

**NOTICE OF PUBLIC MEETING  
MANDEVILLE CITY COUNCIL  
MEETING AGENDA  
THURSDAY, AUGUST 25, 2022, at 5:00PM  
MANDEVILLE CITY HALL COUNCIL CHAMBERS  
3101 E. CAUSEWAY APPROACH  
MANDEVILLE, LOUISIANA 70448**

**Budget Meeting from 5:00 – 5:45pm:**

1. Discussion of Ordinance No. 22-17; AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE CAPITAL IMPROVEMENT BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2022-2023; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS. (Councilman Danielson, At-Large)

2. Discussion of Ordinance No. 22-18; AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE OPERATING BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2022-2023; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS (Councilman Danielson, At-Large)

**NOTICE TO THE PUBLIC:** The regular Council meeting will not be begin until **6:00 P.M.** to allow time to complete the budget meeting.

**AGENDA PACKET**

**MINUTES:**

1. Adoption of the August 10, 2022, Budget Meeting Minutes
2. Adoption of the August 11, 2022, Regular Meeting Minutes

**REPORTS AND ANNOUNCEMENTS:**

**OLD BUSINESS:**

1. Adoption of Ordinance No. 22-17; AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE CAPITAL IMPROVEMENT BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2022-2023; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS. (Councilman Danielson, At-Large)

2. Adoption of Ordinance No. 22-18; AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR ADOPTION OF THE OPERATING BUDGET FOR THE CITY OF MANDEVILLE FOR FISCAL YEAR 2022-2023; AND TO ESTABLISH THE ADMINISTRATION OF EXPENDITURES THEREOF AND TO PROVIDE FOR RELATED MATTERS (Councilman Danielson, At-Large)

3. Adoption of Ordinance No. 22-22; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE REAPPORTIONING THE CITY COUNCIL DISTRICTS ESTABLISHED BY THE CITY CHARTER IN ACCORDANCE WITH THE POPULATION OF THE CITY OF MANDEVILLE REPORTED AS A RESULT OF THE 2020 FEDERAL CENSUS; DEFINING THE DISTRICTS CREATED AS A RESULT THEREOF; SUBMITTING THE SAID DISTRICTS FOR REVIEW BY THE UNITED STATES DEPARTMENT OF JUSTICE; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

**NEW BUSINESS**

1. Re-Appointment of Simmie Fairley as Commissioner to the Planning & Zoning Commission for

a 7-year term. (Councilman Danielson, At-Large)

2. Appointment of Leah Quinn to the Historic District Commission for a 4 yr. term.

3. Approval of the special event Pink with a Purpose, Saturday, October 8, 2022, from 4-11pm to be located at 22 St. Ann suite 2 (Councilman Kreller)

4. Approval of Wine and Dine with Hospice to be held Thursday, November 10, 2022, from 6-9pm to be located at Benedicts Plantation. (Councilman Kreller)

5. Approval of Resolution No. 22-33; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH RICHARD C. LAMBERT CONSULTANTS, LLC AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH (Councilman Zuckerman, At-Large)

**PUBLIC COMMENT:**

**FINANCE REPORT:**

**ADJOURNMENT**

Kristine Scherer

Council Clerk

City of Mandeville-3101 E. Causeway Approach-Mandeville, LA 70448

(985) 624-3145

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact, Kristine Scherer, Council Clerk, at (985) 624-3145, describing the assistance that is necessary.

DATE OF NOTICE: August 18, 2022, 1:00 pm

POSTED AT: MANDEVILLE CITY HALL, 3101 E. CAUSEWAY APPROACH, MANDEVILLE, LOUISIANA

**THE FOLLOWING ORDINANCE WAS MOVED FOR INTRODUCTION BY COUNCIL MEMBER \_\_\_\_\_; SECONDED FOR INTRODUCTION BY COUNCIL MEMBER \_\_\_\_\_; MOVED FOR ADOPTION BY COUNCIL MEMBER \_\_\_\_\_ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER \_\_\_\_\_**

**ORDINANCE NO. 22-22**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE REAPPORTIONING THE CITY COUNCIL DISTRICTS ESTABLISHED BY THE CITY CHARTER IN ACCORDANCE WITH THE POPULATION OF THE CITY OF MANDEVILLE REPORTED AS A RESULT OF THE 2020 FEDERAL CENSUS; DEFINING THE DISTRICTS CREATED AS A RESULT THEREOF; SUBMITTING THE SAID DISTRICTS FOR REVIEW BY THE UNITED STATES DEPARTMENT OF JUSTICE; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, under the provisions of Article II, Section 2-01 of the City Charter of the City of Mandeville, there are established in this City three (3) geographic districts created for the purpose of electing from each district one member of the City Council of the City of Mandeville; and

**WHEREAS**, again under the provisions of the said Section 2-01 of Article II of the City Charter of the City of Mandeville the Planning Commission of the City of Mandeville is charged with the responsibility and duty to review the population figures attributed to the City of Mandeville as a result of each decennial federal census and submit to the City Council of the City of Mandeville a proposed plan of redistricting of the said districts based upon the population disclosed by the said census; and

**WHEREAS**, the Planning Department of the City of Mandeville assembled the 2020 census information and developed several redistricting plans that it presented to the Planning Commission; and

**WHEREAS**, the Planning Commission presented a redistricting plan to the public; and

**WHEREAS**, at its regularly scheduled meeting of August 11, 2022, the City Council of the City of Mandeville received from the said Planning Commission the plan of redistricting prepared by that Commission in accordance with its review of the census-figures reported for the City of Mandeville as a result of the 2020 Federal census; and

**WHEREAS**, this City Council, after review and consideration of the said plan, and of the comments made with regard to the said plan at the public hearings held on the subject of the said plan of redistricting held on August 11, 2022 at 6:00 p.m., August 25, 2022 at 6:00 p.m., desires to adopt the plan of redistricting as presented by the Planning Commission of the City of Mandeville, all in accordance with the provisions of Article 11, Section 2-01 of the City Charter of the City of Mandeville; and

**NOW, THEREFORE**, be it ordained by the City Council of the City of Mandeville that the boundaries of City Council Districts I, II and III be and they are hereby set and established, in reliance upon the determined by the 2020 federal census of a population of 13,187 people residing within the corporate limits of the City of Mandeville as follows:

**COUNCIL DISTRICT 1:** District 1 shall consist of all property situated within the corporate limits of the City of Mandeville located west of a line starting at the point of intersection of northern limits of the City of Mandeville and the western ROW of U.S. Highway 190 then proceed in a southerly direction along the western ROW of U.S. Highway 190 to a point of intersection with northern ROW of LA Highway 22, then proceed 552 feet in a southerly direction to a point on the east boundary of Lot C (Northlake Shopping Center), then proceed in a southerly direction 1,500 feet along the western ROW of the frontage road to a point on the southeastern corner of Lot 3A, then proceed in a southwesterly direction 355.5 feet along the western ROW of the frontage road of North Causeway Boulevard to the northeast corner of Lot Q (City of Mandeville), then proceed 420 feet in a westerly direction along the northern boundary of Lot Q to the northwest corner of the lot, then proceed in a southerly direction 178 feet to the southwest corner of Lot Q then proceed 600 feet west to the northwest corner of the Lot R, then proceed South 272 feet to the southwest corner of the Lot R, then 1,000 feet East to the western ROW of Lovers Lane, then go in a southerly direction along the western line of Lovers Lane 2,247.6 feet to the southeast corner of Lot C (City of Mandeville), then proceed westerly a distance of 429.5 feet along the southern line of the parcel C to its intersection with easterly line of The Shadows Subdivision at lot 5, then proceed in a distance of 380 feet in a southerly direction along the eastern boundary of the The Shadows Subdivision to the southeast corner of the subdivision, then proceed westerly 440.7 along the southern boundary of The Shadows Subdivision to its intersection with the northern ROW of the West Causeway Approach, then proceed S69-44-25W 75 feet to the centerline of the northbound West Causeway Approach, then proceed in a northwesterly direction along said centerline of the West Causeway Approach to the intersection of the centerlines of West Causeway Approach and Mark Smith Drive, then proceed in a southerly direction along the centerline of Mark Smith Drive to its intersection with the centerline of Tara Lane, then proceed in a easterly direction along the centerline of Tara Lane to its intersection with the centerline of Christian Court, then proceed in a northerly direction along the centerline of Christian Court to the intersection of the centerlines of Christian Court and Robyn Place, then proceed in a easterly direction along the centerline of Robyn Place to the northeast corner of Lot 119 of Woodstone Subdivision, then in a southerly direction follow along the eastern boundary of Lot 119 a distance of 122 feet to its southeast corner, then go approximately 390 feet in the same southern direction as the eastern boundary of Lot 119 Woodstone, to its intersection with the northern boundary of the CLECO Right-of-Way, then proceed along the northern boundary of the CLECO Right-of-Way to its intersection with the western ROW of Chestnut Street, then proceed in an southerly direction to the intersection of the western ROW of Chestnut Street with the southern boundary of Weldon Park Subdivision, then proceed easterly along the southern boundary of the Weldon Park Subdivision to southeast corner of Lot 1 Square 14 Weldon Park Subdivision, then proceed a distance of 528 feet to the point of intersection of the southern boundary of the CLECO Right-of-Way with the centerline of Mandeville High Blvd., then proceed in a southerly direction along the centerline of the Mandeville High Blvd. to its intersection with centerline of Decker Lane, then proceed 230 feet in an easterly direction along the same line of direction of the centerline of Decker Lane, then proceed a distance approximately of 652 feet to the intersection of the southern boundary of Lakeside Village and the centerline of Rue Esplanade, then proceed in a easterly direction along the southern boundary of Lakeside Village to the southeast corner of Lakeside Village Subdivision, then proceed 462 feet in a southerly direction along eastern boundary of the Royal Acres Subdivision to the southeast corner of Lot B-1B-3 Royal Acres subdivision, then proceed approximately a distance of 194 feet in a southeasterly direction to the point on the east boundary of Lot G1 Royal Acres subdivision, then proceed in a southwesterly direction 186 feet to a point along the eastern boundary of Lot G, then proceed in a southwesterly direction along the Mandeville

corporate limits boundary of Lot G2 (Wastewater Treatment Plant property) and southern boundary of The Sanctuary to Lake Pontchartrain.

**COUNCIL DISTRICT 2:** District 2 shall consist of all property situated within the corporate limits of the City of Mandeville located east of a line starting at the point of intersection of northern limits of the City of Mandeville and the western ROW of U.S. Highway 190 then proceed in a southerly direction along the western ROW of U.S. Highway 190 to a point of intersection with northern ROW of LA Highway 22, then proceed 552 feet in a southerly direction to a point on the east boundary of Lot C (Northlake Shopping Center), then proceed in a southerly direction 1,500 feet along the western ROW of the frontage road to a point on the southeastern corner of Lot 3A, then proceed in a southwesterly direction 355.5 feet along the western ROW of the frontage road of North Causeway Boulevard to the northeast corner of Lot Q (City of Mandeville), then proceed 420 feet in a westerly direction along the northern boundary of Lot Q to the northwest corner of the lot, then proceed in a southerly direction 178 feet to the southwest corner of Lot Q then proceed 600 feet west to the northwest corner of the Lot R, then proceed South 272 feet to the southwest corner of the Lot R, then 1,000 feet East to the western ROW of Lovers Lane, then go in a southerly direction along the western line of Lovers Lane 2,247.6 feet to the southeast corner of Lot C (City of Mandeville), then proceed westerly a distance of 429.5 feet along the southern line of the parcel C to its intersection with easterly line of The Shadows Subdivision at lot 5, then proceed in a distance of 380 feet in a southerly direction along the eastern boundary of the The Shadows Subdivision to the southeast corner of the subdivision, then proceed westerly 440.7 along the southern boundary of The Shadows Subdivision to its intersection with the northern ROW of the West Causeway Approach, then proceed S69-44-25W 75 feet to the centerline of the northbound West Causeway Approach, then proceed in a northwesterly direction along said centerline of the West Causeway Approach to the intersection of the centerlines of West Causeway Approach and Mark Smith Drive, then proceed in a southerly direction along the centerline of Mark Smith Drive to its intersection with the centerline of Tara Lane, then proceed in a easterly direction along the centerline of Tara Lane to its intersection with the centerline of Christian Court, then proceed in a northerly direction along the centerline of Christian Court to the intersection of the centerlines of Christian Court and Robyn Place, then proceed in a easterly direction along the centerline of Robyn Place to the northeast corner of Lot 119 of Woodstone Subdivision, then in a southerly direction follow along the eastern boundary of Lot 119 a distance of 122 feet to its southeast corner, then go approximately 390 feet in the same southern direction as the eastern boundary of Lot 119 Woodstone, to its intersection with the northern boundary of the CLECO Right-of-Way, then proceed along the northern boundary of the CLECO Right-of-Way to its intersection with the western ROW of Chestnut Street, then proceed in an southerly direction to the intersection of the western ROW of Chestnut Street with the southern boundary of Weldon Park Subdivision, then proceed easterly along the southern boundary of the Weldon Park Subdivision to southeast corner of Lot 1 Square 14 Weldon Park Subdivision, then proceed a distance of 528 feet to the point of intersection of the southern boundary of the CLECO Right-of-Way with the centerline of Mandeville High Blvd., then proceed in a southerly direction along the centerline of the Mandeville High Blvd. to its intersection with centerline of Decker Lane, then proceed 230 feet in an easterly direction along the same line of direction of the centerline of Decker Lane, then proceed a distance approximately of 652 feet to the intersection of the southern boundary of Lakeside Village and the centerline of Rue Esplanade, then proceed in a easterly direction along the southern boundary of Lakeside Village to the southeast corner of Lakeside Village Subdivision, then proceed 462 feet in a southerly direction along eastern boundary of the Royal Acres Subdivision to the southeast corner of Lot B-1B-3 Royal Acres subdivision, then proceed approximately a distance of 194 feet in a southeasterly direction to the point on the east boundary of Lot G1 Royal Acres subdivision, then proceed in a southwesterly direction 186 feet to a point along the eastern boundary of Lot G, then proceed approximately a distance of 727 feet in a easterly direction to the point of intersection with Lot 14 Block 1 AND west of a line commencing at the northern limits of the City of Mandeville at the intersection of the centerlines of U.S. Highway 190 and

Oakwood Drive, then proceed in a southeasterly direction along the centerline of U.S. Highway 190 to the intersection of the centerlines of U.S. Highway 190 and East Causeway Approach, then proceed in a westerly direction along the centerline of East Causeway Approach to the centerline of Cambronne Street, then proceed in a southerly direction to the intersection of southern ROW of East Causeway Approach and the western ROW of Cambronne Street then proceed in a easterly direction along the southern ROW of East Causeway Approach to the northwest corner of Lot 10, Square 1, Baudot Tract, Section 46 Township Range 08S-11E, then proceed in a southerly direction to the southwest corner of Lot 10, then proceed in a southerly direction in the same directional line to the intersection point with the centerline of Corporal Samuel Sams Drive, then proceed in a westerly direction to the east boundary of Lot 149, New Golden Shores Subdivision, then proceed in a southwesterly direction along the eastern boundary of Lot 149 a distance of 30.5 feet to the southeastern corner of the lot, New Golden Shores Subdivision, then proceed approximately 171 feet along the south boundary of Lot 149 to the centerline of Barbara Street, then continue in a southerly direction along the centerline of Barbara Street to the intersection of the centerlines of Barbara Street and Monroe Street, then proceed in a easterly direction along the centerline of Monroe Street, to the intersection of the centerlines of Monroe Street and Galvez Street, then proceed in a southerly direction along the centerline of Galvez Street to the intersection of a southerly projection of the centerline of Galvez Street and Lake Pontchartrain.

**COUNCIL DISTRICT 3:** District 3 shall consist of all property situated in the corporate limits of Mandeville that are located east of a line commencing at the northern limits of the City of Mandeville at the intersection of the centerlines of U.S. Highway 190 and Oakwood Drive, then proceed in a southeasterly direction along the centerline of U.S. Highway 190 to the intersection of the centerlines of U.S. Highway 190 and East Causeway Approach, then proceed in a westerly direction along the centerline of East Causeway Approach to the centerline of Cambronne Street, then proceed in a southerly direction to the intersection of southern ROW of East Causeway Approach and the western ROW of Cambronne Street then proceed in a easterly direction along the southern ROW of East Causeway Approach to the northwest corner of Lot 10, Square 1, Baudot Tract, Section 46 Township Range 08S-11E, then proceed in a southerly direction to the southwest corner of Lot 10, then proceed in a southerly direction in the same directional line to the intersection point with the centerline of Corporal Samuel Sams Drive, then proceed in a westerly direction to the east boundary of Lot 149, New Golden Shores Subdivision, then proceed in a southwesterly direction along the eastern boundary of Lot 149 a distance of 30.5 feet to the southeastern corner of the lot, New Golden Shores Subdivision, then proceed approximately 171 feet along the south boundary of Lot 149 to the centerline of Barbara Street, then continue in a southerly direction along the centerline of Barbara Street to the intersection of the centerlines of Barbara Street and Monroe Street, then proceed in a easterly direction along the centerline of Monroe Street, to the intersection of the centerlines of Monroe Street and Galvez Street, then proceed in a southerly direction along the centerline of Galvez Street to the intersection of a southerly projection of the centerline of Galvez Street and Lake Pontchartrain.

**BE IT FURTHER ORDAINED,** that all sections and provisions of this ordinance be deemed separate and severable, and that in the event that any one or more of the provisions of this ordinance be deemed unenforceable or unconstitutional by any final judgment, order, or decree of any court of competent jurisdiction, that such finding shall have no effect on the remaining sections and provisions of this ordinance.

**BE IT FURTHER ORDAINED,** that the Clerk of this Council be and she is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

The ordinance being submitted to a vote, the vote thereon was as follows:

**AYES:**  
**NAY:**  
**ABSTENTIONS:**  
**ABSENT:**

and the ordinance was declared adopted this \_\_\_\_\_ Day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Kristine Scherer  
Clerk of Council

\_\_\_\_\_  
Rick Danielson  
Council Chairman



# MANDEVILLE

An Historic Lakefront Community

## Planning and Zoning Commission

KAREN GAUTREUX, CHAIRWOMAN  
PLANNING COMMISSION

BRIAN RHINEHART, CHARMAN  
ZONING COMMISSION

CARA BARTHOLOMEW, AICP  
DIRECTOR, DEPT. OF PLANNING AND DEVELOPMENT

MEMBERS  
SCOTT QUILLIN  
SIMMIE FAIRLEY  
NIXON ADAMS  
CLAIRE DURIO  
MIKE PIERCE

### MEMOMORANDUM TO THE CITY COUCIL

July 27, 2022

#### Ordinance 22-22

#### Reapportionment Plan of City Council Districts – Census Data 2020

The City Charter states in Sections 2-01(E) and (F) that following official publication of each federal census, the Planning Commission shall alter, change or rearrange council district boundaries so as to provide for population equality among the districts as near as reasonably practical. To the extent possible, council districts shall be compact and composed of contiguous territory. Additionally, the reapportionment plan prepared by the Planning Commission shall be submitted to the City Council for approval by ordinance. The Council may adopt, amend, or reject the reapportionment plan prepared by the Planning Commission. Upon rejection of a plan by the Council, the Planning Commission shall submit an alternate plan. No ordinance effecting reapportionment shall be considered for final passage by the council until at least three public hearings have been held on the proposal.

#### THE PROCESS:

The United States Bureau of the Census declared that the official population of the City of Mandeville was 13,187. This population was divided by the Census Bureau into Census Blocks which must remain intact and cannot be further divided. Based on this information, the Planning Department prepared numerous plans for reapportioning the districts based on the following formula:

$$\text{Ideal Population} = \frac{\text{Total Population}}{\text{Number of Districts}}$$

Based on this formula the ideal population in each of the three Mandeville districts is 4,396 people. Districts can be larger or smaller than this ideal number, however, the sum of the deviations from this number of the smallest and largest districts can be no more than 5% under Justice Department guidelines of what an acceptable redistricting plan is.



The 2020 Census has a population of 4442 in District 1, 4609 in District 2 and 4136 in District 3. The average district population is 4396 allowing for the 5% variance equals to 219 difference.

The Planning Commission recommends moving West Beach Parkway Subdivision into District 3 in order to balance the districts under the 5% variation. West Beach Parkway Subdivision has a population of 220. This scenario leaves District 1 with 4442, District 2 4,389 and District 3 4,356.

Attachments:

2020 Redistricting W. Beach Parkway Scenario 1

Current Council Districts

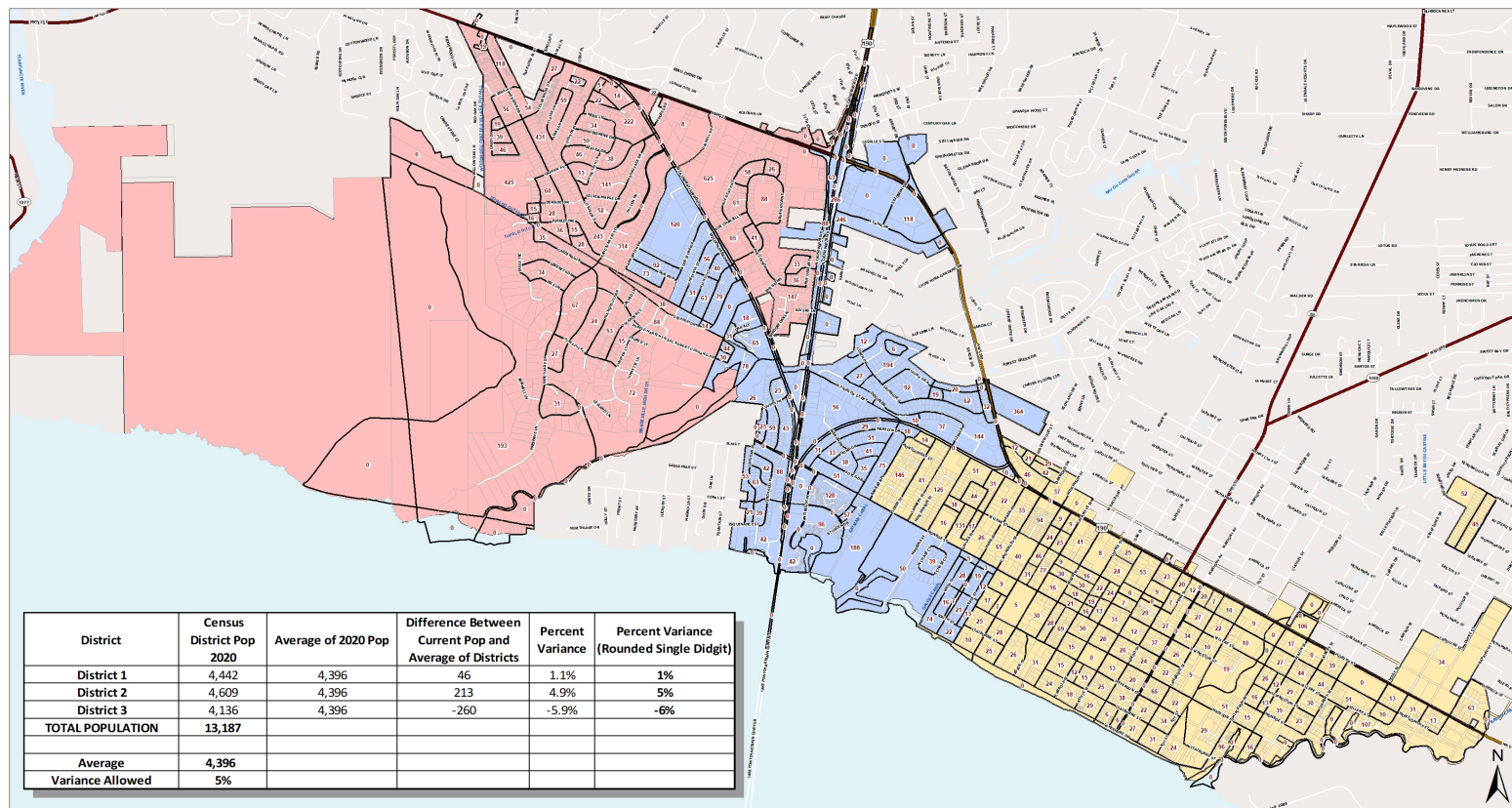


# PLANNING & ZONING COMMISSION

## 2020 CENSUS PROPOSED RE-DISTRICTING

### STARTING NUMBERS BEFORE REDISTRICTING:

- **COUNCIL DISTRICT 1 = 4,442**
- **COUNCIL DISTRICT 2 = 4,609**
- **COUNCIL DISTRICT 3 = 4,136**
- **AVERAGE = 4,396**
- **5% VARIANCE = 219**



City of Mandeville GIS Map Disclaimer

Available to all purchased and non-purchased maps produced by the City of Mandeville staff and/or the information used in these applications that were derived from digital databases which include but not limited to the following: electronic map and graphic formats: PDF, Mxd, SHP, Dwg, Gif, JPEG, BMP, and TIFF. This product is for informational purposes and is not prepared for, nor is it suitable for, conveyance, engineering, surveying, or other purposes requiring high precision. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. All mapping and external City of Mandeville GIS data is to be considered a generalized spatial representation that is subject to constant and often dynamic revisions. All maps and databases are constantly being updated and corrected and thus any map may have an updated version. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries, ownership, or municipal districts and/or regulations.

### CITY OF MANDEVILLE COUNCIL DISTRICT MAP AND 2020 CENSUS POPULATION COUNT

**Legend**

- State Routes
- US Routes
- Street\_Centerlines
- Major Streams
- Hydrology
- Parcels
- Census Blocks Mandeville 2020

**Council Districts**

- DISTRICT 1
- DISTRICT 2
- DISTRICT 3

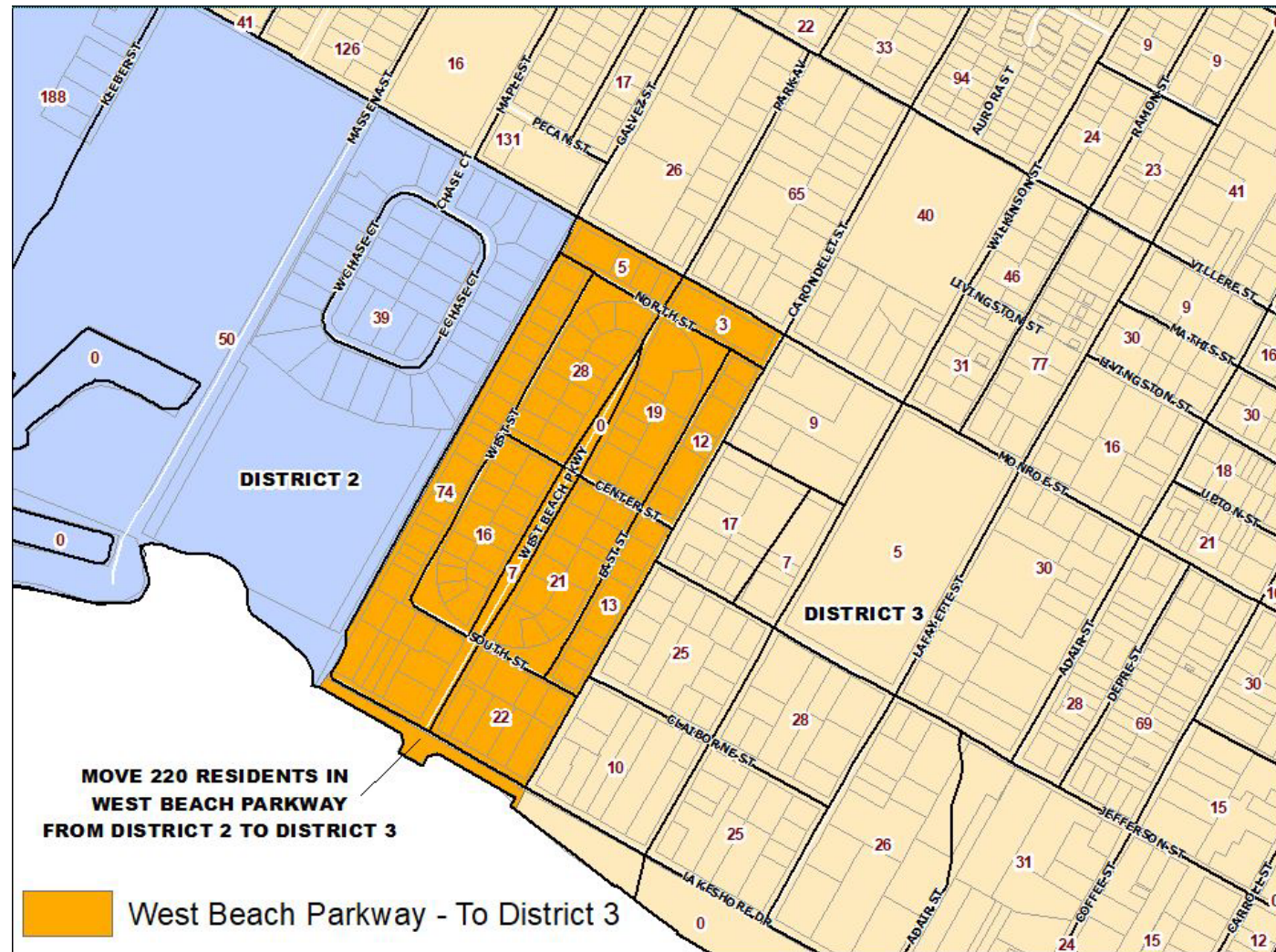


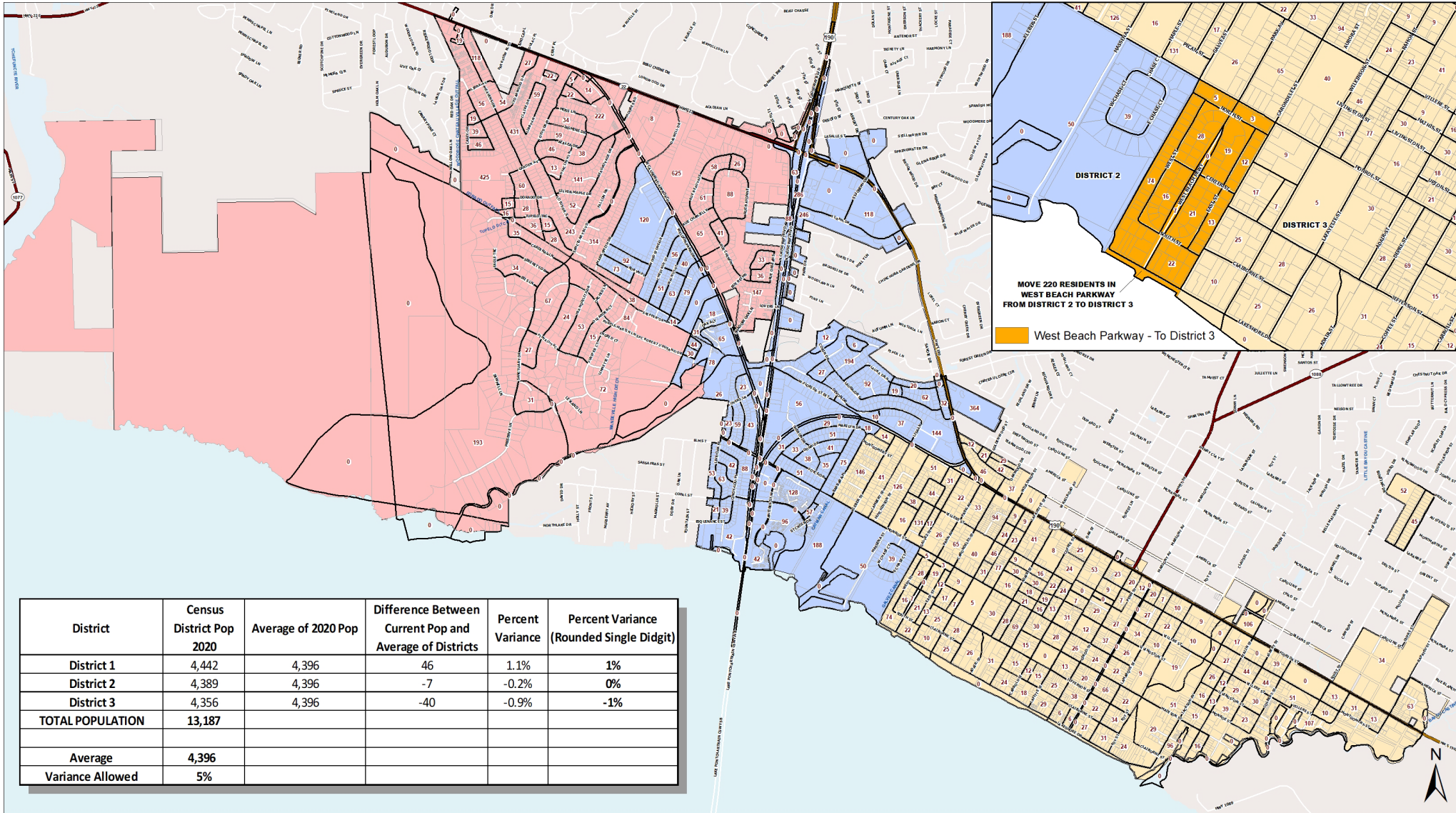


# PLANNING & ZONING COMMISSION

## 2020 CENSUS PROPOSED RE-DISTRICTING

- TO BALANCE THE DISTRICTS, PROPOSING TO TAKE THE WEST BEACH PKWY SUBDIVISION WITH A POPULATION OF 220 AND MOVING IT FROM **DISTRICT 2** TO **DISTRICT 3**
- THE MOST SIMPLE SCENARIO AND YIELD THE FOLLOWING NUMBERS:
  - **COUNCIL DISTRICT 1 = 4,442**
  - **COUNCIL DISTRICT 2 = 4,389**
  - **COUNCIL DISTRICT 3 = 4,356**





District	Census District Pop 2020	Average of 2020 Pop	Difference Between Current Pop and Average of Districts	Percent Variance	Percent Variance (Rounded Single Digit)
District 1	4,442	4,396	46	1.1%	1%
District 2	4,389	4,396	-7	-0.2%	0%
District 3	4,356	4,396	-40	-0.9%	-1%
<b>TOTAL POPULATION</b>	<b>13,187</b>				
<b>Average</b>	<b>4,396</b>				
<b>Variance Allowed</b>	<b>5%</b>				

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# CITY OF MANDEVILLE PROPOSED RE-DISTRICTING SCENARIO 1

**Legend**

- State Routes
- US Routes
- Street\_Centerlines
- Major\_Streams
- Parcels
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- Census Blocks Mandeville 2020

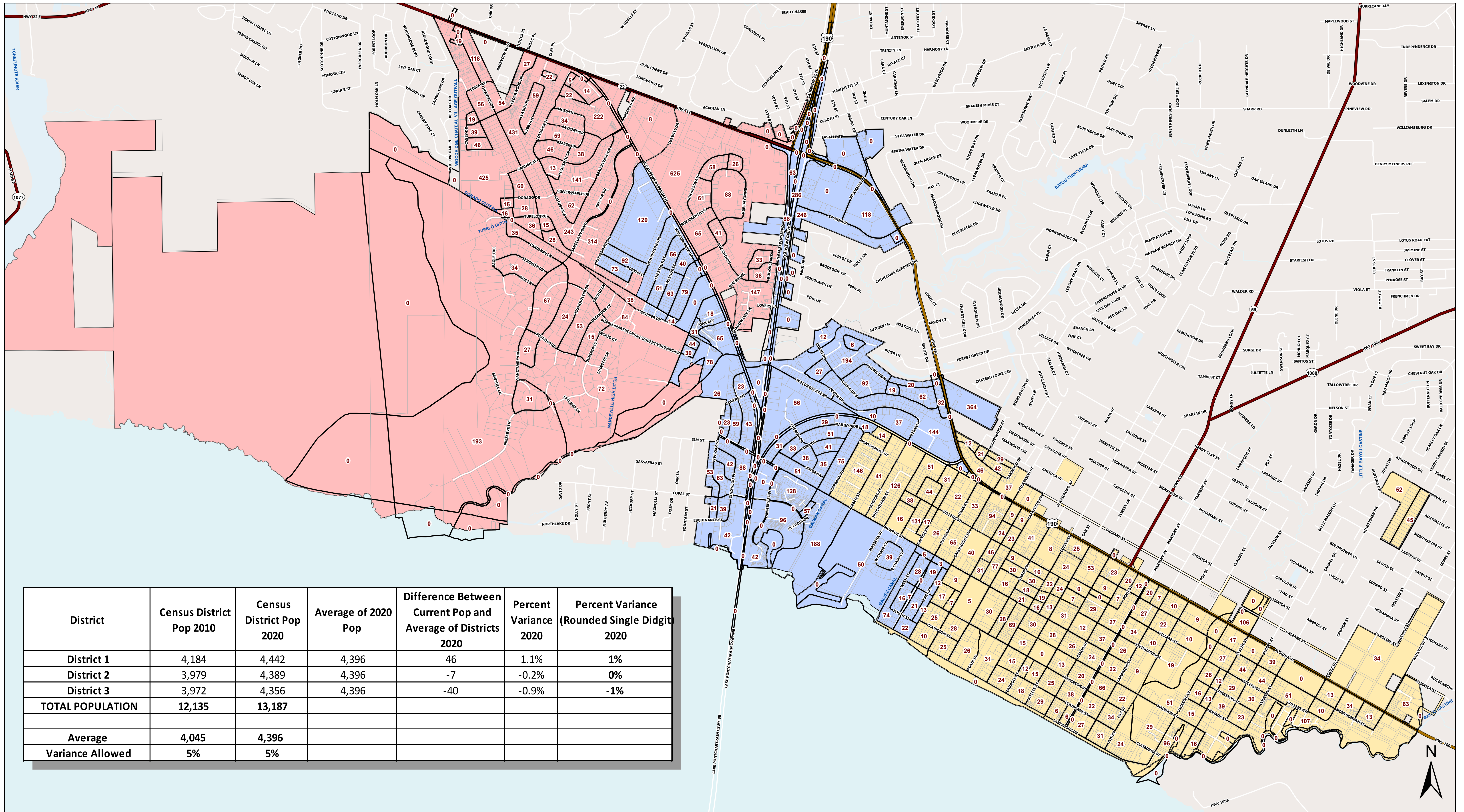
**Re-Districting Scenario 1**

**DISTRICT**

- 1
- 2
- 3



District	Census District Pop 2020	Average of 2020 Pop	Difference Between Current Pop and Average of Districts	Percent Variance	Percent Variance (Rounded Single Digit)
I	4,442	4,396	46	1.1%	1%
II	4,389	4,396	-7	-0.2%	0%
III	4,356	4,396	-40	-0.9%	-1%
SUBTOTAL	13,187				
1 & 2 Undetermined	0				
Total Population	13,187				
Average	4,396				
Variance Allowed	5%				



District	Census District Pop 2010	Census District Pop 2020	Average of 2020 Pop	Difference Between Current Pop and Average of Districts 2020	Percent Variance 2020	Percent Variance (Rounded Single Digit) 2020
District 1	4,184	4,442	4,396	46	1.1%	1%
District 2	3,979	4,389	4,396	-7	-0.2%	0%
District 3	3,972	4,356	4,396	-40	-0.9%	-1%
<b>TOTAL POPULATION</b>	<b>12,135</b>	<b>13,187</b>				
<b>Average</b>	<b>4,045</b>	<b>4,396</b>				
<b>Variance Allowed</b>	<b>5%</b>	<b>5%</b>				

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# CITY OF MANDEVILLE COUNCIL DISTRICT MAP AND 2020 CENSUS POPULATION COUNT

**Legend**

- State Routes
- US Routes
- Street\_Centerlines
- Major\_Streams
- Hydrology
- Parcels
- Census Blocks Mandeville 2020

**Council Districts**

**DISTRICT**

- 1
- 2
- 3




August 1, 2022

Cara Bartholomew, AICP  
Director, Dept. of Planning &  
Development  
3101 East Causeway  
City of Mandeville 70448

To: Cara Bartholomew, Director

I am requesting to be reappointed to the Planning and Zoning Board at the end of my term if I can be of further service to the Board and City of Mandeville. Please inform me of the decision reached by the council. Thanks.

Sincerely,

A handwritten signature in cursive script that reads "Simmie Fairley". The signature is written in black ink and is positioned to the right of the typed name.

Simmie Fairley

City of Mandeville  
675 Lafitte Street  
Mandeville, LA 70448



www.cityofmandeville.com  
Telephone: (985) 624-3127 or 624-3147  
Fax: (985) 624-3128

Mayor Clay Madden

### SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Pink with A Purpose  
Name of Authorized Representative Vicky Bayley Non-Profit/Tax-Exempt # 85-1684668  
Mailing Address 22 St. Ann Suite 2  
City Mandeville State LA Zip 70471  
Applicant Phone # 985-778-0505 Alt. Phone # 985-249-9801  
E-Mail wickybayley7@gmail.com Application Fee Paid?  YES  NO

Name of Event: Pink with A Purpose ~~Stroll~~ / Mandeville Stroll  
Date(s) of Event: Day Sat Date 10/08/22 Time 4-11 pm Rain Dates(s) \_\_\_\_\_  
Event Location: 22 St. Ann Suite 2 (stroll to follow map)  
Type of Event:  New  Recurring  
 Fundraiser  Concert  Race/Run/Walk  Parade  Wedding  
 Festival, Carnival or Market  Other: \_\_\_\_\_  
Description/Purpose of Event Breast Cancer Fundraiser Estimated Attendance 100-150

#### EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
2	Is the event open to the public?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
5	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
6	Will alcohol be consumed, distributed, or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
7	Will food be distributed, prepared or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
8	Will there be canopies or tents?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
9	Will there be vendor booths? Merchandise or product sales?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
10	Are you planning to have inflatable attractions, games or rides?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
11	Will there be bleachers, stages, fencing or other structures?	<input checked="" type="radio"/> Yes	<input type="radio"/> No

Please thoroughly read the details outlined in this application  
and in the Special Events Guidelines.





12	Do you plan to provide portable toilets? * See Guidelines*	<input checked="" type="radio"/> Yes	<input type="radio"/> No
13	Will there be security staff?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
14	Are you planning to have amplified sound?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
15	Will you need access to power or water? (please circle)	<input type="radio"/> Yes	<input checked="" type="radio"/> No
16	Will there be any signs, banners, decorations, or special lighting?	<input checked="" type="radio"/> Yes	<input type="radio"/> No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

### INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. Please indicate if you have obtained the required liability insurance for this event. If so, is a copy included with this application?    YES    NO

**\*\*The insurance certificate must be delivered to the City Clerk at least thirty (30) days prior to the event.\*\***

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions and with applicable laws and ordinances. The event organizer or other representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has completed this application. He/She has read the Special Events Application and Guidelines, and agrees to comply with the requirements and guidelines as stated under penalty of fines set forth by ordinance.

Signature   
 Printed Name Jeffrey James  
 Organization Pink with A Purpose  
 Title of Office Event & Location Coordinator Date 8-15-22

\*Any expenses required of the applicant must be paid in advance at least 15 days prior to the event.\*



**SPECIAL EVENTS DEPARTMENT USE ONLY**

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

\_\_\_\_ Fee received Date \_\_\_\_\_

Certificate of Insurance? YES \_\_\_\_\_ NO \_\_\_\_\_

	DEPARTMENTAL EXPENSES	INITIALS
Police Department	<u>\$600<sup>00</sup></u>	<u>[Signature]</u>
Fire District #4	_____	_____
Public Works	_____	_____
<b>TOTAL COSTS</b>	_____	_____

**Recommendation of Special Events Committee:**

3 Police officers (4 hours) @ \$50 each  
\$600<sup>00</sup>

Approved:

\_\_\_\_\_  
Mayor Clay Madden

\_\_\_\_\_  
Date

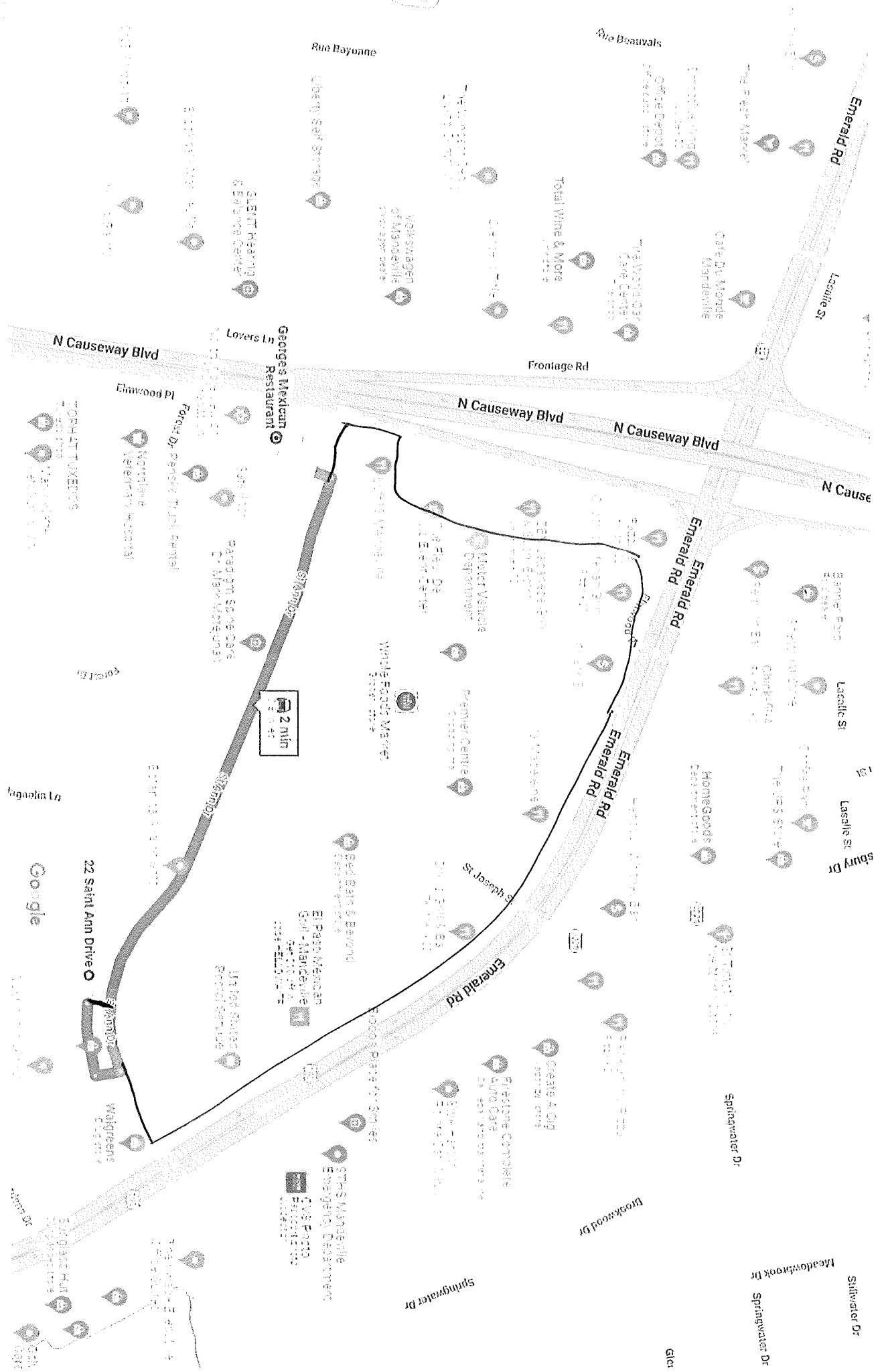
**City Council Approval**

Alcohol Permit:

\_\_\_\_ Yes    \_\_\_\_ No                      Date Approved: \_\_\_\_\_

Waiver of Lakefront Food & Drink Ordinance:

\_\_\_\_ Yes    \_\_\_\_ No                      Date Approved: \_\_\_\_\_



Via St Ann Dr

Fastest route now due to traffic conditions

2 min

0.6 mile

St. Ann

stage

people

Post Office

watergreen

St. Ann

Aug 190

126217

DATE  
8 / 19 / 2003

RECEIVED OF  
St Ann Home Care

ADDRESS  
The Holy Spirit Center  
DOLLARS \$ 250.00

ACCT. NO.

- CASH
- CHECK
- MONEY ORDER
- DRAFT

FOR Application Fee  
Baptist Home Care

CITY OF MANDEVILLE

3101 E CAUSEWAY APPROACH  
MANDEVILLE, LA. 70448  
PHONE (985) 626-3144

by *[Signature]*  
Thank You

City of Mandeville  
3090 E. Causeway Approach  
Mandeville, LA 70448



www.cityofmandeville.com  
Telephone: (985) 624-3127 or 624-3147  
Fax: (985) 624-3128

Mayor Donald J. Villere

### SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Hospice Foundation of the South  
Name of Authorized Representative Miranda Parker Non-Profit/Tax-Exempt # 72-1484313  
Mailing Address PO Box 5806  
City Slidell State La Zip 70469  
Applicant Phone # 985-643-5470 Alt. Phone # 601-215-0205  
E-Mail MirandaParker@TheHospiceHouse.org Application Fee Paid?  YES  NO

Name of Event: Wine and Dine with Hospice  
Date(s) of Event: Day Thurs Date 11/10/22 Time 6p-9p Rain Dates(s) N/A  
Event Location: Benedict's Plantation

Type of Event:  New  Recurring  
 Fundraiser  Concert  Race/Run/Walk  Parade  Wedding  
 Festival, Carnival or Market  Other: \_\_\_\_\_

Description/Purpose of Event Fundraiser for Hospice House Estimated Attendance 350

#### EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
2	Is the event open to the public?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
5	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
6	Will alcohol be consumed, distributed, or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
7	Will food be distributed, prepared or sold at this event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
8	Will there be canopies or tents?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
9	Will there be vendor booths? Merchandise or product sales?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
10	Are you planning to have inflatable attractions, games or rides?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
11	Will there be bleachers, stages, fencing or other structures?	<input type="radio"/> Yes	<input checked="" type="radio"/> No

**Thoroughly read the information outlined in the Special Events Guidelines and throughout this Application.**



12	Do you plan to provide portable toilets? * See Guidelines*	<input type="radio"/> Yes	<input checked="" type="radio"/> No
13	Will there be security staff?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
14	Are you planning to have amplified sound?	<input type="radio"/> Yes	<input checked="" type="radio"/> No
15	Will you need access to power or water? (please circle)	<input type="radio"/> Yes	<input checked="" type="radio"/> No
16	Will there be any signs, banners, decorations, or special lighting?	<input type="radio"/> Yes	<input checked="" type="radio"/> No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

### INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions, and with applicable laws and ordinances. The event organizer or other authorized representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: Miranda Parker

Printed Name: Miranda Parker

Organization Represented: Hospice Foundation of the South

Office Held \_\_\_\_\_ Date 4 Aug 22

City of Mandeville  
675 Lafitte Street  
Mandeville, LA 70448



[www.cityofmandeville.com](http://www.cityofmandeville.com)  
Telephone: (985) 624-3127 or 624-3147  
Fax: (985) 624-3128

**SPECIAL EVENTS DEPARTMENT USE ONLY**

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

Fee received Date 8/4/22

Certificate of Insurance? YES \_\_\_\_\_ NO \_\_\_\_\_

	DEPARTMENTAL EXPENSES	INITIALS
Police Department	_____	_____
Fire District #4	_____	_____
Public Works	_____	_____
<b>TOTAL COSTS</b>	_____	

Recommendation of Special Events Committee:

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

Approved:

\_\_\_\_\_  
Mayor Clay Madden

\_\_\_\_\_  
Date

City Council Approval

Alcohol Permit:

\_\_\_\_\_ Yes \_\_\_\_\_ No Date Approved: \_\_\_\_\_

Waiver of Lakefront Food & Drink Ordinance:

\_\_\_\_\_ Yes \_\_\_\_\_ No Date Approved: \_\_\_\_\_



**City of Mandeville**  
**3101 East Causeway Approach**  
**Mandeville, Louisiana 70448**  
**985-624-3147 985-624-3149 Fax**

**\*\*SPECIAL EVENTS (3-DAY)\*\***  
**LIQUOR LICENSE APPLICATION**

1. Liquor license to be issued to: Hospice Foundation of the South
2. Legal name(s): Individual, Partners, or Corporation \_\_\_\_\_
3. Apply for: Class "A" \_\_\_\_\_ Class "B" \_\_\_\_\_ / High Content  Low Content  Restaurant \_\_\_\_\_
4. Business location address 1411 Pleasant Dr. Slidell, La 70460  
 Telephone (85) 643-5470
5. Mailing address same
6. Contact Person Miranda Parker  
 Phone Number (85) 643-5470 E-Mail Address: MirandaParker@TheHospiceHouse.org  
 Fax Number (85) 643-5818 Web Address TheHospiceHouse.org
7. Type of organization:  
 Individual  Partnership  Corporation  Non-Profit  LLP  LLC  Other  
(If individual complete line A only)
8. If a Corporation, LLC, LLP, or Partnership, supply name, title, social security #, home address and telephone # of all officers, members, managers, partners, agents or other representative.  
 The list of names below should each furnish a notarized Schedule "A".

A	Name	Title	SSN	% Owned
	Resident Address	City State Zip	Home Phone Number	

9. Is this application by a new owner to take over an existing business that has been selling liquor regularly and continuously to the present time? no If yes, list.

- | Trade name | Owner's name | address | License # |
|------------|--------------|---------|-----------|
|            |              |         |           |
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?  
no If yes: Name \_\_\_\_\_ Location: \_\_\_\_\_
  11. Has applicant applied for state liquor license? no
  12. Has the applicant ever been denied a state or local liquor license? no
  12. Is premise located in an area where the sale of liquor is prohibited by local or state laws? yes
  13. Is applicant the owner of the premises to be occupied? no If no, does applicant hold a bona fide written lease? yes (Supply copy of lease with application.)
  14. If premises leased, give name and address of lesser. Benedict's Plantation
  15. Describe the part of the building to be occupied by business: \_\_\_\_\_
  16. Open date for this location November 10
  17. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:  
special event - wine & Dine with Hospice

**An original approved Sales Tax Clearance Certificate must be attached to the application, requested from the St. Tammany Parish Sales Tax Department (form attached).** November 10 6-9p

I affirm that the information given on this application is true and correct.

Signature of Applicant M. Parker Title: Director

Signature of Preparer \_\_\_\_\_ Date: 8-4-22



# MANDEVILLE POLICE DEPARTMENT

Rick Richard, Chief of Police

## Special Event Addendum

Special Events requiring a Police presence are either paid by the Event at a detail rate, or in rare instances, are paid by the City after approval by the Mayor and/or Council. In order to facilitate your Special Event application, please answer the following questions:

1. Beginning and end time of event: November 10, 2022 6p-9p

2. Location of event: Benedict's Plantation

3. Will the event take place on a public roadway? YES  NO

4. Are you requesting public streets be blocked off? YES  NO

5. Are you requesting that Police be present during the event?  YES  NO

6. Are you paying for a Police detail?  YES  NO

7. If you answered yes to number 6, how many officers? 1

8. Name and contact number of Event official?

Miranda Parker 985-643-5470

9. Will alcoholic beverages be present?  YES  NO

10. Expected number of people at event? 350

Please return completed form to Asst Chief Ron Ruple.

**THE FOLLOWING RESOLUTION WAS INTRODUCED BY COUNCIL MEMBER ZUCKERMAN  
AND SECONDED FOR INTRODUCTION BY COUNCIL MEMBER \_\_\_\_\_**

**RESOLUTION NO. 22-33**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE  
TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH RICHARD  
C. LAMBERT CONSULTANTS, LLC AND PROVIDING FOR OTHER  
MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the City of Mandeville desires to enter into a professional services agreement with Richard C. Lambert Consultants, LLC for professional engineering services, including construction administration, construction inspection services, and DOTD project closeout in connection with the Hwy 190/Hwy 22 Interchange Improvements Construction Project No. 700.22.006 (“Project”). The scope of the Project includes improving the interchange of Hwy. 190 and Hwy. 22. The purpose is to improve traffic flow in the area. Project includes lane widening, updated traffic signalization/phasing, and turn lane improvements;

**WHEREAS**, the contract is attached and made a part of this Resolution; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to execute a professional services agreement with Richard C. Lambert Consultants, LLC. for engineering services on behalf of the City of Mandeville.

**With the above resolution having been properly introduced and duly seconded, the vote was as follows:**

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

and the Resolution was declared adopted this \_\_\_\_ the day of August 2022.

\_\_\_\_\_  
Kristine Scherer  
Clerk of Council

\_\_\_\_\_  
Rick Danielson  
Council Chairman

**AFFIDAVIT**

STATE OF LOUISIANA

PARISH OF ST. TAMMANY

BEFORE ME, the undersigned Notary Public, duly commissioned and qualified in this State and Parish, personally came and appeared:

Richard C. Lambert

the party submitting a non-bid contract and who has submitted this affidavit with said contract, after being duly sworn did attest and testify as to the truth of all of the factual allegations contained in the petition, specifically as follows:

**Choose A or B. If Option A is indicated please include the requested attachment.**

**Disclosure No. 1**

A. X Within the 48 month period preceding the date of the contract with the City of Mandeville, I Have made campaign contributions which total \$200.00 or more to a Mandeville City Council member or Mayor of the City of Mandeville. I have attached a list of each contribution, its amount, the date of the contribution, and the recipient or recipients of the contribution.

B. \_\_\_\_\_ Within the 48 month period preceding the date of the contract with the City of Mandeville, I **Have Not** made campaign contributions which total \$200.00 or more to a Mandeville City Council member or Mayor of the City of Mandeville.

Disclosure No. 2

A. \_\_\_\_\_ I **Do** owe a debt or debts to an elected or appointed official or officials of the City of Mandeville. I have attached a list of all debts and the elected or appointed official or officials of the City of Mandeville to whom those debts are owed.

B.   X   I **Do Not** owe any debts to any elected or appointed official of the City of Mandeville.

Disclosure No. 3

A. \_\_\_\_\_ I **Have** made a contribution to or in support of elected officials of the City of Mandeville in the name of another person or firm directly or indirectly. I have attached a list of all contributions to or support of elected officials of the City of Mandeville, the amount of the contribution or support, the recipient or recipients of the contribution, and the name of the person or firm through whom the contribution was made.

B.   X   I **Have Not** made any contribution to or in support of elected officials of the City of Mandeville in the name of another person or firm directly or indirectly.

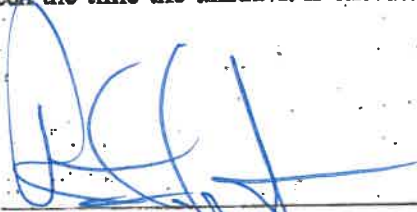
Disclosure No. 4

A.  This affidavit is being submitted on behalf of a corporation, LLC, or other legal entity. I have attached a list of contributions made by officers, directors, and owners, including employees, owning 25% or more of the company or legal entity.


B.  This affidavit is Not being submitted on behalf of a corporation, LLC, or other legal entity.

The above is in compliance and pursuant to City of Mandeville Ordinance No. 14-07.

I agree to and acknowledge that an updated affidavit must be submitted if there are any changes to the above sworn statements between the time the affidavit is executed and the time the contract is awarded.

  
\_\_\_\_\_  
Richard C. Lambert, AFFIANT

SWORN TO AND SUBSCRIBED before  
me this 10th day of August 2020

  
\_\_\_\_\_  
Notary

Bar Roll # 10815  
My Commission Expires 2/2021

**Contributions to Council Members or Mayor of the City of Mandeville**

Date of Contribution	Amount	Recipient(s)	
01/10/2019	\$500.00	Clay Madden	City of Mandeville Mayor
01/28/2020	\$250.00	Skelly Kreller Campaign	City of Mandeville Council
01/28/2020	\$250.00	Danielson, Rick	City of Mandeville Council
01/28/2020	\$250.00	Jason Zuckerman	City of Mandeville Council
01/28/2020	\$250.00	Laure Sica	City of Mandeville Council
08/10/2020	\$300.00	Laure Sica	City of Mandeville Council
02/22/2021	\$250.00	Skelly Kreller Campaign	City of Mandeville Council
06/02/2021	\$500.00	Clay Madden	City of Mandeville Mayor
03/07/2022	\$500.00	Clay Madden	City of Mandeville Mayor

**Debts Owed to Appointed or Elected Officials of the City of Mandeville**

Amount of Debt	Elected or Appointed Official Owed Debt
NONE	



**Contributions Made in the Name of Another**

Date of Contribution	Amount	Recipient	Contributor
NONE			

**Contributions Made by Officers, Directors, Owners, and/or Employees**

Date	Amount	Recipient	Contributing Officer, Director, Owner, or Employee	% Share of Company
NONE				

**PROFESSIONAL SERVICES AGREEMENT  
BETWEEN  
THE CITY OF  
MANDEVILLE AND  
RICHARD C LAMBERT CONSULTANTS, LLC**

**700.21.008  
HWY 190 / LA 22 IMPROVEMENTS  
CONSTRUCTION ENGINEERING &  
INSPECTION**

**THIS AGREEMENT** (the “**Agreement**”) is entered into by and between the City of Mandeville represented by Mayor Clay Madden (the “**City**”), and Richard C Lambert Consultants, LLC., represented by Richard C. Lambert, P.E., Manager/Member (the “**Consultant**”). The City and the Consultant are sometimes collectively referred to as the “**Parties**.” This Agreement is effective as of the date of execution by the City (the “**Effective Date**”).

**RECITALS**

**WHEREAS**, the Consultant was qualified to provide engineering services on an as-needed basis pursuant to a Request For Qualifications issued by the City on October 28, 2020 and approved by the City on December 10, 2020, (the “**RFQ**”);

**WHEREAS**, the Consultant submitted a proposed fee schedule and scope of work for the Project dated August 08, 2022 (the “**Consultant’s Proposal**”), and the City accepted the Consultant’s Proposal;

**NOW THEREFORE**, the City and the Consultant, for good and valuable consideration, agree as follows:

**ARTICLE I. OBLIGATIONS OF THE CONSULTANT**

**A. SCOPE OF SERVICES.**

The Consultant shall provide professional services for a project (H.011721) to provide geometric improvements and traffic signal upgrades/modifications where needed at the US 190 / LA 22 interchange to mitigate congestion. The project limits will also be cold planed and overlaid. Consultant will provide LADOTD construction engineering and inspection for the project.

## PHASE V(a) & V(b). CONSTRUCTION ENGINEERING & INSPECTION

**Construction Inspection Services-** shall consist of all services required to provide construction contract administration and construction inspection services typically performed by the DOTD Project Engineer and his staff, including but not limited to, for the geometric improvements and traffic signal upgrades/modifications where needed at the US 190 / LA 22 interchange. Construction plans will provide the exact construction scope and limits. These services shall be performed in accordance with the DOTD's Standards and Procedures. Copies of these documents shall be made available through the DOTD upon request. The DOTD shall assign a project engineer from its District 62 office to serve as the construction coordinator for the DOTD during project construction. The following services to be performed shall be under the direct supervision of the **Entity**:

1. Coordinate with **Entity** and DOTD's District personnel to schedule and attend the Pre-Construction Meeting. The Consultant shall be required to conduct the meeting.
2. Maintain all construction field records; make daily entries in the project diary (DWR) to indicate the Consultant's personnel and Contractor's personnel present on the job site, the Contractor's personnel and equipment being utilized on the project, the work being accepted, the acceptability of traffic control, and the charging of contract time.
3. Coordinate with the Entity's Engineer/Representative for all relocations/adjustments of utility facilities for the construction of work site.
4. Provide all necessary personnel and equipment to perform the required field-testing for quality assurance in accordance with the latest DOTD's Sampling and Testing Manual.
5. Submit all sampled materials to be tested by DOTD's District 62 Testing Laboratory, in accordance with the stipulated Sampling Manual.
6. Inspect the contractor's construction operations (daily) to ensure that all work is performed in accordance with the specified plans and specifications.
7. Keep clear and concise records of the contractual operations, prepare monthly pay estimates, and make monthly progress reports in conformance with DOTD's requirements. Inspection of construction shall not include shop and mill inspections and their approval.
8. Prepare final estimate packages, including Form 2059 – "Summary of Test Results" in conformance with DOTD's requirements.
9. The Consultant shall be responsible for submittal approvals required of the Project Engineer as stated in the Standard Specifications including form drawings.
10. All construction activities shall be coordinated between the Consultant, the Entity, the FHWA and an assigned representative of the DOTD. All work standards, methods of reporting, and documentation of pay quantities shall be in accordance with the policies and procedures of the DOTD. All partial and final construction estimates, and other information must be submitted on forms approved by the DOTD.
11. The Consultant shall perform all documentation, as prescribed by the DOTD, on the DOTD's construction software, Site-Manager. The Consultant shall provide hardware, i.e., computers, printers, internet connections, etc. deemed necessary to efficiently conduct the inspection services.
12. The Consultant may be required to conduct non-reimbursable training sessions for his personnel to receive instructions into the use of Site-Manager (approximately four hours).

- The DOTD shall provide a qualified instructor for this training.
13. The Consultant shall be available for conferences, visits to jobsites, and/or inspections by DOTD authorized representatives.
  14. The Consultant shall be required to submit “As-Built” plans with the final estimate. “As-Built” plans are to reflect all changes made from the original plans. All changes to the plans are to be made using a 746-1/2 Tuscan red pencil.
  15. “As-Built” drawings of the project must be on 3 mil (0.003”) ebony line polyester film or as directed and approved by the Entity’s Department of Engineering, in writing.
  16. “As-Built” plans must use AUTOCAD.DWG format (on CD-R) compatible with AUTOCAD Release 14 or compatible with the Entity’s system in place.
  17. Three sets of “As- Built” drawings of the project on bond paper are required or must be as directed and approved by the Entity’s Department of Engineering, in writing.
  18. When it is stipulated by the Project Specifications, that approval by the DOTD is required for material, equipment, and/or construction procedures, DOTD’s policies for obtaining such approval shall be followed.
  19. All construction inspection personnel utilized by the Consultant must meet and retain the same qualification and certification requirements as required of DOTD’s construction personnel.
  21. Any proposed changes in plans or in the nature of the work shall be pre-approved in writing by the DOTD, prior to the performance of stipulated work.
  22. Plan changes throughout the life of the project shall also have to be written by the Consultant and approved through the DOTD’s process.
  23. The Consultant shall monitor and document all construction claims and provide recommendations on disposition of claims.
  24. The Consultant shall manage the RFI (Request for Information) process as defined on the DOTD’s internet site, <http://www.dotd.la.gov/construction/rfi/>.
  25. The Consultant shall coordinate and/or perform the inspection of the fabrication of pre-cast materials with DOTD and the Entity.
  26. The Consultant’s inspector shall be responsible for performing and documenting Inspections of erosion control devices, and reporting deficiencies to the Contractor for correction.
  27. The Consultant shall meet with the DOTD Statewide Sign Inspector to review the construction signing for compliance with the MUTCD and Traffic Control Standards. Documentation of corrections made by the Contractor shall be input into Site Manager by the Consultant’s Project Manager.
  28. The Consultant is reminded that they are a representative of the Entity and that they shall Conduct all business in the best interest of the City.

The services to be performed will be under the direct supervision of the Entity. The Entity shall assign a full-time employee to serve as the construction coordinator for the Entity during project construction. The services shall be performed in accordance with the latest applicable DOTD’s Construction Manual, Testing Procedures Manual, Sampling Manual, Engineering Directives and Standards Manual (EDSM) and the latest version of the Louisiana’s Standard Specifications for

Road and Bridges.

### **FHWA FORM 1391**

The Consultant shall be required to notify the Construction Contractor and forward to the DOTD's Compliance Section and to the DOTD's Project Engineer all information required for the Federal Aid Construction Contractor's Annual Equal Employment Opportunity Report.

### **QUALITY CONTROL/QUALITY ASSURANCE**

The DOTD requires the Consultant to develop a Quality Control/Quality Assurance program, in order to provide a mechanism by which all contracted services can be subject to a systematic and consistent review. The Consultant must ensure quality and adhere to established construction policies, procedures, standards, and guidelines in the performance of inspection services. The DOTD shall provide limited input and technical assistance to the Consultant.

### **SERVICES TO BE PERFORMED BY THE DOTD**

The DOTD shall furnish, without charge, the following services and data:

1. Laboratory testing of materials. DOTD District 62 Testing Laboratory shall perform laboratory test in conjunction with specialty testing performed at the DOTD Central Laboratory in Baton Rouge, Louisiana, using samples procured, and submitted by the Consultant and/or his staff.
2. The DOTD shall provide access to project plans and contract proposal.
3. The DOTD shall provide sampling plan for the project.
4. Site Manager Instructor and technical support.

### **ITEMS TO BE PROVIDED BY THE ENTITY**

1. Traffic Data, if available
2. Capacity Analysis, if available
3. Borings, if required

### **B. CONSULTANT'S STANDARD OF CARE.**

The Consultant represents and warrants that it has the requisite skills and expertise necessary to perform the Services. Accordingly, the Consultant is expected to perform all services with the same degree of care, skill and diligence as would be ordinarily exercised by a competent practitioner of the same profession in providing similar services under the same or similar circumstances. The Consultant acknowledges and agrees that, at the City's option, the Consultant shall be obligated to re-perform, at no additional cost to the City, any or all of the Services that fail to satisfy the foregoing standard of care.

## **ARTICLE II. THE CITY'S OBLIGATIONS.**

The City will:

- A. Provide administration of this Agreement through the Department of Public Works;
- B. Provide the Consultant records deemed necessary for the performance of the Services by the Consultant, including:
  1. GIS/CAD files of:
    - a. Street Assets for reference;
    - b. Utility and unit sheets (if available)
    - c. As-built drawings (if available)
    - d. Provide access to personnel to discuss the scope of services during normal working hours, as requested by the Consultant;
    - e. Provide any other standard plans and details that may be relevant for use on the Project; and
    - f. Make payments to the Consultant monthly based upon the Consultant's certified invoices, except as otherwise authorized by this Agreement or by law. The City's payment obligation is subject to the Consultant's satisfactory performance of the services and conditions required by this Agreement, including, without limitation, the submission of satisfactory deliverables, progress schedules, invoices, and evidence of necessary insurance.

## **ARTICLE III. CONTRACT TIME AND SCHEDULE**

- A. **DURATION:** This Agreement shall commence on the Effective Date and shall continue until and through a period of two (2) years.
- B. **EXTENSION:** This Agreement may be extended at the option of the City, provided that funds are allocated by the Council of the City and the extension of the Agreement facilitates continuity of services provided herein. This Agreement may be extended by the City on an annual basis for no longer than three (3) one-year periods.
- C. **PROJECT SCHEDULE:** Time is of the essence in completing each phase of work required by this Agreement. A revised schedule may be required, including without limitation after each phase of work is completed or with any approved plan change. For any slippage from the

approved schedule, the Consultant shall submit a descriptive narrative to the Department for consideration and approval of any modification to the schedule. By a written request to the Director, the Consultant may seek an extension of time and credit caused by delays beyond its control or for those delays caused by tardy approvals of work in progress by various official agencies. The Director shall have the discretion to grant any requested extension. No additional compensation shall be allowed for such delays. The City shall have the right to approve or require changes to any part or all of the proposed schedule. The Consultant shall update this schedule monthly with progress details for each item of work and shall submit the updated schedule with any invoice. Any modifications to the schedule must be approved by the City in writing.

**ARTICLE IV. COMPENSATION**

**A. FEES UNDER THIS AGREEMENT:** The Consultant’s compensation for the services performed under this Agreement shall be in accordance with the follow fees:

PHASE V(a) . Construction Engineering	<b>\$89,414.00</b>	(Hourly, NTE)
PHASE V(b) Inspection	<b>\$103,632.00</b>	(Hourly, NTE)
DIRECT EXPENSES (MILEAGE at LA Travel Guide Rate/DOTD Headlight Program/Cylinder Molds/Printing/Sample Sacks)	<b>\$5,000.20</b>	(NTE)



**B. MAXIMUM AMOUNT:** The maximum aggregate amount payable by the City for all services performed under this Agreement is **\$198,046.20**. This amount is inclusive of all services and cannot be increased except by a validly executed amendment and the City's Department of Finance has certified the availability of the additional funding. The City's obligation to compensate the Consultant under this Agreement will not exceed the maximum aggregate amount payable at any time.

**C. ACKNOWLEDGEMENTS:** The Consultant acknowledges and agrees that, unless otherwise provided by a validly executed amendment:

1. The City's officers and employees are not authorized to request or instruct the Consultant to perform any work beyond the scope or duration of this Agreement, except as may be provided by laws governing emergency procedures;
2. Officers and employees of the City are not authorized to offer or promise the Consultant additional funding in excess of the maximum amount payable established in this Agreement; and
3. This Agreement does not guarantee any amount of work or compensation except as specifically authorized by the City in accordance with the terms and conditions of this Agreement.

## **ARTICLE V. INVOICES**

The Consultant shall submit monthly invoices showing the percentage and dollar amount of the Services provided to date for such submission and show a deduction of five percent (5%) of the amount earned to date as an amount to be retained by the Department until satisfactory completion of the required work. When each phase of work is satisfactorily completed, the retainage for that phase will be released.

The Consultant shall submit three (3) invoices in a format approved by the Department shall be submitted to the Department along with three (3) sets of back-up or verification documentation. Electronic files of the invoices and back-up documentation may be placed on a USB thumb drive or downloadable shared link for submittal.

## **ARTICLE VI. INDEMNITY.**

**A. INDEMNITY:** To the fullest extent permitted by law, the Consultant will indemnify, defend, and hold the City, its officials, employees, and agents (the "**Indemnified Parties**") harmless from and against: (1) any and all claims, demands, suits, judgments of sums of money to any party accruing against the City for loss of life or injury or damage to persons or property growing out of, resulting from, or by reason of any act or omission or the operation of the

Consultant or any of its subcontractors, or any of its or their agents, servants, employees, while engaged in or about or in connection with the discharge or performance of the services to be done or performed by the Consultant under this Agreement; and (2) any and all claims and/or liens for labor, services, or materials furnished to the Consultant in connection with the performance of its obligation under this Agreement.

**B. LIMITATION:** The Consultant's indemnity does not extend to any loss arising from the gross negligence or willful misconduct of any of the Indemnified Parties, provided that neither the Consultant nor any of its agents, subcontractors, or employees contributed to such gross negligence or willful misconduct.

**C. INDEPENDENT DUTY:** The Consultant has an immediate and independent obligation to, at the City's option: (a) defend the City from or (b) reimburse the City for its costs incurred in the defense of any claim that actually or potentially falls within this indemnity, even if: (a) the allegations are or may be groundless, false, or fraudulent; or (b) the Consultant is ultimately absolved from liability.

**D. EXPENSES:** The Consultant will bear all expenses, including without limitation the City's reasonable attorney fees and expenses, incurred by the City in enforcing this indemnity.

## **ARTICLE VII. INSURANCE**

**A. MINIMUM SCOPE OF INSURANCE:** At all times during the term of this Agreement, the Consultant, at its own expense, will maintain policies of insurance sufficient to provide the following minimum scope of insurance coverage:

1. ***Commercial General Liability ("CGL")***: Insurance Services Office ("ISO") Form CG 00 01 or similar acceptable to the City, covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than \$1,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this Project/location or the general aggregate limit shall be twice the required occurrence limit.
2. ***Automobile Liability***: ISO Form Number CA 00 01 or similar acceptable to the City covering any auto (Symbol 1 or Symbols 7, 8, 9), or if the Consultant has no owned autos, hired (Code 8), and non-owned autos (Code 9), with limits no less than \$1,000,000.00 Combined Single Limit per accident for bodily injury and property damage.
3. ***Workers' Compensation***: as required by the State of Louisiana, with

Statutory Limits, and Employer's Liability Insurance with limits no less than \$1,000,000.00 per accident for bodily injury or disease.

4. **Professional Liability (Errors and Omissions):** with limits no less than \$1,000,000.00 per claim.

**B. OTHER INSURANCE PROVISIONS:** The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** The Consultant will provide and maintain a Certificate of Insurance naming The City of Mandeville its departments, political subdivisions, officers, officials, employees, and volunteers are to be covered as "Additional Insureds" on the CGL policy with respect to liability arising out of the performance of this agreement. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used). The Certificate of Insurance, as evidence of all required coverage, should name the City of Mandeville as Certificate holder and be delivered via U.S. Mail to Mandeville City Hall, 3101 East Causeway Approach, Mandeville, LA 70448.
2. **Primary Coverage:** For any claims related to this Agreement, the Consultant's insurance coverage shall be primary insurance as respects the City, its departments, political subdivisions, officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City shall be non-contributing to the Consultant's coverage.
3. **Claims Made Policies:** If applicable, the retroactive date must be shown and must be before the Effective Date of this Agreement or the beginning of work. If the coverage is canceled or non-renewed, and not replaced with another claims-made policy, the Consultant must purchase "extended reporting" coverage for minimum of 5 years after the termination of this Agreement.
4. **Waiver of Subrogation:** The Consultant and its insurers agree to waive any right of subrogation that any insurer may acquire against the City by virtue of the payment of any loss under insurance required by this Agreement.
5. **Notice of Cancellation:** Each insurance policy required above shall provide that coverage shall not be canceled, except with prior notice to the City of no less than 60 days.
6. **Acceptability of Insurers:** Insurance is to be placed with insurers licensed and authorized to do business in the State of Louisiana with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

**ARTICLE VIII. NON – DISCRIMINATION.**

**A. NON – DISCRIMINATION:** In the performance of this Agreement, the Consultant will not discriminate on the basis, whether in fact or perception, of a person's race, color, creed, religion, national origin, ancestry, age, sex (gender), sexual orientation, gender identity, domestic partner status, marital status, physical or mental disability, or AIDS- or HIV-status against (1) any employee of the City working with the Consultant in any of Consultant's operations within the City of Mandeville or (2) any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations operated by the Consultant. The Consultant agrees to comply with and abide by all applicable federal, state and local laws relating to non-discrimination, including, without limitation, Title VI of the Civil Rights Act of 1964, Section V of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

**B. NON – DISCRIMINATION IN EMPLOYMENT:** In all hiring or employment made possible by, or resulting from this Agreement, there (1) will not be any discrimination against any employee or applicant for employment because of race, color, religion, gender, age, physical or mental disability, national origin, sexual orientation, creed, culture, or ancestry, and (2) where applicable, affirmative action will be taken to ensure that the Consultant's employees are treated during employment without regard to their race, color, religion, gender, age, physical or mental disability, national origin, sexual orientation, creed, culture, or ancestry. This requirement shall apply to, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. All solicitations or advertisements for employees shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, age, physical or mental disability, national origin, sexual orientation, creed, culture, or ancestry. The Consultant will require all subcontractors to comply with the requirements of this article.

**ARTICLE IX. INDEPENDENT CONTRACTOR STATUS**

**A. INDEPENDENT CONTRACTOR STATUS:** The Consultant is an independent contractor and will not be deemed an employee, servant, agent, partner, or joint venturer of the City and will not hold itself or any of its employees, subcontractors or agents to be an employee, partner, or agent of the City.

**B. EXCLUSION OF WORKERS' COMPENSATION COVERAGE:** The City will not be liable to the Consultant, as an independent contractor as defined in La. R.S. 23:1021(6), for any benefits or coverage as provided by the Workmen's Compensation Law of the State of Louisiana. Under the provisions of La. R.S. 23:1034, any person employed by the Consultant will not be considered an employee of the City for any reason, including for the purpose of Worker's Compensation coverage.

**C. EXCLUSION OF UNEMPLOYMENT COMPENSATION COVERAGE:** The Consultant, as an independent contractor, is being hired by the City under this Agreement for hire and defined in La. R.S. 23:1472(E) and neither the Consultant nor anyone employed by it will be considered an employee of the City for the purpose of unemployment compensation coverage, which coverage same being hereby expressly waived and excluded by the parties, because: (a) the Consultant has been and will be free from any control or direction by the City over the performance of the services covered by this Agreement; (b) the services to be performed by the Consultant are outside the normal course and scope of the City's usual business; and (c) the Consultant has been independently engaged in performing the services required under this Agreement prior to the effective date of this Agreement.

**D. WAIVER OF BENEFITS:** The Consultant, as an independent contractor, will not receive from the City any sick and annual leave benefits, medical insurance, life insurance, paid vacations, paid holidays, sick leave, pension, or Social Security for any services rendered to the City under this Agreement.

#### **ARTICLE X. NOTICES**

Except for any routine communication, any notice, demand, communication, or request required or permitted hereunder shall be in writing and delivered in person or by certified mail, return receipt requested as follows:

If to the City:                    Director, Department of Public Works  
  City of Mandeville  
  1100 Mandeville High Blvd  
  Mandeville, La 70448

&

City Attorney  
City of Mandeville  
3101 East Causeway Approach  
Mandeville, LA 70448

Notices shall be effective when received, except any notice that is not received due to the intended recipient's unjustified refusal or avoidance of delivery shall be deemed received as of the date of the first attempted delivery. Each party shall be responsible for notifying the other in writing that references this Agreement of any changes in the respective addresses set forth above.

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of the City and the Consultant.

#### **ARTICLE XI. ADDITIONAL TERMS AND CONDITIONS**

**A. OWNERSHIP OF DOCUMENTS:** All data collected by the Consultant and all

documents, notes, drawings, tracings, and files collected or prepared for the Project, except the Consultant's personnel and administrative files, shall upon payment therefore become and be the property of the City and the City shall not be restricted in any way whatsoever in the use of such material for the specific purpose intended; provided, however, that any use except for the specific purpose intended will be without liability or legal exposure to the Consultant.

Notwithstanding anything to the contrary contained herein, any tools, systems or information used by the Consultant to provide the Services hereunder, including computer software (object code and source code), know-how, methodologies, equipment or processes and the intellectual property inherent therein and appurtenant thereto, shall remain the sole and exclusive property of the Consultant or its suppliers.

The Consultant makes no representations as to the compatibility of files and deliverables with the City's hardware and/or software configurations unless specifically set forth in this Agreement. Because data stored on electronic media can deteriorate undetected or be modified, the Consultant shall not be held liable for the completeness or accuracy of the electronic data after the acceptance by the City. Only the submitted hard copy documents with the Consultant's seal on them will be considered instruments of service hereunder. If there is a discrepancy between the electronic files and the hard copies, the hard copies shall govern.

**B. CITY'S RIGHT TO APPROVE PERSONNEL:** The City reserves the right to approve or reasonably disapprove all engineers, workers, and other field personnel assigned to the Project.

**C. REMEDIES CUMULATIVE:** No remedy set forth in this Agreement or otherwise conferred upon or reserved to any party shall be considered exclusive of any other remedy available to a party. Rather, each remedy shall be deemed distinct, separate, and cumulative and each may be exercised from time to time as often as the occasion may arise or as may be deemed expedient.

**D. SURVIVAL OF PROVISIONS:** All representations and warranties and all responsibilities regarding record retention, access, and ownership, cooperation with Office of Inspector General investigations, and indemnification shall survive the termination of this Agreement and continue in full force and effect thereafter.

**E. ASSIGNABILITY:** The Consultant will not assign any interest in this Agreement and will not transfer any interest in the same without the City's prior written consent.

**F. JURISDICTION & VENUE:** For all claims arising out of or related to this Agreement, the Consultant consents and yields to the exclusive jurisdiction of and venue in the state civil courts of the Parish of St. Tammany and formally waives any pleas or exceptions of jurisdiction on account of the residence, including any right of removal to federal court based upon diversity of

citizenship.

**G. GOVERNING LAW:** This Agreement will be construed and enforced in accordance with the laws of the State of Louisiana without regard to its conflict of laws provisions.

**H. NON – WAIVER:** The failure of either party to insist upon strict compliance with any provision of this Agreement, to enforce any right or to seek any remedy upon discovery of any default or breach of the other party at such time as the initial discovery of the existence of such noncompliance, right, default or breach will not affect or constitute a waiver of either party's right to insist upon such compliance, exercise such right or seek such remedy with respect to that default or breach or any prior contemporaneous or subsequent default or breach.

**I. PERFORMANCE MEASURES:** The City will measure the performance of the Consultant according to the following non-exhaustive factors: work performed in compliance with the terms of the Agreement; staff availability; staff training; staff professionalism; staff experience; customer service; communication and accessibility; prompt and effective correction of situations and conditions; timeliness and completeness of submission of requested documentation (such as records, receipts, invoices, insurance certificates, and computer-generated reports).

If the Consultant fails to perform according to the Agreement, the City will notify the Consultant. If there is a continued lack of performance after notification, the City may declare the Consultant in default and may pursue any appropriate remedies available under the Agreement and/or any applicable law. In the event of a notification of default, the City will invoice the defaulting Consultant for any increase in costs and other damages sustained by the City. Further, the City will seek full recovery from the defaulting Consultant.

**J. SEVERABILITY:** Should a court of competent jurisdiction find any provision of this Agreement to be unenforceable as written, the unenforceable provision should be reformed, if possible, so that it is enforceable to the maximum extent permitted by law or, if reformation is not possible, the unenforceable provision shall be fully severable and the remaining provisions of the Agreement remain in full force and effect and shall be construed and enforced as if the unenforceable provision was never a part of the Agreement.

**K. RULES OF CONSTRUCTION:** Neither party will be deemed to have drafted this Agreement. This Agreement has been reviewed by all parties and shall be construed and interpreted according to the ordinary meaning of the words used so as to fairly accomplish the purposes and intentions of all parties. No term of this Agreement will be construed or resolved in favor of or against the City or the Consultant on the basis of which party drafted the uncertain or ambiguous language. The headings and captions of this Agreement are provided for convenience

only and are not intended to have effect in the construction or interpretation of this Agreement. Where appropriate, the singular includes the plural and neutral words and words of any gender will include the neutral and other gender

**L. NO THIRD PARTY BENEFICIARIES:** This Agreement is entered into for the exclusive benefit of the parties and the parties expressly disclaim any intent to benefit anyone not a party to this Agreement.

**M. NON – EXCLUSIVITY FOR THE CITY:** This Agreement is non-exclusive and the City may engage the services of others for the provision of some or all of the work to be performed under this Agreement.

**N. CONFLICT OF INTEREST:** To ensure that the Consultant's efforts do not conflict with the City's interests, and in recognition of the Consultant's obligations to the City, the Consultant will decline any offer of other employment if its performance of this Agreement is likely to be adversely affected by the acceptance of the other employment. The Consultant will promptly notify the City in writing of its intention to accept the other employment and will disclose all possible effects of the other employment on the Consultant's performance of this Agreement. The City will make the final determination whether the Consultant may accept the other employment.

**O. PROHIBITION AGAINST FINANCIAL INTEREST IN AGREEMENT:** No elected official or employee of the City shall have a financial interest, direct or indirect, in this Agreement. For purposes of this Section, a financial interest held by the spouse, child, or parent of any elected official or employee of the City shall be deemed to be a financial interest of such elected official or employee of the City. Any willful violation of this provision, with the expressed or implied knowledge of the Consultant, shall render this Agreement voidable by the City and shall entitle the City to recover, in addition to any other rights and remedies available to the City, all monies paid by the City to the Consultant pursuant to this Agreement without regard to the Consultant's satisfactory performance of such Services.

**P. OWNERSHIP INTEREST DISCLOSURE:** The Consultant will provide a sworn affidavit listing all persons, natural or artificial, with an ownership interest in the Consultant and stating that no other person holds an ownership interest in the Consultant via a counter letter. For the purposes hereof, an "ownership interest" shall not be deemed to include ownership of stock in a publicly traded corporation or ownership of an interest in a mutual fund or trust that holds an interest in a publicly traded corporation. If the Consultant fails to submit the required affidavits, the City may, after thirty (30) days' written notice to the Consultant, take such action as may be necessary to cause the suspension of any further payments until such the required affidavits are submitted.

**Q. SUBCONTRACTOR REPORTING:** The Consultant will provide a list of all persons, natural or artificial, who are retained by the Consultant at the time of the Agreement's execution and who are expected to perform work as subcontractors in connection with the Consultant's work for the city. In regard to any subcontractor proposed to be retained by the Consultant to perform work on the Agreement with the City, the Consultant must provide notice to the City within thirty



(30) days of retaining said subcontractor. If the Consultant fails to submit the required lists and notices, the City may, after 30 days' written notice to the Consultant, take such action as may be necessary to cause the suspension of any further payments until such the required lists and notices are submitted.

**R. EMPLOYEE VERIFICATION:** The Consultant swears that (i) it is in compliance with La. R.S. 38:2212.10, and is registered and participates in a status verification system to verify that all employees in the State of Louisiana are legal citizens of the United States or are legal aliens; (ii) it shall continue, during the term of this Agreement, to utilize a status verification system to verify the legal status of all new employees in the State of Louisiana; and (iii) it shall require all subcontractors to submit to the Consultant a sworn affidavit verifying compliance with items (i) and (ii) above. The Consultant acknowledges and agrees that any violation of the provisions of this paragraph may subject this Agreement to cancellation, and may further result in the Consultant being ineligible for any public contract for a period of three years from the date the violation is discovered. The Consultant further acknowledges and agrees that it shall be liable for any additional costs incurred by the City occasioned by the cancellation of this Agreement or the loss of any license or permit to do business in the State of Louisiana resulting from a violation of La. R.S. 38:2212.10. The Consultant agrees to provide to the City asworn affidavit attesting to the above provisions if requested by the City to do so; failure to provide such affidavit upon request shall give the City the option to cancel this Agreement.

**S. MODIFICATION:** This Agreement shall not be modified except by written amendment executed by authorized representatives of the parties.

**T. NON – SOLICITATION STATEMENT:** The Consultant swears that it has not employed or retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this Agreement. The Consultant has not paid or agreed to pay any person, other than a bona fide employee working for it, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from this Agreement

**U. CONVICTED FELON STATEMENT:** The Consultant swears that No Consultant principal, member, or officer has, within the preceding five years, been convicted of, or pled guilty to, a felony under state or federal statutes for embezzlement, theft of public funds, bribery, or falsification or destruction of public records. The Consultant will confirm same through affidavit provided by City.

**V. COMPLETE AGREEMENT:** This Agreement, including all incorporated documents, constitutes the final and complete agreement and understanding between the parties. All prior and contemporaneous agreements and understandings, whether oral or written, are superseded by this Agreement and are without effect to vary or alter any terms or conditions of this Agreement.

**ARTICLE XII. ELECTRONIC SIGNATURE AND DELIVERY**

The Parties agree that a manually signed copy of this Agreement and any other document(s) attached to this Agreement delivered by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement. No legally binding obligation shall be created with respect to a party until such party has delivered or caused to be delivered a manually signed copy of this Agreement.

IN WITNESS WHEREOF, the City and the Consultant, through their duly authorized representatives, execute this Agreement.

**CITY OF MANDEVILLE**

**BY:** \_\_\_\_\_

**CLAY MADDEN, MAYOR**

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**FORM AND LEGALITY APPROVED:**

**Law Department**

**By:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**RICHARD C. LAMBERT CONSULTANTS, LLC**

**BY:** \_\_\_\_\_

**RICHARD C. LAMBERT, P.E., MANAGER/MEMBER**

\_\_\_\_\_  
**CORPORATE TAX I.D.**

# RICHARD C. LAMBERT CONSULTANTS, L.L.C.



August 8<sup>th</sup>, 2022

David LeBreton Jr., P.E., PTOE, PTP  
City of Mandeville  
3101 East Causeway Approach  
Mandeville, LA 70448

**SUBJECT: US 190 / LA22 Improvements (H.011721)**

Dear Mr. LeBreton:

RCLC is pleased to provide Engineering Services for the construction engineering and inspection (CE&I) of US 190/LA22 Improvements (H.011721). This project will consist of additional turn lanes, pavement widening, drainage, signage and traffic signal modifications.

RCLC has developed our fee for the CE&I for this project for your review based on a 120-day assembly period, 90 working day construction and subsequent close out of the project.

In accordance with information provided and the attached documents, RCLC's fee is broken down as follows (see attached for breakdown of tasks, hours and expenses):

Assembly Period	\$20,502.00
Construction Administration (Construction)	\$40,688.00
Inspection (Construction)	\$103,632.00
Close Out	\$28,224.00
Direct Expenses	\$5,000.20
<b>Total Fees</b>	<b>\$198,046.20</b>

RCLC is fully staffed and ready to start working with the City of Mandeville and the procured Contractor once bidding has been completed.

If you have any questions or require further action on our part, please contact me.

Yours truly,

**RICHARD C. LAMBERT CONSULTANTS, LLC**

A handwritten signature in blue ink, reading 'Arthur Ledet', is positioned below the company name.

Arthur Ledet, P.E.  
Project Engineer

I:\File Cabinet\402 Mandeville\LA22 @ US 190\Contract\RCLC US190\_LA22 Proposal 7.15.22.doc

**RICHARD C. LAMBERT CONSULTANTS, LLC**

**COST SUMMARY**

**FIRM NAME: Richard C. Lambert Consultants, LLC**

**July 15th, 2022**

**US 190 / LA 22 Improvements**

**State Project No H.011721**

**Routes: US 190, LA 22**

**St. Tammany Parish**

<b>Assembly Period</b>	<b>Number of Hours</b>		<b>\$/hour</b>	
Administrative	0	hours @	\$ 70.00 =	\$0.00
Inspector	0	hours @	\$ 83.00 =	\$0.00
Inspector OT	0	hours @	\$ 98.00 =	\$0.00
Certified Inspector	56	hours @	\$ 84.00 =	\$4,704.00
Certified Inspector OT	0	hours @	\$ 99.00 =	\$0.00
Field Tech (Beta)	0	hours @	\$ 77.00 =	\$0.00
Supervisor Engineer	22	hours @	\$ 229.00 =	\$5,038.00
Engineer	40	hours @	\$ 143.00 =	\$5,720.00
Senior Tech / Intern Engineer	60	hours @	\$ 84.00 =	\$5,040.00
<b>Assembly Period Payroll Subtotal:</b>				<b>\$20,502.00</b>

<b>Construction</b>	<b>Number of Hours</b>		<b>\$/hour</b>	
Administrative	10	hours @	\$ 70.00 =	\$700.00
Inspector	0	hours @	\$ 83.00 =	\$0.00
Inspector OT	0	hours @	\$ 98.00 =	\$0.00
Certified Inspector	800	hours @	\$ 84.00 =	\$67,200.00
Certified Inspector OT	200	hours @	\$ 99.00 =	\$19,800.00
Field Tech (Beta)	216	hours @	\$ 77.00 =	\$16,632.00
Supervisor Engineer	10	hours @	\$ 229.00 =	\$2,290.00
Engineer	162	hours @	\$ 143.00 =	\$23,166.00
Senior Tech / Intern Engineer	173	hours @	\$ 84.00 =	\$14,532.00
<b>Construction Payroll Subtotal:</b>				<b>\$144,320.00</b>

<b>Close Out</b>	<b>Number of Hours</b>		<b>\$/hour</b>	
Administrative	0	hours @	\$ 70.00 =	\$0.00
Inspector	0	hours @	\$ 83.00 =	\$0.00
Inspector OT	0	hours @	\$ 98.00 =	\$0.00
Certified Inspector	186	hours @	\$ 84.00 =	\$15,624.00
Certified Inspector OT	0	hours @	\$ 99.00 =	\$0.00
Field Tech (Beta)	0	hours @	\$ 77.00 =	\$0.00
Supervisor Engineer	13	hours @	\$ 229.00 =	\$2,977.00
Engineer	25	hours @	\$ 143.00 =	\$3,575.00
Senior Tech / Intern Engineer	72	hours @	\$ 84.00 =	\$6,048.00
<b>Close Out Payroll Subtotal:</b>				<b>\$28,224.00</b>

	<b>Hours</b>	
<b>Construction Administration</b>	829	\$89,414.00
<b>Inspection</b>	1,216	\$103,632.00
<b>Total Billable Rate Payroll Costs</b>	<b>2,045</b>	<b>\$193,046.00</b>
<b>Direct Expenses</b>		\$5,000.20
<b>Maximum Fee</b>		<b>\$198,046.20</b>

	<b>TASK ESTIMATE DESCRIPTION</b>	Administrative	Inspector	Inspector OT	Inspector - Certified	Cert. Insp OT	Field Tech	Supervisor Engineer	Engineer	Senior Tech / Intern	<b>SUBTOTAL</b>
<b>Task 1.0 Assembly Period (120 calendar days)</b>											
1.1	Review Contract Documents (Plans, Contract, Sampling Plan, Schedule)							4	8	2	14
1.2	Review Drawings and Pay Items				24			2	6	10	
1.3	Setup Field Books				24						24
1.4	Review Submittals							4	6	20	30
1.5	Review RFIs							4	8	16	28
1.6	Site Visit				4			4	4	4	16
1.7	Pre-Construction Meeting				4			4	8	8	24
<b>Task 1.0 Assembly Period Subtotals:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>22</b>	<b>40</b>	<b>60</b>	<b>178</b>
<b>Task 2.0 Construction (90 Working Days)</b>											
2.1.1	Inspection (Daytime)				720	180					900
2.1.2	Inspection (Nighttime)				80	20					100
2.2	On-Site Issues/Site Visits/Follow-up Corres.							6	20	20	46
2.3	Sampling & Testing/SMM Entry								5	10	15
2.4	Estimates								5	10	15
2.5	Traffic Control Plan Review								8	16	24
2.6	Project Management/Correspondence								36	54	90
2.7	Contractor Schedule Review & Comments								20	5	25
2.8	Monthly Mtg w/ Contractor & DOTD/City							4	40	40	
2.9	Base Testing and Preparing Concrete Samples (Beta)						216				
2.10	Contract Management	10							5		
<b>Change Orders (Estimated 3 Change Orders total )</b>											
2.11	Field Verification								9		9
2.12	Review/Prepare/Submit								8	18	26
2.13	Track Approval & Hard Copy Signatures								6		6
											<b>41</b>
<b>Task 2.0 Construction Subtotals:</b>		<b>10</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>200</b>	<b>216</b>	<b>10</b>	<b>162</b>	<b>173</b>	<b>1297</b>
<b>Task 3.0 Close Out (60 calendar days)</b>											
3.1	Close-Out Quantities				20			2	2	8	32
3.2	Assemble 2059 (including LIMS)				80			2	2	8	92
3.3	Assemble As-Builts				70			4	16	32	122
3.4	Final Change Order				6			1	1	8	16
3.5	Assemble/Submit Final Estimate				10			4	4	16	34
											<b>296</b>
<b>Task 3.0 Close Out Subtotals:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>186</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>25</b>	<b>72</b>	<b>337</b>

**DIRECT EXPENSES**  
**US 190 / LA 22 Improvements**  
 State Project No H.011721  
 Routes: US 190, LA 22  
 St. Tammany Parish

**FIRM NAME: Richard C. Lambert Consultants, LLC**

Assembly Period Mileage:	\$ 568.40
Construction Mileage:	\$ 2,453.40
Close Out Mileage:	\$ 365.40
Direct Costs - Support	\$ 1,613.00
<b>TOTAL DIRECT EXPENSE</b>	<b>\$ 5,000.20</b>

\*Note: Mileage estimated based on LA Travel Guide 2019-2020 Section C.2.c. (PPM No. 49)

**Direct Costs - Support**

Item	Cost
Printing (Plans, Specs, As-Builts, Media CD/USB)	\$ 1,250.00
Cyl molds (4x8), Lids for molds, Cylinder rack	\$ 250.00
Sample sacks (14"x26"), Spary paint, GL & QT cans	\$ 250.00
Headlight (\$159/month x 7 Months)	\$ 1,113.00
<b>Subtotal - Direct Costs:</b>	<b>\$ 1,613.00</b>

**TRAVEL:**

**Assembly Period Mileage:**

Certified Inspector	12	Trips	@	70	miles	\$0.58	=	\$ 487.20
Supervisor Engineer and/or Engineer	2	Trips	@	70	miles	\$0.58	=	\$ 81.20
<b>Subtotal - Travel Costs:</b>								<b>\$ 568.40</b>

**Construction Mileage:**

Certified Inspector	90	Trips	@	10	miles	\$0.58	=	\$ 522.00
Certified Inspector (Dist 62 Lab)	35	Trips	@	70	miles	\$0.58	=	\$ 1,421.00
Supervisor Engineer and/or Engineer	20	Trips	@	20	miles	\$0.58	=	\$ 232.00
Supervisor Engineer and/or Engineer (PE Office)	20	Trips	@	24	miles	\$0.58	=	\$ 278.40
<b>Subtotal - Travel Costs:</b>								<b>\$ 2,453.40</b>

**Close Out Mileage:**

Certified Inspector	1	Trips	@	150	miles	\$0.58	=	\$ 87.00
Certified Inspector	8	Trips	@	40	miles	\$0.58	=	\$ 185.60
Supervisor Engineer and/or Engineer	4	Trips	@	40	miles	\$0.58	=	\$ 92.80
<b>Subtotal - Travel Costs:</b>								<b>\$ 365.40</b>

\*\*Note: Trip is project site mileage only unless otherwise noted