



Notice of:

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, August 02, 2022 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 July 19, 2022 Regular Council Meeting.

Recognitions/Presentations

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

BUILDING AND DEVELOPMENT

CODE ENFORCEMENT

LEGAL

- [2\)](#) Ordinance to amend Sec. 12-9003(a) regarding the notice to be provided to the owner of a Vacant Structure.

PUBLIC WORKS

- [3\)](#) Ordinance to authorize a joint funding agreement for water sources investigations with the U.S. Geological Survey, U.S. Department of the Interior (annual agreement: \$19,400 City, \$7,600 USGS).

COMMUNITY SERVICES

PARKS AND RECREATION

POLICE/FIRE

WMFD

WMPD

- [4\)](#) Ordinance to authorize acceptance of a proposal from Pohlman & Wilbanks Contractors, Inc to construct forty (40) additional parking spaces for the West Monroe Police Department.

ENGINEERING/CONSTRUCTION PROJECTS

- [5\)](#) Highland Park Commercial Subdivision Infrastructure Improvements (formerly Highland Park Commercial Subdivision Project) (DRA) - Project #000165

Authorize Change Order No. 2 (+ \$300.00; 0 days) with Merrick, LLC.

- [6\)](#) Project Updates

Lazenby & Associates, Inc.

S. E. Huey Co.

PUBLIC COMMENTS/OTHER BUSINESS

- [7\)](#) West Monroe Fire Department July Fire Report.

ADJOURN

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



BOARD OF ALDERMEN REGULAR MEETING
Tuesday, July 19, 2022 at 6:00 PM
Council Chambers, City Hall, 2305 North 7th Street, West Monroe

MINUTES

NOTICE/MINUTES

Call to order/Verification of Attendance

PRESENT

Mayor Staci Mitchell
Polk Brian
Thom Hamilton
Rodney Welch
Ben Westerburg

ABSENT

Morgan Buxton

The invocation was offered by Grace Covenant Baptist Church Pastor Rusty Grant.

Motion to Approve Minutes

Motion to approve the minutes of the July 5, 2022 Special Council Meeting.

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Hamilton, Welch, Westerburg

ADMINISTRATION/FINANCE

Ordinance 5096: Ordinance to approve execution of a Management Services Agreement for the West Monroe Sports Facility with Sports Facility Management, LLC.

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Hamilton, Welch, Westerburg

Ordinance 5097: **INTRODUCE** Ordinance to authorize the sale of certain immovable property to Marion State Bank (lot in Highland Park Commercial Subdivision).

Motion made by Brian, Seconded by Welch.

Voting Yea: Brian, Hamilton, Welch, Westerburg

Ordinance 5098: **INTRODUCE** Ordinance to grant right-of-way to Entergy Louisiana, LLC to provide electric service to the West Monroe Sports and Events Complex.

Motion made by Hamilton, Seconded by Westerburg.

Voting Yea: Brian, Hamilton, Welch, Westerburg

LEGAL

Ordinance 5099: Ordinance to amend Sec. 11-5011.1 of the Code of Ordinances, to update the crime of Cruelty to Animals.

Motion made by Hamilton, Seconded by Westerburg.

Voting Yea: Brian, Hamilton, Welch, Westerburg

Ordinance 5100: Ordinance to enact Sec. 11-4031(c) of the Code of Ordinances, to update the definition of illegal drug paraphernalia.

Motion made by Westerburg, Seconded by Welch.
Voting Yea: Brian, Hamilton, Welch, Westerburg

ENGINEERING/CONSTRUCTION PROJECTS

Marina Relocation Riverfront Park - Project #C22007

Change Order No. 2 (+ \$24,000.00; + 66 days) with D & L of Ouachita, Inc.

Motion made by Westerburg, Seconded by Hamilton.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Water System Capacity and Resiliency Improvements (Water Sector Program, Round 2) - Project #000186

AMEND AGENDA: Ordinance to authorize application for a grant from the Louisiana Water Sector Program, Round 2, for funding of the Water System Capacity and Resiliency Improvements Project.

Motion made by Brian, Seconded by Welch.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Water System Capacity and Resiliency Improvements (Water Sector Program, Round 2) - Project #000186

Ordinance 5101: Ordinance to authorize application for a grant from the Louisiana Water Sector Program, Round 2, for funding of the Water System Capacity and Resiliency Improvements Project (total estimated project costs of \$6,068,430; grant request of \$3,580,000 and City match commitment of up to 41% / \$2,488,430).

Motion made by Westerburg, Seconded by Welch.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Water System Capacity and Resiliency Improvement Phase 2 - Project #000186

Ordinance to authorize application with the Louisiana Water Sector Program, Round 2 with up to 25% City match commitment. **-TAKE NO ACTION-**

2022 WWTP Sparta Reuse Facility Granulated Activated Carbon (GAC) Replacement - Project #C22018

Authorize City Clerk to advertise for bids for virgin bituminous granular activated charcoal (for the pressurized GAC's at Sparta Reuse Facility).

Motion made by Brian, Seconded by Welch.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Otis Street Rehabilitation (DOTD Urban Systems Program) - State Project No. H.013518; City Project #000145

Authorize Change Order No. 2 (+ \$49,000.00; + 4 days) with Amethyst Construction, Inc.

Motion made by Hamilton, Seconded by Westerburg.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Riverbend Elementary School Area Sidewalk and Drainage Project - State Project #H.007532; City Project #000115

Authorize Change Order No. 7 (- \$2,189.56; + 6 days) with Turner & Turner Contracting, LLC.

Motion made by Westerburg, Seconded by Welch.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Natchitoches St Rehab Trenton - N 7th (DOTD Urban Systems Program) - State Project No. H.013400; City Project #000144

Authorize Change Order No. 4 (+ \$8,805.94; + 3 days) with Diamond B. Construction Co., LLC.

Motion made by Welch, Seconded by Hamilton.
Voting Yea: Brian, Hamilton, Welch, Westerborg

ADJOURN

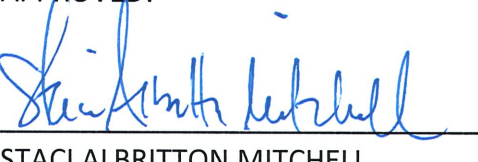
Motion made by Hamilton, Seconded by Brian.
Voting Yea: Brian, Hamilton, Welch, Westerborg

ATTEST:



RONALD SCOTT OLVEY
CITY CLERK

APPROVED:



STACI ALBRITTON MITCHELL
MAYOR

CITY OF WEST MONROE

ORDINANCE NO. _____ MOTION BY: _____
SECONDED BY: _____

AN ORDINANCE TO AMEND SECTION 12-9003(a) OF THE CODE OF ORDINANCES, CITY OF WEST MONROE, LOUISIANA, RELATIVE TO VACANT STRUCTURES, TO PROVIDE FOR ADDITIONAL DETAIL REGARDING NOTIFICATION; TO PROVIDE AN EFFECTIVE DATE; 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 Section 12-9003(a) of the Code of Ordinances, City of West Monroe, Louisiana, is hereby amended, to read as follows:

“Sec. 12-9003. Registration required.

(a) The property owner of any vacant structure shall have ninety (90) days in which to register from the date that written notice is issued to the property owner. Written notice shall be issued to the property owner by means of i) personal service, or ii) by U. S. first class mail to their last known address according to the records of the Ouachita Parish Assessor's Office, or iii) if notice by U.S. mail is returned with an indication that the address utilized was incorrect or is otherwise no longer a valid address, and the return label or envelope does not provide a suggested address to be utilized, then by publicly posting notice on the property. The director may consider evidence provided to him/her that the property is listed for sale or lease for a reasonable fair market value and for a reasonable length of time for purposes of extending the length of time before the property must be registered.

(b) * * *

* * *”

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 this amendment shall be effective August 3s, 2022.

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, passed and adopted the 2nd day of August, 2022, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 2ND DAY OF
AUGUST, 2022

RONALD S. OLVEY, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

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

CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO ENTER INTO A JOINT FUNDING AGREEMENT FOR WATER RESOURCES INVESTIGATIONS (OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023) WITH THE U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR; 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 the City of West Monroe, Louisiana, be and it is hereby authorized to enter into that Joint Funding Agreement for Water Resources Investigation (October 1, 2022 through September 30, 2023) with the U.S. Geological Survey, United States Department of the Interior, a copy of which is attached hereto as Exhibit A, all according to all terms, conditions and provisions as set forth therein.

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 authorized to execute that Joint Funding Agreement on behalf of the City of West Monroe, Louisiana, and to take any and all other action deemed by her either necessary or appropriate to effectuate execution of that Joint Funding Agreement for Water Resources Investigation (October 1, 2022 through September 30, 2023) with the U.S. Geological Survey, United States Department of the Interior.

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 the 2nd day of August, 2022, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

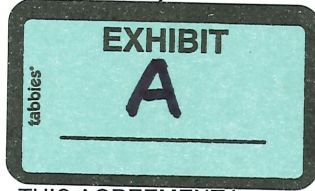
ATTEST:

APPROVED THIS 2ND DAY OF
AUGUST, 2022

RONALD S. OLVEY, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

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

Form 9-1366
(May 2018)



U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000002035
Agreement #: 23MLJFALADA116
Project #: ML009Z5
TIN #: 72-6001497

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of the October 1, 2022, by the U.S. GEOLOGICAL SURVEY, Lower Mississippi-Gulf Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the City of West Monroe party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation the continued operation and maintenance of the Ouachita River at West Monroe gage and the provision of daily discharge and stage data on the Ouachita River for the City of West Monroe, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$7,600 by the party of the first part during the period
October 1, 2022 to September 30, 2023
- (b) \$19,400 by the party of the second part during the period
October 1, 2022 to September 30, 2023
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www.usgs.gov/about/organization/science-support/science-quality-and-integrity/fundamental-science-practices>).

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000002035
Agreement #: 23MLJFALADA116
Project #: ML009Z5
TIN #: 72-6001497

Item 3)

9. Billing for this agreement will be rendered **annually**. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Aub Ward
Data Chief, LA
Address: 3095 West California
Ruston, LA 71270
Telephone: (318) 548-1637
Fax: (318) 251-0372
Email: anward@usgs.gov

Customer Technical Point of Contact

Name: Terry Emory
Environmental Quality Manager
Address: Department of Water, Wastewater, and
Stormwater 303 W. Pavillion Drive
West Monroe, LA 71292
Telephone: (318) 325-0496
Fax:
Email: temory@westmonroe.la.gov

USGS Billing Point of Contact

Name: My-Chae May
Budget Analyst
Address: 3535 South Sherwood Forest Blvd.
Baton Rouge, LA 70816
Telephone: (225) 298-5481
Fax:
Email: gs-w-lmg_agreements@usgs.gov

Customer Billing Point of Contact

Name: Terry Emory
Environmental Quality Manager
Address: Department of Water, Wastewater, and
Stormwater 303 W. Pavillion Drive
West Monroe, LA 71292
Telephone: (318) 325-0496
Fax:
Email: temory@westmonroe.la.gov

U.S. Geological Survey
United States
Department of Interior

City of West Monroe

Signature

By Rodney R. Knight Date: July 27, 2022
Name: Rodney R. Knight
Title: Director, LMG Water Science Center

Signatures

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:

AD: SDW

CITY OF WEST MONROE

ORDINANCE NO. _____ MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE EXECUTION OF A CONTRACT PROPOSAL BETWEEN THE CITY OF WEST MONROE, LOUISIANA AND POHLMAN & WILBANKS CONTRACTORS, INC. RELATING TO THE WEST MONROE POLICE DEPARTMENT PARKING LOT EXPANSION; 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, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute the Contract Proposal between the City of West Monroe, Louisiana and Pohlman & Wilbanks Contractors, Inc. relating to the West Monroe Police Department Parking Lot Expansion, a copy of which contract proposal is 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, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to further negotiate and agree to such changes to that contract proposal as are non-material in scope or nature, and thereafter to execute changes to that contract proposal on behalf of the City of West Monroe, Louisiana, and to take any and all other action deemed by her either necessary or appropriate.

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 the 2nd day of August, 2022, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 2ND DAY OF
AUGUST, 2022

RONALD S. OLVEY, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

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



July 27, 2022

City of West Monroe
 Police Department
 West Monroe, LA 71291

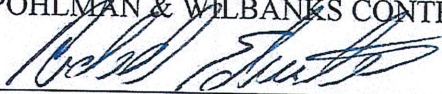
We are pleased to submit this proposal to do the following described work at the City of West Monroe Police Department. Work to consist of the following:

1. Pour 8700 sf of new 5" concrete pavement for additional parking spaces
2. Install (40) each concrete parking wheel stops
3. Stripe (40) each parking spaces
4. Provide payment and performance bond

*Excludes: permits, Fire Marshal plans, inspection fees, drainage impact approval plans and any other work not described above. Work to be complete by October 1, 2022.

We propose to do the above described work for the sum of \$84,270.00 (Eight four thousand two hundred seventy dollars and no/100).

Proposal Submitted by: POHLMAN & WILBANKS CONTRACTORS, INC.



 Richard Edmiston

Proposal Accepted by: CITY OF WEST MONROE

Date: _____



The area outlined in blue will be the extent of the new 8,700 sq ft of 5" thickness concrete paved area. The light red lines show the approximate striping for the 40 newly created parking spaces. Each space will also have a concrete parking bumper.

CHANGE ORDERNo. 2Dated: August 2, 2022

OWNER'S Contract No.: 000165

ENGINEER'S Project No.: 209793

Project:

Highland Park Commercial Subdivision Infrastructure
Improvements, Phase 1

CONTRACTOR: Merrick, LLCContract For: Highland Park Commercial Subdivision Contract Date: February 14, 2022

To: Merrick, LLC
Contractor

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

City of West Monroe

Owner

By: Staci Albritton Mitchell - Mayor
Dated: August 2, 2022

Nature of Changes: Correction of Total Contract AmountEnclosures: Justification Letter, Bid Form (pg 1), Recommendation of Award, Notice of Award, Agreement

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

Contract Price Prior to This Change Order: \$ 1,891,683.60 0Net (Increase) Resulting from this Change Order: \$ 300.00Current Contract Price Including this Change Order: \$ 1,891,983.60

Contract Time Prior to This Change Order: 255 Days

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

Current Contract Time Including This Change Order: 255 Days

The Above Changes Are Recommended:

S. E. HUEY CO.

Project Engineer

By:



Robert L. George, IV, P.E.

Date:

8-1-22

The above Changes Are Approved As Recommended:

City of West Monroe

Owner

By:

Staci Albritton Mitchell - Mayor

Date:

The above Changes Are Accepted:

Merrick, LLC

Contractor

By:

Chad P. Juneau, President

Date:

F. M. Huey, P.E., P.L.S.
P. C. Taylor, Jr., P.E.
J. M. Madden, P.E., A.I.A., P.L.S.
T. L. Rainbolt, P.E.



R. L. George, IV, P.E.
D. R. Arrington, P.E.
B. P. Anzalone, P.E.
J. W. Braswell, P.L.S.

July 27, 2022

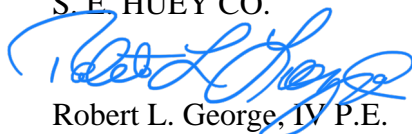
Re: Highland Park Commercial
Infrastructure Improvements, Phase 1
Change Order No. 2 Justification

Dear Mayor Mitchell:

We recently discovered an error in the contract amount for the referenced project. On February 8, 2022, the City Council approved the award of the contract in the (correct) amount of \$1,891,983.60. However, the Notice of Award, dated February 11, 2022, incorrectly showed a total of \$1,891,683.60 (\$300.00 less than the successful bid amount). Subsequently, the incorrect contract amount was carried forward into the Agreement as well as Change Order No. 1. We are hereby presenting Change Order No. 2 (+\$300.00; +0 days) to the City Council to correct this error. No bid item pricing or quantities are affected by this modification.

Find the referenced documents attached. If you have any questions, please contact me at your convenience.

Very truly,
S. E. HUEY CO.



Robert L. George, IV P.E.

Enclosures

cc: Scott Olvey, Finance Director
Doug Caldwell, City Attorney
Tracy Ausberry, North Delta Regional Planning

Total Award = Base \$1,697,516.40 (Base) + \$194,467.20 (Alt No. 1) = \$1,891,983.60

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: CITY OF WEST MONROE
2305 N 7TH STREET
WEST MONROE, LA 71291BID FOR: HIGHLAND PARK COMMERCIAL SUBDIVISION
INFRASTRUCTURE IMPROVEMENTS, PHASE 1

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by S. E. Huey Co., 1111 N. 19th Street, Monroe, LA 71201 and dated December 2021. (Owner to provide name of entity preparing bidding documents.)

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following Addenda:

(Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging)

Addendum No. 1 dated 02/03/2022

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" but not alternates) lump sum:

ONE Million Six Hundred Ninety-Seven Thousand Five Hundred Dollars (\$ 1,697,516.40)
Sixteen Dollars and Forty CENTS

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternate No. 1 in the unit price description.

Alternate No. 1 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

(Add) Additional Roadway & Drainage

Dollars (\$ 194,467.20)

Alternate No. 2 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

Dollars (\$)

Alternate No. 3 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

Dollars (\$)

NAME OF BIDDER: Merrick, LLC

ADDRESS OF BIDDER: 1332 Front Street
Cottonport, LA 71327

LOUISIANA CONTRACTOR'S LICENSE NUMBER: 55505

NAME OF AUTHORIZED SIGNATORY OF BIDDER: Chad P. Juneau

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: President

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER**:

DATE: February 8, 2022

THE FOLLOWING ITEMS ARE TO BE INCLUDED WITH THE SUBMISSION OF THIS LOUISIANA UNIFORM PUBLIC WORK BID FORM:

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

**A CORPORATE RESOLUTION OR WRITTEN EVIDENCE of the authority of the person signing the bid for the public work as prescribed by LA R.S. 38:2212(B)(5).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA R.S. 38:2218(A) is attached to and made a part of this bid.

F. M. Huey, P.E., P.L.S.
P. C. Taylor, Jr., P.E.
J. M. Madden, P.E., A.I.A., P.L.S.
T. L. Rainbolt, P.E.



S. E. Huey Co.
Engineering • Architecture • Surveying
Established 1928

R. L. George, IV, P.E.
D. R. Arrington, P.E.
B. P. Anzalone, P.E.
J. W. Braswell, P.L.S.

Item 5)

**RECOMMENDATION OF AWARD
TO
CITY OF WEST MONROE, LA.**

Bid Date: **February 8, 2022**
Project: **Highland Park Commercial Subdivision
Infrastructure Improvements, Phase 1**
Bid Date: **February 8, 2022**
DRA Funding: **\$703,367**

Dear Mayor Mitchell,

The followings bids were received for the above referenced project. This project was configured with one additive alternate.

Base Bid (Engineer's Estimate: \$1,470,625.00)		
No.	Contractor	Amount of Base Bid
1	Merrick, LLC.	\$ 1,697,516.40
2	Louisiana Bridge	\$ 2,090,746.00
3	Womack & Sons Construction	\$ 2,194,693.00
4	Amethyst Construction, Inc.	\$ 2,218,440.50

Base Bid + Additive Alternate No. 1 (Engineer's Estimate \$1,686,156.00)			
No.	Contractor	Amount of Alternate No. 1	Total W/ Alternate No. 1
1	Merrick, LLC.	\$194,467.20	\$1,891,983.60
2	Louisiana Bridge	\$258,956.00	\$2,349,702.00
3	Amethyst Construction, Inc.	\$234,471.00	\$2,452,911.50
4	Womack & Sons Construction	\$263,220.00	\$2,457,913.00

After evaluation of these bids, I hereby recommend award in the amount of **\$1,891,983.60** (Total w/ Alternate No. 1) to the lowest responsive and responsible bidder, Merrick, LLC.

Should you have any questions regarding this recommendation, please contact me at 318-325-1791.

Respectfully,
S. E. HUEY CO

Robert L. George, IV P.E.



Office of the Mayor
Staci Albritton Mitchell

NOTICE OF AWARD

Date: February 11, 2022

To: Merrick, LLC
1332 Front Street
Cottonport, LA 71327

Project: City of West Monroe
Highland Park Commercial
Subdivision Infrastructure
Improvements, Phase 1

You are hereby notified that your BID (Base + Alt No. 1) for the referenced PROJECT in the amount of **\$1,891,683.60** has been accepted by the OWNER. This BID was received by the City of West Monroe at the Bid Opening on February 8, 2022.

You are required to furnish the Certificate(s) of Insurance, Alternate No. 1 Worksheet and other certifications/attestations required by the Bidding Documents within ten (10) calendar days from the date of the Bid opening. These documents are therefore due to the City of West Monroe on or before **February 18, 2022**.

You are required to furnish the executed Agreement and Performance/Payment Bond(s) within ten (10) days from this Notice. The Agreement is therefore due to the City of West Monroe on or before **February 21, 2022**.

If you fail to execute said Agreement and to furnish the required documents by the prescribed dates, the OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this 11th day of February 2022.

OWNER: City of West Monroe

By: 
Staci Albritton Mitchell, Mayor

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by Merrick, LLC on this the 14th day of February 2022.

By: 
Chad P. Juneau, President

AGREEMENT

THIS AGREEMENT, made this 14th day of February, 2022, by and between
The City of West Monroe, hereinafter called
(Name of Owner)

"OWNER" and Merrick, LLC, doing business as a
corporation hereinafter called "CONTRACTOR."

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the Highland Park Commercial Subdivision Infrastructure Improvements, Phase 1.

2. The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.

3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS within 10 calendar days after the date of the NOTICE TO PROCEED and will complete with same within 255 consecutive calendar days unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS. In default thereof, the Contractor shall be liable for liquidated damages in the amount of Two Hundred and No/100 (\$200.00) Dollars per calendar day of delinquency.

4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of \$ 1,891,683.60, or as shown in the BID schedule.

5. The term "CONTRACT DOCUMENTS" means and includes the following:

- (A) BID FORM
- (B) Bid BOND
- (C) Agreement
- (D) General Conditions
- (E) Payment BOND

- (F) Performance BOND
- (G) DRAWINGS prepared by S. E. Huey Co. signed and dated December 2021
- (H) SPECIFICATIONS prepared or issued by S. E. Huey Co. signed and dated December 2021.
- (I) ADDENDA: Addendum No. 1 dated February 3, 2022.

6. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the CONTRACT DOCUMENTS.

7. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrator, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in (4) each of which shall be deemed an original on date
(No. of Copies)

first above written.

(SIGNATURES ON FOLLOWING PAGE)

WITNESS:

Delali Storm
Robert Ly

OWNER:

City of West Monroe

BY

Staci Albritton Mitchell

Name Staci Albritton Mitchell
(Please Type)

Title Mayor

WITNESS:

Dwayne Blacklee
Kristi Guillot

CONTRACTOR:

Merrick, LLC

BY

C

Name Chad P. Juneau, President
(Please Print)

Address 1332 Front Street

Cottonport, LA 71327

CHANGE ORDERNo. 1Dated: March 8, 2022OWNER'S Contract No.: 000165ENGINEER'S Project No.: 209793**Project:**

Highland Park Commercial Subdivision Infrastructure
Improvements, Phase 1

CONTRACTOR: Merrick, LLCContract For: Highland Park Commercial Subdivision Contract Date: February 14, 2022To: Merrick, LLC
Contractor

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

City of West Monroe

Owner

By: Staci Albritton Mitchell - MayorDated: March 8, 2022Nature of Changes: Adding Alternate No. 1 items to contract to be able to track.Enclosures: Change Order #1 Detail
Summary of changes

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

Contract Price Prior to This Change Order: \$ 1,891,683.60 0Net (Increase) Resulting from this Change Order: \$ 0.00Current Contract Price Including this Change Order: \$ 1,891,683.60

Contract Time Prior to This Change Order: 255 Days

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

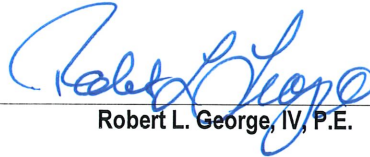
Current Contract Time Including This Change Order: 255 Days

The Above Changes Are Recommended:

S. E. HUEY CO.

Project Engineer

By:


Robert L. George, IV, P.E.

Date:

3-8-22

The above Changes Are Approved As Recommended:

City of West Monroe

Owner

By:


Staci Albritton Mitchell - Mayor

Date:

3/08/22

The above Changes Are Accepted:

Merrick, LLC

Contractor

By:


Chad P. Juneau, President

Date:

MARCH 29, 2022

Project: Highland Park Commercial Subdivision Infrastructure Improvements, Phase 1								
Job #: 209793		Change Order No. 1				Contract Date: February 14, 2021		
Date of Completion		Amount of Contract				Contract Days		
Original:		Original: \$1,891,683.60				Original: 255		
Revised:		Revised: \$1,891,683.60				Revised: 255		
Item No.	Contract Items	Original				Change Order No. 1		
		Unit	Quantity	Unit \$	Extension	New Total Quantity	Difference	Extension
1	General Clearing & Grubbing	LS	1	\$25,000.00	\$25,000.00	1	0	\$0.00
2	Site Grading (Excavation and Embankment measured as in-situ to be cut and placed as fill)	CY	9210	\$8.50	\$78,285.00	9,210	0	\$0.00
3	Hauled in Select Fill	CY	5070	\$18.00	\$91,260.00	5,070	0	\$0.00
4	Road Base Grading and Compaction	SY	3,960	\$1.20	\$4,752.00	5,550	1,590	\$1,908.00
5	4,000 PSI Portland Cement Concrete Paving (10" Thick)	SY	3415	\$82.00	\$280,030.00	4,731	1,316	\$107,912.00
6	Class II Crushed Stone Base Course (8" Thick)	SY	3960	\$27.00	\$106,920.00	5,550	1,590	\$42,930.00
7	Concrete Curb & Gutter	LF	1,970	\$23.50	\$46,295.00	2,950	980	\$23,030.00
8	Storm Drain Pipe (31" x 51") RCP Arch	LF	583	\$177.00	\$103,191.00	0	-583	(\$103,191.00)
9	Storm Drain Pipe (24") RCP	LF	716	\$96.00	\$68,736.00	1,418	702	\$67,392.00
10	Reinforced Cast-in-place Concrete Catch Basin (CB-06)	EA	10	\$9,300.00	\$93,000.00	15	5	\$46,500.00
11	Reinforced Cast-in-place Concrete Catch Basin (CB-02)	EA	1	\$6,700.00	\$6,700.00	1	0	\$0.00
12	Tie-in and Rehabilitation of Existing Catch Basin (N. 7th Catch Basin)	LS	1	\$3,300.00	\$3,300.00	0	-1	(\$3,300.00)
13	CB-06 to CB-02 Catch Basin Rehabilitation	LS	1	\$3,300.00	\$3,300.00	1	0	\$0.00
14	10" C900 PVC Water Main (Inclusive of Fittings)	LF	2,525	\$55.00	\$138,875.00	2,525	0	\$0.00
15	10" HDPE, DR11 Water Main (Directional Drill)	LF	450	\$120.00	\$54,000.00	450	0	\$0.00
16	12" HDPE, DR11 Water Main (Directional Drill)	LF	200	\$155.00	\$31,000.00	200	0	\$0.00
17	Fire Hydrant Assembly	EA	5	\$7,130.00	\$35,650.00	5	0	\$0.00
18	6" Gate Valve W/ Pad, Box, & Sign	EA	4	\$1,570.00	\$6,280.00	4	0	\$0.00
19	10" Gate Valve W/ Pad, Box, & Sign	EA	10	\$3,270.00	\$32,700.00	10	0	\$0.00
20	12" Gate Valve W/ Pad, Box, & Sign	EA	6	\$3,940.00	\$23,640.00	6	0	\$0.00
21	6" x 4" D.I. Reducer W/ Acc.	EA	1	\$429.00	\$429.00	1	0	\$0.00
22	10" x 6" D.I. Reducer W/ Acc.	EA	1	\$700.00	\$700.00	1	0	\$0.00
23	10" x 12" D.I. Reducer W/ Acc.	EA	2	\$955.00	\$1,910.00	2	0	\$0.00
24	6" x 6" x 10" Swivel Tee W/ Acc.	EA	2	\$1,495.00	\$2,990.00	2	0	\$0.00
25	10" x 10" x 6" Swivel Tee W/ Acc.	EA	2	\$1,320.00	\$2,640.00	2	0	\$0.00
26	10" Swivel Tee W/ Acc.	EA	3	\$1,775.00	\$5,325.00	3	0	\$0.00
27	12" Swivel Tee W/ Acc.	EA	2	\$3,280.00	\$6,560.00	2	0	\$0.00
28	10" x 6" Connection	EA	3	\$1,460.00	\$4,380.00	3	0	\$0.00
29	10" x 4" Connection	EA	1	\$1,320.00	\$1,320.00	1	0	\$0.00
30	12" x 12" Connection (Inclusive of saw cutting, excavation, & street repair)	EA	2	\$11,000.00	\$22,000.00	2	0	\$0.00
31	10" SDR35 Sanitary Sewer Main	LF	1220	\$51.00	\$62,220.00	1,220	0	\$0.00
32	10" HDPE, DR11 Sanitary Sewer Main (Directional Drill)	LF	100	\$90.00	\$9,000.00	100	0	\$0.00
33	Sanitary Sewer Manholes	EA	6	\$5,700.00	\$34,200.00	6	0	\$0.00
34	6" Sewer Service W/ Cleanout	EA	10	\$1,300.00	\$13,000.00	10	0	\$0.00
35	Ditch Grading	LF	500	\$15.00	\$7,500.00	500	0	\$0.00
36	10.0' Curb Ramp W/ Detectable Warning	EA	4	\$2,500.00	\$10,000.00	4	0	\$0.00
37	Plastic Pavement Striping (Solid White) (24" Width) (Thermoplastic 125 mil)	LF	74	\$20.85	\$1,542.90	86	12	\$250.20
38	Plastic Pavement Legends and Symbols (Solid White Arrows)	EA	4	\$490.00	\$1,960.00	4	0	\$0.00
39	Plastic Pavement Striping (Solid Yellow) (4" Width) (Thermoplastic 90 mil)	LF	2000	\$2.25	\$4,500.00	2,960	960	\$2,160.00
40	Plastic Pavement Striping (Solid White) (4" Width) (Thermoplastic 90 mil)	LF	1970	\$2.25	\$4,432.50	2,950	980	\$2,205.00
41	Plastic Pavement Striping (Dashed White) (4" Width) (Thermoplastic 90 mil)	LF	100	\$2.25	\$225.00	100	0	\$0.00
42	Reflectorized Raised Pavement Markings (Two Way Yellow)	EA	25	\$29.00	\$725.00	39	14	\$406.00
43	Reflectorized Raised Pavement Markings (White/Red)	EA	12	\$29.00	\$348.00	12	0	\$0.00
44	Stop Sign (R1-1) & Post	EA	4	\$215.00	\$860.00	5	1	\$215.00
45	25 MPH Speed Limit Sign & Post	EA	4	\$215.00	\$860.00	6	2	\$430.00
46	Plastic Pavement Legends and Symbols (ONLY)	EA	4	\$750.00	\$3,000.00	4	0	\$0.00
47	SWPPP (Including all Temporary Erosion Control)	LS	1	\$6,000.00	\$6,000.00	1	0	\$0.00
48	Broadcast Seeding	AC	20	\$800.00	\$16,000.00	20	0	\$0.00
49	Concrete Demolition & Disposal	LS	1	\$10,000.00	\$10,000.00	1	0	\$0.00
50	Tree Removal & Disposal	LS	1	\$20,000.00	\$20,000.00	1	0	\$0.00
51	Hydromulch	AC	1.2	\$4,000.00	\$4,800.00	1	0	\$0.00
52	Geotextile Fabric	SY	150	\$4.50	\$675.00	150	0	\$0.00
53	Construction Layout	LS	1	\$10,000.00	\$10,000.00	1	0	\$0.00
54	Temporary Traffic Control	LS	1	\$30,000.00	\$30,000.00	1	0	\$0.00
55	Mobilization	LS	1	\$160,000.00	\$160,000.00	1	0	\$0.00
56	Saw Cut and Removal of Curb and Gutter	LF	180	\$25.00	\$4,500.00	180	0	\$0.00
57	Alternate No. 1 (Additional Roadway and Drainage)	LS	1	\$194,467.20	\$194,467.20	0.00	-1.00	(\$194,467.20)
58*	30#/14" Rip Rap W/ Fabric	SY	0	\$55.50	\$0.00	40.00	40.00	\$2,220.00
59*	Asphalt trail Repair	LS	0	\$3,400.00	\$0.00	1	1.00	\$3,400.00
* - New Item, Change Order No. 1 (3-8-22)		Project Cost Increase (Decrease): \$0.00						
		Contract Amount: Original: \$1,891,683.60 Revised: \$1,891,683.60						

AUGUST 2, 2022
WEST MONROE CITY COUNCIL MEETING
ENGINEERING UPDATE
L&A, INC. PROJECT NO. 22E038.00

Linderman Avenue Street Improvement – City Project No. C22010

- Limits are from south 8th Street to South 10th Street
- Contract amount \$399,061.65
- Contracts finishing up, filing, distribute to City & Contractor
- Construction Start Date: September 12, 2022
- Anticipated finishing date: November 11, 2022

West Monroe Commercial Park Utility Extensions – City Project No. C22008

- JABAR was the low bidder at \$591,920.10
- Contract awarded to JABAR
- Previously set to begin construction July 11, 2022, death in the family has postponed, nut should start at any time

Kirol Walk Trail Improvements – City Project No. C22002

- Cultural Resource Survey field work completed July 27, draft report submitted August 2
- I will review draft & report back to Mayor/Courtney within 2 days

Storm Water Pollution Prevention Plan 2019 – City Project No. C22006

- Completed & Submitted

Storm Water Pollution Prevention Plan 2020 – City Project No. C22006

- Completed & Submitted

Storm Water Pollution Prevention Plan 2021 – City Project No. C22006

- Completed & Submitted

Storm Water Pollution Prevention Plan 2022 – City Project No. C22006

- Up to date for annual report that is edited throughout the year
- Working with Terry Emory on mapping for water well discharge near Fairlane Drive, ultimately to South Tupawek Bayou

Downtown Utility Relocation, Phase 1 – City Project No. C22021

- Funding application for placing utilities underground within the downtown Cottonport District along Commerce Street from Pine Street to Natchitoches Street
- DRA application submitted June 10, 2022
- DRA ask was \$1,000,000.00, City match was \$308,890.00, Construction Estimate was \$1,294,419.00

Sunshine Heights Drainage Improvements – City Project No. C22024

- Initial project phase to perform preliminary engineering
- Study, survey, and report drainage patterns in order to improve drainage within residential areas
- Develop proposal for engineering tasks
- Assisted Scott Olvey in completing reporting documents to the State funding agency
- Priority 5 funding \$1,375,000; non-recurring revenue funding: \$500,000

Wood Street Sidewalk Repairs – City Project No. C22025

- Limits are from Trenton Street to Commerce Street, north side of Wood Street
- The Mabry Company is complete with this section

Trenton Street Sidewalk Repairs – City Project No. C22025

- Limits are on west side of Trenton Street all along business front of JAC's Craft Smokehouse
- The Mabry Company is complete with this section

LCDBG Public Facilities Grant

- Working with Robbie Waxman for grant opportunity of \$1,600,000 for street improvements
- Completed mapping for low to moderate income (LMI), mapping allowed us to narrow a list of streets to focus on a list of streets that will be competitive in receiving full capacity of grant
- Continuing to inspect list of streets, rate the streets in accordance with agency guidelines so that interviews & other tasks can be completed to ultimately complete the full grant application

Coleman Avenue Sewer Relocation

- Performing Preliminary Engineering/surveying currently for possible tenant on City owned property along Coleman Avenue
- Performing Topographic surveying, minimal boundary surveying for determination if utility (sewer) relocation is possible

Good Hope Road Water Main Extension

- Plans are complete
- Plans have been submitted to Department of Health & Department of Transportation
- Expect those permits to be approved within the next few weeks
- Estimate for construction without contingencies is \$200,000

Mane Street C Store Property

- Our firm working with TBA studios
- Preliminary engineering at this point for roadway improvements & how remaining property can be utilized

Master Plan WM Commercial Park

- Our firm working with TBA studios
- Preliminary engineering at this point to determine how remaining property can be utilized

Site Development Reviews within last month

- None this period

Drainage Impact Reviews within last month

- None this period



Fire Incident Summary Report



Item 7)

Print Date/Time: 08/01/2022 08:51
Login ID: csimmons
Station:
Incident Type(s): 1 Building fire, 1 Fire, other, 1 Brush or brush-and-grass mix, 1 Camper or recreational vehicle, 1 Chimney or flue fire, confined, 1 Cooking fire,confined, 1 Dumpster or oth outside trash, 1 Grass fire, 1 Passenger vehicle fire

From Date: 07/01/2022
To Date: 07/31/2022
Location: All

West Monroe Fire Department
FDID Number: 37020

General Information

Total Number of Calls	Fire:	1	EMS:	0	Unknown:	0	All:	1
Average Calls per Day	Fire:	0.03	EMS:	0.00	All:	0.03		
Total Number of Arson Calls	All:	0						
Estimated Dollar Loss	Fire:	\$2.00	Other:	\$0.00	All:	\$2.00	Arson:	\$0.00
Estimated Value	Fire:	\$2.00	Other:	\$0.00	All:	\$2.00	Arson:	\$0.00
Percentage Saved	Fire:	0.00%	Other:	0.00%	All:	0.00%	Arson:	0.00%
Total Injuries	Fire Service:	0	Civilian Fire:	0	EMS:	0	Arson:	0
Total Fatalities	Fire Service:	0	Civilian Fire:	0	Arson:	0		
Total Apparatus Responses	All:	2						
Average Responses per Day	All:	0.03						
Average Apparatus per Call	Fire:	2.00	EMS:	0.00	All:	2.00		
Average Turnout Time	All:	00:00:38						
Average Response Time	All:	00:06:14						
Average Contain Time	All:	00:00:00						
Average Total Time	All:	00:15:05						
Average Personnel per Call	Fire:	4.00	EMS:	0.00	All:	4.00		
Total Aid Given Calls	All:	0						
Total Aid Received Calls	All:	0						