

Discretionary Grant Administration Statewide

Contract No. 4400027186

July 18, 2023

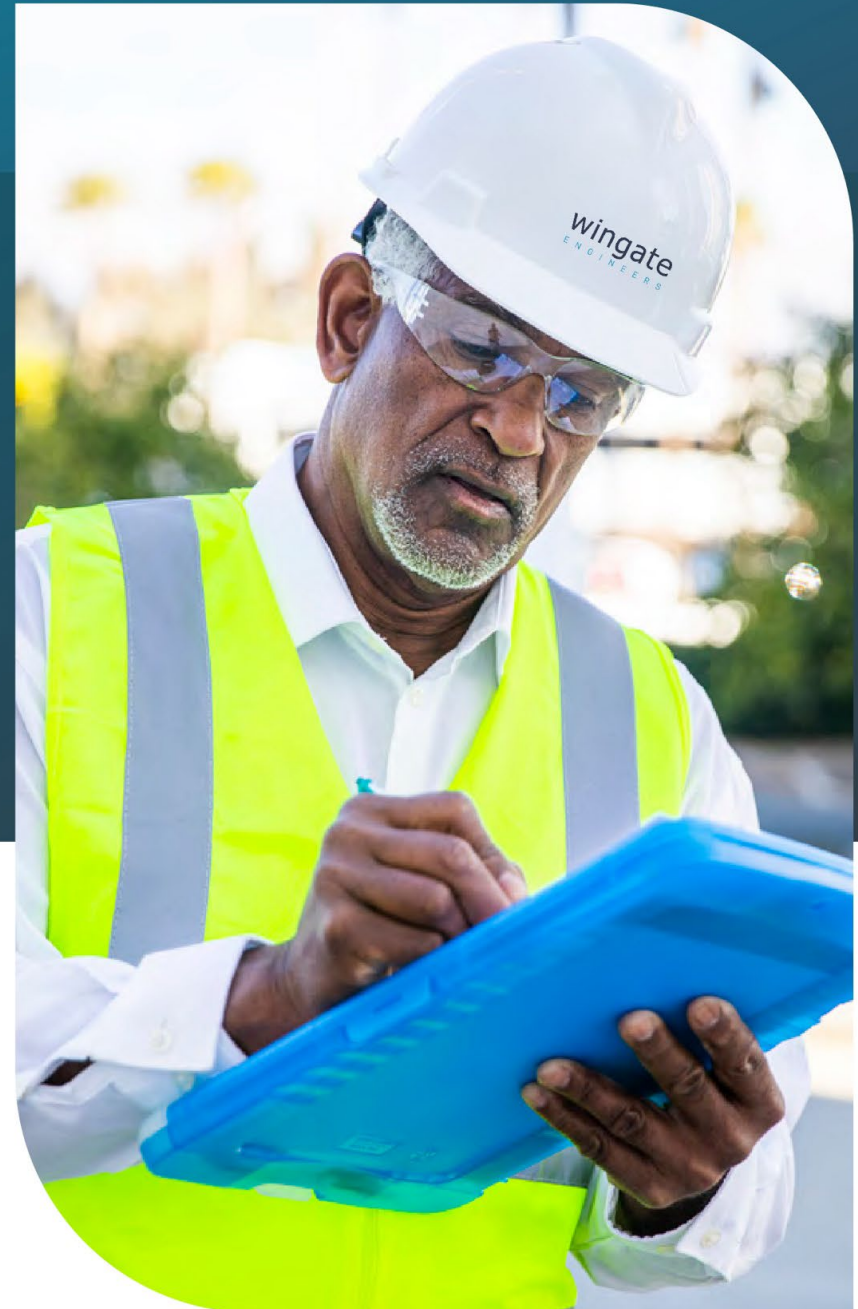
wingate
ENGINEERS

2378 Prentiss Avenue

New Orleans, LA 70122

(504)290-2033

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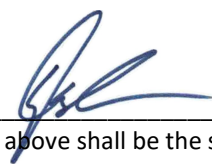
DOTD FORM: 24-102

(Revised January 1, 2023)

PROPOSAL TO PROVIDE CONSULTANT SERVICES

Prime consultant shall complete the DOTD Form 24-102 without altering the Form's text; however, the instruction and/or guidance for Sections 12 through 23 can be removed but do not remove Section title and number.

ANY CONSULTANT FAILING TO SUBMIT ANY OF THE INFORMATION REQUIRED ON THE DOTD FORM 24-102, OR PROVIDING INACCURATE INFORMATION ON THE DOTD FORM 24-102, MAY BE CONSIDERED NON-RESPONSIVE.

1. Contract Name as shown in the advertisement	DISCRETIONARY GRANT ADMINISTRATION STATEWIDE	
2. Contract Number(s) as shown in the advertisement	4400027186	
3. State Project Number(s), if shown in the advertisement	N/A	
4. Prime consultant name (name must match as registered with the Louisiana Secretary of State where such registration is required by law)	WINGATE ENGINEERS, LLC	
5. Prime consultant license number (as registered with the Louisiana Professional Engineering and Land Surveying Board (LAPELS) if registration is required under Louisiana law)	EF.0006126	
6. Prime consultant mailing address	2378 Prentiss Avenue New Orleans, LA 70122	
7. Prime consultant physical address (existing or to be established, if location is used as an evaluation criteria)	2378 Prentiss Avenue New Orleans, LA 70122	
8. Name, title, phone number, and email address of prime consultant's contract point of contact	Joshua Torregano, President/Principal Engineer (504) 290-2033 josh@wingateengineers.com	
9. Name, title, phone number, and email address of the official with signing authority for this proposal	Joshua Torregano, President/Principal Engineer (504) 290-2033 josh@wingateengineers.com	
10. This is to certify that all information contained herein is accurate and true, and that the team presently has sufficient staff to perform these services within the designated time frame. By submitting this proposal, proposer certifies that it is not engaged in a boycott of Israel and it will, for the duration of its contract obligations, refrain from a boycott of Israel. Proposer also certifies and agrees that the following information is correct: In preparing its response, the proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. The proposer also has not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. DOTD reserves the right to reject the response of the bidder or proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.	 Signature above shall be the same person listed in Section 9: July 18, 2023 Date:	
11. If a Disadvantaged Business Enterprise (DBE) goal has been set for this advertisement, indicate which firm(s) will be used to meet the DBE goal and each firm(s)' percentage.	Firm(s): Wingate Engineers, LLC	Firm(s)' %: 100%

12. Past Performance Evaluation Discipline Table

As indicated in the advertisement, insert the completed table here. The percentages for the prime and sub-consultants must total 100% for each past performance evaluation discipline, as well as the overall total percent of the contract.


The **only** past performance evaluation disciplines to be used are: Road, Bridge, Traffic, CE&I/OV, Geotech, Survey, Environmental, Data Collection, Planning, Right-of-Way, CPM, ITS, Appraiser and Other (please specify).

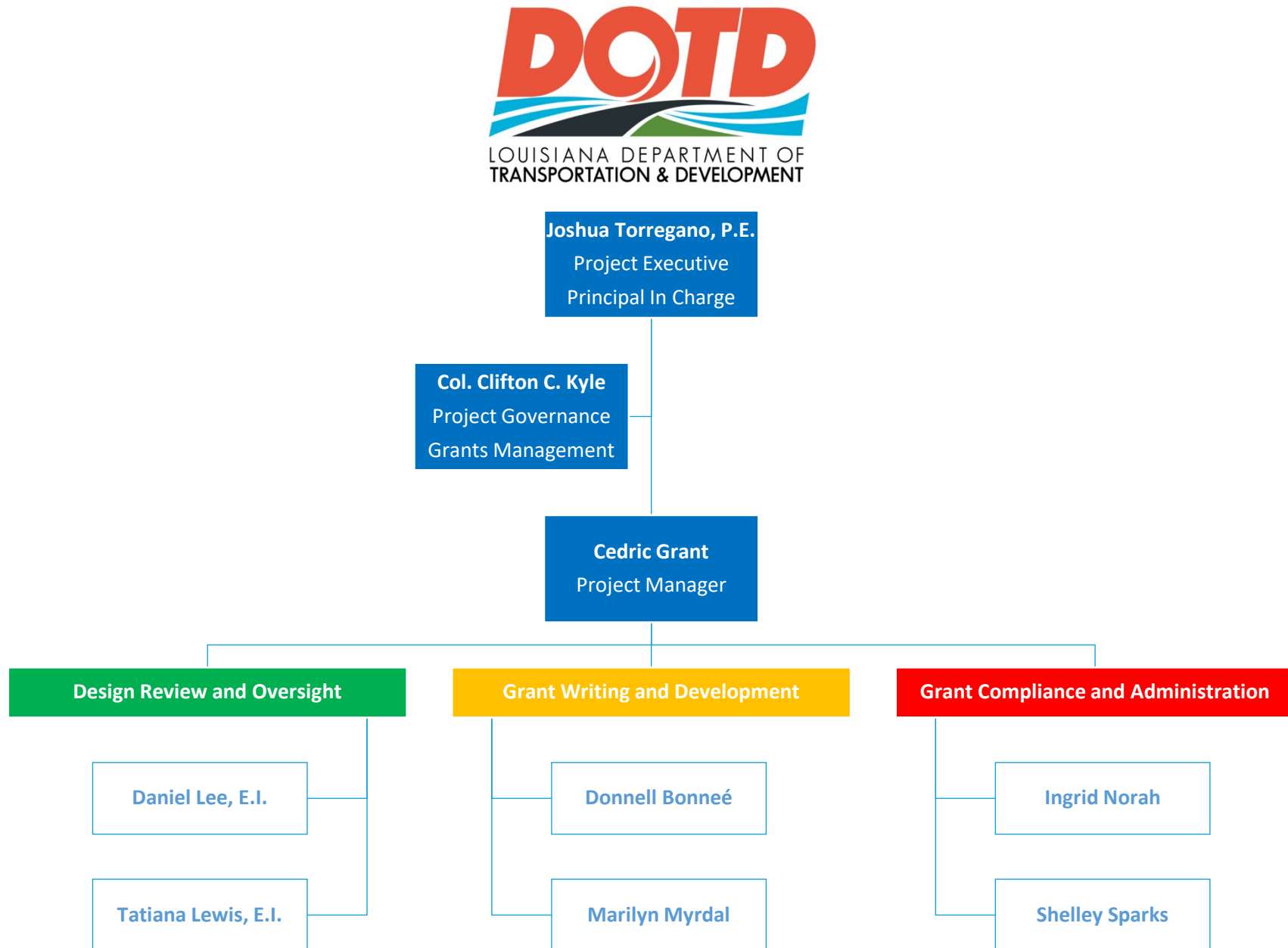
Past Performance Evaluation Discipline(s)	% of Overall Contract	Wingate	Each Discipline must total to 100%
Other – Grants Administration	100%	100%	100%

Identify the percentage of work for the overall contract to be performed by the prime consultant and each sub-consultant.

Percent of Contract	100%	100%	100%
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13. Firm Size

Firm name	DOTD Job Classification	Number of personnel committed to this contract	Total number of personnel available in this DOTD Job Classification (if needed)
	Engineer	1	1
	Project Manager	4	4
	Other (Grant Writer)	5	5

14. Organizational Chart

15. Minimum Personnel Requirements

MPR No.	Personnel being used to meet the MPR (Individual(s) may not satisfy more than one MPR unless specifically allowed by Attachment B of the advertisement)	Firm employed by	Type of license certification & number	State of license	License / certification expiration date
1, 2, & 3	Joshua Torregano, P.E.	Wingate Engineers, LLC	PE.0040432	LA	PE/09-30-2024

16. Staff Experience

Firm employed by	Wingate Engineers, LLC		
Name	Joshua Torregano, P.E.	Years of relevant experience with this employer	6
Title	President	Years of relevant experience with other employer(s)	8
Degree(s) / Years / Specialization	MBA / 2017 / Business Administration BS / 2011 / Civil Engineering	Active registration number/state/expiration date	PE.0040432 / LA / 09-30-2024
Year Registered	2016	Discipline	Professional Engineer, Civil
Contract role(s) / brief description of responsibilities			Project Executive/Principal-In-Charge (MPR 1)
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Joshua Torregano, P.E. is a licensed professional engineer and experienced project manager who has led various design, construction, and management projects throughout Louisiana and the Gulf South Region. His education includes a B.S. in Civil Engineering and a Master of Business Administration. His diverse professional background has earned him valuable experience across multiple disciplines throughout his career. Mr. Torregano has managed and delivered multi-million-dollar projects for private and governmental organizations. As the principal engineer of Wingate Engineers, LLC, Mr. Torregano leads various engineering, construction, and project management activities.</p>			
07/21-Current	<p>Alton Neighborhood Feasibility Study & North 3rd Street Drainage & Transportation Improvements, St. Tammany Parish, Slidell, LA</p> <p><i>Principal In Charge.</i> Josh Torregano serves as Project Executive for this neighborhood improvement/enhancement project. Josh led the Wingate team through a 9-month feasibility study of the Alton Neighborhood, a historically underserved neighborhood in the western portion of St. Tammany Parish. As a result of the feasibility study, Mr. Torregano worked closely with the St. Tammany Parish Government to identify LADOTD Transportation Alternative Program (TAP) funding for improvements to North 3rd Street. The findings and recommendations by the Wingate Team have resulted in the commencement of improvement design services for North 3rd Street.</p>		
07/22-Current	<p>Asset Management of Street & Area Lighting, City of New Orleans, New Orleans, LA.</p> <p><i>Project Executive.</i> Josh Torregano is serving as the Project Executive for this multi-year asset management contract for the City of New Orleans (City). The team is responsible for the ongoing assessment and management of the City's maintenance of the 57,000-plus street and area lights that the City owns. Under this contract, the team is responsible for day and nighttime assessments, GIS mapping, scheduling, monitoring, and managing the City's streetlight maintenance contractor, All Star Electric. This team also performed an assessment for damages related to Hurricane IDA in coordination with the City's Grants Management Team to ensure proper compliance and documentation for FEMA reimbursement purposes.</p>		
09/21-Current	<p>Hurricane IDA Emergency Drainage Assessment, Cleaning, Construction Management, and Debris Monitoring Services, City of New Orleans, New Orleans, LA</p> <p><i>Project Engineer/Project Manager.</i> Josh Torregano is serving as the Project Engineer/Project Manager, responsible for the identification, assessment, scheduling, and QA/QC of over 15,000 City of New Orleans drainage assets, including catch basins, manholes, and lateral main drain lines. Mr. Torregano is also in charge of the efforts of the cleaning phase, which will involve the management and inspection of the identified assets. He worked directly with the City's Grants Management Team to ensure proper protocols and documentation remained consistent to ensure compliance with FEMA reimbursements for the client.</p>		

07/21-Current	<p>Slidell Breakwater Restoration Feasibility Study, Neel-Schaffer, Slidell, LA</p> <p><i>Project Executive.</i> As a sub-consultant to Neel-Schaffer, Wingate assists in design efforts by providing 3 alternative preliminary design recommendations for both Phase 1 – Eden Isles and Phase 2 – Carr Drive. As Project Executive, Josh is responsible for reviewing and developing known utilities figures and including information on project plan development. Wingate is also assisting in the development of alternative designs while drafting sections for each of the alternative design plans, with an emphasis on developing access corridors along the breakwater from deeper waterways for barge and marine traffic</p>
10/20-Current	<p>Citywide Community Development Block Grant Drainage Improvement Projects, City of New Orleans, New Orleans, LA</p> <p><i>Civil Engineer.</i> Evaluation, design, and construction management of city-wide drainage improvements ranging from point repairs and catch basin adjustments to the design of entirely new drainage infrastructure across several city blocks within residential and commercial areas and the Central Business District. HMGP Community Development Block Grants funded this program. Therefore, Mr. Torregano worked directly with the City's Grants Management Team to ensure consistent protocols and documentation to ensure compliance with community development block grant requirements.</p>
03/18-06/19	<p>Various Indian Reservations, Arlington, Tribal Transportation Program, Washington/Albuquerque, New Mexico.</p> <p><i>Project Engineer.</i> The Tribal Transportation Program (TTP) was established by the Surface Transportation Assistance Act of 1982 and addresses the transportation needs of the 573 federally recognized Indian Tribes and Alaska Native Villages by providing funds for planning, designing, construction, and maintenance activities. The Federal Highway Administration (FHWA) tasked the project team to conduct compliance reviews of the Tribal Transportation Program. The purpose of these reviews is to ensure that funds provided by the program are being properly used according to the program's standards. As a sub-consultant to The DMP Group, Wingate was responsible for reviewing all engineering and construction operations for infrastructure projects.</p>
04/21-11/22	<p>Community Adaptation Program: Round 2, The City of New Orleans & the New Orleans Redevelopment Authority (NORA), New Orleans, LA</p> <p><i>Project Engineer/Project Manager.</i> The City of New Orleans and NORA undertook a network of initiatives to help study, educate, and implement citywide green infrastructure projects. To promote better green infrastructure improvements on individual residential properties, NORA oversaw the design and implementation of stormwater management interventions through the new Community Adaptation Program (CAP) in the Gentilly neighborhood. Wingate is responsible for the schematic design and construction of all drainage, stormwater management, landscape architecture, and beautification elements of the program. The funding source for this project came from the National Disaster Resiliency grants through the U.S. Housing and Urban Development. Josh ensured that proper protocols and documentation remained consistent with HUD's extensive requirements.</p>
02/19-01/21	<p>Water Line Replacement Program, The Sewage and Water Board of New Orleans (SWBNO), New Orleans, LA</p> <p><i>Project Engineer/Project Manager.</i> This project consisted of waterline and road design in accordance with SWB, CNO, and Federal DOT Standards. This phased design project included surveying, preliminary and final design, construction administration, and inspection services. This program was a FEMA funded program based on reimbursement. Josh worked directly with the SWBNO Grants Management Team to ensure consistent protocols and documentation to ensure compliance with FEMA reimbursements for the client.</p>

Firm employed by	Wingate Engineers, LLC		
Name	Clifton C. Kyle	Years of relevant experience with this employer	3
Title	Contract Administrator	Years of relevant experience with other employer(s)	15
Degree(s) / Years / Specialization	JD / 2011 / Juris Doctor MS / 2006 / Engineering Systems Management MA / 2019 / Strategic Studies BS / 2001 / Operations Research	Active registration number/state/expiration date	N/A
Year Registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities			Project Governance/Grants Management
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Clifton Kyle has 22 years of progressive management and leadership experience in engineering, federal government, and legal/compliance sectors. He successfully synchronized both civilian and military opportunities and training to develop an unparalleled approach to complex problem resolution. Mr. Kyle maintains a breadth of compliance knowledge with large scale infrastructure throughout the United States, Europe, and Africa, including planning, staffing, project execution, and post assessment. Using compliance knowledge, values-based assessments, and legal concepts, Mr. Kyle successfully builds cohesive teams that deliver unrivaled projects in a cost constrained and resources dependent environment.</p>			
06/01-Current	<p>US Army Reserve, White Plains, MD</p> <p><i>Army Officer, COL/O6 Brigade Commander.</i> Mr. Kyle leads over 1,100 soldiers geographically dispersed across six states. His team supports mission-critical infrastructure identification, compliance planning, execution, and operations throughout the Middle East and Northern Africa. These projects include regional hospitals, education centers, power stations, and contingency/redundant structures. Mr. Kyle is responsible for developing and supervising key performance indicators, schedules, and compliance with local and internal policies. Additionally, Mr. Kyle communicates with senior officers and country stakeholders on project status, including budget, health and safety, and operational performance. Upon acceptance of the position, Mr. Kyle immediately developed a detailed staffing plan that identified capabilities gaps and requirement shortcomings in the unit's organizational structure. Through a strategic vision, targeted recruitment, and proper personnel utilization, the unit simultaneously accomplished assigned tasks in 14 countries while maintaining the requisite capabilities to deliver additional strategic projects.</p>		
01/22-Current	<p>CDM PSC, Joint Base Anacostia-Bolling, Washington, DC</p> <p><i>Contract Administrator.</i> Mr. Kyle serves as the contract administrator on a federal contract for the Department of Air Force, Directorate for Special Programs. Mr. Kyle uses his legal understanding and detailed approach to ensure state and federal law compliance as well as contract inefficiency identification. Primarily, he reviews contracts and identifies opportunities to improve costs, terms, quality, and performance while simultaneously developing a road map to support contract revisions resulting in cost optimization. Mr. Kyle interacts daily with key federal government stakeholders, contractors, and third parties.</p>		
01/13-01/22	<p>KLG, LLC, Houston, TX</p> <p><i>Managing Partner.</i> Mr. Kyle managed a federal consulting firm that advises clients on daily operations, strategies, and objectives in both the private and public market. He reviewed federal regulations and ensured all engineering and construction activities followed appropriate legislation. He represented federal government clients such as the Department of Justice, USACE–Galveston, USACE–New Orleans, and USDA–Louisiana to acquire real estate along the Gulf Coast for contingency site operations, border security, and power production. Additionally, Mr. Kyle ensured compliance with all federal, state, and municipal regulations, laws, and ordinances. Mr. Kyle drafted policy statements, public notices, and agency positions. Further, Mr. Kyle attended subcontractor meetings to address change orders and ensure compliance with contract terms. Internally, Mr. Kyle handled company-wide human resources matters, including talent identification, employee disputes, long-term vision, project personnel assignment, and contractor claims. Routinely, Mr. Kyle advised clients like federal stakeholders on project status and performance goals in alignment with stated client objectives.</p>		

10/08-01/13	<p>Royal Engineers & Consultants, Houston, TX</p> <p><i>Senior Vice President, Operations.</i> Mr. Kyle was responsible for the daily operation of all seven offices, including developing and implementing company policies and procedures. He directly supervised the compliance, human resources, and information technology staff. Additionally, Mr. Kyle developed and led the Proposal Working Group, which was responsible for all procurement and proposal development companywide. Mr. Kyle drafted and implemented key performance indicators to evaluate project success. Other direct responsibilities included contract negotiation, value engineering, state and federal regulations compliance, project optimization, risk management, safety, quality assurance, resource maximization, and efficiency with diverse governmental agencies. He coordinated with State, local, and Federal agencies on project closeout processes and procedures. Additionally, Mr. Kyle constructed the Quality Assurance and Quality Control Plan to balance the project work, including subcontractor identification, procurement, and disadvantaged business enterprise compliance.</p>
05/06-10/08	<p>Ares Corporation, Houston, TX</p> <p><i>Senior System Engineer.</i> Mr. Kyle served as the Lead Flight Safety Engineer for 16 space shuttle missions to the International Space Station. He was responsible for the safety certification process on all equipment, including managing proper material handling of environmentally hazardous items, conducting contamination containment inspections, cargo stowage optimization, manifest scheduling, and team supervision. NASA recognized Mr. Kyle's efforts by awarding him a NASA GEM for reducing inefficiencies and cutting program costs. Additionally, Mr. Kyle served as Senior System Engineer on the winning team for the \$770 million federal government project to secure America's borders and reduce illegal migration. He was part of a team that utilized cost benefit analysis and mathematical modeling to maximize detection devices and equipment. The team's efforts optimized sensor placement, reducing travel time, operating costs, and project inefficiency on sites ranging up to 4,000 miles apart.</p>

Firm employed by		Wingate Engineers, LLC	
Name	Cedric S. Grant	Years of relevant experience with this employer	1
Title	Project Manager	Years of relevant experience with other employer(s)	43
Degree(s) / Years / Specialization	MBA / 1982 / Master of Public Administration BA / 1974 / Political Science	Active registration number/state/expiration date	N/A
Year Registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities			Project Manager
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Cedric Grant is a respected public policy expert with more than 40 years of experience in government and infrastructure. He has successfully led billions of Federal, State, and Local investments in water management, public utilities, capital projects, and sustainable communities. His vast knowledge of global infrastructure initiatives has enabled him to create new opportunities for communities and create long-term solutions. He is highly sought after as a leader in various industries and has the vast expertise to guide multi-dimensional projects to full implementation. He is a proven and trusted leader impacting global communities.</p>			
06/22-Current	<p>Grant Management Group, New Orleans, LA</p> <p><i>President.</i> Mr. Grant owns a grant management consultant company providing consultant services to governments, non-governmental organizations, and private companies. He provides consulting services in general management, grant management, capital planning, and development. Mr. Grant specializes in disaster and recovery management, including water and stormwater management. Resilience planning, sustainability management, transportation and urban planning, economic development, and intergovernmental relations.</p>		
07/14-08/17	<p>Sewerage and Water Board of New Orleans, The City of New Orleans, New Orleans, LA</p> <p><i>Executive Director.</i> As Executive Director of the Sewer, Water, and Drainage Board for the City of New Orleans, Mr. Grant supervised a staff of 1,100, serviced 137,000 customers, and provided drainage services to the entire metropolitan area. He directed the Integrated Infrastructure Management program for the City of New Orleans with a combined infrastructure project portfolio of over 500 projects valued at \$ 3 billion.</p>		
05/10-07/14	<p>Facilities, Infrastructure and Community Development, The City of New Orleans, New Orleans, LA</p> <p><i>Deputy Mayor.</i> Mr. Grant directed the Integrated Infrastructure Management program for the City of New Orleans in managing city facilities, capital projects, public works, and housing and development projects supporting the City's recovery program. He oversaw public benefit corporations, sewer and water operations, city planning, and public transit operations. He also managed capital budgets in excess of 1 billion dollars. Served as Acting Chief Executive Officer of the New Orleans Building Corporation, which oversaw the Crescent Park project, Union Passenger Terminal operations, and the Four Seasons Hotel and Condominiums development.</p>		
05/08-05/10	<p>Ascension Parish government, Gonzales, LA</p> <p><i>Chief Administrative Officer</i> Mr. Grant managed all governmental operations for a Parish of 350 square miles and a population of 104,000. He oversaw a \$100 million operating budget, a \$50 million capital budget, and 400 employees.</p>		

08/04-04/08	<p>Louisiana Department of Transportation and Development, Baton Rouge, LA</p> <p><i>Deputy Secretary.</i> As Deputy Secretary of the Department of Transportation and Development, Mr. Grant was responsible for the day to day management of 4,800 personnel with a budget of \$2.4 billion. He managed the Louisiana Transportation Authority, the state's toll authority, and public- private partnership. While managing the Disadvantaged Business Enterprise Program and special projects such as Huey P. Long Bridge Widening, Florida Avenue Bridge, LA Swift Commuter Bus Service, and Baton Rouge to New Orleans Commuter Rail Project. Intergovernmental Liaison to all levels of government and business community resulting in consensus on major state projects</p>
03/04-08/04	<p>Parsons Corporation, New Orleans, LA</p> <p><i>Senior Operations Manager</i> Managed a 15-person engineering office. This office designed road and highway projects and planning projects totaling over \$10 million. Clients included the City of Atlanta, Fulton and Gwinett counties, and the Georgia Department of Transportation.</p>
05/22-03/04	<p>Grant Management Group, New Orleans, LA</p> <p><i>President.</i> Consulting firm specializing in management consulting, urban, transportation, emergency, infrastructure, and special event planning. Provided project and program development and management, financial management, consensus building and intergovernmental liaison services. Implemented contract compliance and transition plan for United Water Atlanta resulting in significant program savings</p>
08/00-05/02	<p>The City of New Orleans, New Orleans, LA</p> <p><i>Chief Administrative Officer</i> City Administrator of full service city of 363 square miles, coterminous with Orleans Parish (County), 485,000 population, and 6,000 employees. Chief Assistant to the Mayor, Chief Budget Officer, and Manager of 13 departments and oversight of boards and commissions. Responsible for city operations and fiscal management of \$550 million operating and \$200 million capital budgets. Key accomplishments included improving city's general obligation bond rating, implementing new employee health care plan, and creating an entrepreneurial public benefit corporation to develop city real estate assets.</p>
06/94-08/00	<p>The City of New Orleans, New Orleans, LA</p> <p><i>Deputy Chief Administrative</i> Mr. Grant was the Principal Assistant to the Chief Administrative Officer responsible for capital development, emergency preparedness, and public works. Directed the city's \$200 million capital improvement program and budget. Managed city development projects valued at over \$500 million, including hotel developments, convention center expansion, and multi-modal transportation center. Supervised emergency preparedness operations for 9/11 response, five hurricanes, three floods, and two Super Bowls. He was awarded the Mayor's Medal of Honor for his performance during Hurricane George.</p>
06/92-06/94	<p>The Port of New Orleans, New Orleans, LA</p> <p><i>Planning Manager</i> Principal Planner for capital improvements, transportation, environmental and urban development. Developed master plan for cruise ships and gaming vessels to dock on downtown riverfront and twenty-year strategic plan for port development. Managed community consensus to create mitigation plan for \$600 million replacement of Inner- Harbor Navigation Canal Lock Project</p>
06/89-05/92	<p>Downtown Development Authority, New Orleans, LA</p> <p><i>Director of Research and Development</i> Assistant Director of 500-acre special tax increment financing district. Managed intergovernmental relations, parking operations, grants administration, capital improvements planning, security and maintenance management, transportation and housing development planning. Managed \$900,000 budget</p>

Firm employed by	Wingate Engineers, LLC		
Name	Donnell Bonneé	Years of relevant experience with this employer	<1
Title	Grants Writer	Years of relevant experience with other employer(s)	20
Degree(s) / Years / Specialization	BS / 2009 / Management Information Systems AS / 2009 / Accounting	Active registration number/state/expiration date	N/A
Year Registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities			Grants Writing and Development
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Donnell Bonneé is an experienced emergency management specialist who works at the local, state, and federal government levels to ensure that communities understand and address their vulnerabilities to hazards and the associated risks to the communities' physical and structural well-being before and after a disaster. He has experience in performing post-disaster assessments to determine the amount of Federal Aid required to return the community to its pre-disaster condition. He has experience facilitating collaboration with government and community stakeholders to establish and achieve common goals related to building capacity to mitigate risks, respond to hazard events, and recover from disasters.</p>			
03/20-12/22	<p>City of New Orleans Departments of Public Works & Hazard Mitigation Projects, Hagerty Consulting, Inc., New Orleans, LA</p> <p><i>Recovery Consultant.</i> Mr. Bonneé serves as the Federal Grants Manager Team Lead for the City of New Orleans Departments of Public Works and Hazard Mitigation Projects. Mr. Bonneé has managed and supported numerous disaster preparedness, response, recovery projects, resiliency and adaptation, and hazard mitigation. These efforts help to build communities' capacity before a disaster to become more resilient to the impacts of hazards, to protect lives and property during a disaster, and to ensure communities can recover to full economic and community stability after a disaster. Mr. Bonneé also has extensive management and human resource skills which he has gained in prior career endeavors. This wide range of skills gives Mr. Bonneé a unique ability to adapt to or lead teams in a variety of disciplines</p>		
06/17-02/20	<p>Federal Disaster Grants Manager Team Lead, New Orleans, LA</p> <p><i>Project Delivery Unit.</i> Mr. Bonneé is serving as the team leader to deliver grants for Federal Disasters by coordinating with the Department of Public Works (DPW) Project Managers to analyze project costs for Federal Emergency Management Agency eligibility determinations. Prepare and submit Public Works projects for closeout with the Governor's Office of Homeland Security and Protection upon completion, including final expense reconciliations, construction eligibility reviews, and scope alignments. Develop, coordinate, and revise a variety of Government-wide procurement policies, reviewed proposed changes to existing regulations and determined whether they should be addressed. Drafts all Federal Emergency Management Agency / Governor's Office of Homeland Security and Protection correspondence, coordination of supporting documentation, and overall grant management. Draft time extensions and grant amendment requests to Federal Emergency Management Agency as needed. Provided quarterly project reporting updates in accordance with all criteria identified by the Federal Emergency Management Agency / Governor's Office of Homeland Security and Protection. Interface with Federal Emergency Management Agency project officers to work through scope eligibility concerns.</p>		

02/14-05/17	<p>Federal Disaster Grants Manager, Project Delivery Unit, New Orleans, LA</p> <p><i>Reimbursement and Closeout Specialist.</i> Mr. Bonneé facilitated all reimbursements associated with the City of New Orleans Joint Infrastructure Recovery Roads Projects (JIRR). Advised Public Works Director and staff on procurement, fee structures, state, and federal documentation requirements related to all federally funded road repair projects. Prepared and submitted Public Works projects for closeout with Governor's Office of Homeland Security and Protection upon completion. Including final expense reconciliations, construction eligibility reviews and scope alignments. Conducted site inspections to audit items purchased with federal funding. Collected and analyzed data to detect deficient controls, duplicated effort, extravagance, fraud, or non-compliance with laws, regulations, and management policies. Liaison between Project Delivery Unit, Purchasing Department, and all other departments to help align the City's procurement procedures, requirements, and reimbursements with those regulated by Federal Emergency Management Agency, Governor's Office of Homeland Security and Protection, and the Louisiana Public Assistance Reimbursement Program guidelines.</p>
01/13-01/14	<p>Federal Disaster Grants Manager, Project Delivery Unit, New Orleans, LA</p> <p><i>Cost Estimator and Contracts Manager.</i> Mr. Bonneé analyzed, evaluated, and created cost or price proposals using RS Means software. He solicited, evaluated, negotiated, and awarded contracts with commercial organizations, educational institutions, nonprofit organizations, and State, local or foreign governments for furnishing products, services, construction or research and development to the Federal Government. He routed and assisted in streamlining the contract routing process through proper chain of command for approval, located vendors of materials, equipment, or supplies, to determine cost reasonableness, and tracked and reported contract progression via Intuit QuickBase. Mr. Bonneé administered contracts by assuring compliance with the terms and conditions of contracts, including resolution of problems concerning the obligations of the parties, and formulated and administered policies and procedures to ensure achievement of Federal socioeconomic goals, such as those affecting small business, labor surplus areas, and disadvantaged business firms.</p>

Firm employed by		Wingate Engineers, LLC	
Name	Marilyn S. Myrdal	Years of relevant experience with this employer	1
Title	Grants Writer	Years of relevant experience with other employer(s)	45
Degree(s) / Years / Specialization	MILS / 2023 / Master's in Library & Information Science MPA / 1986 / Masters of Public Administration BA / 1977 /	Active registration number/state/expiration date	N/A
Year Registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities			Grants Writing and Development
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Marilyn S. Myrdal has more than 20 years of specialized experience equivalent to or directly related to the line of work, which has equipped her with the knowledge, skills, and abilities to perform successfully. She can implement and manage Federal grants and cooperative agreements and provide grants-related assistance and services, such as negotiating terms and conditions of grants/assistance awards to include costs, schedules, and oversight responsibilities. Ms. Marilyn can independently gather and develop pre-audit data and conducts internal audits while facilitating external audits used in developing necessary policy and legislative proposals.</p>			
06/09-12/21	<p>District of Columbia Government Department of Employment Services, Office of Compliance & Independent Monitoring, Washington, DC</p> <p><i>Program Analyst.</i> As a seasoned program analyst, Ms. Myrdal independently utilized sound judgment in conducting internal audits, risk enterprise assessments, compliance monitoring, and grants management to ensure performance oversight of various Federal and District-funded programs on behalf of the agency. Her responsibilities included managing audit engagement, ensuring effective internal financial and operational controls, and providing management recommendations regarding identified or potential business risks. Ms. Myrdal advised top-level management on various topics to meet goals and establish the agency's mission. She was responsible for designing and implementing the agency's Revenue Quality Control (RQC) program to ensure objectives were met, program efficiency and effectiveness were examined, and compliant with Federal and District unemployment laws, policies, and procedures, resulting in 100% compliance each year.</p>		
06/06-07/07	<p>DLW Consulting, LLC, Washington, DC</p> <p><i>Management Consultant.</i> Ms. Myrdal worked with management to identify business options, resources and researched business performance while analyzing data to determine points of weakness by evaluating different types of analysis for clients. She identified different issues in management and organization and clearly delineated associated concerns to clients. Marilyn analyzed and evaluated the organization's operations and procedures to offer recommendations based on findings and assisted management in identifying issues, exploring solutions, and implementing policy options. She monitored employee performance on projects and daily work routines and provided expert guidance to management on changes and problem-solving. The project was completed on time, and all funds were appropriated before the completion close-out.</p>		

08/00-07/06	<p>District of Columbia Government Department of Health, Maternal & Family Health Administration, Washington, DC</p> <p><i>Maternal & Child Health Officer and Chief, Prenatal & Infant Health Bureau.</i> Ms. Myrdal's primary role was to serve as the Administrative Director for the District of Columbia Title V Maternal & Child Health Program to ensure oversight of the programmatic aspects of the federally funded Health Start Program, Community Integrated Service System (CISS), the Child & Adolescent School Health Program and various programs within the Maternal, Infant, Child & Family Health Bureau. As the Maternal Child & Health Officer (MCHO), Ms. Myrdal worked closely with lead staff during natural and man-made disasters, crises, and emergencies regarding all public health related issues. Under her purview, the administration comprised over 150 employees, including budget oversight for over \$18 million. Ms. Myrdal was responsible for developing administrative oversight, protocols, and monitoring for all programs and grants related to maternal and family health within the District of Columbia Department of Health. She performed a variety of pre-and post-award grants and cooperative agreement management tasks, including conducting pre- and post-award reviews and analyses to identify and resolve management, financial, and administrative issues. Ms. Myrdal processed close-outs of grants and agreements, ensuring compliance with programmatic, administrative, and fiscal requirements of relevant statutes, regulations, policies, guidelines, and with grantee-stated objectives and applicable implementation plans.</p>
06/78-01/85	<p>City of Savannah, Department of Housing & Community Development, Savannah, GA</p> <p><i>Deputy Director/Program/Special Projects Coordinator & Financial Counselor.</i> Ms. Myrdal coordinated the community developments program sponsored by Federal, state, and local government operations to promote the city's business and housing development activities. She conducted feasibility studies and provided guidance to the organization while managing the planning and implementation of projects undertaken through citywide community development assessment initiatives. She coordinated the preparation/processing of grant and loan applications to various program entities and maintained information pertinent to development trends and creative financing mechanisms. Ms. Myrdal processed financial data for eligibility determination for Community Development Block Grant programs offered by the city and coordinated financial feasibility documents and construction specifications for city-wide housing and community development activities.</p>

Firm employed by		Wingate Engineers, LLC	
Name	Ingrid Norah	Years of relevant experience with this employer	2
Title	Grants Manager	Years of relevant experience with other employer(s)	12
Degree(s) / Years / Specialization	MBA / 2023 / Project Management BS / 2010 / Accounting	Active registration number/state/expiration date	N/A
Year Registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities			Grants Compliance and Administration
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Ingrid Norah has 20 years of experience working with FEMA related projects, conducting financial audits, and advising on FEMA related issues. Her experience in disaster recovery and response started in Louisiana, where she served as an Accountant and Claims Analyst and was responsible for performing financial calculations to determine economic losses for Hurricane Katrina and the BP Oil Spill. Ms. Norah has vast expertise in the FEMA Public Assistance Program with emphasis on grants support and cost recovery services related to the disaster recovery programs and Project Worksheet (PW) preparation in compliance with the Stafford Act, Title 44 Code of Federal Regulations, and the National Environmental Policy Act.</p>			
03/16-12/21	<p>Ascension Parish School Board Disaster Recovery Program, Ascension Parish School Board, Donaldsonville, LA</p> <p><i>Accounting Specialist.</i> As a result of the record floods in August 2016 in South Louisiana, the Ascension Parish School Board's facilities sustained substantial damage. The School Board hired CSRS to assist with grants management and program management. Ms. Norah provides critical accounting support to ensure reimbursable costs are properly documented to maximize funding reimbursement and minimize de-obligation risk. She uses her expertise in FEMA PA programs to provide grants support and cost recovery services.</p>		
05/17-12/20	<p>East Baton Rouge City, Parish Disaster Recovery Grants Management, East Baton Rouge, LA</p> <p><i>Sr. PA GM Specialist.</i> In the aftermath of the record level flooding that occurred in South Louisiana in August 2016, CSRS was engaged by East Baton Rouge City-Parish to assist in the build-back of the numerous facilities damaged or destroyed resulting from the massive inundation. As the Accounting Specialist assigned to the project, Ms. Norah collaborates with various funding agencies and internal City-Parish departments to ensure the use and application of federal and state funds are properly reviewed and audited for correctness. She uses her FEMA PA programs experience to ensure maximum funding for the client.</p>		
02/15-03/16	<p>State of Louisiana, Office of State Procurement, New Orleans, LA</p> <p><i>Contracts & Grants Officer.</i> Ms. Norah assessed records of statewide contracts and cooperative endeavor agreements between various inter-agency and intergovernmental groups and executive branch state agencies. Ms. Norah ensured the contracts met the highest standards by analyzing all documents for proper regulatory compliance, required clauses, and authorization signatures. She coordinated with cross-functional agency personnel to clarify regulatory discrepancies, resolving disputes with multiple governmental and environmental agencies as an Agency Relationship Manager and assisted the state agencies in preparing RFPs, contracts, and other procurement documents. She resolved any disputes with multiple governmental and environmental agencies as Agency Relationship Manager.</p>		

03/13-01/15	<p>Postlethwaite & Netterville, APAC, New Orleans, LA</p> <p><i>Financial Analyst, Representative Project.</i> Ms. Norah optimized assessments of financial data by shrewdly analyzing profit & loss statements, tax returns, and general ledgers for trends and discrepancies to ensure completeness. She eliminated errors in claimants' financial data through strategic account management. Ms. Norah developed and maintained spreadsheets, pivot tables, graphs, and other financial models with Microsoft software used to illustrate technical reports and create forecasts to establish business stability. She communicated the results of financial reports to various end users with lawyers, accountants, and claimants. Ms. Norah worked on the Deepwater Horizon Claim Settlement: Calculated the financial loss of business impacted by the 2010 BP Oil Spill and analyzed claimants' data to determine the financial status and revenue trends of the business prior to the spill to establish the claimant's projected losses and an appropriate settlement amount.</p>
06/10-02/13	<p>City of New Orleans in the Grants Management Program, Royal Engineers and Consultants, LLC, New Orleans, LA</p> <p><i>Administrative Director, Project Administrator, Representative Project.</i> Ms. Norah worked with the City of New Orleans in the Grants Management Program and collaborated with a multi-faceted team to gather invoices, checks, and proper procurement, while simultaneously tracking billed time and expenses applied to each FEMA project worksheet. Managed all files in SharePoint and assessed documents to ensure regulatory compliance. Ms. Norah liaised with administrative staff and top management to establish and enforce newly developed process controls, policies, and procedures. She oversaw all aspects of budgeting for the administrative departments, developed and implemented cost-saving measures based on analysis of administrative operating costs, and processed Payroll distribution and tax filing for over 50 employees. Ms. Norah led the establishment of a fully operational Human Resource Department covering versatile personnel needs including background checks, orientation, onboarding, exit processing, etc. Ms. Norah assisted with the St. Bernard Roadway Restoration as the project manager. She assisted project managers with preparing requests for bids, preparing bid advertisements, compiling specification books, scheduling and attending pre-bid meetings, preparing meeting minutes, issuing addendums, and preparing AIA billings. She monitored various aspects of contracts through innovative maintenance of the electronic job files database, compiled precise job cost reports through meticulous invoice coding, payroll, and billing oversight, and enhanced business development by performing site searches and producing written proposals. Ms. Norah helped with the Bloski Ave Extension Project, maintained all WAWF documents, and conducted electronic invoicing, receipt, and acceptance. Successfully completed project billing and certified payroll reports and enforced regulatory compliance for all subcontractor reports.</p>
01/00-05/10	<p>The Ellis Company, LLC, Kenner, LA</p> <p><i>Accountant.</i> Ms. Norah supervised a team of five accounting professionals in all daily accounts payable and receivable procedures. She processed payroll distribution and tax filings for over 100 employees, posted journal entries to the general ledger to correct financial errors, and performed month-end/fiscal year closing and AIA contract billing. Ms. Norah interfaced with senior staff and the project manager to provide updates on job reports based on job costing, audit reviews, and monthly bank reconciliations, and Prepared bid proposals packages, ordered insurance certificates, and prepared job contracts once jobs were acquired.</p>

Firm employed by Wingate Engineers, LLC			
Name	Shelley Sparks	Years of relevant experience with this employer	2
Title	Grant Manager	Years of relevant experience with other employer(s)	10
Degree(s) / Years / Specialization	BS / 2007 / Mass Communications	Active registration number/state/expiration date	N/A
Year Registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities			Grants Compliance and Administration
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Shelley Sparks is a highly accomplished professional with over 20 years of expertise in project administration and grants management. Throughout her career, Shelley has successfully overseen numerous engineering, construction, consulting, and health projects, demonstrating exceptional leadership skills and meticulous attention to detail. With a proven track record of managing grants, Shelley has played a pivotal role in driving organizational growth and sustainability. Her comprehensive understanding of funding mechanisms, grant compliance, and her strategic vision has enabled her to navigate complex grant landscapes and deliver impactful outcomes effectively. With an unwavering commitment to excellence, Shelley has consistently achieved project objectives while optimizing resources and fostering collaborative partnerships. Her unparalleled experience and proficiency make her an invaluable asset in project administration and grants management.</p>			
12/16-08/21	<p>Housing of Urban Development, Community Block Grant Housing Program, Royal Engineering and Consultants, LLC, St. John the Baptist Parish, LA</p> <p><i>Project Manager.</i> Shelley Sparks excelled as the Project Manager for an income-based housing program aimed at rehabilitating, reconstructing, and elevating over 300 hurricane-damaged homes in St. John the Baptist Parish. Her responsibilities encompassed homeowner coordination, procurement of bids, development, and management of construction contracts, as well as meticulous reporting and compliance oversight.</p>		
01/17-06/20	<p>Master Plan & Initial Permitting for a Parish-wide Levee System, Royal Engineers and Consultants, LLC, Iberia Parish, LA</p> <p><i>Project Manager.</i> Recognizing the need to safeguard its more than 60,000 residents from the devastating impact of hurricanes, Iberia Parish embarked on an ambitious initiative to establish a multi-million-dollar parish-wide hurricane protection levee. Shelley undertook an extensive process involving utilizing ArcGIS to meticulously develop a potential levee alignment and alternative alignments per Louisiana's Coastal Protection and Restoration Authority's Coastal Master Plan. Shelley ensured the proposed alignments aligned seamlessly with the established plan. Additionally, she identified viable funding strategies and determined the estimated construction quantities and timelines, establishing a solid foundation for this initial exploratory phase of this project.</p>		
06/15-12/16	<p>BP Oil Disaster Master Plan Development & Funding Strategy, Lafourche Parish, LA</p> <p><i>Associate Planner.</i> To plan for the expenditure of BP oil disaster funding, Lafourche Parish create a comprehensive Master Plan of environmental restoration projects that would be publicly acceptable. To ensure a successful outcome, the Parish engaged the services of a specialized firm to assist in creating a draft of this Master Plan. Shelley assisted in identifying suitable projects, conducting analysis, and effectively communicating complex Federal and local compliance measures. She also provided strategic ways to balance political pressures and the public need to create a consensus-driven plan.</p>		
08/13-07/15	<p>Platform Development</p> <p><i>Salesforce Administrator and Project Manager.</i> Shelley led the design, implementation, and maintenance of many platform builds to support the needs of over 600 internal users. Her notable achievements included developing and monitoring student-to-employee conversion rates and establishing comprehensive recruitment talent tracking systems, including specialized tracking for physicians. Additionally, she played a pivotal role in developing a system to create and monitor workforce development programs that track the progress of program enrollees. Furthermore, Shelley spearheaded the development of a user- friendly gym and event registration system, enhancing public access and participation in these activities.</p>		

Firm employed by		Wingate Engineers, LLC	
Name	Daniel Lee, E.I.	Years of relevant experience with this employer	2
Title	Project Manager/ Project Engineer	Years of relevant experience with other employer(s)	7
Degree(s) / Years / Specialization	BS / 2015 / Civil Engineering	Active registration number/state/expiration date	E.I. No. 0035001/Louisiana/ 03-31-2024
Year Registered	2021	Discipline	Civil
Contract role(s) / brief description of responsibilities			Design Review and Oversight
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Mr. Daniel Lee is a Registered Engineer Intern with 7 years of Civil Engineering Experience. Mr. Lee began his engineering career at the Sewerage & Water Board of New Orleans, providing engineering support, and then worked at the Department of Public Works as a project manager. Mr. Lee is experienced in developing cost estimates, drainage designs, preparation of specifications, construction inspection, and project delivery from start to finish.</p>			
07/23-Current	<p>Design and Engineering for Roadway and Drainage Services for DPW737- Milne Boulevard, The City of New Orleans Department of Public Works (DPW), New Orleans, LA</p> <p><i>Project Engineer.</i> The City of New Orleans Department of Public Works (DPW) has engaged Wingate Engineering (Wingate) to provide the city with professional design and engineering services to support the delivery of JIRR construction projects that fall within the city-wide infrastructure improvements. Wingate has been hired to perform design and engineering for the full-depth replacement of six city blocks located from 6900 through 7100 blocks of Milne Boulevard in the Lakeview neighborhood, following a strict schedule and DPW specifications. As Project Engineer, Mr. Lee is responsible for reviewing inspection reports, planning, directing work, and coordinating with different entities.</p>		
03/23-Current	<p>Max Pave (Interim Pavement Restoration), The City of New Orleans Department of Public Works (DPW), New Orleans, LA</p> <p><i>Project Manager.</i> Before Mr. Lee's employment with Wingate, he was a Project Manager for the City of New Orleans Department of Public Works. During his time with DPW, the Max Pave program was created to restore existing Sewerage and Waterboard open and/or interim service cut to a modified standard. Mr. Lee was the owner and direct point of contact and was fully responsible for the program's success from start to finish by reviewing inspection reports, planning, directing work, and coordinating with different entities. This project has evolved into the Interim Pavement Restoration program in 2023. Daniel continues his Project Manager responsibilities for the new Max Pave program as a Wingate employee.</p>		
07/21-Current	<p>Alton Neighborhood Feasibility Study and North 3rd Street Drainage and Transportation Improvements, St. Tammany Parish, Slidell, LA</p> <p><i>Project Engineer.</i> St. Tammany Parish Government has hired Wingate Engineers to perform Engineering, Design, and inspection services for drainage and transportation improvements to North 3rd Street, located in the Alton Neighborhood of Slidell. As a result of a previous feasibility study performed by Wingate for the Alton Neighborhood, the Parish was able to secure LADOTD TAP grant funding for this critical infrastructure project. The scope of work consists of preliminary and final construction plans to produce bid documents and construction engineering and inspection services along N. 3rd Street, including, but not limited to, subsurface drainage installation and sidewalk construction. As Project Engineer, Mr. Lee will perform all necessary reviews of the preliminary and final plans to verify the design concept, constructability, and accuracy, along with associated reports, conclusions, calculations, and recommendations.</p>		

09/21-Current	<p>Street and Area Lighting Asset Management, The City of New Orleans Department of Public Works, New Orleans, LA</p> <p><i>Project Engineer.</i> The City of New Orleans Department of Public Works contracted a firm to manage streetlight operations and oversee the city's selected maintenance contractor. This project includes project management, energy efficiency designs, construction inspection, and management, along with QC Management. Mr. Lee oversees weekly/monthly reports to track the progress of outages, knockdowns, and new poles. He is responsible for making sure that records were being kept of all restored outages, organized by district, that they cleared the 311 system, and kept in contact with inspectors to ensure the correct assets were being addressed.</p>
01/22-03/23	<p>Emergency Drainage Assessment and Cleaning Construction Management and Debris Monitoring Services, The City of New Orleans, New Orleans, LA</p> <p><i>Project Lead/ Project Engineer.</i> Wingate Engineers manages the identification, assessment, scheduling, and QA/QC of over 15,000 City of New Orleans drainage assets. These assets include catch basins, manholes, and lateral and main drain lines. Mr. Lee is also responsible for managing the cleaning contractor to systematically deploy and clean all identified assets while considering the funding source being FEMA reimbursement of the Client.</p>
06/16-12/21	<p>Joint Infrastructure Recovery Roads Program (JIRR) Phase III, The City of New Orleans Sewerage and Water Board and Department of Public Works, New Orleans, LA</p> <p><i>Project Manager.</i> This program is a joint effort with the Sewerage and Water Board and the Department of Public Works to restore damaged infrastructure. This program includes FEMA-funded Waterlines, Future SSERP, upgrades to drain lines, and roadway repairs. Mr. Lee managed 11 projects in the design phase and was a team lead in scoping and creating new projects for unaddressed streets.</p>

Firm employed by		Wingate Engineers, LLC	
Name	Tatiana Lewis, E.I.	Years of relevant experience with this employer	2
Title	Project Manager / Project Engineer	Years of relevant experience with other employer(s)	3
Degree(s) / Years / Specialization	BS / 2020 / Civil Engineering	Active registration number/state/expiration date	E.I. No. 0034535/Louisiana/ 09-30-2024
Year Registered	2020	Discipline	Civil
Contract role(s) / brief description of responsibilities			Design Review and Oversight
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , "designed drainage", "designed girders", "designed intersection", etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
<p>Tatiana Lewis is a graduate of the University of New Orleans and a veteran of the United States Army National Guard. Her background is in civil engineering design, with an interest in transportation and stormwater management. She is skilled in technical design programs such as Auto CAD and Civil 3D and has contributed to major roadway reconstruction projects. Ms. Lewis' time with the National Guard cultivated her skills in managing teams and reporting, which aids in her project management and design skills.</p>			
01/23-Current	<p>H&H Study and Implementation for Drainage Improvements for Downtown Development District, City of New Orleans Department of Public Works, New Orleans, LA</p> <p><i>Project Engineer/ Project Manager.</i> DPW has engaged Wingate Engineers to provide the city with professional design, management of drainage improvements, street/sidewalk repair and replacement, utilities, and other feature improvements within the Downtown Development District. Wingate services include street reconstruction and enhancements, installation of permeable parking lanes, subsurface utility upgrades and improvements, ADA compliance considerations, CCTV and cleaning, amongst other design and contract administration services. The City of New Orleans has developed an overly aggressive schedule for this program phase, with design services expected to be completed in 180 days. As Project Engineer, Tatiana is responsible for reviewing inspection reports, planning, directing work, and coordinating with different entities.</p>		
10/22-Current	<p>Lincoln Beach Redevelopment, City of New Orleans Department of Public Works, New Orleans, LA</p> <p><i>Project Engineer.</i> As a sub-consultant to Digital Engineering, Wingate Engineers has been tasked with the assessment, demolition, and subsequent design of various site civil and structural elements on the Lincoln Beach site. As Project Engineer, Ms. Lewis will provide the construction documents necessary to solicit bids from qualified construction contractors to rehabilitate damaged structures at Lincoln Beach. Several of the existing structures, such as the exterior brick wall, swimming pool, waterfront stage, and other waterfront structures, have deteriorated over time and do not meet current structural codes. Several of the structures will need to be demolished, either on or off-site, and the salvageable elements of their structures relocated to an offsite storage facility or area.</p>		
08/22-Current	<p>Street and Area Lighting Asset Management, City of New Orleans Department of Public Works, New Orleans, LA</p> <p><i>Field Supervisor.</i> The City of New Orleans Department of Public Works contracted a firm to manage streetlight operations and oversee the city's selected maintenance contractor. This project includes project management, energy efficiency designs, construction inspection, and management, along with QC Management. Tatiana supervises the field crews ensuring weekly/monthly reports of outages, knockdowns, and new poles are completed. She is responsible for making sure that records are being kept of all restored outages, organized by district, that they cleared the 311 system, and kept in contact with inspectors to ensure the correct assets were being addressed.</p>		

01/22-03/23	<p>Emergency Drainage Assessment and Cleaning Construction Management and Debris Monitoring Services, City of New Orleans, New Orleans, LA</p> <p><i>Field Supervisor.</i> Wingate Engineers managed the identification, assessment, scheduling, and QA/QC of over 15,000 City of New Orleans drainage assets. These assets include catch basins, manholes, and lateral and main drain lines. The team also managed a cleaning contractor to systematically deploy and clean all identified assets while considering the funding source being FEMA reimbursement of the Client.</p>
11/21-12/22	<p>Lakeview City Park Data Collection Analysis, New Orleans, LA</p> <p><i>Engineering Intern (EI).</i> This project alleviated flooding in neighborhoods adjacent to New Orleans City Park by enhancing existing lagoons in the park to store stormwater. Rerouting stormwater into the existing lagoons will relieve pressure on the existing conventional drainage system of pumps and pipes. Ms. Lewis contributed to redesigning a bridge over the lagoon on Diagonal Street. She utilized transportation engineering and hydraulic engineering to ensure the proposed bridge does not impede water flow.</p>
07/21-Current	<p>Alton Neighborhood Feasibility Study and North 3rd Street Drainage and Transportation Improvements, St. Tammany Parish, Slidell, LA</p> <p><i>Project Engineer.</i> St. Tammany Parish Government has hired Wingate Engineers to perform Engineering, Design, and inspection services for drainage and transportation improvements to North 3rd Street, located in the Alton Neighborhood of Slidell. As a result of a previous feasibility study performed by Wingate for the Alton Neighborhood, the Parish was able to secure LADOTD TAP grant funding for this critical infrastructure project. The scope of work consists of preliminary and final construction plans to produce bid documents and construction engineering and inspection services along N. 3rd Street, including, but not limited to, subsurface drainage installation and sidewalk construction. Ms. Lewis will review the preliminary and final plans to verify the design concept, constructability, and accuracy, along with associated reports, conclusions, calculations, and recommendations.</p>
07/21-Current	<p>Slidell Breakwater Feasibility Study, St. Tammany Parish Government, Slidell, LA</p> <p><i>Engineering Intern (EI).</i> Designer. St. Tammany Parish Government hired Neel-Schaffer Engineering to conduct a coastal process study for a potentially 6-mile shoreline area of Lake Pontchartrain between the I-10 twin span bridge and Hwy 11. This project aims to provide future protection from wave energy and wave-induced erosion and provide additional habitat for fisheries as well as coastal resilience for the greater Slidell community. As a sub-consultant to Neel-Schaffer, Wingate has been engaged to assist in design efforts by providing 3 alternative preliminary design recommendations for both Phase 1- Eden Isles and has 2- Carr Drive. Wingate is responsible for reviewing and developing figures of known utilities and the inclusion of information on project plan development. Wingate is also helping develop alternative designs while drafting sections for each alternative design plan, emphasizing developing access corridors along the breakwater from deeper waterways for barge and marine traffic.</p>

17. Firm Experience

Firm name	Wingate Engineers	Past Performance Evaluation Discipline(s)*	Planning, Data Collection
Project name	Tribal Transportation Programs	Firm responsibility (prime or sub?)	Sub
Project number	N/A	Owner's name	Federal Highway Administration (The DMP Group, LLC)
Project location	Arlington, WA/Albuquerque, NM	Owner's Project Manager	Maxine Marshall
Owner's address, phone, email	2233 Wisconsin Ave. NW, Washington, DC, 20007 (202) 726-2630 Maxine.marshall@thedmpgroup.com		
Services commenced by this firm (mm/yy)	03/18	Total consultant contract cost (\$ 1,000's)	\$375
Services completed by this firm (mm/yy)	06/19	Cost of consultant services provided by this firm (\$ 1,000's)	\$250 (est.)
Team Members Highlighted in this Proposal:			

Wingate Members Involved in this Project: Joshua Torregano, P.E.

Project Disciplines: Civil Engineering, Plan Review, Project Development, Construction Management, Federal Regulation and Funding Compliance, Project Administration

Project Description: The Tribal Transportation Program (TTP) was established by the Surface Transportation Assistance Act of 1982 and addresses the transportation needs of the 573 federally recognized Indian Tribes and Alaskan Native Villages by providing funds for planning, designing construction, and maintenance activities. The program is jointly administered by the Federal Highway Administration's Office of Federal Lands Highway (FLH) and the Bureau of Indian Affairs (BIA) per a memorandum of understanding. As a sub-consultant to The DMP Group, Wingate's responsibility was to review all engineering and construction operations for infrastructure projects. Services included:

- Review materials about Tribal road projects provided in advance of the site visit.
- Participate in the site visit as the Engineering & Construction Subject Matter Expert.
- Site visits to last 2 full days at the Tribe's location.
- Coordinate with 2-3 tribal representatives to encourage best practices.
- Lead the discussions and interview Tribal representatives on the topics of Project Development and Construction and construction management as well as ensured all funding source compliance issues were being met, managed, and properly documented.
- Review documents provided by the Tribe, including plans, specifications, estimates (P, S & E), and construction project files.
- Complete the TTP reports for Project Development and Construction and Construction Management.
- Draft final report, as needed, to record the observations and findings.

Firm name	Wingate Engineers	Past Performance Evaluation Discipline(s)*	CE&I
Project name	Hurricane Ida – Emergency Drainage Assessments & Cleaning	Firm responsibility (prime or sub?)	Prime
Project number	N/A	Owner's name	City of New Orleans – Department of Public Works
Project location	New Orleans, LA	Owner's Project Manager	Xavier Chavez-Reyes, P.E.
Owner's address, phone, email	1300 Perdido St., New Orleans, LA 70112 (504) 658-4000 xachavezreyes@nola.gov		
Services commenced by this firm (mm/yy)	09/21	Total consultant contract cost (\$ 1,000's)	\$1,800
Services completed by this firm (mm/yy)	12/22	Cost of consultant services provided by this firm (\$ 1,000's)	\$650 (est.)
Team Members Highlighted in this Proposal:			

Wingate Members Involved in this Project: Joshua Torregano, P.E.

Project Disciplines: Project Management, Debris Monitoring, Quality Assurance/Quality Control, Construction Management, Resident Inspection, FEMA Reimbursement Compliance and Management, Digital Platform Management

Project Description: During the summer of 2021, Hurricane Ida blew over New Orleans, causing critical damage to the city's electrical and drainage infrastructure. The City of New Orleans Department of Public Works (DPW) released an emergency solicitation seeking qualified firms who could manage the assessment and consequent cleaning of over 15,000 drainage assets, including catch basins, manholes, as well as lateral and main drain lines. Wingate was hired to perform construction administration and management services for this project, which involved leading 20-30 debris monitors as they assessed targeted areas that have historically experienced flooding while subsequently managing the cleaning contractor. The drainage system needed significant cleaning and repairs, and the urgency for these services was elevated due to debris littering the streets after Hurricane Ida. As a follow-up to the emergency assessment phase, the Wingate team was able to subsequently manage the proper cleaning of over 6,000 drainage assets (catch basins and manholes) as well as over 120,000 linear feet of drainage lines.

The Wingate team was responsible for managing one cleaning contractor, Hardrock Construction Company. Wingate and Hard Rock were tasked with cleaning the drainage assets within a 120-calendar day period. Wingate provided all construction management, data management, reporting, GIS platform tracking, quality assurance, administration, resident inspection, pay applications, and closeout services. Given that this project was deemed as eligible for FEMA reimbursement, Wingate was responsible for complying with federal guidelines for grants management. The internally developed Wingate cloud-based asset management platform allowed the process of compliance and documentation to be more transparent and efficient than what the client has normally received on similar projects in the past.

Firm name	Wingate Engineers	Past Performance Evaluation Discipline(s)*	Planning CE&I
Project name	The City of New Orleans CDBG Citywide Drainage Improvements	Firm responsibility (prime or sub?)	Sub
Project number	N/A	Owner's name	City of New Orleans – DPW (Greenpoint Engineering)
Project location	New Orleans, LA	Owner's Project Manager	Amer Tufail, P.E.
Owner's address, phone, email	701 Loyola Ave., Suite 801, New Orleans, LA 70113 (504) 708-2020 amer@greenpoint-e.com		
Services commenced by this firm (mm/yy)	10/20	Total consultant contract cost (\$ 1,000's)	\$75
Services completed by this firm (mm/yy)	Ongoing	Cost of consultant services provided by this firm (\$ 1,000's)	\$40
Team Members Highlighted in this Proposal:			

Wingate Members Involved in this Project: Joshua Torregano, P.E

Project Disciplines: Civil Engineering, Plan Review, Project Development, Construction Management, Project Administration, Grant Administration Coordination, Plan Review, Drafting

Project Description: In the Fall of 2019, The City of New Orleans Department of Public Works hired a team of consultants led by GreenPoint Engineering to provide engineering, contract administration, construction management, and resident inspection services to address drainage repairs across the City of New Orleans through Community Development Block Grant (CDBG) funding. To determine the full scope and cost of the needed repairs, validation of the drainage deficiencies to be addressed was required in the subsequent design phase. Using historical records of sites within the DPW's initial list of drainage needs, Wingate performed field site assessments and subsequent analysis to determine each site's required course of action. The field investigation revealed that of the initial list of 98 sites, 36 sites had been addressed since the CDBG application was prepared and were therefore removed from the project scope. A review of ongoing repair work identified 22 repair sites that were found to fall within the scope of ongoing Joint Infrastructure Recovery Request (JIRR) projects and could therefore be included within the scope of the corresponding JIRR projects' designs. Wingate is assisting GreenPoint as they proceed with the design improvements of the remaining 40 sites. Of these sites, 15 require comprehensive drainage improvements, such as installing new drainage infrastructure and associated street and utility repairs, requiring more detailed hydraulic analysis and design. The remaining 25 sites require line repairs and catch basin adjustments that can be addressed by a maintenance and repair construction contract.

Firm name	Wingate Engineers	Past Performance Evaluation Discipline(s)*	Planning
Project name	NORA Community Adaptation Program – Phase II	Firm responsibility (prime or sub?)	Prime
Project number	N/A	Owner's name	New Orleans Redevelopment Authority
Project location	New Orleans, LA	Owner's Project Manager	Abrina Williams
Owner's address, phone, email	1409 Oretha Castle Haley Blvd., New Orleans, LA 70113 (504) 658-4451 abrina.williams@nola.gov		
Services commenced by this firm (mm/yy)	04/21	Total consultant contract cost (\$ 1,000's)	\$525
Services completed by this firm (mm/yy)	07/22	Cost of consultant services provided by this firm (\$ 1,000's)	\$300 (est.)
Team Members Highlighted in this Proposal:			

Wingate Members Involved in this Project: Joshua Torregano, P.E

Project Disciplines: Site/Civil Design, Landscape Architecture, Green Infrastructure, Construction Administration, Construction Management, Community Outreach & Engagement, Drainage Design and Implementation, Stormwater Management

Project Description: The City of New Orleans and the New Orleans Redevelopment Authority (NORA) are undertaking a network of initiatives to help study, educate, and implement green infrastructure projects citywide. This coordinated effort will culminate with the city's first comprehensive Resilience District in the Gentilly neighborhood. To promote better green infrastructure improvements on individual residential properties, NORA will oversee the design and implementation of stormwater management interventions through the new Community Adaptation Program (CAP) in the Gentilly neighborhood.

The Wingate Team was one of three consultants selected to participate in Phase 2 of this program, specifically targeting residents in the Gentilly neighborhood of New Orleans. As a part of our scope, our team was responsible for coordinating the community outreach, engagement, and education of each applicant/homeowner in the program. Our team was also responsible for the schematic design and construction of all drainage, stormwater management, landscape architecture, and beautification elements of the program. Some of the standard features for each homeowner were on-site rain barrels for stormwater collection, installation of impervious driveways and surfaces, as well as the implementation of native plants through rain gardens and planter boxes to increase the retention capacity of each property. The team has an initial allotment of approximately 20 sites to be completed in a very condensed time frame out of consideration for HUD funding guidelines. Given that National Disaster Resiliency Funds funded this program through HUD, a significant amount of reporting and compliance measures were required to be maintained by the Wingate Team.

Firm name	Wingate Engineers	Past Performance Evaluation Discipline(s)*	Planning, Roads, CE&I, Survey, Environmental, Data Collection
Project name	Alton Revitalization Feasibility Study & North 3 rd Street Drainage & Transportation Improvements	Firm responsibility (prime or sub?)	Prime
Project number	N/A	Owner's name	St. Tammany Parish Government
Project location	Slidell, LA	Owner's Project Manager	Ross Liner, AICP
Owner's address, phone, email	21490 Koop Dr., Mandeville, LA 70471 (958) 898-2552 rliner@stpgov.org		
Services commenced by this firm (mm/yy)	07/21	Total consultant contract cost (\$ 1,000's)	\$385
Services completed by this firm (mm/yy)	Ongoing	Cost of consultant services provided by this firm (\$ 1,000's)	\$250 (est.)
Team Members Highlighted in this Proposal:			

Wingate Members Involved in this Project: Joshua Torregano, P.E

Project Disciplines: Civil Engineering, Plan Review, Project Development, Project Administration, Civil Design, Permitting, Surveying, Surface and Subsurface Utility Coordination, Hydrological and Hydraulic Analysis, Environmental Documentation, Construction Engineering, and Resident Inspection Services.

Project Description: St. Tammany Parish Government (Parish) contracted Wingate Engineers to provide consulting services for the Alton Revitalization Program. The Alton neighborhood is a historically underserved community with known infrastructure and traffic circulation issues. The Parish is interested in identifying opportunities to redevelop and revitalize the area and improve its relationship with the community.

Wingate was responsible for performing a feasibility study to determine the underlying issues causing negative impacts on the quality-of-life concerns of the constituents of this community. The study involved, but was not limited to, public infrastructure improvements, mobility enhancements, and park and recreation considerations.

As a result of the findings and recommendations illustrated in our 101-page report, Wingate was able to help the Parish identify DOTD TAP grant funding for this critical infrastructure project. The scope of work consists of preliminary and final construction plans to produce bid documents and construction engineering and inspection services along N. 3rd Street, including, but not limited to, subsurface drainage installation and sidewalk construction. Wingate will perform all necessary reviews of the preliminary and final plans to verify the design concept, constructability, and accuracy, along with associated reports, conclusions, calculations, and recommendations. Preliminary and final design plans will be separated into two sets of plans.

1. Design plans associated with sidewalk construction and any incidental construction associated with sidewalk construction.
2. Design plans associated with all other work, including, but not limited to, drainage improvements and incidental construction associated with drainage improvements.

Wingate will also provide the Parish with the location's identity and owners of all existing utilities located within the existing and proposed right of way. We will also coordinate with utility owners involving any required relocation of utilities. Wingate will be performing subsurface utility engineering services as needed.

18. Approach and Methodology

The Wingate Team is comprised of proven professionals and business leaders with a myriad of experience in providing end-to-end innovative grants management services dedicated to advancing the missions of Municipal, State, and Federal agencies. The Wingate Team will support The Louisiana Department of Transportation and Development (DOTD) throughout the full grants lifecycle – from pre-award planning through application, award, and closeout. As proven and experienced service providers, our offerings solve shared mission needs across all coordinating agencies while incorporating unique business and regulatory processes for grant programs.

The Wingate Team will provide expert grants knowledge in collaboration with all partners and deliver solutions that meet a wide array of mission needs – from increased transparency and accountability to streamlining and optimizing performance outcomes.



Grants Management Lifecycle Tasks

The Wingate Team will support DOTD through the life cycle of awarded grants, cooperative agreements, or other related instruments. Our team will assist in designing, developing, implementing, and interpreting grants/assistance management policies, procedures, and practices. These services will include, but will not be limited to, providing training, technical assistance, oversight, ethics advice, expertise, and consultation to program officials, review panels, applicants, recipients, and sub-recipients as needed.

Additionally, we will assist DOTD in reviewing and evaluating the adequacy of grants/assistance policies and procedures. The Wingate Team will serve as liaison between the DOTD, the U.S. Federal Government, and external customers, recipients, and awardee community to clarify, interpret, and resolve issues. Additionally, we will coordinate the initiating, planning, and conducting of surveys and studies to recommend changes to policies, procedures, and regulations.

Effective grant management fosters cooperative partnerships across stakeholders, allowing agencies large and small to pool their resources and benefit from powerful capabilities; in a common, configurable approach that enables the organic development of government-wide best practices. The Wingate Team delivers innovative solutions using advanced technologies to address evolving partnering agencies' needs, from compliance and productivity to performance outcomes. Allowing partner agencies to issue awards faster enables integration with agency specific and existing government systems.

Pre-Award Phase

- Announcing programs and soliciting applications or proposals for funding under assistance awards
- Overseeing, reviewing, analyzing, and evaluating grants/assistance applications, plans, and estimates
- Determining eligibility using formulas and methodology and established eligibility criteria, such as competitive rating factors
- Conducting risk assessments and business reviews

Award Phase

- Negotiating terms and conditions of grants/assistance awards to include costs, schedules, and oversight responsibilities

Post Award Phase

- Preparing, processing, issuing, and tracking grants/assistance awards and compliance with reporting requirements
- Conducting program evaluation, including monitoring and assessing awardee performance and establishing performance measures
- Monitoring, assessing, and ensuring the awardee complies with all terms and conditions of the award
- Initiating and or recommending that an audit be performed
- Conducting resolution of audit findings or monitoring audit resolution in partnership with resolution officials
- Conducting post-award reviews and analyses to identify management, financial, and administrative issues
- Ensuring recipients of Federal funds comply with Government's environmental and other requirements
- Performing final review of completed awards, making appropriate adjustments or disallowances, and processing closeouts; and ensuring compliance with all regulatory and legal requirements

Program Management Services

The Wingate Team's offerings will support the mission-driven and complex work of DOTD in administering grant programs through:

- Monitor and provide oversight of grant programs and projects to provide a seamless transition from award to post-award activities.
- Demonstrate the value of grant program investments by capturing and analyzing the performance data that tells the story of grant programs.
- Gain greater insight into work activities and grant project performance.

Grants Management Services

The Wingate Teams will deliver comprehensive discretionary and non-discretionary grants management capabilities from funding opportunity planning through an award to grant closeout by:

- Managing all aspects of your grants business and reporting in one place
- Assuring compliance with Government and Agency standards
- Improving transparency and accountability
- Reducing time spent on administrative activities

Grant Award Administration

- Monitor the obligation and expenditure of federal discretionary grant funds that are awarded to and/or administered by the DOTD. Coordinate with FHWA Headquarters and LA Division Staff, Metropolitan
- Planning Organizations, municipalities, advocacy groups and DOTD District and Headquarters Staff.
- Generate reports including information for each grant program such as: grant program name, project name, date of Notice of Funding issuance, grant application deadlines, entities/stakeholders involved, project status, estimated project costs, funding request amounts, grant award amounts, etc.
- Draft scopes of work, as required, for project activities funded with grant awards.
- Assist in the execution of grant award agreements.

Additional services

- Grant writing assistance for future discretionary grant opportunities
- Monitor the issuance of future Notice of Funding Opportunities
- Draft letters of support for the Secretary's signature
- Monitor Congressionally Directed Funding allocations, associated projects, obligation and expenditure of funds

Having a clear understanding of a client's culture, standards, and expectation level is just as critical as being a subject matter expert for the services that the client may need technical consulting or assistance with. As a young firm, one of the things that Wingate possesses as a differentiating factor compared to our competition is our tremendous level of care for how we respond to our respective clients. We understand that every client/agency manages its day-to-day operations uniquely. Therefore, the level of service that the client normally expects happens to fit at the very top of considerations for our firm when engaging with that client. Although we have not had the opportunity to work with DOTD thus far, we have worked on multiple public infrastructure projects that mimic the standards set forth by DOTD for their plans and specifications for transportation and other related projects.


Whether its performing design work under the City of New Orleans Joint Infrastructure Recovery Request (JIRR) program or performing inspection services for the Port of New Orleans, DOTD standards continue to be a common baseline for the approach that we take for engineering and project delivery on most of our past projects. As a result, The Wingate team has a strong comprehensive professional engineering understanding of DOTD's transportation system across all modes, as well as an in-depth knowledge of DOTD's planning, programming, environmental, federal funding mechanisms, design standards, and project management techniques.

19. Workload

Wingate does not have any current workload with DOTD.

Firm(s)	Past Performance Evaluation Discipline(s) *	State Project Number	Project Name	Remaining Unpaid Balance**
N/A	N/A	N/A	N/A	N/A

20. Certifications/Licenses

LOUISIANA PROFESSIONAL ENGINEERING & LAND SURVEYING BOARD (LAPELS)

9643 Brookline Avenue, Suite 121
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Phone (225) 925-6291
www.lapels.com

Mr. Joshua I. Torregano

License/Certificate Type - Number	Expiration Date
PE.0040432	09/30/2024
Status: Active	




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Mr. Daniel Lee

License/Certificate Type - Number	Expiration Date
EI.0035001	03/31/2024
Status: Active	



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Ms. Tatiana Dejanira Lewis

License/Certificate Type - Number	Expiration Date
EI.0034535	09/30/2024
Status: Active	

21. QA/QC Plan

Not required by the advertisement.

22. Sub-consultant information

Not required by the advertisement.

23. Location

Not required by the advertisement.