



Notice of:

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, January 02, 2024 at 6:00 PM

Council Chambers, City Hall, 2305 North 7th Street, West Monroe

AGENDA

Public Comments: Any person present who wishes to comment on any matter prior to the vote on that matter should stand prior to the vote and request an opportunity to comment. Comments are limited to three (3) minutes per speaker, and the number of speakers may be limited on a subject.

NOTICE/MINUTES

Call to order/Verification of Attendance

Motion to Approve Minutes

- [1\)](#) Motion to approve the minutes of the December 19, 2023 Regular Council Meeting.

Recognitions/Presentations

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

- [2\)](#) Resolution ordering and calling a special election to be held in the City of West Monroe, State of Louisiana, to authorize the levy of a special tax therein; making application to the State Bond Commission and providing for other matters in connection therewith.
- [3\)](#) Ordinance to authorize a renewal addendum #22 to the Worker's Compensation Claims Administration Agreement with Louisiana Agricultural Corporation, LLC (dba LAC Claims) - \$21,000.00 annual cost.
- 4) ADD-ON: INTRODUCE** Ordinance to declare immovable property as surplus, and to be sold to Mark Alan Terral - property located at 309 McClendon Street.
- [5\)](#) **INTRODUCE** Ordinance to declare certain immovable property as surplus, and to be sold to Mark Alan Terral - property located at 309 McClendon Street.

BUILDING AND DEVELOPMENT

CODE ENFORCEMENT

LEGAL

PUBLIC WORKS

COMMUNITY SERVICES

PARKS AND RECREATION

POLICE/FIRE

WMFD

WMPD

ENGINEERING/CONSTRUCTION PROJECTS

6) North 7th Street (Hwy. 143) Restriping (5-Lane) - Project #000188

Authorize Certificate of Substantial Completion with Highway Graphics, LLC.

7) New Kiroli Road Bridge Over North Tupawek Bayou, Planning & Construction - Project #000175

Authorize Change Order No. 1 (+ \$52,185.00; 0 days) with Merrick, LLC.

8) West Monroe Sports Complex - Project #000179

Authorize Change Order No. 006 (+ \$4,414.00; + 0 days) with Lincoln Builders of Ruston, Inc.

9) New Black Bayou Stormwater Pumping Station Project

Ordinance to authorize acceptance of the conditional award of funding, subject to all terms and provisions outlined in the Conditional Award Letter, and to the execution of the Cooperative Endeavor Agreement and compliance with its associated requirements.

10) Project Updates

Lazenby & Associates, Inc.

S. E. Huey Co.

PUBLIC COMMENTS/OTHER BUSINESS

ADJOURN

If you need special assistance, please contact Cindy Emory at 318-396-2600, and describe the assistance that is necessary.



BOARD OF ALDERMEN REGULAR MEETING
Tuesday, December 19, 2023 at 6:00 PM
Council Chambers, City Hall, 2305 North 7th Street, West Monroe

MINUTES

NOTICE/MINUTES

Call to order/Verification of Attendance

Motion to Approve Minutes

Motion to approve the minutes of the December 5, 2023 Special Council Meeting.

Motion made by Buxton, Seconded by Westerburg.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

ADMINISTRATION/FINANCE

Resolution 832: Resolution to accept the audit for the fiscal year ending June 30, 2023.

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Ordinance 5270: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines & Company, CPAs, to conduct the audit for the City of West Monroe, Louisiana, for the fiscal year of July 1, 2023 to June 30, 2024.

Motion made by Brian, Seconded by Welch.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Ordinance 5271: Ordinance to amend the General Fund Budget, 86 Sales Tax Capital Budget, 2015 DFC Service Fund Budget, 2018 DFC Service Fund Budget, 2022 DFC Service Fund Budget, DEQ SRP Service Fund Budget, DEQ SRP Reserve Fund Budget, CDBG-ED WPS Service Fund Budget, Employee's Workers Comp Reserve Fund Budget, Hasley Cemetery Trust Fund Budget, Kiroli Foundation Fund Budget, Ouachita Outreach Fund Budget, Employee's Health Ins Fund Budget, Street Maintenance Fund Budget, West Ouachita Senior Center Fund Budget, Emergency Food & Shelter Program Fund Budget, Officer Witness Court Fee Fund Budget, Section 8 Housing Fund Budget, General Insurance Fund Budget, West Monroe OMV Fund Budget, Miscellaneous Grants Fund Budget, Americorps Grant Fund Budget, Keep West Monroe Beautiful Fund Budget, Metro Narcotics LCLE Grant Fund Budget, LCDBG Projects Fund Budget, Capital Campaign Fund Budget, 1986 Sales Tax Capital Improv Fund Budget, Economic Development District Fund Budget, ARPA Fund Budget, for the year ending June 30, 2023.

Motion made by Buxton, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Ordinance 5272: Ordinance to amend the Utility Enterprise Fund Budget for the fiscal year ending June 30, 2023.

Motion made by Brian, Seconded by Westerburg.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

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COUNCIL MINUTES
DECEMBER 19, 2023

Ordinance 5273: Ordinance to ratify execution of a memorandum of understanding between and among Discover Monroe-West Monroe, the City of West Monroe, the West Monroe Sports and Events Complex, and USA Table Tennis for hosting the 2024 US Olympic Trials - 2024 US Junior National Team Trials (March 19-30, 2024).

Motion made by Welch, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

LEGAL

Resolution 833: Resolution to adopt the "2023 Ouachita Parish Multi-Jurisdictional Hazard Mitigation Plan Update" dated August 25, 2023.

Motion made by Westerborg, Seconded by Buxton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

WMPD

Ordinance 5274: INTRODUCE Ordinance to declare certain movable property surplus (police dog "Darko"), and to be transferred to Sgt. Christopher Daniel Freeland.

Motion made by Westerborg, Seconded by Hamilton.

ENGINEERING/CONSTRUCTION PROJECTS

Class Street Cross Drain Replacement - City Project #CP0134

Authorize Certificate of Substantial Completion with Womack & Sons Construction Group, LLC.

Motion made by Buxton, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

Cypress Detention South - City Project #000209

Resolution 834: Resolution to authorize the Mayor to certify the availability of local funding, and to affirm the commitment of the required local funds for the project by the City.

Motion made by Brian, Seconded by Welch.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

Project Updates

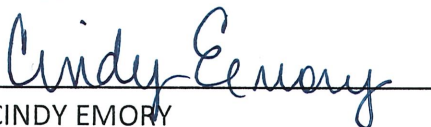
Robbie L. George, IV, P.E., (S.E. Huey, Co.) and Joshua D. Hays, P.E., M.S.C.E. (Lazenby & Associates, Inc.) presented the City Council with project updates for transportation, drainage, water and other.

ADJOURN

Motion made by Hamilton, Seconded by Buxton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerborg

ATTEST:



CINDY EMORY
 CITY CLERK

APPROVED:



STACI ALBRITTON MITCHELL
 MAYOR

The following resolution was offered by _____ and seconded
by _____:

RESOLUTION

A resolution ordering and calling a special election to be held in the City of West Monroe, State of Louisiana, to authorize the levy of a special tax therein; making application to the State Bond Commission and providing for other matters in connection therewith.

BE IT RESOLVED by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana (the "Governing Authority"), acting as the governing authority of the City of West Monroe, State of Louisiana (the "City"), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by the Constitution of the State of Louisiana of 1974, including Article VI, Section 27 thereof, the applicable provisions of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the City on **SATURDAY, APRIL 27, 2024**, between the hours of seven o'clock (7:00) a.m. and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following proposition, to-wit:

PROPOSITION (MILLAGE)

Shall the City of West Monroe, State of Louisiana (the "City"), levy a special tax of 4.75 mills (the "Tax") on all property subject to taxation in the City for a period of 10 years, beginning with the year 2024 and ending with the year 2033 (an estimated \$866,593 reasonably expected at this time to be collected from the levy of the tax for an entire year), for the purpose of paying capital expenditures related to the Fire, Police, and Public Works Departments of the City.

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in the official journal of the City once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date of the election, which Notice shall be substantially in the form attached hereto as "Exhibit A" and incorporated herein by reference the same as if it were set forth herein in full.

Notwithstanding the foregoing, prior to the publication of the Notice of Election, the Mayor is authorized and directed to make any amendments to the foregoing propositions that may be required to comply with any state or federal regulatory agencies.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the West Monroe Council Chambers, 2305 N. 7th Street, West Monroe, Louisiana, on **TUESDAY, MAY 7, 2024, at SIX O'CLOCK (6:00) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the result of the said special election.

SECTION 4. Polling Places. The polling places for the precincts set forth in the aforesaid Notice of Special Election are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held as provided in Section 3 hereof. All registered voters in the City will be entitled to vote at the special election, and voting machines shall be used.

SECTION 6. Authorization of Officers. The City Clerk of the City is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the Mayor and/or City Clerk of the City are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this resolution shall be forwarded to the Secretary of State, the Clerk of Court and *Ex-Officio* Parish Custodian of Voting Machines of Ouachita Parish and the Registrar of Voters of Ouachita Parish, as notification of the special election, in order that each may prepare for said election and perform their respective functions as required by law.

SECTION 8. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the special election as herein provided, and in the event said election carries for further consent and authority to levy and collect the special tax provided for therein. A certified copy of this resolution shall be forwarded to the State Bond Commission on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

And the resolution was declared adopted on this, the 2nd day of January, 2024.

/s/ Cindy Emory
City Clerk

/s/ Staci Albritton Mitchell
Mayor

EXHIBIT "A"**NOTICE OF SPECIAL ELECTION**

Pursuant to the provisions of a resolution adopted by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana (the "Governing Authority"), acting as the governing authority of the City of West Monroe, State of Louisiana (the "City"), on January 2, 2024, NOTICE IS HEREBY GIVEN that a special election will be held within the City on **SATURDAY, APRIL 27, 2024**, and that at the said election there will be submitted to all registered voters in the City qualified and entitled to vote at the said election under the Constitution and Laws of the State of Louisiana and the Constitution of the United States, the following proposition, to-wit:

**PROPOSITION
(MILLAGE)**

Shall the City of West Monroe, State of Louisiana (the "City"), levy a special tax of 4.75 mills (the "Tax") on all property subject to taxation in the City for a period of 10 years, beginning with the year 2024 and ending with the year 2033 (an estimated \$866,593 reasonably expected at this time to be collected from the levy of the tax for an entire year), for the purpose of paying capital expenditures related to the Fire, Police, and Public Works Departments of the City?

The said special election shall be held at the polling places for the following precincts, which polls will open at seven o'clock (7:00) a.m. and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, to wit:

PRECINCTS

27(PART)
28
30(PART)
33(PART)
34
35(PART)
37(PART)
42(PART)
43(PART)
44A(PART)
46(PART)
47(PART)

The polling places for the precincts set forth above are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, shall be those persons designated according to law.

The estimated cost of this election as determined by the Secretary of State based upon the provisions of Chapter 8-A of Title 18 and actual costs of similar elections is \$32,600.

Notice is further given that a portion of the monies collected from the tax described in the Proposition shall be remitted to certain state and statewide retirement systems in the manner required by law.

The said special election will be held in accordance with the applicable provisions of Chapter 5 and Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, and the officers appointed to hold the said election, as provided in this Notice of Special Election, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the West Monroe Council Chambers, 2305 N. 7th Street, West Monroe, Louisiana, on **TUESDAY, MAY 7, 2024**, at **SIX O'CLOCK (6:00) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the result of the said special election. All registered voters of the City are entitled to vote at said special election and voting machines will be used.

STATE OF LOUISIANA

PARISH OF OUACHITA

I, the undersigned City Clerk of the City of West Monroe, State of Louisiana (the "City"), do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings taken by the Mayor and Board of Aldermen on January 2, 2024, ordering and calling a special election to be held in the City of West Monroe, State of Louisiana, to authorize the levy of a special tax therein, making application to the State Bond Commission and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature at West Monroe, Louisiana, on this, the 2nd day of January, 2024.

City Clerk

CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE MAYOR OF THE CITY OF WEST MONROE, LOUISIANA, TO EXECUTE THE RENEWAL ADDENDUM NUMBER 22 TO THE CLAIM SERVICE AGREEMENT WITH LOUISIANA AGRICULTURAL CORPORATION, LLC, WITH RESPECT TO THE ADMINISTRATION OF WORKER’S COMPENSATION CLAIMS AND RELATED MATTERS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute on behalf of the City of West Monroe, Louisiana, the Addendum Number 22 to the Claim Service Agreement with Louisiana Agricultural Corporation, LLC (d/b/a LAC Claims) originally approved by Ordinance No. 2958 with respect to the administration of worker’s compensation claims and related matters, all in accordance with the terms indicated on that “Claims Administration Agreement Addendum Number 22” attached as Exhibit “A”.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to take any and all actions and to execute any and all further documents she deems either necessary or proper to carry out the activities arising out of that Addendum and the Agreement described above according to their terms and its intent.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 2nd day of January, 2024, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 2ND DAY OF
JANUARY, 2024

CINDY EMORY, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE
STATE OF LOUISIANA

Claims Administration Agreement Addendum Number 22

It is understood and agreed that the Claims Administration Agreement entered into on October 1, 1998 between the City of West Monroe (City) and the Louisiana Agricultural Corporation, LLC dba LAC Claims (LAC, Claims) is hereby extended from January 1, 2024 to December 31, 2025.

The following claims administration fees and conditions will apply for the new term:

1. The administration fee shall consist of an annual flat fee of \$21,000. The fee is to be paid annually, within 30 days of billing.
2. Reimburse all costs associated with printing of City of West Monroe check stock.
3. Subrogation and Second Injury Fund investigations and filings are included in the aforementioned flat fee but LAC Claims shall be paid 10% of any recovery obtained by LAC Claims on behalf of the City of West Monroe. This clause applies only to those claims that arise after January 1, 2017.

All other terms and conditions of the original contract shall remain unchanged. This contract was authorized under Ordinance No. 2958 on October 13, 1998.

City of West Monroe

LAC Claims

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO SELL CERTAIN DESCRIBED IMMOVABLE PROPERTY LOCATED AT 309 MCCLENDON STREET WHICH IS NO LONGER NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA TO MARK ALLEN TERRAL, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns certain immovable property located at 309 McClendon Street, West Monroe, Louisiana, which is not needed for public purposes, and

WHEREAS, the price offered, and the terms and conditions provided for the purchase of that property is fair and reasonable, and the sale and development of that immovable property would be beneficial to the City of West Monroe and its residents.

NOW, THEREFOR,

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana is hereby authorized to sell certain immovable property, i.e., that property located at 309 McClendon Street, West Monroe, Louisiana, which is not needed for any public purpose by the City of West Monroe, Louisiana, and which property is more particularly described as follows, to-wit:

A certain lot in the Town of West Monroe, Louisiana, said lot or parcel of ground BEGINNING at the Northwest corner of Square Three (3) of West Monroe and fronting thence in an easterly direction along the South line of the right-of-way of the B. S. & P. R.R. (and thereafter as the Y. & M. V. R.R.) a distance of 85 feet, and running back between parallel lines, one of which is the East line of South Third Street a distance of 145 feet and comprising all of Lot 6; 35 feet off of the West side of Lot 5, and 50 feet off of the West end of Lot 16 of Square 3 of said Town of West Monroe. Said property bears municipal number 309 McClendon, West Monroe, Louisiana 71291.

to MARK ALLEN TERRAL for a total cause and consideration determined to be equivalent to no less than TWENTY-FIVE THOUSAND AND NO/100 (\$25,000.00) DOLLARS, with the immovable property subject to the following conditions:

- a) Subject to any and all restrictions, rights-of-way and/or servitudes of record or of use; and
- b) All oil, gas and other fugacious minerals in, on and under the above described property are reserved by the City, but City, on behalf of itself, its successors, lessees, and assigns, expressly waives the right to enter upon, utilize or occupy any portion of the above described property for any mineral exploration or development.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to execute a Cooperative Endeavor Agreement to reflect the cause and consideration received and to execute a Deed to be recorded which reflects that the property is transferred pursuant to “. . . the receipt of TEN THOUSAND AND NO/100 (\$10,000.00) DOLLARS and other good and valuable consideration, the receipt and sufficiency which is hereby acknowledged, with full acquittance granted therefor.”, and to take any other action or execute any and all other documents deemed by her either necessary or appropriate in order to transfer the above described immovable property as set forth above.

SECTION 3. The above ordinance was introduced on January 2, 2024, in legal session convened; notice of this ordinance was published three times in fifteen (15) days, one week apart, as required by R.S. 33:4712; no opposition being filed, it is considered by sections, voted on by yea and nay vote, passed and adopted in legal session convened this 6th day of February, 2024, with the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 6TH DAY OF
FEBRUARY, 2024

CINDY EMORY, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE
STATE OF LOUISIANA

CERTIFICATE OF SUBSTANTIAL COMPLETION

OWNER'S Project No. 000188

ENGINEER'S Project No. 225281

Project: **NORTH 7TH (HWY 143) RESTRIPIING (5-LANE) PROJECT**

CONTRACTOR: **Highway Graphics, LLC.**

Contract For: **Street Restriping**

Contract Date: **October 13, 2023**

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

None specified.

To City of West Monroe
OWNER

And To Highway Graphics, LLC.
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of **OWNER, CONTRACTOR** and **ENGINEER**, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

December 20, 2023
Date of Substantial Completion

A tentative list of items to be completed or corrected ("Punch List") may be attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of **CONTRACTOR** to complete all the Work in accordance with the Contract Documents. When this Certificate applies to a specified part of the Work the items in the tentative list shall be completed or corrected by **CONTRACTOR** within 45 days of the above date of Substantial Completion.

The date of Substantial Completion is the date upon which all guarantees and warranties begin, except as follows:

All work, no exceptions.

The responsibilities between **OWNER** and **CONTRACTOR** shall be as follows:

RESPONSIBILITIES:

OWNER: Normal operation and maintenance

CONTRACTOR: Provide a 1-year warranty of materials and workmanship.

The following documents are attached to and made a part of this Certificate:

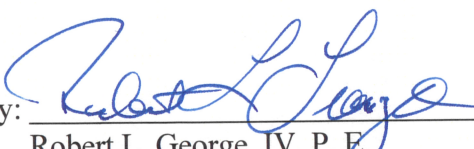
Punchlist

ACCEPTED BY OWNER: City of West Monroe

By: _____
Staci Albritton Mitchell, Mayor

Date: _____

EXECUTED BY ENGINEER: S. E. HUEY CO.

By: 
Robert L. George, IV, P. E.

Date: _____

The **CONTRACTOR** accepts this Certificate of Substantial Completion on _____, 20__

Highway Graphics, LLC.
CONTRACTOR

BY: 
Robert B. Richardson, Managing Member

NORTH 7TH (HWY143) RESTRIPIING (5-LANE) PROJECT**Highway Graphics, LLC.****Final Inspection Punch List
12-20-2023**

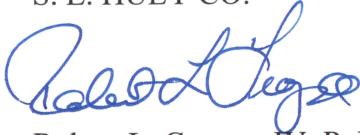
Attending this inspection were Robert L. George (S.E. Huey Co.), Jacob Cloud (S.E. Huey Co.), Gary Eldridge (City of West Monroe), Natalie Sistrunk (LADOTD), Brandon Hays (Highway Graphics, LLC), and Zachary Hanson (Highway Graphics. LLC).

All items required for the project were in place and ready for inspection. The following list was compiled to document items remaining to be addressed as part of the contract.

1. 4" white edge line has a few areas that the thermoplastic has flaked up. Problem areas are to be cleaned of any dirt and debris and another layer of thermoplastic put down. (\$4,000)

Respectfully submitted,

S. E. HUEY CO.



Robert L. George, IV, P. E.

CHANGE ORDERNo. 1Dated: November 30, 2023OWNER'S Contract No.: _____ ENGINEER'S Project No.: 215209

Project:

KIROLI ROAD BRIDGE OVER NORTH TUPAWEK BAYOUCONTRACTOR: MERRICK, L.L.C.Contract For: Kiroli Bridge Replacement Contract Date: May 12, 2023To: MERRICK, L.L.C.
Contractor

You are directed to make the changes noted below in the subject Contract.

CITY OF WEST MONROE

Owner

By: Staci Mitchell, MayorDated: December 5, 2023Nature of Changes: Owner-requested additional work
Adjusted Contract Amount for Final Quantities
See enclosure

Enclosures:

These changes result in the following adjustments to the Contract Price and Contract Time:

Contract Price Prior to This Change Order: \$ 1,224,740.00Net (Increase) Resulting from this Change Order: \$ 52,185.00Current Contract Price Including this Change Order: \$ 1,276,925.00

Contract Time Prior to This Change Order: 240 Days

Net (Add) Resulting from This Change Order: 0 Days

Current Contract Time Including This Change Order: 240 Days

The Above Changes Are Recommended:

S. E. HUEY CO.

Project Engineer

By:

Don R. Arrington, P.E.

Date:

November 30, 2023

The above Changes Are Approved As Recommended:

CITY OF WEST MONROE

Owner

By:

Staci Mitchell, Mayor

Date:

The above Changes Are Accepted:

MERRICK, L.L.C.

Contractor

By:

Date:

NEW KIROLI ROAD BRIDGE OVER NORTH TUPAWEK BAYOU - CHANGE ORDER 1 ENCLOSURE

FINAL BID QUANTITY CHANGES

	Unit	Unit Measure	Unit Price	Total Price	
Borrow (Vehicular Measurement)	690	CY	\$ 30.00	\$ 20,700.00	additional borrow required
Temporary Hay or Straw Bales	(1.00)	LS	\$ 900.00	\$ (900.00)	not used
Temporary Silt Fencing	(600)	LF	\$ 3.25	\$ (1,950.00)	not used
Subgrade Layer 12" Thick (Treated below Crushed Stone)	(200.00)	SY	\$ 60.00	\$ (12,000.00)	not used
Superpave Asphaltic Concrete	2.00	TON	\$ 320.00	\$ 640.00	additional asphalt required
Guard Rail End Treatment, MASH (TL-3 Tangent)	2.00	EA	\$ 5,200.00	\$ 10,400.00	plans showed 4 / bid tab showed 2
Rip Rap (55 lb, 24" thick)	120.00	SY	\$ 120.00	\$ 14,400.00	add. behind wing walls to aid in erosion control
Erosion Control System (Slope Protection) (Type A)	1,000.00	SY	\$ 1.80	\$ 1,800.00	add on slopes to aid in erosion control
Metal Guardrails (42" High)	(75.00)	LF	\$ 155.00	\$ (11,625.00)	replaced w/ black chain link safety fencing atop headwall
Total Quantity Changes from Original Bid			\$ -	\$ 21,465.00	

ADDITIONAL ITEMS

	Unit	Unit Measure	Unit Price	Total Price	
Black Chain Link Safety Fencing	168.00	LF	\$ 165.00	\$ 27,720.00	replaced metail guardrails atop headwall (68 LF)
Mobilization (for Fencing)	2.00	EA.	\$ 1,500.00	\$ 3,000.00	added fencing along sidewalk north & south
Total Quantity Changes from Original Bid			\$ -	\$ 30,720.00	of bridge (100 LF)- city request

Total Cost Change Change Order No. 1				\$ 52,185.00
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Owner Change Order Proposal SUMMARY

Item 8)

OCOP # 36.1
Date: 12/21/2023

Project Name: West Monroe Sports Complex

Description of Work: Labor and Materials to provide an Additional Circuit to the face of the building to service additional signage for Origin Bank

General Contractor Direct Costs - Breakdown No. NA \$ -

(See attached breakdown)

Total General Contractor Cost 15 %

Subcontractor Cost Breakdowns

(See attached.)

Subcontractor Name	A Total Direct Cost	B OH&P	C Total A+(A X B)
Copeland Electric	\$ 2,270.43	15 %	\$2,611.00
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	

Subcontractor Total Cost \$2,611.00

General Contractor OH&P at 5 % \$131.00

Total Subcontractor Costs \$2,742.00

Change Order Subtotal \$2,742.00

Performance and Payment Bond at 0.60 % \$16.00

Amount will be ☒ increased ☐ decreased ☐ unchanged by \$2,758.00

Days will be ☐ increased ☐ decreased ☒ unchanged by

Copeland Electric Co., LLC

Residential * Commercial * Industrial
P.O. Box 4051 * 186 Venable Lane * Monroe, LA 71211
Office 318-322-9865 * Fax 318-322-3329

DATE: 12/20/23

Change Order No.:

Page 1 of 4

Purchase Order #

Job Description: New Sign circuit add for Origin sign
Lighting contols will be via an existing contactor.

Job Number: 12470

Job Name: West Monore Sports Complex
Lincoln Builders Construction

Estimated By: CC

Wiring Materials

Tax	10.45%	373.29	373.29
Drill bits, nuts, bolts, screws, etc	3.00%	39.01	39.01
Tax	10.45%	11.20	11.20
		1.17	1.17

Material Total

424.67**Labor**

Electrician	19.76	@	49.50	978.12	
Elect. Premium for OT1 1 1/2 time	0	@	24.75	0.00	
Elect. Premium for OT2 Double Time	0	@	49.50	0.00	
Safety	1	@	44.70	44.70	
Safety OT1 1 1/2	0	@	22.35	0.00	
Material Handler	1	@	35.66	35.66	
Material Handler OT1 1 1/2	0	@	17.83	0.00	
Foreman	2	@	51.98	103.96	
Foreman Premium For OT1 1 1/2	0	@	25.99	0.00	
Foreman Premium for OT2 Double	0	@	51.98	0.00	
Estimations	2	@	65.00	130.00	
				0.00	

Labor Total

1,292.44**Company Owned Equipment****Company Owned Tools**

0.00

14.67

Co Owned Equipment

14.67**Third Party Equipment Rental**

Scissor Lifts		383.00	
Delivery		130.00	
Total Third Party Equipment		513.00	513.00
Environmental fees	5.00%	25.65	25.65

Subtotal Third Party Equipment

3rd Party Equipment Total

538.65**Subcontractor**

United Automations	0.00
	0.00
	0.00

Total Subcontractors

Subcontract Total

0.00**Printing**

0.00

Total**15% Contractors Mark-Up****10% Sub Contractor Mark-up****Total Change Order****2,270.43****340.56****0.00****2,610.99**

Copeland Electric Co., LLC

Page 2 of 4

Job No. 12470

Job Name: West Monore Sports Complex

Lincoln Builders Construction

Est. By: CC

Date: 12/20/23

Item	Description	Qty.	Price	Unit	Mat.(\$)	Labor	Unit	Total Hour	Labor (\$)	Total Lab.
1	12 THHN CU STRANDED	99.50	\$364.25	1000	36.24	9.00	1000	0.90	49.50	44.55
2	ARL SNAP2IT MC CONN	2.00	\$59.01	100	1.18	0.15	1	0.30	49.50	14.85
3	ARL STACKABLE CABLE STRAP	40.00	\$11.39	100	4.56	0.00	1	0.00	49.50	0.00
4	12/2 MC CU CABLE	300.00	\$727.58	1000	218.27	40.63	1000	12.19	49.50	603.41
5	1/2 EMT CONDUIT	35.00	\$64.76	100	22.67	6.70	100	2.35	49.50	116.33
6	1/2 EMT CONN D/S	2.00	\$48.90	100	0.98	0.12	1	0.24	49.50	11.88
7	1/2 EMT COUP D/S	1.50	\$53.66	100	0.80	0.06	1	0.09	49.50	4.46
8	1/2 EMT 1 HOLE STP/STL	1.88	\$13.60	100	0.26	6.00	100	0.11	49.50	5.45
9	10 X 1-1/2 COMB PAN HD TAP SCR	1.88	\$3.35	100	0.06	9.00	100	0.17	49.50	8.42
10	1/4 FLAT STEEL WASHER	1.88	\$113.64	100	2.14	1.09	100	0.02	49.50	0.99
11	#12-#14 PLASTIC ANCHOR 150# 1 1/2	2.00	\$5.81	100	0.12	31.50	100	0.63	49.50	31.19
12	#12 3P MTR TERM KIT	2.00	\$23.50	1	47.00	0.09	1	0.18	49.50	8.91
13	SCOTCH 33+ VINYL TAPE	0.30	\$3.77	1	1.13	0.00	1	0.00	49.50	0.00
14	R/Y RED/YELLOW 3M WIRE NUT	6.00	\$11.40	100	0.68	0.10	1	0.60	49.50	29.70
15	SP 20A TOGGLE SW. COM	1.00	\$444.60	100	4.45	37.50	100	0.38	49.50	18.81
16	RAISED COVER 1 SWITCH	1.00	\$820.12	100	8.20	10.00	100	0.10	49.50	4.95
17	4/S BOX 1-1/2" DEEP	1.00	\$421.90	100	4.22	40.00	100	0.40	49.50	19.80
18	4/S BOX 2-1/8" DEEP	2.00	\$658.48	100	13.17	40.00	100	0.80	49.50	39.60
19	4/S BLANK COVER	2.00	\$178.32	100	3.57	10.00	100	0.20	49.50	9.90
20	GROUND SCREW/#12 PIGTAIL	1.00	\$359.44	100	3.59	0.10	1	0.10	49.50	4.95
21				1	0.00	0.00	1	0.00	49.50	0.00
22				1	0.00	0.00	1	0.00	49.50	0.00
23				1	0.00	0.00	1	0.00	49.50	0.00
24				1	0.00	0.00	1	0.00	49.50	0.00
25				1	0.00	0.00	1	0.00	49.50	0.00
26				1	0.00	0.00	1	0.00	49.50	0.00
27				1	0.00	0.00	1	0.00	49.50	0.00
28				1	0.00	0.00	1	0.00	49.50	0.00
29				1	0.00	0.00	1	0.00	49.50	0.00
30				1	0.00	0.00	1	0.00	49.50	0.00
31				1	0.00	0.00	1	0.00	49.50	0.00
32				1	0.00	0.00	1	0.00	49.50	0.00
33				1	0.00	0.00	1	0.00	49.50	0.00
34				1	0.00	0.00	1	0.00	49.50	0.00
35				1	0.00	0.00	1	0.00	49.50	0.00
36				1	0.00	0.00	1	0.00	49.50	0.00
37				1	0.00	0.00	1	0.00	49.50	0.00
38				1	0.00	0.00	1	0.00	49.50	0.00
39				1	0.00	0.00	1	0.00	49.50	0.00
40				1	0.00	0.00	1	0.00	49.50	0.00
41				1	0.00	0.00	1	0.00	49.50	0.00
42				1	0.00	0.00	1	0.00	49.50	0.00
43				1	0.00	0.00	1	0.00	49.50	0.00
44				1	0.00	0.00	1	0.00	49.50	0.00
45				1	0.00	0.00	1	0.00	49.50	0.00
46				1	0.00	0.00	1	0.00	49.50	0.00
47				1	0.00	0.00	1	0.00	49.50	0.00
48				1	0.00	0.00	1	0.00	49.50	0.00
49				1	0.00	0.00	1	0.00	49.50	0.00
50				1	0.00	0.00	1	0.00	49.50	0.00
51				1	0.00	0.00	1	0.00	49.50	0.00
52				1	0.00	0.00	1	0.00	49.50	0.00
53				1	0.00	0.00	1	0.00	49.50	0.00
54				1	0.00	0.00	1	0.00	49.50	0.00
55				1	0.00	0.00	1	0.00	49.50	0.00
SUBTOTAL					373.29			19.76		978.15

12470										Page 3 of 4
Job Name: West Monore Sports Complex					CC					Date: 12/20/23
Lincoln Builders Construction										
Item	Description				Mat.(\$)	Labor	Unit	Total Hour	Labor (\$)	Total Lab.
56		0	0.00	1	0.00		1	0.00	49.50	0.00
57		0	0.00	1	0.00		1	0.00	49.50	0.00
58		0	0.00	1	0.00		1	0.00	49.50	0.00
59		0	0.00	1	0.00		1	0.00	49.50	0.00
60		0	0.00	1	0.00		1	0.00	49.50	0.00
61		0	0.00	1	0.00		1	0.00	49.50	0.00
61		0	0.00	1	0.00		1	0.00	49.50	0.00
63		0	0.00	1	0.00		1	0.00	49.50	0.00
64		0	0.00	1	0.00		1	0.00	49.50	0.00
65		0	0.00	1	0.00		1	0.00	49.50	0.00
66		0	0.00	1	0.00		1	0.00	49.50	0.00
67		0	0.00	1	0.00		1	0.00	49.50	0.00
68		0	0.00	1	0.00		1	0.00	49.50	0.00
69		0	0.00	1	0.00		1	0.00	49.50	0.00
70		0	0.00	1	0.00		1	0.00	49.50	0.00
71		0	0.00	1	0.00		1	0.00	49.50	0.00
72		0	0.00	1	0.00		1	0.00	49.50	0.00
73		0	0.00	1	0.00		1	0.00	49.50	0.00
74		0	0.00	1	0.00		1	0.00	49.50	0.00
75		0	0.00	1	0.00		1	0.00	49.50	0.00
76		0	0.00	1	0.00		1	0.00	49.50	0.00
77		0	0.00	1	0.00		1	0.00	49.50	0.00
78		0	0.00	1	0.00		1	0.00	49.50	0.00
79		0	0.00	1	0.00		1	0.00	49.50	0.00
80		0	0.00	1	0.00		1	0.00	49.50	0.00
81		0	0.00	1	0.00		1	0.00	49.50	0.00
82		0	0.00	1	0.00		1	0.00	49.50	0.00
83		0	0.00	1	0.00		1	0.00	49.50	0.00
84		0	0.00	1	0.00		1	0.00	49.50	0.00
85		0	0.00	1	0.00		1	0.00	49.50	0.00
86		0	0.00	1	0.00		1	0.00	49.50	0.00
87		0	0.00	1	0.00		1	0.00	49.50	0.00
88		0	0.00	1	0.00		1	0.00	49.50	0.00
89		0	0.00	1	0.00		1	0.00	49.50	0.00
90		0	0.00	1	0.00		1	0.00	49.50	0.00
91		0	0.00	1	0.00		1	0.00	49.50	0.00
95		0	0.00	1	0.00		1	0.00	49.50	0.00
93		0	0.00	1	0.00		1	0.00	49.50	0.00
94		0	0.00	1	0.00		1	0.00	49.50	0.00
95		0	0.00	1	0.00		1	0.00	49.50	0.00
96		0	0.00	1	0.00		1	0.00	49.50	0.00
97		0	0.00	1	0.00		1	0.00	49.50	0.00
98		0	0.00	1	0.00		1	0.00	49.50	0.00
99		0	0.00	1	0.00		1	0.00	49.50	0.00
100		0	0.00	1	0.00		1	0.00	49.50	0.00
101		0	0.00	1	0.00		1	0.00	49.50	0.00
102		0	0.00	1	0.00		1	0.00	49.50	0.00
103		0	0.00	1	0.00		1	0.00	49.50	0.00
104		0	0.00	1	0.00		1	0.00	49.50	0.00
105		0	0.00	1	0.00		1	0.00	49.50	0.00
106		0	0.00	1	0.00		1	0.00	49.50	0.00
107		0	0.00	1	0.00		1	0.00	49.50	0.00
108		0	0.00	1	0.00		1	0.00	49.50	0.00
109		0	0.00	1	0.00		1	0.00	49.50	0.00
110		0	0.00	1	0.00		1	0.00	49.50	0.00
SUBTOTAL					0.00			0.00		0.00
TOTAL LABOR & MATERIALS PAGES 2 & 3					373.29			19.76		978.15

Job Name: West Monore Sports Complex Lincoln Builders Construction		Copeland Electric Co., LLC Job No. 12470			Page 4 of 4			
		Est. By: CC			Date: 12/20/23			
Item	Description	Daily	Week	Mo	Daily	Weekly	Month	Total
1	Truck (1/2 & 3/4 Ton)	78.75	315.00	945.00				0.00
2	Mini-EX	332.50	1,330.00	3,990.00				0.00
3	Bucket Truck (52' Hi-Ranger)	315.00	1,260.00	3,780.00				0.00
4	Digger Derrick (Altec D845A)	341.25	1,365.00	4,095.00				0.00
5	Office Trailer	30.67	122.67	368.00				0.00
6	Material Storage Trailer (8X45)	21.00	84.00	252.00				0.00
7	Welding Machine Gas (200 Amp)	52.50	210.00	630.00				0.00
8	Welding Machine Elec(200 Amp)	19.67	78.67	236.00				0.00
9	Generator (5KW)	21.92	87.67	263.00				0.00
10	Mule	65.67	262.67	788.00				0.00
11	Greenlee 555 Bender (1/2" to 2")	39.42	157.67	473.00				0.00
12	Greenlee 881 Bender Hyd (2 1/2 to 4:)	175.00	700.00	2,100.00				0.00
13	Greenlee 884 Bender Hyd (2 1/2 to 4:)	65.67	262.67	788.00				0.00
14	Greenlee 1800 Bender Ratchet (1/2" to 1 1/2")	16.25	65.00	195.00				0.00
15	Greenlee 1989 Crimper Hydraulic	13.17	52.67	158.00				0.00
16	Greenlee 7310 Punchset (1/2" ti 4")	13.17	52.67	158.00				0.00
17	Greenlee 659 (Tray Sheaves)	1.75	7.00	21.00				0.00
18	Greenlee 651 (12" Hook Sheaves)	1.92	7.67	23.00				0.00
19	Greenlee 652 (18" Hook Sheaves)	2.08	8.33	25.00				0.00
20	Greenlee 653 (24" Hook Sheaves)	2.42	9.67	29.00				0.00
21	Greenlee 638 (36" Radius Hook Sheaves)	7.33	29.33	88.00				0.00
22	Greenlee 640 Tugger (8000 lbs.)	48.17	192.67	578.00				0.00
23	Threading Set-Up (1/2" to 2")	35.00	140.00	420.00				0.00
24	Threading Die-Head (2 1/2" to 4")	13.17	52.67	158.00				0.00
25	Lashing Machine	30.67	122.67	368.00				0.00
26	VLF A/C Hy-Pot Tester (30KV)	223.17	892.67	2,678.00				0.00
27	DC Hy-Pot Tester (1000KW)	122.50	490.00	1,470.00				0.00
28	Biddle Megger (5kv)	39.42	157.67	473.00				0.00
29	Biddle Megger (600 Volt)	13.17	52.67	158.00				0.00
30	87 Fluke Voltage Tester (600 volt)	5.25	21.00	63.00				0.00
31	Harts 375 Communicator	43.75	175.00	525.00				0.00
32	Radio-pair	65.67	262.67	788.00				0.00
33	Brady Tag Machine	13.17	52.67	158.00				0.00
34								
35								
36								
37								
38								
39								
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41								
42								
43								
44								
45								
46								
47								
48								
49								
50								
51								
52								
53								
54								
55								
TOTAL								0.00

Owner Change Order Proposal SUMMARY

Item 8)

OCOP # 37
 Date: 11/28/2023

Project Name: West Monroe Sports Complex

Description of Work: Provide (2) 48" fixtures, mounting posts, and associated underground pull box for monument sign lighting.

General Contractor Direct Costs - Breakdown No. NA \$ -
 (See attached breakdown)

Total General Contractor Cost 15 %

Subcontractor Cost Breakdowns
 (See attached.)

Subcontractor Name	A Total Direct Cost	B OH&P	C Total A+(A X B)
<u>Copeland Electric</u>	\$ 1,363.48	15 %	\$1,568.00
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>
<u> </u>	<u> </u>	%	<u> </u>

Subcontractor Total Cost \$1,568.00

General Contractor OH&P at 5 % \$78.00

Total Subcontractor Costs \$1,646.00

Change Order Subtotal \$1,646.00

Performance and Payment Bond at 0.60 % \$10.00

Amount will be ☒ increased ☐ decreased ☐ unchanged by \$1,656.00

Days will be ☐ increased ☐ decreased ☒ unchanged by

From: Chad Copeland <ChadC@copelandelectric.com>
Sent: Thursday, November 16, 2023 3:17 PM
To: Gareth Titus
Cc: West Bayne
Subject: [External] Monument sign light change

Importance: High

Follow Up Flag: Flag for follow up

Flag Status: Flagged

Categories: Filed by Newforma

Garet the sign light change will run \$ 1,568.17. This will be for two 48" fixtures, mounting post and an unground pull box due to the style of the fixtures. Below is the link I sent to Robbin to see what these light looked like. These should be stock and be available within two weeks. Let me know what to do.

<https://westgatemfg.com/variation-detail/LOHB-4FT-120W-50K>

Thanks,
Chad Copeland
186 Venable Lane
Monroe, LA 71203
(318)322-9865
(318)738-3154 Direct
www.copelandelectric.com



This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

ORDINANCE TO ACCEPT THE CONDITIONAL AWARD OF FUNDING FOR THE NEW BLACK BAYOU STORMWATER PUMPING STATION PROJECT FROM THE LOUISIANA WATERSHED INITIATIVE LOCAL AND REGIONAL WATERSHED PROJECTS GRANT PROGRAM - ROUND 2; TO AUTHORIZE EXECUTION OF A COOPERATIVE ENDEAVOR AGREEMENT BY AND BETWEEN THE CITY OF WEST MONROE AND THE STATE OF LOUISIANA, THROUGH THE OFFICE OF COMMUNITY DEVELOPMENT (CDFA 14.228, GRANT B-18-DP-22-0001, YEAR 2018); AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, in Ordinance No. 4873, the City authorized application for funding for various projects from the Louisiana Watershed Initiative, including modified and combined projects; and

WHEREAS, in Ordinance No. 4873, that Mayor Staci Albritton Mitchell was further authorized to execute and file all of the Agreements and Acknowledgments which are required by the Louisiana Office of Community Development in conjunction with a grant award for a project, to certify to all funding and funding information requests and replacements, to sign and deliver any requested or required letter of funds commitment in the form required by the Louisiana Office of Community Development as may be required in connection with an application and/or a proposed project, and to execute each grant contract agreement on behalf of the City of West Monroe, Louisiana; and

WHEREAS, the City of West Monroe has been requested to affirm its acceptance of a conditional award of up to \$10,000,000.00 for the project, and to execute both the Conditional Award Letter and a Cooperative Endeavor Agreement setting forth in detail the terms, conditions and provisions relating to the award for the New Black Bayou Stormwater Pumping Station Project.

NOW, THEREFOR,

SECTION 1. BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to accept the conditional award of funding for the New Black Bayou Stormwater Pumping Station Project from the Louisiana Watershed Initiative Local and Regional Watershed Projects Grant Program - Round 2, all as provided in the attached Exhibit "A", and to execute that Conditional Award Notification on behalf of the City of West Monroe.

SECTION 2. BE IT FURTHER ORDAINED, by the Mayor and Board of Aldermen of that

City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to execute that Cooperative Endeavor Agreement by and between the City of West Monroe and the State of Louisiana, through the Office of Community Development (CDFA 14.288 Grant B-18-DP-22-0001 Year 2018) for the New Black Bayou Stormwater Pumping Station Project, according to its terms and provisions, all as are more fully set forth on the attached Exhibit “B”.

SECTION 3. BE IT FURTHER ORDAINED, by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to certify to all funding and funding information requests and replacements and sign any and all requested provisions, including but not limited to in the form required by the Louisiana Office of Community Development.

SECTION 4. BE IT FURTHER ORDAINED, by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that upon unconditional award, Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute any and all other documents and/or agreements on behalf of the City of West Monroe, Louisiana, and to take any and all other actions as may be necessary or proper in order to fully accept the grant for the project described above.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea and nay vote, passed and adopted this 2nd day of January, 2024, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 2ND DAY OF
JANUARY, 2024

CINDY EMORY, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE
STATE OF LOUISIANA

Office of Community Development
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
Governor



JAY DARDENNE
Commissioner of Administration

CONDITIONAL AWARD LETTER
LOUISIANA WATERSHED INITIATIVE
WATERSHED PROJECTS GRANT PROGRAM: LOCAL AND REGIONAL - ROUND 2

December 21, 2023

Mayor Staci Albritton Mitchell
City of West Monroe
2305 N 7th St.
West Monroe, LA 71291

RE: Conditional Award Notification
New Black Bayou Stormwater Pumping Station Project
Application #1169

Dear Mayor Mitchell:

Thank you for applying for funding under the Louisiana Watershed Initiative's Local and Regional Watershed Projects Grant Program - Round 2. Your project was prioritized for funding by your region, and in fulfillment of LWI's long-term resilience objectives, LWI agencies have reviewed your preliminary application for basic threshold eligibility. Based on this review, the Louisiana Office of Community Development has found no initial disqualifying factors for the above-referenced application and has **conditionally awarded the City of West Monroe \$10 million for the New Black Bayou Stormwater Pumping Station Project** drawn from the **Region 3** allocation of **\$24 million** under Round 2 of the Local and Regional Watershed Projects Grant Program.

Following your acceptance of the above-referenced conditional award, the state will provide the option for engineering services such as, but not limited to, hydrologic and hydraulic modeling, additional technical assistance and project scoping support to remedy any shortcomings of the initial pre-application and support the development of a full application that may be funded for implementation. The full application will be evaluated on the outcomes of the engineering studies performed by LWI engineers.

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 Conditional Award Letter

To achieve this, each participating applicant will be assigned a technical assistance provider, paid for by LWI, to conduct the feasibility study and assist the applicant in improving its preliminary application. The technical assistance provider, the applicant and relevant stakeholders, such as state agency staff and regional partners, will revisit the mitigation need and proposed scope of work described in the initial preliminary application. Additional H&H modeling shall be conducted, where needed, and nature-based solutions considered, where feasible, to result in a conceptual design that may be funded under Round 2.

To accept the above-referenced awarded amount, you must read, understand and agree to avoid any choice-limiting actions and adhere to the following conditions and clearances to ensure project costs remain eligible for reimbursement:

1. The above-referenced conditional award of **\$10 million** is the maximum award amount that will be obligated to the above-referenced project and is **contingent** upon OCD's approval of a final feasibility study and a full application. The applicant understands and agrees to submit a full application for the above-referenced project by a later determined deadline. The updated full application shall comply with all applicable federal, state and local laws, codes, rules, regulations, notices, circulars, executive orders, uniform administrative requirements and policies and procedures;
2. Applicant understands and agrees that any costs incurred **before** OCD's approval of the applicant's full application are **not** eligible for reimbursement unless OCD approves the full application, and if the full application is approved, the costs must be permitted under the policies and procedures, included in the project budget, and shall **not** result in the project budget exceeding the conditional award;
3. A full application for the above-referenced project may only be approved for project implementation funding following successful engineering studies. Design work shall **not** commence for the above-referenced project until the applicant receives final approval of the full application;
4. Environmental clearance must be obtained for any Community Development Block Grant Mitigation-funded activity **before** entering into any contracts, property purchase agreements, demolition/grading of land or taking any other choice-limiting actions. Applicant agrees to submit an Environmental Review Record¹ for the above-referenced project by a later determined deadline, should the full application be approved.

Failure to comply with the prohibition against committing funds or taking physical action before completion of the environmental review process could result in cancellation of the project, reimbursement by the applicant to HUD for the amount expended or suspension of the disbursement of funds for the affected activity;

5. For projects involving construction, clearance of plans and specifications must be obtained **before** advertising for bids, awarding construction contracts or beginning construction.

¹ This review must comply with the National Environmental Policy Act (43 U.S.C. §§ 4321 and 4331-35 and 40 CFR 1501.7(a) of 1996); the 1966 National Historic Preservation Act (54 U.S.C. § 300101, *et seq.*); and any other relevant laws of the state and/or federal government.

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Additionally, the applicant must ensure that proper Davis-Bacon wage determinations are applied to construction activities and/or construction contracts when CDBG-MIT funds are used for construction activities (24 CFR 906.37).

Applicant agrees to submit plans and specifications for the above-referenced project by a later determined deadline, should the full application be approved. OCD technical assistance is available, if needed;

6. A Louisiana-licensed architect or professional engineer must prepare and sign a final cost estimate for the above-referenced project. Applicant agrees to submit the final cost estimate for the above-referenced project by a later determined deadline, should the full application be approved. The cost estimate shall contain the total cost of construction (estimated quantity, unit of measure, unit price and amount) and all related project costs, including, but not limited to, project delivery, acquisition, architectural/engineering fees, etc.

Please note that costs for grant management services and total project delivery are subject to the capped amounts listed in section one (pages 9-10) of the Round 2 Policies and Procedures. Similarly, professional design costs for basic services or additional services are subject to the individual and total capped percentages detailed in the same section of the policy (pages 10-11);

7. All costs that exceed the final award shall be the applicant's responsibility. Applicant agrees to submit evidence of the applicant's confirmed funding commitment for the remaining project costs of the above-referenced project by a later determined deadline, should the full application be approved.

Evidence of commitment of all funding sources is a condition precedent to disburse any CDBG-MIT sums. Reimbursement of any costs from CDBG-MIT funds, including those for services, fees, etc., that were listed in the approved application, will be limited to amounts deemed reasonable by OCD and subject to all procurement requirements;

8. Applicant agrees to work collaboratively with state agency staff, regional partners and stakeholders and the assigned technical assistance provider towards a final project scope that may be funded through LWI. The applicant shall provide any required data and information needed to support the development of the scope of work and conceptual design of the project.

Applicant agrees to be amenable to potential changes to the scope of work that explore alternative methods to those proposed in the initial preliminary application, including nature-based solutions;

9. Applicant agrees to participate in mandatory CDBG-MIT training on **Jan. 30, 2024**. The location and agenda of said training will be announced closer to the training date.

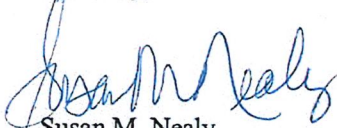
For clarification on required conditions and funding requirements, refer to the [Disaster Recovery CDBG-MIT Grantee Administrative Manual](#) and [Round 2 Program Policies and Procedures](#).

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This award letter and all obligations herein shall expire and become null and void unless signed and returned to OCD **within five business days** of the date hereof. Upon receipt of the applicant's acceptance, OCD will issue the contract necessary to implement this award, setting forth the terms and conditions of the grant award in greater detail.

If you have any questions, feel free to contact your program manager, Genea Lathers, at 225.219.9624 or at genea.lathers2@la.gov.

Sincerely,



Susan M. Nealy
Deputy Director, Economic Development & Infrastructure Programs
Louisiana Office of Community Development

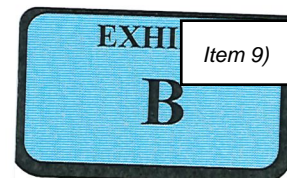
APPLICANT HEREBY ACCEPTS THE ABOVE-REFERENCED AWARDED AMOUNT AND ACKNOWLEDGES TO READING, UNDERSTANDING, AND AGREEING TO AVOID ANY CHOICE-LIMITING ACTIONS AND ADHERING TO THE ABOVE-DESCRIBED CONDITIONS AND CLEARANCES TO ENSURE PROJECT COSTS REMAIN ELIGIBLE FOR REIMBURSEMENT:

Signature

Date

Printed

Title



COOPERATIVE ENDEAVOR AGREEMENT
by and between
THE STATE OF LOUISIANA

through the
OFFICE OF COMMUNITY DEVELOPMENT
And

CITY OF WEST MONROE
CDFA 14.228
GRANT B-18-DP-22-0001
YEAR 2018

PO# _____

This Cooperative Endeavor Agreement ("Agreement") is made and entered into by and between City of West Monroe (hereinafter referred to as "Grantee") and the State of Louisiana, through the Office of Community Development (referred to as "OCD" or "State"), each represented herein by their undersigned authorized representatives. Grantee and OCD may sometimes herein be collectively referred to as the "Parties" and individually as a "Party."

WITNESSETH That;

WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides, "For a public purpose, the State and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual"; and

WHEREAS, OCD, on behalf of the State of Louisiana ("State"), administers the State's Community Development Block Grant – Disaster Recovery and Mitigation/Resiliency Programs, which are subject to the federal statutes and regulations governing Community Development Block Grants ("CDBG"), as modified by exceptions and waivers previously granted and which may hereinafter be granted by the United States Department of Housing and Urban Development (HUD); and

WHEREAS, on February 9, 2018, the President signed Public Law 115-123, which included an appropriation of \$28 billion to HUD, of which HUD allocated \$1,213,917,000 of Community Development Block Grant ("CDBG") funds to the State of Louisiana for the specific purpose of mitigation activities ("CDBG Mitigation Funds"). Federal requirements for this funding were published in the Federal Register (84 FR 45838 (August 30, 2019)); and

WHEREAS, on February 20, 2020, HUD approved Louisiana's Master Action Plan for the Utilization of CDBG-DR Mitigation Funds (the "Action Plan") in the amount of \$1,213,917,000 and the Action Plan has an allocation of \$570,666,243 to the Local and Regional Watershed Projects and Programs; and

WHEREAS, on December 15, 2023, HUD approved Louisiana’s Master Action Plan for the Utilization of CDBG-DR Mitigation Funds (the “Action Plan”) in the amount of \$1,213,917,000 and the Action Plan has an allocation of an additional \$15,000,000 for the Local and Regional Watershed Projects and Programs; and

WHEREAS, Grantee has the legal authority and responsibility for the rebuilding and recovery of the City of West Monroe. Recovery and rebuilding efforts of Grantee involve projects designed to provide resiliency against future flooding and other disasters; and

WHEREAS, the actions of OCD and the Grantee will meet the national objective of benefit to low- and moderate income persons and will result in a public benefit described in detail in this Agreement not disproportionate to the consideration in this Agreement; and.

NOW, THEREFORE, in consideration of the promises and the mutual representations, warranties, and covenants herein contained, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

I. SCOPE OF AGREEMENT

A. Grant Award

Subject to the terms and conditions of this Agreement, the OCD, as administrator of the CDBG Disaster Recovery Programs, shall make available to Grantee disaster recovery funds up to the maximum amount of ten million and 00/100 dollars (\$10,000,000.00) (the “Grant Funds”) for the purpose of funding Grantee’s activities under the CDBG-MIT Round 2 Program (the “Program”) as identified in Exhibit A in this agreement.

OCD will monitor expenditure rates and milestones to ensure projects and activities are completed within the required timeframes. If OCD determines a program or subrecipient is under- performing or is noncompliant, OCD may require corrective action and will determine if the program or project is unable to meet the HUD expenditure deadline. OCD will reallocate the CDBG-DR funds to another program or project, as deemed necessary. The OCD may require this Agreement to be amended to reflect the reallocation of funds to another program. OCD can require the Grantee to return grant funds expended.

B. Implementation of Agreement

Grantee’s rights and obligations under this Agreement are as a grant subrecipient as set forth in 24 CFR 570.501. Grantee is responsible for complying with said regulations and for implementing Grantee’s responsibilities in the Program in a manner satisfactory to OCD and HUD and consistent with any applicable guidelines and standards that may be required as a condition of OCD’s providing the funds, including but not limited to all applicable CDBG Program Administration and Compliance requirements set forth by this Agreement and the Statement of Assurances (attached hereto and incorporated herein as Exhibit B) executed by Grantee and made a part hereof. OCD’s providing of Grant Funds under this

Agreement is specifically conditioned on Grantee's compliance with this provision and all applicable Program and CDBG regulations, federal register notices, guidelines, and standards. Grantee must comply with all requirements of any applicable award letter(s) unless expressly waived in writing by OCD.

In the event that Grantee, in the use of the Grant Funds, has one or more sub-recipients, Grantee is responsible for ensuring that the sub-recipient's policies and Program documents are compliant with all laws, regulations, executive orders and other requirements that apply to the use of the Grant Funds made available through this Agreement.

C. Goals and Objectives

The goal of the project is to help mitigate flooding in flood prone areas. The objective of the project is to improve and reinforce flood resilient structures.

D. The Program

1. The Application

Grantee shall submit to the OCD for approval an application for each project funded through the OCD online IGX System. The application shall address identified projects with demonstrable and quantifiable mitigation outcomes and at a minimum include 1) detailed description of the project, activity beneficiary data, maps, cost estimate, project schedule, demonstrable flood risk reduction benefit, hydrologic and hydraulic assessment, and documentation that proposed activities are CDBG-MIT Round 2 eligible as outlined in the Policies and Procedures Manual. The application must comply with all requirements of the CDBG-MIT Round 2 program as set forth in the Action Plan and all current, pending and future applicable Action Plan Amendment(s) available at <https://www.doa.la.gov/doa/ocd/policy-and-reports/apa/>.

The OCD shall make an approval determination of the application pursuant to current OCD program guidelines (herein "OCD policy") HUD guidelines and regulations, and other applicable state and federal laws and regulations. The Grantee will be notified of the application approval via an IGX system email notification.

2. The Application Process for Individual Projects under the CDBG-MIT Round 2 Program

Upon approval by the OCD of the pre-application, Grantee shall submit to the OCD for approval, project applications for each project funded (individually the "Project Application"). The OCD shall, at its sole discretion, make approval determinations of individual Project Applications pursuant to current OCD policy and CDBG and HUD guidelines and regulations. The Grantee will be notified of the application approval via an IGX system email notification.

3. Implementation of the Program

The project schedule and budget accepted in writing by the OCD for each project and/or activity shall be final and may be changed only with the written consent of the OCD. Compliance and cooperation by Grantee with the monitoring requirements for all projects and/or activities mandated by the OCD shall also be deemed a requirement of this Agreement.

4. The Budget

Direct Cost	\$ 8,500,000.00
<u>Activity Delivery Cost</u>	<u>\$ 1,500,000.00</u>
 TOTAL	 <u>\$ 10,000,000.00</u>

The Parties may agree, in writing, to a revision of the Budget or a reallocation of funds between categories within the Budget without the need to amend this Agreement; provided however, that in no case shall any such revisions or reallocations result in exceeding the total amount of the Grant Funds available under the Agreement.

If applicable, all other sources of funding/financing of the project, if any, must be firmly committed to the project before the CDBG funds will become available and supporting documentation for the full project funding must be submitted within (12) twelve months of the execution of this agreement.

5. Eligible Expenses

Grantee shall receive and use Grant Funds for Eligible Expenses, as defined herein. "Eligible Expenses" for Grant Funds under this Agreement include those applied to eligible activities, as defined in the OCD's current, pending and future applicable Action Plan and Action Plan Amendment(s) (refer <https://www.doa.la.gov/doa/oed/policy-and-reports/apa/> that are recovery-related, when approved by the OCD in accordance with eligibility rules under CDBG guidelines and subject to limitations established by the OCD, are part of the Program and are otherwise in furtherance of the intent of this Agreement and the goals and objectives as set forth herein.

6. Citizen Participation Requirements

Grantee shall comply with all HUD and OCD citizen participation requirements and the citizen participation requirements set forth in the Action Plan and all current, pending and future applicable Action Plan Amendment(s) (refer to https://www.doa.la.gov/Pages/oed-dru/Action_Plans.aspx).

7. Building Code Standards

Grantee shall adopt and/or implement the statewide building code standards in accordance with Act 12 of the 2005 1st Extraordinary Session of the Louisiana Legislature including any later revisions to the relevant statutes.

8. Mitigation Plan

Grantee is responsible for ensuring that the Project considers and/or proposes a mitigation plan to minimize damage in the event of future floods and/or hurricanes.

9. Assurances

Grantee shall be responsible for implementing the Program activities in compliance with all state and federal laws and regulations and all Program requirements, as now in effect and as may be amended from time to time. It shall be Grantee's responsibility to ensure that Grantee or any entity instituting programs in conjunction with this Agreement under the supervision of Grantee require that all of its contractors, and all tiers of their subcontractors, all sub recipients, if applicable, and all beneficiaries, if applicable, adhere to all applicable state and federal laws and regulations and all Program requirements as now in effect and as may be amended from time to time, and to conduct all necessary monitoring for such compliance. As to laws and regulations which apply to the use of CDBG funds, Grantee has prior to the execution of this Agreement executed the Statement of Assurances, attached hereto as Exhibit B, reflecting compliance with those listed laws and regulations, which shall be deemed to be requirements of this Agreement. As to any other laws and regulations which may apply to construction projects, Grantee is responsible for determining the applicable laws and regulations and ensuring compliance therewith.

As between the Parties to this Agreement, Grantee, as the Project administrator, bears sole responsibility for implementing such Project efforts. Grantee shall be responsible for implementation of all infrastructure improvements in compliance with any applicable federal procurement laws and regulations and CDBG requirements.

10. Cooperation with HUD and the OCD

Grantee hereby binds itself, certifies, and assures that it will comply with all federal, state, and local regulations, policies, guidelines and requirements, as they relate to the application, acceptance and use of state and federal funds. The Parties expressly acknowledge that the matters which are the subject of this Agreement are under the CDBG Mitigation Program administered by HUD, which by its emergency nature is subject to ongoing modification and clarifications. The OCD's obligations under this Agreement are subject to compliance with applicable statutes and regulations of the CDBG program,

as modified by exceptions and waivers previously granted and which may hereinafter be granted by HUD. Grantee agrees that in connection with its rights and obligations under the Agreement, it shall cooperate with HUD and the OCD regarding the administration and audit of the Program, including compliance with various operating and reporting procedures which may hereinafter be promulgated by the OCD and/or HUD.

In the event costs are disallowed by any monitoring, audit or oversight of either the State or Federal Government, including the OCD, the U.S. Department of Housing & Urban Development, the Inspector General of the United States, the Louisiana Legislative Auditor, the Louisiana Inspector General, or any other duly authorized party, the Grantee shall be responsible for remitting these funds to the OCD. Failure to complete the Project described in the Statement of Work or previously approved application may constitute a basis for disallowance of costs.

E. Contract Monitor/Performance Measures

The contract monitor for OCD on this Agreement is the Executive Director of OCD, or designee. The performance measures for this Agreement shall include the successful performance and completion of Grantee's obligations as provided in this Agreement and any attachments, as well as all guidelines for the Program. Grantee shall submit to OCD, on a schedule and dates to be provided by OCD, but not less than every six (6) months, a report of Project progress and beneficiary data in an acceptable format approved by OCD. Grantee is responsible for maintaining project files and support documentation for the information contained in the reports.

Grantee shall also comply with the provisions of 2 CFR 200 with regard to the monitoring and reporting of Program performance and shall be responsible for providing OCD with any additional project progress and beneficiary data as required by federal and state law. It shall be the Grantee's obligation to implement any contractual arrangements it may need for use of, and access to, such data.

Reporting requirements may require Grantee to obtain data from third parties (i.e. persons that receive Grant Funds or other beneficiaries of the Program(s), including sub-recipients, and/or borrowers funded under this Agreement, tenants/operators/users of facilities or equipment acquired or improved with funds provided under this Agreement). It shall be the Grantee's obligation to implement any contractual arrangements it may need for use of, and access to, such data.

Grantee will cooperate with OCD regarding Program oversight and evaluation. The Monitoring Plan to be used by Grantee, must satisfy CDBG program requirements and must be acceptable to OCD.

F. Deliverables (Due Dates to be agreed upon by the Parties)

Monthly progress reports including, but not limited to:

- Cost/Financial reports
- The events and activities funded by this Program

OCD may require additional and/or more frequently provided information from Grantee if that is determined by OCD to be required.

G. Duplication of Benefits

In the event that alternate sources are or become available to Grantee for funding which the OCD is providing under this Agreement, including but not limited to insurance proceeds, FEMA funding of costs covered under this Agreement, or other sources, Grantee agrees to pursue recovery and/or funding through such sources with due diligence and, to the extent of recovery of such alternate sources, reimburse the OCD for the funding under this Agreement.

If funding from alternate sources becomes available to Grantee which the OCD agrees applies to both Eligible Expenses and expenses that are not eligible under this Agreement, Grantee may apply such funds first, to expenses that are not eligible under this Agreement, and second, to Eligible Expenses that are in excess of amounts paid under this Agreement.

II. PAYMENT PROCESS

- A.** Grantee shall submit draw requests for payment of Eligible Expenses payable under this Agreement to the Executive Director of OCD, or designee, for approval.

Payment to Grantee will be made on a cost reimbursement basis for actual services rendered under the Program and limited to those amounts which are deemed eligible and reasonable. Grantee shall be required by the OCD to submit with each draw request documentation regarding each service for which reimbursement is being sought.

Following review and approval of the draw requests by the Executive Director of OCD, or designee, approved draw requests shall be submitted to OCD Finance Manager, or her designee, for approval of payment. Draw requests not approved by the Executive Director of OCD or the OCD Finance Manager, or their respective designees, shall not be paid, but returned to Grantee for further processing.

- B.** Upon approval of payment by the OCD as provided for above, payment of Eligible Expenses shall be provided to Grantee via electronic funds transfer.
- C.** Grant Funds shall not be drawn in advance.
- D.** If an award letter has been issued regarding Grant Funds, only costs consistent with the terms of the award letter will be allowed, unless expressly waived in writing by OCD.
- E.** Eligible travel costs shall be reimbursed in accordance with PPM49 in effect at the time the expense was incurred, if provided for in the Budget.

- F. In the event of non-compliance with this Agreement, the OCD may withhold payment to the Grantee until OCD deems the Grantee has brought the Program within compliance. Noncompliance on any aspect funded under this Agreement may serve as a basis to withhold payment on funds for other projects funded under this Agreement.

III. TERM OF AGREEMENT; TERMINATION OR SUSPENSION OF AGREEMENT

A. Term of Agreement

The term of this Agreement, subject to all requisite consents and approvals as provided herein, shall commence December 21, 2023 and terminate December 20, 2029 unless terminated prior to such time in accordance with the terms and conditions of this Agreement.

It is expressly understood that projects or services commenced and/or completed prior to the beginning date of this Agreement are eligible for funding if allowed under the terms of this Agreement and applicable HUD regulations and guidelines.

B. Termination/Suspension for Cause

The OCD may, after giving reasonable written notice specifying the effective date, suspend or terminate this Agreement in whole or in part if the Grantee materially fails to comply with any term of this Agreement, which shall include, but not be limited, to the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may be applicable at any time;
2. Failure, for any reason, of Grantee to fulfill in a timely and proper manner the obligations under this Agreement;
3. Submission by Grantee of reports to the OCD, HUD, or either of their auditors, reports that are incorrect or incomplete in any material respect, provided Grantee is given notice of said failure and fails to correct the same within a reasonable amount of time; or
4. Ineffective or improper use of funds as provided for under this Agreement, if, through any cause, Grantee shall otherwise fail to fulfill in a timely and proper manner, its obligations under this Agreement, or if Grantee shall violate any of the covenants, agreements, or stipulations of this Agreement, the OCD shall thereupon have the right to terminate this Agreement by giving written notice to Grantee of such termination and specifying the effective date thereof, at least thirty (30) days prior to the effective date of said termination.

C. Termination for Convenience

The OCD may terminate the Agreement in whole or in part at any time by giving at least thirty (30) days prior written notice to Grantee. Grantee shall be entitled to payment on requests submitted up to the date of termination contained within the notice, to the extent that requests represent eligible activities satisfactorily completed and otherwise reimbursable under the terms of this Agreement.

D. Termination Due to Unavailable Funding

The continuation of this Agreement is contingent upon the appropriation and release of sufficient funds to the OCD to fulfill the requirements of this Agreement. Failure of the appropriate authorities to approve and provide an adequate budget to the OCD for fulfillment of the Agreement terms shall constitute reason for termination of the Agreement by either Party. Grantee shall be paid for all authorized services properly performed prior to termination.

E. Obligations Governing Use of CDBG Funds Survive Termination

Termination of this Agreement under any of the foregoing provisions shall not alter or diminish Grantee's obligations governing the use of CDBG funds under applicable statutes and regulations or under this Agreement and/or terminate any of Grantee's obligations that survive the termination of this Agreement. Such obligations and/or duties may include but are not limited to the following: (1) duty to maintain and provide access to records; (2) duty to monitor and report on the use of any funds expended or awarded to Grantee in compliance with all terms, conditions and regulations herein; (3) the duty to enforce compliance with terms of grants or loans issued by Grantee under this Agreement; (4) the duty to monitor, collect and remit program income, if applicable, and (5) the obligation to return funds expended in contravention of applicable statutes, regulations and the terms of this Agreement. This provision shall not limit or diminish any other obligation that by its nature survives termination of the Agreement (i.e. indemnification, etc.).

F. Payment Upon Termination

Except as in the event of termination or suspension for cause, Grantee shall be entitled to payment on invoices submitted to the OCD no later than ninety (90) days from the date of termination contained within the notice, to the extent that requests represent eligible activities satisfactorily completed during the term of the Agreement and otherwise reimbursable under the terms of this Agreement.

IV. ADMINISTRATIVE REQUIREMENTS

A. General Administrative Requirements

Grantee shall comply with 2 CFR Part 200 "Uniform Administrative Requirements, Cost Principles, And Audit Requirements For Federal Awards", as modified by 24 CFR 570.502(a), "Applicability of uniform administrative requirements."

B. Financial Management

Grantee shall administer its Project in conformance with 2 CFR 200. Grantee also agrees to adhere to the accounting principles and procedures required therein, utilize and create adequate internal controls, and maintain necessary source documentation for all costs incurred. These principles and procedures shall be applied for all costs incurred.

C. Documentation and Record-Keeping

1. Records to be Maintained

Grantee shall maintain all records required by 24 CFR 570.506, "Records to be maintained," that are pertinent to the activities to be funded under this Agreement. Such records shall include but are not limited to:

- a. Records providing a full description of each activity taken;
- b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- c. Records required to determine the eligibility of services;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required by 2 CFR 200 and 24 CFR 570.506(h);
- g. Personnel, property and financial records, adequate to identify and account for all costs pertaining to this Agreement and such other records as may be deemed necessary by the OCD to assure proper accounting for all project funds; and
- h. Other records necessary to document compliance with 24 CFR 570.604, regarding environmental requirements.

2. Retention of Records

Grantee shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of five (5) years after closeout of OCD's federal grant providing the Grant Funds. Grantee will be notified of that closeout date by OCD.

3. Access to Records

The OCD, the Division of Administration (“DOA”), the State Legislative Auditor, federal auditors, State Inspector General, HUD, the Comptroller General of the United States, the Office of Inspector General, and any of their duly authorized representatives or agents, shall have access to any books, documents, papers and records of Grantee which are directly pertinent to this Agreement for the purpose of audits, examinations, and making excerpts and transcriptions.

Grantee shall provide citizens with reasonable access to records regarding the past use of CDBG funds, consistent with applicable state and local laws regarding privacy and obligations of confidentiality.

All records, reports, documents, or other material or data, including electronic data, related to this Agreement and/or obtained or prepared by Grantee, and all repositories and databases compiled or used, regardless of the source of information included therein, in connection with performance of the services contracted for herein shall become the property of the OCD, and shall, upon request, be returned by Grantee to the OCD at termination or expiration of this Agreement. Costs incurred by Grantee to compile and transfer information for return to the OCD shall be billed on a time and materials basis, subject to the maximum amount of this Agreement.

4. Close-outs

Grantee’s obligation under this Agreement shall not end until all close-out requirements as set forth in 24 CFR 570.509, “Grant closeout procedures,” are completed. The terms of this Agreement shall remain in effect during any period that Grantee has control over CDBG funds, including program income.

5. Audits & Inspections

It is hereby agreed that the OCD, the DOA, the Legislative Auditor of the State of Louisiana, federal auditors, State Inspector General, HUD, Office of Inspector General, HUD monitors, and auditors contracted by any of them shall have the option of auditing all records and accounts of Grantee and/or its contractors and sub-recipients that relate to this Agreement at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data upon providing Grantee, contractor or sub-recipient, as appropriate, with reasonable advance notice. Grantee and its contractors and sub-recipients shall comply with all relevant provisions of state law pertaining to audit requirements, including LA R.S. § 24:513 et seq. Any deficiencies noted in audit reports must be fully cleared within thirty (30) days after receipt by Grantee, contractor and/or sub-recipient, as appropriate.

Failure of Grantee and/or its contractors and sub-recipients to comply with the above audit requirements will constitute a violation of this Agreement and may, at the OCD's option, result in the withholding of future payments and/or return of funds paid under this Agreement. Grantee and its contractors hereby agree to have an annual audit conducted in accordance with current State policy concerning Grantee and its contractor's audits, and 2 CFR 200.

A quasi-public agency or body as defined in LA R.S. 24:513A(1)(b) shall comply with the provisions of LA R.S. 24:513.H(2)(a) by designating an individual who shall be responsible for filing annual financial reports with the legislative auditor and shall notify the legislative auditor of the name and address of the person so designated.

D. Procurement

Grantee shall comply with the current OCD policy and the requirements of 2 CFR 200.318 through 327 regarding procurement. This includes the Grantee, to the greatest extent practicable, providing a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States in accordance with the Build America, Buy America (BABA) Act executed in 2021 (See U.S. Public Law No: 117-58). This requirement is in addition to whatever state and local laws may apply to procurement by Grantee. It is agreed by the Parties that notwithstanding any specialized procurement rules which may apply under state law to Grantee, Grantee shall, for the purposes of expenditures to be paid or reimbursed under this Agreement, comply with all applicable federal and state procurement statutes and regulations.

V. HUD/CDBG COMPLIANCE PROVISIONS

A. General Compliance

The Grantee will comply with all applicable Federal, state, and local laws and Codes, and all applicable Office of Management and Budget Circulars <https://www.whitehouse.gov/omb/information-for-agencies/circulars/>. These include, but are not limited, the requirements of 2 CFR 200.316 and 200.321-323. The State may require, and Grantee shall consent to, the amendment of this Agreement to expressly include contractual provisions referencing any mandatory requirements if not already set forth in this Agreement, including any provisions referenced in appendix II to 2 CFR 200 as the State may deem applicable and not previously set forth in this Agreement.

Grantee agrees to comply with the requirements of Title 2 of the Code of Federal Regulations, Part 200 (Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards), except that (1) Grantee does not assume the OCD's environmental responsibilities described in 24 CFR 570.604 and (2) Grantee does not assume the OCD's responsibility for initiating the review process under the provisions of 24 CFR Part 52. Grantee also agrees to comply with all other applicable Federal, state and local laws, regulations and policies governing

the funds available under this Agreement to supplement rather than supplant funds otherwise available.

Grantee shall comply with and shall be responsible for insuring compliance of all of its construction contracts with any applicable mandatory contract language, including but not limited to:

1. Compliance with the Copeland “Anti-Kickback” Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR part 3);
2. Compliance with the Davis-Bacon Act (40 U.S.C. 3141 et seq.) as supplemented by Department of Labor regulations (29 CFR part 5);
3. Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 7401 et seq (1970)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15);
4. Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94A 163, 89 Stat. 871);
5. Compliance with applicable uniform administrative requirements described in 24 CFR 570.502; and
6. Certification by Grantee’s contractors, and each tier of subcontractors, that such contractors and subcontractors are not on the List of Parties Excluded from Federal Procurement or Nonprocurement Programs promulgated in accordance with Executive Orders 12549 and 12689, “Debarment and Suspension,” as set forth at 2 CFR part 2424, and
7. Compliance with “Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities”, described in 24 CFR part 58.

Grantee has a continuing obligation to disclose any suspensions or debarment by any government entity, including but not limited to the General Services Administration (GSA). Failure to disclose may constitute grounds for suspension and/or termination of the Agreement and debarment from future contracts.

B. Discrimination and Compliance Provisions

Grantee and its contractors agree to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Federal Executive Order 11246 as amended; the Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran’s Readjustment Assistance Act of 1974; Title

IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Fair Housing Act of 1968 as amended; Section 109 of the Housing and Community Development Act of 1974; and the requirements of the Americans with Disabilities Act of 1990; 41 CFR 60-4 *et seq.*; 41 CFR 60-1.4; 41 CFR 60-1.8; 24 CFR Part 35; the Flood Disaster Protection Act of 1973; and Federal Labor Standards Provisions (form HUD-4010), as well as all applicable provisions not mentioned are deemed inserted herein.

Grantee and its contractors agree not to discriminate unlawfully in its employment practices, and will perform its obligations under this Agreement without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, age or disabilities.

Any act of unlawful discrimination committed by Grantee or its contractors, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement or other enforcement action.

C. Covenant Against Contingent Fees and Conflicts of Interest and Louisiana Code of Government Ethics

Grantee shall warrant that no person or other organization has been employed or retained to solicit or secure this Agreement upon contract or understanding for a commission, percentage, brokerage, or contingent fee. For breach or violation of this warranty, the OCD shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement or otherwise recover the full amount of such commission, percentage, brokerage or contingent fee, or to seek such other remedies as legally may be available.

No member, officer, or employee of Grantee, or agents, consultant, member of the governing body of Grantee or the locality in which the Project is situated, or other public official who exercises or has exercised any functions or responsibilities with respect to this Agreement during his or her tenure, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the project, the Project or in any activity or benefit, which is part of this Agreement.

Grantee shall also comply with the current Louisiana Code of Governmental Ethics as applicable. Grantee acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (R.S. 42:1101 *et. seq.*, Code of Governmental Ethics) applies to Grantee in the performance of services called for in this Agreement. Grantee agrees to immediately notify the state if potential violations of the Code of Governmental Ethics arise at any time during the term of this Agreement.

D. Section 3 Compliance in Employment and Training

The work to be performed under this Agreement, including services performed under any related subcontract or subrecipient agreement, is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C.

1701u (Section 3), 24 CFR §75, and 85 FRN 2020 19183-85, and any directives, benchmarks and programmatic requirements hereafter issued by HUD or OCD in the implementation of Section 3 requirements. Section 3 requires that to the greatest extent feasible, and consistent with existing Federal, state, and local laws and regulations—recipients must ensure that within the metropolitan area (or nonmetropolitan county) in which the project is located: (1) employment and training opportunities arising in connection with Section 3 Projects are provided to Section 3 Workers ; and (2) contracts for work awarded in connection with Section 3 Projects are provided to business concerns that provide economic opportunities to Section 3 Workers.

E. Program Income

1. Recording Program Income

Grantee shall submit a quarterly report to the OCD detailing receipt of program income, which is defined in 24 CFR 570.500(a).

2. Remittance of Program Income

All program income shall be remitted to the OCD pursuant to a schedule provided by the OCD, unless Grantee has received written approval from OCD for eligible program income activities to use the program income.

F. Use and Reversion of Assets

The use and disposition of immovable property, equipment and remaining Grant Funds under this Agreement shall be in compliance with all CDBG regulations, which include but are not limited to the following:

1. Grantee shall transfer to the OCD any Grant Funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Subsequent to meeting the national objective requirement and completion of the eligible activity, immovable property under Grantee's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives set forth in 24 CFR 570.208 until five (5) years after the closeout of the individual projects associated with the particular immovable property or expiration of this Agreement, whichever occurs first (or such longer period as the OCD deems appropriate). If OCD consents to a change of use of the property other than for which the CDBG funds were expended, grantee must comply with the requirements of 24 CFR 570.505. If Grantee fails to use such immovable property in a manner that meets a CDBG National Objective for the prescribed period of time, Grantee shall pay to the OCD an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-

CDBG funds for the acquisition of, or improvement to, the property. Grantee may retain real property acquired or improved under this Agreement after the expiration of the five-year period, described above, or such longer period as the OCD deems appropriate.

3. In all cases in which equipment acquired, in whole or in part, with Grant Funds is sold, the proceeds shall be program income (prorated to reflect the extent to which funds received under this Agreement were used to acquire the equipment). Equipment not needed by Grantee for activities under this Agreement shall be (a) transferred to the OCD for the CDBG program or (b) retained by Grantee after compensating the OCD an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment.

If Grantee is not the owner of the immovable property being acquired or improved, in whole or in part, with the Grant Funds, Grantee shall acquire sufficient interest and site control over the property to allow the use of CDBG funds for improvement of a non-owned property, within the timeframe mandated by any applicable award letter or within any timeframe established by OCD before or during this Agreement. Grantee shall submit the terms of such interest to OCD to confirm that the interests are sufficient. The interests shall be through a written agreement via authentic act with the owner of the immovable property acknowledging and consenting to the use restrictions required by 24 CFR 570.505 and as contained in this Agreement and agreeing that the property shall be bound by such use restrictions. In addition, if immovable property being acquired or improved, in whole or in part, with the Grant Funds is leased or subleased by Grantee to a third party, Grantee shall contractually insure that the lessee/subleasee is bound by the use restrictions contained in 24 CFR 570.505 and as contained in this Agreement.

VI. GENERAL CONDITIONS

A. “Independent Contractor”

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. Grantee shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. The OCD shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers’ Compensation Insurance, as Grantee is an independent contractor.

B. Hold Harmless/Indemnity Contractors/Subcontractors

Grantee shall hold harmless, defend and indemnify the OCD from any and all claims, actions, suits, charges and judgments whatsoever that arise out of Grantee’s performance or nonperformance of the services or subject matter called for in this Agreement.

To the extent that Grantee is permitted to and utilizes the services of any third parties in performance of Grantee's duties and obligations under this Agreement, any contract entered into shall contain a provision that the contractor and/or subcontractor shall hold Grantee and OCD harmless, defend and indemnify OCD from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the contractor's and/or subcontractor's performance or nonperformance of services.

C. Workers' Compensation

Grantee shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement, unless exempt by law.

D. Insurance & Bonding

Unless expressly waived in writing by OCD, the Grantee shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond, or equivalent insurance acceptable to the OCD, covering all employees in an amount equal to cash advances from the OCD.

E. OCD Recognition

Grantee shall insure recognition of the role of the OCD and the U.S. Department of Housing and Urban Development in providing services through this Agreement. All activities, facilities and items used pursuant to this Agreement shall be prominently labeled as to funding source. In addition, Grantee will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

F. Public Communications

OCD and Grantee shall coordinate all public communications regarding activities within the Project funded under this Agreement.

G. Amendments

The OCD or Grantee may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the OCD and the Office of State Procurement and/or the Louisiana Commissioner of Administration. Amendments hereto shall not invalidate this Agreement, nor relieve or release the OCD or Grantee from its obligations under this Agreement.

The OCD may require a written amendment to this Agreement to conform the Agreement to federal, state and local governmental laws, regulations, executive orders, guidelines, policies and available funding amounts. Failure of Grantee to execute the written amendment required by the OCD may constitute, at the

OCD's discretion, a basis for termination of this Agreement for cause.

H. No Assignment

No Party may transfer or assign this Agreement or transfer or assign any of its rights or assign any of its duties hereunder without the express written consent of the other Party. However, if the parties do mutually agree to an assignment, all rights and obligation set forth herein shall inure to the benefit of the parties and to their respective successors and assigns.

I. Severability

The terms and provisions of this Agreement are severable. Unless the primary purpose of this Agreement would be frustrated, the invalidity or unenforceability of any term or condition of this Agreement shall not affect the validity or enforceability of any other term or provision of this Agreement. The Parties intend and request that any judicial or administrative authority that may deem any provision invalid, reform the provision, if possible, consistent with the intent and purposes of this Agreement, and if such a provision cannot be reformed, enforce this Agreement as set forth herein in the absence of such provision.

J. Entire Agreement

This Agreement constitutes the entire understanding and reflects the entirety of the undertakings between the Parties with respect to the subject matter hereof, superseding all negotiations, prior discussions and preliminary agreements. There is no representation or warranty of any kind made in connection with the transactions contemplated hereby that is not expressly contained in this Agreement.

K. No Authorship Presumptions

Each of the Parties has had an opportunity to negotiate the language of this Agreement in consultation with legal counsel prior to its execution. No presumption shall arise or adverse inference be drawn by virtue of authorship. Each Party hereby waives the benefit of any rule of law that might otherwise be applicable in connection with the interpretation of this Agreement, including but not limited to any rule of law to the effect that any provision of this Agreement shall be interpreted or construed against the Party who (or whose counsel) drafted that provision. The rule of no authorship presumption set forth in this paragraph is equally applicable to any Person that becomes a Party by reason of assignment and/or assumption of this Agreement and any successor to a signatory Party.

L. Applicable Law, Venue and Controversies

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Louisiana, including but not limited to La. R.S. 39:1551-1736; rules and regulations; executive orders; standard terms and conditions, special terms and conditions, and specifications listed in the RFP (if applicable); and this Agreement.

Any claim or controversy arising out of this Agreement shall be resolved under the process set forth in La. Revised State 39:1672.2-1672.4. Exclusive venue and jurisdiction shall be vested in the Nineteenth Judicial District Court, Parish of East Baton Rouge, State of Louisiana.

M. Delay or Omission

No delay or omission in the exercise or enforcement of any right or remedy accruing to a Party under this Agreement shall impair such right or remedy or be construed as a waiver of any breach theretofore or thereafter occurring. The waiver of any condition or the breach of any term, covenant, or condition herein or therein contained shall not be deemed to be a waiver of any other condition or of any subsequent breach of the same or any other term, covenant or condition herein or therein contained.

N. Contract Approvals

Neither party shall be obligated under this Agreement until the approval of this Agreement by the State of Louisiana Office of State Procurement-Professional Contracts and/or the Commissioner of Administration.

O. Taxes

Grantee is responsible for payment of all applicable taxes from the funds to be received under this Agreement. Grantee's Federal Tax Identification Number is 72-6001497.

P. Notices

Any notice required or permitted to be given under or in connection with this Agreement shall be in writing and shall be either hand-delivered or mailed, postage prepaid by first-class mail, registered or certified, return receipt requested, or delivered by private, commercial carrier, express mail, such as Federal Express, or sent by, telecopy or other similar form of rapid transmission confirmed by written confirmation mailed (postage prepaid by first-class mail, registered or certified, return receipt requested or private, commercial carrier, express mail, such as Federal Express) at substantially the same time as such rapid transmission. All such communications shall be transmitted to the address or numbers set forth below, or such other address or numbers as may be hereafter designated by a Party in written notice to the other Party compliant with this Section.

To the OCD:

Executive Director
 State of Louisiana Division of Administration
 Office of Community Development
 P.O. Box 94095
 Baton Rouge, Louisiana 70804-9095
 Office: 225-219-9600
 Facsimile: 225-219-9605

To the Grantee:

Staci Mitchell
 Mayor
 City of West Monroe
 2305 North 7th Street
 West Monroe, LA 71291
 mayorsoffice@westmonroe.la.gov
 Phone: 318-396-2600

Q. No Third Party Beneficiary

Nothing herein is intended and nothing herein may be deemed to create or confer any right, action, or benefit in, to, or on the part of any person not a party to this Agreement. This provision shall not limit any obligation which either party has to HUD in connection with the use of CDBG funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.

R. Prohibited Activity

Grantee shall be prohibited from using, and shall be responsible for its sub-contractors being prohibited from using, the funds provided herein or personnel employed in the administration of the Project for political activities, inherently religious activities, lobbying, political patronage, nepotism activities, and supporting either directly or indirectly the enactment, repeal, modification or adoption of any law, regulation or policy at any level of government. Grantee will comply with the provision of the Hatch Act (5 U.S.C. 1501 *et seq.*), which limits the political activity of employees.

S. Safety

Grantee shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all damages or property, either on or off the worksite, which occur as a result of his performance of the work. The safety provisions of applicable laws and building and construction codes, in addition to specific safety and health regulations described by 29 CFR Parts 1925 and 1926, shall be observed and Grantee shall take or cause to be taken such additional safety and health measures as Grantee may determine to be reasonably necessary.

T. Fund Use

Grantee agrees not to use proceeds from this Agreement to urge any elector to vote for or against any candidate or proposition on an election ballot nor shall such funds be used to lobby for or against any proposition or matter having the effect of law being considered by the Louisiana Legislature or any local governing authority. This provision shall not prevent the normal dissemination of factual information relative to a proposition on any election ballot or a proposition or matter having the effect of law being considered by the Louisiana Legislature or any local governing authority.

Grantee and all of its sub-contractors shall certify that they have complied with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) and that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee or a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Grantee and each of its sub-contractors shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.

U. Subcontractors

Grantee may, with prior written permission from the OCD, enter into subcontracts with third parties ("Subcontractors") for the performance of any part of Grantee's duties and obligations. In no event shall the existence of a subcontract operate to release or reduce the liability of Grantee to the OCD for any breach in the performance of Grantee's duties. Subcontractors' agreements must meet all contracting, indemnity, insurance and regulatory compliance requirements. The parties hereby agree that any non-compete agreement or similar agreement with any Subcontractors seeking to restrain the ability of the Subcontractors to perform any services for the OCD shall be deemed unenforceable, null and void, to the extent of such non-compete provision, but without invalidating the remaining provisions of the contract with the Subcontractor.

Subcontracts shall not include language which restricts the Grantee's obligation to pay for services performed or materials provided under a subcontract to when the Grantee has been paid under this Agreement, except for circumstances where the reason for the lack of payment to the Grantee is due to deficient performance or lack of performance by the particular subcontractor from which the Grantee seeks to withhold payment. In the event a subcontract contains such language in contravention of this requirement, Grantee shall not enforce such language.

V. Copyright

No materials, including but not limited to reports, maps, or documents produced as a result of this Agreement, in whole or in part, shall be available to Grantee for copyright purposes. Any such material produced as a result of this Agreement that

might be subject to copyright is the property of and all rights shall belong to the OCD.

All records, reports, documents, or other material or data, including electronic data, related to this Agreement and/or obtained or prepared by Grantee, and all repositories and databases compiled or used, regardless of the source of information included therein, in connection with performance of the services contracted for herein shall become the property of the OCD, and shall, upon request, be returned by Grantee to the OCD at termination or expiration of this Agreement. Cost incurred by Grantee to compile and transfer information for return to the OCD shall be billed on a time and materials basis, subject to the maximum amount of this Agreement. Software and other materials owned by Grantee prior to the date of this Agreement and not related to this Agreement shall be and remain the property of Grantee.

The OCD will provide specific project information to Grantee necessary to complete the services described herein. All records, reports, documents and other material delivered or transmitted to Grantee by the OCD shall remain the property of the OCD and shall be returned by Grantee to the OCD, upon request, at termination, expiration or suspension of this Agreement.

W. Drug Free Workplace Compliance

Grantee hereby certifies that it shall provide a drug-free workplace in compliance with the Drug-Free Workplace Act of 1988, as amended. Further, in any contracts executed by and between Grantee and any third parties funded using Grant Funds under this Agreement there shall be a provision mandating compliance with the Drug-Free Workplace Act of 1988, as amended.

X. Provision Required by Law Deemed Inserted

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the applicable of either Party the contract shall forthwith be amended to make such insertion or correction.

(Balance of this page left blank intentionally.)

THUS DONE AND SIGNED on the date(s) noted below but effective as of the date given above:

STATE OF LOUISIANA, OFFICE OF COMMUNITY DEVELOPMENT

Signed: _____

Date

Name: Patrick Forbes

Title: Executive Director

STATE OF LOUISIANA, DIVISION OF ADMINISTRATION

Signed: _____

Date

Name: Barbara Goodson

Title: Deputy Commissioner, DOA

CITY OF WEST MONROE

Signed: _____

Date

Name: _____

Title: _____

City of West Monroe
MIT Round 2

EXHIBIT A
STATEMENT OF WORK

The CDBG MIT Program Round 2 grantees will develop projects with demonstrable and quantifiable mitigation outcomes in fulfillment of LWI's long term resilience objectives and aligned with the priorities of the respective watershed region. The Grantee shall receive and use CDBG funds for reimbursement of Eligible Expenses, as defined herein, applied to projects approved by OCD through the application process described below:

The Grantee shall submit a final feasibility study (H&H) and full project application within 180 days of CEA approval. The full application must comply with meeting the LMI national objective and must meet an eligible mitigation activity as specified in the program Action Plan. The OCD shall make individual project approval determinations pursuant to and not limited to CDBG-MIT and HUD guidelines and regulations. Project applications must include a projected schedule for completion and project budget on a form approved by OCD. OCD may impose deadlines for said projected schedule that the Grantee must comply with to meet the needs of the specified program. Upon approval of the application, the resulting project award shall be implemented through this Agreement and subject to the terms and conditions thereof. The project schedule and budget accepted in writing by OCD for each such project shall be deemed to automatically form a part of this Agreement and may not be amended without the further written consent of OCD. Upon approval of an application, the grantee must provide a project schedule for OCD approval. Failure to comply with the project schedule can result in corrective action or rescission of the award as referenced in Section I (A) above.

Eligible Expenses for Grant Funds under this Agreement are those applied to eligible activities, as defined in the current, pending, and future applicable Action Plan and Action Plan Amendment(s) and the Policies and Procedures that are recovery-related, and are otherwise in furtherance of the intent of this Agreement and the goals and objectives as set forth herein, when approved by the OCD in accordance with eligibility rules under CDBG – MIT guidelines and subject to limitations established by the OCD.

EXHIBIT B

GRANTEE STATEMENT OF ASSURANCES AND CERTIFICATIONS

This Applicant/Grantee/Subrecipient hereby assures and certifies that:

1. It will comply with all applicable provisions contained in 78 F.R. 43, 78 F.R. 76, and 78 F.R. 103, and any future applicable Federal Register Notices (collectively the “Notice”).
2. It possesses legal authority to apply for a Community Development Block Grant (“CDBG”) and to execute the proposed CDBG program, in accordance with applicable HUD regulations and the Notice.
3. Its governing body has duly adopted, or passed as an official act, a resolution, motion, or similar action authorizing the filing of the CDBG application and directing and authorizing the person identified as the official representative of the Applicant/Grantee/Subrecipient to act in connection with the application, sign all understandings and assurances contained therein, and to provide such additional information as may be required. It has facilitated citizen participation by providing adequate notices containing the information specified in the program instructions and by providing citizens an opportunity to review and submit comments on the proposed application.

Grantee certifies that it is following a detailed citizen participation plan that satisfies the requirements of 24 CFR 570.486, 24 CFR 91.105 or 91.115, as applicable (except as provided for in notices providing waivers and alternative requirements for this grant).

4. Its chief executive officer, or other officer or representative of Applicant/Grantee/Subrecipient approved by the State:
 - a. Consents to assume the status of a responsible federal official under the National Environmental Policy Act of 1969 (42 U.S.C.A. §4331, et seq.) insofar as the provisions of such Act apply to the proposed CDBG Program; and
 - b. Is authorized and consents, on behalf of the Applicant/Grantee/Subrecipient and himself, to submit to the jurisdiction of the federal courts for the purpose of enforcement of Applicant/Grantee/Subrecipient’s responsibilities and his or her responsibilities as an official.
5. It will develop the CDBG program and use CDBG funds so as to give maximum feasible priority to the following activities, as necessary for establishing eligibility under the applicable funding source, (1) activities that will benefit low and moderate income families, (2) activities that aid in the prevention or elimination of slums or blight, (3) activities that meet other community development needs having a particular urgency, or (4) activities that address the current and future risks identified in the Applicant/Grantee/Subrecipient’s Mitigation Needs Assessment as defined in 84 FR 45838 (August 30, 2019).
6. It will comply with the following applicable federal grant management regulations, policies, guidelines, and/or requirements as they relate to the application, acceptance, and use of federal funds: 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, And Audit Requirements For Federal Awards).

7. It will administer and enforce the labor standards requirements set forth in 24 CFR §570.603 and any other regulations issued to implement such requirements.
8. It will comply with the provisions of Executive Order 11988, as amended by Executive Order 12148, relating to evaluation of flood hazards, and Executive Order 12088, as amended by Executive Order 12580, relating to the prevention, control and abatement of water pollution.
9. It will require every building or facility (other than a privately owned residential structure) designed, constructed, or altered with funds provided to Applicant/Grantee/Subrecipient to comply with any accessibility requirements, as required by Title III of the Americans with Disabilities Act of 1990 (42 U.S.C.A. § 12101 et seq.). The Applicant/Grantee/Subrecipient will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.
10. It will comply with:
 - a. Title VI of the Civil Rights Acts of 1964, 42 U.S.C. §2000d et seq., as amended, and the regulations issued pursuant thereto (24 CFR Part 1), which provide that no person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant/Grantee/Subrecipient receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of federal financial assistance extended to the Applicant/Grantee/Subrecipient, this assurance shall obligate the Applicant/Grantee/Subrecipient, or in the case of any transfer of such property, any transferee, for the period during which the property or structure is used for another purpose involving the provision of similar services or benefits.
 - b. Section 104 (b) (2) of Title I of the Housing and Community Development Act of 1974 (HCDA, 42 U.S.C. §5304.), as amended, which requires administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing. Section 804 of Title VIII of the Civil Rights Act of 1968 (FHA 42 U.S.C. 3604) further prohibits discrimination against any person in the sale or rental of housing, or the provision of brokerage services, including in any way making unavailable or denying a dwelling to any person, because of race, color, religion, sex, national origin, handicap or familial status.
 - c. Section 109 of Title I of the Housing and Community Development Act of 1974 (42 U.S.C. §5309), and the regulations issued pursuant thereto (24 CFR Part §570.602), which provides that no person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with funds provided under that Part. Section 109 further prohibits discrimination to an otherwise qualified individual with a handicap, as provided under Section 504 of the Rehabilitation Act of 1973,

as amended, and prohibits discrimination based on age as provided under the Age Discrimination Act of 1975. The policies and procedures necessary to ensure enforcement of section 109 are codified in 24 CFR part 6.

- d. Executive Order 11063, as amended by Executive Order 12259, and the regulations issued pursuant thereto, which pertains to equal opportunity in housing and non-discrimination in the sale or rental of housing built with federal assistance.
 - e. Executive Order 11246, as amended by Executive Orders 11375 and 12086, and the regulations issued pursuant thereto, which provide that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of federal or federally assisted construction contracts. Further, contractors and subcontractors on federal and federally assisted construction contracts shall take affirmative action to ensure fair treatment in employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training and apprenticeship.
 - f. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, which provides that no otherwise qualified individual shall, solely, by reason of his or her handicap be excluded from participation, denied program benefits or subjected to discrimination on the basis of age under any program or activity receiving federal funding assistance.
11. The work to be performed under this Agreement, including services performed under any related subcontract or subrecipient agreement, is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3), 24 CFR §75, and 85 FRN 2020 19183-85, and any directives, benchmarks and programmatic requirements hereafter issued by HUD or OCD in the implementation of Section 3 requirements. Section 3 requires that to the greatest extent feasible, and consistent with existing Federal, state, and local laws and regulations—recipients must ensure that within the metropolitan area (or nonmetropolitan county) in which the project is located: (1) employment and training opportunities arising in connection with Section 3 Projects are provided to Section 3 Workers ; and (2) contracts for work awarded in connection with Section 3 Projects are provided to business concerns that provide economic opportunities to Section 3 Workers.
12. It will minimize displacement of persons as a result of activities assisted with CDBG funds. In addition, it will:
- a. Administer its programs in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies of 1970, as amended (49 CFR Part 24) and Section 104(d) of the Housing and Community Development Act of 1974 and the implementing regulations at 24 CFR Part 570.496(a), modified by exceptions and waivers previously granted and which may hereinafter be granted by HUD.

- b. Comply with Title II (Uniform Relocation Assistance) and Sections 301-304 of Title III (Uniform Real Property Acquisition Policy) of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. Chapter 61), and HUD implementing instructions at 24 CFR Part 42 and 24 CFR §570.606; and
 - c. Inform affected persons of their rights and of the acquisition policies and procedures set forth in the regulations at 24 CFR Part 42; and
 - d. Provide relocation payments and offer relocation assistance as described in Section 205 of the Uniform Relocation Assistance Act to all persons displaced as a result of acquisition of real property for an activity assisted under the CDBG Program. Such payments and assistance shall be provided in a fair, consistent and equitable manner that ensures that the relocation process does not result in different or separate treatment of such persons on account of race, color, religion, national origin, sex or source of income; and
 - e. Assure that, within a reasonable period of time prior to displacement, comparable decent, safe and sanitary replacement dwellings will be available to all displaced families and individuals and that the range of choices available to such persons will not vary on account of their race, color, religion, national origin, sex, or source of income; and
 - f. Assure that if displacement is precipitated by CDBG funded activities that require the acquisition (either in whole or in part) of real property, all appropriate benefits required by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4601 et seq., Pub. L. 91-646) and amendments thereto shall be provided to the displaced person(s). Persons displaced by rehabilitation of "Non-Uniform Act" acquisition financed (in whole or in part) with CDBG funds shall be provided relocation assistance in accordance with one of the following: (1) the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as required under 24 CFR Section 570.606 (a) and HUD implementing regulations at 24 CFR Part 42; (2) the requirements in 24 CFR Section 570.606 (b) governing the Residential Antidisplacement and Relocation Assistance Plan under Section 104 (d) of the Housing and Community Development Act of 1974; (3) the relocation requirements of Section 104 (k) of the Act; (4) the relocation requirements of 24 CFR Section 570.606 (d) governing optional relocation assistance under Section 105 (a) (11) of the Act; and (5) the provisions of 24 CFR Part 511.10 (h) (2) (iii) rental Rehabilitation Program.
 - g. It has in effect and is following a residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the CDBG program.
13. It will establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties, in accordance with CDBG regulations.
 14. It will comply with the provisions of the Hatch Act that limit the political activity of employees and the HUD regulations governing political activity at 24 CFR §570.207.
 15. It will give the State and HUD, and any of their representatives or agents, access to and the

right to examine all records, books, papers, or documents related to the grant.

16. It will ensure that the facilities under Applicant/Grantee/Subrecipient's ownership, lease or supervision utilized in the accomplishment of the CDBG Program are not listed on the Environmental Protection Agency's (EPA) list of violating facilities and that it will notify HUD of the receipt of any communication from the EPA Office of Federal Activities indicating that a facility to be used in the CDBG Program is being considered for listing by the EPA as a violating facility.
17. With regard to environmental impact, it will comply with the National Environmental Policy Act of 1969 (42 U.S.C. §4321-4347), and Section 104(h) of the Housing and Community Development Act of 1974 (42 U.S.C. §5304).
18. It will comply with the National Historic Preservation Act of 1966 (Title 54 of the United States Code.), as amended, Executive Order 11593, and the Preservation of Archaeological and Historical Data Act of 1966 (Title 54 of the United States Code), as amended, by:
 - a. Consulting with the State Historic Preservation Office to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800) by the proposed activity; and
 - b. Complying with all requirements established by the State to avoid or mitigate adverse effects upon such properties.
19. It will comply with the provisions in 24 CFR §570.200(c) regarding special assessments to recover capital costs.

In accordance with the Notice, it will not attempt to recover any capital costs of public improvements assisted with Grant Funds, by assessing any amount against properties owned and occupied by persons of low and moderate incomes, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless: (a) disaster recover grant funds are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under this title; or (b) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, Grantee certifies to the Secretary that it lacks sufficient CDBG funds (in any form) to comply with the requirements of clause (a).

20. It will adopt and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in non-violent Civil Rights demonstrations and will enforce applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction.
21. It certifies that no federally appropriated funds will be used for any lobbying purposes regardless of the level of government and that it is in compliance with restrictions on lobbying required by 24 CFR part 87, together with disclosure forms, if required by part 87.

22. It will abide by and enforce the conflict of interest requirement set forth in 24 CFR §570.489(h).

No person who exercises or has exercised any functions or responsibilities with CDBG-DR activities shall obtain a financial interest or benefit from any CDBG-DR project or program.

23. It will comply with HUD rules prohibiting the use of CDBG funds for inherently religious activities, as set forth in 24 CFR §570.200(j).
24. Activities involving new building construction, alterations, or rehabilitation will comply with the Louisiana State Building Code and all applicable locally adopted building codes, standards, and ordinances.

25. In relation to labor standards, it will comply with:

- a. Section 110 of the Housing and Community Development Act of 1974, as amended and as set forth in 24 CFR §570.603.
- b. Davis-Bacon Act, as amended (40 U.S.C. §3141 et seq.).
- c. Contract Work Hours and Safety Standards Act (40 U.S.C. §3701 et seq.).
- d. Federal Fair Labor Standards Act (29 U.S.C. §201 et seq.)

26. It will comply with the flood insurance purchase requirement of Section 102(a) of the Flood Disaster Protection Act of 1973, 42 U.S.C. §4001 et seq., which requires the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of HUD as an area having special flood hazards. The phrase “federal financial assistance” includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect federal funding. It will comply with 42 USC § 4012a, which requires that if the federal financial assistance is provided in the form of a loan or an insurance or guaranty of a loan, the amount of flood insurance required need not exceed the outstanding principal balance of the loan and need not be required beyond the term of the loan. If the federal financial assistance is in the form of a grant, the requirement of maintaining flood insurance on any dwelling on any part of the property in an amount equal to the lesser of 1) the value of the property less land costs or 2) the maximum amount of flood insurance available under the National Flood Insurance Program to the extent coverage can be obtained under the National Flood Insurance Program, shall apply during the life of the property, regardless of transfer of ownership of such property.

It will comply with all applicable flood insurance requirements contained in the Notice, which includes, but not limited to, compliance with 42 USCA § 4012a and 42 USCA § 5154a. Grantee, its recipients, and its sub-recipients must implement procedures and mechanisms to ensure that assisted property owners comply with all flood insurance requirements, including purchase and notification requirements described in the herein referenced federal statutes, prior to providing assistance. HUD does not prohibit the use of CDBG-DR funds for existing

residential buildings in the Special Flood Hazard Area (SFHA) or “100-year” floodplain. However, Federal laws and regulations related to both flood insurance and floodplain management must be followed, as applicable. With respect to flood insurance, a HUD-assisted homeowner for a property located in a SFHA must obtain and maintain flood insurance in the amount and duration prescribed by FEMA’s National Flood Insurance Program. Section 102(a) of the Flood Disaster Protection Act of 1973 (42 U.S.C.A. § 4012a) mandates the purchase of flood insurance protection for any HUD-assisted property within the SPHA.

27. It will comply with the Farmland Protection Policy Act, 7 U.S.C.A. §4201 et seq., which requires recipients of federal assistance to minimize the extent to which their projects contribute to the unnecessary and irreversible commitment of farmland to nonagricultural uses.
28. It will comply with Sections 1012 and 1013 of Title X of the Housing and Community Development Act of 1992 (Public Law 102–550, as amended). The regulation appears within Title 24 of the Code of Federal Regulations as part 35 (codified in 24 CFR 35). The purpose of this regulation is to protect young children from lead-based paint hazards in housing that is financially assisted by the Federal government or sold by the government. This regulation applies only to structures built prior to 1978.
29. It will comply with the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. §6901, et seq.).
30. It will comply with the Clean Air Act (42 U.S.C. §7401, et seq.), which prohibits engaging in, supporting in any way, or providing financial assistance for, licensing or permitting, or approving any activity which does not conform to the State implementation plan for national primary and secondary ambient air quality standards.
31. In relation to water quality, it will comply with:
 - a. The Safe Drinking Water Act of 1974 (42 U.S.C. §§ 201, 300(f) et seq. and U.S.C. §349), as amended, particularly Section 1424(e) (42 U.S.C. §§ 300h-303(e)), which is intended to protect underground sources of water. No commitment for federal financial assistance can be entered into for any project which the U.S. Environmental Protection Agency determines may contaminate an aquifer which is the sole or principal draining water source for an area; and
 - b. The Federal Water Pollution Control Act of 1972, as amended, including the Clear Water Act of 1977, Public Law 92-212 (33 U.S.C. §1251, et seq.) which provides for the restoration and maintenance of the chemical, physical and biological integrity of the nation’s water.

32. It will comply with HUD Environmental Standards (24 CFR, Part 51 and 44 F.R. 40860-40866).
33. With regard to wildlife, it will comply with:
 - a. The Endangered Species Act of 1973, as amended (16 U.S.C. §1531 et seq.). Federally authorized and funded projects must not jeopardize the continued existence of endangered and threatened species or result in the destruction of or modification of habitat of such species which is determined by the U.S. Department of the Interior, after consultation with the state, to be critical; and
 - b. The Fish and Wildlife Coordination Act of 1958, as amended, (16 U.S.C. §661 et seq.) which requires that wildlife conservation receives equal consideration and is coordinated with other features of water resource development programs.

Sign on the next page.

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Signing these assurances means that Applicant/Grantee/Sub recipient agrees to implement its program in accordance with these provisions. Failure to comply can result in serious audit and/or monitoring findings that require repayment of funds to the State or expending Applicant/Grantee/Sub recipient funds to correct deficiencies.

Grantee

By: _____

Title: _____

City of West Monroe
MIT Round 2

**JANUARY 2, 2024
WEST MONROE CITY COUNCIL MEETING
ENGINEERING UPDATE
L&A, INC. PROJECT NO. 24E038.00**

Kiroli Walk Trail Improvements – City Project No. C22002

- Continuing Topo Survey of walking trail areas
- Tennis Court area survey is near complete for transmittal to TBA to begin their design
- Preparing plan sheets & specifications on the Walking Trails portion

Sunshine Heights Drainage Improvements – City Project No. C22024

- L&A Contract still under review with the State office for topo surveying & engineering services for construction plan preparation. State has indicated that contract review is in progress

Natchitoches Street Cross Drain Replacement – City Project No. C23007

- Finalizing plans & reviewing with utility companies for discovery & plans for any utility conflicts

North 3rd Street Improvements – City Project No. C23013

- Finalizing plans & reviewing the project with utility companies for discovery & plans for any utility conflicts

Stella Street Gravity Sewer Main Rehabilitation

- Schedule crews for topographic survey
- Cost estimate the sewer main rehabilitation alternatives
- Consult with property owner for temporary construction servitude