

ALEXANDRIA CITY COUNCIL

TUESDAY JULY 29, 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 JULY 15, 2025.**

F. CONSENT CALENDAR

- 1) Introduction of an ordinance authorizing the mayor to renew the existing contract with Sol Powerlines, LLC for Electric Distribution Overhead Maintenance Services.
- 2) Introduction of 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.

G. RESOLUTIONS

- 3) **RESOLUTION** authorizing advertisement for bids for turn out gear for the Fire Department.
- 4) **RESOLUTION** authorizing advertisement for bids for plastic refuse bags.
- 5) **RESOLUTION** authorizing advertisement for bids for consolidated city compound metal roof and soffit replacement.
- 6) **RESOLUTION** authorizing advertisement for bids for minimum of one heavy duty electro hydraulic tire changer.

- 7) **RESOLUTION** to co-sponsor the Arts Council of Central Louisiana Fall Art Walk in October 2025.
- 8) **RESOLUTION** to co-sponsor the CHRISTUS Cabrini Foundation Gleaux for the Girls in October 2025.

H. ORDINANCES FOR FINAL ADOPTION SUBJECT TO PUBLIC HEARING

- 9) To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for liquid chlorine one ton cylinders.
- 10) To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for one 245 KV Gas Circuit Breaker.
- 11) To consider final adoption of an ordinance authorizing the mayor to accept the proposal received for Professional Services for the Alexandria City Hall Chilled Water Plant Replacement Project.
- 12) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal received from U. S. Lawns of Alexandria for landscape maintenance services for Upper Third Streetscape.
- 13) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal received from U. S. Lawns of Alexandria for landscape maintenance services Ninth Street Streetscape.
- 14) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal received from U. S. Lawns of Alexandria for landscape maintenance services Sixth and Johnston Parking Lot.

- 15) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal for janitorial services for the cleaning of the Utility Customer Service Building.
- 16) To consider final adoption of an ordinance authorizing the mayor to accept the low proposal received for janitorial services for ATRANS Bus Terminal.
- 17) To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal received for qualified valve exercise program services.
- 18) To consider final adoption of an ordinance authorizing the mayor to renew the service contract for transformer repairs, polemount and padmount.
- 19) 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

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D. ROLL CALL

**E. APPROVAL OF MINUTES TAKEN FROM A REGULAR MEETING
HELD ON JULY 15, 2025.**

PROCEEDINGS OF THE COUNCIL OF THE CITY OF ALEXANDRIA,
STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON JULY 15,
2025

The Council of the City of Alexandria, Louisiana, met in a regularly scheduled meeting session in the City Council Chambers, on Tuesday, July 15, 2025 at 5:00 P.M. Those present were the Honorable Cynthia Perry, Gary Johnson, Lizzie Felter, Jules Green, Chuck Fowler and Malcolm Larvadain. Jim Villard was absent. 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 Ms. Felter.

On a motion of Mr. Fowler and seconded by Mr. Johnson the minutes taken from a regular Council Meeting held on July 1, 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. Fowler moved for the introduction of all items appearing under the heading Consent Calendar.

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

Bids were received for liquid chlorine one ton cylinders.

Name of Bidders

Allied Universal Corporation

PVS DX, Inc.

Harcros Chemicals, Inc.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR LIQUID CHLORINE ONE TON CYLINDERS AND OTHER MATTERS WITH RESPECT THERETO.

Bids were received for one 245 KV Gas Circuit Breaker.

Name of Bidders

Electrical Equipment Enterprises

Westco

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR ONE 245 KV GAS CIRCUIT BREAKER AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE PROPOSAL RECEIVED FOR PROFESSIONAL SERVICES FOR THE ALEXANDRIA CITY HALL CHILLED WATER PLANT REPLACEMENT PROJECT AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM U. S. LAWNS OF ALEXANDRIA FOR LANDSCAPE MAINTENANCE SERVICES FOR UPPER THIRD STREETSCAPE AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM U. S. LAWNS OF ALEXANDRIA FOR LANDSCAPE MAINTENANCE SERVICES NINTH STREET STREETSCAPE AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM U. S. LAWNS OF ALEXANDRIA FOR LANDSCAPE MAINTENANCE SERVICES SIXTH AND JOHNSTON PARKING LOT AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR JANITORIAL SERVICES FOR THE CLEANING OF THE UTILITY CUSTOMER SERVICE BUILDING AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW PROPOSAL RECEIVED FOR JANITORIAL SERVICES FOR ATRANS BUS TERMINAL AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FOR QUALIFIED VALVE EXERCISE PROGRAM SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

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

AN ORDINANCE AUTHORIZING THE MAYOR TO RENEW THE SERVICE CONTRACT FOR TRANSFORMER REPAIRS, POLEMOUNT AND PADMOUNT AND OTHER MATTERS WITH RESPECT THERETO.

RESOLUTIONS

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

RESOLUTION NO. 0675-2025

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

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

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

NAYS: None.

ABSENT: Villard.

This resolution was thereupon declared adopted on this the 15th day of July, 2025.

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

RESOLUTION NO. 0676-2025

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

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

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

NAYS: None.

ABSENT: Villard.

This resolution was thereupon declared adopted on this the 15th day of July, 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. Johnson and seconded by Ms. Felter.

ORDINANCE NO. 68-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR SPUN PRESTRESSED WOOD POLE EQUIVALENT CONCRETE POLES AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 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. Fowler and seconded by Ms. Felter.

ORDINANCE NO. 69-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR ANNUAL VEHICLE BID CURRENT MODEL YEAR OR NEW AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 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 Ms. Felter and seconded by Mr. Johnson.

ORDINANCE NO. 70-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR ANNUAL UNIFORM BID FOR FIRE DEPARTMENT AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 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 Ms. Felter and seconded by Mr. Green.

ORDINANCE NO. 71-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR SINGLE PHASE POLEMOUNT TRANSFORMERS AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 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. Johnson and seconded by Ms. Felter.

ORDINANCE NO. 72-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR SINGLE PHASE PADMOUNT TRANSFORMERS AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 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 Ms. Felter and seconded by Mr. Johnson.

ORDINANCE NO. 73-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR THREE PHASE PADMOUNT TRANSFORMERS AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 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 Ms. Felter and seconded by Mr. Fowler.

ORDINANCE NO. 74-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A TECHNICAL SERVICES AGREEMENT WITH MCD CONSULTING, LLC AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 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 Ms. Felter and seconded by Mr. Fowler.

ORDINANCE NO. 75-2025

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MASTER SERVICES AGREEMENT WITH CSRS, LLC FOR ENGINEERING AND RELATED SERVICES AND OTHER MATTERS WITH RESPECT THERETO.

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

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

NAYS: None.

ABSENT: Villard.

This ordinance was thereupon declared adopted on this the 15th day of July, 2025.

The President adjourned the meeting at 5:23 p.m.

/S/ Cynthia Perry

President

ATTEST:

/S/ Donna P. Jones

City Clerk

F. CONSENT CALENDAR

Introduction of an ordinance authorizing the mayor to renew the existing contract with Sol Powerlines, LLC for Electric Distribution Overhead 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: Finance / Purchasing Dept

Date: July 8, 2025

Title: Request to renew existing contract for Electric Distribution Overhead Maintenance Services

Explanation of Proposal:

Additional Information Attached ☒

For an Ordinance authorizing the Mayor to renew the existing contract with Sol Powerlines, LLC. This contract was originally awarded by Ordinance #118-2024. This will be the second year renewal. 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. This contract shall remain in effect for a period of twelve (12) months from award date.

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

Form

☐

Review:

Content

☐

Information: Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 14 2025

CITY COUNCIL

**SCHEDULE A - OVERHEAD ELECTRIC CONSTRUCTION UNIT PRICING
RECAP**

REP # 1331P

SOL POWER LINE, LLC; LA LICENSE NO 87179		BLACKOUT POWER, LLC; LA LICENSE NO 72195	
Bid Recap		Bid Evaluation	
Bid Recap		Bid Evaluation	
Total, Section 1:	\$ 64,385.59	Total, Section 1:	\$ 70,197.50
Total, Section 2:	\$ 33,925.34	Total, Section 2:	\$ 25,915.80
Total, Section 3:	\$ 208,988.35	Total, Section 3:	\$ 148,922.50
Total, Section 4:	\$ 59,731.54	Total, Section 4:	\$ 37,578.75
Total, Section 5:	\$ 59,239.69	Total, Section 5:	\$ 91,792.97
Total, Section 6:	\$ 78,019.98	Total, Section 6:	\$ 83,270.00
Total, Section 7:	\$ 141,097.08	Total, Section 7:	\$ 271,708.75
Total, Section 8:	\$ 17,588.48	Total, Section 8:	\$ 34,381.25
Total, Section 9:	\$ 18,053.85	Total, Section 9:	\$ 18,708.25
Total, Section 10:	\$ 118,984.04	Total, Section 10:	\$ 125,235.89
Total, Section 11:		Total, Section 11:	\$ 137,514.00
Total, Section 12:	\$ 59,528.92	Total, Section 12:	\$ 54,945.00
Total, Section 13:	\$ 179,199.89	Total, Section 13:	\$ 128,060.00
Total, Section 14:	\$ 391,349.89	Total, Section 14:	\$ 235,270.18
Total, Section 15:	\$ 135,942.00	Total, Section 15:	\$ 134,100.00
Total, Section 16:	\$ 137,514.00	Total, Section 16:	\$ 270,800.00
Limited Access Adjustment Factor:	1.5	Limited Access Adjustment Factor:	\$ 1.65
Rear Lot Adjustment Factor:	1.5	Rear Lot Adjustment Factor:	1.85
Total Base Bid Amount:	\$ 1,702,534.97	Total Base Bid Amount:	\$ 1,713,894.16

**SCHEDULE A - OVERHEAD ELECTRIC CONSTRUCTION UNIT PRICING
RECAP**

RFP # 1831P

LINETEC SERVICES LLC, LA LICENSE NO 60996		POWERGRID SERVICES LLC, LA LICENSE NO 9880	
Bid Recap	Bid Evaluation	Bid Recap	Bid Evaluation
Total, Section 1: \$ 93,350.43		Total, Section 1: \$ 69,175.37	
Total, Section 2: \$ 98,703.90		Total, Section 2: \$ 35,492.22	
Total, Section 3: \$ 209,507.84	Distribution Poles & Programming (Sections 1-10) \$ 955,959.99	Total, Section 3: \$ 229,303.55	Distribution Poles & Programming (Sections 1-10) \$ 834,438.80
Total, Section 4: \$ 79,972.66		Total, Section 4: \$ 99,884.48	
Total, Section 5: \$ 99,719.88	Fiber Optics Units (Section 11) \$	Total, Section 5: \$ 59,083.79	Fiber Optics Units (Section 11) \$ 2,460.32
Total, Section 6: \$ 44,154.58		Total, Section 6: \$ 45,419.42	
Total, Section 7: \$ 178,644.42	Transmission Poles & Framing (Section 12-14) \$ 1,057,000.51	Total, Section 7: \$ 146,404.18	Transmission Poles & Framing (Section 12-14) \$ 544,254.44
Total, Section 8: \$ 14,978.95		Total, Section 8: \$ 37,767.92	
Total, Section 9: \$ 12,375.81	Distribution Hourly Pricing (Section 15) \$ 151,200.00	Total, Section 9: \$ 15,998.14	Distribution Hourly Pricing (Section 15) \$ 145,200.00
Total, Section 10: \$ 163,551.51		Total, Section 10: \$ 125,919.73	
Total, Section 11: \$	Transmission Hourly Pricing (Section 16) \$ 194,200.00	Total, Section 11: \$ 2,480.32	Transmission Hourly Pricing (Section 16) \$ 144,354.00
Total, Section 12: \$ 221,211.12		Total, Section 12: \$ 81,303.71	
Total, Section 13: \$ 385,123.89		Total, Section 13: \$ 178,614.86	
Total, Section 14: \$ 450,665.50		Total, Section 14: \$ 404,335.87	
Total, Section 15: \$ 151,200.00	Total Base Bid, Distribution 1,107,159.99	Total, Section 15: \$ 145,200.00	Total Base Bid, Distribution \$ 982,099.12
Total, Section 16: \$ 194,200.00	Total Base Bid, Transmission 1,251,200.51	Total, Section 16: \$ 144,354.00	Total Base Bid, Transmission \$ 788,608.44
Limited Access Adjustment Factor: 1.5		Limited Access Adjustment Factor: 1.5	
Rear Lot Adjustment Factor: 2	Total Base Bid, All Units \$ 2,358,360.50	Rear Lot Adjustment Factor: 1.5	Total Base Bid, All Units \$ 1,770,707.58

SCHEDULE A - OVERHEAD ELECTRIC CONSTRUCTION UNIT PRICING
RECAP

RFP # 1831P

PIKE ELECTRIC LLC, LA LICENSE NO 4212									
Bid Recap					Bid Evaluation				
Total, Section 1:	\$	67,002.08							
Total, Section 2:	\$	27,383.78							
Total, Section 3:	\$	225,411.41			Distribution Poles & Programming (Sections 1-10)	\$	1,029,376.61		
Total, Section 4:	\$	66,546.53							
Total, Section 5:	\$	107,285.16			Fiber Optics Units (Section 11)	\$			
Total, Section 6:	\$	42,810.25							
Total, Section 7:	\$	290,064.83			Transmission Poles & Framing (Section 12-14)	\$	953,954.89		
Total, Section 8:	\$	42,851.01							
Total, Section 9:	\$	13,964.93			Distribution Hourly Pricing (Section 15)	\$	190,231.50		
Total, Section 10:	\$	143,486.85							
Total, Section 11:					Transmission Hourly Pricing (Section 16)	\$	193,558.00		
Total, Section 12:	\$	92,137.43							
Total, Section 13:	\$	415,893.22							
Total, Section 14:	\$	445,924.04							
Total, Section 15:	\$	190,231.50			Total Base Bid, Distribution		1,219,602.11		
Total, Section 16:	\$	193,558.00			Total Base Bid, Transmission		953,954.89		
Unlimited Access Adjustment Factor:									
Rear Lot Adjustment Factor:					Total Base Bid, All Units	\$	2,173,562.80		

ORDINANCE NO. 118-2024

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE PROPOSAL RECEIVED FROM SOL POWERLINES, LLC FOR OVERHEAD ELECTRIC DISTRIBUTION 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 proposal received from Sol Powerlines, LLC for Overhead Electric Distribution Maintenance 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 9th day of July 2024.

NOTICE PUBLISHED on the 12th day of July, 2024.

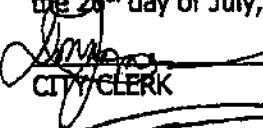
THIS ORDINANCE having been submitted in writing, Introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

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

NAYS: None

ABSENT: Fowler

AND THE ORDINANCE was declared adopted on this the 23rd day of July, 2024 and final publication was made in the Alexandria Daily Town Talk on the 26th day of July, 2024.


CITY CLERK

PRESIDENT


MAYOR'S APPROVAL/

DELIVERED JUL 24 2024

ORDINANCE NO.

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.

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 Sol Powerlines, LLC for Electric Distribution overhead maintenance 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 29th day of July 2025.

NOTICE PUBLISHED on the 1st 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

Introduction of 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.



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 Works / Maintenance Public Bldgs

Date: July 21, 2025

Title: An Ordinance Authorizing the Mayor to Enter into Contracts with Allen Jenkins Contractor, Inc. for the Annual Maintenance of Generators at City-Owned Buildings and Facilities

Explanation of Proposal:

Additional Information Attached ☒

An ordinance to authorize the Mayor to contract with Allen Jenkins Contractor, Inc. of Pineville to perform annual maintenance of generators located at City-owned buildings including City Hall, the Customer Service Building, the City Compound, Coughlin-Saunders, the Riverfront Center, the Alexandria Zoo, and other facilities.

A list of the generators to be serviced and a copy of the proposed Generator Maintenance Agreement are attached hereto.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101 043400 605101

Expense Amount: \$19,900.00

Account Line Item: Maintenance-Bldgs and Facilities

Remaining Amount: \$195,927.14

Authorization:

1. Mayor

2. Chief Operating Officer

3. City Attorney

David Smith obo City Atty

4. Finance Director

5. Division Director

6. Department Head

Jesse Hougens

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 22 2025

CITY COUNCIL

Generators at City-Owned Facilities
for Inclusion in Proposed Maintenance Agreement

City Hall #1571
913 3rd St. Alexandria, LA. 71301
130 KW Generac Diesel
Model #7859680200
Serial #2092642

Riverfront #1464
707 2nd St. Alexandria, LA. 71301
60 KW Cummins Diesel
Model #60DGCB
Serial #H9505833 72

Central Facilities, Main Building #1794
2021 Industrial Park Rd. Alexandria, LA. 71303
275 KW Cummins Diesel
Model #DQHAA-7211586
Serial #G080194776
Spec A

Central Facilities, Motor Pool #1109
2021 Industrial Park Rd. Alexandria, LA. 71303
35 KW Generac Diesel
Model #99A0353 1-S
Serial #2049020

Central Facilities, Utility Service Division #1908
2021 Industrial Park Rd. Alexandria, LA. 71303
60 KW Generac Residential Type
Model #QT06030KVSN
Serial #4452062

Central Facilities, Data Room #1337
2021 Industrial Park Rd. Alexandria, LA. 71303
10 KW Briggs & Stratton AC
Model #1879
Serial # NIA

Central Facilities, CCA Employee Facility #1793
2021 Industrial Park Rd. Alexandria, LA. 71303
230 KW Cummins Diesel
Model #DSHAD-714 7949
Serial #F080189129
Spec A

Jakes Building #1563
1503 Wimbledon Dr. Alexandria LA. 71303
500 KW Baldor Generator
Model #HC544C
Serial #S020206- 1

Coughlin Saunders #1576
1202 3rd St. Alexandria, LA. 71301
50 KW Generac
Model#339250100
Serial #2073419

Downtown Parking Garage #1339
15 KW Diesel Generac Industrial
Model #96A06860-S
Serial #2032310

Utility Office #1575
625 Murray St. Alexandria, LA. 71301
125 KW Kohler
Model # 125ROZJ7 1
Serial #360374

Alexandria Zoo
3016 Masonic Dr. Alexandria, LA. 71301
7 KW Centurion
Model #0052470
Serial #4401876

Public Safety/Data Server
1000 Bolton Ave. Alexandria, LA 71301
Generac 35 KW Industrial
Model #SG0035K035.4N18HBYA
Serial #3004888144

Public Safety/Side of Building #1859
1000 Bolton Ave. Alexandria, LA. 71301

500 KW Cummins

Model #DFEL-545007

Serial #E090006231

Spec F

*This generator is monitored by AJC with a yearly monitoring fee

Last service date: 6/21/24

ALLEN JENKINS CONTRACTOR, INC.
1509 MELROSE ST.
PINEVILLE, LA 71360

LA State Electrical, Mechanical & Building Construction License #34479
LA State Residential Building Contractor License #83810

Standby Generator Maintenance Program Agreement # _____

Customer: _____ Date: _____

_____ Home Phone #: _____

_____ Additional Contact #: _____

Generator's Physical Site Address: _____

Other Information: _____

Generator Brand: _____ Warranty Start Date: _____

Generator Spec: _____ Warranty End Date: _____

Model No: _____ Serial No: _____

Volts: _____ Amps: _____ Power Factor: _____

Engine Information: Engine Make: _____ Engine Size: _____

Transfer Switch Information: _____

Model No: _____ Serial No: _____

Oil Filter #: _____

Oil Type and Cap: _____

Fuel Filter #: _____ Battery Type: _____

Air Filter #: _____

Notes: _____

Standby Generator Maintenance Program Agreement

We offer for your consideration a standby generator maintenance program agreement (the "Agreement") for your generator(s). We, Allen Jenkins Contractor, Inc. ("AJC"), agree to provide you with a precision tune-up and professional servicing either annually, semi-annually or quarterly as indicated below during the Term (as defined below).

Benefits.

All customers who have signed a standby generator maintenance program agreement and paid the requisite fee (each a "GMA Customer") will receive priority servicing during power outage events for the Term of this Agreement. Other benefits may include increased generator operating efficiency and reliability, extended equipment life and correction of warrantable problems prior to expiration of warranty (if applicable). All services will be performed by trained service technicians.

Services.

AJC agrees to perform the following services (collectively, the "Services"):

- 1) Visually inspect generator and transfer switch for any noticeable problems such as fault codes, leaks, wear, damage, loose connections or components and corrosion.
- 2) Check the existing cold oil level.
- 3) Check engine coolant level and adjust as needed (liquid cooled engines only).
- 4) Check engine coolant thermal protection and adjust as necessary (liquid cooled engines only).
- 5) Verify generator starts manually and warm engine oil.
- 6) Shut generator down and lock out from operation.
- 7) Change the engine oil and oil filter annually. Used oil and filter will be left with City for proper disposal.
- 8) Clean the air intake element and pre-element. The element and pre-element will be replaced annually as needed.
- 9) Check battery electrolyte level, battery post and battery charger for loose connections, corrosion, and proper operation. If you renew this Agreement for three consecutive years, we will replace the starting battery on the third year of this Agreement at no additional charge.
- 10) Check unit wiring for loose connections, corrosion and damage. Tighten loose connections.
- 11) Check engine drive accessory drive belts for wear, weather cracking and damage (liquid cooled engines only). Replace on annual checkup.
- 12) Start generator manually and perform a five minute no load operational run of unit looking for any post service problems.
- 13) Start Generator annually and perform a five-minute no load operational run of unit looking for any post-service problems. Having previously scheduled for building outage, simulate power failure and test actual transfer switch operation.
- 14) Return unit to standby setup for operation when required.
- 15) Log hour meter readings.
- 16) Check engine oil level while engine is warm.

Unless otherwise indicated above, AJC will carry out the Services on an annual, bi-annual or quarterly basis as indicated below.

Save as provided elsewhere in this Agreement, the Cost (as defined below) does not include the materials and labor for items found to be defective, broken or worn out. **This Agreement does not cover**

additional maintenance (oil change or the addition of oil) required because of extended run time resulting from power outage events (an "Extended Run Time Event"). It is the GMA Customer's sole and exclusive responsibility to maintain the oil level during an Extended Run Time Event.

For the avoidance of doubt, expenses incurred by AJC associated with service calls requested by a GMA Customer due to a generator problem that is not specifically covered by this Agreement shall be in addition to the Cost and shall be borne by the GMA Customer. These Call Out for Service Charges are set out below.

Maintenance service agreements are priced based on generator size, generator location and current cost of required materials. The Services will be completed during normal Business Hours (being, 7:00 AM thru 4:00 PM, Monday through Friday), and scheduled by AJC during the Term. You agree to make the equipment available to AJC during normal Business Hours such that the Services can be performed.

Term and Termination.

The term of this Agreement will be for a period of two (2) years or twenty-four (24) consecutive months beginning on the Effective Date (as defined below). This Agreement renews automatically on the one (1) year anniversary of the Effective Date and annually thereafter (each such date being a "Term Renewal Date") unless cancelled by either party with 30 days' written notice. You agree and acknowledge that the Cost shall be paid within 60 days of each Term Renewal Date.

This Agreement will terminate automatically on the date that (i) is 60 days from the Term Renewal Date if payment is not received within such time or (ii) you sell the property located at the Generator's Physical Site Address.

Payment is nonrefundable if you sell the property located at the Generator's Physical Site Address or otherwise terminate this Agreement during the Term. No claim for damages due to termination under the above stated information should arise against either party to this Agreement. Please sign this Agreement and return it to us with payment enclosed indicating your approval. For the avoidance of doubt, (i) no contract will exist between AJC and you until such time as payment has been received by AJC and (ii) you cannot assign any benefit arising under this Agreement to a third-party (including a purchaser of the property located at the Generator's Physical Site Address).

Fiscal Funding. If the Alexandria City Council fails to appropriate sufficient monies to provide for the continuation of this Agreement, or if such appropriation is reduced by the veto of the Mayor or by any means provided in the Budget Ordinance, or its amendments, to prevent the total appropriation for the year from exceeding revenues for that year, or any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of this Agreement, it 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.

Miscellaneous. All claims and matters arising out of or related to this Agreement, whether sounding in contract, tort or otherwise, shall be brought in the federal or state courts located in or having jurisdiction over Rapides Parish, Louisiana. The parties to this Agreement consent to the jurisdiction of the Ninth Judicial District Court for the Parish of Rapides. This Agreement shall be governed by and construed in accordance with the domestic laws of the State of Louisiana without giving effect to any choice or conflict of law provision or rule (whether of the State of Louisiana or any other jurisdiction) that would cause the application of the laws of any

jurisdiction other than the State of Louisiana. The parties to this Agreement have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties to this Agreement and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

Please complete the first page of this Agreement to the best of your knowledge to help us contact you if needed when we provide the Services.

If you have any questions about this Agreement, please call our office at 318-443-0164.

Effective Date _____

_____ Cost for an annual maintenance agreement payable in advance \$ _____

Or

_____ Cost for a semi-annual maintenance agreement payable in advance \$ _____

Or

_____ Cost for a quarterly maintenance agreement payable in advance \$ _____

Please indicate whether you would like the Services carried out on an annual, bi-annual or quarterly basis by placing your initials next to the relevant option above.

City of Alexandria, LA

Mayor Jacques M. Roy

Date

By signing this page, I agree that I have read the previous pages of this Agreement and fully understand its contents. If not please call our office for assistance.

Allen Jenkins Contractor, Inc.

Allen Jenkins

Date

Thank You for your business: Allen Jenkins

Revision Date 12/01/23
COA Revisions 7/21/25

ORDINANCE NO. -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.

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 enter into a contracts with Allen Jenkins Contractor, Inc. for annual maintenance of generators at city owned buildings and facilities.

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 29th day of July, 2025.

NOTICE PUBLISHED on the ____ 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 ____ 2025 and final publication was made in the Alexandria Daily Town Talk on the ____ day of ____, 2025.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

G. RESOLUTIONS

RESOLUTION authorizing advertisement for bids for turn out gear for the Fire Department.



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 11, 2025**

Title: **RESOLUTION AUTHORIZING PERMISSION TO ADVERTISE FOR TURN OUT GEAR**

Explanation of Proposal:

Additional Information Attached ☒

We request permission to advertise for Turn Out Gear for use by the City of Alexandria Fire Department.

Questions and/or clarifications of the bid specifications shall be in written form only, either mailed, faxed or emailed to the attention of Casey Barnes, City of Alexandria Purchasing Department PO Box 71, Alexandria, LA 71309-0071; Fax 318-619-3415; email to casey.barnes@cityofalex.com by Thursday, August 28, 2025.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101-076000-707002

Expense Amount: N/A

Account Line Item: Turn Out Gear

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

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 14 2025

ADVERTISEMENT FOR BID

**CITY OF ALEXANDRIA, LOUISIANA
PURCHASING DEPARTMENT**

BID # 2536– Turn Out Gear

Separate sealed bids for Turn Out Gear 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, SEPTEMBER 09, 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 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 . 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 Casey Barnes, City of Alexandria Purchasing Department; PO Box 71, Alexandria, LA 71309-0071; Fax 318-619-3415; email to casey.barnes@cityofalex.com; and must be received by 4:00 PM CST, Thursday, August 28, 2025.

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, 1st Floor
Alexandria, LA 71301
Phone: 318-449-5090

Address for Electronic Bid Submission:

www.centralbidding.com

Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, August 01, 2025

Friday, August 08, 2025

Friday, August 15, 2025

RESOLUTION NO.

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR
TURN OUT GEAR FOR THE FIRE DEPARTMENT.**

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 turn out gear for the Fire Department

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on September 9, 2025.

PASSED AND ADOPTED at Alexandria, Louisiana, this 29th day of July, 2025.

/s/ Donna P. Jones, MMC
City Clerk

RESOLUTION authorizing advertisement for bids for plastic refuse bags.



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: **07/08/2025**

Title: **Resolution Authorizing Permission to Advertise for Plastic Refuse Bags**

Explanation of Proposal:

Additional Information Attached ☒

Request a Resolution to advertise for Plastic Refuse Bags for use by various City departments. Bids are to remain in effect for a period of twelve months from bid award date.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 401-000000-141180-00000

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

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 14 2025

ADVERTISEMENT FOR BID

CITY OF ALEXANDRIA, LOUISIANA
PURCHASING DEPARTMENT

BID # 2532 PLASTIC REFUSE BAGS

Separate sealed bids for, PLASTIC REFUSE BAGS, 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, September 9, 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.cityofalexandria.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 . 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.com and must be received by close of business on Thursday, August 28, 2025.

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, 1st Floor
Alexandria, LA 71301
Phone: 318-449-5090

Address for Electronic Bid Submission:

www.centralbidding.com

Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, August 1, 2025
Friday, August 8, 2025
Friday, August 15, 2025

RESOLUTION NO.

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR
PLASTIC REFUSE BAGS.**

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 plastic refuse bags.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on September 9, 2025.

PASSED AND ADOPTED at Alexandria, Louisiana, this 29th day of July, 2025.

/s/ Donna P. Jones, MMC
City Clerk

RESOLUTION authorizing advertisement for bids for consolidated city compound metal roof and soffit replacement.



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 Works / Maint. of Public Buildings

Date: 07/07/2025

Title: Advertisement for Bid - Consolidated City Compound Metal Roof & Soffit Replacement

Explanation of Proposal:

Additional Information Attached ☒

- Bidding documents have been completed and are ready for advertisement.
- The City Council is requested to authorize the Advertisement of Bids for this project.
- Engineer's cost estimate is \$620,000
- Project includes the installation of a 'hugger' roof system over 16,100 square feet of existing building area. The retrofit hugger framing system shall be complete with fascia trim, ridge, etc. and all other items as shown on the drawings and included in the Base Bid.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 300-052301-707000

Expense Amount: \$620,000.00

Account Line Item: \$950,933.00

Remaining Amount: \$330,933.00

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:

CITY COUNCIL

JUL 14 2025

RECEIVED

SECTION 00100

ADVERTISEMENT FOR BIDS

CITY OF ALEXANDRIA

CONSOLIDATED CITY COMPOUND
METAL ROOF & SOFFIT REPLACEMENT

Separate sealed bids for the CITY OF ALEXANDRIA CONSOLIDATED CITY COMPOUND METAL ROOF & SOFFIT REPLACEMENT 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.

A Mandatory Pre-Bid Conference will be held at 10:00 a.m. on Thursday, August 7, 2025 at the City of Alexandria Consolidated City Compound located at 2021 Industrial Park Road, Alexandria, LA 71303.

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 is generally described as follows:

All work related to the project entitled "City of Alexandria Consolidated City Compound Metal Roof & Soffit Replacement," including the installation of a hugger roof system over 16,100 sf of existing building area. The retrofit hugger framing system shall be complete with fascia trim, ridge, etc. and all other items as shown on the drawings and included in the Base Bid.

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. 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:

Friday, July 18, 2025

Friday, July 25, 2025

Friday, August 1, 2025

RESOLUTION NO.

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR
CONSOLIDATED CITY COMPOUND METAL ROOF AND SOFFIT
REPLACEMENT.**

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 consolidated City Compound Metal Roof and Soffit Replacement.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on September 9, 2025.

PASSED AND ADOPTED at Alexandria, Louisiana, this 29th day of July, 2025.

/s/ Donna P. Jones, MMC
City Clerk

RESOLUTION authorizing advertisement for bids for minimum of one heavy duty electro hydraulic tire changer.



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 11, 2025

Title: RESOLUTION AUTHORIZING PERMISSION TO ADVERTISE FOR THE MINIMUM OF ONE (1)
HEAVY DUTY ELECTRO-HYDRAULIC TIRE CHANGER

Explanation of Proposal:

Additional Information Attached ☒

We request permission to advertise for the minimum of one (1) Heavy Duty Electro-Hydraulic Tire Changer, for use by the City of Alexandria Motor Pool Department.

Questions and/or clarifications of bid specifications are to be in written form only, either mailed, faxed, or emailed to the attention of Robert Leisten, City of Alexandria Motor Pool Department; P.O. Box 71, Alexandria, LA 71309-0071; Fax: 318-619-3415; email to robert.leisten@cityofalex.com; and must be received by 4:00 PM, Thursday, August 28, 2025.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101-043700-707600

Expense Amount: \$37,720.00

Account Line Item: Machinery and Equipment

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:

RECEIVED

JUL 14 2025

ADVERTISEMENT FOR BID

**CITY OF ALEXANDRIA, LOUISIANA
PURCHASING DEPARTMENT**

BID # 2537 – HEAVY DUTY ELECTRO-HYDRAULIC TIRE CHANGER

Separate sealed bids for, the **minimum of one (1) Heavy Duty Electro-Hydraulic Tire Changer for use by the City of Alexandria Motor Pool**, 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, September 09, 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 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 . 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 e-mailed to the attention of Robert Leisten, City of Alexandria – Public Works, P.O. Box 71, Alexandria, LA 71309-0071; Fax #318-619-3415; e-mail [robert.leisten @cityofalex.com](mailto:robert.leisten@cityofalex.com); and must be received by 4:00pm CST, Thursday, August 28, 2025.

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, 1st Floor
Alexandria, LA 71301
Phone: 318-449-5090

**Address for Electronic
Bid Submission:**

www.centralbidding.com

Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, August 01, 2025
Friday, August 08, 2025
Friday, August 15, 2025

RESOLUTION NO.

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR
MINIMUM OF ONE HEAVY DUTY ELECTRO HYDRAULIC TIRE
CHANGER.**

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 minimum of one heavy duty electro hydraulic tire changer.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on September 9, 2025.

PASSED AND ADOPTED at Alexandria, Louisiana, this 29th day of July, 2025.

/s/ Donna P. Jones, MMC
City Clerk

RESOLUTION to co-sponsor the Arts Council of Central Louisiana Fall Art Walk in October 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: Community Services

Date: July 7, 2025

Title: Resolution to co-sponsor the Arts Council of Central Louisiana Fall Art Walk in October 2025.

Explanation of Proposal:

Additional Information Attached ☐

Resolution to co-sponsor the Arts Council of Central Louisiana Fall Art Walk in October 2025.

In-kind services requested: Tables, chairs, electrical access, moveable street lights, stage, mobile electrical panel, working lights along Art Walk footprint, trash cans, closure of streets and security.

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

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 14 2025

CITY COUNCIL

Cynthia Graham

From: no-reply@cityofalexandria.com on behalf of City of Alexandria, LA via City of Alexandria, LA <no-reply@cityofalexandria.com>
Sent: Tuesday, July 1, 2025 11:46 AM
To: Community Services
Subject: [EXTERNAL] Form submission from: Community Partnership Request

Submitted on Tuesday, July 1, 2025 - 11:45am Submitted by anonymous user: 75.62.7.169 Submitted values are:

==Section I.==

Name/Organization: Arts Council of Central Louisiana

Address: 1101 4th Street

City: Alexandria

State: Louisiana

Zip: 71301

Phone: 3184844474

Fax:

Contact Name: Amanda Gauthier

Contact Email: amanda@louisiana-arts.org

Non-profit? Yes

Are you a Governmental Entity? No

Event: Fall ArtWalk 2025

Date of Event: October 17, 2025

Organization's Mission:

The mission of the Arts Council of Central Louisiana is to enhance the quality of life in our communities by promoting, developing, and encouraging the arts in Central Louisiana.

Type of Program/Activity: Fall ArtWalk is a free, family-oriented event in which our community artists and creators sell their original work. We also provide entertainment and informational booths for local non-profit partners.

Event Sponsors: We are currently in the process of seeking sponsors.

Other Funding: Alexandria programing funds and our general production funds.

==Section II.==

Amount Requested: 0

Property Requested: Approximately 100 8-foot tables (this number may change depending on participation), 10 round tables for dining, 200 chairs, electrical access within the footprint, working lights within the footprint, movable street lights, portable distro box to be placed at 3rd and Murray St. on city hall side, 16'x20' stage to be placed in the mini park against the tiered grass/wall, use of audio trailer (powered speakers, speaker stands, etc.) at least 10 extra trash cans.

In-Kind Service Requested: Adequate security to be on duty from load in to load out. Closure of 3rd Street from Desoto St. to Johnston St. Closure of Murray St. from 2nd St. to 4th St.

==Section III.==

Funding Category: Arts/Cultural Partnership-Endeavor

==Section IV.==

If you are a for-profit applicant, what is the expected private benefit to you, your partners, or members of a club if any part of any fundraising goes to an organization and part to some charitable cause? What is percentage breakdown shown in actual projections? : N/A

What is (are) the goal(s) of this project? (In one sentence) :

To support the vitality of our local arts community by bringing the public and artists together, proving a family friendly event for the community and to generate revenue within the Downton Cultural Arts District.

If a governmental entity, is the cooperative endeavor or intergovernmental agreement sought pursuant to local services law, joint emergency preparedness, exchange of surplus property for public safety purposes, or other? (State "other" reason.) : N/A

If the use of public funds or property is for social welfare for the aid and support of the needy, how are targeted candidates screened? If not screened, how are they targeted for participation? : N/A

==Section V.==

Does your request or endeavor involve a nearly equal benefit to the citizens you seek to serve when compared to the money or property expended or sought to be used by the public entity? If so, how? :

Yes. This event provides entertainment and exposure to the arts for residents, provides an opportunity for local and regional artists to network and share their work, while generating revenue for local businesses particularly within the downtown cultural district.

If you cannot show a fair market value dollar-for-dollar match, does your plan or request involve a continuing program or relationship which has a future value attached? How so? :

Yes! We have built a relationship with local artists and visitors who look forward to our annual Fall ArtWalk. Each year, this event brings visitors and revenue that benefit artists, entertainers, local businesses, and the City of Alexandria as a whole.

What are your real and substantial obligations to achieve the proportionate return to the City of Alexandria at some point in the future? :

As always, we will heavily promote this event and include exciting entertainment and demonstrations to ensure a substantial visitor turn-out that will provide the City with increased tourism in the Cultural Arts District.

What is (are) the expected outcome(s) or benefits(s) to the public from the event to be funded? Specify the number of persons anticipated to be served and the service(s) to be provided. :
The public will benefit by being exposed to enriching cultural experiences, including music and dance performances, handmade art and crafts, learning of local non-profits they can be part of, and artist demonstrations. This event not only enriches visitors, but it also promotes the creation of art and pride in our area. We hope to serve hundreds of visitors with the benefits I've listed.

Describe the history of this program and its success. :
ArtWalk has been a staple in our community for nearly 10 years. We have built a relationship with local artists and visitors who return for each ArtWalk. We add new aspects each year to keep visitors coming back and to encourage new vendors and visitors to participate. We have artists waiting to participate months in advance and locals plan around this event so as not to miss it.

==Economic Development Projections==

Projected number of out-of-town participants and guests: 300

Identify broadcast, web and regional print promotions to be utilized: All forms of social media, printed materials, radio, websites, and our local visitors bureau.

Average number of days stay by out-of-town guests to this event:

1

Number of People: 3,000

Number of Days: 1

Signature: Amanda Gauthier

Date: July 1, 2025

The results of this submission may be viewed at:

[https://urldefense.com/v3/__https://www.cityofalexandria.com/node/6740/submission/3609__!!CluDejhSHLMaldgKk2rXduSQYQxCmzy0ophJr_kuHPwwxriNx_r48EBede_p7imnFwTkePLGgts2JbQBNC4z3GwPxWunhanH8fxHP9q25Q_wJkAhN4A\\$](https://urldefense.com/v3/__https://www.cityofalexandria.com/node/6740/submission/3609__!!CluDejhSHLMaldgKk2rXduSQYQxCmzy0ophJr_kuHPwwxriNx_r48EBede_p7imnFwTkePLGgts2JbQBNC4z3GwPxWunhanH8fxHP9q25Q_wJkAhN4A$)

RESOLUTION NO.

**RESOLUTION TO CO-SPONSOR THE ARTS COUNCIL OF CENTRAL
LOUISIANA FALL ART WALK IN OCTOBER 2025.**

BE IT RESOLVED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes to co-sponsor The Arts Council of Central Louisiana Fall Art Walk in October 2025.

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

YEAS:

NAYS:

ABSENT:

PASSED AND ADOPTED at Alexandria, Louisiana, this 29th day of July.

/s/ Donna P. Jones, MMC
City Clerk

RESOLUTION to co-sponsor the CHRISTUS Cabrini Foundation Gleaux
for the Girls in October 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: Community Services

Date: July 7, 2025

Title: Resolution to co-sponsor the CHRISTUS Cabrini Foundation Gleaux for the Girls in October 2025.

Explanation of Proposal:

Additional Information Attached ☐

Resolution to co-sponsor the CHRISTUS Cabrini Foundation Gleaux for the Girls in October 2025.

In-kind services requested: Barricades, outdoor moveable lights, tables, chairs, security and stage.

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

Form ☐

Review:

Content ☐

Information:

Sufficient ☐

Insufficient ☐

Remarks:

RECEIVED

JUL 14 2025

CITY COUNCIL

Cynthia Graham

From: no-reply@cityofalexandria.com on behalf of City of Alexandria, LA via City of Alexandria, LA <no-reply@cityofalexandria.com>
Sent: Monday, June 9, 2025 3:00 PM
To: Community Services
Subject: [EXTERNAL] Form submission from: Community Partnership Request

Submitted on Monday, June 9, 2025 - 3:00pm Submitted by anonymous user: 162.71.241.16 Submitted values are:

==Section I.==

Name/Organization: CHRISTUS Cabrini Foundation

Address: 3330 Masonic Dr.

City: Alexandria

State: LA

Zip: 71301

Phone: 3185286849

Fax:

Contact Name: Ashley Walker

Contact Email: ashley.walker22@christushealth.org

Non-profit? Yes

Are you a Governmental Entity? No

Event: Gleaux for the Girls Run

6:00 - 9:00 pm

Date of Event: October 11, 2025

Organization's Mission: To raise and manage funds to support the exemplary healthcare provided at CHRISTUS St. Frances Cabrini Hospital.

Type of Program/Activity: The Gleaux for the Girls Run brings breast cancer awareness and education to Central Louisiana while also raising funds to expand and enhance the local treatment capabilities, rehabilitation programs, education services, support services and community outreach offered in our area. The funds stay local, directly benefitting patients of the CHRISTUS St. Frances Cabrini Cancer Center and Breast Health Center.

Event Sponsors: Walker Automotive - Title Sponsor

Other Funding: Will begin recruiting sponsors in August 2025.

==Section II.==

Amount Requested: 0

Property Requested: We would love to use the City of Alexandria's barricades, generator powered lighting trees, tables, chairs, stage, and trolley. We would also like to request the help of APD to help participants safely cross over Versailles during the event.

In-Kind Service Requested: We would also like to request the help of APD to help participants safely cross over Versailles during the event.

==Section III.==

Funding Category: Use of City Property for Public Benefit

==Section IV.==

If you are a for-profit applicant, what is the expected private benefit to you, your partners, or members of a club if any part of any fundraising goes to an organization and part to some charitable cause? What is percentage breakdown shown in actual projections? : N/S

What is (are) the goal(s) of this project? (In one sentence) :

This event brings Breast Cancer awareness and education to Central Louisiana while also raising funds to expand and enhance the local treatment capabilities, rehabilitation programs, education services, support services and community outreach offered in our area.

If a governmental entity, is the cooperative endeavor or intergovernmental agreement sought pursuant to local services law, joint emergency preparedness, exchange of surplus property for public safety purposes, or other? (State "other" reason.) : N/A

If the use of public funds or property is for social welfare for the aid and support of the needy, how are targeted candidates screened? If not screened, how are they targeted for participation? : Any patient of CHRISTUS St. Frances Cabrini Cancer Center or Breast Health Center qualifies.

==Section V.==

Does your request or endeavor involve a nearly equal benefit to the citizens you seek to serve when compared to the money or property expended or sought to be used by the public entity? If so, how? : The donation of these materials will help lessen the expenses for the event, ensuring that more dollars go directly to the purchase of state-of-the-art programs and equipment in support of our large cancer population here in Central Louisiana.

If you cannot show a fair market value dollar-for-dollar match, does your plan or request involve a continuing program or relationship which has a future value attached? How so? : Yes, the programs created and equipment purchased all play a significant role in the health and quality of life of the patients we serve. There is no greater value than lives saved.

What are your real and substantial obligations to achieve the proportionate return to the City of Alexandria at some point in the future? : Our ultimate goal is to save more lives of those facing cancer diagnoses right here at home.

What is (are) the expected outcome(s) or benefits(s) to the public from the event to be funded? Specify the number of persons anticipated to be served and the service(s) to be provided. : We serve over 3,000 patients each year through our CHRISTUS St. Frances Cabrini Cancer Center and another 5,000 through our Breast Health Center.

Describe the history of this program and its success. : This will be our 8th Annual Gleaux for the Girls event, and we have collectively raised over \$600,000 for local cancer patients during that time. We now raise an average of \$100,000+ per event.

==Economic Development Projections==

Projected number of out-of-town participants and guests: 100

Identify broadcast, web and regional print promotions to be utilized: KALB, CHRISTUS Cabrini Foundation website, Cenla Focus Articles, Billboards throughout the area

Average number of days stay by out-of-town guests to this event:

1

Number of People: 1,500

Number of Days: 1

Signature: Ashley B. Walker

Date: June 9, 2025

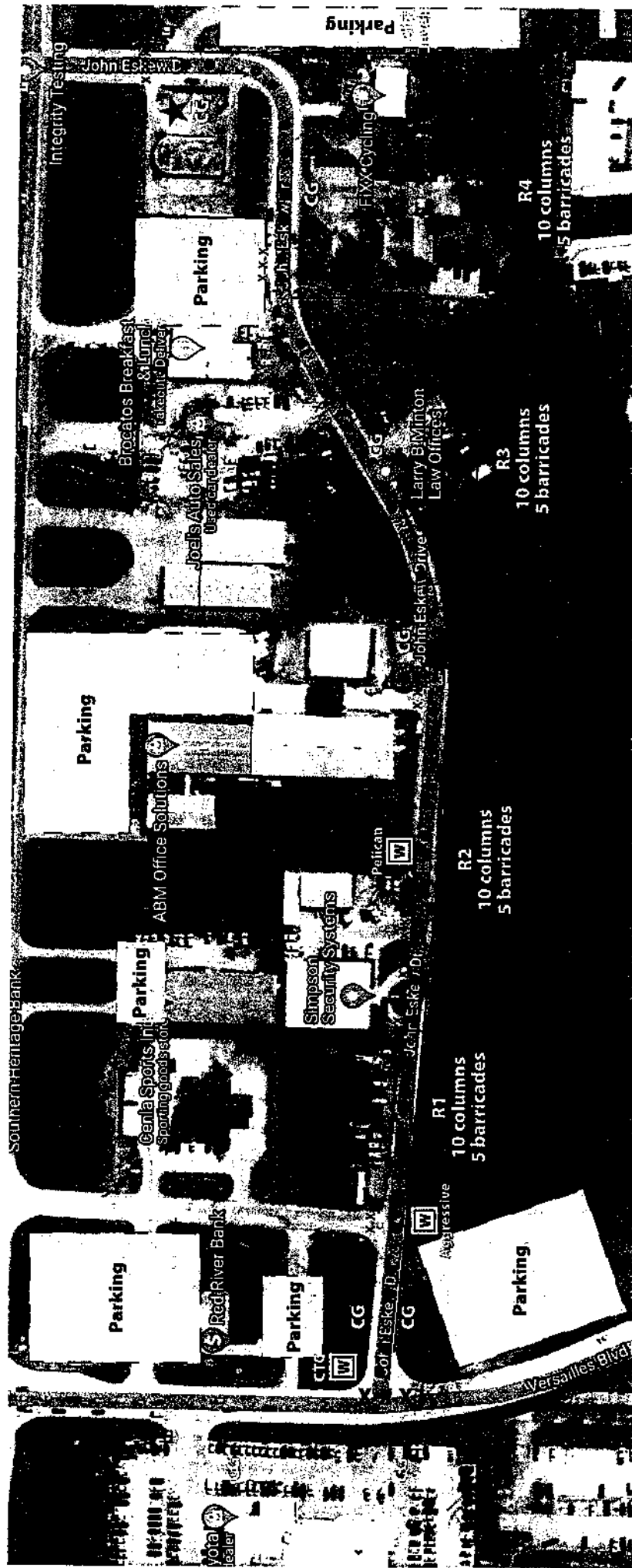
The results of this submission may be viewed at:

[https://urldefense.com/v3/__https://www.cityofalexandria.com/node/6740/submission/3594__;!!CluDejhSHLMa!avTMTMRPvu46MoX3pbbmpXnlt4_sTP7o_jNA1MQnlfrxGISZV4CFC_8syFdW7-7oPOSJtXXNh68GZ8IAEMMIYX9noKpDruHIDvrTg\\$](https://urldefense.com/v3/__https://www.cityofalexandria.com/node/6740/submission/3594__;!!CluDejhSHLMa!avTMTMRPvu46MoX3pbbmpXnlt4_sTP7o_jNA1MQnlfrxGISZV4CFC_8syFdW7-7oPOSJtXXNh68GZ8IAEMMIYX9noKpDruHIDvrTg$)



SITE MAP 2022

JOHN ESKEW DRIVE | INTERNAL



- ★ = 1/2 Mile Turnaround
- = Route Sign
- X = Barricade
- = Column
- W = Water Station
- G = Cheer Group

RESOLUTION NO.

**RESOLUTION TO CO-SPONSOR THE CHRISTUS CABRINI
FOUNDATION GLEAUX FOR THE GIRLS IN OCTOBER 2025.**

BE IT RESOLVED by the Council of the City of Alexandria, Louisiana, in legal session convened, that the Council hereby authorizes to co-sponsor The CHRISTUS Cabrini Foundation Gleaux for the Girls in October 2025.

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

YEAS:

NAYS:

ABSENT:

PASSED AND ADOPTED at Alexandria, Louisiana, this 29th day of July.

/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 liquid chlorine one ton cylinders.



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 16, 2025

Title: Request an Ordinance for bid award recommendation for Liquid Chlorine - One (1) Ton Cylinders

Explanation of Proposal:

Additional Information Attached ☒

On Tuesday, July 15, 2025 at 10:00 AM, bid packets were received, opened and read aloud for Liquid Chlorine - One (1) Ton Cylinders, to be used by the Water and Wastewater Departments. Three (3) bids were received. It is our recommendation to make award to PVS DX Inc., at price(s) bid. This bid price shall remain in effect for a period of twelve (12) months from bid award date.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 401-237502-520503 Water
401-258101-520503 Wastewater

Expense Amount:

Account Line Item: Operating Chemicals

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:

RECEIVED

JUL 22 2025

CITY COUNCIL

Phone (318)441-6183 Fax (318)619-3414

Using Department: Water & Wastewater Departments

[illegible]



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: **May 12, 2025**

Title: **Request a resolution to advertise for Liquid Chlorine - One (1) Ton Cylinders - Annual Bid**

Explanation of Proposal:

Additional Information Attached ☒

We request permission to advertise bids for Liquid Chlorine in One (1) Ton Cylinders, for use by the Water and Wastewater Departments. Purchases will be made on an "as needed" basis. Bid price shall remain in effect for a period of twelve (12) months from bid award date.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 401-237502-520503 Water Dept
401-258101-520503 Wastewater Dep

Expense Amount:

Account Line Item: Operating Chemicals

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:

RECEIVED

MAY 19 2025

CITY COUNCIL

ADVERTISEMENT FOR BID

CITY OF ALEXANDRIA, LOUISIANA
PURCHASING DEPARTMENT

BID #2531- LIQUID CHLORINE – ONE TON CYLINDERS

Separate sealed bids for, **Liquid Chlorine – One Ton Cylinders**, will be received by the CITY OF ALEXANDRIA at the CITY COUNCIL MEETING CHAMBERS, ALEXANDRIA CITY HALL, ALEXANDRIA, LOUISIANA, until TEN (10) O'CLOCK AM CDT, TUESDAY, JULY 15, 2025, and then at said office publicly opened and read aloud.

Complete bid packet / bid specifications may be obtained at the City of Alexandria's website, www.cityofalexandria.com, under the heading "Business", and drop down to "RFP/RFQ/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. 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 Joann Swain, City of Alexandria – Purchasing Department, PO Box 71, Alexandria, LA 71309-0071; Fax (318)619-3412, email joann.swain@cityofalex.com; and must be received by 4:00 PM, Thursday, June 26, 2025.

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, 1st Floor
Alexandria, LA 71301
Phone: 318-449-5090

Address for Electronic Bid Submission:

www.centralbidding.com
Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, June 6, 2025
Friday, June 13, 2025
Friday, June 20, 2025

RESOLUTION NO. 0666-2025

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR
LIQUID CHLORINE ONE TON CYLINDERS.**

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 liquid chlorine one ton cylinders.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on July 15, 2025.

PASSED AND ADOPTED at Alexandria, Louisiana, this 3rd day of June 2025.

/s/ Donna P. Jones, MMC
City Clerk

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR LIQUID CHLORINE ONE TON CYLINDERS AND OTHER MATTERS WITH RESPECTR 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 liquid chlorine one ton cylinders.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the _____ day of July, 2025.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the low bid submitted for one 245 KV Gas Circuit Breaker.



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 16, 2025

Title: Request an Ordinance for Award for One (1) 245kV Gas Circuit Breaker - Electric Distribution

Explanation of Proposal:

Additional Information Attached ☒

On Tuesday, July 15, 2025 at 10:00 AM, two (2) bid packets were received, opened and read aloud for one (1) 245kV Gas Circuit Breaker for Electric Distribution Department. One (1) of the bid packets was rejected for not being in compliance. It is our recommendation that award be made to Wesco Distribution at prices(s) bid. This bid price shall remain in effect for a period of twelve (12) months from bid award date.

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

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 22 2025

CITY COUNCIL

NOTE: BID REJECTED. DID NOT SEND BACK BID PACKET



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 Division/Electric Dist.

Date: 5/15/2025

Title: One (1) 245 kV Gas Circuit Breaker

Explanation of Proposal:

Additional Information Attached ☐

We request permission to advertise for one (1), 245kV Gas Circuit Breaker for the Electric Distribution Department. The breaker shall be furnished with all accessories ready for mounting, connecting and energization. Bid prices shall be for materials only, NO installation. Bid prices shall remain in effect for a period of twelve (12) months from bid award date.

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

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

MAY 19 2025

CITY COUNCIL

ADVERTISEMENT FOR BID

CITY OF ALEXANDRIA, LOUISIANA
PURCHASING DEPARTMENT

BID # 2530 One (1) 245kV Gas Circuit Breaker

Separate sealed bids for, **One (1) 245kV Gas Circuit Breaker**, 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, July 15, 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 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 . 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 bobby Clifton, City of Alexandria Electric Distribution Department, PO Box 71, Alexandria, LA 71309-0071; Fax 318-473-1308; email to bobby.clifton@cityofalex.com and must be received by 4:00 PM CST, Thursday, June 26, 2025.

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, 1st Floor
Alexandria, LA 71301
Phone: 318-449-5090

Address for Electronic Bid Submission:

www.centralbidding.com
Phone: 225-810-4814

PLEASE PUBLISH THREE (3) TIMES:

Friday, June 6, 2025
Friday, June 13, 2025
Friday, June 20, 2025

RESOLUTION NO. 0667-2025

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR ONE
245 KV GAS CIRCUIT BREAKER.**

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 one 245 KV Gas Circuit Breaker.

BE IT FURTHER RESOLVED, etc., that the City Clerk proceed with the advertisement according to law, with bids to be opened on July 15, 2025.

PASSED AND ADOPTED at Alexandria, Louisiana, this 3rd day of June 2025.

/s/ Donna P. Jones, MMC
City Clerk

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW BID SUBMITTED FOR ONE 245 KV GAS CIRCUIT BREAKER 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 one 245 KV Gas Circuit Breaker.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the ____ day of July, 2025.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the proposal received for Professional Services for the Alexandria City Hall Chilled Water Plant Replacement 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: Public Works/Bldg. Maintenance

Date: 7/9/2025

Title: An ordinance authorizing the Mayor to enter into a professional services agreement with Associated Design Group, Inc. (ADG) for the Alexandria City Hall Chilled Water Plant Replacement Project

Explanation of Proposal:

Additional Information Attached ☐

ADG was selected to provide professional services for the for the Alexandria City Hall Chilled Water Plant Replacement Project after a RFQ process and A&E selection.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number:

Expense Amount:

Account Line Item:

Remaining Amount:

Authorization:

4. Finance Director

1. Mayor

2. Chief Operating Officer

5. Division Director

6. Department Head

3. City Attorney

7. Purchasing Agent

Council Staff

Form

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 10 2025

CITY COUNCIL



June 23, 2025

Mrs. Cynthia Perry, Council President
City Council
City of Alexandria
915 Third Street
Alexandria, LA. 71301

RE: Architectural and Engineering Selection Committee Request for
Professional Services for the Alexandria City Hall Chilled Water Plant
Replacement Project

Dear Council President Perry:

This office posted a request for qualifications (RFQ) to provide engineering and other related services for measured drawings of existing conditions, design and construction monitoring/inspection associated with the demolition and abandonment of the existing cooling tower, chillers, pumps, and piping; and installing two (2) air cooled replacement chillers; replacing chilled water pumps; extending permanent power and installation of new system controls at Alexandria City Hall. Three companies submitted proposals pursuant to the request. The RFQ indicated the scope of work for the project and submittal format.

The Administration Staff review panel developed the attached overall rating scores based upon the proposals for each of the firms interested in the project.

We are requesting that the A/E Selection Committee be seated at a suitable time. If my office can be of any further assistance, please do not hesitate to ask.

Regards,

Jacques M. Roy, Mayor
City of Alexandria

Attachments: Original RFQ Advertisement
Panel Scoring Tabulation
4 Sets of AE Qualification Statements

RECEIVED

JUN 24 2025

CITY COUNCIL

Jacques M. Roy
Mayor



Post Office Box 71
Alexandria, Louisiana 71309-0071
Tel (318) 449-5000 Fax (318) 449-5229

COMBINED SCORES.

City Hall Chiller Replacement

Tabulation Sheet

FIRM EXPERIENCE (0 - 25 Points)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
1.) Detail the firm's experience in the same or similar areas of expertise and its adaptability to provide the required service for this project. 2.) Provide at least three references for which your firm has provided the same or similar services. Include project's initial budget/scope, final budget/scope, % of change orders, a point of contact with client, current telephone number and a brief description of the services provided. 3.) Identify your firm's performance on similar projects, especially noting tasks of this type. Provide a point of contact for all noted experiences. A current telephone number should also be provided if applicable.	69	61	69	

PROJECT MANAGER (0 - 25 Points)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
Provide detailed information on the qualifications and relevant experience of the Project Manager as it relates to the required services. Include project reference contact name(s) and current telephone number(s).	69	63	68	

KEY PROJECT STAFF/SUB-CONSULTANTS (0 - 10 Points)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
Identify key project staff, along with their availability, to provide services on behalf of the firm. Resumes should be included for each of the individuals, which detail their relevant experience. If any subcontractors will be employed they shall be clearly identified in the qualification. The contractor shall notify the City, in writing, of changes in key staff and the COA shall have the right to terminate or negotiate the contract if these changes will affect the work product of time schedule.	24	20	26	

AVAILABLE RESOURCES AND CONSULTANT LOCATION (0 - 10 Points)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
Business History: Provide information on site, resource and business history of firm. Provide information on personnel/resources available to our firm, which indicated that you have access to the services necessary to perform the work in the time available and within the required standard. Describe the firm's location where the primary services are to be provided and the ability to meet in person with owner's personnel when required during the performance of the contract.	24	21	27	

PROJECT METHODOLOGY AND APPROACH (0 - 30 Points)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
1.) Provide detailed information on the firm's methodology in the meeting the scope of work requirements identified in Section II. Describe overall approach to the project as well as any details that may be unique to your firms. 2.) Describe how the firms will encourage Minority Business Enterprise (MBE), Women Owned Business Enterprise (WBE), Women and Minority Business Enterprise (WMBE) and Small Business Enterprise (SBE) participation as contractor or sub-contractor in compliance with the City of Alexandria AFEAT program.	79	69	80	

EMA M:E ADG

TOTAL POINTS 265 234 270

City Hall Chiller Replacement

Warren Byrd

Tabulation Sheet

FIRM EXPERIENCE (0 - 25 Points)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
1.) Detail the firm's experience in the same or similar areas of expertise and its adaptability to provide the required service for this project. 2.) Provide at least three references for which your firm has provided the same or similar services. Include project's initial budget/scope, final budget/scope, % of change orders, a point of contact with client, current telephone number and a brief description of the services provided. 3.) Identify your firm's performance on similar projects, especially noting tasks of this type. Provide a point of contact for all noted experiences. A current telephone number should also be provided if applicable.	22	20	23	

PROJECT MANAGER (0 - 25 Points)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
Provide detailed information on the qualifications and relevant experience of the Project Manager as it relates to the required services. Include project reference contact name(s) and current telephone number(s).	21	20	23	

KEY PROJECT STAFF/SUB-CONSULTANTS (0 - 10 POINTS)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
Identify key project staff, along with their availability, to provide services on behalf of the firm. Resumes should be included for each of the individuals, which detail their relevant experience. If any subcontractors will be employed they shall be clearly identified in the qualification. The contractor shall notify the City, in writing, of changes in key staff and the COA shall have the right to terminate or negotiate the contract if these changes will affect the work product of time schedule.	8	7	9	

AVAILABLE RESOURCES AND CONSULTANT LOCATION (0 - 10 POINTS)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
Business History: Provide information on size, resource and business history of firm. Provide information on personnel resources available to our firm, which indicated that you have access to the services necessary to perform the work in the time available and within the required standard. Describe the firm's location where the primary services are to be provided and the ability to meet in person with owner's personnel when required during the performance of the contract.	8	7	9	

PROJECT METHODOLOGY AND APPROACH (0 - 30 POINTS)	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
1.) Provide detailed information on the firm's methodology in the meeting the scope of work requirements identified in Section II. Describe overall approach to the project as well as any details that may be unique to your firms. 2.) Describe how the firms will encourage Minority Business Enterprise (MBE), Women Owned Business Enterprise (WBE), Women and Minority Business Enterprise (WMBE) and Small Business Enterprise (SBE) participation as contractor or sub-contractor in compliance with the City of Alexandria AFENT program.	26	24	28	

TOTAL POINTS

85 78 92

City Hall Chiller Replacement

Tabulation Sheet

Michael Wilkinson, City Engineer

FIRM EXPERIENCE (0 - 25 Points) 1.) Detail the firm's experience in the same or similar areas of expertise and its adaptability to provide the required service for this project. 2.) Provide at least three references for which your firm has provided the same or similar services. Include project's initial budget/scope, final budget/scope, % of change orders, a point of contact with client, current telephone number and a brief description of the services provided. 3.) Identify your firm's performance on similar projects, especially noting tasks of this type. Provide a point of contact for all noted experiences. A current telephone number should also be provided if applicable.	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
	24	21	22	

PROJECT MANAGER (0 - 25 Points) Provide detailed information on the qualifications and relevant experience of the Project Manager as it relates to the required services. Include project reference contact name(s) and current telephone number(s).	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
	24	22	22	

KEY PROJECT STAFF/SUB-CONSULTANTS (0 - 10 POINTS) Identify key project staff, along with their availability, to provide services on behalf of the firm. Resumes should be included for each of the individuals, which detail their relevant experience. If any subcontractors will be employed they shall be clearly identified in the qualification. The contractor shall notify the City, in writing, of changes in key staff and the COA shall have the right to terminate or negotiate the contract if these changes will affect the work product of time schedule.	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
	8	7	8	

AVAILABLE RESOURCES AND CONSULTANT LOCATION (0 - 10 POINTS) Business History: Provide information on size, resource and business history of firm. Provide information on personnel resources available to our firm, which indicated that you have access to the services necessary to perform the work in the time available and within the required standard. Describe the firm's location where the primary services are to be provided and the ability to meet in person with owner's personnel when required during the performance of the contract.	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
	7	7	8	

PROJECT METHODOLOGY AND APPROACH (0 - 30 POINTS) 1.) Provide detailed information on the firm's methodology in the meeting the scope of work requirements identified in Section II. Describe overall approach to the project as well as any details that may be unique to your firms. 2.) Describe how the firms will encourage Minority Business Enterprise (MBE), Women Owned Business Enterprise (WBE), Women and Minority Business Enterprise (WMBE) and Small Business Enterprise (SBE) participation as contractor or sub-contractor in compliance with the City of Alexandria AFEAT program.	EMA Engineering & Consulting	M & E Consulting, Inc	ADG Engineering	Comments
	25	22	25	

TOTAL POINTS 88 79 85

City Hall Chiller Replacement

Tabulation Sheet

Jesse Honeycutt, Maint. of Public Bldgs. Superintendent

FIRM EXPERIENCE (0 - 25 Points)	EMA Engineering & Consulting	M & E Consulting, Inc.	ADG Engineering	Comments
1.) Detail the firms experience in the same or similar areas of expertise and its adaptability to provide the required service for this project.	23	20	24	
2.) Provide at least three references for which your firm has provided the same or similar services. Include project's initial budget/scope, final budget/scope, % of change orders, a point of contact with client, current telephone number and a brief description of the services provided.				
3.) Identify your firm's performance on similar projects, especially noting tasks of this type. Provide a point of contact for all noted experiences. A current telephone number should also be provided if applicable.				

PROJECT MANAGER (0 - 25 Points)	EMA Engineering & Consulting	M & E Consulting, Inc.	ADG Engineering	Comments
Provide detailed information on the qualifications and relevant experience of the Project Manager as it relates to the required services. Include project reference contact name(s) and current telephone number(s).	24	21	23	

KEY PROJECT STAFF/SUB-CONSULTANTS (0 - 10 Points)	EMA Engineering & Consulting	M & E Consulting, Inc.	ADG Engineering	Comments
Identify key project staff, along with their availability, to provide services on behalf of the firm. Resumes should be included for each of the individuals, which detail their relevant experience. If any subcontractors will be employed they shall be clearly identified in the qualification. The contractor shall notify the City, in writing, of changes in key staff and the COA shall have the right to terminate or negotiate the contract if these changes will affect the work product of time schedule.	8	6	4	

AVAILABLE RESOURCES AND CONSULTANT LOCATION (0 - 10 Points)	EMA Engineering & Consulting	M & E Consulting, Inc.	ADG Engineering	Comments
Business History: Provide information on site, resource and business history of firm. Provide information on personnel resources available to our firm, which indicated that you have access to the services necessary to perform the work in the time available and within the required standard. Describe the firm's location where the primary services are to be provided and the ability to meet in person with owner's personnel when required during the performance of the contract.	9	7	10	

PROJECT METHODOLOGY AND APPROACH (0 - 30 Points)	EMA Engineering & Consulting	M & E Consulting, Inc.	ADG Engineering	Comments
1.) Provide detailed information on the firm's methodology in the meeting the scope of work requirements identified in Section 8. Describe overall approach to the project as well as any details that may be unique to your firm.	28	23	27	
2.) Describe how the firms will encourage Minority Business Enterprise (MBE), Women Owned Business Enterprise (WBE), Women and Minority Business Enterprise (WMBE) and Small Business Enterprise (SBE) participation as contractor or sub-contractor in compliance with the City of Alexandria AFEAT program.				

TOTAL POINTS 92 77 93

Request for Qualifications

ALEXANDRIA CITY HALL CHILLED WATER PLANT REPLACEMENT City of Alexandria, Louisiana April 28, 2025



Submit questions regarding this qualification to the City of Alexandria

Contact: Jesse Honeycutt
Office of Building Services
2021 Industrial Park Road, Building A
Alexandria, Louisiana 71302
(318) 441-6098
jesse.honeycutt@cityofalex.com

Request for Qualifications

ALEXANDRIA CITY HALL CHILLED WATER PLANT REPLACEMENT City of Alexandria, Louisiana April 28, 2025

SECTION 1. PURPOSE

1.1 Scope

The **City of Alexandria (COA)** hereby issues a Request for Qualification Statements (**RFQS**) from Consulting Firms (Consultant) to provide engineering and other related services for measured drawings of existing conditions, design and construction monitoring/inspection associated with the demolition and abandonment of the existing cooling tower, chillers, pumps, and piping; and installing two (2) air cooled replacement chillers; replacing chilled water pumps; extending permanent power and installation of new system controls. The project is entitled **Alexandria City Hall Chilled Water Plant Replacement(PROJECT)**.

1.2 General Submission Information

The COA intends to award one Prime-Consultant (Consultant) Contract for measured drawings, design (including the preparation of engineering plans and specifications) and construction monitoring/inspection of the PROJECT. The standard Agreement for Professional Services for the COA will be the official contract document that will be executed between the COA and the selected Consultant.

1.3 Questions

Questions regarding this qualification shall be submitted to the City of Alexandria at:

Jesse Honeycutt
Office of Building Services
2021 Industrial Park Road, Building A
Alexandria, Louisiana 71302
(318) 441-6098
jesse.honeycutt@cityofalex.com

1.4 Addenda, Rejection and Cancellation

The COA reserves the right to revise any part of the **RFQS** by issuing an addendum to the **RFQS** at any time prior to the submission deadline. Issuance of this **RFQS** in no way constitutes a commitment by the COA to award a contract. The COA reserves the right to accept or reject, in whole or part, all Qualification Statements submitted and/or cancel this announcement if it is determined to be in the COA's best interest. All materials submitted in this response become the property of the COA and selection or

ALEXANDRIA CITY HALL
CHILLED WATER PLANT REPLACEMENT

rejection of a submittal does not affect this right. The COA also reserves the right, at its sole discretion, to waive administrative informalities contained in the **RFQS**.

1.5 Preparation Costs

The COA shall not be responsible for costs associated with preparing the **RFQS**, or for costs including attorney fees associated with any challenge (administrative, judicial or otherwise) to the determination of the highest-ranked Applicant and/or awarded contract and/or rejection of qualification. By submitting a **RFQS** each Consultant agrees to be bound in this respect and waives all claims to such costs and fees.

SECTION 2. RULES GOVERNING COMPETITION

2.1 Examination of Qualifications

Applicants should carefully examine the entire **RFQS**, any addenda thereto, and all related materials and data referenced in the **RFQS**. Applicants should become fully aware of the nature of the work and the conditions likely to be encountered in performing the work.

2.2 Qualification Acceptance Period

Consultant selection is anticipated to be announced within sixty (60) calendar days of the submittal deadline. All offers must be complete and irrevocable for ninety (90) days following the submission date.

2.3 Confidentiality

The content of all qualifications will be kept confidential until the selection of the Consultant is publicly announced. At the time of Contract awarding, all qualifications will become public information.

2.4 Qualification Format

Qualifications are to be prepared in such a way as to provide a straightforward, concise delineation of the Applicant's capabilities to satisfy the requirements of this **RFQS**. Emphasis should be placed on:

- Conformance to the **RFQS** instructions
- Responsiveness to the **RFQS** requirements
- Overall completeness and clarity of content

2.5 Signature Requirements

All qualifications (RFQS's) must be signed and sealed. An officer or other agent of a corporate firm, if authorized to sign Contracts on its behalf; a member of a partnership; the owner of a privately-owned firm; or other agent if properly authorized by a Power of Attorney or equivalent document may sign a qualification. The name and title of the individual(s) signing the qualification must be clearly shown immediately below the signature.

2.6 Qualification Submission

Six (6) copies of the qualification (RFQS) must be received by the COA by **12:00 NOON, May 12, 2025**. All copies of the qualification must be plainly identified as **Alexandria City Hall Chilled Water Plant Replacement** and delivered or mailed to:

City of Alexandria
Building Services Department, Building A
2021 Industrial Park Road
Alexandria, Louisiana 71302

2.7 News Releases

News releases pertaining to the award resulting from RFQS's shall not be made without prior written approval of the COA.

2.8 Disposition of Qualifications

All materials submitted in response to this RFQS shall become the property of the COA. One copy shall be retained for the official files of the COA and will become public record in accordance with Louisiana law.

2.9 Modification/Withdrawal of Qualifications

A respondent may withdraw a qualification at any time prior to the final submission date by sending written notification of its withdrawal, signed by an agent authorized to represent the agency. The respondent may thereafter submit a new or modified qualification prior to the final submission date. Modifications offered in any other manner, oral or written, will not be considered. A final qualification cannot be changed or withdrawn after the time designated for receipt, except for modifications requested by the COA after the date of receipt and following oral presentations.

2.10 Oral Change/Interpretation

No oral change or interpretation of any qualification contained in this RFQS is valid whether issued at a pre-qualification conference or otherwise. Written addenda will be

issued when changes, clarification, or amendments to qualification documents are deemed necessary by the City.

2.11 Late Submissions

QUALIFICATIONS RECEIVED AFTER 12:00 NOON, May 12, 2025 WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED AFTER RECOMMENDATION OF AWARD.

SECTION 3. ANTICIPATED CONTRACT SCOPE OF WORK

The Alexandria City Hall chilled water plant consists of two 150-ton centrifugal chillers. Both chillers are currently non-operational, with a rental chiller temporarily providing chilled water to the building.

The existing cooling tower has reached its expected useful life. Replacement is proposed under this program of improvements. The condenser water piping associated with the cooling tower, located on the roof, is also in poor condition and is proposed to be replaced.

The condenser water pumps and building chilled water pumps are outdated and proposed to be replaced.

The scope includes demolishing the abandoned cooling tower, chillers, pumps, and piping; installing two new 180-ton air-cooled chillers; replacing the chilled water pumps; extending permanent power; and implementing a new controls package.

The selected Consultant must have a comprehensive, professional design knowledge of HVAC systems and state codes, as well as any related building systems.

The general scope of services will be as defined in the standard COA Agreement for Professional Services contract (copy available upon request). The selected consultant shall provide for the COA professional design services in all phases of the PROJECT. These services shall include serving as the COA's professional design representative for the PROJECT, providing professional engineering consultation and advice and furnishing customary civil, electrical, mechanical and structural engineering services. In addition, the consultant will be required to plan, conduct and facilitate the necessary stakeholder meetings to solicit and resolve stakeholder input on the proposed project that will be factored into the design process. These services as defined within the contract shall include basic services and additional services. Included within Basic Services are the following phases: (1) program completion; (2) preliminary design; (3) plan-in-hand; (4) final design; (5) bidding; (6) construction administration; and (7) construction close out.

Generally the additional services shall include but not be limited to: (1) measured drawings; (2) services resulting from significant changes in the general scope extent or

character of the **PROJECT** or revising previously accepted studies, reports, design documents; (3) providing renderings or models for **OWNER'S** use; (4) furnishing services of independent professional associates and consultants for other than Basic Services; (5) services during out-of-town travel; (6) preparing to serve or serving as a consultant or witness for **OWNER** in any litigation, arbitration or other legal or administrative proceeding involving the **PROJECT**; (7) additional or extended services during construction; (8) planning, conducting and facilitating public meetings; and (9) provide a **PROJECT** representative and any assistants during construction.

SECTION 4. QUALIFICATION AND SUBMISSION REQUIREMENTS and INSTRUCTIONS

4.1 Minimum Personnel Requirements

The following requirements must be met by the Consultant at the time of submittal of the RFQS:

- At least one Principal of the Consultant must be a Professional Engineer registered in the State of Louisiana.
- Any related sub-consultants licensed in the State of Louisiana in their area of expertise

4.2 Qualification Format

To achieve a uniform review process and obtain the maximum degree of comparability, the qualification shall be organized in the manner specified below. Qualifications shall not exceed ten (10) pages in length (excluding resumes, title page(s), index/table of contents, attachments, or dividers). Information in excess of those allowed will not be evaluated/scored. One page shall be interpreted as one side of single-spaced, typed (minimum 12 font size) 8 1/2" X 11" sheet of paper.

4.3 Title Page (1 Page)

Show the RFQS title, the name of your firm, address, telephone number(s), name of contact person, and date.

4.4 Letter of Transmittal (Limited to 2 pages)

- A. Identify the RFQS project for which qualification has been prepared.
- B. Briefly state your firm's understanding of the services to be performed and make a positive commitment to provide the services as specified.
- C. Provide the name(s) of the person(s) authorized to make representations for your firm, their title(s), address, and telephone number(s).
- D. The letter of each qualification must be signed by a corporate officer or their individual who has the authority to bind the firm. The name and title of the individual(s) signing the qualification must be clearly shown immediately below the signature.

4.5 Table of Contents (1 Page)

Clearly identify the materials by Section and Page Number as outlined in 4.6.

4.6 Qualification Narrative (Limited to 10 Total Pages)

A. Firm Experience (0-25 Points)

1. Detail the firm's experience in the same or similar areas of expertise, and its adaptability to provide the required services for this project.
2. Provide at least three references for which your firm has provided the same or similar services. Include a point of contact, current telephone number, and a brief description of the services provided.
3. Identify your firm's performance on similar projects, especially noting task of this type. Provide a point of contact for all noted experience. A current telephone number should also be provided if applicable.

B. Project Manager (0-25 Points)

Provide detailed information on the qualifications and relevant experience of the Project Manager as it relates to the required services. Include project reference contact name(s) and current telephone number(s).

C. Key Project Staff and Sub-consultants (0-10 Points)

Identify key project staff, along with their availability, to provide services on behalf of the firm. Evidence of a good faith effort to comply with the City's AFEAT Program. Resumes should be included for each of the individuals, which detail their relevant experience. In any subcontractors will be employed, they shall be clearly identified in the qualification. The Contractor shall notify the City, in writing, of changes in key staff and the COA shall have the right to terminate or renegotiate the contract if these changes will affect the work product of time schedule.

D. Available Resources and Consultant Location (0-10 Points)

1. Business History: Provide information on size, resources, and business history of the firm.
2. Provide information on personnel resources available to your firm, which indicates that you have access to the services necessary to perform the work in the time available and within the required standard.
3. Describe the firm's location where the primary services are to be provided and the ability to meet in person with owner's personnel when required during the performance of the Contract.

E. Project Methodology and Approach

(0-30 Points)

Provide detailed information on the firm's methodology in meeting the scope of work requirements identified in Section 3. Describe overall approach to the project as well as any details that may be unique to your firm.

F. Total Possible Points

(100 Points)

SECTION 5. EVALUATION CRITERIA AND SELECTION PROCESS

Firm will be ranked using the qualitative range of rating factors for each RFQS criterion:

1.0	Outstanding
0.8	Excellent
0.6	Good
0.4	Fair
0.2	Poor
0.0	Unsatisfactory

The rating factor for each criterion category will be multiplied against the point available to determine the total points for that category.

A committee of individuals representing COA will perform an evaluation of the qualification. The committee will rank the qualifications as submitted.

The COA reserves the right to award the Contract solely on the written qualifications depicted in the RFQS.

The COA also reserves the right to request oral interviews with the highest-ranked Consultants (short-list). The purpose of the interviews with the highest-ranking firms is to allow expansion upon the written responses. If interviews are conducted, a maximum of three firms will be short-listed. A second score sheet will be used to score those firms interviewed.

The final Administrative recommendation to City Council will be based on the total of all evaluators' scores achieved on the second rating. The same categories and point range will be used during the second evaluation as for the first. The highest-ranked applicant(s), after the second scoring, if performed, may be invited to enter into final negotiations with the COA for the purposes of Contract Award.

SECTION 6. CONTRACT AWARD INFORMATION

6.1 Contract Negotiations

The highest-ranked applicant may be invited to enter into Contract negotiations with the COA. If an agreement cannot be reached with the highest-ranked applicant, the COA will notify the applicant and terminate negotiations. The second highest applicant may be contacted for negotiations. This process may continue until successful negotiations are achieved. However, the COA reserves the right to terminate negotiations with any applicant should it be in its best interest. The COA reserves the right to reject any and all qualifications.

6.2 Insurance Requirements

During the term of this contract the Consultant will carry professional liability insurance in the minimum amount of \$1,000,000.00. The Prime-Consultant may require any Sub-Consultant(s) to carry professional liability insurance. This insurance will be written on a "claims made" basis. Prior to executing the contract the Consultant will provide a Certificate of Insurance to the COA showing evidence of such professional liability insurance.

6.3 Compensation

Compensation for the basic services will be computed utilizing the COA fee curve (copy of fee curve available upon request) based upon actual construction cost. Compensation for additional services (including the necessary public meetings) will be negotiated between the COA and the Consultant. OR

On projects where opinion of probable construction cost is less than \$100,000 fees will be negotiated.

6.4 Contract Time

The Consultant shall proceed with the services specified herein after the execution of this Contract and upon written Notice-To-Proceed from the COA. The delivery schedule for all project deliverables shall be established by the City's Project Manager or his designated representative.

SECTION 7. ALEXANDRIA FAIRNESS, EQUALITY, ACCESSIBILITY AND TEAMWORK PROGRAM (AFEAT) REQUIREMENTS

7.1 Overview

Under the City of Alexandria's guidelines for the AFEAT Program, participation by minority and/or disadvantaged business enterprise firms is encouraged. The AFEAT Program should be inquired about through the Division of Finance. The goals for qualifying disadvantaged, minority and female owned business in the use of professional service agreements with prime contractors will help effectuate the goals of increasing the competitive viability of small business, minority and women business enterprise by providing contract, technical, educational and management assistance; business ownership by small business persons, minority persons, and women (including professional opportunities); and the procurement by the City of professional services, articles, equipment, supplies and materials from business concerns, minority persons and women.

7.2 Specific Actions

Prime contractors offering subcontracting should take specific action to ensure that a bona fide effort is made to achieve maximum results towards meeting the established goals. Primes shall document efforts and shall implement steps at least as extensive as the following in a good faith effort to reach or exceed the established goals:

7.2.1 Establish and maintain a current list of minority and female owned businesses in Alexandria, in Rapides Parish, and in the State of Louisiana.

7.2.2. Document and maintain a record of all solicitations of offers for subcontracts from minority or female construction contractor and suppliers in Alexandria, in Rapides Parish, and in the State of Louisiana.

7.2.3 Secure listing of minority and women owned businesses from the City of Alexandria Purchasing Department and the State of Louisiana Department of Minority Affairs.

7.2.4 Participate in associations which assist in promoting minority and women owned businesses such as the Central Louisiana Business League and the Entrepreneurial League System.

7.2.5 Designate a responsible official to monitor all activity made in the effort to achieve or exceed the established goals; record contacts made, subcontracts entered into with dollar amounts, etc.

7.3 Questions Regarding AFEAT Requirements

Should you have any questions or comments regarding Section 7 (AFEAT), please do not hesitate to contact our Finance Department at 318-449-5091.

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE PROPOSAL RECEIVED FOR PROFESSIONAL SERVICES FOR THE ALEXANDRIA CITY HALL CHILLED WATER PLANT REPLACEMENT PROJECT AND OTHER MATTERS WITH RESPECT THERETO.

WHEREAS, the A & E Selection committee has met to determine the consultant for the Alexandria City Hall Chilled Water Plant Replacement Project. The Committee Members were: Jules Green, Jim Villard, and Gary Johnson. Introduction of an ordinance authorizing the mayor to accept the lowest proposal for landscape maintenance services for Upper Third Streetscape.

WHEREAS, the consultant selected was ADG Engineering; 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 to accept the proposal received from ADG Engineering for Professional Services for the Alexandria City Hall Chilled Water Planter Replacement Project.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the ____ day of July, 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 U. S. Lawns of Alexandria for landscape maintenance services for Upper Third Streetscape.



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: **June 25, 2025**

Title: **ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR LANDSCAPE MAINTENANCE SERVICES - Upper 3rd Streetscape**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest proposal for Landscape Maintenance Service for Upper 3rd Streetscape. On Tuesday, June 24, 2025 @ 2:00 PM, one (1) proposal was received. It is our recommendation to award to U.S. Lawns of Alexandria 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 an additional twelve (12) month period. See attached bid tabulation.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101-042400-605110

Expense Amount: N/A

Account Line Item: Maintenance-Grounds and R-O-W

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

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUN 30 2025

CITY COUNCIL

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM U. S. LAWNS OF ALEXANDRIA FOR LANDSCAPE MAINTENANCE SERVICES FOR UPPER THIRD STREETScape 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 U.S. Lawns of Alexandria for landscape maintenance services for Upper Third Streetscape.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the _____ day of July, 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 U. S. Lawns of Alexandria for landscape maintenance services Ninth Street Streetscape.



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: **June 25, 2025**

Title: **ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR LANDSCAPE MAINTENANCE SERVICES - 9th Street Streetscape**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest proposal for Landscape Maintenance Service for 9th Street Streetscape. On Tuesday, June 24, 2025 @ 2:00 PM, one (1) proposal was received. It is our recommendation to award to U.S. Lawns of Alexandria 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 an additional twelve (12) month period. See attached bid tabulation.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101-042400-605110

Expense Amount: N/A

Account Line Item: Maintenance-Grounds and R-O-W

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

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUN 30 2025

REQ NUMBER AND NAME - #1922P LANDSCAPE MAINTENANCE SERVICE - 9th STREET STREETSCAPE

REQ NUMBER AND NAME - #1922P LANDSCAPE MAINTENANCE SERVICE - 9th STREET STREETSCAPE

MANDATORY PRE-BID CONFERENCE - N/A

RFQ OPENING DATE - TUESDAY, JUNE 24, 2025

Using Department: Urban Forester

Description of Service/Unit of Issue		Vendor
BASE YEAR: July 2025 - July 2026		
Landscape Maintenance Service per month:		<u>\$550.00</u>
RENEWAL YEAR: July 2026 - July 2027		
Landscape Maintenance Service per month:		<u>\$550.00</u>
Copy of Licenses attached?		YES
Insurance Certificate attached?		YES

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FROM U. S. LAWNS OF ALEXANDRIA FOR LANDSCAPE MAINTENANCE SERVICES NINTH STREET STREETSCAPE 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 U.S. Lawns of Alexandria for landscape maintenance services for Ninth Street Streetscape.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the _____ day of July, 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 U. S. Lawns of Alexandria for landscape maintenance services Sixth and Johnston Parking Lot.



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: **June 25, 2025**

Title: **ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR LANDSCAPE MAINTENANCE SERVICES - 6TH & JOHNSTON PARKING LOT**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest proposal for Landscape Maintenance Service for 6th & Johnston Parking Lot. On Tuesday, June 24, 2025 @ 2:00 PM, one (1) proposal was received. It is our recommendation to award to U.S. Lawns of Alexandria 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 an additional twelve (12) month period.
See attached bid tabulation-

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 101-042400-605110

Expense Amount: N/A

Account Line Item: Maintenance-Grounds and R-O-W

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

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUN 30 2025

CITY CLERK

RFQ NUMBER AND NAME - #1921P LANDSCAPE MAINTENANCE SERVICE - 6th & Johnston
MANDATORY PRE-BID CONFERENCE - N/A
RFQ OPENING DATE - Tuesday, June 24, 2025 @ 2:00PM
Using Department: Urban Forester

[illegible]

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR LANDSCAPE MAINTENANCE SERVICES FOR SIXTH STREET AND JOHNSTON PARKING LOT 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 U.S. Lawns of Alexandria for landscape maintenance services for Sixth Street and Johnston Parking Lot.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the _____ day of July, 2025.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal for janitorial services for the cleaning of the Utility Customer Service Building.



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: **June 26, 2025**

Title: **ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR JANITORIAL SERVICE FOR THE CLEANING OF THE UTILITY CUSTOMER SERVICE BUILDING**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest proposal for the Janitorial Service for Cleaning of the Utility Customer Service Building. On Wednesday, June 25, 2025, four (4) proposals were received. We recommend award be made to Janitress Cleaning & Staffing LLC at rates 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 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: 401-218600-605101

Expense Amount: N/A

Account Line Item: Maintenance - Bldgs and Facilities

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

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

RECEIVED

JUL 08 2025

CITY COUNCIL

RFP TABULATION

RFP Number & Name: # 1925P - Janitorial Services for the Utility Customer Service Bldg.

RFP Opening Date: Wednesday, June 25, 2025 at 2:00 PM

Using Department: Utility Customer Service Bldg.

Item #	Description of Service/Unit of Issue	Vendor #1 Janitress Cleaning Stuffing LLC	&	Vendor #2 Contractors Enterprises LLC	Vendor #3 Cenla Cleaning & Details LLC	Vendor #4 JB Clark Services Inc dba ServiceMaster by Clark
0001	BASE YEAR JULY 2025 - JULY 2026					
	Janitorial Services per month:	\$4,400.00		\$4,450.00	\$4,200.00	\$5,118.00
	Shampoo Carpets per sq ft as required:	\$0.14		\$0.10	\$2,000.00	\$0.17
	Strip/Re-Wax per sq ft as required:	\$0.45		\$0.35	\$1,800.00	\$0.45
0002	1st OPTION YEAR JULY 2026 - JULY 2027					
	Janitorial Services per month:	\$4,800.00		\$4,450.00	\$4,400.00	\$5,118.00
	Shampoo Carpets per sq ft as required:	\$0.16		\$0.10	\$2,000.00	\$0.17
	Strip/Re-Wax per sq ft as required:	\$0.45		\$0.35	\$1,800.00	\$0.45
0003	2nd OPTION YEAR JULY 2027 - JULY 2028					
	Janitorial Services per month:	\$5,000.00		\$4,450.00	\$4,600.00	\$5,118.00
	Shampoo Carpets per sq ft as required:	\$0.16		\$0.10	\$2,000.00	\$0.17
	Strip/Re-Wax per sq ft as required:	\$0.50		\$0.35	\$1,800.00	\$0.45
	Base Year Bid:					
	Janitorial Services per month:	\$4,400.00		\$4,450.00	\$4,200.00	\$5,118.00
	Shampoo Carpets per sq ft as required:	\$0.14		\$0.10	\$2,000.00	\$0.17
	Strip/Re-Wax per sq ft as required:	\$0.45		\$0.35	\$1,800.00	\$0.45
	List of 3 references attached?	✓		✓	✓	✓
	On-Site Inspection performed?	✓		✓	✓	✓
	Insurance Certificate attached?	✓		✓	✓	✓

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL FOR JANITORIAL SERVICES FOR THE CLEANING OF THE UTILITY CUSTOMER SERVICE BUILDING 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 Janitress Cleaning and Staffing LLC for janitorial services for the cleaning of the Utility Customer Services Building

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the _____ day of July, 2025.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the low proposal received for janitorial services for ATRANS Bus Terminal.



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: **JUNE 25, 2025**

Title: **ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW PROPOSAL FOR JANITORIAL SERVICES - ATRANS BUS TERMINAL**

Explanation of Proposal:

Additional Information Attached ☒

Ordinance authorizing the Mayor to accept the lowest proposal for Janitorial Services - Atrans Bus Terminal. On Wednesday, June 25, 2025 @ 2:00 PM, three (3) proposals were received. We recommend award be made to Janitress Cleaning & Staffing, LLC at rates as proposed. The contract shall remain in effect for a period of one (1) year from bid award date. 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 two (2) additional years, in one (1) year increments.
Please see attached.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 450-043902-605101

Expense Amount: N/A

Account Line Item: Maintenance of Bldg.

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

☐

Review:

Content

☐

Information:

Sufficient

☐

Insufficient

☐

Remarks:

APPROVED

JUL 08 2025

CITY COUNCIL

City of Alexandria - Purchasing Department
 PO Box 71, Alexandria, LA 71309-0071
 Ph: 318-441-6162 Fax: 318-441-6185

QUOTE TABULATION

Quote Number & Name: #1926P- Janitorial Services for ATRANS Bus Terminal

Quote Opening Date: Wednesday, June 25, 2025; 2:00 PM

Using Department: Atrans Bus Department

Price Quote	Vendor #1 Janitress Cleaning & Staffing LLC	Vendor #2 CONTRACTORS ENTERPRISES, INC	Vendor #3 Transformation Janitorial Services
Base Year July 2025 - July 2026			
Janitorial Services fee per Month:	\$1,950.00	\$2,000.00	\$1,300.00
Additional Hourly Service Rate per hour:	\$10.00	\$25.00	\$2.00
First Renewal Year July 2026 - July 2027			
Janitorial Services fee per Month:	\$1,900.00	\$2,000.00	\$1,000.00
Additional Hourly Service Rate per hour:	\$10.00	\$25.00	\$2.00
Second Renewal Year July 2027 - July 2028			
Janitorial Services fee per Month:	\$1,900.00	\$2,000.00	\$1,000.00
Additional Hourly Service Rate per hour:	\$10.00	\$25.00	\$2.00
Total for evaluation only	\$5,780.00	\$6,075.00	\$3,306.00
Insurance Certificate SHALL BE Attached?	Yes	Yes	NO
			Vendor did not provide required Certificate of Insurance

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOW PROPOSAL RECEIVED FOR JANITORIAL SERVICES FOR ATRANS BUS TERMINAL 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 Janitress Cleaning and Staffing LLC for janitorial services for ATRANS Bus Terminal.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the ____ day of July, 2025.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to accept the lowest proposal received for qualified valve exercise program 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 / Purchasing

Date: June 30, 2025

Title: Award recommendation for an Ordinance for Qualified Valve Exercise Program Services

Explanation of Proposal:

Additional Information Attached ☒

For an Ordinance authorizing the Mayor to accept the lowest proposal received for the service of Qualified Valve Exercise Program Services. Three (3) proposals were received on Wednesday, June 18, 2025 at 2:00 PM in the Purchasing Department. It is our recommendation that award be made to Hydromax USA, LLC., at the rate as proposed. This service contract shall remain in effect for a period of twelve (12) months from award date.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: Various

Expense Amount: Various

Account Line Item: Various

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:

RECEIVED

JUL 08 2025

CITY COUNCIL

Phone (318) 441-6182 Fax (318) 619-3412

Using Department: Water Department

[illegible]

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE LOWEST PROPOSAL RECEIVED FOR QUALIFIED VALVE EXERCISE PROGRAM 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 lowest proposal received from Hydromax USA, LLC. for qualified valve exercise program 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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the ____ day of July, 2025.

CITY CLERK

PRESIDENT

MAYOR'S APPROVAL/VETO

To consider final adoption of an ordinance authorizing the mayor to renew the service contract for transformer repairs, polemount and padmount.



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: June 27, 2025

Title: Ordinance to Renew Transformer Repairs - Polemount & Padmount (3rd Year)

Explanation of Proposal:

Additional Information Attached ☒

For an Ordinance authorizing the Mayor to renew the service contract for the third year with Emerald Transformers Inc., Power Electronics, & MS-TN Transformers, Inc., for Transformer Repairs - Polemount & Padmount for the Electric Distribution Department. This service was originally awarded by Ordinance #101-2023. This rate shall be held for a period of twelve (12) months from proposal award date
See Attached Sheet.

Budget:

☐

Neutral

☒

Within
Existing

☐

Requires
Amendment

Account Number: 401-227200-605113 Maintenance
of Lines and Poles

Expense Amount: NA

Account Line Item:

Remaining Amount: NA

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

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Remarks:

RECEIVED

JUL 08 2025

CITY COUNCIL

ORDINANCE NO. 116-2024

AN ORDINANCE AUTHORIZING THE MAYOR TO RENEW THE SERVICE CONTRACT WITH EMERALD TRANSFORMERS, POWER ELECTRONICS, AND MS-TN TRANSFORMERS, INC. FOR TRANSFORMER REPAIRS POLEMOUNT AND PADMOUNT FOR THE ELECTRIC DISTRIBUTION DEPARTMENT 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 service contract with Emerald Transformers, Power Electronics, and MS-TN Transformers, Inc., for transformer repairs polemount and padmount for the Electric Distribution Department.

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 9th day of July 2024.

NOTICE PUBLISHED on the 12th day of July, 2024.

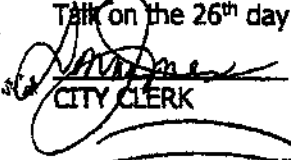
THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

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

NAYS: None

ABSENT: Fowler

AND THE ORDINANCE was declared adopted on this the 23rd day of July, 2024 and final publication was made in the Alexandria Daily Town Talk on the 26th day of July, 2024.


CITY CLERK

PRESIDENT


MAYOR'S APPROVAL

DELIVERED JUL 24 2024

RFP # & Name: #1778P - Transformer Repairs - Polemount & Padmount
RFP Opening Date: Thursday, June 15, 2023@ 2:00 PM
Using Department: Electric Distribution Department

[illegible]

QUOTE TABULATION

RFP # & Name: #1778P - Transformer Repairs - Padmount & Padmount

RFP Opening Date: Thursday, June 15, 2023 @ 2:00 PM

Using Department: Electric Distribution Department

Price Quote & Options	Vendor #1		Vendor #2		Vendor #3		Vendor #4		Vendor #5	
	Emerald Transformer	Sunbelt Solomon	MSTN Transformers	Power Electronics	Alamo Transformer Supply Co					
2400 V \$	1,162.00 \$	2,745.25	NB	NB	1,250.13 \$	3,553.80 \$	1,499.00 \$	2,679.00 \$	Incomplete	Incomplete
7200 V \$	1,162.00 \$	2,745.25	NB	NB	1,250.13 \$	3,553.80 \$	1,670.00 \$	2,879.00 \$	Incomplete	Incomplete
100 Taps										
2400 V \$	1,302.59 \$	3,499.00 \$	1,560.00 \$	4,522.00 \$	1,360.13 \$	4,040.80 \$	2,079.00 \$	3,259.00 \$	Incomplete	Incomplete
7200 V \$	1,302.59 \$	3,499.00 \$	1,560.00 \$	4,522.00 \$	1,360.13 \$	4,040.80 \$	2,279.00 \$	3,469.00 \$	Incomplete	Incomplete
No Taps										
2400 V \$	1,302.59 \$	3,499.00 \$	NB	NB	1,360.13 \$	4,040.80 \$	2,079.00 \$	3,259.00 \$	Incomplete	Incomplete
7200 V \$	1,302.59 \$	3,499.00 \$	NB	NB	1,360.13 \$	4,040.80 \$	2,279.00 \$	3,469.00 \$	Incomplete	Incomplete
167 Taps										
2400 V \$	1,784.55 \$	5,089.00 \$	1,970.00 \$	5,160.00 \$	2,200.00 \$	4,500.00 \$	2,279.00 \$	3,979.00 \$	Incomplete	Incomplete
7200 V \$	1,784.55 \$	5,089.00 \$	1,970.00 \$	5,160.00 \$	2,200.00 \$	4,500.00 \$	2,899.00 \$	4,279.00 \$	Incomplete	Incomplete
No Taps										
2400 V \$	1,764.55 \$	5,089.00 \$	NB	NB	2,200.00 \$	4,500.00 \$	2,279.00 \$	3,979.00 \$	Incomplete	Incomplete
7200 V \$	1,764.55 \$	5,089.00 \$	NB	NB	2,200.00 \$	4,500.00 \$	2,899.00 \$	4,279.00 \$	Incomplete	Incomplete
250 Taps										
2400 V \$	2,380.49 \$	6,926.50 \$	3,305.00 \$	8,636.00 \$	2,900.00 \$	6,300.00 \$	2,899.00 \$	4,500.00 \$	Incomplete	Incomplete
7200 V \$	2,380.49 \$	6,926.50 \$	3,305.00 \$	8,636.00 \$	2,900.00 \$	6,300.00 \$	3,000.00 \$	5,200.00 \$	Incomplete	Incomplete
No Taps										
2400 V \$	2,380.49 \$	6,926.50 \$	NB	NB	2,900.00 \$	6,300.00 \$	2,899.00 \$	4,500.00 \$	Incomplete	Incomplete
7200 V \$	2,380.49 \$	6,926.50 \$	NB	NB	2,900.00 \$	6,300.00 \$	3,000.00 \$	5,200.00 \$	Incomplete	Incomplete
	42,078.42 \$	114,089.00	Incomplete	Incomplete	47,817.42 \$	111,846.80 \$	62,748.00 \$	99,612.00 \$		
124707200 Single Phase Padmount Transformers:										
25 Taps	1,464.00 \$	4,089.00 \$	1,308.00 \$	3,706.00 \$	1,500.00 \$	2,300.00 \$	2,200.00 \$	3,200.00 \$	Incomplete	Incomplete
No Taps	1,464.00 \$	4,089.00 \$	1,308.00 \$	3,706.00 \$	1,500.00 \$	2,300.00 \$	2,200.00 \$	3,200.00 \$	Incomplete	Incomplete
37.5 Taps	1,589.00 \$	4,529.00 \$	1,450.00 \$	4,108.00 \$	1,700.00 \$	2,400.00 \$	2,899.00 \$	3,999.00 \$	Incomplete	Incomplete
No Taps	1,589.00 \$	4,529.00 \$	1,450.00 \$	4,108.00 \$	1,700.00 \$	2,400.00 \$	2,999.00 \$	3,999.00 \$	Incomplete	Incomplete
50 Taps	1,914.00 \$	4,789.00 \$	1,498.00 \$	4,243.00 \$	1,900.00 \$	2,900.00 \$	3,790.00 \$	4,890.00 \$	Incomplete	Incomplete
No Taps	1,914.00 \$	4,789.00 \$	1,498.00 \$	4,243.00 \$	1,900.00 \$	2,900.00 \$	3,790.00 \$	4,890.00 \$	Incomplete	Incomplete
75 Taps	2,089.00 \$	5,339.00 \$	1,716.00 \$	4,862.00 \$	2,100.00 \$	3,300.00 \$	4,440.00 \$	6,440.00 \$	Incomplete	Incomplete
No Taps	2,089.00 \$	5,339.00 \$	1,716.00 \$	4,862.00 \$	2,100.00 \$	3,300.00 \$	4,440.00 \$	6,440.00 \$	Incomplete	Incomplete
100 Taps	2,314.00 \$	6,514.00 \$	2,004.00 \$	5,678.00 \$	2,200.00 \$	3,700.00 \$	5,789.00 \$	7,789.00 \$	Incomplete	Incomplete
No Taps	2,314.00 \$	6,514.00 \$	2,004.00 \$	5,678.00 \$	2,200.00 \$	3,700.00 \$	5,789.00 \$	7,789.00 \$	Incomplete	Incomplete
167 Taps	2,439.00 \$	7,039.00 \$	3,855.00 \$	10,923.00 \$	2,500.00 \$	4,700.00 \$	6,799.00 \$	8,799.00 \$	Incomplete	Incomplete
No Taps	2,439.00 \$	7,039.00 \$	3,855.00 \$	10,923.00 \$	2,500.00 \$	4,700.00 \$	6,799.00 \$	8,799.00 \$	Incomplete	Incomplete
250 Taps	2,814.00 \$	8,764.00 \$	NB	NB	3,100.00 \$	6,400.00 \$	7,899.00 \$	9,899.00 \$	Incomplete	Incomplete
No Taps	2,814.00 \$	8,764.00 \$	NB	NB	3,100.00 \$	6,400.00 \$	7,899.00 \$	9,899.00 \$	Incomplete	Incomplete
	29,246.00 \$	82,126.00	Incomplete	Incomplete	30,000.00 \$	51,400.00 \$	67,832.00 \$	90,032.00 \$		

REP # & Name: #1778P - Transformer Repairs - Polemount & Padmount
REP Opening Date: Thursday, June 15, 2023@ 2:00 PM
Using Department: Electric Distribution Department

Price Quote & Options	Vendor #1 Emerald Transformer	Vendor #2 Sunbelt Solomon	Vendor #3 MSTN Transformers	Vendor #4 Power Electronics	Vendor #5 Alamo Transformer Supply Co
12470 Delta Three Phase Padmount Transformers:					
75 Taps	\$ 3,089.00 \$ 4,039.00 \$ 5,352.00 \$ 12,401.00				
No Taps	\$ 3,089.00 \$ 4,039.00 \$ 5,352.00 \$ 12,401.00				
112.5 Taps	\$ 3,529.00 \$ 4,639.00 \$ 5,682.00 \$ 13,775.00				
No Taps	\$ 3,529.00 \$ 4,639.00 \$ 5,682.00 \$ 13,775.00				
150 Taps	\$ 3,989.00 \$ 5,389.00 \$ 6,021.00 \$ 15,148.00				
No Taps	\$ 3,989.00 \$ 5,389.00 \$ 6,021.00 \$ 15,148.00				
225 Taps	\$ 4,639.00 \$ 6,889.00 \$ 7,706.00 \$ 17,895.00				
300 Taps	\$ 5,339.00 \$ 7,539.00 \$ 8,364.00 \$ 20,200.00				
500 Taps	\$ 6,389.00 \$ 9,364.00 \$ 10,200.00 \$ 23,175.00				
	\$ 37,581.00 \$ 51,926.00 \$ 54,910.00 \$ 140,240.00				
Sub-Total, Polemount	\$ 42,079.42 \$ 114,069.00	Incomplete	Incomplete		
Sub-Total, 1P Padmount	\$ 29,246.00 \$ 82,126.00	Incomplete	Incomplete		
Sub-Total, 3P Padmount	\$ 37,581.00 \$ 51,926.00	Incomplete	Incomplete		
GRAND TOTAL		Incomplete	Incomplete		
Furnished Parts List (If not included in repair costs):					
Polemount:					
Primary Bushings:	\$ 8.40				
Secondary Bushings:	See Below				
5-15 KVA	\$ 4.20				
25 KVA	\$ 6.30				
37.5-50 KVA	\$ 6.83				
75 KVA	\$ 15.49				
100 KVA	\$ 16.80				
167 KVA	\$ 21.53				
250 KVA	\$ 38.33				
Lighting Arresters:	See Below				
9KV	\$ 75.20				
10KV	\$ 65.16				
18KV	\$ 107.34				
Hanger Brackets:	\$ 10.00				
Welding Repairs Per Hour:	\$ 100.00				
Padmount:					

QUOTE TABULATION

RFP # & Name: #1778P - Transformer Repairs - Polemount & Padmount

RFP Opening Date: Thursday, June 15, 2023 @ 2:00 PM

Using Department: Electric Distribution Department

Price Quote & Options	Vendor #1 Emerald Transformer		Vendor #2 Sunbelt Solomon		Vendor #3 MSTN Transformers		Vendor #4 Power Electronics		Vendor #5 Alamo Transformer Supply Co.	
Bushing Wells:	\$ 57.04		\$ 25.00		\$ 125.18		\$ 85.00			
15 kV Inserts:	\$ 23.83		\$ 95.00		\$ 114.39		\$ 85.00			
Secondary Spades:	See Below		\$ 39.00		\$ 64.10		\$ 75.00			
4 Hole 5/8"	\$ 32.55									
4 Hole 1 1/4"	\$ 29.40									
6 Hole 5/8"	\$ 30.98									
6 Hole 1 1/4"	\$ 36.28									
Bayonet Fuseholder:	\$ 40.95		\$ 226.00		\$ 184.71		\$ 55.00			
Locking Mechanism:	Included		\$ 17.00		\$ 49.95		\$ 75.00			
Turnaround time for repairs (ARO):	38-40 wks Single Phase Polemount		Determined based on condition of unit		minor repairs 3-4 mos major repair 4-6 months		minor repairs 12-16 wks major repair 19-22 wks			
Cost per gallon of oil:	Included in repair		Included in price		\$ 10.00		\$12 if new \$5 if refined			
Not included in: (size) kVA and above:	N/A		N/A		N/A		N/A			
"Trade Dollars" for "Junk" transformer										
5 kV:	\$ 1.55 NB	PADMOUNT	\$ 1.55 \$ 1.00	POLEMOUNT	\$ 1.72	PADMOUNT	\$ 0	POLEMOUNT	PADMOUNT	PADMOUNT
10 kVA:	\$ 1.55 NB		\$ 1.55 \$ 1.00		\$ 1.72		\$ 0			
15 kVA:	\$ 1.55 NB		\$ 1.55 \$ 1.00		\$ 1.72		\$ 0			
25 kVA:	\$ 1.55 NB		\$ 1.55 \$ 1.00		\$ 1.72		\$ 0			
37.5 kVA:	\$ 1.55 NB		\$ 1.55 \$ 1.00		\$ 1.72		\$ 0			
50 kVA:	\$ 1.55 NB		\$ 1.55 \$ 1.00		\$ 1.72		\$ 0			
75 kVA:	\$ 1.55 NB		\$ 1.55 \$ 1.00		\$ 1.72		\$ 0			
100 kVA:	\$ 0.85 NB		\$ 1.55 \$ 1.00		\$ 1.72		\$ 0			
167 kVA:	\$ 0.85 NB		\$ 1.55 \$ 1.00		NB		\$ 0			
250 kVA:	\$ 0.85 NB		\$ 1.55 \$ 1.00		NB		\$ 0			

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO RENEW THE SERVICE CONTRACT FOR TRANSFORMER REPAIRS, POLEMOUNT AND PADMOUNT 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 service contract with Emerald Transformers Inc., Power Electronics, and MS-TN Transformers, Inc., for transformer repairs, polemont and padmount for Electric Distribution.

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 15th day of July 2025.

NOTICE PUBLISHED on the 18th day of July, 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 July, 2025 and final publication was made in the Alexandria Daily Town Talk on the _____ day of July, 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