA. The existing channel was overgrown and undersized, causing routine backups and flooding in the watershed. Mr. Blazo assisted with field visits, survey review, and drainage calculations that were required to evaluate the existing channel dimensions and develop a solution to convey the required storm water flows. Mr. Blazo also compiled the construction documents and specifications and assisted during the bid phase. **BELLE CHASSE #2 INLET BASIN IMPROVEMENTS - PLAQUEMINES PARISH, LA.** As an EI, Mr. Blazo provided critical support for the design of improvements to the existing inlet basin for the Belle Chasse #2 storm water pumping station. Mr. Blazo helped to compile the plans and specifications for the project.

WOODROW WILSON AVE. TO ERIE ST. DRAINAGE IMPROVEMENTS (TOWN CREEK TRIBUTARY #4) – JACKSON, MS .As a Project Engineer, Mr. Blazo was integral to the design of improvements to an existing vegetated open storm water channel in Jackson, MS. Improvements included armoring the channel with rip rap to stabilize the bank, protect utility crossings, and avoid encroachment into private property. Mr. Blazo completed the hydraulic and hydrologic analysis using HEC-RAS that evaluated various armoring solutions as part of the Preliminary Engineering analysis. Mr. Blazo also served as a main point of contact with the client during design and led the team that compiled the full construction plans and specifications and coordinated several right of entry agreements required to complete the project.

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:	
Value Engineering, Constructibility Review, and Bid Phase Assistance, Water Treatment Plant Capacity Improvement St. Bernard Parish Keith Lagrange 1125 E St. Bernard Highway Chalmette, LA 70043 Phone: 504-278-4300	St. Bernard Parish selected Stuart Consulting Group (SCG) to perform all necessary professional services in connection with the Value Engineering and Constructibility review of plans and specifications for the Parish's water treatment plant capacity improvement project. In general, SCG evaluated the current design and provided recommendations for possible value engineering. Services included the Value Engineering (VE) examination review and study of the design documents including but not limited to drawings, specifications, design analysis, cost estimates, and criteria upon which the design was developed. With regard to Constructibility Review, SCG reviewed several proposals in order to determine if they met certain guidelines. SCG also assisted the Parish in the bid phase review by serving as a conduit for distribution of bidding documents, receipts of request for information from registered bidders and vendors and other registered plan holders.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2014	NA	NA

PROJECT NO. 2

Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Bayou Segnette Drainage Pump Station No. 1 Bridge & Access Bridge Mr. Mitch Theriot Jefferson Parish Government Department of Capital Projects 1221 Elmwood Park Boulevard Suite 906 Jefferson, LA 70123	Stuart Consulting Group, Inc. provided design services to the Bayou Segnette Drainage Pump Station which included improvements to the existing pump station including the rehabilitation of the existing metal shelter structure; the installation of new metal doors and louvers; the construction of a catwalk system to connect the pump station building to the proposed new access bridge; demolition of the existing stationary bar racks located upstream from the station; construction of a new "Waskey" type precast concrete bridge; installation of catenary type mechanical trash rack system; and required electrical and control facilities to support the proposed improvements.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
June 2022	\$4,368,262	\$1,634,000

TEC Professional Services Questionnaire

PROJECT NO. 3		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility	
Project HOPE - Greater New Orleans Hurricane and Storm Damage Risk Reduction Systems (HSDRRS) U.S. Army Corps of Engineers, New Orleans District U.S. Army Corps of Engineers (NOD) via Evans-Graves Engineers, Inc. One Galleria Blvd., Suite 1730 Metairie LA 70001 504-836-8190	Stuart Consulting Group, Inc. (SCG) was hired as a subconsultant to Evans-Graves Engineers, Inc. to provide temporary staffing services for various projects related to its Program Management contract with the U.S. Army Corp of Engineers (USACE). SCG staff supports the project management of the planning, design, and construction of the IHNC Surge Protection Project, the Storm Proofing of Existing Pump Stations and Levee Projects within the New Orleans District. The IHNC project is the largest (\$700 M) design-build civil works project undertaken by the USACE. The 8,000-ft	
Completion Date (Actual or estimated)	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 4		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Program Management & Direct Administration of FEMA-Reimbursed Capital Repairs Lakefront Management Authority 6001 Stars and Stripes Blvd New Orleans, Louisiana Louis Capo, 504-355-5990 lcapo@orleanslevee.com	In July 2010, SCG was contracted to perform project management on several active design and construction projects under the management of the Non-Flood Assets (NFA) with the option to perform management and direct administration on all 160 plus FEMA funded projects. In February 2011, after successfully exceeding client expectations, SCG was authorized to proceed with direct administration of all 160 plus projects. By aggressively reviewing each project and its expenditures, SCG has assisted the NFA in obtaining over \$1.5 M in funding to date which would have gone unreimbursed had it not been reviewed. In addition, there is currently \$12 M in additional re-imburement in project worksheet version requests which SCG is currently generating and transmitting to FEMA for review and obligation.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
June 2013	\$80 M	\$4 M

TEC Professional Services Questionnaire

PROJECT NO. 5		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Sewage Pump Station (West Loyola Drive at West Stanford) City of Kenner Department of Public Works 1610 Rev. Richard Wilson Drive Kenner, LA 70062 José Gonzalez, P.E., Director, Phone: 504- 468-7515	SCG provided engineering services for the design of a new submersible pump station. The primary purpose of the project was to provide greater capacity to the existing pump station on the existing force main.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2010	\$1 M	\$200,000

PROJECT NO. 6		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Chateau Magdelaine Pump Station Digital Engineering & Imaging Inc. 527 W Esplanade Ave, Ste 200 Kenner, LA 70065 Robert J. Delaune, P.E., Program Manager Phone: 504-468-6129	The project involves the development of plans and specifications to replace the above-ground Chateau Magdelaine Pump Station with a submersible pump station in the street. The pump station is located at the intersection of Chateau Magdelaine and Chateau Haut Brio Drive.	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:
2010	\$600,000	\$62,650

TEC Professional Services Questionnaire

PROJECT NO. 7		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 8		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

TEC Professional Services Questionnaire

PROJECT NO. 9		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

PROJECT NO. 10		
Project Name, Location and Owner's contact information:	Nature of Firm's Responsibility:	
Completion Date (Actual or estimated):	Estimated Cost:	
	Entire Project:	Work for which Firm was Responsible:

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

Stuart Consulting Group, Inc. (SCG) is an employee-owned civil engineering firm providing a full range of services for the design of general civil projects, municipal public works projects, and their support facilities. Working in both the public & private sectors, SCG assists clients not only with design of projects but in all phases in the development of their projects including grants management, planning, cost estimating, evaluation, rehabilitation, management, and construction. We have more than 20 staff members. SCG has offices in Metairie, Louisiana, Slidell, Louisiana and Houston, Texas.

Our specialties include:

- Drainage Infrastructure Design
- Program and Construction Management
- Roadway Design (Municipal, State, Federal)
- Wastewater Collection, Transportation, and Treatment
- Water Treatment, Storage and Distribution
- Disaster Response and Recovery
- Federal (CDBG and FEMA) Grant Management
- Hydraulic and Hydrological Modeling
- FEMA Floodplain Map Revision (CLOMR/LOMR)
- Resident Inspection

SCG employs a staff of highly qualified professionals experienced in providing Civil Engineering Design services and Construction Management. Although we have the capability to provide most general engineering design services in-house, occasionally during the course of a project the need may arise for a specific specialty service. In these instances, we work closely with our clients to identify approved consultants and bring them onto the team. SCG has a long history of utilizing a variety of other small, women owned and disadvantaged businesses to supplement the work load and provide any required specialty services to meet project requirements.

SCG's team members have been carefully chosen for this project pursuant to our understanding and acceptance of the advertised project requirements. This team contains all necessary disciplines and components to begin and complete these exciting projects for Jefferson Parish in the timeline as defined by the city. As outlined later in this response, SCG, and our team members, are local firms with extensive experience providing civil design, construction phase management services and resident inspection services for a variety of parish projects. SCG is confident that the proposed team is uniquely qualified to provide the services outlined in the RFQ.

The SCG Team assembled for this RFQ has experience on a variety of both large and small projects similar to the projects under this RFQ, most specifically on several other City projects. Our team understands that drainage and paving projects can be multi-jurisdictional and it is critical to understand the various jurisdictional regulations. SCG has served as a designer for several roadway and drainage projects across the City and is very familiar with the specific requirements of the various City departments and Sewerage and Water Board. From our work as a designer, SCG fully understands the process of preparing construction documents and how to manage the construction phase to minimize risk and cost exposure for the City. We fully understand what the City is looking for from a management team and what is expected for the finished product.

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

Culture and Project Management

SCG prides itself in having a client-service-oriented culture. Our approach to project management is based on the unique needs of each individual client and project, not solely on our engineer's years of experience. This approach allows for all members of our team to work to their strengths. In some cases, it may lead to a more senior engineer performing a specific task to support a less senior engineer that is responsible for the overall project. We have found that by focusing more on the needs of our clients and less on hierarchy, we have not only been able to better meet our clients' expectations, we have also developed a strong team of professionals with diverse range of expertise.

Documentation

SCG believes the adage "if it's not in writing it never happened" is the basis for any project's timely delivery. From filing of email messages to recording and distribution of detailed meeting minutes we can provide project timelines and records of decision that stand up to scrutiny. Our documentation standard has been recognized as some of the most detailed (if not the most detailed) in the state.

Communication and Reporting

Equal to documentation, regular communication and standard reporting is crucial to project progress and timely decisions. Our standard reporting and meeting processes allow SCG to provide exceptional project histories and allows our clients full visibility on project status and progress. As noted, we provide written records of decision for every meeting that takes place as well as a list of commitments from each meeting indicating what has been agreed to be done and by whom. Typically, this list of commitments has proposed completion dates and is reviewed at the start of the next meeting.

Project Progress Review

Second only to project documentation is regular and open communication between all parties involved in order to maximize efficiency while providing timely high-quality program delivery. Meetings are followed up by documented meeting minutes and all written correspondence is cataloged and filed using standard procedures. This level of documentation and project life cycle control has proved invaluable as programs and projects progress. SCG, and our team members, have extensive experience with Procore for managing construction projects. On other City projects managed by SCG, we have gone above and beyond to employ Procore tools to maintain project documentation and detailed meeting minutes, helping to further the City's software rollout and implementation.

Construction Management

Any construction management program will involve the highest level of documentation, regular communication, and implementation of standard procedures. SCG uses several different tracking tools and has a staff of experienced construction managers ready to address whatever needs the City may have. Our success on projects ranging from major historical renovations to street and infrastructure repairs has given us a unique background in the different processes.

SCG is comprised of dynamic engineers, planners, project managers, technicians, and administrators whose varied professional experience allows us to confidently compete with larger companies for major projects. Members of our staff have previously served in a variety of positions ranging from staff level engineer to director of public works in a major city, thus lending to extensive experience in the design, planning, management, and/or construction of several major projects throughout the Gulf Coast Region.

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.

REFERENCES:

Ken Dugas, Plaquemine Parish Engineering Department
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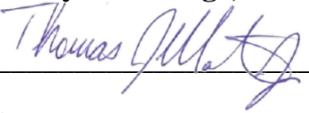
Khalid Saleh, Capital Projects
City of New Orleans, Louisiana
P: (504) 658-8000 | E: khsaleh@nola.gov

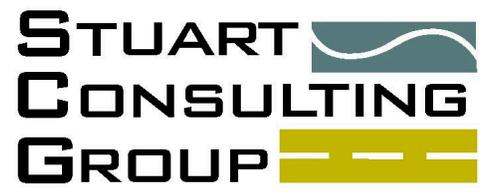
Scott Elmer, PE Deputy Executive Director
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O. To the best of my knowledge, the foregoing is an accurate statement of facts.

Signature:  **Print Name:** Thomas J. Martin, Jr., PE
Title: President **Date:** June 21, 2024



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