

Notice of:

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, April 1, 2025 at 6:00 PM Council Chambers, City Hall, 2305 North 7th Street, West Monroe

AGENDA

<u>Public Comments:</u> 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 March 18, 2025 Regular Council Meeting.

Recognitions/Presentations

2) Proclamation to be presented to the Children's Coalition for Northeast Louisiana for the Week of the Young Child, April 5th – 11th 2025.

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

3) **Ordinance** to enact Sec. 2-1007.1 of the Code of Ordinances, to reaffirm the long-standing practice that the Mayor shall establish and maintain appropriate policies and standards for the conduct of public meetings.

BUILDING AND DEVELOPMENT

- 4) Ordinance requesting a zone change from R-2 (Multi Family Residential) District to B-3 (General Business) District for property located at 203 Lincoln St (Parcel #74648). Applicant is Twin City Ventures c/o Shane Wooten. FAVORABLE recommendation from Planning Commission.
- 5) Ordinance requesting a zone change from R-1 (Single Family Residential) District to B-1 (Transitional Business) District for property located at 1207, 1209, & 1211 Arkansas Rd (Parcel #40258). Applicant is SKB Westside LLC/Scooter Howard. FAVORABLE recommendation from Planning Commission.

LEGAL

PUBLIC WORKS

COMMUNITY SERVICES

PARKS AND RECREATION

POLICE/FIRE

WMFD

WMPD

ENGINEERING/CONSTRUCTION PROJECTS

<u>6) WWTP Reuse Facility Discharge and Pond Outfall Modifications (DRA-CIF)</u> - City Project #250011

Ordinance to authorize an application for a Community Infrastructure Fund (CIF) grant from the Delta Regional Authority for the project "WWTP Reuse Facility Discharge and Pond Outfall Modifications" (estimated total project cost of \$2,199,447.00, with the requested grant amount being \$1,539,613.00 and a \$659,834.00 contribution by the City - 30% of the total project cost).

7) WWTP Reuse Facility Discharge and Pond Outfall Modifications (DRA-CIF) - City Project #250011

Ordinance to authorize execution of Amendment No. 1 to a Professional Services Agreement with S.E. Huey Co. for certain engineering services.

8) VOTE TO ADD TO AGENDA:

<u>Sunshine Heights Drainage Improvements</u> - State Project #50-MV2-22-02, City Project #C22024

Authorize to advertise for bids (Estimated cost: \$2,135,000).

9) <u>Sunshine Heights Drainage Improvements</u> - State Project #50-MV2-22-02, City Project #C22024

Authorize to advertise for bids (Estimated cost: \$2,135,000).

10) <u>Constitution Drive Infrastructure Improvements to a Commercial Parkway Project (DRA-CIF)</u> – State Project #LA-7332, City Project #000311

Authorize to advertise for bids (Estimated cost: \$1,591,000).

11) Project Updates

Jonathan Kaufman, City Project Manager, Director of Building & Development Joshua D. Hays, P.E., M.S.C.E., Lazenby & Associates, Inc.

PUBLIC COMMENTS/OTHER BUSINESS

ADJOURN

To view a live broadcast of this meeting, go to: https://www.youtube.com/@CityofWestMonroe/live

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



BOARD OF ALDERMEN REGULAR MEETING

Tuesday, March 18, 2025 at 6:00 PM Council Chambers, City Hall, 2305 North 7th Street, West Monroe

MINUTES

NOTICE/MINUTES

PRESENT

Mayor Staci Mitchell Polk Brian Morgan Buxton Thom Hamilton Rodney Welch Ben Westerburg

The meeting was opened with prayer by Mayor Staci Mitchell who also led the Pledge of Allegiance.

Motion to Approve Minutes

Motion to approve the Minutes of the March 4, 2025 Regular Council Meeting.

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

Recognitions/Presentations

City employees were recognized for years of service.

ADMINISTRATION/FINANCE

<u>Resolution 857</u>: Public hearing was held and the determination of action relating to application for industrial property tax exemption by Bancroft Bag, Inc, resulted in a resolution to approve the application.

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

Ordinance 5464: Ordinance to authorize additional funding of up to \$7,000 toward administrative/consulting services provided by Atlas Studios for the Make-A-Difference (MAD) grant.

Motion made by Welch, Seconded by Hamilton.

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

LEGAL

<u>Ordinance 5465</u>: Ordinance to amend Sec. 8-2037 of the Code of Ordinances relative to Adopt-A-Spot and Adopt-A-Road programs.

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

Ordinance 5466: Ordinance to authorize the purchase the Assignment of a Grant of Temporary Construction Right of Use over certain immovable property located at 121 Royal St from MISC Properties, LLC for \$7,000.00 (provides construction access for the New Drago Street Sewer Lift Station).

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

PUBLIC WORKS

<u>Ordinance 5467</u>: Ordinance to authorize execution of a Vegetation Management Agreement with EDKO, LLC (Contract price \$144,000).

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

ENGINEERING/CONSTRUCTION PROJECTS

<u>Kiroli Rd Sidewalks and Ped Improvements</u> - (Transportation Alternatives Program) State Project #H.013371, City Project #000130

<u>Ordinance 5468</u>: Ordinance to authorize an Entity/State Agreement with the Louisiana Department of Transportation and Development (DOTD).

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

North 3rd Street Improvements - City Project #C23013

Authorize Change Order No.1 with Bentz Construction Group, LLC (-31,081.17; +130 days).

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

North 3rd Street Improvements - City Project #C23013

Authorize Certificate of Substantial Completion with Bentz Construction Group, LLC.

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

Project Updates

Jonathan Kaufman, City Project Manager, Director of Building & Development provided project updates.

ADJOURN

Motion made by Hamilton, Seconded by Welch.

Sudrean. Pate

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

ATTEST:

APPROVED:

ANDREA PATE

STACI ALBRITTON MITCHELL

MAYOR



The City of West Monroe invites you to a groundbreaking for a new Drago Sanitary Sewer Lift Station

Tuesday, April 8 9 a.m.

121 Royal Street, West Monroe

Funding for this project was provided by the State of Louisiana – Water Sector Program and the City of West Monroe.

Item 4)

STATE OF LOUISIANA

CITY OF WEST MONROE

ORDINANCE NO	MOTION BY:
	SECONDED BY:
CITY OF WEST MONROE, LOU STANDING PRACTICE THAT THE MAINTAIN APPROPRIATE POI CONDUCT OF PUBLIC MEETIN	1007.1 OF THE CODE OF ORDINANCES, UISIANA, TO REAFFIRM THE LONG-HE MAYOR SHALL ESTABLISH AND LICIES AND STANDARDS FOR THE IGS OF THE MAYOR AND BOARD OF O OTHERWISE PROVIDE WITH RESPECT
WHEREAS, it has been the long-stan	ding practice of the City of West Monroe that the
Mayor establish and maintain appropriate poli	icies and standards for the conduct of public meetings
of the Mayor and Board of Aldermen of the	e City, and insure those meetings are conducted in
accordance with Louisiana law; and	
WHEREAS, it is the intent of this enaction	ctment to reaffirm that practice, and to clearly reflect
those standards and policies so established as an	n official act of the City of West Monroe.
NOW, THEREFORE:	
SECTION 1. BE IT ORDAINED by	the Mayor and Board of Aldermen of the City of West
Monroe, Louisiana, in regular and legal ses	ssion convened, that Sec. 2-1007.1 of the Code of
Ordinances of the City of West Monroe, Louisia	ana, is hereby enacted, to provide as follows:
"Sec 2-1007.1 Standards and Policies	s Regarding Meetings.
operation of the meetings of the Mayor	rds and policies governing the conduct and and Board of Aldermen which are determined hich insure compliance with R.S. 42:11, et seq,
The above Ordinance was read and co	onsidered by Sections at a public meeting of the Mayor
and Board of Aldermen, in regular and legal so	ession convened, voted on by yea or nay vote, passed
and adopted the 1st day of April, 2025, the final	I vote being as follows:
YEA:	
NAY:	
NOT VOTING:	
ABSENT:	
ATTEST:	APPROVED THIS 1ST DAY OF APRIL, 2025
ANDREA PATE. CITY CLERK	STACI ALBRITTON MITCHELL, MAYOR

CITY OF WEST MONROE

STATE OF LOUISIANA

CITY OF WEST MONROE

STATE OF LOUISIANA

STATE OF LOUISIANA

CITY OF WEST MONROE

ORDINANCENO.	MOTION BY:	
	SECONDED BY:	

AN ORDINANCE TO AMEND AND RE-ENACT THE ZONING ORDINANCE OF THE CITY OF WEST MONROE, LOUISIANA, PARTICULARLY THE ZONING MAP ANNEXED TO AND MADE A PART OF ORDINANCENO. 1501, AS THAT ZONING MAP, AS CODIFIED BY SECTION 12-5011(C) OF THE CODE OF ORDINANCES, CITY OF WEST MONROE, LOUISIANA, HAS BEEN FROM TIME TO TIME AMENDED, AND PARTICULARLY TO AMEND THAT ZONING MAP AS IT PERTAINS TO 203 LINCOLN STREET, WEST MONROE, LOUISIANA (ASSESSOR PARCEL #74648), AS MORE PARTICULARLY DESCRIBED ON THE ATTACHED EXHIBIT "A", PURSUANT TO THE APPLICATION OF TWIN CITY VENTURES, LLC, SO AS TO RE-ZONE SAID PROPERTY FROM A R-2 (MULTI FAMILY RESIDENTIAL) DISTRICT TO A B-3 (GENERAL BUSINESS) DISTRICT; TO AUTHORIZE AND DIRECT THE CITY ENGINEER OF THE CITY OF WEST MONROE, LOUISIANA, OR OTHER PERSON ACTING IN LIEUTHEREOF AT THE DESIGNATION OF THE MAYOR, TO DO AND PERFORM ANY AND ALL THINGS NECESSARY TO CARRY OUT THE FOREGOING AND PARTICULARLY TO NOTE THE AMENDMENTS ON THE ZONING MAP OF THE CITY OF WEST MONROE AS HEREIN ENACTED; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, has adopted a Zoning Ordinance (Ordinance No. 1501, as amended) now codified as Section 12-5001 et seq. of the Code of Ordinances, City of West Monroe, Louisiana; and,

WHEREAS, the West Monroe Municipal Planning Commission, acting as the municipal zoning commission for the City of West Monroe, Louisiana, has held a public hearing pursuant to written application and notice in accordance with law, and has made a recommendation to the Board of Aldermen of the City of West Monroe; and,

WHEREAS, the Mayor and Board of Aldermen of the City of West Monroe have held a public hearing and given public notice to the extent required by law;

NOW, THEREFORE,

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 Zoning Ordinance No. 1501, as amended, and as codified in Sections 12-5001 et seq. of the Code of Ordinances, City of West Monroe, Louisiana, particularly the Zoning Map of the City of West Monroe, Louisiana, as that Zoning Map, as codified by Section 12-5011(C) of the Code of Ordinances, City of West Monroe, Louisiana, has been from time to time amended, be further amended and re-enacted to re-zone 203 Lincoln Street (assessor parcel

Item 5)

#74648), West Monroe, Louisiana, as more particularly described on the attached Exhibit "A", from a R-2 (Multi Family Residential) District to a B-3 (General Business) District pursuant to the application of Twin City Ventures, LLC.

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 the City Engineer of the City of West Monroe, Louisiana, or any person in lieu thereof to be designated by the Mayor, is hereby authorized and directed to do and perform any and all things necessary to carry out the foregoing change, and particularly to note said change on the Zoning Map as herein re-enacted.

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 this Ordinance and its provisions are to be construed to be severable in regards to any of its provisions, portions or parts, and that in the event any part or portion or provision of this Ordinance should be held invalid, then in such event, such invalidity shall not affect any other provisions, portions, or parts which can be given effect without the invalid provision, and this Ordinance hereby is declared severable.

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 1st day of April, 2025, the final vote being as follows:

YEA:	
NAY:	
NOT VOTING:	
ABSENT:	
ATTEST:	
	APPROVED THIS 1ST DAY OF APRIL, 2025
ANDREA PATE, CITY CLERK	STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE	CITY OF WEST MONROE
STATE OF LOUISIAN A	STATE OF LOUISIAN A

EXHIBIT "A"

MUNICIPAL ADDRESS: 203 LINCOLN STREET WEST MONROE, LOUISIANA 71291

A certain tract or parcel of ground situated in the City of West Monroe, Parish of Ouachita, State of Louisiana described as Lot 5 of Block 22, H.M. McGuire's Travelers Rest Subdivision in Sections 37, 38, 39 and 40, Township 18 North, Range 3 East, West Monroe, Louisiana, as per plat in Plat Book 4, page 18 of the records of Ouachita Parish, Louisiana together with any and all present and future building(s), constructions, component parts, improvements, attachments, appurtenances, fixtures, rights, ways, privileges, advantages, batture rights, servitudes and easements of every type and description, now and/or in the future relating to the mortgaged property, and any and all items and fixtures attached to and/or forming integral or component parts of the mortgaged property in accordance with the Louisiana Civil Code. The real property or its address is commonly known as 203 Lincoln Street, West Monroe, LA 71291

STATE OF LOUISIANA

CITY OF WEST MONROE

ORDINANCENO.	MOTION BY:	
	SECONDED BY:	

AN ORDINANCE TO AMEND AND RE-ENACT THE ZONING ORDINANCE OF THE CITY OF WEST MONROE, LOUISIANA, PARTICULARLY THE ZONING MAP ANNEXED TO AND MADE A PART OF ORDINANCENO. 1501, AS THAT ZONING MAP, AS CODIFIED BY SECTION 12-5011(C) OF THE CODE OF ORDINANCES, CITY OF WEST MONROE, LOUISIANA, HAS BEEN FROM TIME TO TIME AMENDED, AND PARTICULARLY TO AMEND THAT ZONING MAP AS IT PERTAINS TO 1207, 1209 & 1211 ARKANSAS ROAD, WEST MONROE, LOUISIANA (ASSESSOR PARCEL #40258), AS MORE PARTICULARLY DESCRIBED ON THE ATTACHED EXHIBIT "A", PURSUANT TO THE APPLICATION OF SKB WESTSIDE, LLC, SO AS TO RE-ZONE SAID PROPERTY FROM A R-1 (SINGLE FAMILY RESIDENTIAL) DISTRICT TO A B-1 (TRANSITIONAL BUSINESS) DISTRICT; TO AUTHORIZE AND DIRECT THE CITY ENGINEER OF THE CITY OF WEST MONROE, LOUISIANA, OR OTHER PERSON ACTING IN LIEUTHEREOF AT THE DESIGNATION OF THE MAYOR, TO DO AND PERFORM ANY AND ALL THINGS NECESSARY TO CARRY OUT THE FOREGOING AND PARTICULARLY TO NOTE THE AMENDMENTS ON THE ZONING MAP OF THE CITY OF WEST MONROE AS HEREIN ENACTED; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, has adopted a Zoning Ordinance (Ordinance No. 1501, as amended) now codified as Section 12-5001 et seq. of the Code of Ordinances, City of West Monroe, Louisiana; and,

WHEREAS, the West Monroe Municipal Planning Commission, acting as the municipal zoning commission for the City of West Monroe, Louisiana, has held a public hearing pursuant to written application and notice in accordance with law, and has made a recommendation to the Board of Aldermen of the City of West Monroe; and,

WHEREAS, the Mayor and Board of Aldermen of the City of West Monroe have held a public hearing and given public notice to the extent required by law;

NOW, THEREFORE,

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 Zoning Ordinance No. 1501, as amended, and as codified in Sections 12-5001 et seq. of the Code of Ordinances, City of West Monroe, Louisiana, particularly the Zoning Map of the City of West Monroe, Louisiana, as that Zoning Map, as codified by Section 12-5011(C) of the Code of Ordinances, City of West Monroe, Louisiana, has been from time to time amended, be further amended and re-enacted to re-zone 1209, 1207 and 1211 Arkansas Road

Item 6)

(assessor parcel#40258), West Monroe, Louisiana, as more particularly described on the attached Exhibit "A", from a R-1 (Single Family Residential) District to a B-1 (Transitional Business) District pursuant to the application of SKB Westside, LLC.

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 the City Engineer of the City of West Monroe, Louisiana, or any person in lieu thereof to be designated by the Mayor, is hereby authorized and directed to do and perform any and all things necessary to carry out the foregoing change, and particularly to note said change on the Zoning Map as herein re-enacted.

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 this Ordinance and its provisions are to be construed to be severable in regards to any of its provisions, portions or parts, and that in the event any part or portion or provision of this Ordinance should be held invalid, then in such event, such invalidity shall not affect any other provisions, portions, or parts which can be given effect without the invalid provision, and this Ordinance hereby is declared severable.

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 1st day of April, 2025, the final vote being as follows:

YEA:	
NAY:	
NOT VOTING:	
ABSENT:	
ATTEST:	
	APPROVED THIS 1ST DAY OF APRIL, 2025
ANDREA PATE, CITY CLERK	STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE	CITY OF WEST MONROE
STATE OF LOUISIAN A	STATE OF LOUISIAN A

EXHIBIT "A"

MUNICIPAL ADDRESS: 1207, 1209 and 1211 ARKANSAS ROAD WEST MONROE, LOUISIANA 71291

A certain lot of ground in Section 37, Township 18 North, Range 3 East, Ouachita Parish, Louisiana, more particularly described as follows:

From the of intersection of the South line of Arkansas Road and the East line of Jersey Street, front thence Easterly along the south line of the Arkansas Road a distance of 150 feet; thence running back Southerly between parallel lines, one of which is the East line of Jersey Avenue, a distance of 150 feet and being shown on plat of Sunshine Heights Addition as recorded in Book 8, page 1 of the records of Ouachita Parish, Louisiana.

LESS AND EXCEPT

A certain tract or parcel of land, together with all of the buildings and improvements situated wholly or partially thereon, and all of the rights, ways privileges, servitudes and advantages thereunto belonging or in anywise appearing situated in the Parish of Ouachita, State of Louisiana, and in section 37, Township 18 North, Range 3 East, Land District North of Red River, identified as Parcel Nos. 32-4, on a white print of a plat of survey, consisting of Sheet No. 32, made by Paul D. Fryer, Registered Land Surveyor, dated April 24, 2012, revised, annexed to the above numbered and entitled suit, said tracts or parcels being outlined in red and being more particularly described in accordance with said plat of survey, as follows:

PARCEL NO.32-4:

From a point on the centerline of Right of Way State Project No. *** 02-0015, H.002623 (Construction Project No. 324-02-0008, H.002622), at Highway Survey Station 168+34.67, proceed S23°09'05"W a distance of 20.87 feet to the point of beginning; thence proceed S76°56'24"E a distance of 149.96 feet to a point and corner, thence proceed S23°09'05"W a distance of 30.77 feet to a point and corner; thence proceed N76°57'48"W a distance of 20.67 feet to a point and corner; thence proceed along a curve to the left having a radius of 1708.83 feet, whose length is 101.11 feet and whose chord length is 101.09 and bears N78°39'30"W to a point and corner; thence proceed S65°29'33"W a distance of 42.09 feet to a point and corner; thence proceed N23°09'05"E a distance of 59.92 feet to the point of beginning. All of which comprises Parcel 32-4 as shown on Sheet 32 of the Right of Way Plans of State Project No. H.002622, and contains an area of approximately 5102.2 square feet or 0.117 of an acre.

STATE OF LOUISIANA

CITY OF WEST MONROE

ORDINANCENO	MOTION BY:	_
	SECONDED BY:	

ORDINANCE TO AUTHORIZE THE SUBMISSION OF AN APPLICATION BY THE CITY OF WEST MONROE, LOUISIANA, FOR A COMMUNITY INFRASTRUCTURE FUND (CIF) PROJECT GRANT FROM THE DELTA REGIONAL AUTHORITY FOR THE PROJECT "WWTP REUSE FACILITY DISCHARGE AND POND OUTFALL MODIFICATIONS (DRA-CIF)", INCLUDING A COMMITMENT FOR THAT PORTION OF THE PROJECT COSTS TO BE FUNDED BY THE CITY OF WEST MONROE; AND, IF AWARDED, TO ENTER INTO A GRANT CONTRACT AND TO EXECUTE ANY AND ALL FURTHER DOCUMENTATION EITHER NECESSARY OR APPROPRIATE TO ACCEPT THAT GRANT, AND THEREAFTER TO PROCEED WITH THAT PROJECT; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe is hereby authorized to submit an application for a Community Infrastructure Fund (CIF) project grant from the Delta Regional Authority for the project "WWTP Reuse Facility Discharge and Pond Outfall Modifications (DRA-CIF)", estimating the total project cost as \$2,199,447.00, with the requested grant amount being \$1,539,613.00 and committing to a contribution by the City of \$659,834.00 (30% of the total project cost); and with that project being further described as:

Re-piping of the existing discharge from the Sparta Reuse Facility, a new discharge structure, armoring of the outfall ditch, and flow metering. The project also includes the construction of a new chlorine contact chamber at the outfall from the oxidation pond/rock filter system. This portion will include reworking of the piping from the rock filters to the outfall pump station, reconstruction of the levee system, new chlorine solution piping, and flow metering. These improvements will allow the plant to remain within the prescribed permit discharge limits when recycled effluent is restricted and in times of extreme flow through the system.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that if the grant is awarded, Staci Albritton Mitchell, as the Mayor of the City of West Monroe, Louisiana, is hereby further authorized to then enter into the Grant Contract with the Delta Regional Authority for the proposed project "Constitution Drive: Infrastructure Improvements to a Commercial Parkway Project" and to execute any and all further documentation either necessary or appropriate to accept that grant, including any further commitment for

Item 7)

that portion of the project costs to be funded by the City of West Monroe, and thereafter to proceed with that project, all according to the terms, conditions and provisions required of the formal grant agreement.

SECTION 3. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as the Mayor of the City of West Monroe, Louisiana, is hereby authorized on behalf of the City of West Monroe, Louisiana, to execute any and all documents determined by her to either necessary or desirable in connection with the application for the grant and, if awarded, in connection with the grant contract, and to thereafter further do and perform any and all other matters and take any and all other actions in order to fulfill all of the terms and conditions of any grant agreement awarded.

SECTION 4. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as the Mayor of the City of West Monroe, Louisiana, be and she is here designated and appointed the agent of the City of West Monroe, Louisiana, to conduct all negotiations and execute and submit all documents, including but not limited to the grant application, any commitment agreement and any amendments, and any reports which may be necessary or desirable as relates to the application for grant funding for the aforementioned project, as well as undertaking any and all efforts that could result in receipt of additional grant or other funding which could reduce the financial obligation of the City.

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, passes and adopted this 1st day of April, 2025, the final vote being as follows:

YEA:	
NAY:	
NOT VOTING:	
ABSENT:	
ATTEST:	
	APPROVED THIS 1ST DAY OF APRIL, 2025
ANDREA PATE, CITY CLERK CITY OF WEST MONROE	STACI ALBRITTON MITCHELL, MAYOR CITY OF WEST MONROE
STATE OF LOUISIANA	STATE OF LOUISIANA

F. M. Huey, P.E., P.L.S. P. C. Taylor, Jr., P.E.



R. L. George, IV, P.E. D. R. Arrington, P.E. B. P. Anzalone, P.E.

WWTP Reuse Facility Discharge and Pond Outfall Modifications

Type: Sanitary Sewer Treatment

Summary: Construction of new discharge piping and chlorine contact chamber at the West Monroe

wastewater treatment plant.

Location 250 East Martin Street

Description: The project includes re-piping of the existing discharge from the Sparta Reuse Facility, a

new discharge structure, armoring of the outfall ditch, and flow metering. The project also includes the construction of a new chlorine contact chamber at the outfall from the oxidation pond/rock filter system. This portion will include reworking of the piping from the rock filters to the outfall pump station, reconstruction of the levee system, new chlorine solution piping, and flow metering. These improvements will allow the plant to remain within the prescribed permit discharge limits when recycled effluent is restricted

and in times of extreme flow through the system.

Funding Program(s): 2025 DRA Community Infrastructure Fund (CIF)

Total Project Cost: \$2,199,447

Funding Request: \$1,539,613 (70%)

City Match: \$659,834 (30%)

Prepared by Robert L. George, IV, P.E. S. E. Huey Co. March 24, 2025

ENGINEER'S ESTIMATE OF PROBABLE COST

City of West Monroe WWTP Reuse Facility Discharge and Pond Outfall Modifications 2025 DRA Community Infrastructure Fund

CONSTRUCTION:

Item	Description	Unit	Quantity	Unit Cost	Extension
1	Re-piping of Treated Water Return Line (18")	LS	1	\$90,000	\$90,000
2	New Concrete Outfall Structure	LS	1	\$75,000	\$75,000
3	Earthwork (new outfall)	LS	1	\$90,000	\$90,000
4	Flow Meter (new outfall)	LS	1	\$35,000	\$35,000
5	Outfall Ditch Armoring	LS	1	\$75,000	\$75,000
6	Re-piping of Rock Filter Collection (30")	LS	1	\$85,000	\$85,000
7	Manholes/Junction Boxes	LS	1	\$50,000	\$50,000
8	Chlorination Improvements	LS	1	\$50,000	\$50,000
9	New Cholorine Contact Chamber	LS	1	\$800,000	\$800,000
10	Earthwork (new CCC)	LS	1	\$225,000	\$225,000
11	Flow Meter (new CCC)	LS	1	\$35,000	\$35,000
12	Access Road Improvements	LS	1	\$85,000	\$85,000

Sub-Total: \$1,695,000

Contingencies:

\$254,000

Total Estimated Construction Cost:

\$1,949,000

Local Funds:

\$409,387

DRA Funds:

\$1,539,613

Engineering Design & Survey:

\$157,869

Construction Engineering & Inspection:

\$73,088

Testing:

\$19,490

Total Estimated Engineering Cost:

\$250,447

Local Funds:

\$250,447

DRA Funds:

\$0

RIGHT-OF-WAY / LAND ACQUISITION:

\$0

TOTAL PROJECT COST:

PROFESSIONAL SERVICES:

\$2,199,447

FUNDING SUMMARY:



Local Matching Funds (30%) \$659,834 DRA-CIF Funds (70%) \$1,539,613

Total Funds \$2,199,447

Prepared by: Robert L. George, IV, P.E.

S. E. Huey Co.

Date: March 25, 2025

Application Summary of: City of West Monroe | Mitchell, Staci

Unique Application ID: 9645

LDD Collaboration	
*This project will serve and benefit a portion of the Delta region as defined by the Delta Regional Authority Act of 2000, as amended. A map and description of the DRA region can be found online at: https://dra.gov/about-dra/map-room/.	Yes
*Applicant Unique Entity ID (UEI) Number (register for free on www.sam.gov)	TKPGRPA6GCE9
*Please provide verification (dashboard screenshot) of the active status of the organization's UEI number from the sam.gov status tracker HERE. (File type must be image or PDF.)	SAM.gov Verification .pdf
*Please select the organization type:	Counties/parishes, cities, or other political subdivisions of a state, including a special purpose district of a state or local government engaged in economic or community development activities, or a consortium of political subdivisions

\$ Capital Investments

Please affirm at the bottom of this page that you have read the

Notice of Funding Availability in its entirety.

Community Infrastructure Fund Program Notice of Funding Availability Executive Summary

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A. DRA OVERVIEW

The DRA is a federal agency whose mission is to spur growth and economic development within its eight-state region. Established by an act of Congress through the Delta Regional Authority Act of 2000 (7 U.S.C. § 2009aa1-13), DRA makes strategic investments of federal appropriations into the critical and human infrastructure of Delta communities. DRA is composed of the governors of the eight Delta states and a federal co-chair, who is appointed by the president and approved by the U.S. Senate. Local participation is also provided through 45 multi-county Local Development Districts (LDDs). DRA serves the 10- million people residing in the 252 counties and parishes that include parts of the states of Alabama, Arkansas, Illinois, Kentucky, Louisiana, Mississippi, Missouri, and Tennessee.

(An interactive map of the DRA region can be found here.)

D. APPLICATION SUBMISSION AND GENERAL TECHNICAL ASSISTANCE

Project applications must be submitted electronically via the CIF Portal. Funding decisions will be made on a monthly basis. Potential applicants are encouraged to contact DRA programs staff or their Local Development Districts office for application assistance and additional information about the 2025 CIF application submission requirements. In addition to the requirements described in this NOFA, all applications must meet the general requirements for DRA funding and be consistent with DRA's strategic plan.

After an application is submitted, it undergoes a validation process during which the application may be accepted or rejected. DRA staff are available to discuss pre-award eligibility concerns, as well as post-award requirements. The DRA will provide technical assistance to unfunded applicants who send a request to sedap.cif@dra.gov at the conclusion of the funding cycle. Local Development Districts may also serve as technical assistance providers for DRA funding programs.

All applications submitted to the DRA for the 2025 CIF funding cycle will undergo an initial pre-screening to verify eligibility and completeness. Eligible submissions will then undergo a preliminary review by DRA program staff to ensure alignment with the program guidelines outlined in this NOFA. Following this, each application will be thoroughly reviewed and scored based on the criteria specified in Section F: Application Review Information.

DRA reserves the right to negotiate budget costs with selected applicants, which may include adjusting proposed expenses, modifying project objectives, or requesting additional information. The DRA may also reject applications if concerns arise regarding applicants' ability to successfully fulfill the grant's objectives and requirements. DRA holds full discretion to award some, all, or none of the applications received under this competitive solicitation. All award decisions made by DRA are final.

The 2025 CIF program awards will be made only as funds are available. Publication of this NOFA does not obligate the Delta Regional Authority to award any specific grant or cooperative agreement, nor does it obligate the DRA to expend any portion of the available funds. Applicants seeking to contract with specific individuals, consulting groups, or organizations using DRA funding must have a competitive procurement policy in place. This NOFA does not commit DRA to award any contracts, procure services, or supplies. Regardless of other provisions in this NOFA, DRA reserves the right to award grants, cooperative agreements, or contracts to communities or regions that best meet the NOFA's requirements, and not necessarily to the lowest-cost proposers. DRA retains the sole right to accept or reject any or all responses received from this NOFA, to negotiate with qualified sources, or to cancel this NOFA in whole or in part at DRA's discretion.

H. DRA CONTACT INFORMATION

DRA collaborates with the region's LDDs to offer interested applicants and awardees technical assistance, application support and review and post-award assistance. Applicants may choose to work the LDD within their district. DRA strongly encourages interested applicants to contact DRA programs staff and/or their respective LDDs with any questions they have about CIF in general, as well as with any specific questions they have about the use of agency funds to support projects in Delta communities and regions. Applicants with additional questions are encouraged to submit these to sedap.cif@dra.gov.

Clarksdale, MS (DRA Headquarters)

236 Sharkey Avenue, Suite 400 Clarksdale, MS 38614

Phone: (662) 624-8600 Fax: (662) 624-8537

Washington, D.C.

444 North Capitol Street NW, Suite 546

Washington, DC.. 20001 Phone: (202) 434-4870 The 2025 CIF program awards will be made only to the extent that funds are available. Publication of this NOFA does not obligate DRA to award any specific grant or cooperative agreement or to obligate all or any part of available funds. Applicants intending to contract with a specific individual, consulting group, or organization with DRA funding must have a competitive procurement policy in place.

This NOFA does not commit DRA to award a contract, procure or contract for services or supplies. Notwithstanding any other provisions of the NOFA, DRA reserves the right to award grants, cooperative agreements, or contracts to communities or regions that best meet the requirements of the NOFA and not necessarily to the lowest-cost proposers. DRA solely reserves the right to accept or reject any or all responses received as a result of this NOFA, to negotiate with all qualified sources, or to cancel in part or in its entirety this NOFA if it is in the interests of DRA to do so.

\$ Other Funding Sources	
*Project Name	Wastewater Treatment Plant Outfall and Treatment Improvements
*Project State	Louisiana
*Select all Louisiana parishes covered by the project.	Ouachita
*Applicant Legal Name	City of West Monroe
*Applicant Email	chornsby@westmonroe.la.gov
*Would you like to collaborate with your LDD for this project?	Yes
*Is the LDD the person completing this application?	Yes
*Select Local Development District Select the LDD that will handle this application. If you are unsure about which LDD to select, you can find one that serves your county here. The local development district field is required in order to save the application.	LA - North Delta
*Enter the email address for the LDD assigned to this project. Contact information for LDDs can be found here.	tracy@northdelta.org
*Enter the phone number for the LDD assigned to this project. Contact information for LDDs can be found here.	318-855-2917

Item 7)

*Please select the project category. (Select all that apply).	Public Infrastructure
*Project Name	Wastewater Treatment Plant Outfall and Treatment Improvements
*Is this a construction or non-construction project?	Construction
*How long will the project take to complete?	1 month
*Project SummaryEnter a brief description of the project here.	The project includes the construction of a new discharge point and chlorine contact chamber at the West Monroe wastewater treatment plant. This includes re-piping of the existing discharge from the Sparta Reuse Facility, adding a secondary discharge structure, armoring of the outfall ditch, and flow metering. We will also construct a new chlorine contact chamber at the outfall from the oxidation pond/rock filter system. This portion will include re-working of the piping from the rock filters to the outfall pump station, reconstruction of the levee system, new chlorine solution piping, and flow metering. These improvements will allow the plant to remain within the prescribed permit discharge limits when recycled effluent is restricted and in times of extreme water flow through the system [add summary other project benefits, summary of support, etc as we collect that information]
*Description of Project and Community NeedsDescribe your unique community, how your community will be directly affected by the project, and the critical infrastructure challenge for your community. Specifically, applicants should include information about: Community, Infrastructure Challenge, and Data.	

*Please verify that the LDD has been added as a

collaborator to this application.

*Project Design and Implementation PlansHow Item 7) do these challenges affect the community's wellbeing, economic development, public health, or quality of life? How does your project present a feasible solution? Specifically, applicants should include information about: Project Design, Project Goals, Results, and Documentation. *Alignment with Strategic Goals and PlansDetail how your project aligns with DRA goals, CIF priorities, and/or regional development strategy. What statistics or data can you provide to illustrate this alignment? Specifically, applicants should include information about: CIF Alignment, Alignment with Local Plans, and Collaboration. *Evidence of Community and Employer Demand for Proposed Project How have you engaged with your local community and stakeholders to gather input for your project? Can you provide examples of how their feedback influenced your project? Specifically, applicants should include information about: Stakeholder Engagement and Feedback. *Demonstration of Inclusion in a Persistent Poverty County/ParishDemonstrate that project activities take place in at least one or more persistent poverty county/parish. *Demonstration of Realistic and Attainable **Outcomes**What are the specific, measurable outcomes you will achieve with this project and how will you reach them? Specifically, applicants should include information about: Project Activities, Timelines, and Sustainability, and Evaluation. *Evidence of Community Impact and Quality of **Life Improvements** How will your project positively impact both your community and the Delta region? How will your intervention contribute to local workforce, economic, or community development? Specifically, applicants should detail how their project will positively impact their community by: Access to resources, sustainability, and overall benefit.

Item 7)

*Evidence of Project Team and Organizational Capacity

Who are the key members of your project team and what are their roles and responsibilities? Does your organization have the capacity to manage and implement the project well? Specifically, applicants should include information about: Relevant Experience and Resumes and Job Descriptions

*Local and Regional Collaboration with Public and Private Partners

Who are your local and regional partners on this project and how are you collaborating with them? Please describe their roles and any leveraged resources or services they provide. Specifically, applicants should include information about: Local Development Districts, Local Partners, and Letters of Support.

*Evidence of Institutional Partnerships Grounded in Collaboration

How will your project impact the Delta region? In what ways do your partnerships with entities such as women-owned businesses or HBCUs contribute to community growth? Specifically, applicants should include information about: Inclusive Partnerships

*Budget and Funding Request and Description of Matching Funds

What is the total amount of funding you are requesting from the DRA? Please submit a detailed categorical budget narrative for both DRA and non-DRA funds. Specifically, applicants should include information about: Amount Requested, Matching Funds, and Budget Narrative.

*Detailed Budget Narrative and Resource Allocation

Have you completed the proper budget narrative form? (SF424A for non-construction or SF424C for construction projects) Describe any leveraged resources. Specifically, applicants should include information about: Budget Narrative Forms, Leveraged Resources. Budget Categories: Each budget category (such as personnel, travel, equipment, supplies, and other expenses) should include the total estimated cost for the entire period of performance and demonstrate how the cost contributes to project completion. • Resource Allocation: Applicants must demonstrate that their resource allocation will lead to effective planning and management. Applicants' budget narrative must align with their project timeline so that each budget category corresponds to specific milestone and phase of the project.

*Realistic Project Timeline and Risk

ManagementDescribe how your project timeline ensures each phase of the project will be executed in a timely and accountable way. Explain how your timeline aligns with your budget narrative. Specifically, applicants should include information about: Project Timeline, Roles and Responsibilities, and Success Factors.

*Please submit a project timeline by month and upload. (File type must be PDF or Excel)

E Critical Infrastructure Prequalification

*Project State	Louisiana
*The project takes place in the following city(ies):	West Monroe
*Enter the 9 digit zip code for the project. If the applicant is unsure of the last 4 digits of the project zip code, it can be found using THIS link.	71292-6821
*Congressional Districts covered by this project:	LA05

*Will this project create jobs?	No Item 7)
Will this project retain jobs?	Yes
*How many direct, full-time jobs will this project retain? The jobs retained count field is required when jobs created is 1.	
*When will the projected jobs to be created or retained be realized?	
*Will this project improve water or sewer service?	Yes
*How many people will benefit from improved water/sewer?	
*How many households will benefit from the water/sewer improvements?	
What date will the affected population benefit from water/sewer improvements?	
*Current Rates	
*Date of last rate study (please upload a copy of the rate study in the attachments section below).	
*Date of last rate increase	
*Percent of uncollected fees	
Additional supporting documentation	

\$ Budget DRA

Item 7)

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may req applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- 1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
- 2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- 3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non- discrimination during the useful life of the project.
- 4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
- 5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
- 6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- 7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- 8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- 9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- 10. Will comply with all Federal statutes relating to non- discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply the application.

- 11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 13. Will comply, as applicable, with the provisions of the Davis- Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333) regarding labor standards for federally-assisted construction subagreements.
- 14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91- 190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
- 18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

Standard Form 424D	(Rev. 7-97)	Prescribed by	OMB	Circular A	-102
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*By checking this box, I affirm my understanding and compliance with the above statements.	

Distressed Counties and Isolated Areas of Distress

Item 7)

Does the proposed project fall within a "disadvantaged" area as identified by the Justice 40 Climate and Economic Justice Screening Tool (CEJST)? Search for disadvantaged areas HERE. If yes list tract number(s). If no, enter N/A.

■ LDD Fee		
*Requested DRA Investment Enter the total amount of funding being requested from the DRA. *NOTE: Do NOT include the LDD Project Administration fee in this total.	\$1,539,613.00	
*Budget and Budget Narrative AlignmentThe applicant must complete a budget narrative form. Either Budget Form SF424A (non-construction) or SF424C (construction), as applicable. In preparing the Budget Form, you must provide a concise narrative explanation to support the budget request. The Budget Narrative must provide a description of costs associated with each line item on the budget form. The Budget Narrative should also include a section describing any leveraged resources provided (as applicable) to support grant activities. Leveraged resources are all resources, both cash and in-kind, in excess of this award. Each category (personnel, travel, equipment, supplies, other) should include the total estimated cost for the period of performance.		

Attachments	
*Requested DRA Investment Enter the total amount of funding being requested from the DRA. *NOTE: Do NOT include the LDD Project Administration fee in this total.	\$1,539,613.00
*Personnel	\$0.00
*Fringe Benefits	\$0.00
*Travel	\$0.00
*Supplies	\$0.00

*Contractual	\$0.00	Item 7)
*Administrative and Legal	\$0.00	
*Land, Structure, Appraisals	\$0.00	
*Construction	\$1,539,613.00	
*Architectural and Engineering	\$0.00	
*Project Inspection Fees	\$0.00	
*Site Work	\$0.00	
*Equipment	\$0.00	
*Contingencies	\$0.00	
*Other	\$0.00	
*Indirect Charges (10% or less)	\$0.00	
*Total Direct Charges	\$0.00	
*DRA Total Project Costs:Complete allocation of DRA funds. (Click the calculate button to view the Budget Total)	\$1,539,613.00	
*LDD Project Administrative Fee.	19396.13	
Architectural and Engineering		
Contingency		

Notice of Funding Availability	
*Personnel	\$0.00
*Fringe Benefits	\$0.00
*Travel	\$0.00
*Supplies	\$0.00
*Contractual	\$0.00
*Administrative and Legal	\$0.00
*Land, Structure, Rights of Way, Appraisals	\$0.00
*Relocation and Payments	\$0.00

*Construction	\$409,387.00
*Architectual and Engineering	\$250,447.00
*Project Inspection Fees	\$0.00
*Site Work	\$0.00
*Demolition and Removal	\$0.00
*Equipment	\$0.00
*Miscellaneous	\$0.00
*Contingencies	\$0.00
*Program Income	\$0.00
*Other	\$0.00
*Indirect Charges (10% or less)	\$0.00
*Non-DRA Total Complete allocation of Non-DRA funds. (Click the calculate button to view the Budget Total)	\$659,834.00
*Total Direct Charges	\$659,834.00

\$ Budget NonDRA

i Project Information		
*Does this project have additional funding sources?	Yes	
*Amount	\$659,834.00	
*Type	Applicant Cash	
*Status	Committed	
*Documentation of Funding (File type must be PDF)		
Add another funding source?	No	

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Certifications and Representations

*Does this project have capital investments as stated in an attached Participation Agreement? Capital expenditures- the funds expended by the company (or lessor) for new real and personal property improvements related to the project. No

\$ DRA Provided Funds	
*Please upload a completed copy of the attached Work Plan.	
Please upload a signed copy of the Participation Agreement.	
Upload the applicant's approved architectural plans (File type must be PDF or image)	
Upload zip file for photos of proposed project area	
Resolution (File type must be PDF)	
Letter of Support (File type must be PDF)	
Letter of Support (File type must be PDF)	
Letter of Support (File type must be PDF)	
Letter of Support (File type must be PDF)	
Letter of Support (File type must be PDF)	
Letter of Support (File type must be PDF)	
Additional documentation (File type must be PDF)	
Additional Documentation (File type must be PDF)	
Additional Documentation (File type must be PDF)_1	
Additional Documentation (File type must be PDF)_2	
Letter of engagement from Partnerships	
Resumes and Job Descriptions (File type must be PDF)_1	з

Partnership Agreements	Item 7)
Resumes and Job Descriptions (File type must be PDF)_2	

Document Title	Question	Size (KB)	Date Uploaded
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2025 Community Infrastructure Fund: REVISED Notice of Funding Availability Executive Summary

NOFA Release Date: January 6, 2025

NOFA Revision Date: March 4, 2025

Proposal Due Date: Annual Rolling Cycle

This Notice of Funding Availability (NOFA) has been revised to ensure compliance with applicable Executive Orders while maintaining the integrity of the funding opportunity. Applications submitted prior to this revision will be reviewed, scored, and considered without any negative impact from these changes.

The Delta Regional Authority (DRA) is publishing this NOFA to request applications for the 2025 Community Infrastructure Fund (CIF).

The CIF targets federal resources to communities in the Mississippi River Delta and Alabama Black Belt regions. CIF provides direct investment into community-based and regional projects that address the DRA's congressionally mandated infrastructure funding categories (basic public infrastructure and transportation infrastructure) and flood control projects.

Under federal law, at least 75 percent of DRA funds must be invested in <u>economically</u> distressed counties and parishes and isolated areas of distress in the region.

This NOFA is organized to provide a general overview of the grant program as well as the specific requirements needed to complete an application. Additional background information on CIF is available here: <u>Critical Infrastructure - Delta Regional Authority (dra.gov)</u>.

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A. DRA OVERVIEW

DRA is a federal agency that helps communities grow and expand their economies across eight states and 255 counties/parishes. Created by Congress in 2000, the DRA uses federal investments across the Delta region to support critical and human infrastructure projects. The DRA includes the governors of the eight states and a federal co-chair chosen by the president and approved by the U.S. Senate. Local participation comes through the 45 local development districts (LDDs). The DRA helps more than 10 million people across parts of Alabama, Arkansas, Illinois, Kentucky, Louisiana, Mississippi, Missouri, and Tennessee (DRA region map).

B. PROGRAM DESCRIPTION

1. Program Overview

The CIF makes strategic investments across its 255 counties and parishes to improve quality of life and create economic opportunity. CIF directly funds community and regional projects that center on its congressionally mandated areas of:

- **Basic public infrastructure** in distressed counties/parishes and isolated areas of distress, such as water system improvement and electrical infrastructure.
- **Transportation infrastructure** for the purpose of economic development, such as road improvements.
- **Flood control projects** such as building or reinforcing levees and/or installing drainage systems.

DRA ensures investments create locally driven impact by working with community stakeholders and its LDD partners. All submitted applications will be reviewed and checked for eligibility. Those that meet the application criteria will be scored.

Technical questions about the NOFA should be sent to sedap.cif@dra.gov with the subject line "CIF NOFA" and include the contact's name, organization, and phone number. All applicants must follow DRA's general funding rules, the requirements of this NOFA, and DRA's Regional Development Plan IV (RDP IV).

2. Background on DRA's Strategic Investment Goals

DRA advances four key objectives: improving infrastructure, creating jobs, expanding businesses, and supporting local placemaking and capacity building. These goals strengthen communities, support workers, create economic growth, and build a foundation for long-term success throughout the DRA footprint.

3. 2025 CIF Priorities, Objectives, and Funding Principles

The DRA aims to strengthen Delta communities while driving economic growth across the region. CIF focuses on supporting local and regional investments that are industry-driven and community-centered. CIF projects must be located within the Delta region. Projects may help improve job skills and training to make local jobs more competitive.

This 2025 CIF Opportunity places a strong emphasis on promoting equity through data transparency. The DRA is committed to tracking outcomes across investments. DRA uses data to make sure that its projects effectively meet the needs of its communities and contribute to their long-term well-being.

The 2025 CIF Opportunity prioritizes data-driven decision-making to ensure efficient resource allocation and measurable community impact. DRA is committed to tracking project outcomes to assess their effectiveness in addressing infrastructure challenges and improving quality of life.

Collaboration is encouraged across states, businesses, municipalities, community stakeholders, labor unions, industries, and educational institutions, including K-12 and four-year higher education institutions. By encouraging cross-sector partnerships, DRA brings together collective local expertise and federal resources. These partnerships help create impactful projects that align with DRA's strategic objectives.

CIF prioritizes projects with strong potential for community impact and sustainability, address immediate infrastructure needs, and contribute to the Delta region's long-term economic resilience and prosperity.

C. AWARD AND ELIGIBILITY INFORMATION

All projects supported by the Bipartisan Infrastructure Law must report relevant data outcomes. DRA will evaluate project outcomes using quantitative and qualitative measures, with support from the U.S. Department of Agriculture-funded Delta Research Program and the Monitoring and Compliance Program.

1. Availability of Funding

Projects must benefit part of the <u>Delta region</u>, which includes counties and parishes in Alabama, Arkansas, Illinois, Kentucky, Louisiana, Missouri, Mississippi, and Tennessee, as defined by the <u>Delta Regional Authority Act of 2000</u>. If a project extends beyond this region, only the part within the Delta region can receive DRA funding.

The final dollar amount available for funding will be determined by the amount appropriated and allocated to DRA. The DRA may elect to award additional funds to applications received under this NOFA. Any selection and award under this NOFA are subject to the availability of appropriated funds.

Most project award amounts will range from \$500,000 to \$2,000,000, based on the project

type and application source. DRA reserves the right to negotiate with applicants to adjust their budgets, including adjusting or removing certain proposed costs.

2. Period of Performance

Applicants must decide how much time they need to complete their project. However, the project must be completed within 24 months, starting from the date listed on the *Notice to Proceed*.

Eligible applicants include:

- Counties/parishes, cities, or other local government subdivisions and municipalities
- Public or private nonprofit organizations, including special purpose districts
- Regional and economic development organizations
- Workforce boards, labor unions, and community and faith-based organizations
- Colleges, trade schools, and minority-serving institutions, including historically black colleges and universities (HBCUs)
- Federally recognized tribes

Cost-sharing funds must come from non-federal sources, except in cases where another federal program specifically allows funds to be counted as non-federal cost share. Projects that provide transportation or basic public services to populations in distressed counties and parishes or isolated areas in non-distressed counties and parishes are exempt from the cost-sharing requirement. Projects that offer more cost-sharing funds will be prioritized for CIF funding.

D. APPLICATION SUBMISSION AND GENERAL TECHNICAL ASSISTANCE

Project applications must be submitted electronically via <u>DRA's Program Application</u> <u>Portal</u>. Funding decisions will be made monthly. Potential applicants are encouraged to contact DRA program staff or their <u>LDD office</u> for application assistance and additional information about the 2025 CIF application submission requirements. In addition to the requirements described in this NOFA, all applicants must meet the general requirements for DRA funding and be consistent with <u>DRA's strategic plan</u>.

DRA staff is available to discuss pre-award eligibility concerns and post-award requirements. The DRA will provide technical assistance to unfunded applicants who send a request to sedap.cif@dra.gov at the conclusion of the funding cycle. LDDs may also serve as technical assistance providers for DRA funding programs.

E. APPLICATION SCORING CRITERIA AND PROMPTS

DRA has instituted a technical review process to provide for an objective review of

applications. The evaluation criteria are based on CIF program priorities, objectives, and funding principles as laid out in <u>DRA's RDP IV</u>. DRA recommends no more than eight pages (project narrative section, not including attachments).

1. Project Description and Alignment

Description of Project and Community Needs	15 Points
1. Describe your unique community, how your community will be	
directly affected by the project, and the critical infrastructure	
challenge for your community.	
Specifically, applicants should include information about:	
Community: Describe their unique community, highlighting its	
characteristics, demographics, and any relevant socioeconomic	
factors. Infrastructure shallonger Describe the infrastructure shallonger	
• Infrastructure challenge : Describe the infrastructure challenges faced by their region, such as outdated transportation systems,	
inadequate water and sewer systems, or insufficient flood control	
measures.	
Data: Illustrate their infrastructure challenges by including	
relevant data and statistics, along with a narrative demonstrating	
the potential impact on the community's well-being, economic	
development, public health, or quality of life. Examples of data and	
statistics include:	
a) Due to the failure of the water system, the city is experiencing 50 percent water loss in the distribution system.	
b) With improved rail infrastructure, shipping costs will be	
reduced by 20 percent.	
Project Design and Implementation Plans	10 Points
2. How do these challenges affect the community's well-being,	
economic development, public health, or quality of life? How does	
your project present a feasible solution?	
Specifically, applicants should include information about:	
Project design: Describe a clear design that illustrates a feasible	
approach to addressing their identified infrastructure need and	
ensure the desired outcome.	
Project goals: Define the scope and objectives, outlining specific	
goals and detailing all major activities and components.	
Results: Explain how their project design incorporates strategies to achieve measurable outcomes including whether any	
to achieve measurable outcomes, including whether any innovative solutions, evidence-based interventions, or best	
practices will be utilized.	
practice will be dulified.	

 Documentation: For projects involving specific infrastructure types, such as water and sewer projects, applicants must include all required documentation as outlined in <u>Appendix II</u>, ensuring compliance with all technical and regulatory requirements.

Alignment with Strategic Goals and Plans

10 Points

3. Detail how your project aligns with DRA goals, CIF priorities, and/or regional development strategy. What statistics or data can you provide to illustrate this alignment?

Specifically, applicants should include information about:

- **CIF alignment**: How their project aligns with and contributes to specific goals or priorities. To receive full points, applicants should use relevant research evidence, data. or statistics to illustrate how their project supports relevant CIF priorities, such as:
 - Promoting equitable access to essential infrastructure,
 - Fostering sustainable development or
 - Enhancing regional connectivity.
- Alignment with local plans: Explain how their project aligns
 with existing local, regional, or state infrastructure plans or
 economic development strategies. This should note if their project
 advances specific goals, addresses infrastructure needs, or fulfills
 action items outlined in these plans.
- Collaboration: Demonstrate collaboration with regional planning commissions, transportation authorities, utility providers, or economic development organizations. Successful applications will demonstrate how these project outcomes align with long-term development goals for the DRA region.

2. Evidence of Local Impact

Evidence of Community and Employer Demand for Proposed Project	10 Points
1. How have you engaged with your local community and stakeholders to gather input for your project? Can you provide examples of how their feedback influenced your project?	
Specifically, applicants should include information about:	
• Stakeholder engagement : Applicants must demonstrate strong community demand by demonstrating meaningful, two-way engagement with residents, community organizations, and stakeholders.	
Feedback: Applicants should provide specific examples of how	

and where community feedback has influenced the project.	
Demonstration of Realistic and Attainable Outcomes	10 Points
2. What are the specific, measurable outcomes you will achieve with	
this project, and how will you reach them?	
Specifically, applicants should include information about:	
Project activities: This should contain details about the key	
activities, including whether they are evidence-based and the	
strategies that will achieve their goals.	
Timelines: Applicants are expected to include a feasible	
implementation plan and timeline of key milestones	
demonstrating how the project will be executed successfully	
within the proposed timeframe.	
Sustainability: Strategies that promote environmental resilience	
and sustainable infrastructure are especially important.	
Sustainability: Strategies that enhance long-term	
infrastructure durability and operational efficiency are	
especially important.	
Evaluation: Applicants should also outline plans for monitoring	
and evaluating progress.	10 Doints
Evidence of Community Impact and Quality of Life Improvements	10 Points
3. How will your project positively impact both your community and the Delta region? How will your intervention contribute to local	
workforce, economic, or community development?	
workforce, economic, or community development:	
Specifically, applicants should detail how their project will positively	
impact their community by:	
Access to resources: Applicants should detail how the project	
will improve access to clean water or reliable transportation.	
Sustainability: The project should foster sustainable social and	
economic development by supporting local businesses or creating	
community spaces.	
Overall Benefit: Applicants must show the overall benefit of their	
project plan to their community and the Delta more broadly.	

3. Project Management and Team Partners

A comprehensive overview of your project will address the following sections:

Evidence of Project Team and Organizational Capacity	10 Points
1. Who are the key members of your project team, and what are	
their roles and responsibilities? Does your organization have the	
capacity to manage and implement the project well?	

Specifically, applicants should include information about:	
• Relevant experience : Highlight their team's relevant experience and organizational capacity to manage and implement the project effectively. Previous experience with managing federal grants may be highlighted but is not a requirement to submit a competitive application.	
• Resumes and job descriptions : Please include staff resumes and/or job descriptions for any positions to be filled using grant funds as attachments to the application.	
Local and Regional Collaboration with Public and Private	5 Points
Partners	5 Pullits
2. Who are your local and regional partners on this project, and how are you collaborating with them? Please describe their roles and any leveraged resources or services they provide.	
Specifically, applicants should include information about:	
 Local development districts: Applicants may consider partnering with their LDD(s) to benefit from their regional development expertise. Having project partners who are well-versed in these areas may strengthen the proposal and ensure the project is carried out smoothly and grant funds are managed responsibly. Local partners: Applicants may demonstrate partnerships with 	
 local government, community colleges, unions, nonprofits, and similar institutions. Applicants should show how these partnerships bring diverse expertise, resources, and community perspectives, which are crucial to ensure that benefits are fully and fairly distributed throughout your community. Letters of support: Applications may include letters of support showcasing how their local partnerships have created full community benefits. 	
Evidence of Institutional Partnerships Grounded in	5 Points
Collaboration	J T OIIIG
3. How will your project impact the Delta region? In what ways do your partnerships with entities such as women-owned businesses or HBCUs contribute to community growth?	
Specifically, applicants should include information about:	
• Inclusive Partnerships: Applicants are encouraged to establish partnerships with organizations that make their projects more inclusive of all members of their community. For example,	

collaborating with HBCUs and minority, women, and veteranowned businesses can help reduce barriers and ensure that the project benefits are equitably distributed.

How will your project impact the Delta region? In what ways do your partnerships with local businesses, trade associations, or educational institutions contribute to regional economic development?

4. Budget, Implementation, and Impact

Budget and Funding Request and Description of Matching Funds	5 Points
1. What is the total amount of funding you are requesting from the	
DRA? Please submit a detailed categorical budget narrative for	
both DRA and non-DRA funds.	
Specifically, applicants should include information about:	
• Amount Requested : Applicants must provide the total amount of	
funding requested from DRA.	
Matching Funds: Applicants must disclose any matching funds	
from non-DRA sources unless the project is an infrastructure	
initiative in a distressed county/parish within the DRA region.	
Information about the sources of matching funds must be	
included, along with letters of commitment or supporting	
documentation from each source.	
Budget Narrative: To maximize their score, applicants should whether detailed acts against hard not requestive for heath DRA and	
submit a detailed categorical budget narrative for both DRA and	
non-DRA funds, explaining how these costs align with the proposed project. Projects that offer more cost-sharing funds will	
be prioritized for CIF funding.	
Detailed Budget Narrative and Resource Allocation	5 Points
2. Have you completed the proper budget narrative form (SF424A	3 T Offics
for non-construction or SF424C for construction projects)?	
Describe any leveraged resources.	
Specifically, applicants should include information about:	
Budget narrative forms: A budget narrative must be completed	
using either Budget Form SF424A (for non-construction projects)	
or SF424C (for construction projects). This narrative should	
provide a concise explanation supporting the budget request and	
detailing costs associated with each line item on the budget form	
Leveraged resources: The budget narrative form should also	
describe any leveraged resources—both cash and in-kind—that	

- exceed the requested award and will support grant activities.
- Budget categories: Each budget category (such as personnel, travel, equipment, supplies, and other expenses) should include the total estimated cost for the entire period of performance and demonstrate how the cost contributes to project completion.
- Resource allocation: Applicants must demonstrate that their resource allocation will lead to effective planning and management. Applicants' budget narrative must align with their project timeline so that each budget category corresponds to a specific milestone and phase of the project.

Realistic Project Timeline and Risk Management

5 Points

3. Describe how your project timeline ensures each phase of the project will be executed in a timely and accountable way. Explain how your timeline aligns with your budget narrative.

Specifically, applicants should include information about:

- **Project Timeline**: Applicants must include a realistic timeline starting from the award announcement through the completion of all proposed project activities.
- Roles and Responsibilities: Applicants must detail the specific responsibilities of team members or partners, including contractors, engineers, or consultants.
- **Success Factors**: Applicants must detail factors that may impact project success, such as regulatory approvals, environmental concerns, or supply chain disruptions, and describe strategies to mitigate these risks.

F. APPLICATION REVIEW INFORMATION

All applications submitted to DRA for the 2025 CIF funding cycle will undergo an initial pre-screening to verify eligibility and completeness. Eligible submissions will then undergo a preliminary review by DRA program staff to ensure alignment with the program guidelines outlined in this NOFA. Following this, each application will be thoroughly reviewed and scored based on the criteria specified in Section E, "Application Scoring Criteria and Prompts."

DRA reserves the right to negotiate budget costs with selected applicants, which may include adjusting proposed expenses, modifying project objectives, or requesting additional information. The DRA may also reject applications if concerns arise regarding applicants' ability to successfully fulfill the grant's objectives and requirements. Ultimately, DRA holds full discretion to award some, all, or none of the applications received under this competitive solicitation. All award decisions made by DRA are final.

G. AWARD ADMINISTRATION

Build America, Buy America Act Requirements

All grantees must comply with the Infrastructure Investment and Jobs Act (IIJA) and the Build America, Buy America Act (the Act), Pub. L. No. 117-58, §§ 70901-52, including the implementing requirements at 2 CFR Part 184 and M-24-02, as summarized here. None of the funds provided under this award may be used for an infrastructure project unless:

- a) All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- b) All manufactured products used in the project are produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
- c) All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States. The construction material standards are listed in the definitions section below.

Incorporation into an infrastructure project – The Buy America preference only applies to articles, materials and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Recipients must certify or provide equivalent documentation for proof of compliance that a good faith effort was made to solicit bids for domestic products used in the infrastructure project under this award.

Recipients must also maintain certifications or equivalent documentation for proof of compliance that those articles, materials, and supplies that are consumed in, incorporated into, affixed to, or otherwise used in the infrastructure project, not covered by an approved waiver or an exemption provided in 2 CFR 184.8, are produced in the United States. The certification or proof of compliance must be provided by the suppliers or manufacturers of the iron, steel, manufactured products and construction materials and flow up from all sub awardees, contractors and vendors to the recipient. Recipients must keep these certifications with the award/project files and be able to produce them upon request from

the DRA, auditors or Office of Inspector General.

Waivers – When necessary, recipients may submit a written waiver request to DRA to waive the Buy America Preference. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by DRA and the Office of Management and Budget Made in America Office.

When DRA has determined that one of the following exceptions applies, a final determination of the waiver request will be made:

- i) applying the Buy America Preference would be inconsistent with the public interest.
- ii) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
- iii) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

Before applying a Buy America preference to a covered program that will affect Tribal Communities, DRA will follow the consultation policies established through Executive Order 13175, Consultation and Coordination with Indian Tribal Governments, and consistent with policies set forth in the Presidential Memorandum of January 26, 2021, on Tribal Consultation and Strengthening Nation-Nation Relationships.

See the definitions section of Buy America terms.

Definitions

i. Construction materials mean articles, materials, or supplies that consist of only one of the items listed in paragraph (1) of this definition, except as provided in paragraph (2) of this definition. To the extent one of the items listed in paragraph (1) contains as inputs other items listed in paragraph (1), it is nonetheless a construction material. (1) The listed items are: (i) Non-ferrous metals; (ii) Plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables); (iii) Glass (including optic glass); (iv) Fiber optic cable (including drop cable); (v) Optical fiber; (vi) Lumber; (vii) Engineered wood; and (viii) Drywall. (2) Minor additions of articles, materials, supplies, or binding agents to a construction material do not change the categorization of the construction material. "Buy America Preference" means the "domestic content procurement preference" set forth in section 70914 of the Build America, Buy America Act, which requires the head of each Federal agency to ensure that none of the funds made available for a Federal award for an infrastructure project may be obligated unless all of the iron, steel, manufactured products, and construction materials incorporated into the project are produced in the United

States.

ii. Infrastructure means public infrastructure projects in the United States, which includes, at a minimum, the structures, facilities, and equipment for roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property; and structures, facilities, and equipment that generate, transport, and distribute energy including electric vehicle (EV) charging

H. DRA CONTACT INFORMATION

DRA collaborates with the region's LDDs to offer interested applicants and awardees technical assistance, application support and review, and post-award assistance. Applicants may choose to work the LDD within their district. DRA strongly encourages interested applicants to contact DRA programs staff and/or their respective LDDs with any questions they have about CIF in general, as well as with any specific questions they have about the use of agency funds to support projects in Delta communities and regions. Applicants with additional questions are encouraged to submit these to sedap.cif@dra.gov.

Clarksdale, MS (DRA Headquarters)

236 Sharkey Avenue, Suite 400 Clarksdale, MS 38614 Phone: (662) 624-8600 Fax: (662) 624-8537

Washington, D.C.

444 North Capitol Street NW, Suite 546 Washington, D.C. 20001 Phone: (202) 434-4870

I. GENERAL DISCLOSURES

The 2025 CIF program awards will be made only to the extent that funds are available. Publication of this NOFA does not obligate DRA to award any specific grant or cooperative agreement or to obligate all or any part of available funds. Applicants intending to contract with a specific individual, consulting group, or organization with DRA funding must have a competitive procurement policy in place. This NOFA does not commit DRA to award a contract, procure, or contract for services or supplies. Notwithstanding any other provisions of the NOFA, DRA reserves the right to award grants, cooperative agreements, or contracts to communities or regions that best meet the requirements of the NOFA and not necessarily to the lowest-cost proposers. DRA reserves the right to accept or reject any or all responses

received as a result of this NOFA, to negotiate with all qualified sources, or to cancel in part or in its entirety this NOFA if it is in the interests of DRA to do so.

J. APPENDIX

Please click **here** to access the Appendix.

STATE OF LOUISIANA

CITY OF WEST MONROE

ORDINANCE NO	MOTION BY:
	SECONDED BY:
AN ORDINANCE TO AUTHORIZE THE MAYO MONROE, LOUISIANA, TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITHS ENGINEERING SERVICES IN CONNECTION WAS "WWTP REUSE FACILITY DISCHARGE MODIFICATIONS (DRA-CIF)", AND TO OT RESPECT THERETO.	MENDMENT NO. 1 TO A .E.HUEY CO. FOR CERTAIN ITH THE PROJECT KNOWN E AND POND OUTFALL
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 on behalf of the City of West
Monroe, Louisiana, Amendment No. 1 to Contract For Engine	eering Services with S. E. Huey Co. for
certain engineering services on the project known as "WWTP R	euse Facility Discharge and Pond Outfall
Modifications (CRA-DIF)", a copy of which contract is attached	ed as Exhibit "A".
SECTION 2. BE IT FURTHER ORDAINED by the I	Mayor and Board of Aldermen of the City
of West Monroe, Louisiana, in regular and legal session convened	d, that Staci Albritton Mitchell, as Mayor
of the City of West Monroe, Louisiana, be and she is hereby fur	ther authorized to take any and all actions
and to execute any and all further documents she deems either n	ecessary or proper to negotiate, prepare,
execute and carry out the activities arising out of the contract de	escribed above according to its terms and
intent, including but not limited to such negotiations and mod	ifications as she determines appropriate
regarding the terms and conditions of the employment, the nature	of the services performed and the manner
of calculation of compensation for those services.	
The above Ordinance was read and considered by Section	ons at a public meeting of the Mayor and
Board of Aldermen, in regular and legal session convened, vote	d on by yea or nay vote, this 1st day of
April, 2025, the final vote being as follows:	
YEA:	
NAY:	
NOT VOTING:	

ABSENT:

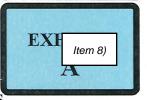
ATTEST:

APPROVED THIS 1ST DAY OF

APRIL, 2025

ANDREA PATE, CITY CLERK CITY OF WEST MONROE STATE OF LOUISIANA STACI ALBRITTON MITCHELL, MAYOR CITY OF WEST MONROE

STATE OF LOUISIANA



AMENDMENT NO. 1 TO CONTRACT FOR ENGINEERING SERVICES WWTP REUSE FACILITY DISCHARGE AND POND OUTFALL MODIFICATIONS

Effective this ____ day of _____, 2025, the CITY OF WEST MONROE ("OWNER") and S. E. HUEY CO. ("ENGINEERS") do hereby amend the "CONTRACT FOR ENGINEERING SERVICES - WWTP REUSE FACILITY DISCHARGE AND POND OUTFALL MODIFICATIONS" dated December 12, 2024 (hereinafter "ORIGINAL CONTRACT"), for the purpose and as stated below:

WHEREAS, the OWNER desires to change the scope of the WORK to include meeting the requirements of the Delta Regional Authority – Community Infrastructure Fund program;

THEREFORE, the following sections of the ORIGINAL CONTRACT are hereby amended as set forth below. Except for these amendments, all other provisions of the ORIGINAL CONTRACT shall remain in full force and effect, and provisions that are replaced (in whole or in part) are no longer applicable.

SCOPE OF ENGINEERING SERVICES

- 9. Assist OWNER in meeting the requirements of the Delta Regional Authority Community Infrastructure Fund program by including certain provisions in the contract documents, providing construction progress reporting, and preparing closeout documentation, as prescribed.
- 10. ENGINEERS specifically acknowledge the requirements of R.S. 38:2317, as from time-to-time amended, and agree its provisions apply to all maps, plans, surveys, plats, property descriptions, and other work product generated or obtained in connection with PROJECT. ENGINEERS will provide OWNER with all documents to which OWNER is entitled under R.S. 38:2317, as from time-to-time amended, and provide OWNER with all non-duplicative documents generated in conjunction with the PROJECT, all in such common or usual formats as are requested by OWNER. ENGINEERS shall be entitled to reimbursement for all direct additional costs incurred in supplying these requested documents, maps, plans, surveys, plats, property descriptions, and similar items (e.g., copying charges or charges incurred for format changes).

COMPENSATION

- A. <u>BASIC ENGINEERING SERVICES</u>: The fee for Basic Engineering Services, including field work, final design, production of plans and specifications, cost estimating, and coordination with the OWNER through award of construction contract shall be \$153,369.
- B. <u>SURVEYING SERVICES</u>: The fee for topographic surveying services required for design shall be \$4,500.
- C. <u>CONSTRUCTION OBSERVATION</u>: The fee for contract administration and observation of construction, including required documentation and close-out assistance, shall be \$73,088.

PAYMENT SCHEDULE

The foregoing fees shall be paid to ENGINEERS per invoice. Invoices will be prepared not more frequently than once per month, based on the percentage of the fee expended for the engineering services completed to that billing date. A billing schedule is attached as "Exhibit B", which provides for the maximum percentage of fees ENGINEERS may bill prior to completion of the corresponding milestones. The maximum cumulative billing amounts shall not be exceeded except by the approval of OWNER of additional work, as provided for in COMPENSATION.

Specialized consultants or laboratory fees will be invoiced immediately based on consultants' invoice to ENGINEERS.

An invoice will be rendered monthly and shall be due and payable within 30 days following the date rendered.

Payments made under the ORIGINAL CONTRACT shall be credited as previous payments on invoices issued

Signed and Agreed:	
WITNESSES:	S. E. HUEY CO.
	BY:Robert L. George, IV, P.E.
	DATE:
WITNESSES:	CITY OF WEST MONROE
	BY:Mayor Staci Albritton Mitchell
	DATE:

EXHIBIT "A"

SCHEDULE OF INVOICING RATES

January 2025

INVOICING RATE PER MAN HOUR

1. Engineering Services	
 A. Senior Engineer B. Design Engineer/Technician C. Engineering Intern D. Inspectors 	\$160.00 \$110.00 \$ 95.00 \$ 85.00
2. Designer Services	
A. Senior Designer/DrafterB. Drafter	\$100.00 \$ 85.00
3. Clerical	\$ 75.00
4. Survey Services	
 A. Registered Land Surveyor B. Survey Technician C. 1-Man Survey Crew D. 2-Man Survey Crew 	\$150.00 \$105.00 \$150.00 \$165.00

WWTP REUSE FACILITY DISCHARGE AND POND OUTFALL MODIFICATIONS

EXHIBIT "B"

BILLING SCHEDULE

		Cumulative	Cumulative	
		Maximum	Maximum	
Phase (Fee)	Milestone Description	Billing %	Billing Amt ¹	
Engineering (\$153,369)				
Allocated as appropriate		95%	\$145,700	
	Bid Documents 100% Complete	100%	\$153,369	
Topographic Surveying (\$4,500)		u.A		
	Upon completion of survey services	100%	\$4,500	
Construction Observation (\$73,088)		uk.		
Construction	Invoiced monthly, per progression of construction	85%	\$62,124	
Closeout	All required documentation submitted to OWNER and all agencies providing oversight or funding, and all acknowledge "close-out" of project is appropriate	100%	\$73,088	

¹ Maximum amount shall not be exceeded except by the approval of OWNER of additional work, as provided for in the COMPENSATION section of the Contract.

West Monroe

INFRASTRUCTURE PROJECT UPDATE

April 1, 2025

UNDER CONSTRUCTION			
Project	Description	Funding	Status
S. Riverfront Water Main Improvements (CWEF FY22-23)	Replacement of water lines along South Riverfront St.	L CWFF/City	Received contracts and bonds. Awaiting issuance of the Notice to Proceed.
North 7th Street Bicycle/Pedestrian Path (Arkansas Rd. to Otis St.)	Construction of 10' wide concrete path along the east side of North 7th Street.	FHWA Rec Trails Prog/City	Construction underway.
IMcMillan Rd. Lift Station Rehabilitation	Replacement of pumps and piping at the McMillan Rd. sanitary sewer lift station.	LGAP/City	Under construction. Pump installation.
New Drago Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Drago LS. Funding from LA Water Sector Program.	WSP/ City	Construction underway.
Arkansas Rd. Utility Relocation	Relocation of water and sewer lines ahead of street rehabilitation project.	City	Under construction.

Project Classifications

1 roject classifications
Transportation
Drainage
Water System
Sewer System
Quality-of-Life/Economic/Safety

Prepared by Robert L. George, IV, P.E.



IN DESIGN			
Project	Description	Funding	Status
S. 8th Street Drainage Improvements (LGAP FY22-23)	Conflict box and drainage pipe replacement at the S. 8th/Linderman intersection.	LGAP/City	Design Phase. LGAP contract received.
Black Bayou Canal - Thomas Rd. Area (EDA)	Repair concrete canal near Assembly and Walmart.	EDA/FEMA/ City	Received USACE approval; waiting on signed access agreements and EDA site permit from City attorney.
McMillan Rd. Sidewalks (LaDOTD Safe Routes to Public Places Program)	New sidewalks along the south side of McMillan Road, from Hilton Street to the library.	LaDOTD/City	98% preliminary design.
2023 DOTDTAP: N 6th Street Sidewalks	Construction of sidewalks along N. 6th Street, from WMHS to Clayton Street.	LaDOTD/City	98% Final Design.
Crosley Street Rehabiliation	Mill & Overlay with sidewalk replacement, from Trenton St. to N. 7th Street.	Urban Systems (80/20)	Design Phase.
Arkansas Road Improvements	Widen and Rehabilitate Arkansas Road, From N. 7th to Otis St.	Urban Systems (80/20)	Design Phase.
Black Bayou Canal Improvements (HMGP)	Improvements including cleaning, widening, and armoring portions of the Black Bayou Canal south of I-20.	FEMA/City	Cultural Resource Survey draft report under review. Section 404 Permit under USACE review.
Kiroli Sidewalk Project	Install new sidewalks along Kiroli Road from Post Oak Apartments to Arkansas Road. Install pedestrian crossing at Kiroli Elementary.	DOTD TAP (80/20)	Design Phase.
New Austin Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Austin LS.	EDA/City	Design and permitting phase.
Mid-City Drainage (Fed Approp/FEMA-PDM)	Drainage improvements between Trenton Street and Black Bayou Canal. (\$2.4m Award)	FEMA/City	60% Preliminary Plans submitted to FEMA. Awaiting approval of scope and budget.
Cypress/Slack Drainage Improvements (LWI-DSP)	Drainage improvements at Golf Course Creek crossings of Cypress and Slack Streets.	LWI/City	Design and Permitting Phase. Formal H&H analysis requested for Design Scope Amendment.
Trenton Corridor Bike/Ped and Utilities (Fed Approp/LaDOTD)	Bury utilities and construct bike/ped path along Trenton St. from Otis St. to Bridge St. (\$5.0m Award)	FEMA/City	Preliminary design and utility verification.
Crosley Sanitary Sewer Improvements	Sanitary sewer rehabilitation along Crosley, from Trenton to N. 7th.	City	Design Phase.

Project Classifications

,
Transportation
Drainage
Water System
Sewer System
Quality-of-Life/Economic/Safety

Prepared by Robert L. George, IV, P.E.



APRIL 1, 2025 WEST MONROE CITY COUNCIL MEETING ENGINEERING UPDATE L&A, INC. PROJECT NO. 25E038.00

Kiroli Walk Trail Improvements

• Benchmark Construction Group is under construction

Sunshine Heights Drainage Improvements

• Received State authorization to advertise for bids on March 31. Anticipate first advertisement for bids on April 10 & anticipate opening bids on May 8

North 3rd Street Improvements

• Substantially complete, project is in the lien period

City Street Evaluation & Report

• Final report is complete & submitted

West Monroe Sports Complex Additional Parking

• Preliminary plans are complete

Downtown Utility Survey & Preliminary Engineering

- Preparing utility corridors
- Preparing street geometric layout
- Coordinating with electrical designer

Constitution Drive Improvements

- Submitted to DRA on March 27 for review prior to advertisement
- Received agency authorization to advertise for bids on April 1
- Anticipate first advertisement for bids on April 10 & anticipate opening bids on May 8

Cotton Street Water & Sewer Utility Improvements

- Pine Street to Wood Street
- DRA Funded Project (SEDAP) LA-7333
- Under design

Downing Pines Road: Roundabout at Mane Street

- State Project Number H.016019
- Preparing proposal for topo survey, design, environmental, and right-of-way maps

Cotton Street Sidewalk & Street Improvements

- Draftsmen are processing topographic survey field data
- Under design