

Legal Committee

Agenda

August 26, 2025

(Malcolm Larvadain, Chuck Fowler, Lizzie Felter)

4:15 P.M.

---

- 1) To consider final adoption of an ordinance authorizing the mayor upon recommendation of the City Attorney, to enter into General Professional Service Agreements with Zebulon M. Winstead and Becky Beck LeBlanc for Legal Services and other matters with respect thereto. **(Item 13)**
- 2) To consider final adoption of an ordinance authorizing the mayor upon recommendation of the City Attorney, to enter into Professional Service Agreements with Charles E. Johnson, Monica D. Doss, and Zebulon M. Winstead to act as Hearing Officers and other matters with respect thereto. **(Item 14)**
- 3) To consider final adoption of an ordinance authorizing the mayor to enter into an agreement with the Grant Parish Sheriff's Office to share in the use of public safety equipment and other matters with respect thereto. **(Item 15)**
- 4) To consider final adoption of an ordinance authorizing the mayor to execute Intercreditor and Subordination Agreement in favor of Origin Bank and Enterprise Place, a Louisiana Partnership In Commendam and otherwise providing with respect thereto. **(Item 16)**

Alexandria City Council meetings and Council Committee meetings are broadcast live and may be viewed live by the public on Optimum Cable Channel 4. A rebroadcast may be viewed on Optimum Cable Channel 4 and the City of Alexandria website.

[www.cityofalexandrialala.com](http://www.cityofalexandrialala.com).

**ALEXANDRIA CITY COUNCIL**  
**TUESDAY AUGUST 26, 2025**  
**CITY COUNCIL CHAMBERS- 5:00 P.M.**

---

**PERSONS DESIRING TO ADDRESS THE COUNCIL SHALL INFORM THE PRESIDENT AT THE APPROPRIATE AGENDA ITEM**

**A. CALL TO ORDER**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE**

**D. ROLL CALL**

**E. APPROVAL OF MINUTES TAKEN FROM A REGULAR MEETING HELD ON AUGUST 12, 2025.**

**F. CONSENT CALENDAR**

- 1) Introduction of an ordinance authorizing the mayor to accept the low bid submitted for sludge removal and disposal services for the Wastewater Treatment Plant Phase 1.
- 2) Introduction of an ordinance authorizing the mayor to accept the low bid submitted for DG Hunter Units 5, 6, 7 and 8 Wartsila overhaul maintenance services.
- 3) Introduction of an ordinance authorizing the mayor to enter into an agreement with the State of Louisiana, Department of Culture, Recreation and Tourism Office of the Secretary Keep Louisiana Beautiful Initiative.
- 4) Introduction of an ordinance authorizing the mayor to accept the proposals received for Electric Transmission and Distribution Emergency Services.
- 5) Introduction of an ordinance authorizing the mayor to execute an amendment to the Cooperative Endeavor Agreement between the State of Louisiana and the City for additional funds for the Louisiana Watershed Initiative Project.

- 6) Introduction of an ordinance authorizing the mayor to enter into an agreement with Stripe Inc. for payment processing.
- 7) Introduction of an ordinance authorizing the mayor to enter into an Intergovernmental Agreement with Rapides Parish Law Enforcement District relative to an employee health and wellness clinic venue program and related services.

#### **G. RESOLUTIONS**

- 8) **RESOLUTION** authorizing acceptance of the Louisiana Compliance Questionnaire for audit year ending April 30, 2025.
- 9) **RESOLUTION** authorizing advertisement for bids for brass fittings.

#### **H. ORDINANCES FOR FINAL ADOPTION SUBJECT TO PUBLIC HEARING**

- 10) To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for the 2025-2028 Water Well Maintenance and Rehabilitation contract.
- 11) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal received from CBS Cleaning Services for janitorial services for cleaning of Transit Buses and Passenger Transit Vans.
- 12) To consider final adoption of an ordinance authorizing the mayor to renew the existing contract with Solscapes, LLC for electric utility right-of-way maintenance.
- 13) To consider final adoption of an ordinance authorizing the mayor upon recommendation of the City Attorney, to enter into General Professional Service Agreements with Zebulon M. Winstead

and Becky Beck LeBlanc for Legal Services and other matters with respect thereto.

- 14) To consider final adoption of an ordinance authorizing the mayor upon recommendation of the City Attorney, to enter into Professional Service Agreements with Charles E. Johnson, Monica D. Doss, and Zebulon M. Winstead to act as Hearing Officers and other matters with respect thereto.
- 15) To consider final adoption of an ordinance authorizing the mayor to enter into an agreement with the Grant Parish Sheriff's Office to share in the use of public safety equipment and other matters with respect thereto.
- 16) To consider final adoption of an ordinance authorizing the mayor to execute Intercreditor and Subordination Agreement in favor of Origin Bank and Enterprise Place, a Louisiana Partnership in Commendam and otherwise providing with respect thereto.
- 17) To consider final adoption of an ordinance authorizing the mayor to enter into a contract with Samsara for the license, equipment, hardware, support and maintenance and all matters related thereto for public sector vehicle communication.
- 18) Adjourned

Alexandria City Council meetings and Council committee meetings are broadcast live and may be viewed live by the public on Optimum Cable Channel 4. A rebroadcast may be viewed on Optimum Cable Channel 4 and the City of Alexandria, LA website [www.cityofalexandriala.com](http://www.cityofalexandriala.com)

**ALEXANDRIA CITY COUNCIL**

**TUESDAY AUGUST 26, 2025**

**CITY COUNCIL CHAMBERS- 5:00 P.M.**

---

**PERSONS DESIRING TO ADDRESS THE COUNCIL SHALL INFORM  
THE PRESIDENT AT THE APPROPRIATE AGENDA ITEM**

---

**A. CALL TO ORDER**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE**

**D. ROLL CALL**

**E. APPROVAL OF MINUTES TAKEN FROM A REGULAR MEETING  
HELD ON AUGUST 12, 2025.**

PROCEEDINGS OF THE COUNCIL OF THE CITY OF ALEXANDRIA,  
STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON AUGUST  
12, 2025

The Council of the City of Alexandria, Louisiana, met in a regularly scheduled meeting session in the City Council Chambers, on Tuesday, August 12, 2025 at 5:00 P.M. Those present were the Honorable Cynthia Perry, Gary Johnson, Lizzie Felter, Jules Green, Chuck Fowler, Jim Villard and Malcolm Larvadain. Also present were Mayor Roy, City Attorney Jonathon Goins, Michael Caffery and Council Staff.

The Council of the City of Alexandria, State of Louisiana was duly convened as the governing authority of said City by the Honorable Cynthia Perry, who stated that the Council was ready for the transaction of business. The invocation was pronounced by Mr. Green and the Pledge of Allegiance was led by Mr. Villard.

**PRESENTATIONS:**

Emma Foltz Recognition was postponed as the recipient was unable to attend.

Dr. Keith Fox and Mayor Roy presented metals to the Alexandria Dixie Softball Sweeties World Series Champions.

On a motion of Mr. Villard and seconded by Mr. Johnson the minutes taken from a regular Council Meeting held on July 29, 2025 were unanimously approved by the Council.

**CONSENT CALENDAR**

The Council next read all items found under the heading Consent Calendar and assigned them to committees.

Mr. Villard moved for the introduction of all items appearing under the heading Consent Calendar.

Mr. Fowler seconded the motion. It was unanimously carried by the Council.

Bids were received for 2025-2028 Water Well Maintenance and Rehabilitation Contract.

Name of Bidders

Lane Christensen Company

The above bid was referred to the Mayor and appropriate committee for tabulation and recommendation. The following ordinance was introduced by Mr. Villard and seconded by Mr. Fowler to wit:

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR THE 2025-2028 WATER WELL MAINTENANCE AND REHABILITATION CONTRACT AND OTHER MATTERS WITH RESPECT THERETO.

On a motion of Mr. Villard and seconded by Mr. Fowler the following ordinance was introduced to wit:

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM CBS CLEANING SERVICES FOR JANITORIAL SERVICES FOR CLEANING OF TRANSIT BUSES AND PASSENGER TRANSIT VANS AND OTHER MATTERS WITH RESPECT THERETO.

On a motion of Mr. Villard and seconded by Mr. Fowler the following ordinance was introduced to wit:

AN ORDINANCE AUTHORIZING THE MAYOR TO RENEW THE EXISTING CONTRACT WITH SOLSCAPES, LLC FOR ELECTRIC UTILITY RIGHT-OF-WAY MAINTENANCE AND OTHER MATTERS WITH RESPECT THERETO.

On a motion of Mr. Villard and seconded by Mr. Fowler the following ordinance was introduced to wit:

AN ORDINANCE AUTHORIZING THE MAYOR UPON RECOMMENDATION OF THE CITY ATTORNEY, TO ENTER INTO GENERAL PROFESSIONAL SERVICE

AGREEMENTS WITH ZEBULON M. WINSTEAD AND BECKY BECK LEBLANC FOR LEGAL SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

On a motion of Mr. Villard and seconded by Mr. Fowler the following ordinance was introduced to wit:

AN ORDINANCE AUTHORIZING THE MAYOR UPON RECOMMENDATION OF THE CITY ATTORNEY, TO ENTER INTO PROFESSIONAL SERVICE AGREEMENTS WITH CHARLES E. JOHNSON, MONICA D. DOSS, AND ZEBULON M. WINSTEAD TO ACT AS HEARING OFFICERS AND OTHER MATTERS WITH RESPECT THERETO.

On a motion of Mr. Villard and seconded by Mr. Fowler the following ordinance was introduced to wit:

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE GRANT PARISH SHERIFF'S OFFICE TO SHARE IN THE USE OF PUBLIC SAFETY EQUIPMENT AND OTHER MATTERS WITH RESPECT THERETO.

On a motion of Mr. Villard and seconded by Mr. Fowler the following ordinance was introduced to wit:

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE INTERCREDITOR AND SUBORDINATION AGREEMENT IN FAVOR OF ORIGIN BANK AND ENTERPRISE PLACE, A LOUISIANA PARTNERSHIP IN COMMENDAM AND OTHER MATTERS WITH RESPECT THERETO.

On a motion of Mr. Villard and seconded by Mr. Fowler the following ordinance was introduced to wit:

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SAMSARA FOR THE LICENSE, EQUIPMENT, HARDWARE, SUPPORT AND MAINTENANCE AND ALL MATTERS RELATED THERETO FOR PUBLIC SECTOR VEHICLE COMMUNICATION AND OTHER MATTERS WITH RESPECT THERETO.

**RESOLUTIONS**

Mr. Villard moved for the adoption of the following resolution, which was seconded by Mr. Johnson.

RESOLUTION NO. 0683-2025

RESOLUTION ACCEPTING THE CONSTRUCTION OF THE IMPROVEMENTS FOR CAPITAL IMPROVEMENT PROJECT- METROPOLITAN PLANNING ORGANIZATION PROJECT ELLIOTT STREET RECONSTRUCTION (H.014647).

The President called for any discussion, a vote was called for and resulted as follows:

YEAS: Villard, Larvadain, Perry, Johnson, Felter, Green, Fowler.

NAYS: None.

ABSENT: None.

This resolution was thereupon declared adopted on this the 12<sup>th</sup> day of August, 2025.

Mr. Larvadain moved for the adoption of the following resolution, which was seconded by Mr. Fowler.

RESOLUTION NO. 0684-2025

RESOLUTION SETTING A PUBLIC HEARING TAKING ACTION ON THE COST OF DEMOLITION OF TWENTY-FIVE (25) RESIDENTIAL STRUCTURES TO BE HELD ON SEPTEMBER 23, 2025.

The President called for any discussion, a vote was called for and resulted as follows:

YEAS: Larvadain, Perry, Johnson, Felter, Green, Fowler, Villard.

NAYS: None.

ABSENT: None.

This resolution was thereupon declared adopted on this the 12<sup>th</sup> day of August, 2025.

Mr. Fowler moved for the adoption of the following resolution, which was seconded by Mr. Villard.

RESOLUTION NO. 0685-2025

RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR AUXILIARY POWER GENERATOR AT FIRE STATION NUMBER 5 LOCATED AT 5540 COLISEUM BLVD.

The President called for any discussion, a vote was called for and resulted as follows:

YEAS: Fowler, Villard, Larvadain, Perry, Johnson, Felter, Green.

NAYS: None.

ABSENT: None.

This resolution was thereupon declared adopted on this the 12<sup>th</sup> day of August, 2025.

Mr. Fowler moved for the adoption of the following resolution, which was seconded by Mr. Villard.

RESOLUTION NO. 0686-2025

RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR GENEALOGICAL LIBRARY ROOF STABILIZATION AND REPAIR PROJECT.

The President called for any discussion, a vote was called for and resulted as follows:

YEAS: Fowler, Villard, Larvadain, Perry, Johnson, Felter, Green.

NAYS: None.

ABSENT: None.

This resolution was thereupon declared adopted on this the 12<sup>th</sup> day of August, 2025.

Mr. Fowler moved for the adoption of the following resolution, which was seconded by Mr. Villard.

RESOLUTION NO. 0687-2025

RESOLUTION TO CO-SPONSOR THE WESTSIDE HABILITATION CENTER BASKETBALL TOURNAMENT AND FLAG FOOTBALL TOURNAMENT FOR INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES IN AUGUST-SEPTEMBER 2025.

The President called for any discussion, a vote was called for and resulted as follows:

YEAS: Fowler, Villard, Larvadain, Perry, Johnson, Felter, Green.

NAYS: None.

ABSENT: None.

This resolution was thereupon declared adopted on this the 12<sup>th</sup> day of August, 2025.

**ORDINANCES FOR FINAL ADOPTION**  
**SUBJECT TO A PUBLIC HEARING**

The following ordinance, which was previously introduced and laid over for publication of notice and no objection having been filed thereto, was brought up for final adoption on a motion of Mr. Villard and seconded by Ms. Felter.

ORDINANCE NO. 86-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO RENEW THE EXISTING CONTRACT WITH SOL POWERLINES, LLC FOR ELECTRIC DISTRIBUTION OVERHEAD MAINTENANCE SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

The President called for any discussion, a vote was called for and resulted as follows:

YEAS: Villard, Larvadain, Perry, Johnson, Felter, Green, Fowler.

NAYS: None.

ABSENT: None.

This ordinance was thereupon declared adopted on this the 12<sup>th</sup> day of August, 2025.

The following ordinance, which was previously introduced and laid over for publication of notice and no objection having been filed thereto, was brought up for final adoption on a motion of Mr. Villard and seconded by Ms. Felter.

ORDINANCE NO. 87-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACTS WITH ALLEN JENKINS CONTRACTOR, INC. FOR ANNUAL MAINTENANCE OF GENERATORS AT CITY OWNED BUILDINGS AND FACILITIES AND OTHER MATTERS WITH RESPECT THERETO.

The President called for any discussion, a vote was called for and resulted as follows:

YEAS: Villard, Larvadain, Perry, Johnson, Felter, Green, Fowler.

NAYS: None.

ABSENT: None.

This ordinance was thereupon declared adopted on this the 12<sup>th</sup> day of August, 2025.

The President adjourned the meeting at 5:28 p.m.

**/S/ Cynthia Perry**

President

ATTEST:

**/S/ Donna P. Jones**

City Clerk

**F. CONSENT CALENDAR**

Introduction of an ordinance authorizing the mayor to accept the low bid submitted for sludge removal and disposal services for the Wastewater Treatment Plant Phase 1.



**AGENDA ITEM FACT SHEET**

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

**Division/Department:** Utilities/ Wastewater

**Date:** July 7, 2025

**Title:** Resolution Authorizing Advertisement of Bids for Sludge Removal and Disposal Services, Wastewater Treatment Plant (Phase 1)

**Explanation of Proposal:**

*Additional Information Attached*

- \*Bidding Documents have been completed and ready for the Advertisement for Bids.
- \*The City Council is requested to authorize the Advertisement of Bids for this project.
- \*Engineer's Construction Cost Estimate is \$3,250,000.

**Budget:**

Neutral

Within Existing

Requires Amendment

Account Number: 411-812501-707000

Expense Amount: Estimated \$3,250,000.00

Account Line Item: WWTP Primary Cell 2 - Sludge Removal

Remaining Amount: \$3,429,500

**Authorization:**

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

**Council Staff**

Form

**Review:**

Content

**Information:**

Sufficient

Insufficient

**Remarks:**

APPROVED  
JUL 08 2025  
CITY COUNCIL

Account	Title	Adjusted Budget	YTD Activity	Commitments	Available Balance	Pending Documents
707000	Capital Projects Expense		3,830,000.00	0.00	400,500.00	3,429,500.00
	<b>Total</b>		3,830,000.00	0.00	400,500.00	3,429,500.00

**ORDINANCE NO. 159-2024**

**AN ORDINANCE AUTHORIZING THE MAYOR TO AWARD THE PROFESSIONAL SERVICES CONTRACT TO PAN AMERICAN ENGINEERS, LLC FOR SLUDGE REMOVAL PROJECT AT THE WASTEWATER TREATMENT PLANT AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to award the Professional Services Contract to Pan American Engineers, LLC for sludge removal project at the Wastewater Treatment Plant.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 17<sup>th</sup> day of September

**NOTICE PUBLISHED** on the 20<sup>th</sup> day of September, 2024

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS: Rubin, Villard, Felter, Johnson, Fowler, Washington.

NAYS: None

ABSENT: Perry

**AND THE ORDINANCE** was declared adopted on this the 1<sup>st</sup> day of October, 2024 and final publication was made in the Alexandria Daily Town Talk on the 4<sup>th</sup> day of October, 2024.

  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

DELIVERED OCT 02 2024

  
MAYOR'S APPROVAL

RECEIVED OCT 02 2024

**SECTION 00100**

**ADVERTISEMENT FOR BIDS**

CITY OF ALEXANDRIA, LOUISIANA

**SLUDGE REMOVAL AND DISPOSAL SERVICES**  
**WASTEWATER TREATMENT PLANT**  
**(PHASE I)**

Separate sealed bids for the SLUDGE REMOVAL AND DISPOSAL SERVICES WASTEWATER TREATMENT PLANT (PHASE I) Project will be received by the City of Alexandria, Louisiana by the City Clerk, at the City Council Office, City Hall, 915 Third Street, Alexandria, Louisiana, 71301 until 10:00 A.M. (Central Time) on Tuesday, August 26, 2025 and then at said office publicly opened and read aloud. Any bid received after the specified time and date will not be considered.

The Instructions to Bidders, Bid Form, Agreement Between Owner and Contractor, Forms of Bid Bond, Performance and Payment Bonds, Drawings and Specifications, and other Contract Documents may be examined at the following location:

PAN AMERICAN ENGINEERS, LLC  
(Design Professional)  
1717 JACKSON STREET (71301)  
P. O. BOX 8599 (71306)  
ALEXANDRIA, LOUISIANA  
(318) 473-2100

The work to be performed under this contract generally includes hydraulic dredging of the Aerated Lagoon Wastewater Treatment Plant at the City of Alexandria Wastewater Treatment Plant at Hudson Street in Alexandria, to remove sludge, on-site dewatering of sludge with either belt press, centrifuge or other approved methodologies; and hauling of dewatered sludge to off-system landfill.

Copies of the bidding documents shall be obtained from the office of Pan American Engineers, LLC upon deposit of \$150.00 for each set of documents; or from the electronic bid submittal option as noted in the Advertisement. The deposit on the first set of documents furnished to bonafide prime bidders will be fully refunded upon return of the documents, in good condition, no later than ten (10) days after receipt of bids. On other sets of documents furnished to bidders, the deposit less actual cost of reproduction will be refunded upon return of the documents, in good condition, no later than ten (10) days after receipt of bids.

Pursuant to Louisiana Revised Statute (L.R.S.) 38:2212.E.(1), Bidders have the option to secure bidding documents and submit bids electronically. Bidding documents may be secured from Central Bidding. Electronic bids for this project may be submitted through Central Bidding. The Central Bidding web address is [www.CentralBidding.com](http://www.CentralBidding.com). To register, or for assistance with completing an e-bid, contact Central Bidding at 225-810-4814 or 866-570-9620.

The OWNER reserves the right to reject any or all bids for just cause. Such actions will be in accordance with Title 38 of the L.R.S.

In accordance with L.R.S. 38:2212.B.(1), the provisions and requirements stated in the Bidding Documents shall not be considered as informalities and shall not be waived.

Each Bidder must deposit with the bid, security in the amount of at least five percent (5%) of the total bid price, as described in the Instructions to Bidders. Bid bonds shall be written by a surety or insurance company meeting the requirements noted in L.R.S. 38:2218.

The successful Bidder shall be required to furnish a Performance Bond and Payment Bond, in an amount equal to 100% of the Contract amount, written by a surety or insurance company meeting the requirements noted in L.R.S. 38:2219 A.(1)(a), (b) and (c), or for Federally funded projects, must be listed as acceptable on the U.S. Department of Treasury Circular 570.

City of Alexandria is an equal opportunity employer.

City of Alexandria encourages all small and minority-owned firms and women's business enterprises to apply.

Any person with disabilities required special accommodations must contact the City of Alexandria no later than seven (7) days prior to bid opening.

City of Alexandria  
P. O. Box 71  
Alexandria, Louisiana 71309  
Jacques M. Roy, Mayor

PLEASE PUBLISH THREE (3) TIMES:

July 18, 2025  
July 25, 2025  
August 1, 2025

**RESOLUTION NO.0675-2025**

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR  
SLUDGE REMOVAL AND DISPOSAL SERVICES FOR THE  
WASTEWATER TREATMENT PLANT PHASE 1.**

**BE IT RESOLVED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes advertisement for bids for sludge removal and disposal services for the Wastewater Treatment Plant Phase 1.

**BE IT FURTHER RESOLVED**, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on August 26 2025.

**PASSED AND ADOPTED** at Alexandria, Louisiana, this 15<sup>th</sup> day of July, 2025.

/s/ Donna P. Jones, MMC  
City Clerk

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR SLUDGE REMOVAL AND DISPOSAL SERVICES FOR THE WASTEWATER TREATMENT PLANT PHASE 1 AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the low bid submitted for sludge removal and disposal services for the Wastewater Treatment Plant Phase 1.

**SECTION II: BE IT FURTHER ORDAINED, etc.** that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2025/2026 budget and to each and every other act or deed needed or necessary to consummate said transaction.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION V: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 26<sup>th</sup> day of August, 2025.

**NOTICE PUBLISHED** on the 29<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of September, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_\_ day of September, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

Introduction of an ordinance authorizing the mayor to accept the low bid submitted for DG Hunter Units 5, 6, 7 and 8 Wartsila overhaul maintenance services.



# AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

Division/Department: **Utilities/ Electric Production**

Date: **July 7, 2025**

**Title: Resolution Authorizing Advertisement for Proposals for the DG Hunter Units 5, 6, 7 & 8 - Wartsila Overhaul / Maintenance Services**

**Explanation of Proposal:**

*Additional Information Attached*

We request permission to advertise for proposals for Wartsila Overhaul / Maintenance Services - Phase II - Units 5, 6, 7 & 8. Proposals are for services and additional parts as necessary for the overhaul and warranty maintenance for four (4) of the City's seven (7) Wartsila Electric Production Engines and Generators; being the combined 8,000 hour, 12,000 hour and 16,000 hour maintenance service for each set-up.

**Budget:**

Neutral

Within Existing

Requires Amendment

Account Number: 411-721902-707000

Expense Amount: Estimated \$2,300,000.00

Account Line Item: DG Hunter #5-11 Major Maintenance

Remaining Amount: \$3,397,127

**Authorization:**

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

**Council Staff**

Form

**Review:**

Content

**Information:**

Sufficient

Insufficient

**Remarks:**

RECEIVED  
JUL 03 2025  
CITY COUNCIL

**I. ADVERTISEMENT FOR REQUEST FOR PROPOSALS/INVITATION TO BID**

CITY OF ALEXANDRIA, LOUISIANA  
PURCHASING DEPARTMENT

**D.G. HUNTER ELECTRICAL POWER PLANT  
WARTSILA OVERHAUL/MAINTENANCE SERVICES  
PHASE II - UNITS 5, 6, 7, & 8 - 2025**

Separate sealed proposals for D.G. HUNTER ELECTRICAL POWER PLANT – WARTSILA OVERHAUL/MAINTENANCE SERVICES – PHASE II - UNITS 5, 6, 7, & 8 - 2025, will be received by the CITY OF ALEXANDRIA at the CITY COUNCIL MEETING CHAMBERS, ALEXANDRIA CITY HALL, ALEXANDRIA, LOUISIANA, until 10:00 AM CST CDT, TUESDAY, August 26, 2025, and then at said office publicly opened and read aloud.

Complete proposal packet and specifications may be obtained at the City of Alexandria's website, [www.cityofalexandrialala.com](http://www.cityofalexandrialala.com) under the heading "Business", and drop down to "RFP/RFQ/RFI/BIDS". There is no charge to download bid documents from the City's website.

Pursuant to LA R.S. 38:2212.1 B.(4)(a), vendors have the option to submit their bids electronically. Please find bid related documents and place electronic bids at [www.centralbidding.com](http://www.centralbidding.com). For questions regarding the electronic bidding process, please call Central Bidding at 225-810-4814.

The City will hold a Non-Mandatory Pre-Proposal Conference on-site to allow potential proposers the opportunity to evaluate existing site conditions and work setting. The Pre-Proposal Conference will be held at the Power Plant, 1011 North 3<sup>rd</sup> Street, Alexandria, LA 71301 on Wednesday, August 13, 2025 at 11:00 a.m.

Questions and/or request for clarification of bid specifications are to be in written form only, either mailed or emailed to Thomas C. David, Jr., Pan American Engineers, LLC, 1717 Jackson Street, Alexandria, LA 71301; P.O. Box 8599, Alexandria, LA 71306; Emailed to: [Tom@paealex.com](mailto:Tom@paealex.com) and must be received within ten (10) calendar days of the scheduled receipt of proposals.

**Address for Postal Delivery:**

City of Alexandria  
Donna Jones, City Clerk  
PO Box 71  
Alexandria, LA 71309-0071

**Address for Courier or Overnight Delivery:**

City of Alexandria  
Donna Jones, City Clerk  
915 Third Street, 1<sup>st</sup> Floor  
Alexandria, LA 71301  
Phone: 318-449-5047

**Address for Electronic Bid Submission:**

[www.centralbidding.com](http://www.centralbidding.com)  
Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

July 18, 2025  
July 25, 2025  
August 1, 2025

**RESOLUTION NO. 0676-2025**

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR DG HUNTER UNITS 5, 6, 7, & 8 WARTSILA OVERHAUL MAINTENANCE SERVICES.**

**BE IT RESOLVED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes advertisement for bids for DG Hunter Units 5, 6, 7, and 8 Wartsila overhaul maintenance services.

**BE IT FURTHER RESOLVED, etc.,** that the **City Clerk** proceed with the advertisement according to law, with bids to be opened on August 26 2025.

**PASSED AND ADOPTED** at Alexandria, Louisiana, this 15<sup>th</sup> day of July, 2025.

/s/ Donna P. Jones, MMC  
City Clerk

## **ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR DG HUNTER UNITS 5, 6, 7 AND 8 WARTSILA OVERHAUL MAINTENANCE SERVICES AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the low bid submitted for DG Hunter units 5, 6, 7, and 8 Wartsila Overhaul maintenance services.

**SECTION II: BE IT FURTHER ORDAINED, etc.** that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2025/2026 budget and to each and every other act or deed needed or necessary to consummate said transaction.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION V: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 26<sup>th</sup> day of August, 2025.

**NOTICE PUBLISHED** on the 29<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of September, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of September, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

Introduction of an ordinance authorizing the mayor to enter into an agreement with the State of Louisiana, Department of Culture, Recreation and Tourism Office of the Secretary Keep Louisiana Beautiful Initiative.



# AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

**Division/Department:** Community Services

**Date:** August 7, 2025

**Title:** Ordinance authorizing the Mayor to enter into an agreement with the State of Louisiana, Department of Culture, Recreation and Tourism Office of the Secretary Keep Louisiana Beautiful Initiative

**Explanation of Proposal:**

*Additional Information Attached*

An Ordinance authorizing the Mayor to enter into an agreement between the City of Alexandria and the State of Louisiana, Department of Culture, Recreation and Tourism Office of the Secretary Keep Louisiana Beautiful Initiative related to the 2025-26 Greener Grounds Grant Program.

**Budget:**  Neutral  Within Existing  Requires Amendment

Account Number:

Expense Amount:

Account Line Item:

Remaining Amount:

**Authorization:**

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

**Council Staff Review:** Form  Content

**Information:** Sufficient  Insufficient

**Remarks:**

RECEIVED  
AUG 13 2025  
CITY COUNCIL

Grant # KLB 2526 GGG-06  
Grantee: City of Alexandria  
Grant Award: \$9,992

**2025-26 KEEP LOUISIANA BEAUTIFUL GREENER GROUNDS GRANT PROGRAM  
GRANT AGREEMENT  
between  
STATE OF LOUISIANA  
DEPARTMENT OF CULTURE, RECREATION AND TOURISM  
OFFICE OF THE SECRETARY  
KEEP LOUISIANA BEAUTIFUL INITIATIVE  
AND  
CITY OF ALEXANDRIA**

BE IT KNOWN, the State of Louisiana, Office of the Lieutenant Governor, Department of Culture, Recreation and Tourism, Keep Louisiana Beautiful Initiative (hereinafter sometimes referred to as the "Grantor" or the "State") and **City of Alexandria, 915 3<sup>rd</sup> St., Alexandria, Louisiana 71301** (hereinafter sometimes referred to as the "Grantee") do hereby enter into this grant agreement ("Agreement") under the terms and conditions set forth herein, in the *Keep Louisiana Beautiful (KLB) 2025-26 Greener Grounds Grant Guidelines*, and in the attached Exhibits, which by this reference are incorporated herein.

**1) Background**

- A. The Louisiana Department of Culture, Recreation and Tourism (DCRT) is an executive branch department placed in the Office of the Lieutenant Governor in the State of Louisiana. The DCRT is "responsible for planning, developing, and implementing improved opportunities for the enjoyment of cultural and recreational activities by the people of Louisiana and for greater development of their cultural and physical potential... (and) the statewide development and implementation of cultural, recreational, and tourism programs; and planning for the future leisure needs of the people." (La. R.S. 36:201)
- B. The Keep Louisiana Beautiful Initiative, created by Act 16 of the 2022 Regular Session of the Louisiana Legislature (La. R.S. 49:1131 *et seq.*), further authorizes the DCRT to assist local governments, industries, and other organizations that aid in anti-litter efforts in Louisiana.
- C. Through the Keep Louisiana Beautiful 2025-26 Greener Grounds Grant Program ("Program"), DCRT will award grants that provide reimbursement-based financial assistance to Louisiana parishes and municipalities that organize large-scale community special events, and to non-profit organizations that organize not-for-profit, large outdoor events including but not limited to festivals, concerts and parades. Eligible events must be held outdoors in Louisiana with attendance open to all Louisiana citizens and must meet a minimum requirement of 1,000 attendees per day. The Program will award grants up to a maximum of \$10,000 per grant award for eligible expenses incurred in the 2025-26 fiscal year to provide funding for resources, and to provide education via the Greener Grounds Guidebook and Greener Grounds Workbook, to aid event organizers in incorporating practical ways to plan and manage operations resulting in improved waste reduction, increased recycling and litter prevention at large Louisiana outdoor events.

- D. Grants awarded through the Program are paid through requests for reimbursements.
- E. The Grantee applied for and was awarded a grant to carry out the activities described in Exhibit B (the "Project") and be reimbursed for the approved expenses contained in Exhibit C (the "Budget"). The grant award is subject to execution of this Grant Agreement.
- F. The State's support of the activities described herein is in accordance with the statutory mission and purposes, specifically its obligation to implement litter abatement programs.

## 2) Scope of Grant-Supported Activities

- A. As provided in greater detail in the attached **Exhibit A: KLB Grant Program: Guidelines** which by this reference is incorporated herein, the Grantee hereby agrees to carry out the activities and submit the deliverables set forth herein.
- B. The Grantee agrees to carry out the approved Project described in **Exhibit B: KLB Grant Program: Approved Project Description** and request reimbursement only for those Project-related expenses included in **Exhibit C: KLB Grant Program: Approved Budget** attached to this Agreement.

## 3) Payment Terms

- A. In consideration of the premises and covenants described herein and in greater detail in Exhibit A, and subject to the execution and approval of this Agreement by all parties, the State shall make payment in accordance with the terms set forth in this section.
- B. Subject to the State's receipt and approval of original invoices submitted by the Grantee, the state hereby agrees to pay the Grantee up to a maximum amount of **NINE THOUSAND NINE HUNDRED and NINETY-TWO DOLLARS and NO CENTS (\$9,992.00)**.
- C. If progress and/or completion of grant-supported activities to the reasonable satisfaction of the State are obtained, payment will be made as follows:
  - i) The Grantee may request a reimbursement payment subject to the Grantee's submission of the Final Report including documentation of eligible expenses actually incurred and paid for by the Grantee for an amount up to the maximum amount of the Grant Award, subject to:
    - 1) The Grantee's completion of all grant-supported activities to the reasonable satisfaction of the State
    - 2) The Grantee's submission and the State's approval of all deliverables
  - ii) Reimbursements will be made by ACH or check made payable to the Grantee and delivered according to the Grantee's vendor information registered with the State.
- D. The Grantee shall be liable for all grant funds not used in accordance with the terms and conditions of this Agreement. If it is determined by the Grantor or by an audit that grant funds were expended on expenses other than those allowed under the terms and scope of this Agreement, the Grantee agrees to repay the State.
- E. The State may refuse payment and/or reconcile payment to the performance and/or supporting documentation in the event the premises and/or covenants described herein are not met.
- F. Travel expenses shall not be reimbursed under this Agreement.

#### 4) Term of Agreement

- A. This Agreement shall begin on August 1, 2025, and shall terminate on May 15, 2026.
- B. This Agreement is effective upon execution by the parties.
- C. Should the Grantee proceed with the Project and/or incur expenses prior to receiving a fully executed Agreement and notice to proceed, it does so at its own risk.

#### 5) Deliverables

- A. **Final Report.** The Grantee shall submit the completed Final Report to the Grantor with all requested requirements fulfilled on or before May 15, 2026. The Final Report shall be submitted via the online reporting system used by the State and provided to the Grantee for this purpose. Failure to submit the required deliverables by the designated deadline may deem the Grantee ineligible for reimbursement and ineligible to apply for Keep Louisiana Beautiful grants in the subsequent year.
- B. The Grantee shall include in its Final Report:
  - i) A copy of the grant announcement press release
  - ii) Copies of letters announcing the grant to legislators
  - iii) Photographs of the required social media posts
  - iv) A copy of the completed Greener Grounds Workbook
  - v) Photographs showing the required use of the KLB logo on all materials purchased with grant funds including print materials, educational materials, signage, banners, and other items created for and associated with the Project
  - vi) Evidence of the Grantee's participation in KLB's 2026 *Love the Boot Week*
  - vii) Details of the required 15% match of the grant award in cash donations, in-kind products or services, and/or equivalent volunteer hours
  - viii) A Reimbursement Request and supporting documentation

#### 6) Agreement Monitor

The State's Agreement Monitor is Nancy Watkins, Undersecretary, Department of Culture, Recreation and Tourism. The State's Agreement Monitor (or her supervisor, successor, or designee) will ensure that all terms of this Agreement are met prior to authorizing the release of payment.

#### 7) Entire Agreement/Order of Precedence Clause

- A. This Agreement and the attached Exhibits A, B and C, which by this reference are incorporated herein, constitute the entire Agreement between the parties with respect to the subject matter.
- B. In the event of any inconsistent or incompatible provisions, this signed Agreement (excluding Exhibits A, B and C) shall take precedence, followed by the provisions of Exhibit A, then Exhibits B and C.

#### 8) Accountability

The Grantee shall establish accountability measures and financial controls to ensure any and all activities and expenditures funded through this Agreement are documented, timely, and accurately reported, and are consistent with the terms and conditions of the Agreement and all applicable laws, rules, and ordinances. The

Grantee agrees to be responsible to the State for any funds that are misused and/or result in findings of fraud, waste, or abuse.

**9) Regulations**

- A. The Grantee is responsible for administering the award in accordance with state and federal laws, regulations, and provisions of the Agreement.
- B. By signing this Agreement, the Grantee acknowledges that it is informed of, understands, and agrees to comply with the applicable requirements.

**10) Suspension and Debarment**

- A. By signing the Agreement, the Grantee certifies that it is not suspended or debarred.
- B. The suspension and debarment listing is located on the System for Award Management (SAM) portal at <https://www.sam.gov>. From the home page, select Search Records, then utilize the Quick Search, enter the DUNS Number, and/or enter the CAGE Code.

**11) Amendments**

Any modification to the provisions of this Agreement shall be in writing, signed by all parties, and approved by the required authorities.

**12) Non-Discrimination**

- A. The Grantee agrees to abide by the requirements of the following as applicable and amended: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964; the Equal Employment Opportunity Act of 1972; Federal Executive Order 11246; the Rehabilitation Act of 1973; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Fair Housing Act of 1968; and the Americans with Disabilities Act of 1990.
- B. The Grantee agrees not to discriminate in its employment practices and shall render services under this Agreement without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, disability, or age in any matter relating to employment. Any act of discrimination committed by the Grantee, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of this Agreement.

**13) Workplace**

The Grantee agrees to abide by the requirements of the Drug-Free Workplace Act of 1988.

**14) Anti-Lobbying**

The funds provided hereunder shall not be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device intended or designed to influence in any manner a legislator, to favor or oppose, by vote or otherwise, any legislation or appropriation by Congress or any state or local legislature, whether before or after the introduction of any bill or resolution proposing such legislation or appropriation, but this shall not prevent officers or employees of the State, the Grantee, or any public entity from communicating to members of Congress or any state or local legislature, at its request, through the proper official channels, requests for any legislation, law, ratification, policy, or appropriations which it deems necessary for the efficient conduct of the public business.

### **15) Termination for Cause**

Should the State determine that the Grantee has failed to comply with the Agreement's terms, the State may terminate this Agreement for cause by giving the Grantee written notice specifying the Grantee's failure. If the State determines that the failure is not correctable, then this Agreement shall terminate on the date specified in such notice. If the State determines that the failure may be corrected, the State shall give a deadline for the Grantee to make the correction. If the State determines that the failure is not corrected by the deadline, then the State may give additional time for the Grantee to make the correction or the State may notify the Grantee of the Agreement termination date.

### **16) Termination for Convenience**

The State may terminate this Agreement at any time without penalty by giving thirty (30) days' written notice to the Grantee of such termination or negotiating with the Grantee a termination date. The Grantee shall be entitled to payment for deliverables in progress, to the extent the State determines that the work is acceptable.

### **17) Remedies**

- A. Any claim or controversy arising out of this Agreement shall be resolved by the provisions of La. R.S. 39:1673.
- B. If the Grantee fails to perform in accordance with the terms and conditions of this Agreement, or if any lien or claim for damages, penalties, costs, and the like is asserted by or against the State, then, upon notice to the Grantee, the State may pursue all remedies available to it at law or equity, including retaining monies from amounts due the Grantee and proceeding against any surety of the Grantee.

### **18) Fiscal Funding**

The continuation of this Agreement is contingent upon the legislative appropriation of funds to fulfill the requirements of the Agreement or accruing to the State from other sources. If the legislature fails to appropriate sufficient monies to provide for the continuation of the Agreement, or if such appropriation is reduced by the veto of the governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the Agreement, the Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

### **19) Record Ownership**

All records, reports, documents, and other material delivered or transmitted to the Grantee by the State shall remain the property of the State and shall be returned by the Grantee to the State, at the Grantee's expense, at termination or expiration of this Agreement. Copies of all material related to this Agreement and/or obtained or prepared by the Grantee in connection with the fulfillment of the terms of this Agreement shall become the property of the State and shall be delivered by the Grantee to the State upon the State's request and at the Grantee's expense at termination or expiration of this Agreement.

### **20) Auditing**

- A. Any authorized agency of the state government (e.g. Office of the Legislative Auditor, Inspector General's Office, etc.) and of the federal government has the right to inspect and review all books and records pertaining to services rendered and/or activities carried out under this Agreement for a period of five (5) years from the date of final payment under the Agreement and any subcontract. The Grantee and any

subcontractor(s) shall maintain such books and records for this five-year period and cooperate fully with the authorized auditing agency. The Grantee and any subcontractor(s) shall comply with federal and state laws authorizing an audit of their operations as a whole or of specific program activities.

- B. In accordance with La. R.S. 24:513(H)(2)(a), the Grantee "shall designate an individual who shall be responsible for filing annual financial reports with the legislative auditor and shall notify the legislative auditor of the name and address of the person so designated."
- C. Pursuant to La. R.S. 24:513(J)(1)(c), the financial statements of the Grantee shall be audited as follows:

Amount received in revenues and other sources in any one fiscal year	Audit requirements
\$75,000 or less	Not required to have an audit but must file a certification with the legislative auditor indicating it received \$75,000 or less in funds for the fiscal year.
More than \$75,000 but less than \$200,000	The Grantee shall obtain an annual compilation of its financial statements, with or without footnotes, in accordance with the <i>Louisiana Governmental Audit Guide</i> . At its discretion, the legislative auditor may require an audit of its books and accounts.
\$200,000 or more but less than \$500,000	The Grantee shall obtain an annual review of its financial statements to be accompanied by an attestation report in accordance with the <i>Louisiana Governmental Audit Guide</i> . At its discretion, the legislative auditor may require an audit of its books and accounts.
\$500,000 or more	The Grantee shall obtain an annual audit.

- D. The Grantee must submit the required documentation to the Legislative Auditor and must notify the State in writing once the documentation has been sent. The transmittal to the State should include the type of audit requirement (i.e. certification, financial statement compilation, review, or audit), the date it was submitted to the Legislative Auditor's office, the due date, and must disclose any adverse conditions discovered as part of the review/audit. If an audit was conducted (\$500,000 or more received), then the auditor's opinion and audit findings must be listed in the transmittal.
- E. Non-Federal entities that expend \$750,000 or more during a year in federal awards shall have a single or program-specific audit conducted for that year in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7504-7507 and 2 C.F.R. § 200, Subpart F). Non-federal entities that expend less than \$750,000 for a fiscal year in federal awards are exempt from federal audit requirements for that year, but records must be available for review by appropriate officials of the federal agency, State, and General Accounting Office.

**21) Taxes**

The Grantee hereby agrees that the responsibility for payment of taxes from the funds thus received under this Agreement shall be the Grantee's obligation and identified under federal tax identification number 72-6000014.

## 22) Assignment of Interest

- A. The Grantee may assign its interest in the proceeds of this Agreement to a bank, trust company, or other financial institution. Within ten (10) calendar days of the assignment, the Grantee shall provide notice of the assignment to the State and the Office of State Procurement. The State will continue to pay the Grantee and will not be obligated to direct payments to the assignee until the State has processed the assignment.
- B. Except as stated in the preceding paragraph, the Grantee shall transfer an interest in the Agreement by assignment, novation, or otherwise, only with prior written consent of the State. The State's written consent of the transfer shall not diminish the State's rights nor the Grantee's responsibilities and obligations.

## 23) Indemnity and Insurance

- A. The Grantee shall indemnify and hold harmless the State against any and all claims, demands, suits, and judgments of sums of money to any party for loss of life or injury or damage to person or property growing out of, resulting from, or by reason of any intentional, reckless, or negligent act or omission, operation, or work of the Grantee, its agents, servants, or employees while engaged upon or in connection with the services or activities performed by the Grantee hereunder.
- B. The Grantee shall purchase and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the activities hereunder by the Grantee, its agents, representatives, employees, or subcontractors. The cost of such insurance shall be included in the total Agreement amount. Insurance shall be placed with insurers with an A.M. Best's rating of no less than A-: VI. The types and amounts of insurance shall comply with the requirements set forth in the *State of Louisiana Office of Risk Management Procedures Manual for Insurance Language in Contracts and Indemnification Agreements*, <https://www.doa.la.gov/media/luqfise1/contract-manual-12-2019.pdf>.
- C. In the event the Grantee is not required to provide or elects not to provide workers compensation coverage, the parties hereby agree that the Grantee, its owners, agents, and employees will have no cause of action against, and will not assert a claim against, the state of Louisiana, its departments, agencies, agents, and employees as an employer, whether pursuant to the Louisiana Workers Compensation Act or otherwise, under any circumstance. The parties also hereby agree that the state of Louisiana, its departments, agencies, agents, and employees shall in no circumstance be, or be considered as, the employer or statutory employer of the Grantee, its owners, agents, and employees. The parties further agree that the Grantee is a wholly independent contractor and is exclusively responsible for its employees, owners, and agents. The Grantee hereby agrees to protect, defend, indemnify, and hold the state of Louisiana, its departments, agencies, agents, and employees harmless from any such assertion or claim that may arise from the performance of this Agreement.

## 24) Penalties

If the State determines that the Grantee fails or has failed to comply with the terms and/or conditions set forth herein, the Grantee shall become ineligible to receive any remaining payments under the Agreement and/or receive any new grants from the State during the first complete grant cycle following the determination of non-compliance. The Grantee shall submit to the State a full accounting of the grant funds expended. The State will issue a written determination specifying the amount of grant funds, if any, that must be returned to the State by the Grantee. Subsequent failure of the Grantee to meet the State's requirements for the timely and appropriate resolution of non-compliance findings shall result in legal action, including but not limited to, reporting all monies not returned to the State by the Grantee to the

appropriate state agencies, the Attorney General, the Legislative Auditor, and state and local law enforcement agencies. If the Grantee defaults on the Agreement, breaches the terms of the Agreement, or ceases to do business, it shall be required to repay funds to the State, in accordance with the terms set by the State.

**25) Force Majeure**

Neither party hereto shall be liable to the other party for any failure, inability, or delay in performing its obligations under the Agreement if caused by an act of God, war, strike, lock-out, fire, terrorism or threat of terrorism (or any security measure connected thereto), pandemic (or any government restrictions connected thereto), or any other events or circumstances not within the reasonable control of the party affected, whether similar or dissimilar to any of the foregoing, but due diligence shall be used in mitigating any losses.

**26) Governing Law**

This Agreement shall be governed by and interpreted in accordance with the laws of the state of Louisiana, including but not limited to La. R.S. 39:1551-1755; rules and regulations; executive orders; standard terms and conditions; special terms and conditions; and this Agreement. Venue of any action brought, after exhaustion of administrative remedies, with regard to this Agreement shall be in the Nineteenth Judicial District Court, Parish of East Baton Rouge, state of Louisiana.

**27) E-Verify**

The Grantee acknowledges and agrees to comply with the provisions of La. R.S. 38:2212.10, as applicable, and federal law pertaining to E-Verify in the performance of services under this Agreement.

**28) Grantee's Cooperation**

The Grantee has the duty to fully cooperate with the State and provide any and all requested information, documentation, etc. to the State when requested. This applies even if this Agreement is terminated and/or a lawsuit is filed. Specifically, the Grantee shall neither limit nor impede the State's right to audit, nor shall the Grantee withhold State-owned documents.

**29) Confidentiality**

- A. The Grantee shall protect from unauthorized use and disclosure all information relating to the State's operations and data (e.g. financial, statistical, personal, technical, etc.) that becomes available to the Grantee in carrying out this Agreement. The Grantee shall use protecting measures that are the same or more effective than those used by the State. The Grantee is not required to protect information or data that is publicly available outside the scope of this Agreement; already rightfully in the Grantee's possession; independently developed by the Grantee outside the scope of this Agreement; or rightfully obtained from third parties.
- B. Under no circumstance shall the Grantee discuss and/or release information to the media concerning this Agreement without prior express written approval of the State.

**30) Continuing Obligation**

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

### 31) Eligibility Status

The Grantee, and each tier of Sub-grantees, shall certify that it is not on the List of Parties Excluded from Federal Procurement or Non-procurement Programs promulgated in accordance with Executive Orders 12549 and 12689, "Debarment and Suspension," as set forth at 24 C.F.R. § 24.

### 32) Code of Ethics

The Grantee acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (La. R.S. 42:1101 *et seq.*, Code of Governmental Ethics) may apply to the Grantee in the performance of the activities called for in this Agreement. The Grantee agrees to immediately notify the State if potential violations of the Code of Governmental Ethics arise at any time during the term of this Agreement.

### 33) Severability

If any term or condition of this Agreement or the application thereof is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.

### 34) Cybersecurity Training

- A. In accordance with La. R.S. 42:1267(B)(3) and the state of Louisiana's Information Security Policy, if the Grantee, or any of its employees, agents, or subcontractors will have access to state government information technology assets, the Grantee's employees, agents, or subcontractors with such access must complete cybersecurity training annually, and the Grantee must present evidence of such compliance annually and upon request. The Grantee may use the cybersecurity training course offered by the Louisiana Department of State Civil Service without additional cost.
- B. For purposes of this section, "access to state government information technology assets" means the possession of credentials, equipment, or authorization to access the internal workings of state information technology systems or networks. Examples would include but not be limited to State- issued laptops, VPN credentials to access the state network, badging to access the state's telecommunications closets or systems, or permissions to maintain or modify IT systems used by the state. Final determination of scope inclusions or exclusions relative to access to state government information technology assets will be made by the Office of Technology Services.

**35) Execution**

This Agreement is not effective until executed by all parties.

The parties agree and consent to the use of electronic signatures solely for the purposes of executing the Agreement and any related transactional document. Such electronic signature shall be deemed to have the same full and binding effect as a handwritten signature.

**City of Alexandria**

X \_\_\_\_\_

\_\_\_\_\_

Date

Jacques Roy  
Mayor  
318-449-5225  
[Jacques.roy@cityofalex.com](mailto:Jacques.roy@cityofalex.com)

**Department of Culture, Recreation and Tourism**

X \_\_\_\_\_

\_\_\_\_\_

Date

Nancy Watkins  
Undersecretary  
(225) 342-8201  
[nwatkins@crt.la.gov](mailto:nwatkins@crt.la.gov)

## Exhibit A

### KLB Greener Grounds Grant Program: Guidelines

- 1) Through the 2025-26 Greener Grounds Grant Program ("Program"), DCRT will award grants that provide reimbursement-based financial assistance to Louisiana parishes and municipalities that organize large-scale community special events, and to non-profit organizations that organize not-for-profit, large outdoor events including but not limited to festivals, concerts and parades. Eligible events must be held outdoors in Louisiana with attendance open to all Louisiana citizens and must meet a minimum requirement of 1,000 attendees per day. The Program will award grants up to a maximum of \$10,000 per grant award for eligible expenses incurred in the 2025-26 fiscal year to provide funding for resources, and to provide education via the Greener Grounds Guidebook and Greener Grounds Workbook.
- 2) Eligible expenses are costs associated with aiding event organizers in incorporating practical ways to plan and manage operations resulting in improved waste reduction, increased recycling and litter prevention at large Louisiana outdoor events.
- 3) Examples of eligible and ineligible expenses in the KLB Greener Grounds Grant Program include:
  - A. Eligible for Funding:
    - i) Trash receptacles - permanent or disposable
    - ii) Recycling receptacles – permanent or disposable
    - iii) Trash/Recycling bins and bags
    - iv) Waste Station signage and banners
    - v) Litter prevention and recycling signage and banners
    - vi) Litter prevention and recycling education attendees
    - vii) Promotions strictly regarding litter prevention, recycling, and waste reduction efforts at event
    - viii) T-shirts for volunteers working waste stations and grant efforts - not to exceed 10% of total grant budget
    - ix) Water and food for volunteers working waste stations/grant efforts - not to exceed 10% of total grant budget
    - x) Litter removal supplies such as litter grabbers, shovels, and rakes
    - xi) Expenses related to labor provided by not-for-profit organizations for servicing of collection containers – not to exceed 15% of total grant budget.
  - B. Ineligible for Funding:
    - i) Rental of dumpsters, roll-offs, or other large solid waste and recycling containers
    - ii) Expenses related to servicing the collection containers provided by for-profit organizations
    - iii) Transportation, handling, and/or tipping fees associated with waste, recycling and composting

- iv) Any supplies, education, activities or marketing efforts not exclusively related to litter prevention, recycling and waste reduction efforts at the event.
- 4) Terms and Requirements: Failure to abide by all the requirements and/or submit the completed Final Report by May 15, 2026, will result in non-reimbursement for this grant and ineligibility during the next grant cycle. To be awarded a grant, applicants agree to the following:
- A. A Grant Agreement (Agreement) must be signed between the Louisiana Department of Culture, Recreation and Tourism's (DCRT) Appointing Authority and the grant recipient (Grantee) before reimbursable work can begin on the grant project. Grantees must abide by the approved grant budget as documented in the Agreement.
  - B. All Grantees must attend a mandatory informational webinar before KLB will issue an Agreement.
  - C. A minimum 15% cash match, in-kind donation or equivalent volunteer hours value is required.
  - D. Community engagement and volunteer support are required.
  - E. Grantees must review the Greener Grounds Litter Prevention and Waste Reduction Manual.
  - F. Grantees must adopt litter prevention and waste reduction practices for the event. Examples include glass (back of house), plastic bottle and aluminum can recycling; composting; and creation of Waste Stations with proper signage and maintenance schedule.
  - G. Grantees must complete the Greener Grounds Workbook and upload it with the Final Report and reimbursement request. The entire event planning committee should complete the workbook together. The Greener Grounds Workbook, along with The Greener Grounds Guidebook, which details how to complete The Greener Grounds Workbook is found at Greener Grounds Grant - Keep Louisiana Beautiful
  - H. A grant award acknowledgement letter must be sent to Grantee's state representatives and senator. A copy must be submitted with the Final Report.
  - I. A press release announcing the award of the KLB grant must be sent to local media. A copy must be submitted with the final report.
  - J. Two social media posts must be made:
    - i) Within 30 days of the Agreement being executed, Grantees must announce on grantee social media channels the award of a KLB Greener Grounds Grant and how the grant will help the community. Tag Keep Louisiana Beautiful and the Lieutenant Governor on Facebook, Instagram, and Twitter @keeplouisianabeautiful and @louisianaltgov.
    - ii) At the grant project's end, Grantees must make a second social media post with photographs highlighting the grant's impact on the event's litter and waste management efforts. Tag Keep Louisiana Beautiful and the Lieutenant Governor on Facebook, Instagram, and Twitter @keeplouisianabeautiful and @louisianaltgov.

- iii) Photos of both media posts must be uploaded in the Final Report.
- K. Changes in the grant scope and/or budget as outlined in the Agreement must be pre-approved by KLB.
- L. Grantees must include the KLB logo on all grant-related print materials, banners, t-shirts, signs and other marketing and promotional materials.
- M. A completed Final Report that includes the completed Greener Grounds Workbook, photographs, copy of press release, copy of acknowledgement letters, photos of social media posts and reimbursement request with proper receipts and documentation must be submitted to KLB by May 15, 2026. The Final Report may be submitted before the deadline upon project completion but will not be accepted after May 15, 2026.
- N. Grantees must register for, conduct, and submit a report for a KLB Love the Boot Week event scheduled for April 18-26, 2026.

**Exhibit B**

**KLB Greener Grounds Grant Program: Approved Project Description**

**City of Alexandria - Alex Winter Fête**

The Alex Winter Fête festival will take place for 3 days on December 4 – 6, 2025 in Downtown Alexandria. It will have approximately 25 food vendors, 75 Arts and Crafts vendors along with 50 Indie Village Vendors. Indie Village is comprised of unique gifts and handmade goodies from LOCAL artisans. Anchored by an ice-skating rink and snow alley, Alex Winter Fete rings in the holiday season with a winter wonderland. Snow falls from the sky as live music fills the air from two stages. The festival footprint surrounded by Polar Express themed train rides and hayrides with Hot Cocoa. Other attractions include Santa's Village with Mr. and Mrs. Clause, Jolly Junction, Winter Wander-land Scavenger Hunt, an Ugly Sweater 5K, and a luminary procession. Approximately 200 employees and 100 volunteers work together to create the Alex Winter Fête Experience.

Grant funds will used to create manned 'Recycling Stations', encouraging festival goers to deposit glass and aluminum waste separate from other waste. T-shirts worn by volunteers and staff will encourage recycling. Radio advertisements will include promotion of recycling. Signage in our Beer Garden will encourage aluminum and glass recycling prior to exit. Social Media ad's will promote the importance of these recycling efforts to our community and for future generations. Billboards will feature our goal of creating a "Green" festival. Reusable Cups promo cups will replace all Styrofoam in the Beer Garden and other beverage Vendors.

Exhibit C

KLB Greener Grounds Grant Program: Approved Budget

City of Alexandria - Alex Winter Fête	Approved Budget Items	Amount
	Disposable Recycling Receptacles	\$318.00
	Reusable Trash Receptacles	\$1,550.00
	Advertising (Litter Prevention / Awareness)	\$500.00
	Litter Grabbers	\$1,800.00
	Gloves	\$192.00
	Waste Station Directional Signage	\$351.96
	Waste Station Signage - Pole Banner	\$343.98
	Waste Station Signage - Coroplast Box	\$250.00
	Waste Station Signage - Ink MS41	\$382.00
	Waste Station Signage - 3M Inkjet Vinyl	\$445.06
	Volunteer T-Shirts	\$1,000.00
	Waste Station Signage - Grommets	\$60.00
	Blue Recycling Bags	\$97.00
	Standard Garbage Bags	\$112.00
	Reusable Stadium Cups	\$2,590.00
	<b>Total</b>	<b>\$9,992.00</b>

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE STATE OF LOUISIANA, DEPARTMENT OF CULTURE, RECREATION AND TOURISM OFFICE OF THE SECRETARY KEEP LOUISIANA BEAUTIFUL INITIATIVE AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to enter into an agreement with the State of Louisiana, Department of Culture, Recreation and Tourism Office of the Secretary Keep Louisiana Beautiful Initiative.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 26<sup>th</sup> day of August, 2025.

**NOTICE PUBLISHED** on the 29<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

**YEAS:**

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of September, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of September, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

Introduction of an ordinance authorizing the mayor to accept the proposals received for Electric Transmission and Distribution Emergency Services.



**AGENDA ITEM FACT SHEET**

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

Division/Department: **Finance**

Date: **August 14, 2025**

**Title: Request for an Ordinance for Electric Transmission & Distribution  
Emergency Services**

**Explanation of Proposal:**

Additional Information Attached

For an Ordinance authorizing the Mayor to accept and award proposals for Electric Transmission & Distribution Emergency Services for use by the Electric Distribution Department in the event of an emergency. On Thursday, August 7, 2024, at 2:00 PM, proposals were received in the Purchasing Department. A total of nine (9) proposals were received with one Incomplete Packet. It is our recommendation to award multiple awards due to possible scheduling conflicts with only one vendor, at the hourly personnel and equipment rates as proposed. All hourly personnel and equipment rates shall be held firm for a period of twelve (12) months from award date. (See attached for the Multiple Vendors).

**Budget:**

Neutral

Within Existing

Requires Amendment

Account Number:

Expense Amount:

Account Line Item:

Remaining Amount:

**Authorization:**

1. Mayor

4. Finance Director

2. Chief Operating Officer

5. Division Director

3. City Attorney

Darius Smith City Atty

6. Department Head

7. Purchasing Agent

**Council Staff**

Form

**Information:**

Sufficient

**Review:**

Content

Insufficient

**Remarks:**

RECEIVED

AUG 19 2025

CITY COUNCIL

RFP# 1930P – Emergency Services Transmission & Distribution

RECOMMEND AWARD BE MADE AS FOLLOWS:

DISTRIBUTION CREW HOURLY RATES –

MDR Construction, Inc

Chain Electric Company

Linetec Services, LLC

Shelton Energy Solutions, LLC

Platinum Power, LLC

Collective Strategic Resources, LLC

Ferreira Power South, LLC

T&M Environmental Services, LLC – Incomplete Bid-Only for Per Diem

Pike Electric – Incomplete Packet

TRANSMISSION CREW HOURLY RATES –

Chain Electric Company

Shelton Energy Solutions, LLC

Linetec Services, LLC

Collective Strategic Resources, LLC

Ferreira Power South, LLC

RFP# 1930P – Emergency Services Transmission & Distribution

TRANSMISSION CREW HOURLY RATES (continued)

T&M Environmental Services, LLC – Incomplete Bid - Did Not Bid on Every Item

MDR Construction, Inc. – No Bid

Platinum Power, LLC – No Bid

Pike Electric – Incomplete Packet

RFP RECAP - Transmission Hourly Rates

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services.  
 Opening Date: THURSDAY, August 7, 2025, 2:00 PM CDT  
 Using Department: Electric Distribution Department

Contractor	Eval. Total	Rank	\$/MH	AFFAT Compliance Verification	SPECIAL CONDITIONS
Challin Electric Company, LA #29190	\$ 172,772.20	1	308.52	No Subs	Phase I, II, III, IV
Shelton Energy Solutions, LLC, LA #63377	\$ 201,698.40	2	350.98	No Subs	Phase I, II, III, IV
Linelec Services, LLC, LA # 60986	\$ 204,415.00	3	365.03	No Subs	Phase I, II, III, IV
Collective Strategic Resources, LLC, LA 66880	\$ 227,836.80	4	474.86	No Subs	Phase I, II, III, IV
Ferreira Power South, LLC, LA #76281	\$ 248,971.80	5	518.69	No Subs	Phase I, II, III, IV
T&M Environmental Services, LLC, LA #59044	\$ 29,985.80	6	53.55	No Subs	Phase I, II, III, IV
MDR Construction, Inc, LA #24277		7			
Platinum Power, LLC, LA #77410		8			
Pike Electric		9			INCOMPLETE PACKET

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Using Department: Electric Distribution Department

Chain Electric Company LA Contractors License # 29190

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	123.11	128.04	4,924.40	5,121.60	Transmission crew inside LA - 0
Crew Foreman	106.95	111.23	4,278.00	4,449.20	Transmission crew outside LA - 2 in MS; Major event 10
Senior Lineman	100.49	104.50	4,019.60	4,180.00	Discount on equipment - No
Apprentice Lineman II	87.54	91.04	3,501.60	3,641.60	
Apprentice Lineman I	87.54	91.04	3,501.60	3,641.60	
Truck Driver / Operator	77.85	80.96	3,114.00	3,238.40	
Groundman	55.20	57.41	2,208.00	2,296.40	
Per Diem	125.00		3,125.00		
Subtotal Labor:			\$ 28,672.20	\$ 26,568.80	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	79.28		6,342.40		Altec A77T
10 Ton Digger	91.90		7,352.00		Altec 4065
30 Ton Boom Truck	108.12		8,649.60		Altec AC38-127
4x4 Crew Cab Pickup	31.53		2,522.40		Ford F350
Haul Truck	116.72		9,337.60		Mack CH613
Stretch Float Trailer - 75'	16.18		1,294.40		Dorsey
65' Bucket Truck	69.38		5,550.40		Altec A77-TE93
Off-Road Bucket - 4x4	150.16		12,012.80		Marcoka w/Altec D40/65
Off-Road Digger - 4x4	150.16		12,012.80		Marcoka w/Altec D40/65
Rear Easement Pole Setter	59.84		4,787.20		Skylift/Patriot
Rear Easement Bucket	59.84		4,787.20		Altec / Skylift Pioneer
Skidder	0.00		0.00		
40 Ton Crawler Crane	170.45		13,636.00		Mantis 8012
50 Ton Lowboy Trailer	29.06		2,324.80		Various
Dozer - D6	92.90		7,432.00		Cat D6
50 Ton RT Crane	156.12		12,489.60		Terex PT55
Subtotal, Equipment:			\$ 110,531.20		

Labor:	\$ 55,241.00
Equipment:	\$ 110,531.20
Per Diem:	\$ 7,000.00
<b>Total Estimated Cost:</b>	<b>\$ 172,772.20</b>
<b>Cost Per Manhour:</b>	<b>\$ 308.52</b>

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025, 2:00 PM CDT

Using Department: Electric Distribution Department

Shelton Energy Solutions; LA Contractors License #63377

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	174.19	252.58	6,967.60	10,103.20	Transmission crew inside LA - 5
Crew Foreman	126.91	184.02	5,076.40	7,360.80	Transmission crew outside LA - 5
Senior Lineman	119.30	172.99	4,772.00	6,919.60	Discount on equipment - No
Apprentice Lineman II	94.56	137.11	3,782.40	5,484.40	
Apprentice Lineman I	79.63	115.46	3,185.20	4,618.40	
Truck Driver / Operator	94.56	108.24	3,782.40	4,329.60	
Groundman	54.75	79.39	2,190.00	3,175.60	
Per Diem	200.00		5,000.00		
Subtotal Labor:			\$ 34,756.00	\$ 41,991.60	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	78.84		6,307.20		
10 Ton Digger	78.84		6,307.20		
30 Ton Boom Truck	104.25		8,340.00		
4x4 Crew Cab Pickup	25.25		2,020.00		
Haul Truck	111.58		8,926.40		
Stretch Float Trailer - 75'	18.25		1,460.00		
65' Bucket Truck	62.29		4,983.20		
Off-Road Bucket - 4x4	167.81		13,424.80		
Off-Road Digger - 4x4	167.81		13,424.80		
Rear Easement Pole Setter	67.74		5,419.20		
Rear Easement Bucket	67.74		5,419.20		
Skidder	0.00		0.00		
40 Ton Crawler Crane	167.81		13,424.80		
50 Ton Lowboy Trailer	29.00		2,320.00		
Dozer - D6	97.80		7,824.00		
50 Ton RT Crane	175.50		14,040.00		
Subtotal, Equipment:			\$ 113,640.80		

Labor: \$ 76,747.60

Equipment: \$ 113,640.80

Per Diem: \$ 11,200.00

**Total Estimated Cost: \$ 201,588.40**

**Cost Per Manhour: \$ 359.98**

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Bidding Department: Electric Distribution Department

Linetec Services, LLC LA Contractors Lic # 60986

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	138.20	228.03	5,528.00	9,121.20	Transmission Crews in LA - 3
Crew Foreman	120.02	198.04	4,800.80	7,921.60	Transmission Crews out of LA -
Senior Lineman	110.78	182.79	4,431.20	7,311.60	Discount on Equipment - No
Apprentice Lineman II	103.27	170.40	4,130.80	6,816.00	
Apprentice Lineman I	95.07	156.86	3,802.80	6,274.40	
Truck Driver / Operator	82.35	135.88	3,294.00	5,435.20	
Groundman	66.99	110.53	2,679.60	4,421.20	
Per Diem	185.00		4,625.00		
Subtotal Labor:			\$ 33,292.20	\$ 47,301.20	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	95.19		7,615.20		
10 Ton Digger	81.96		6,556.80		
30 Ton Boom Truck	93.99		7,519.20		
4x4 Crew Cab Pickup	29.73		2,378.40		
Haul Truck	135.27		10,821.60		
Stretch Float Trailer - 75'	24.05		1,924.00		
65' Bucket Truck	0.00		0.00		
Off-Road Bucket - 4x4	187.04		14,963.20		
Off-Road Digger - 4x4	187.04		14,963.20		
Rear Easement Pole Setter	0.00		0.00		
Rear Easement Bucket	0.00		0.00		
Skidder	0.00		0.00		
40 Ton Crawler Crane	227.11		18,168.80		
50 Ton Lowboy Trailer	37.60		3,008.00		
Dozer - D6	92.18		7,374.40		D4
50 Ton RT Crane	227.11		18,168.80		40 TON
Subtotal, Equipment:			\$ 113,461.60		

Labor: \$ 80,593.40

Equipment: \$ 113,461.60

Per Diem: \$ 10,360.00

**Total Estimated Cost: \$ 204,415.00**

**Cost Per Manhour: \$ 365.03**

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Using Department: Electric Distribution Department

Collective Strategic Resources, LLC LA Contractor License #66880

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	144.83	188.02	5,785.20	7,520.80	Transmission crew inside LA -10-15
Crew Foreman	140.96	183.25	5,638.40	7,330.00	Transmission crew outside LA - 50+
Senior Lineman	137.94	179.32	5,517.60	7,172.80	Discount on equipment - No
Apprentice Lineman II	115.93	150.71	4,637.20	6,028.40	
Apprentice Lineman I	113.28	147.26	4,531.20	5,890.40	
Truck Driver / Operator	110.64	143.83	4,425.60	5,753.20	
Groundman	78.71	102.32	3,148.40	4,092.80	
Per Diem	175.00	-	4,375.00		
Subtotal Labor:			\$ 38,058.60	\$ 43,788.40	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	90.00		7,200.00		
10 Ton Digger	150.00		12,000.00		
30 Ton Boom Truck	110.00		8,800.00		
4x4 Crew Cab Pickup	35.10		2,808.00		
Haul Truck	83.57		6,685.60		
Stretch Float Trailer - 75'	35.25		2,820.00		
65' Bucket Truck	68.75		5,500.00		
Off-Road Bucket - 4x4	200.97		16,077.60		
Off-Road Digger - 4x4	200.97		16,077.60		
Rear Easement Pole Setter	65.79		5,263.20		
Rear Easement Bucket	65.79		5,263.20		
Skidder	150.00		12,000.00		
40 Ton Crawler Crane	146.28		11,702.40		
50 Ton Lowboy Trailer	42.40		3,392.00		
Dozer - D6	107.50		8,600.00		
50 Ton RT Crane	150.00		12,000.00		
Subtotal, Equipment:			\$ 136,189.60		

Labor: \$ 81,847.00

Equipment: \$ 136,189.60

Per Diem: \$ 9,800.00

**Total Estimated Cost: \$ 227,836.60**

**Cost Per Manhour: \$ 474.66**

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Bidding Department: Electric Distribution Department

Ferreira Power South, LLC; LA Contractor License #76261

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	156.03	219.00	6,241.20	8,760.00	Transmission crew inside LA - Yes/5
Crew Foreman	150.39	211.00	6,015.60	8,440.00	Transmission crew outside LA - Yes/50
Senior Lineman	147.57	207.00	5,902.80	8,280.00	Discount on equipment - No
Apprentice Lineman II	144.04	202.00	5,761.60	8,080.00	
Apprentice Lineman I	144.04	202.00	5,761.60	8,080.00	
Truck Driver / Operator	120.75	169.00	4,830.00	6,760.00	
Groundman	119.01	166.54	4,760.40	6,661.60	
Per Diem	180.00		4,500.00		
Subtotal Labor:			\$ 43,773.20	\$ 55,061.60	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	91.86		7,348.80		
10 Ton Digger	110.79		8,863.20		
30 Ton Boom Truck	62.06		4,964.80		
4x4 Crew Cab Pickup	34.57		2,765.60		
Haul Truck	93.50		7,480.00		
Stretch Float Trailer - 75'	81.50		6,520.00		
65' Bucket Truck	89.69		7,175.20		
Off-Road Bucket - 4x4	160.44		12,835.20		
Off-Road Digger - 4x4	160.44		12,835.20		
Rear Easement Pole Setter	142.98		11,438.40		
Rear Easement Bucket	142.98		11,438.40		
Skidder	79.64		6,371.20		
40 Ton Crawler Crane	103.72		8,297.60		
50 Ton Lowboy Trailer	86.23		6,898.40		
Dozer - D6	182.16		14,572.80		
50 Ton RT Crane	128.15		10,252.00		
Subtotal, Equipment:			\$ 140,056.80		

Labor: \$ 98,834.80

Equipment: \$ 140,056.80

Per Diem: \$ 10,080.00

**Total Estimated Cost: \$ 248,971.60**

**Cost Per Manhour: \$ 518.69**

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Bidding Department: Electric Distribution Department

T & M Environmental Services, LLC #LA License #58044

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	64.00	96.00	2,560.00	3,840.00	Transmission crew inside LA - 2
Crew Foreman	56.25	84.38	2,250.00	3,375.20	Transmission crew outside LA - 0
Senior Lineman	0.00	0.00	0.00	0.00	Discount on equipment - No
Apprentice Lineman II	0.00	0.00	0.00	0.00	
Apprentice Lineman I	0.00	0.00	0.00	0.00	
Truck Driver / Operator	50.75	76.13	2,030.00	3,045.20	
Groundman	39.00	76.13	1,560.00	3,045.20	
Per Diem	0.00				
Subtotal Labor:			\$ 8,400.00	\$ 13,305.60	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	0.00		0.00		
10 Ton Digger	0.00		0.00		
30 Ton Boom Truck	0.00		0.00		
4x4 Crew Cab Pickup	22.00		1,760.00		Ford F-250/F350
Haul Truck	81.50		6,520.00		Freightliner Coronado
Stretch Float Trailer - 75'	0.00		0.00		Kaufman; Included with Haul Truck
65' Bucket Truck	0.00		0.00		
Off-Road Bucket - 4x4	0.00				
Off-Road Digger - 4x4	0.00				
Rear Easement Pole Setter	0.00				
Rear Easement Bucket	0.00				
Skidder	0.00				
40 Ton Crawler Crane	0.00				
50 Ton Lowboy Trailer	0.00				
Dozer - D6	0.00				
50 Ton RT Crane	0.00				
Subtotal, Equipment:			\$ 8,280.00		

Labor: \$ 21,705.60

Equipment: \$ 8,280.00

Per Diem: \$ -

**Total Estimated Cost: \$ 29,985.60**

**Cost Per Manhour: \$ 53.55**

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Bidding Department: Electric Distribution Department

MDR Construction LA Contractors License # 24277

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	0.00	0.00	0.00	0.00	NO BID
Crew Foreman	0.00	0.00	0.00	0.00	
Senior Lineman	0.00	0.00	0.00	0.00	
Apprentice Lineman II	0.00	0.00	0.00	0.00	
Apprentice Lineman I	0.00	0.00	0.00	0.00	
Truck Driver / Operator	0.00	0.00	0.00	0.00	
Groundman	0.00	0.00	0.00	0.00	
Per Diem	0.00				
Subtotal Labor:			\$ -	\$ -	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	0.00		0.00		
10 Ton Digger	0.00		0.00		
30 Ton Boom Truck	0.00		0.00		
4x4 Crew Cab Pickup	0.00		0.00		
Haul Truck	0.00		0.00		
Stretch Float Trailer - 75'	0.00		0.00		
65' Bucket Truck	0.00		0.00		
Off-Road Bucket - 4x4	0.00		0.00		
Off-Road Digger - 4x4	0.00		0.00		
Rear Easement Pole Setter	0.00		0.00		
Rear Easement Bucket	0.00		0.00		
Skidder	0.00		0.00		
40 Ton Crawler Crane	0.00		0.00		
50 Ton Lowboy Trailer	0.00		0.00		
Dozer - D6	0.00		0.00		
50 Ton RT Crane	0.00		0.00		
Subtotal, Equipment:			\$ -		

Labor: \$ -  
 Equipment: \$ -  
 Per Diem: \$ -

**Total Estimated Cost: \$ -**  
**Cost Per Manhour: \$ -**

Opening Date: Thursday, August 7, 2025, 2:00 PM CDT

Using Department: Electric Distribution Department

Platinum Power, LLC; LA Contractor License #77410

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	0.00	0.00	0.00	0.00	NO BID
Crew Foreman	0.00	0.00	0.00	0.00	
Senior Lineman	0.00	0.00	0.00	0.00	
Apprentice Lineman II	0.00	0.00	0.00	0.00	
Apprentice Lineman I	0.00	0.00	0.00	0.00	
Truck Driver / Operator	0.00	0.00	0.00	0.00	
Groundman	0.00	0.00	0.00	0.00	
Per Diem	0.00				

Subtotal Labor: \$ - \$ -

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	0.00		0.00		
10 Ton Digger	0.00		0.00		
30 Ton Boom Truck	0.00		0.00		
4x4 Crew Cab Pickup	0.00		0.00		
Haul Truck	0.00		0.00		
Stretch Float Trailer - 75'	0.00		0.00		
65' Bucket Truck	0.00		0.00		
Off-Road Bucket - 4x4	0.00		0.00		
Off-Road Digger - 4x4	0.00		0.00		
Rear Easement Pole Setter	0.00		0.00		
Rear Easement Bucket	0.00		0.00		
Skidder	0.00		0.00		
40 Ton Crawler Crane	0.00		0.00		
50 Ton Lowboy Trailer	0.00		0.00		
Dozer - D6	0.00		0.00		
50 Ton RT Crane	0.00		0.00		

Subtotal, Equipment: \$ -

Labor: \$ -

Equipment: \$ -

Per Diem: \$ -

**Total Estimated Cost: \$ -**

**Cost Per Manhour: \$ -**

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Using Department: Electric Distribution Department

**Pike Electric**

**Transmission Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	0.00	0.00	0.00	0.00	INCOMPLETE PACKET
Crew Foreman	0.00	0.00	0.00	0.00	
Senior Lineman	0.00	0.00	0.00	0.00	
Apprentice Lineman II	0.00	0.00	0.00	0.00	
Apprentice Lineman I	0.00	0.00	0.00	0.00	
Truck Driver / Operator	0.00	0.00	0.00	0.00	
Groundman	0.00	0.00	0.00	0.00	
Per Diem	0.00				
Subtotal Labor:			\$ -	\$ -	

**Transmission Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
75' Bucket Truck	0.00		0.00		
10 Ton Digger	0.00		0.00		
30 Ton Boom Truck	0.00		0.00		
4x4 Crew Cab Pickup	0.00		0.00		
Haul Truck	0.00		0.00		
Stretch Float Trailer - 75'	0.00		0.00		
65' Bucket Truck	0.00		0.00		
Off-Road Bucket - 4x4	0.00		0.00		
Off-Road Digger - 4x4	0.00		0.00		
Rear Easement Pole Setter	0.00		0.00		
Rear Easement Bucket	0.00		0.00		
Skidder	0.00		0.00		
40 Ton Crawler Crane	0.00		0.00		
50 Ton Lowboy Trailer	0.00		0.00		
Dozer - D6	0.00		0.00		
50 Ton RT Crane	0.00		0.00		

Subtotal, Equipment: \$ -

Labor: \$ -

Equipment: \$ -

Per Diem: \$ -

**Total Estimated Cost: \$ -**

**Cost Per Manhour: \$ -**



RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Using Department: Electric Distribution Department

MDR Construction LA Contractors License # 24277

**Distribution Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	90.00	135.00	3,600.00	5,400.00	Distribution crew inside LA 10
Crew Foreman	84.00	126.00	3,360.00	5,040.00	Distribution crew outside LA - 92
Senior Lineman	76.00	114.00	3,040.00	4,560.00	Discount on equipment - No
Hot Apprentice	72.00	108.00	2,880.00	4,320.00	
Cold Apprentice	68.00	102.00	2,720.00	4,080.00	
Truck Driver / Operator	62.00	93.00	2,480.00	3,720.00	
Ground Man	58.00	87.00	2,320.00	3,480.00	
Per Diem	-	-	-	-	
Subtotal Labor:			\$ 20,400.00	\$ 30,600.00	

**Distribution Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
50' Bucket Truck w/Tools	-	-	-	-	
55' Bucket Truck w/Tools	-	-	-	-	
55' Material Handler w/Tools	63.00	-	5,040.00	-	
Single Axle Digger w/Tools	63.00	-	5,040.00	-	
Tandem Axle Digger w/Tools	-	-	-	-	
Single Axle Pole Trailer	21.00	-	1,680.00	-	
Tandem Axle Pole Trailer	-	-	-	-	
4x2 Crew Cab Pickup F150	27.00	-	2,160.00	-	
4X4 Crew Cab Pickup F250	32.00	-	2,560.00	-	
18' Material Trailer	17.00	-	1,360.00	-	
Off Road Bucket	105.00	-	8,400.00	-	
Off Road Digger	105.00	-	8,400.00	-	
Rear Easement Pole Setter	53.00	-	4,240.00	-	
Rear Easement Bucket	53.00	-	4,240.00	-	
Dozer - D6 or equal	105.00	-	8,400.00	-	
Subtotal, Equipment:			\$ 51,520.00		

Labor: \$ 51,000.00

Equipment: \$ 51,520.00

Per Diem: \$ -

**Total Estimated Cost: \$ 102,520.00**

**Cost Per Manhour: \$ 256.30**

Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger derrick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.

**Chain Electric Company LA Contractors License # 29190**

**Distribution Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	123.11	128.04	4,924.40	5,121.60	Distribution crew inside LA - 8
Crew Foreman	106.95	111.23	4,278.00	4,449.20	Distribution crew outside LA - 3
Senior Lineman	100.49	104.50	4,019.60	4,180.00	Discount on equipment - No
Hot Apprentice	87.54	91.04	3,501.60	3,641.60	
Cold Apprentice	87.54	91.04	3,501.60	3,641.60	
Truck Driver / Operator	77.85	80.96	3,114.00	3,238.40	
Ground Man	55.20	57.41	2,208.00	2,296.40	
Per Diem	125.00	-	3,125.00	-	
Subtotal Labor:			\$ 28,672.20	\$ 26,568.80	

**Distribution Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
50' Bucket Truck w/Tools	51.03		4,082.40		Altec AA55
55' Bucket Truck w/Tools	51.03		4,082.40		Altec AA755 or AA55
55' Material Handler w/Tools	51.03		4,082.40		Altec AA755MH pr AA55MH
Single Axle Digger w/Tools	57.33		4,586.40		Altec DM47 or DC47
Tandem Axle Digger w/Tools	91.90		7,352.00		Altec D30/60
Single Axle Pole Trailer 40'	12.63		1,010.40		Various
Tandem Axle Pole Trailer 40'	13.88		1,110.40		Various
4x2 Crew Cab Pickup F150	31.65		2,532.00		F250 or F350
4x4 Crew Cab Pickup F150	31.65		2,532.00		F250 or F350
16' Material Trailer	12.63		1,010.40		Various
Off Road Bucket	150.17		12,013.60		Marcoka w/Altec AA55
Off Road Digger	150.17		12,013.60		Marcoka w/Altec DM47
Rear Easement Pole Setter	59.84		4,787.20		Skylift Mini 33
Rear Easement Bucket	59.84		4,787.20		Altec/Skylift Mini Airborist 53
Dozer - D6 or equal	92.90		7,432.00		Cat D6
Subtotal, Equipment:			\$ 73,414.40		

Labor:	\$ 55,241.00
Equipment:	\$ 73,414.40
Per Diem:	\$ 5,000.00
<b>Total Estimated Cost:</b>	<b>\$ 133,655.40</b>
<b>Cost Per Manhour:</b>	<b>\$ 334.14</b>

*Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger derrick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.*

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Using Department: Electric Distribution Department

Linetec Services, LLC. LA. Contractors Licence # 60986

**Distribution Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	128.33	186.07	5,133.20	7,442.80	Distribution crew inside LA - 24
Crew Foreman	111.45	161.60	4,458.00	6,464.00	Distribution crew outside LA - 283
Senior Lineman	102.87	149.16	4,114.80	5,966.40	Discount on equipment - No
Hot Apprentice	95.89	139.05	3,835.60	5,562.00	
Cold Apprentice	88.28	128.00	3,531.20	5,120.00	
Truck Driver / Operator	76.47	110.88	3,058.80	4,435.20	
Ground Man	62.20	90.19	2,488.00	3,607.60	
Per Diem	185.00	-	4,625.00	-	
Subtotal Labor:			\$ 31,244.60	\$ 38,598.00	

**Distribution Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
50' Bucket Truck w/Tools	57.79		4,623.20		
55' Bucket Truck w/Tools	57.79		4,623.20		
55' Material Handler w/Tools	-		-		
Single Axle Digger w/Tools	60.26		4,820.80		
Tandem Axle Digger w/Tools	75.89		6,071.20		
Single Axle Pole Trailer 40'	22.27		1,781.60		
Tandem Axle Pole Trailer 40'	22.27		1,781.60		
4x2 Crew Cab Pickup F150	26.62		2,129.60		
4X4 Crew Cab Pickup F250	27.52		2,201.60		
16' Material Trailer	18.56		1,484.80		
Off Road Bucket	173.18		13,854.40		
Off Road Digger	173.18		13,854.40		
Rear Easement Pole Setter	68.04		5,443.20		
Rear Easement Bucket	68.04		5,443.20		
Dozer - D6 or equal	85.35		6,828.00		D4
Subtotal, Equipment:			\$ 74,940.80		
			Labor:	\$ 69,842.60	
			Equipment:	\$ 74,940.80	
			Per Diem:	\$ 7,400.00	
			<b>Total Estimated Cost:</b>	<b>\$ 152,183.40</b>	
			<b>Cost Per Manhour:</b>	<b>\$ 380.46</b>	

Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger derrick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Thursday, August 7, 2025; 2:00 PM CDT

Using Department: Electric Distribution Department

Shelton Energy Solutions; LA Contractors License #63377

**Distribution Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	174.19	252.58	6,967.60	10,103.20	Distribution crew inside LA -10
Crew Foreman	126.91	184.02	5,076.40	7,360.80	Distribution crewoutside LA -30 E TX
Senior Lineman	119.30	172.99	4,772.00	6,919.60	Discount on equipment - No
Hot Apprentice	94.56	137.11	3,782.40	5,484.40	
Cold Apprentice	79.63	115.46	3,185.20	4,618.40	
Truck Driver / Operator	74.65	108.24	2,986.00	4,329.60	
Ground Man	54.75	79.39	2,190.00	3,175.60	
Per Diem	200.00	-	5,000.00	-	
Subtotal Labor:			\$ 33,959.60	\$ 41,991.60	

**Distribution Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
50' Bucket Truck w/Tools	53.93		4,314.40		
55' Bucket Truck w/Tools	53.99		4,319.20		
55' Material Handler w/Tools	53.93		4,314.40		
Single Axle Digger w/Tools	56.63		4,530.40		
Tandam Axle Digger w/Tools	62.29		4,983.20		
Single Axle Pole Trailer	5.50		440.00		
Tandam Axle Pole Trailer	8.50		680.00		
4x2 Crew Cab Pickup F150	23.50		1,880.00		
4X4 Crew Cab Pickup F250	25.25		2,020.00		
16' Material Trailer	5.50		440.00		
Off Road Bucket	167.81		13,424.80		
Off Road Digger	167.81		13,424.80		
Rear Easement Pole Setter	67.74		5,419.20		
Rear Easement Bucket	67.74		5,419.20		
Dozer - D6 or equal	97.80		7,824.00		
Subtotal, Equipment:			\$ 73,433.60		

Labor:	\$ 75,951.20
Equipment:	\$ 73,433.60
Per Diem:	\$ 8,000.00
<b>Total Estimated Cost:</b>	<b>\$ 157,384.80</b>
<b>Cost Per Manhour:</b>	<b>\$ 393.46</b>

Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger derrick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services					
Opening Date: Thursday, August 7, 2025; 2:00 PM CDT					
Using Department: Electric Distribution Department					
Platinum Power, LLC; LA Contractor License #77410					
<b>Distribution Crew Hourly Rates</b>					
Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	147.95	179.14	5,918.00	7,165.60	Distribution crew inside LA- 1
Crew Foreman	114.43	145.10	4,577.20	5,804.00	Distribution crew outside LA 2
Senior Lineman	105.38	131.18	4,215.20	5,247.20	Discount on equipment - No
Hot Apprentice	105.38	131.18	4,215.20	5,247.20	
Cold Apprentice	99.96	120.12	3,998.40	4,804.80	
Truck Driver / Operator	92.30	114.20	3,692.00	4,568.00	
Ground Man	72.70	104.20	2,908.00	4,168.00	
Per Diem	168.00	-	4,200.00	-	
Subtotal Labor:			\$ 33,724.00	\$ 37,004.80	
<b>Distribution Equipment Hourly Rates</b>					
Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
50' Bucket Truck w/Tools	60.59		4,847.20		Freightliner M2-106
55' Bucket Truck w/Tools	60.59		4,847.20		Freightliner M2-106
55' Material Handler w/Tools	60.59		4,847.20		Freightliner M2-106
Single Axle Digger w/Tools	61.80		4,944.00		Freightliner M2-106 47' Digger
Tandem Axle Digger w/Tools	92.50		7,400.00		International DT65H
Single Axle Pole Trailer	11.02		881.60		CZ Engineering CZ10KP
Tandem Axle Pole Trailer	12.50		1,000.00		CZ Engineering CZ12KP
4x2 Crew Cab Pickup F150	24.00		1,920.00		F-150, Silverado 1500 or Similar
4x4 Crew Cab Pickup F250	25.00		2,000.00		Ford, F-250, Silverado 2500 or Similar
16' Material Trailer	12.00		960.00		Wicked ET8220TA5
Off Road Bucket	140.00		11,200.00		Skylift Pioneer or Similar
Off Road Digger	140.00		11,200.00		Skylift Patriot or Similar
Rear Easement Pole Setter	73.13		5,850.40		Altec DB41B
Rear Easement Bucket	73.13		5,850.40		Altec TDA58
Dozer - D6 or equal	225.00		18,000.00		Cat D6 LGP or Smaller
Subtotal, Equipment:			\$ 85,748.00		
			Labor:	\$ 70,728.80	
			Equipment:	\$ 85,748.00	
			Per Diem:	\$ 6,720.00	
			<b>Total Estimated Cost:</b>	<b>\$ 163,196.80</b>	
			<b>Cost Per Manhour:</b>	<b>\$ 407.99</b>	
<i>Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger derrick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.</i>					

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services					
Opening Date: Thursday, August 7, 2025; 2:00 PM CDT					
Using Department: Electric Distribution Department					
Collective Strategic Resources, LLC LA Contractor License #66880					
<b>Distribution Crew Hourly Rates</b>					
<b>Classification</b>	<b>ST Rate</b>	<b>OT Rate</b>	<b>ST Billing</b>	<b>OT Billing</b>	<b>Comments</b>
General Foreman	144.63	188.02	5,785.20	7,520.80	Distribution crew inside LA -25-30
Crew Foreman	140.96	183.25	5,638.40	7,330.00	Distribution crewoutside LA -500+
Senior Lineman	137.94	179.32	5,517.60	7,172.80	Discount on equipment - No
Hot Apprentice	115.93	150.71	4,637.20	6,028.40	
Cold Apprentice	113.28	147.26	4,531.20	5,890.40	
Truck Driver / Operator	110.64	143.83	4,425.60	5,753.20	
Ground Man	78.71	102.32	3,148.40	4,092.80	
Per Diem	175.00	-	4,375.00	-	
	<b>Subtotal Labor:</b>		<b>\$ 38,058.60</b>	<b>\$ 43,788.40</b>	
<b>Distribution Equipment Hourly Rates</b>					
<b>Equipment Type</b>	<b>ST Rate</b>	<b>OT Rate</b>	<b>ST Billing</b>	<b>OT Billing</b>	<b>Comments</b>
50' Bucket Truck w/Tools	60.22		4,817.60		
55' Bucket Truck w/Tools	68.78		5,502.40		
55' Material Handler w/Tools	68.78		5,502.40		
Single Axle Digger w/Tools	69.99		5,599.20		
Tandem Axle Digger w/Tools	74.40		5,952.00		
Single Axle Pole Trailer	15.71		1,256.80		
Tandem Axle Pole Trailer	15.71		1,256.80		
4x2 Crew Cab Pickup F150	35.10		2,808.00		
4X4 Crew Cab Pickup F250	35.10		2,808.00		
18' Material Trailer	15.71		1,256.80		
Off Road Bucket	200.97		16,077.60		
Off Road Digger	200.97		16,077.60		
Rear Easement Pole Setter	65.79		5,263.20		
Rear Easement Bucket	65.79		5,263.20		
Dozer - D6 or equal	103.20		8,256.00		
	<b>Subtotal, Equipment:</b>		<b>\$ 87,697.60</b>		
			<b>Labor:</b>	<b>\$ 81,847.00</b>	
			<b>Equipment:</b>	<b>\$ 87,697.60</b>	
			<b>Per Diem:</b>	<b>\$ 7,000.00</b>	
			<b>Total Estimated Cost:</b>	<b>\$ 176,544.60</b>	
			<b>Cost Per Manhour:</b>	<b>\$ 441.36</b>	
<i>Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger derrick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.</i>					



RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services					
Opening Date: Thursday, August 7, 2025; 2:00 PM CDT					
Using Department: Electric Distribution Department					
T & M Environmental Services, LLC #LA License #58044					
<b>Distribution Crew Hourly Rates</b>					
<b>Classification</b>	<b>ST Rate</b>	<b>OT Rate</b>	<b>ST Billing</b>	<b>OT Billing</b>	<b>Comments</b>
General Foreman	-	-	-	-	Distribution crew inside LA -0
Crew Foreman	-	-	0.00	0.00	Distribution crew outside LA -0
Senior Lineman	-	-	0.00	0.00	Discount on equipment - No
Hot Apprentice	-	-	0.00	0.00	
Cold Apprentice	-	-	-	-	
Truck Driver / Operator	-	-	0.00	0.00	
Ground Man	-	-	0.00	0.00	
Per Diem	140.00	-	3,500.00	-	
Subtotal Labor:			\$ 3,500.00	\$ -	
<b>Distribution Equipment Hourly Rates</b>					
<b>Equipment Type</b>	<b>ST Rate</b>	<b>OT Rate</b>	<b>ST Billing</b>	<b>OT Billing</b>	<b>Comments</b>
50' Bucket Truck w/Tools	-	-	-	-	NO BID
55' Bucket Truck w/Tools	-	-	-	-	
55' Material Handler w/Tools	-	-	-	-	
Single Axle Digger w/Tools	-	-	-	-	
Tandem Axle Digger w/Tools	-	-	-	-	
Single Axle Pole Trailer	-	-	-	-	
Tandem Axle Pole Trailer	-	-	-	-	
4x2 Crew Cab Pickup F150	-	-	-	-	
4X4 Crew Cab Pickup F250	-	-	-	-	
16' Material Trailer	-	-	-	-	
Off Road Bucket	-	-	-	-	
Off Road Digger	-	-	-	-	
Rear Easement Pole Setter	-	-	-	-	
Rear Easement Bucket	-	-	-	-	
Dozer - D6 or equal	-	-	-	-	
Subtotal, Equipment:			\$ -		
Labor:			\$ 3,500.00		
Equipment:			\$ -		
Per Diem:			\$ 5,600.00		
<b>Total Estimated Cost:</b>			<b>\$ 9,100.00</b>		
<b>Cost Per Manhour:</b>			<b>\$ 22.75</b>		
<i>Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger demick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.</i>					

RFP # & Name: #1930P - Electric Transmission & Distribution Emergency Services

Opening Date: Tuesday, August 7, 2025; 2:00 PM CDT

Using Department: Electric Distribution Department

Pike Electric

**Distribution Crew Hourly Rates**

Classification	ST Rate	OT Rate	ST Billing	OT Billing	Comments
General Foreman	-	-	-	-	INCOMPLETE PACKET
Crew Foreman	-	-	0.00	0.00	
Senior Lineman	-	-	0.00	0.00	
Hot Apprentice	-	-	0.00	0.00	
Cold Apprentice	-	-	-	-	
Truck Driver / Operator	-	-	0.00	0.00	
Ground Man	-	-	0.00	0.00	
Per Diem	-	-	-	-	
Subtotal Labor:			\$ -	\$ -	

**Distribution Equipment Hourly Rates**

Equipment Type	ST Rate	OT Rate	ST Billing	OT Billing	Comments
50' Bucket Truck w/Tools	-	-	-	-	
55' Bucket Truck w/Tools	-	-	-	-	
55' Material Handler w/Tools	-	-	-	-	
Single Axle Digger w/Tools	-	-	-	-	
Tandem Axle Digger w/Tools	-	-	-	-	
Single Axle Pole Trailer	-	-	-	-	
Tandem Axle Pole Trailer	-	-	-	-	
4x2 Crew Cab Pickup F150	-	-	-	-	
4X4 Crew Cab Pickup F250	-	-	-	-	
16' Material Trailer	-	-	-	-	
Off Road Bucket	-	-	-	-	
Off Road Digger	-	-	-	-	
Rear Easement Pole Satter	-	-	-	-	
Rear Easement Bucket	-	-	-	-	
Dozer - D8 or equal	-	-	-	-	
Subtotal, Equipment:			\$ -		

Labor:	\$ -
Equipment:	\$ -
Per Diem:	\$ -
<b>Total Estimated Cost:</b>	<b>\$ -</b>
<b>Cost Per Manhour:</b>	<b>\$ -</b>

Note: Evaluation criteria assumes a 5-person crew including, 2 bucket trucks, 1 digger derrick, 1 crew truck, 1 material trailer and 1 pole trailer working an 80-hour week.

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE PROPOSALS RECEIVED FOR ELECTRIC TRANSMISSION AND DISTRIBUTION EMERGENCY SERVICES AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the proposals received for Electric Transmission and Distribution Emergency Services.

Distribution crew hourly rates

MDR Construction, Inc.

Chain Electric Company

Linetec Services, LLC

Shelton Energy Solutions, LLC

Platinum Power, LLC

Collective Strategic Resources, LLC

Ferreira Power South, LLC

T&M Environmental Services, LLC- Incomplete Bid- only for per diem

Pike Electric – Incomplete packet

Transmission Crew hourly rates

Chain Electric Company

Shelton Energy Solutions, LLC

Linetec Services, LLC

Collective Strategic Resources, LLC

Ferreira Power South, LLC

T&M Environmental Services, LLC – Incomplete Bid – Did not bid on every item.

MDR Construction, Inc. – No Bid

Platinum Power, LLC – No bid

Pike Electric – Incomplete Packet

**SECTION II: BE IT FURTHER ORDAINED, etc.** that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2025/2026 budget and to each and every other act or deed needed or necessary to consummate said transaction.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION V: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 26<sup>th</sup> day of August, 2025.

**NOTICE PUBLISHED** on the 29<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of September, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of September, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

Introduction of an ordinance authorizing the mayor to execute an amendment to the Cooperative Endeavor Agreement between the State of Louisiana and the City for additional funds for the Louisiana Watershed Initiative Project.



# AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

**Division/Department:** Planning/Engineering

**Date:** 13 August 2025

**Title:** ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE COOPERATIVE ENDEAVOR AGREEMENT BETWEEN THE STATE OF LOUISIANA – OFFICE OF COMMUNITY DEVELOPMENT (OCD) AND THE CITY FOR ADDITIONAL FUNDS FOR THE LOUISIANA WATERSHED INITIATIVE (LWI) PROJECT

**Explanation of Proposal:**

*Additional Information Attached*

The Office of Community Development has agreed to commit an additional \$2M of funding for the construction of the flood-proofing measures along Hynson Bayou; the City is required to commit a 20% matching fund of \$440,000.

**Budget:**

Neutral

Within Existing

Requires Amendment

Account Number: 300-252205-707000  
312-252205-707000

Expense Amount: \$ 440,000.00

Account Line Item: \$ 249,499.75  
\$ 4,340,000.00

Remaining Amount: \$ 249,499.75  
\$ 3,900,000.00

**Authorization:**

1. Mayor

4. Finance Director

5. Division Director

2. Chief Operating Officer

6. Department Head

3. City Attorney

7. Purchasing Agent

**Council Staff**

Form

**Review:**

Content

**Information:**

Sufficient

Insufficient

**Remarks:**

RECEIVED

AUG 19 2025

CITY COUNCIL



August 29, 2025

Office of Community Development  
State of Louisiana  
Division of Administration  
P.O. Box 94095  
Baton Rouge, Louisiana 70804-9095

Attention: Ms. Krystal Dabney, Disaster Recovery Analyst

Re: Chatlin Lake Canal/Hyson Bayou  
Flood Protection Pump Stations  
Application No. 0192

Dear Ms. Dabney,

As a local funding commitment to the above referenced project, the City Council has authorized the allocation of \$440,000.

Attached is copy of the City Council Ordinance No.       -2025      .

If you have any questions or concerns on this matter, please feel free to contact my office.

Yours very truly,

City of Alexandria

Jacques M. Roy, Mayor

cc: David Johnson, Director of Finance  
David Gill, Chief of Staff/Director of Public Works  
Michael J. Wilkinson, P.E., City Engineer  
Pan American Engineers, LLC  
- Attention: Mr. Thomas C. David, Jr.

Jacques M. Roy  
Mayor



City of Alexandria  
915 3<sup>rd</sup> Street  
Alexandria, Louisiana 71301  
Tel (318) 449-5000 ~ Fax (318) 449-5229

ORDINANCE NO. \_\_\_\_\_ – 2025

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE COOPERATIVE ENDEAVOR AGREEMENT BETWEEN THE STATE OF LOUISIANA – OFFICE OF COMMUNITY DEVELOPMENT (OCD) AND THE CITY FOR ADDITIONAL FUNDS FOR THE LOUISIANA WATERSHED INITIATIVE (LWI) PROJECT FOR THE CHATLIN LAKE CANAL AND HYNSON BAYOU FLOOD PROTECTIONS PUMP STATIONS PROJECT AND COMMITMENT OF LOCAL FUNDS AND OTHER MATTERS WITH RESPECT THERETO.

**WHEREAS;** The LWI project for the Outfall to the Red River has been determined to not be hydraulically viable for prevention of neighborhood flooding in the Chatlin Lake Canal area; and,

**WHEREAS;** The Outfall to the Red River project was allocated \$10,000,000 by OCD; and

**WHEREAS;** The City has proposed an alternate program of flood protection measures utilizing low lift pumping equipment that directs water from flooded neighborhoods into the high banks of Chatlin Lake Canal, which project has a current estimate of cost totaling \$12,440,000; and,

**WHEREAS;** OCD has agreed to reallocate \$10,000,000 to the Chatlin Lake/Hyson Bayou Pump Stations project and to allocate an additional \$2,000,000 previously allocated for contingencies, resulting in a total of \$12,000,000 allocated to this project; and,

**WHEREAS;** LWI program regulations require City Council Resolutions authorizing Amendments to the Cooperative Endeavor Agreement and a commitment of local funds; and,

**WHEREAS;** The City is now requested to commit funding of \$440,000 for the balance of current estimated project cost.

**SECTION I: BE IT ORDAINED, etc.,** by the Council of the City of Alexandria, Louisiana in legal session convened, that the Council hereby authorizes the Mayor to execute an Amendment to the Cooperative Endeavor Agreement between the State and the City for the Chatlin Lake/Hyson Bayou Pump Stations project and to commit additional funds totaling \$440,000 to match the OCD funding totaling \$12,000,000 for the project.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoes by the Mayor, upon expiration of the time for the ordinance s to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinance in conflict herewith are hereby repealed

**THIS ORDINANCE**

**NOTICE PUBLISHED** on the \_\_\_\_\_ of \_\_\_\_\_, 2025

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

**YEAS:**

**NAYS:**

**ABSENT:**

**AND THE ORDINANCE** was declared adopted on this \_\_\_\_ day of \_\_\_\_\_, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

**MAYORS APPROVAL/VETO**

Introduction of an ordinance authorizing the mayor to enter into an agreement with Stripe Inc. for payment processing.



# AGENDA ITEM FACT SHEET

This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.

Division/Department: Finance

Date: August 19, 2025

Title: An Ordinance to Enter into an Agreement with Stripe Inc for Payment Processing

**Explanation of Proposal:**

Additional Information Attached

This will allow the Mayor to enter into an agreement with Stripe, Inc. for payment processing.

**Budget:**

Neutral  Within Existing  Requires Amendment

Account Number: 401-210500-531110-0

Expense Amount:

Account Line Item: Professional Fees

Remaining Amount:

**Authorization:**

1. Mayor

4. Finance Director

2. Chief Operating Officer

6. Department Head

3. City Attorney

7. Purchasing Agent

**Council Staff**

Form

**Information:** Sufficient

**Review:**

Content

Insufficient

**Remarks:**

RECEIVED

AUG 19 2025

CITY COUNCIL



### STRIPE SERVICES FEE SCHEDULE - DIRECT

<b>Stripe</b>	Stripe, Inc., a Delaware corporation		
<b>User</b>	City of Alexandria, Louisiana		
<b>Stripe Agreement</b>	The Stripe Services Agreement located at <a href="https://stripe.com/us/legal/ssa">https://stripe.com/us/legal/ssa</a>		
<b>Territory (location of User's Stripe Account)</b>	United States		
<b>Payout Currency</b>	USD		
<b>Effective Date</b>	Date of final signature	<b>Initial Term</b>	24 months
<b>Stripe Authorized Signature</b>	Stripe By:  Date:		
<b>User Authorized Signature</b>	User By:  Date:		

This Stripe Services Fee Schedule ("**Fee Schedule**"), effective as of the effective date stated above ("**Effective Date**"), is entered into by the Stripe entity and the user entity stated above (respectively, "**Stripe**" and "**User**").

The parties agree as follows:

1. **Fees.** Stripe will charge the fees listed below for the Services that Stripe provides to User in respect of its Eligible Accounts under the Stripe agreement listed above ("**Stripe Agreement**") in the territory listed above ("**Territory**"). Stripe may deduct the fees from the relevant Stripe Account balance, or collect the fees as the Stripe Agreement otherwise allows.

**Blended Credit & Debit Card Fees**  
 For each Transaction, Stripe will charge User the applicable percentage of the Transaction Amount plus the applicable fixed fee listed in the table below.

**Non-Terminal Transactions**

Card Type	Percentage of Transaction Amount	Fixed Fee
Cards - non-AMEX	2.60%	0.300 USD
Cards - AMEX	2.90%	0.300 USD

**Terminal Transactions**

Card Type	Percentage of Transaction Amount	Fixed Fee
All Cards	2.50%	0.050 USD

**Other Payment Methods Fees**  
 For each Transaction, Stripe will charge User the applicable percentage of the Transaction Amount plus the applicable fixed fee listed in the table below.

Other Payment Method Type	Territory	Percentage of Transaction Amount	Fixed Fee
Link Instant Bank Payments	United States	2.20%	0.30 USD

**Foreign Exchange Fee; International Card Fee**  
 For each instance where funds are converted from one currency to another, Stripe will charge the foreign exchange fee listed in the table below.  
 For each Transaction on a payment card issued outside the Territory, Stripe will charge User the international card fee listed in the table below.

Type	Fees
------	------

<b>Foreign Exchange Fee</b>	1.00% of the converted amount
<b>International Card Fee (Terminal Transactions)</b>	1.50% of the Transaction Amount
<b>International Card Fee (Non-Terminal Transactions)</b>	1.50% of the Transaction Amount

<b>Other Fees</b>	
<b>Type</b>	<b>Fees</b>
<b>Link Payment Method Dispute Fee</b>	15.000 USD per disputed payment
<b>3D Secure</b>	0.030 USD per 3D Secure Lookup
<b>Adaptive Acceptance</b>	0.080% of the aggregate Transaction Amount for all card Transactions, charged daily
<b>Card Account Updater</b>	0.250 USD per Automatic Card Update
<b>Card Dispute Countered Fee</b>	15.00 USD per disputed payment where User contests the dispute (fee returned if dispute is resolved in User's favor)
<b>Card Dispute Received Fee</b>	15.00 USD per disputed payment
<b>Terminal Transactions:</b>	
<b>Type</b>	<b>Fees</b>
<b>Terminal Use Fee (Compact) - mPOS readers including: Stripe Reader M2 and BBPOS Wisepad 3</b>	2.000 USD per Compact Active Device per month
<b>Card Dispute Countered Fee</b>	15.00 USD per disputed payment where User contests the dispute (fee returned if dispute is resolved in User's favor)
<b>Card Dispute Received Fee</b>	15.00 USD per disputed payment

<b>Stripe Radar</b> <i>Stripe's proprietary fraud scoring system (including both real-time and transaction-level scoring)</i>	
<b>Type</b>	<b>Fees</b>
<b>Radar for Fraud Teams</b>	0.070 USD per Screened Event
<b>Radar (Standard)</b>	0.050 USD per Screened Event

2. **Definitions.** As used in this Fee Schedule, the following terms have the meanings specified below:

**"3D Secure Lookup"** means an instance in which a 3D Secure eligibility check on a Customer's Payment Method is completed successfully.

**"Active Device"** means a Stripe Terminal Product (as defined in the terms governing User's use of the Stripe Terminal Services) that initiates at least 1 Terminal Transaction in a month.

**"Automatic Card Update"** means an instance in which User receives a card update message relevant to a Customer's card (e.g., a message containing an automatic update of a Customer's account details, an instruction to contact a Customer for updated information).

**"Compact Active Device"** means an Active Device that is an mPOS reader, including Stripe Reader M2, BBPOS Wisepad 3, and any other reader Stripe specifies.

**"Direct Rate"** means a rate that User directly has negotiated with a Payment Method Provider, and which the Payment Method Provider charges Stripe for User's Transactions.

**"Direct Rate Information"** means accurate, complete and current information about User's Direct Rate and the Transactions to which the Direct Rate applies.

**"Eligible Accounts"** means all User's Stripe Accounts in the Territory that User has identified to Stripe as eligible for the fees outlined in this Fee Schedule either before the Effective Date or at or around the time of account creation.

**"Financial Partner"** means a third party that provides financial services and with which Stripe interacts to provide the Services.

**"Link"** is as defined in the Link Terms on or accessible from the Stripe Legal Page.

**"Link Instant Bank Payments"** means the payment method type that allows a Customer to submit payment to User or a Connected Account via the Link using the Customer's bank account.

**"Link Payment Method"** is as defined in the Link Terms on or accessible from the Stripe Legal Page.

**"Payout Currency"** means the currency(ies) User has elected to have funds settled into its bank account(s), listed in the table at the beginning of this Fee Schedule.

**"Pricing Page"** means [https://stripe.com/\[countrycode\]/pricing](https://stripe.com/[countrycode]/pricing), as updated from time to time (where "[countrycode]" means the two-letter abbreviation for the country where User's Stripe Account is located).

**"Screened Event"** means an instance in which User submits via the Services an authorization or charge for screening by Stripe Radar.

**"Smart Advanced Active Device"** means an Active Device that is a Desktop or SmartPOS reader and designated by Stripe to be a Smart Advanced Active Device, including Stripe Reader S700.

**"Smart Standard Active Device"** means an Active Device that is a Desktop or SmartPOS reader and designated by Stripe to be a Smart Standard Active Device, including BBPOS WisePOS E.

**"Stripe Legal Page"** means [https://stripe.com/\[countrycode\]/legal](https://stripe.com/[countrycode]/legal), as updated from time to time, where "[countrycode]" means the two-letter abbreviation for the jurisdiction where the User's Stripe Account is located.

**"Terminal Transaction"** means a Transaction submitted via a Stripe Terminal Product (as defined in the terms governing User's use of the Stripe Terminal Services).

**"Transaction Amount"** means the total amount Stripe processes for a Transaction.

3. **Usage Commitment.** User will ensure that Stripe is User's sole provider of payment processing services. If User breaches this usage commitment and fails to cure the breach within 30 days after Stripe notifies User of the breach, then in addition to all other available remedies, Stripe may charge User the then-current fees on the Pricing Page instead of the fees listed in this Fee Schedule. User's usage commitment does not apply to Payment Methods that Stripe does not support.
4. **Directly-Negotiated Payment Method Rates.**
  - 4.1 If User has a Direct Rate, then upon Stripe's request, User will provide to Stripe the Direct Rate Information so that Stripe can validate the accuracy of the fees that the Payment Method Provider charges Stripe for User's Transactions.

- 4.2 If a Direct Rate results in a Payment Method Provider imposing higher or lower fees on Stripe than the Payment Method Provider would otherwise impose for User's Transactions, Stripe may at its discretion, and in certain circumstances the Payment Method Provider may require Stripe to, adjust its User-facing fee(s) to incorporate the Direct Rate and pass through the impact of the associated cost increase or reduction to User. Stripe's reduction of any User-facing fee(s) due to a Direct Rate is conditioned on (a) User providing to Stripe the Direct Rate Information promptly after Stripe's request; and (b) if the fee adjustment requires amendment to this Fee Schedule (for example, the Direct Rate contemplates a new fee structure), the parties entering into that amendment.
5. **Term.** The term of this Fee Schedule begins on the Effective Date and continues for the initial term referenced in the table at the beginning of this Fee Schedule (the "**Initial Term**"), after which this Fee Schedule will automatically renew for subsequent 24-month periods (each, a "**Renewal Term**"), unless either party provides notice of non-renewal at least 30 days prior to the end of the Initial Term or applicable Renewal Term. Notwithstanding anything to the contrary in this Fee Schedule or the Stripe Agreement, neither party may terminate this Fee Schedule or the Stripe Agreement for convenience. This Fee Schedule will automatically terminate if the Stripe Agreement terminates.
6. **Confidentiality.** This Fee Schedule is Stripe's confidential information. User may not share its content, including the pricing, with any third party without Stripe's prior written permission.
7. **Marketing and Promotional Activities.**  
User will participate in marketing activities as agreed by the parties in relation to User's use of the Services, including reference calls, written or video case studies, press releases, and provision of executive quotes. Stripe may use and distribute materials from the marketing activities on its website, social media channels, sales presentations, and written communications.
8. **Exclusive Endorsement Rights.** User will not (a) endorse or act as a reference for services offered by a payment processing provider other than Stripe (an "**Alternative Provider**"); or (b) allow an Alternative Provider to use User's name or logo publicly or in customer-focused marketing materials. If an Alternative Provider uses User's name or logo in violation of this section, User will ensure that the Alternative Provider immediately removes User's name, brand and any other identifying information from the public display or marketing materials.
9. **Interpretation.** Unless specified as business days, all references in this Fee Schedule to days, months or years mean calendar days, calendar months or calendar years.
10. **Pricing Page.** The fees in this Fee Schedule supersede the corresponding fees listed on the Pricing Page during the term of the Fee Schedule. If following termination of this Fee Schedule there is no corresponding fee for a Service listed on the Pricing Page, then (a) Stripe may terminate User's access to that Service at any time, and (b) if Stripe permits User to continue to access that Service, then Stripe will charge User the fees set out in this Fee Schedule for that Service for as long as there is no corresponding fee listed on the Pricing Page. The then-current fees on the Pricing Page apply to the extent not superseded by fees in

this Fee Schedule or another existing fee schedule that applies to Stripe and User, or if User uses Services in a country other than the Territory. The then-current fees on the Pricing Page also apply (a) to User's Stripe Accounts in the Territory which are not Eligible Accounts; and (b) in any case where User uses a bank account settlement currency other than the Payout Currency, unless Stripe at its discretion chooses to convert and apply the corresponding fees listed in this Fee Schedule.

11. **General.** This Fee Schedule incorporates the terms of the Stripe Agreement by reference. To the extent this Fee Schedule conflicts with existing fee schedules between Stripe and User, this Fee Schedule will govern to the extent of the conflict. This Fee Schedule may not be modified except in a writing signed by the parties. Except as modified in this Fee Schedule, the Stripe Agreement and any existing fee schedules remain in full force and effect. Capitalized undefined terms used in this Fee Schedule have the meaning given them in the Stripe Agreement.

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH STRIPE INC. FOR PAYMENT PROCESSING AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to enter into an agreement with Stripe Inc., for payment processing.

**SECTION II: BE IT FURTHER ORDAINED, etc.** that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2025/2026 budget and to each and every other act or deed needed or necessary to consummate said transaction.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION V: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 26<sup>th</sup> day of August, 2025.

**NOTICE PUBLISHED** on the 29<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of September, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of September, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

Introduction of an ordinance authorizing the mayor to enter into an Intergovernmental Agreement with Rapides Parish Law Enforcement District relative to an employee health and wellness clinic venue program and related services.



This fact sheet is the basis for a decision by the City Council. Please insure that the information is clear, concise and current.

AGENDA ITEM FACT SHEET

Date: 8/13/25

TITLE: ~~INTRODUCTION~~ <sup>INTRODUCTION</sup> OF AN ORDINANCE TO AUTHORIZE THE MAYOR, ON BEHALF OF THE CITY OF ALEXANDRIA, TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE RAPIDES PARISH LAW ENFORCEMENT DISTRICT ("RPSO") RELATIVE TO AN EMPLOYEE HEALTH AND WELLNESS CLINIC VENUE, PROGRAM AND RELATED SERVICES AND ~~TO PROVIDE WITH RESPECT THERETO.~~ <sup>TO OTHERWISE</sup>

EXPLANATION OF PROPOSAL

The City and the Rapides Parish Sheriff's Office will cooperate with an employee health and wellness clinic venue, program and related services. RPSO employees may participate and use the clinic program and services. The City provides the place or venue and the Sheriff's office will pay for part of the occupancy, utility and related building services. The City and RPSO have each separately contracted with the third-party provider Medical Analysis, LLC for certain services. The City and Sheriff's office may cooperate with the clinic, program and related services at the venue.

COST/BUDGET

ACCOUNT NUMBER

AMOUNT IN LINE ITEM

AMOUNT OF EXPENSE

AMOUNT REMAINING

TIME DEADLINE:

COUNCIL DISTRICT -

APPROVED BY:

1. Mayor

5. Chief Operating Officer

2. Division Director

6. Department Head

3. City Attorney

4. Director of Finance

Review by: Council Staff

Form \_\_\_ Content \_\_\_

Information is: Sufficient \_\_\_

Insufficient \_\_\_

RECEIVED  
AUG 19 2025  
CITY COUNCIL

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH RAPIDES PARISH LAW ENFORCEMENT DISTRICT RELATIVE TO AN EMPLOYEE HEALTH AND WELLNESS CLINIC VENUE PROGRAM AND RELATED SERVICES AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to enter into an intergovernmental agreement with Rapides Parish Law Enforcement District relative to an employee health and wellness clinic venue program and related services.

**SECTION II BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 26<sup>th</sup> day of August, 2025.

**NOTICE PUBLISHED** on the 29<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of September, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of September, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

**G. RESOLUTIONS**

**RESOLUTION** authorizing acceptance of the Louisiana Compliance Questionnaire for audit year ending April 30, 2025.



# AGENDA ITEM FACT SHEET

This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.

Division/Department: Finance

Date: August 4, 2025

Title: Resolution Accepting the Louisiana Compliance Questionnaire for Year Ending 4-30-25

**Explanation of Proposal:** Additional Information Attached

This is the completion and acceptance of the Louisiana Compliance Questionnaire for the audit year ending April 30, 2025. This is required as part of the financial audit by the Louisiana Legislative Auditor.

**Budget:**  Neutral  Within Existing  Requires Amendment

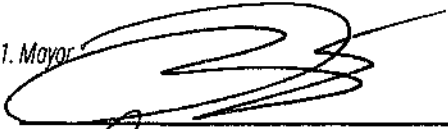
Account Number: N/A

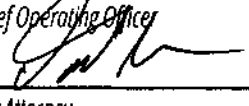
Expense Amount:


Account Line Item:

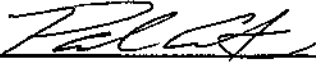
Remaining Amount:

### Authorization:

1. Mayor 

2. Chief Operating Officer 

3. City Attorney 

4. Finance Director 

5. Division Director \_\_\_\_\_

6. Department Head \_\_\_\_\_

7. Purchasing Agent \_\_\_\_\_

**Council Staff Review:** Form  Information: Sufficient   
Content  Insufficient

Remarks:

RECEIVED

AUG 13 2025

CITY COUNCIL

**LOUISIANA COMPLIANCE QUESTIONNAIRE**  
**(For Audit Engagements of Governments)**

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana state and local government agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting. Independently elected officials should sign the document, in lieu of such a resolution.

The completed and signed questionnaire and a copy of the adoption instrument, if appropriate, **must be given to the auditor at the beginning of the audit.** The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor's office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her audit. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michael J Waguespack, CPA  
Louisiana Legislative Auditor

Enclosure

**LOUISIANA COMPLIANCE QUESTIONNAIRE**  
**(For Audit Engagements of Government Agencies)**

\_\_\_\_\_ (Date Transmitted)

Kolder, Slaven & Co. (CPA Firm Name)

1428 Metro Drive (CPA Firm Address)

Alexandria, LA 71301 (City, State Zip)

In connection with your audit of our financial statements as of April 30, 2025 and for May 1, 2024 through April 30, 2025 (period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of \_\_\_\_\_ (date completed/date of the representations).

**PART I. AGENCY PROFILE**

1. Name and address of the organization.

City of Alexandria

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

46,545

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

See attached

4. Period of time covered by this questionnaire.

05/01/2024 - 04/30/2025

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

Home Rule Charter

6. Briefly describe the public services provided.  
Police, Fire, Streets, Traffic, Recreation, Zoo, Golf Course, Transit, Animal Control,  
Community Services, Electric, Water, Gas, Wastewater, Sanitation
7. Expiration date of current elected/appointed officials' terms.

See attached

### LEGAL COMPLIANCE

#### **PART II. PUBLIC BID LAW**

8. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with.
- A) All public works purchases exceeding \$250,000 have been publicly bid.
- B) All material and supply purchases exceeding \$60,000 have been publicly bid.  
Yes  No  N/A

#### **PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES**

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.  
Yes  No  N/A
10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.  
Yes  No  N/A

#### **PART IV. LAWS AFFECTING BUDGETING**

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

##### A. Local Budget Act

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).
2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that defined the authority of the chief executive and administrative officers to make budgetary amendments within various budget classifications without approval by the governing authority, as well as those powers reserved solely to the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).
3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).
4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).
5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308.
6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).
7. After adoption, a certified copy of the budget has been retained by the chief executive officer or

equivalent officer (R.S. 39:1309).

8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).

9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds - from the requirement to amend revenues.)

Yes  No [ ] N/A [ ]

**B. State Budget Requirements**

1. The state agency has complied with the budgetary requirements of R.S. 39:33.

Yes [ ] No [ ] N/A

**C. Licensing Boards**

1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

Yes [ ] No [ ] N/A

**PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS**

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes  No [ ] N/A [ ]

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes  No [ ] N/A [ ]

14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes  No [ ] N/A [ ]

15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes  No [ ] N/A [ ]

16. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes  No [ ] N/A [ ]

17. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes  No [ ] N/A [ ]

18. We have remitted all fees, fines, and court costs collected on behalf of other entities, in compliance with applicable Louisiana Revised Statutes or other laws.

Yes  No [ ] N/A [ ]

19. We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes  No [ ] N/A [ ]

**PART VI. MEETINGS**

20. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes  No [ ] N/A [ ]

**PART VII. ASSET MANAGEMENT LAWS**

21. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes  No [ ] N/A [ ]

**PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS**

22. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes  No [ ] N/A [ ]

**PART IX. DEBT RESTRICTION LAWS**

23. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes  No [ ] N/A [ ]

24. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes  No [ ] N/A [ ]

25. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes  No [ ] N/A [ ]

**PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS**

26. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes  No [ ] N/A [ ]

27. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes  No [ ] N/A [ ]

28. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes  No [ ] N/A [ ]

**PART XI. ISSUERS OF MUNICIPAL SECURITIES**

29. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes  No [ ] N/A [ ]

**PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS**

Parish Governments

30. We have adopted a system of road administration that provides as follows:

- A. Approval of the governing authority of all expenditures, R.S. 48:755(A).
- B. Development of a capital improvement program on a selective basis, R.S. 48:755.
- C. Centralized purchasing of equipment and supplies, R.S. 48:755.
- D. Centralized accounting, R.S. 48:755.
- E. A construction program based on engineering plans and inspections, R.S. 48:755.
- F. Selective maintenance program, R.S. 48:755.
- G. Annual certification of compliance to the auditor, R.S. 48:758.

Yes [ ] No [ ] N/A [X]

School Boards

31. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-400.

Yes [ ] No [ ] N/A [X]

32. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

Yes [ ] No [ ] N/A [X]

33. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:

- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local Revenue Sources
- Schedule 2, Class Size Characteristics

We have also, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules, and recognize that although the schedules will not be included in the agreed-upon procedures report, the content of the schedules will be tested and reported upon by school board auditors in the school board performance measures agreed-upon procedures report:

- Education Levels of Public School Staff
- Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Public School Staff Data: Average Salaries

We understand that the content of the first two schedules will be tested and reported upon together.

Yes [ ] No [ ] N/A [X]

Tax Collectors

34. We have complied with the general statutory requirements of R.S. 47.

Yes [ ] No [ ] N/A [X]

Sheriffs

35. We have complied with the state supplemental pay regulations of R.S. 40:1667.7.

Yes [ ] No [ ] N/A [X]

36. We have complied with R.S. 13:5535 relating to the feeding and keeping of prisoners.

Yes [ ] No [ ] N/A [X]

District Attorneys

37. We have complied with the regulations of the DCFS that relate to the Title IV-D Program.

Yes [ ] No [ ] N/A [X]

Assessors

38. We have complied with the regulatory requirements found in R.S. Title 47.

Yes [ ] No [ ] N/A [X]

39. We have complied with the regulations of the Louisiana Tax Commission relating to the reassessment of property.

Yes [ ] No [ ] N/A [X]

Clerks of Court

40. We have complied with R.S. 13:751-917 and applicable sections of R.S. 11:1501-1562.

Yes [ ] No [ ] N/A [X]

Libraries

41. We have complied with the regulations of the Louisiana State Library.

Yes [ ] No [ ] N/A [X]

Municipalities

42. Minutes are taken at all meetings of the governing authority (R.S. 42:20).

Yes [X] No [ ] N/A [ ]

43. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal (R.S. 43:141-146 and A.G. 86-528).

Yes [X] No [ ] N/A [ ]

44. All official action taken by the municipality is conducted at public meetings (R.S. 42:11 to 42:28).

Yes [X] No [ ] N/A [ ]

Airports

45. We have submitted our applications for funding airport construction or development to the Department of Transportation and Development as required by R.S. 2:802.

Yes [ ] No [ ] N/A [X]

46. We have adopted a system of administration that provides for approval by the department for any expenditures of funds appropriated from the Transportation Trust Fund, and no funds have been expended without department approval (R.S. 2:810).

Yes [ ] No [ ] N/A [X]

47. All project funds have been expended on the project and for no other purpose (R.S. 2:810).

Yes [ ] No [ ] N/A [X]

48. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 2:811).

Yes [ ] No [ ] N/A [X]

Ports

49. We have submitted our applications for funding port construction or development to the Department of Transportation and Development as required by R.S. 34:3452.

Yes [ ] No [ ] N/A [X]

50. We have adopted a system of administration that provides for approval by the department for any expenditures of funds made out of state and local matching funds, and no funds have been expended without department approval (R.S. 34:3460).

Yes [ ] No [ ] N/A [X]

51. All project funds have been expended on the project and for no other purpose (R.S. 34:3460).

Yes [ ] No [ ] N/A [X]

52. We have established a system of administration that provides for the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, and the selective maintenance and construction of port facilities based upon engineering plans and inspections (R.S. 34:3460).

Yes [ ] No [ ] N/A [X]

53. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 34:3461).

Yes [ ] No [ ] N/A [X]

Sewerage Districts

54. We have complied with the statutory requirements of R.S. 33:3881-4159.10.  
Yes [ ] No [ ] N/A [X]

Waterworks Districts

55. We have complied with the statutory requirements of R.S. 33:3811-3837.  
Yes [ ] No [ ] N/A [X]

Utility Districts

56. We have complied with the statutory requirements of R.S. 33:4161-4546.21.  
Yes [ ] No [ ] N/A [X]

Drainage and Irrigation Districts

57. We have complied with the statutory requirements of R.S. 38:1601-1707 (Drainage Districts); R.S. 38:1751-1921 (Gravity Drainage Districts); R.S. 38:1991-2048 (Levee and Drainage Districts); or R.S. 38:2101-2123 (Irrigation Districts), as appropriate.

Yes [ ] No [ ] N/A [X]

Fire Protection Districts

58. We have complied with the statutory requirements of R.S. 40:1491-1509.  
Yes [ ] No [ ] N/A [X]

Other Special Districts

59. We have complied with those specific statutory requirements of state law applicable to our district.  
Yes [ ] No [ ] N/A [X]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you and the Legislative Auditor any known noncompliance that may occur subsequent to the issuance of your report.

\_\_\_\_\_  
Mayor \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
Finance \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
President \_\_\_\_\_ Date \_\_\_\_\_

**Part I. Agency Profile**  
**Questions #3 & #7**  
**Governing Board**

**City Council:**

Cynthia Perry  
PO Box 71  
Alexandria, LA 71309  
318/449-5047  
Term Expiration: 10/2028

James Villard  
PO Box 71  
Alexandria, LA 71309  
318/449-5047  
Term Expiration: 10/2026

Jules Geen  
PO Box 71  
Alexandria, LA 71309  
318/449-5047  
Term Expiration: 10/2028

Malcolm Larvadain  
PO Box 71  
Alexandria, LA 71309  
318/449-5047  
Term Expiration: 10/2028

Gary Johnson  
PO Box 71  
Alexandria, LA 71309  
318/449-5047  
Term Expiration: 10/2026

Lizzie Felter  
PO Box 71  
Alexandria, LA 71309  
318/449-5047  
Term Expiration: 10/2026

Chuck Fowler  
PO Box 71  
Alexandria, LA 71309  
318/449-5047  
Term Expiration: 10/2028

**Chief Executive:**

Mayor Jacques M. Roy  
PO Box 71  
Alexandria, LA 71309  
318/449-5000  
Term Expiration: 10/2026

**Fiscal Officer:**

Paul Carpenter  
Director of Finance (Interim)  
PO Box 71  
Alexandria, LA 71309  
318/449-5034

**Legal Officer:**

Jonathan Goins  
City Attorney  
PO Box 71  
Alexandria, LA 71309  
318/449-5016

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING ACCEPTANCE OF THE LOUISIANA COMPLIANCE QUESTIONNAIRE FOR AUDIT YEAR ENDING APRIL 30, 2025.**

**WHEREAS**, this is required as part of the financial audit required by the Louisiana Legislative Auditor; and,

**WHEREAS**, this is the completion and acceptance of the Louisiana Compliance Questionnaire for the audit year ending April 30, 2025; and,

**BE IT RESOLVED**, by the Council of the City of Alexandria, Louisiana, in legal session convened that the Council hereby authorizes acceptance of the Louisiana Compliance Questionnaire for audit year ending April 30, 2025.

**BE IT FURTHER RESOLVED**, etc., that upon acceptance it will be signed by the Mayor, Director of Finance and the President of the City Council.

**THIS RESOLUTION** having been submitted in writing was then submitted to final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE RESOLUTION** was declared adopted on this the 26<sup>th</sup> day of August, 2025.

/s/ Donna Jones, MMC  
City Clerk

**RESOLUTION** authorizing advertisement for bids for brass fittings.



# AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

**Division/Department:** FINANCE/PURCHASING

**Date:** 8/6/2025

**Title:** RESOLUTION AUTHORIZING PERMISSION TO ADVERTISE FOR BRASS FITTINGS

**Explanation of Proposal:**

*Additional Information Attached*

Request permission to advertise for Brass Fittings & Misc. Said material to be inventoried by the Central Warehouse Department. Bids are to remain in effect for a period of twelve months from bid award date.

**Budget:**

Neutral

Within Existing

Requires Amendment

Account Number: 401-0-141720-00000  
INVENTORY

Expense Amount: N/A

Account Line Item: N/A

Remaining Amount: N/A

**Authorization:**

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

**Council Staff**

Form

**Information:**

Sufficient

**Review:**

Content

Insufficient

**Remarks:**

RECEIVED

AUG 13 2025

CITY CLERK

**ADVERTISEMENT FOR BID**

CITY OF ALEXANDRIA, LOUISIANA  
PURCHASING DEPARTMENT

**BID # 2533 Brass Fittings & Misc.**

Separate sealed bids for, BRASS FITTINGS & MISC., will be received by the CITY OF ALEXANDRIA at the CITY COUNCIL MEETING CHAMBERS, ALEXANDRIA CITY HALL, ALEXANDRIA, LOUISIANA, until 10:00 AM CST CDT, TUESDAY, October 7, 2025, and then at said office publically opened and read aloud.

Complete bid packet, bid specifications may be obtained at the City of Alexandria's website, [www.cityofalexandrialala.com](http://www.cityofalexandrialala.com) under the heading "*Business*", and drop down to "*RFP/RFQ/RFI/BIDS*". There is no charge to download bid documents from the City's website.

Pursuant to LA R.S. 38:2212.1 B.(4)(a), vendors have the option to submit their bids electronically. Please find bid related documents and place electronic bids at [www.centralbidding.com](http://www.centralbidding.com) . For questions regarding the electronic bidding process, please call Central Bidding at 225-810-4814.

**Questions and/or clarifications of bid specifications are to be in written form only, either mailed, faxed, or emailed to the attention of Andre Garsaud, City of Alexandria Purchasing Department, PO Box 71, Alexandria, LA 71309-0071; Fax 318-441-6185; email to [andre.garsaud@cityofalex](mailto:andre.garsaud@cityofalex) and must be received by 2:00 PM, Thursday, September 18, 2025**

OR

**Address for Postal Delivery:**

City of Alexandria  
Donna Jones, City Clerk  
PO Box 71  
Alexandria, LA 71309-0071

**Address for Courier or Overnight Delivery:**

City of Alexandria  
Donna Jones, City Clerk  
915 Third Street, 1<sup>st</sup> Floor  
Alexandria, LA 71301  
Phone: 318-449-5090

**Address for Electronic Bid Submission:**

[www.centralbidding.com](http://www.centralbidding.com)  
Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, August 29, 2025  
Friday, September 5, 2025  
Friday, September 12, 2025

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR BRASS FITTINGS FOR A TWELVE MONTH PERIOD. BIDS TO BE OPENED ON OCTOBER 7, 2025.**

**BE IT RESOLVED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes advertisement for bids for brass fittings for a twelve month period according to specifications on file at the office of the Purchasing department.

**BE IT FURTHER RESOLVED, etc.,** that the City Clerk proceed with the advertisement according to law, with bids to be opened on October 7, 2025 and the right reserved by the City to reject any and all bids.

**PASSED AND ADOPTED** at Alexandria, Louisiana, this 26<sup>th</sup> day of August, 2025.

/s/ Donna P. Jones, MMC  
City Clerk

**H. ORDINANCES FOR FINAL ADOPTION**  
**SUBJECT TO PUBLIC HEARING**

To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for the 2025-2028 Water Well Maintenance and Rehabilitation contract.



**AGENDA ITEM FACT SHEET**

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

Division/Department: **Utility**

Date: **June 11, 2025**

**Title:** A resolution authorizing the advertisement for bids for the 2025 - 2028 Water Well Maintenance and Rehabilitation contract.

**Explanation of Proposal:**

Additional Information Attached

The City employs an annual water well maintenance contract to complete necessary repairs and maintenance related to the 50 City owned water wells. The contract is awarded every 3 years. If mutually agreed to by the City and the low bidding contractor, the initial contract is renewable for up to 2 additional terms (3 year total). This resolution authorizes advertising of the contract initial term.

It is critically important that a reliable supply of potable water remain available. Due to the ever increasing age and mechanical nature of water wells, periodic repairs and maintenance must be performed on an "on-call" basis.

**Budget:**

Neutral  Within Existing  Requires Amendment

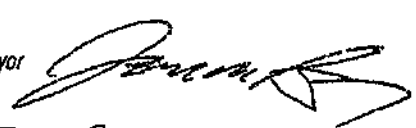


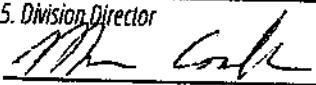
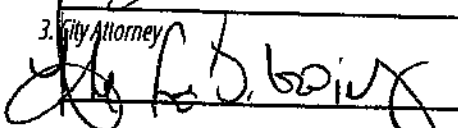
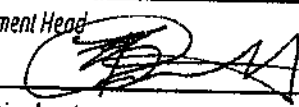
Account Number:

Expense Amount: Pursuant to funds available

Account Line Item:

Remaining Amount:

**Authorization:**

1. Mayor 	4. Finance Director 
2. Chief Operating Officer 	5. Division Director 
3. City Attorney 	6. Department Head 
	7. Purchasing Agent

Council Staff

Form

Review:

Content

Information:

Sufficient

Insufficient

Remarks:

RECEIVED

JUN 24 2025

CITY COUNCIL

## ADVERTISEMENT FOR BIDS

Separate sealed bids will be received by the Council of the City of Alexandria, Louisiana at the City Council Meeting Chambers, Alexandria City Hall, 915 Third Street, until 10:00 A.M. local time on Tuesday, August 12, 2025, and then at said office publicly opened and read aloud for:

### 2025 - 2028 WATER WELL MAINTENANCE AND REHABILITATION

The Bidding Documents may be examined at the office of the Engineer:

**MEYER, MEYER, LACROIX & HIXSON, INC.**  
**TELEPHONE (318) 448-0888**  
**100 ENGINEER PLACE**  
**ALEXANDRIA, LOUISIANA 71303**

Bidding documents on a USB flash drive may be obtained from the office of the Engineer at a cost per copy of \$40.00, which represents the cost of reproduction and handling, and is nonrefundable. Any requests for bid documents must be accompanied by payment in full. Prime Bidders must obtain Bidding Documents from the Engineer. Bids received from Contractors utilizing any other Bidding Document source will be returned unopened.

The contract will be awarded to the lowest responsible, responsive bidder with the right reserved by the City to reject any or all Bids for just cause as defined by LA R.S. 2214(B). No bidder may withdraw his bid within 45 days after the actual date of opening thereof.

All bidders shall attend a Mandatory Pre-Bid Conference to be held at the Office of the Engineer at 100 Engineer Place, Alexandria, Louisiana on July 22, 2025 at 1:00 p.m., local time. Only bids from those bidders in attendance at the mandatory pre-bid conference will be considered at the bid opening. All prospective bidders shall be present at the beginning of the pre-bid conference and shall remain in attendance for the duration of the conference.

Preference is hereby given to materials, supplies and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside of the State.

Each bid must be accompanied by bid security made payable to Owner in an amount of 5 percent of bidder's maximum bid price and in the form of a certified check, cashier's check or a bid bond. The successful bidder will be required to obtain a Performance Bond and a Payment Bond each in the amount of 100% of the contract amount. All bonds shall be executed by such sureties as are named in U.S. Department of the Treasury Circular 570. A bond signed by an agent or attorney-in-fact must be accompanied by a certified copy of that individual's authority to bind the surety.

Bidders shall be licensed in the classification of Municipal and Public Works Construction or Specialty: Water Well Drilling.

Bids must be filed prior to the above hour and date with the undersigned at City Hall.

Bidders have the option to submit bids electronically. Bidders seeking to submit bids electronically shall register online at [www.centrauctionhouse.com](http://www.centrauctionhouse.com). Bidders choosing to submit electronic bids online will be charged a fee by electronic bidding website. Additionally, contractors shall obtain a digital signature certificate prior to submitting bids online. Electronic bids shall be accompanied by the bid security and power-of-attorney required by this solicitation.

Bidders electing to submit bids electronically shall follow procedures as established by the electronic bidding website. Proper and timely submission of an electronic bid is the responsibility of the Bidder. Bidders are encouraged to complete the electronic bid documents in advance of bid closing. Late bids due to malfunction of internet infrastructure, certificate service providers, electronic bid bond providers, or other interruptions shall not be accepted. The City of Alexandria is not responsible for damages, lost revenue, etc., for bids not timely received due to malfunctions or breakdown of the either the internet or the electronic bidding service. Telephone or facsimile bids are invalid and shall not receive consideration.

Address for  
Postal Delivery

Ms. Donna Jones, City Clerk  
915 Third Street  
Alexandria, LA 71301

Address for  
Courier or Overnight Delivery

Ms. Donna Jones, City Clerk  
915 Third Street  
Alexandria, LA 71301  
Phone (318) 449-5047

Address for  
Electronic Delivery

[www.centrauctionhouse.com](http://www.centrauctionhouse.com)

/S/ DONNA JONES  
CITY CLERK

PLEASE PUBLISH: July 9, 16, and 23, 2025

**RESOLUTION NO. 0674-2025**

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE  
2025-2028 WATER WELL MAINTENANCE AND REHABILITATION  
CONTRACT.**

**BE IT RESOLVED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes advertisement for bids for the 2025-2028 Water Well Maintenance and Rehabilitation Contract.

**BE IT FURTHER RESOLVED, etc.,** that the City Clerk proceed with the advertisement according to law, with bids to be opened on August 12, 2025.

**PASSED AND ADOPTED** at Alexandria, Louisiana, this 1<sup>st</sup> day of July, 2025.

/s/ Donna P. Jones, MMC  
City Clerk

## **ORDINANCE NO.**

### **AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR THE 2025-2028 WATER WELL MAINTENANCE AND REHABILITATION CONTRACT AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the low bid submitted for 2025-2028 Water Well Maintenance and Rehabilitation Contract.

**SECTION II: BE IT FURTHER ORDAINED, etc.** that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2025/2026 budget and to each and every other act or deed needed or necessary to consummate said transaction.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION V: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August, 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of September, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of September, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal received from CBS Cleaning Services for janitorial services for cleaning of Transit Buses and Passenger Transit Vans.



# AGENDA ITEM FACT SHEET

This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.

Division/Department: **FINANCE/PURCHASING**

Date: **JULY 23, 2025**

**Title: ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR JANITORIAL SERVICES FOR THE CLEANING OF TRANSIT BUSES & PASSENGER TRANSIT VANS**

**Explanation of Proposal:**

Additional Information Attached

Ordinance authorizing the Mayor to accept the lowest proposal for janitorial Services for the Cleaning of the Transit Buses & Passenger Transit Vans. On Wednesday, July 23, 2025, two (2) proposals were received. We recommend award be made to CBS Cleaning Services at rates as proposed.

This contract shall remain in effect for a period of twelve (12) months. Contingent upon the availability of funds, and the ability of the successful bidder to honor quoted prices, the City reserves the right to renew the existing contract for a period of up to twenty-four (24) additional months, in twelve (12) month increments. Please see attached.

**Budget:**

Neutral  Within Existing  Requires Amendment

Account Number: 450-043902-605101

Expense Amount: N/A

Account Line Item: Maintenance of Buildings and Facilities

Remaining Amount: N/A

**Authorization:**

1. Mayor

4. Finance Director

5. Division Director

2. Chief Operating Officer

6. Department Head

3. City Attorney

7. Purchasing Agent

**Council Staff**

Form

**Information:** Sufficient

**Review:**

Content

Insufficient

**Remarks:**

RECEIVED

JUL 28 2025

CITY COUNCIL

**QUOTE TABULATION**

Quote Number & Quote Name: #1929P - Janitorial Service For Cleaning the Transit Buses & Passenger Transit Vans

Quote Opening Date: Wednesday, July 23, 2025: 2:00 PM

Using Department: ATRANS Bus Department

	Vendor #1	Vendor #2
<b>Price Quote</b>	<b>CBS Cleaning Service</b>	<b>Fresh Impression Cleaning Crew</b>
<b>Base Year 2025 - 2026</b>		
Janitorial Service fee per bus:	\$10.75	\$12.00
Janitorial Service fee per van:	\$3.75	\$4.00
<b>First Renewal Year 2026 - 2027</b>		
Janitorial Service fee per bus:	\$10.75	\$12.00
Janitorial Service fee per van:	\$3.75	\$4.00
<b>Second Renewal Year 2027 - 2028</b>		
Janitorial Service fee per bus:	\$10.75	\$12.00
Janitorial Service fee per van:	\$3.75	\$4.00
<b>Total Base Bid:</b>	<b>\$10.75</b>	<b>\$12.00</b>
<b>Total Base Bid Vans:</b>	<b>\$3.75</b>	<b>\$4.00</b>
<b>Insurance Certificate SHALL BE Attached?</b>	<b>YES</b>	<b>YES</b>
<b>Totals for evaluation only: (Renewals are not guaranteed)</b>	<b>\$43.50</b>	<b>\$48.00</b>

## ORDINANCE NO.

### **AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM CBS CLEANING SERVICES FOR JANITORIAL SERVICES FOR THE CLEANING OF TRANSIT BUSES AND PASSENGER TRANSIT VANS AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the lowest proposal received from CBS Cleaning Services for janitorial services for the cleaning of transit buses and passenger transit vans.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_\_ day of August, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to renew the existing contract with Solscapes, LLC for electric utility right-of-way maintenance.



# AGENDA ITEM FACT SHEET

This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.

Division/Department: Finance / Purchasing Dept

Date: August 9, 2024

Title: Request to renew existing contract for Electric Utility Right-of-Way Maintenance

**Explanation of Proposal:**

Additional Information Attached

For an Ordinance authorizing the Mayor to renew the existing contract with Solscapes, LLC. This contract was originally awarded by Ordinance #122-2024. This will be the second year renewal. Bid prices shall remain in effect for twelve (12) months from award date. Contingent upon the availability of funds, the city reserves the right to renew the existing contract for a period of up to twelve (12) more months.

**Budget:**

Neutral     Within Existing     Requires Amendment

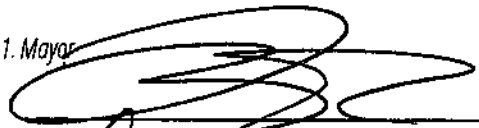

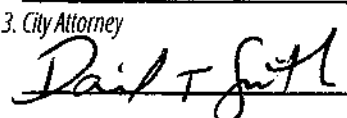
Account Number:


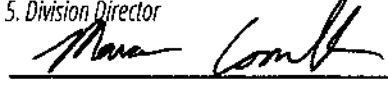
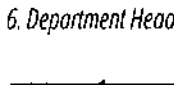

Expense Amount:

Account Line Item:

Remaining Amount:

**Authorization:**

1. Mayor   
2. Chief Operating Officer   
3. City Attorney 

4. Finance Director   
5. Division Director   
6. Department Head   
7. Purchasing Agent 

Council Staff Review: Form  Content  Information: Sufficient  Insufficient

Remarks:

RECEIVED

JUL 28 2025

CITY COUNCIL

Bid Name & No.: #2487 - Electric Utility Right-Of-Way Maintenance  
 Bid Opening Date: Tuesday, July 23, 2024, 10:00 AM

Bid Item Description	PETRE'S TREE SURGERY, INC. L.A LICENSE #17647 - ARBORIST'S #24-6091				SOLSCAPES, LLC L.A LICENSE #53871 - ARBORIST'S 24-2009			
	Estimated Hours	Hourly Rate	Overtime Rate	Extension	Estimated Hours	Hourly Rate	Overtime Rate	Extension
General Foreman	500	\$46.31	\$69.47	\$23,155.00	500	\$38.94	\$58.41	\$19,470.00
Crew Foreman	2,000	\$41.27	\$61.91	\$82,540.00	2,000	\$35.57	\$53.35	\$71,140.00
Trimmer	2,000	\$39.27	\$58.91	\$78,540.00	2,000	\$32.20	\$48.30	\$64,400.00
Groundman	2,000	\$29.85	\$44.78	\$59,700.00	2,000	\$25.46	\$38.19	\$50,920.00
Climber - See note on bid form	500	\$1.00	\$1.50	\$500.00	500	\$35.57	\$53.35	\$17,785.00
Bucket Truck, 55 foot aerial lift w/ self-feed chipper for Daily Use - fully equipped as per Bid Specification Item 25.1	2,000							
Pickup Truck (General Foreman only)	500	\$47.75		\$95,500.00	2,000	\$37.25		\$74,500.00
ROW Mower/Shredder (Fecon or equal)	40	\$15.33		\$7,665.00	500	\$15.75		\$7,875.00
All-Terrain, Diesel, Extensible, Tree Trimmer (Jarraf or equal)	40	\$72.15		\$2,886.00	40	\$86.75		\$3,470.00
Tractor and Lowboy Trailer for Hauling "Jarraf" or "Fecon" as needed	40	\$53.98		\$2,159.20	40	\$77.55		\$3,102.00
Two (2) Backyard Buggy with bucket (Rubber Tire or Track, minimum 40 foot reach, fully equipped as per Bid Specification Item 25.2; to include truck and appropriate trailer for transit	40	\$78.00		\$3,120.00	40	\$50.00		\$2,000.00
20 Foot Utility Trailer suitable for hauling tree stumps, limbs and debris	40	\$6.25		\$250.00	40	\$5.75		\$230.00
Chipper Truck	2,000	\$31.98		\$63,960.00	2,000	\$18.00		\$36,000.00
<b>TOTAL FOR YEAR ONE:</b>				\$420,665.20				\$355,252.00
Year 2 - Hourly Rate Percentage Increase Amount:		5.00%		\$ 441,698.46				\$ 365,909.56
Year 3 - Hourly Rate Percentage Increase Amount:		5.00%		\$ 441,698.46				\$ 376,886.84
<b>TOTAL EVALUATED BID PRICE:</b>				\$1,304,062.12				\$1,098,048.40

**ORDINANCE NO. 122-2024**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR ELECTRIC UTILITY RIGHT-OF-WAY MAINTENANCE AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to accept the low bid submitted from Solscapes, LLC for electric utility right-of-way maintenance.

**SECTION II: BE IT FURTHER ORDAINED, etc.** that the Mayor of the City of Alexandria be authorized to pay said low bidder from the 2024/2025 budget and to each and every other act or deed needed or necessary to consummate said transaction.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION V: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 23<sup>rd</sup> day of July 2024.

**NOTICE PUBLISHED** on the 26<sup>th</sup> day of July, 2024.

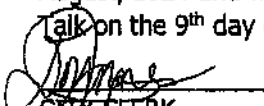
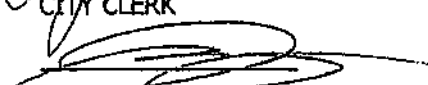

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:


YEAS: Rubin, Villard, Perry, Johnson, Fowler, Washington.

NAYS: None

ABSENT: Felter

**AND THE ORDINANCE** was declared adopted on this the 6<sup>th</sup> day of August, 2024 and final publication was made in the Alexandria Daily Town Talk on the 9<sup>th</sup> day of August, 2024.

  
CITY CLERK  
  
MAYOR'S APPROVAL 

  
PRESIDENT

DELIVERED AUG 07 2024

RECEIVED AUG 12 2024

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO RENEW THE EXISTING CONTRACT WITH SOLSCAPES, LLC FOR ELECTRIC UTILITY RIGHT-OF-WAY MAINTENANCE AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to renew the existing contract with Solscapes, LLC for electric utility right-of-way maintenance.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of August, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of August, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor upon recommendation of the City Attorney, to enter into General Professional Service Agreements with Zebulon M. Winstead and Becky Beck LeBlanc for Legal Services and other matters with respect thereto.



# AGENDA ITEM FACT SHEET

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

**Division/Department:** Legal Division

**Date:** August 5, 2025

**Title:** An Ordinance Authorizing the Mayor, Upon Recommendation of the City Attorney, to Enter Into General Professional Service Agreements with Zebulon M. Winstead and Becky Beck LeBlanc for Legal Services and Other Matters With Respect Thereto.

**Explanation of Proposal:**

*Additional Information Attached*

The City Attorney and Administration are recommending that the attorneys Zebulon M. Winstead and Becky Beck LeBlanc be offered individual General Professional Legal Services Agreements to perform general legal services on an as-needed basis for the Legal Division. They are qualified to perform a number of different services that the City requires from time to time.

**Budget:**  Neutral  Within Existing  Requires Amendment

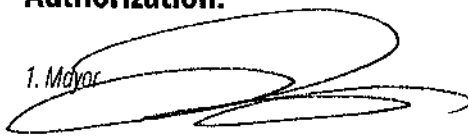
Account Number: 101-096900-531110

Expense Amount: \$60,000


Account Line Item: Professional Fees & Services

Remaining Amount: \$666,892

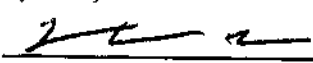
**Authorization:**

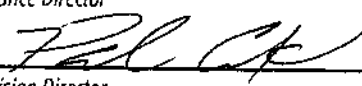
1. Mayor 

---

2. Chief Operating Officer 

---

3. City Attorney 

4. Finance Director 

---

5. Division Director

---

6. Department Head

---

7. Purchasing Agent

**Council Staff Review:** Form  Content

**Information:** Sufficient  Insufficient

**Remarks:**

RECEIVED

AUG 05 2025

SOLWALL

AGREEMENT FOR PROFESSIONAL SERVICES  
BETWEEN  
THE CITY OF ALEXANDRIA  
AND  
LEGAL PROFESSIONAL

THIS AGREEMENT, effective the \_\_\_ day of \_\_\_\_\_, 2025, made and entered into on the days and dates below shown, by and between the City of Alexandria, herein represented by Jacques M. Roy, Mayor (hereinafter sometimes referred to as the "City"), and \_\_\_\_\_, Attorney at Law (hereinafter sometimes referred to as "Professional").

RECITALS

WHEREAS, the City desires to have contract attorneys to assist the City Attorney with legal matters which may arise from time to time on behalf of the City of Alexandria;

WHEREAS, the City Charter provides, at § 4-02, that the head of the legal division shall be the city attorney, and he shall serve as chief legal adviser to the mayor, city council, and all divisions or departments, offices, and agencies, and shall represent the city in all legal proceedings and shall perform any other duties prescribed by this charter or by ordinance, including employing any assistant city attorneys authorized by the city council, the latter of whom shall be appointed by the city attorney and serve at his pleasure, with all other special legal counsel being employed by the city through written contract with approval of the city council;

WHEREAS, the City desires to have contract attorneys and special counsel to assist the City Attorney, under his direction, with legal matters which may arise from time to time on behalf of the City of Alexandria;

WHEREAS, \_\_\_\_\_, Attorney at Law, is qualified to do the work required by this agreement for the City of Alexandria; and

NOW THEREFORE, the City of Alexandria and \_\_\_\_\_, Attorney at Law, for the considerations and under the conditions set forth agree as follows:

- I. Scope of Service to be performed by Professional:
  - A. Undertake legal matters as instructed by the City Attorney, which instruction shall be final and binding in all respects including but not limited to interpretation of existing law, policy, performance parameters, confidentiality, and strategy, unless violative of the *Louisiana Code of Professional Conduct*, law, or this contract.
  - B. Prepare legal documents suitable for presentation to the Administration, City Council, various Courts and the citizenry which advocate and protect the legal interests of the City of Alexandria.

- C. To provide trial and/or appellate advocacy services before the various Courts and/or Administrative bodies as needed to protect the legal interest of the City.

II. The City Agrees to:

A. Compensation:

1. This Agreement covers professional services of Professional for which they shall be compensated at the base rate of Two-Hundred Dollars (\$200.00) per hour or any special rate as authorized by and in the sole discretion of the City Attorney depending upon the legal needs of City of Alexandria.
2. Professional shall submit itemized invoices for services rendered on or before the 5<sup>th</sup> day of each month. Payment by the City of Alexandria shall be made on or before the 20<sup>th</sup> day of each month.
3. The maximum amount which can be billed to the City under this Contract shall be \$ N/A per month, which shall may be rolled forward to the succeeding month; provided, however, that in no case shall the billed services exceed \$ N/A per annum, which cannot be rolled forward.
4. It is specifically understood that the City will not monitor the limits on annual service, and it is the obligation of the Professional to do so and obtain in writing a waiver if it appears the limit will be exceeded in a year's time. No promise by any person, not made in writing and properly approved, shall be sufficient to waive this requirement, and reliance thereon is at the risk and peril of the Professional.

B. Reimburse all reasonable out of pocket expenses, including the costs of court, experts witnesses (retained only after approval by the City Attorney), copies, telephone charges, depositions, and any other expenses necessary to advocate the legal position of the City of Alexandria.

C. Pay any reasonable invoices for services or the reimbursement of expenses for matters previously assigned that predate this Agreement.

III. Assignability:

Professional shall not assign any interest in this contract, and shall not transfer any interest without prior written consent of the City of Alexandria, including to any law firm, partnership, limited liability company, Legal Corporation, or any other juridical entity

which may be the successor of Professional.

IV. Acknowledgment of Exclusion of Workman's Compensation Coverage:

Professional herein expressly agrees and acknowledges that Professional is an Independent Contractor as defined in R.S. 23:1020(5) and, as such, it is expressly agreed and understood between the parties that the City of Alexandria shall not be liable to Professional or Professional's employees for any benefits or coverage provided by the Workman's Compensation Laws of the State of Louisiana.

V. Waiver of Sick and Annual Benefits:

It is expressly agreed and understood between the parties entering into this professional services contract, that Professional and her employees, acting as an independent contractor, shall not receive sick, annual leave, or disability benefits from the City of Alexandria.

VI. Duration of Agreement:

B. This Agreement shall be valid from the date of execution herein until terminated earlier by either party in accordance with this contract.

C. Either party to this Contract may terminate the Contract by giving the other party written notice of said intention to terminate at least ten (10) days before the date of termination.

D. For purposes of this section and pursuant to the City Charter, the Mayor and/or the City Attorney of the City of Alexandria is authorized to terminate this contract without further Council approval.

VII. Special Budgetary Provision

Professional acknowledges that the City of Alexandria has authorized a specific budget for legal services, which is administered by the City Attorney. Professional agrees not to accept an assignment from the City of Alexandria without the knowledge of the City Attorney and receipt of a notice to proceed from the City Attorney. Professional acknowledges that failure to obtain said notice to proceed may result in non-payment of invoices for the services provided and expenses incurred by Professional.

VIII. Amendment of Agreement

This Agreement may be amended by mutual consent of the respective parties, but only in writing and after approval.

IX. Indemnification

Professional agrees to maintain sufficient professional and general liability insurance and provide continuing proof of same to the City. Professional further agrees to defend, indemnify, and hold harmless the City of Alexandria, its officers, agents, employees, and assigns from and against any and all claims, actions or causes of action, damages and liabilities arising out of Professional's negligent acts, errors, or omissions in performing the contract services.

X. Entire Agreement

This Agreement constitutes the entire Agreement between the parties with respect to the transactions contemplated by this Agreement, and it supersedes all prior oral or written agreements, commitments, or understandings with respect to the matters provided for in this Agreement.

XI. Governing Law

This Agreement, the rights and obligations of the parties and any claims or disputes relating thereto shall be governed by and construed in accordance with the laws of the State of Louisiana. The parties agree that the venue of any lawsuit brought pursuant to this contract shall be in the 9th Judicial District, Rapides Parish, Louisiana.

XII. Severability

The invalidity, illegality or unenforceability of any portion of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void.

XIII. Notices

All notices, demands, requests, or other communications which may be or are required to be given by any party to any other party pursuant to this Agreement shall be in writing and shall be hand delivered, mailed by first class, registered or certified mail, return receipt requested, postage prepaid, sent by overnight express mail, postage prepaid, return receipt requested or transmitted by telegram or facsimile, addressed as follows:

Professional  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Attorney  
City of Alexandria  
P.O. Box 71  
Alexandria, LA 71309-0071

Each party may designate by notice in writing a new address to which any further notice, demand, request or communication shall thereafter be so given, served or sent. Notice shall be deemed given for all purposes at such times as it is delivered to addressee (with the return receipt, the delivery receipt, or with respect to a facsimile, the answer back being deemed conclusive evidence of such delivery) or at such time as delivery is refused by the addressee upon presentation.

For the consideration and under the conditions set forth above Misty Antoon, Attorney at Law, agrees to perform legal services for the City of Alexandria.

IN WITNESS WHEREOF the parties have caused this Agreement to be duly executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

This Agreement is signed in duplicate originals.

WITNESS:

CITY OF ALEXANDRIA

\_\_\_\_\_

\_\_\_\_\_  
JACQUES M. ROY, MAYOR

\_\_\_\_\_

\_\_\_\_\_  
Date

WITNESS:

\_\_\_\_\_  
PROFESSIONAL,  
ATTORNEY AT LAW

\_\_\_\_\_

\_\_\_\_\_  
Date

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR UPON RECOMMENDATION OF THE CITY ATTORNEY, TO ENTER INTO GENERAL PROFESSIONAL SERVICE AGREEMENTS WITH ZEBULON M. WINSTEAD AND BECKY BECK LEBLANC FOR LEGAL SERVICES AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor upon the recommendation of the City Attorney, to enter into General Professional Service Agreements with Zebulon M. Winstead and Becky Beck Leblanc for legal services.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of August, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of August, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor upon recommendation of the City Attorney, to enter into Professional Service Agreements with Charles E. Johnson, Monica D. Doss, and Zebulon M. Winstead to act as Hearing Officers and other matters with respect thereto.



# AGENDA ITEM FACT SHEET

This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.

Division/Department: Legal Division

Date: August 5, 2025

**Title:** An Ordinance Authorizing the Mayor, Upon Recommendation of the City Attorney, to Enter Into Professional Service Agreements with Charles E. Johnson, Monica D. Doss, and Zebulon M. Winstead to Act as Hearing Officers and Other Matters With Respect Thereto.

**Explanation of Proposal:**

Additional Information Attached

The City Attorney and Administration are recommending that the attorneys Charles E. Johnson, Monica D. Doss, and Zebulon M. Winstead be offered individual Professional Legal Services Agreements to serve as Hearing Officers for the City's adjudication hearing bureau, established under City Code Sec. 7-231, et seq.

Hearing Officer compensation is anticipated to be somewhat offset by monetary fines and hearing costs against property owners found in violation of the City Code, as authorized by City Code Sec. 7-239.

**Budget:**

Neutral

Within Existing

Requires Amendment

Account Number: 101-096900-531110

Expense Amount: \$90,000

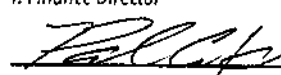
Account Line Item: Professional Fees & Services

Remaining Amount: \$666,892

**Authorization:**

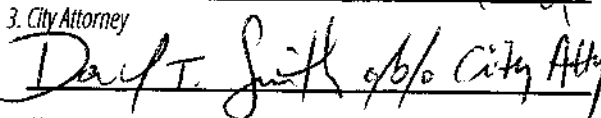
1. Mayor 

4. Finance Director

  
5. Division Director

2. Chief Operating Officer 

6. Department Head

3. City Attorney   
Daryl T. Smith c/o City Atty

7. Purchasing Agent

**Council Staff**

Form

**Information:**

Sufficient

**Review:**

Content

Insufficient

**Remarks:**

RECEIVED

AUG 05 2025

CITY COUNCIL

AGREEMENT FOR PROFESSIONAL SERVICES  
BETWEEN  
THE CITY OF ALEXANDRIA  
AND  
PROFESSIONAL

THIS AGREEMENT, effective the \_\_\_ day of \_\_\_\_\_, 2025, made and entered into on the days and dates below shown, by and between the City of Alexandria, herein represented by Jacques M. Roy, Mayor (hereinafter sometimes referred to as the "City"), and \_\_\_\_\_ (hereinafter sometimes referred to as "Professional").

WITNESSETH

WHEREAS, the Section 4-02 of the Alexandria Home Rule Charter provides that the head of the legal division shall be the City Attorney, who shall serve as chief legal advisor to the Mayor, City Council, and all divisions or departments, offices, and agencies, and shall represent the City in all legal proceedings and shall perform any other duties prescribed by the Charter or by ordinance, including employing any assistant city attorneys authorized by the City Council, the latter of whom shall be appointed by the City Attorney, with all other special legal counsel being employed by the City through written contract with approval of the City Council; and

WHEREAS, the City desires to have contract attorneys to assist the City Attorney with legal matters which may arise from time to time on behalf of the City of Alexandria; and

WHEREAS, La. R.S. § 13:2575 and City Code Sec. 7-234 authorize the City to appoint Hearing Officers to conduct administrative hearings and adjudicate alleged violations of the City Code; and

WHEREAS, Professional is qualified to do the work required by this agreement for the City.

NOW THEREFORE, the City of Alexandria and Professional, for the considerations and under the conditions set forth, agree as follows:

I. Scope of Services:

The Professional shall:

- Review and familiarize themselves with relevant City codes and ordinances, Louisiana law, and City-provided training materials, including but not limited to La. R.S. § 13:2575-76 and City Code Secs. 7-231 through 7-245.
- Work with City staff to schedule administrative hearings to adjudicate alleged civil code violations.
- Conduct prehearing conferences to assist with the settlement of alleged violations.

- Adjudicate alleged civil code violations and rule on all requests for continuances, etc.
- Swear witnesses and contemporaneously rule on the admission of evidence and testimony and any objections thereto.
- Render administrative judgments in a fair and unbiased manner, ensuring the City meets its burden of proving civil code violations and affording alleged violators with all due process rights and the opportunity to make their case heard.
- Build a clean record that can be reviewed on appeal by state district court, if necessary.
- Disclose personal and professional relationships with individuals and companies or other entities who may be parties to administrative hearings to ensure the prevention of any potential conflicts of interest.
- Maintain a high degree of professionalism and treat City staff and alleged violators with dignity and respect.
- Administer all cost accounting and billing relative to the contract.
- Any other task reasonably related to performing the requested services and contracting with the City of Alexandria.

The City Agrees to:

- A. Scheduling hearings, providing the space for hearings to occur, and managing recordkeeping for the adjudications.
- B. Compensation:
  1. This Agreement covers professional services of Professional for which it shall be compensated at the base rate of Two Hundred Twenty-Five Dollars (\$225.00) per hour.
  2. Professional shall submit itemized invoices for services rendered on or before the 5<sup>th</sup> day of each month. Payment by the City of Alexandria shall be made on or before the 20<sup>th</sup> day of each month.
  3. The maximum amount which can be billed to the City under this Agreement shall be Fifty-Thousand Dollars (\$50,000.00) per city fiscal year.
- B. Reimburse all reasonable approved out-of-pocket expenses necessary to perform the services under this Agreement. Because such expenses are not generally anticipated under this Agreement, any out-of-pocket expenses must be discussed with the City Attorney's office and approved in advance.

II. Assignability:

Professional shall not assign any interest in this contract, and shall not transfer any interest without prior written consent of the City of Alexandria.

III. Independent Contractor Status and Acknowledgment of Exclusion of Workman's Compensation Coverage:

Professional herein expressly agrees and acknowledges that it is an Independent Contractor as defined in La. R.S. § 23:1020(5) and, as such, it is expressly agreed and understood between the parties that the City of Alexandria shall not be liable to Professional for any benefits or coverage provided by the Workman's Compensation Laws of the State of Louisiana. Professional shall not be construed as a City employee for any purpose, including unemployment compensation coverage. It is expressly agreed and understood by Professional that they shall not receive sick and annual benefits from the City. Professional shall be at all times solely responsible for their own faults, obligations and responsibilities.

IV. Waiver of Sick and Annual Benefits:

It is expressly agreed and understood between the parties entering into this professional services contract, that Professional, acting as an independent contractor, shall not receive sick, annual leave or disability benefits from the City of Alexandria.

V. Duration of Agreement:

- A. This Agreement shall be valid from the date of execution herein for a period of two (2) years, with options to extend additional years, or until terminated earlier by either party in accordance with this contract.
- B. The City Attorney shall inform Professional thirty (30) days prior to the end of the term period whether the City intends to renew the Agreement for additional year(s).
- C. Either party to this Agreement may terminate the Agreement by giving the other party written notice of said intention to terminate at least thirty (30) days before the date of termination.
- D. For purposes of this section, the Mayor and/or the City Attorney is authorized to terminate this contract without further Council approval.

VI. CONFLICTS OF INTEREST / PROFESSIONAL RESPONSIBILITY

- A. Ethical Conflicts: The City of Alexandria strictly adheres to the Louisiana Code of Governmental Ethics, La. R.S. § 42:1101, *et seq.* Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in

accordance with applicable law. Professional warrants that there is no financial or other "conflict of interest" related to contracting with the City.

- B. Legal Conflicts: In addition, in recognition of the Louisiana Rules of Professional Conduct, Professional agrees to decline any offer of employment if awarded a contract if their work on behalf of the City is likely to be adversely affected by the acceptance of such employment. The initial determination of such a possibility rests with Professional. It is incumbent upon Professional to notify the City Attorney's Office and provide full disclosure of the possible effects of such employment on Professional's independent work in behalf of the City. Final decision on whether offers of other employment for Professional represent an unwaivable conflict shall rest with the City.

VII. Special Budgetary Provisions

- A. Fiscal Funding: If the Alexandria City Council fails to appropriate sufficient monies to provide for the continuation of any agreements, or if such appropriation is reduced by the veto of the Mayor or by any means provided in the Budget Ordinance, or amendments thereto, to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of an agreement, the agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated, or as stated in the agreement.
- B. Work Assignment. Professional acknowledges that the City of Alexandria has authorized a specific budget for legal services, which is administered by the City Attorney. Professional agrees not to accept any additional assignments from the City of Alexandria without the knowledge of the City Attorney and receipt of a notice to proceed from the City Attorney. Professional acknowledges that failure to obtain said notice to proceed may result in non-payment of invoices for the services provided and expenses incurred.

VIII. Amendment of Agreement

This Agreement may be amended by mutual consent of the respective parties.

IX. Indemnification

Professional agrees to maintain Errors and Omissions and/or Professional Liability Insurance during the duration of this Agreement. Professional agrees to notify the City within thirty (30) days of all policy cancellations, reductions in limits, or changes in coverage. Professional further agrees to defend, indemnify, and hold harmless the City of Alexandria, its officers, agents, employees and assigns from and against any and all claims, actions or causes of action, damages and liabilities arising out of her negligent acts, errors, or omissions of Professional in performing the contract services.

X. Entire Agreement

This Agreement constitutes the entire Agreement between the parties with respect to the transactions contemplated by this Agreement, and it supersedes all prior oral or written agreements, commitments or understandings with respect to the matters provided for in this Agreement.

XI. Governing Law

This Agreement, the rights and obligations of the parties and any claims or disputes relating thereto, shall be governed by and construed in accordance with the laws of the State of Louisiana. The parties agree that the venue of any lawsuit brought pursuant to this contract shall be in the 9th Judicial District, Rapides Parish, Louisiana.

XII. Severability

The invalidity, illegality or unenforceability of any portion of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void.

XIII. Notices

All notices, demands, requests, or other communications which may be or are required to be given by any party to any other party pursuant to this Agreement shall be in writing and shall be hand delivered, mailed by first class, registered or certified mail, return receipt requested, postage prepaid, sent by overnight express mail, postage prepaid, return receipt requested or transmitted by telegram or facsimile, addressed as follows:

Professional  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Attorney  
City of Alexandria  
P.O. Box 71  
Alexandria, LA 71309-0071

Each party may designate by notice in writing a new address to which any further notice, demand, request or communication shall thereafter be so given, served or sent. Notice shall be deemed given for all purposes at such times as it is delivered to addressee (with the return receipt, the delivery receipt, or with respect to a facsimile, the answer back being deemed conclusive evidence of such delivery) or at such time as delivery is refused by the addressee upon presentation.

For the consideration and under the conditions set forth above Professional agrees to perform the aforementioned legal services for the City of Alexandria.

IN WITNESS WHEREOF the parties have caused this Agreement to be duly executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

This Agreement is signed in duplicate originals.

WITNESS:

\_\_\_\_\_  
\_\_\_\_\_

CITY OF ALEXANDRIA

\_\_\_\_\_  
JACQUES M. ROY, MAYOR

\_\_\_\_\_  
Date

WITNESS:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
PROFESSIONAL

\_\_\_\_\_  
Date

## ORDINANCE NO.

**AN ORDINANCE AUTHORIZING THE MAYOR UPON THE RECOMMENDATION OF THE CITY ATTORNEY, TO ENTER INTO PROFESSIONAL SERVICE AGREEMENTS WITH CHARLES E. JOHNSON, MONICA D. DOSS, AND ZEBULON M. WINSTEAD TO ACT AS HEARING OFFICERS AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor upon the recommendation of the City Attorney, to enter into Professional Service Agreements with Charles E. Johnson, Monica D. Doss, and Zebulon M. Winstead to act as Hearing Officers.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of August, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to enter into an agreement with the Grant Parish Sheriff's Office to share in the use of public safety equipment and other matters with respect thereto.



# AGENDA ITEM FACT SHEET

This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.

**Division/Department:** Alexandria Police Department

**Date:** August 5, 2025

**Title:** An Ordinance Authorizing the Mayor to Enter Into an Agreement with the Grant Parish Sheriff's Office to Share in the Use of Public Safety Equipment and Other Matters With Respect Thereto.

**Explanation of Proposal:**

Additional Information Attached

The Alexandria Police Department desires to enter an Intergovernmental Agreement with the Grant Parish Sheriff's Office. La. R.S. 33:4712.18 allows political subdivisions to donate the use of equipment to other political subdivisions. La. R.S. 33:2337 also authorizes mutual aid including the sharing of equipment between public safety agencies during a special event or emergency. Under this Agreement, APD and GPSO would loan modular vehicle barrier systems and/or other equipment to the other agency when needed for public safety purposes.

**Budget:**  Neutral  Within Existing  Requires Amendment

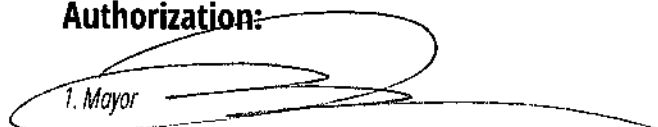
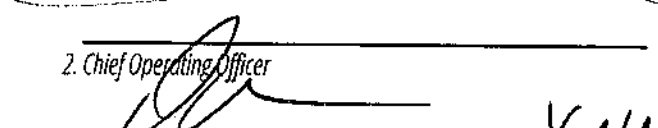
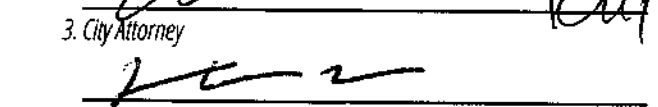
Account Number:



Expense Amount:

Account Line Item:

Remaining Amount:

**Authorization:**

1. Mayor   
2. Chief Operating Officer   
3. City Attorney  KM

4. Finance Director   
5. Division Director   
6. Department Head \_\_\_\_\_  
7. Purchasing Agent \_\_\_\_\_

**Council Staff Review:** Form  Content  **Information:** Sufficient  Insufficient

**Remarks:**

RECORDED  
AUG 05 2025  
CLERK OF COURSE

**INTERGOVERNMENTAL AGREEMENT**  
**BETWEEN**  
**THE GRANT PARISH SHERIFF'S OFFICE**  
**AND**  
**THE CITY OF ALEXANDRIA, LOUISIANA**

This Agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between:

**THE GRANT PARISH SHERIFF'S OFFICE ("GPSO")**, a political subdivision of the State of Louisiana represented herein by the Honorable Steven McCain, the Sheriff of Grant Parish

**AND**

**THE CITY OF ALEXANDRIA, ("CITY")**, a political subdivision created, organized and existing under the laws of the State of Louisiana, represented herein by the Honorable Jacques M. Roy, Mayor,

who declare that under the provisions of the Louisiana Constitution of 1974 and the provisions of the Louisiana Local Services Law, and other applicable laws, that the two political subdivisions desire to enter into this Intergovernmental Agreement ("Agreement").

WHEREAS, it is provided in Article VI, Section 20 and Article VII, Section 14(C) of the Louisiana Constitution of 1974 and the Local Services Law, La. R.S. § 33:1321, *et seq.*, that, through the use of the arrangement provided therein, greater economy and efficiency in the operation of local services may be encouraged and the benefits of such services extended; and that political subdivisions may engage jointly in the exercise of any power or function, the promoting and maintenance of any undertaking which any of the participating authorities may exercise or take individually under the provisions of the general or specials laws;

WHEREAS, as further set forth in Article 7, Section 14(B)(14) of the Constitution of Louisiana, political subdivisions may donate the use of public equipment and the utilization of personnel to another political subdivision for an activity or function the requesting political subdivision is authorized to exercise, provided that both entities have executed a written agreement for the use of the equipment or utilization of personnel;

WHEREAS, La. R.S. § 33:4712.18 sets forth the parameters of the written agreement that political subdivisions should enter into for the donation of the use of public equipment and the utilization of personnel to another political subdivision;

WHEREAS, La. R.S. § 33:2337(A)(1) further provides that in the event of an emergency or a special event and upon the request of another police department or sheriff's office, by the chief of police, the sheriff, or their designees of that department on duty at the time of the emergency or

special event, a political subdivision may furnish police manpower and equipment if the chief of police, the sheriff, or their designees on duty, of the police department or sheriff's office receiving the request for aid is of the opinion that such police manpower and equipment are available;

WHEREAS, GPSO and the City desire to establish a partnership for the sharing of the use of modular vehicle barrier systems and other equipment, as necessary; and

WHEREAS, GPSO and the City have determined that this Intergovernmental Agreement is in the best interests of the public and furthers the general objectives of both parties.

NOW, THEREFORE, the parties agree as follows:

**ARTICLE I**  
**SCOPE**

GPSO and the City accept responsibility for purchasing respective modular vehicle barrier systems (each valued at approximately \$15,000.00) and agree to furnish the following equipment for this project:

**Grant Parish Sheriff's Office**  
One modular vehicle barrier system

**City of Alexandria, Louisiana**  
Three modular vehicle barrier systems

Both entities agree that the modular vehicle barrier systems will be shared with each other, at the discretion of the Grant Parish Sheriff and the Alexandria Chief of Police, as needed in the interest of public safety as circumstances require. GPSO and the City agree that this Agreement will greatly benefit the public of the two entities. Given the likelihood of a greater need on behalf of the City of Alexandria, the parties agree and declare that the respective purchase and shared use of these systems is proportional and not gratuitous.

The use of other equipment may be shared in an emergency situation or for a special event under La. R.S. § 33:2337(A)(1), or under ordinary circumstances provided the donation of the use is not gratuitous and the other terms of this Agreement are met.

GPSO and the City agree to fully participate in and share in the management and operations of this project. GPSO and the City will be responsible for storing the respective modular vehicle barrier system(s) that their entity purchases. The agency in possession of the system(s) shall be responsible for repairing or replacing the equipment if it becomes inoperable for its intended use due to a mechanical or other breakdown while in the possession of the respective political subdivision. Each party to this Agreement shall maintain its own insurance coverage for the equipment or have sufficient reserves to be self-insured for the equipment.

**ARTICLE II**  
**HOLD HARMLESS**

Each of the parties agrees to hold harmless and indemnify the other party, and their elected and appointed officials, agents, employees, from and against all claims, demands, and

causes of action of any kind or character, including the cost of defense thereof, arising on account of personal injuries, death or damage to property caused by or resulting from the use of the equipment specified in this Agreement.

**ARTICLE III**  
**TERMINATION**

Either party may terminate this Agreement with or without cause upon the provision of thirty (30) days notice to the other party.

**ARTICLE IV**  
**AMENDMENTS**

Any addendum, alteration, variation, modification, or waiver of provisions of this Agreement shall be valid only when they have been reduced to writing and executed by the Sheriff of GPSO and the Mayor of the City of Alexandria.

**ARTICLE V**  
**TERM OF CONTRACT**

This Agreement is in force and effect from the date of the signature of the last party entering into this Agreement, and may terminate as provided in this Agreement.

**ARTICLE VI**  
**DISCRIMINATION CLAUSE**

GPSO and the City agree to comply with all Federal, State, and local laws prohibiting discrimination on the basis of age, sex, race, creed, color, national origin or the presence of any mental or physical handicap.

**ARTICLE VII**  
**SEVERABILITY AND NO WAIVER**

If any provision or item of this Agreement or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Agreement which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this Agreement are hereby declared severable. No waiver of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provisions hereof.

**ARTICLE VIII**  
**ASSIGNMENT**

Neither GPSO nor the City shall assign this Agreement or any interest in this Agreement (whether by assignment or novation) without prior written consent of the other party.

**ARTICLE IX**  
**NO THIRD PARTY BENEFICIARY**

This Agreement is for the benefit of the GPSO and the City only and no other person or entity shall have any rights whatsoever under this Agreement as a third party beneficiary.

**ARTICLE X**  
**GOVERNING LAW**

The Agreement, the rights and obligations of the parties and any claims or disputes relating thereto shall be governed by and construed in accordance with the laws of the State of Louisiana. The parties agree that the venue of any lawsuit brought pursuant to the Agreement shall be in the Ninth Judicial District Court, Rapides Parish, Louisiana or Thirty-Fifth Judicial District Court, Grant Parish, Louisiana.

**ARTICLE XI**  
**NOTICES**

All notices, demands, requests, or other communications which are required to be given by any party to any other party pursuant to this Agreement shall be in writing and shall be sent via USPS mail, as follows:

Grant Parish Sheriff's Office  
Sheriff Steven McCain  
P.O. Box 187  
Colfax, LA 71417

Alexandria Police Department  
Chief Chad Gremillion  
1000 Bolton Ave.  
Alexandria, LA 71303

Each party may designate by notice in writing a new address or electronic mail address to which any further notice, demand, request or communication shall thereafter be so given, served or sent.

THUS DONE AND SIGNED in duplicate originals this \_\_\_\_ day of \_\_\_\_\_, 2025.

**THE GRANT PARISH SHERIFF'S OFFICE**

By: \_\_\_\_\_  
SHERIFF STEVEN MCCAIN

**THE CITY OF ALEXANDRIA**

By: \_\_\_\_\_  
MAYOR JACQUES M. ROY

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE GRANT PARISH SHERIFF'S OFFICE TO SHARE IN THE USE OF PUBLIC SAFETY EQUIPMENT AND OTHER MATTERS WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to enter into an agreement with the Grant Parish Sheriff's Office to share in the use of Public Safety Equipment...

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of August, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to execute intercreditor and Subordination Agreement in favor of Origin Bank and Enterprise Place, a Louisiana Partnership in Commendam and otherwise providing with respect thereto.



This fact sheet is the basis for a decision by the City Council. Please insure that the information is clear, concise and current.

AGENDA ITEM FACT SHEET

Date: 8/5/25

TITLE: AN ORDINANCE TO AUTHORIZE THE MAYOR TO EXECUTE INTERCREDITOR AND SUBORDINATION AGREEMENT IN FAVOR OF ORIGIN BANK AND ENTERPRISE PLACE, A LOUISIANA PARTNERSHIP IN COMMENDAM, AND OTHERWISE PROVIDING WITH RESPECT THERETO.

EXPLANATION OF PROPOSAL

Pursuant to Ordinance No. 315-2008 the City entered into an affordable Rental Housing HOME Grant in the amount of \$520,000.00 with Enterprise Place for the construction of 36 rental units on Enterprise Road. The city holds a mortgage subordinated to the first mortgage position. The owner is refinancing and the City will remain subordinate to the first mortgage.

COST/BUDGET

ACCOUNT NUMBER

AMOUNT IN LINE ITEM

AMOUNT OF EXPENSE

AMOUNT REMAINING

TIME DEADLINE:

COUNCIL DISTRICT -

APPROVED BY:

1. Mayor

5. Chief Operating Officer

2. Division Director

6. Department Head

3. City Attorney

4. Director of Finance

Review by: Council Staff

Form Content

Information is:

Sufficient Insufficient

RECEIVED

AUG 05 2025

CITY COUNCIL

## ORDINANCE NO. 365-2008

AN ORDINANCE AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ALEXANDRIA TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT WITH ENTERPRISE PLACE AND TO AUTHORIZE A "HOME" AFFORDABLE RENTAL HOUSING PROGRAM REGULATORY AGREEMENT RELATED TO A HUD GRANT AWARD RECIPIENT AND FOR THE CITY TO ACCEPT A NOTE AND MORTGAGE TO SECURE PERFORMANCE RELATED THERETO.

WHEREAS, Enterprise Place, a Louisiana Partnership in commendams proposed to construct 36 rental units on Enterprise Road; and,

WHEREAS, part of the funding for the private development is the receipt of HUD HOME Affordable Rental Housing Program grant funds in the amount of \$520,000; and,

WHEREAS, the owner anticipates additional funding from its own and other private sources exceeding \$7 million for infrastructure and new home construction; and,

WHEREAS, the Community Development department administers certain CDBG and HOME funds obtained from HUD as a federal agency; and,

WHEREAS, the expenditure does not involve city funds; and,

WHEREAS, the federal regulations require the owner to execute with the servicing city a HOME Affordable Rental Housing Program Regulatory Agreement; and,

WHEREAS, the owner is required to maintain certain homes available to low and moderate income families for rental purposes for the life of the contract; and,

WHEREAS, to secure the owner's commitments and agreements the owner grants the City a lien on the property, subordinated to the first mortgage holder; and,

WHEREAS, the owner executes a note and mortgage in favor the City to secure the lien and other obligations from the HUD grant; and,

WHEREAS, the city inspects the property for compliance and reviews periodically the progress of the property and ownership interest; and,

WHEREAS, the Administration hereby recommends approval of this item, now therefore

SECTION I: BE IT ORDAINED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the Mayor on behalf of the City of Alexandria to enter into a Cooperative Endeavor Agreement with Enterprise road and to authorize a "Home" affordable rental housing program regulatory agreement related to a HUD grant award recipient and for the City to accept a note and mortgage to secure performance related thereto.

SECTION II: BE IT FURTHER ORDAINED, etc., that monies for this project will be as follows:

<u>Account Number</u>	<u>Amount of Expense</u>
163-040117-707165	\$223,482.60
163-040317-707165	\$151,343.37
163-040417-707165	\$145,174.03

SECTION III: BE IT FURTHER ORDAINED, etc., that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

SECTION IV: BE IT FURTHER ORDAINED, etc., that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance are hereby declared severable.

SECTION V: BE IT FURTHER ORDAINED, etc., that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE was introduced on the 26<sup>th</sup> day of August, 2008.

NOTICE PUBLISHED ON THE 29<sup>th</sup> day of August, 2008.


THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS: Lawson, Fowler, Johnson, Smith, Silver, Hobbs,  
Marshall.

NAYS: None.

ABSENT: None.

AND THE ORDINANCE was declared adopted on this the 23rd  
day of September, 2008 and final publication was made in the  
Alexandria Daily Town Talk on the 26<sup>th</sup> day of September, 2008.

  
CITY CLERK

  
PRESIDENT

  
MAYOR'S APPROVAL

DELIVERED SEP 25 2008

RECEIVED SEP 25 2008

Note on Execution

*Contract negotiation will require strict  
Article VII, § XIV (14) analysis and indemnification.*

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE INTERCREDITOR AND SUBORDINATION AGREEMENT IN FAVOR OF ORIGIN BANK AND ENTERPRISE PLACE, A LOUISIANA PARTNERSHIP IN COMMENDAMS AND OTHERWISE PROVIDING WITH RESPECT THERETO.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to execute Intercreditor and Subordination Agreement in favor of Origin Bank and Enterprise Place, a Louisiana Partnership in Commendams.

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of August, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_\_ day of August, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to enter into a contract with Samsara for the license, equipment, hardware, support and maintenance and all matters related thereto for public sector vehicle communication.



**AGENDA ITEM FACT SHEET**

*This fact sheet is the basis for a decision by the City Council.  
Please insure that the information is clear, concise and current.*

**Division/Department:** Public Safety/Fire

**Date:** August 4, 2025

**Title:** An ordinance authorizing the Mayor to enter into a contract with Samsara for the license, equipment, hardware, support and maintenance and all matters related thereto for public sector vehicle communications

**Explanation of Proposal:**

Additional Information Attached

*In-vehicle camera systems in new Rescue Trucks*

*In-vehicle camera systems in new ~~rescue~~ trucks.*

**Budget:**

Neutral

Within Existing

Requires Amendment

Account Number: 101-076000-707702

Expense Amount:

Account Line Item: \$60,170

Remaining Amount:

**Authorization:**

1. Mayor

2. Chief Operating Officer

3. City Attorney

4. Finance Director

5. Division Director

6. Department Head

7. Purchasing Agent

**Council Staff**

Form

**Review:**

Content

**Information:**

Sufficient

Insufficient

**Remarks:**

PROJECT

AUG 05 2025

5077



The Connected Operations Cloud

Quote #: Q-2107824

Issued Date: 07-10-2025

Expires 08-09-2025

**Prepared For:**  
City of Alexandria  
1000 Bollon Ave  
Alexandria, Louisiana  
71303-4567

**Prepared By:**  
Bryce Bullock  
bryce.bullock@samsara.com

## Cost Overview

License Term: 36 Months

License Cost	USD \$5,079.90
Hardware and Accessories	USD \$0.00
Estimated Shipping and Handling	USD \$30.00
Estimated Total Sales Tax	USD \$0.00
Estimated First Year Payment	USD \$1,723.30
Estimated Payments Beginning Year Two	USD \$1,693.30

\* Shipping (Pending) - Amount is pending due to a no of order, shipping and handling subject to change.  
\*\* Sales tax is (Pending) - Final amount will be provided prior to payment.  
\*\*\* Tax  
\*\*\*\* charged on rate. ACH charges (Canada Service)  
\*\*\*\*\* Sales tax subject to change.

**Samsara Inc.**

1 De Haro Street, San Francisco, CA 94017 • [samsara.com](http://samsara.com)



## Product Overview

SHIP TO Dylan Derbonne  
1000 Bolton Ave  
Alexandria, Louisiana, 71301  
United States

Hardware & Accessories	Net Unit Price	Total Price
Dual-facing dash-camera, series 4		
HW-CM34• QTY: 2	\$0.00	\$0.00
Vehicle IoT Gateway, model VG55		
HW-VG55-NA• QTY: 2	\$0.00	\$0.00
Enhanced VG Series OBDII J1962 L-mount cable		
CBL-VG-COBDII-Y1• QTY: 2	\$0.00	\$0.00
VG5x Aux Cable		
CBL-VG-CAUX• QTY: 2	\$0.00	\$0.00
<b>Total Price:</b>		\$0.00

Licenses	Annual Unit Price	Total Annual Price
Live Streaming		
LIC-CM-STRM• QTY: 2	\$51.05	\$102.10
Safety Premier (Dual Camera)		
LIC-CM-D-PREMIER• QTY: 2	\$561.00	\$1,122.00
Telematics Premier Public Sector		
LIC-VG-PREMIER-PS• QTY: 2	\$234.60	\$469.20
<b>Total Price:</b>		\$1,693.30



The Connected Operations Cloud

**Thank you for considering Samsara**

Samsara's mission is to increase the safety, efficiency, and sustainability of the operations that power the global economy. We are the pioneer of the Connected Operations Cloud, which allows businesses that depend on physical operations to harness IoT data to develop actionable business insights and improve their operations. We are pleased to offer you the Samsara products and services included in this Order Form.

**What is included?**

**Samsara Inc.**

1 De Haro Street, San Francisco, CA 94017 • [samsara.com](http://samsara.com)



The Connected Operations Cloud

Samsara's connected operations solution includes the Products listed in this Order Form. Licenses provide all features included in the respective license, including access to the following as applicable:

- Access to the Samsara Hosted Software dashboard and as applicable mobile App features
- Samsara Software updates
- API access for integration with third party systems as applicable to your licenses
- Support and maintenance for Samsara Products as applicable
- Access to learning resources

#### Payment Terms

This order form includes a license fee for the Samsara Software associated with the Hardware to be paid annually beginning on the License Start Date and, if applicable, a one-time Hardware cost to be paid upfront as of the license start date. The annual fees are payable by recurring wire transfer. All transfers made by credit card are subject to a processing fee up to 3%, subject to applicable law. Late payments are subject to a 1.5% per month late fee. If license payments are delinquent by 30 days, Samsara may suspend the Service until late payments are remitted.

#### License Term

The license term for the Samsara Software licenses purchased under this Order Form begins on the day Samsara activates the applicable Samsara Software license by providing you a claim number and access to the Hosted Software ("License Start Date"). If Hardware associated with a then-unactivated Samsara Software license will be shipped to you under this Order Form, such Samsara Software license will be activated on the day the Samsara Hardware ships. Notwithstanding the foregoing, if you are renewing the license term for a previously-activated Samsara Software license under this Order Form, the License Start Date for the renewal license term shall be the day that Samsara extends your access to the Hosted Software for the renewal license term.

By signing this Order Form, you confirm that each "Ship To" delivery address set forth herein is accurate and that any individual accepting delivery at that address is authorized to do so on your behalf. To the extent such Hardware is associated with then-unactivated Samsara Software licenses, the Samsara Software license term for each such Hardware device will start on the day that device ships regardless of the shipment schedule for the other such Hardware devices.

You agree that you will only use the Samsara Software licenses purchased under this Order Form in accordance with the applicable license scope ("Licensed Scope"). Samsara reserves the right to audit usage of Samsara Software and to remove your access to such features beyond the Licensed Scope (for example, the licensed feature scope or licensed user count, as applicable) at any time. If you would like to use features beyond the Licensed Scope, you are required to purchase the applicable Samsara Software licenses and if applicable install the applicable Hardware that include such scope. If Samsara becomes aware that you are using features beyond the Licensed Scope, Samsara reserves the right to charge you for the applicable Samsara Software licenses that include such Licensed Scope at list price, and you agree to immediately pay such amounts. Samsara further reserves the right to change, discontinue, or remove features included in a Samsara Software license at any time.

You acknowledge and agree that, during your license term, you may not downgrade your Samsara Software license plan to a lower Samsara Software license plan (e.g., downgrading your

**Samsara Inc.**

1 De Haro Street, San Francisco, CA 94017 • [samsara.com](http://samsara.com)



The Connected Operations Cloud

"Enterprise" license to a "Premier" license).

### Support and Warranty

Samsara stands behind its Products. During the applicable warranty period, defective Hardware will be remedied pursuant to our Hardware Warranty Policy at [www.samsara.com/support/hardware-warranty](http://www.samsara.com/support/hardware-warranty). Additional support information can be found at [www.samsara.com/support](http://www.samsara.com/support).

### Terms

Unless otherwise set forth herein, your use and access of the Hardware, Products, and Services specified herein are governed by Samsara's standard terms of service found at <https://www.samsara.com/terms-of-service>, unless the Parties have entered into a separate terms of service agreement and/or a separate terms of service agreement is attached to the Order Form, in which case such separate terms of service agreement shall govern (the 'Terms of Service') provided that notwithstanding anything stated in the Terms of Service to the contrary, Customer agrees the following sections from Samsara's standard terms of service found at <https://www.samsara.com/terms-of-service> shall apply: License (Section 4), Product Updates (Section 7), Data Protection Addendum (Section 10.3), Non-Samsara Products (Section 14), and Hardware Warranty (Section 17.1). You agree to be bound by the Terms of Service, and any capitalized terms not defined herein shall have the meaning set forth in the Terms of Service. The terms and conditions of the Terms of Service and this Order Form are the exclusive agreement of the parties with respect to the subject matter hereof and no other terms or conditions, including those associated with any Customer payment portal or onboarding of Samsara as a Customer vendor, shall be binding upon Samsara or otherwise have any force or effect.

To the extent Samsara allows you to make subsequent purchases of Products via Purchase Order without a corresponding Quote, you agree that (i) such Purchase Order shall be subject to the terms and conditions of this Order Form, including with respect to payment and license terms, as well as the applicable Terms of Service; and (ii) to the extent there is a conflict between such Purchase Order and this Order Form, including with respect to payment and license terms, as well as the applicable Terms of Service, the terms of this Order Form shall prevail, and no additional terms included in such Purchase Order that are not included in this Order Form shall apply. You acknowledge and agree that any reference to a Purchase Order in this Order Form is solely for your convenience in record keeping, and the existence of a Purchase Order or any delivery of Products to you following receipt of any Purchase Order shall not be deemed an acknowledgement of or agreement to any terms or conditions associated with any such Purchase Order or in any way be deemed to modify, alter, supersede or supplement the Terms of Service or this Order Form.

**Samsara Inc.**

1 De Haro Street, San Francisco, CA 94017 • [samsara.com](http://samsara.com)



The Connected Operations Cloud

**Notification of Confidentiality**

You agree that the pricing and payment terms specified in this Order Form shall (i) be held in strict confidence; (ii) not be disclosed to any Samsara competitor or other entity, except as pre-approved in writing by Samsara; and (iii) not be used except to evaluate the suitability of the Samsara Products for your business. This Order Form is a legally binding agreement between you ("Customer") and Samsara Inc. ("Samsara"). IN WITNESS WHEREOF, Customer has caused this Order Form to be executed by its duly authorized representative.

**Samsara Inc.**

1 De Haro Street, San Francisco, CA 94017 • [samsara.com](http://samsara.com)



The Connected Operations Cloud

**Billing Details:**

**Bill To:**  
City of Alexandria  
1000 Bolton Ave  
Alexandria, Louisiana, 71303-4567

**Billing Contact:**  
Name: Dylan Derbonne  
Title: Assistant Fire Chief  
Billing Email:  
dylan.derbonne@cityofalex.com  
Phone Number: 3186251993

**Payment Information:**  
Payment Method: Credit Card/ACH Debit  
Payment Terms: Net 30  
Payment Frequency: Direct Annual

Does your organization require a purchase order (PO) in order to process payment to vendors?

If yes, please provide the PO Number:

If your organization requires invoice submission via an electronic invoice portal, please email any e-invoicing requirements to [billingsupport@samsara.com](mailto:billingsupport@samsara.com).

Please email any tax documentation to [billingsupport@samsara.com](mailto:billingsupport@samsara.com).

**Samsara Inc.**

1 De Haro Street, San Francisco, CA 94017 • [samsara.com](http://samsara.com)



The Connected Operations Cloud

I confirm acceptance of this Order Form on behalf of the Customer identified herein and represent and warrant that I have full and complete authority to bind the Customer to this Order Form, including all terms and conditions herein." "Please confirm acceptance of this Order Form by signing below:

**Signature**

**Print Name:**

**Date:**

---

---

---

**Samsara Inc.**

1 De Haro Street, San Francisco, CA 94017 • [samsara.com](http://samsara.com)

## ORDINANCE NO.

### **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SAMSARA FOR THE LICENSE, EQUIPMENT, HARDWARE, SUPPORT AND MAINTENANCE AND ALL MATTERS RELATED THERETO FOR PUBLIC SECTOR VEHICLE COMMUNICATION.**

**SECTION I: BE IT ORDAINED** by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes the mayor to enter into a contract with Samsara for the license, equipment, hardware, support and maintenance and other matters related thereto for Public Sector Vehicle Communication..

**SECTION II: BE IT FURTHER ORDAINED, etc.,** that this ordinance shall become effective upon signature by the Mayor; or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without signature by the Mayor.

**SECTION III: BE IT FURTHER ORDAINED, etc.,** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this ordinance or hereby declared severable.

**SECTION IV: BE IT FURTHER ORDAINED, etc.,** that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**THIS ORDINANCE** was introduced on the 12<sup>th</sup> day of August 2025.

**NOTICE PUBLISHED** on the 15<sup>th</sup> day of August, 2025.

**THIS ORDINANCE** having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS:

NAYS:

ABSENT:

**AND THE ORDINANCE** was declared adopted on this the \_\_\_\_ day of August, 2025 and final publication was made in the Alexandria Daily Town Talk on the \_\_\_\_ day of August, 2025.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
MAYOR'S APPROVAL/VETO

## Adjourned

Alexandria City Council meetings and Council committee meetings are broadcast live and may be viewed live by the public on Optimum Cable Channel 4. A rebroadcast may be viewed on Optimum Cable Channel 4 and the City of Alexandria, LA website [www.cityofalexandrialala.com](http://www.cityofalexandrialala.com)