

PROFESSIONAL SERVICES APPLICATION
Small Projects

ST. TAMMANY PARISH SCHOOL BOARD
JUNE 2019

**QUALIFICATIONS STATEMENT
OF
DAMMON ENGINEERING**

For

Services provided by your firm:

- Architectural
- Civil Engineering
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Other _____

Mailing Address: _____

Street Address: _____

Contact Person: _____
Title: _____

Phone No.: _____

E-Mail Address: _____

INTRODUCTION/OVERVIEW

Please provide firm resumé, overview or brochure of your firm and qualifications for these projects.

**It is acceptable to add photos, use brochure sheets, etc. (This should not be more than two pages front and back or 4 pages front only)*

** It is acceptable to delete this and the above statements in the design of this response**

QUALIFICATIONS OF INDIVIDUAL WHO WILL BE IN DIRECT CHARGE

Provide the name and resumé of the individual within the Applicant’s organization who will have direct charge of the St. Tammany Parish School Board’s work.

Name: _____

Title: _____

Project Assignment: _____

Years with Firm: _____

Professional License #: _____

Year First Licensed: _____

Degrees Earned: _____

Continuing Education: _____

Experience Relative to
Small Projects:
(projects less than \$500,000
estimate)

Brian Mistich has served as the Project Engineer for RSD Bienville School and Camp Abby Renovations & Repairs. With Dammon Engineering he has been involved in both large projects (\$1 million+) as well as with projects less than \$500,000.00. Most recently Brian has served as the Project Engineer for the Woodhouse Day Spa - a 5,000 s.f. facility located in Baton Rouge - with an estimated construction cost of \$400,000.00. Kevin was also the Project Architect for Landis Transport - a office/warehouse located in Covington, LA - with an estimated construction cost of \$250,000.00, as well as Bikram Yoga studio in New Orleans, which has an estimated construction cost of \$350,000.00.

GENERAL PRIOR WORK EXPERIENCE

Please insert photographs/project information of approximately than six (6) projects for which you provided services (brochure sheets are acceptable) which best illustrate Applicant's general qualifications for **small** projects. Include name of project, year completed, and a brief description of the project.

ADEQUATE STAFF, CONSULTANTS, FACILITIES, EQUIPMENT

PERSONNEL

Indicate the number of personnel by discipline in your firm. (List each person only once by primary function.)

_____ Total Personnel		
_____ Licensed Architects	_____ Intern Architects/Engineers	_____ Specification Writers
_____ Construction Inspectors/Field Administrator	_____ Draftsmen/CADD Operators	_____ Designer/Technician
_____ Interior Designers	_____ Landscape Architects	_____ Licensed Civil Engineers
_____ Licensed Electrical Engineers	_____ Licensed Mechanical Engineers	_____ Environmental Engineers
_____ Administrative Support	_____ Licensed Arborist	
_____ Other:		

PROPOSER'S WORKLOAD

Please comment on your ability to provide services for small projects with your typical workload. If providing architectural or engineering services, please also address the aspect of being responsive to meeting the need to complete construction efforts during the very short time frame for summer break and your ability to prioritize the importance of the construction administration activities to support this effort.

ABILITY TO WORK WITH STPSB STAFF AND OTHER PUBLIC AGENCIES

Please indicate if you have worked with:

	YES
St. Tammany Parish School Board Staff	
Louisiana State Fire Marshal	
Parish of St. Tammany Government	
Louisiana Department of Environmental Quality	
Louisiana Department of Health and Hospitals	
Louisiana Department of Transportation	
Corps of Engineers (Wetlands)	
Town of Abita Springs	
City of Covington	
Village of Folsom City of Slidell	
Town of Madisonville	
City of Mandeville	
Town of Pearl River	
City of Slidell	

Continuation Sheet

Project Name	Project Location	Construction Cost	Current Status

LOCATION, PROXIMITY TO ST. TAMMANY PARISH

Indicate your office's proximity to St. Tammany Parish. Indicate if any staff as well as any of the key personnel that are to be assigned to the proposed projects live in/in close proximity to St. Tammany Parish. If you have a satellite office in St. Tammany Parish/Northshore Area indicate how the local office is staffed relative to the main office location.

NUMBER AND SIZE OF CONTRACTS WITH STPSB WITHIN PAST 6 YEARS

List the St. Tammany Parish School Board **Small Projects** (less than \$500,000) received within six (6) years of the year of this RFQ.

OVERVIEW/SUMMARY

Please provide a summary of your firm's experience with and ability to accommodate small projects and anything else you want the committee to know relative to your interest/response to this RFQ.

I certify that I am an architect or engineer and a principal (principal is defined as a licensed architect or engineer who has the right and authority to exercise control over the project; who shares in profits, losses, and responsibility for incurred liabilities), with the firm applying for this project, that the foregoing information is accurate and complete to the best of my knowledge, and that I have read the information contained in the Request for Qualifications Package.

Signature of Principal: _____ Date: _____

Typed Name and Title of Principal: _____

Louisiana License Number: _____

PLACE STAMP/SEAL HERE

Attach the following information:

CURRENT LICENSE

Attach a copy of the document that your firm receives from the licensing board indicating your firm's current license to practice in the State of Louisiana.

LIABILITY AND PROFESSIONAL INSURANCE

Indicate your ability to provide all insurance required by the Professional Services Agreement. Attach a copy of your current insurance coverages from your insurance company. If your current coverages are less than those required, provide a certified letter from your insurance company verifying that you can meet the coverages required.

AFFIDAVIT

The following page contains an Affidavit which must be signed, notarized, and submitted as a part of this qualification statement.

AFFIDAVIT

STATE OF LOUISIANA

PARISH OF _____

BEFORE ME, the undersigned authority, personally came and appeared _____
_____ of _____

(hereinafter referred to as “affiant”), who after being by me duly sworn, deposed and said that affiant has read this affidavit and does hereby agree under oath to comply with the applicable provisions of law set forth herein and affiant further states that Affiant or affiant’s firm is seeking to be selected by the St. Tammany Parish School Board to provide services to be rendered in connection with a contract for construction, alteration or demolition of a public building or project or in connection with providing services in a particular field or specialty for work to be performed on behalf of the St. Tammany Parish School Board and neither he or she or his or her firm has paid any individual or firm to solicit the contract on his or her or its behalf nor has he or she or his or her firm paid a Board member or employee or a Committee member to secure a contract.

Signature of Affiant

Sworn to and subscribed before me this _____ Day of _____, 2019.

NOTARY PUBLIC