



July 6, 2022

via email: [thomas.magee@fryemagee.com](mailto:thomas.magee@fryemagee.com)

Mr. Thomas Magee  
Frye Magee, LLC  
117 Tioga Road  
Ball, Louisiana 71405

**Proposal No. 2022.027**

**Subject: Phase I ESA Support Proposal  
Lincoln Parish Police Jury**

**Two Properties:**

**Lincoln Parish Detention Center (170 Road Camp Road, Ruston, LA)  
Lincoln Parish Library (910 N. Trenton Street, Ruston, LA)**

Dear Mr. Magee:

Wetlands Unlimited, LLC (WU) is pleased to submit this proposal to complete Phase I Environmental Site Assessments (ESAs) for two non-residential community properties currently owned/operated by the Lincoln Parish Police Jury (LPPJ). The following sections present our scope of work, schedule, and fees for completing the project. The proposed scope of work is based on information obtained from our conversations with you on July 5, 2022.

#### **SCOPE OF WORK**

WU understands that the LPPJ wishes to have Louisiana Housing and Urban Development (HUD)-compliant Phase I ESAs completed on two properties as part of the environmental review process required for financial assistance from the Louisiana Community Development Block Grant – Coronavirus (LCDGB-CV) for heating, ventilation, and air conditioning (HVAC) upgrades.

Included in the scope of work are two distinct properties, which will henceforth be referred to as the “subject properties” in this proposal. The names and addresses of the subject properties are as follows:

- **Lincoln Parish Detention Center – 170 Road Camp Road, Ruston, LA**
- **Lincoln Parish Library – 910 N. Trenton Street, Ruston, LA**

The scope of work for each of the proposed sites is presented as Task 1 below. Please note that the complete scope of work described in Task 1 will be completed for each of the properties separately. A cost breakdown outlining the proposed costs for completion of the tasks presented on a per property basis is included in the **FEES** section of this proposal.

#### **Task 1: Phase I Environmental Site Assessment**

WU proposes to prepare a Phase I ESA report for each of the subject properties. The ESAs will meet current HUD guidelines, which requires the use of the American Society of Testing and Materials (ASTM) Practice E 1527-13: Standard Practice for Environmental Site Assessment: Phase I Environmental Site Assessment Process and will include:

- An onsite visual inspection of the property by a qualified person(s);
- A search of state and federal environmental databases for information on spills, releases, hazardous waste activities, hazardous material storage, etc. on, and in the vicinity of, the subject property;
- A review of available historical aerial photographs for evidence of waste disposal, oil spills, or other suspect activities on the site;
- Interview(s) of persons (project leader or LPPJ representatives) knowledgeable about the property;
- Recommendations related to the investigation or delineation of any existing contamination found on the property, including WU's assessment of potential contamination from hazardous materials including radon, lead-based paint (LBP), and asbestos, among others; and
- A report of the findings and a rating of potential environmental risks.

The scope of work excludes:

- Testing or abatement activities beyond general observation and risk assessment for items such as LBP, mold, or asbestos;
- Review and consideration of biological agents, wetlands and/or other ecological resources, endangered species, health and safety (beyond the hazardous substances risk assessments listed previously), industrial hygiene, regulatory compliance, or drinking water quality (lead and other applicable criteria);
- Title search for more than the subject properties;
- Vapor Encroachment/Intrusion Plan;
- Testing for radon emission levels; and
- Soil or groundwater sampling (if a need for soil or groundwater testing is indicated during the Phase I ESA, a separate proposal will be provided, upon request).

WU will provide the services described above using its commercially reasonable best efforts consistent with the level and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

### **FEES**

WU proposes to provide the scope of work contained herein on a fixed fee basis. The proposed cost for each site is provided below in **Table 1: Cost Per Site**. All anticipated expenses related to the completion of the scope of work are included in the fixed fee price. Each site will be billed in full upon completion of the ESA report and submittal to the client.

**Table 1: Cost Per Site**

<b>Property Address</b>	<b>Cost</b>
<b>Lincoln Parish Detention Center - 170 Road Camp Road, Ruston, LA</b>	<b>\$4,250</b>
<b>Lincoln Parish Library – 910 N. Trenton Street, Ruston, LA</b>	<b>\$4,250</b>
<b>Total</b>	<b>\$8,500</b>

### **ASSUMPTIONS**

The cost estimate assumes the client will arrange for WU to have access to the subject properties upon request, at a prior agreed upon date and timeframe.

### **SCHEDULE**

WU is prepared to proceed immediately upon receipt of authorization to proceed. The anticipated timeline for completion of the project final deliverable is no more than 30 days from WU's receipt of authorization to proceed.

### **QUALIFICATIONS**

Wetlands Unlimited, LLC is an environmental services consultancy created in August 2016 and based in West Monroe, Louisiana. The company specializes in a variety of support offerings for regulatory environmental compliance, wetlands, and NEPA projects, including due diligence.

Resumes for staff anticipated to be involved with the preparation of the ESA are included in **Attachment B – Support Resumes**. Co-owners Jeffrey McBride and Matt Mixon each meet the qualifications of an Environmental Professional (EP) as outlined in HUD's environmental review requirements.

WU's Louisiana Secretary of State filing detail is provided in **Attachment C – State Business Registration**. A confirmation email showing WU's Dun & Bradstreet number is provided in **Attachment D – DUNS** and a confirmation email confirming WU's registration with the U.S. Government's System for Award Management (SAM) is provided in **Attachment E – SAM**.

### **TERMS AND CONDITIONS**

A copy of our standard Terms and Conditions is provided in **Attachment A**, and these Terms and Conditions are incorporated into this proposal as if fully set forth herein.


The services and fees outlined in this proposal are valid for 30 days after the submission date.

For your convenience, this proposal is presented in a form that can be accepted as an agreement. To accept this proposal, please sign in the designated area on the acceptance page, and return a copy to either Jeffrey McBride at [Jeffrey@wetlandsunlimited.org](mailto:Jeffrey@wetlandsunlimited.org) or to me at [Matt@wetlandsunlimited.org](mailto:Matt@wetlandsunlimited.org).

Thank you very much for the opportunity to provide you with this proposal. If you have any questions regarding the proposal or require additional information, please don't hesitate to contact us.

Sincerely:

Reviewed By:



**Matt L. Mixon**  
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Wetlands Unlimited, LLC  
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**Jeffrey L. McBride**  
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### Attachments:

- Attachment A - WU Standard Terms & Conditions
- Attachment B - Support Resumes
- Attachment C - State Business Registration
- Attachment D - DUNS
- Attachment E - SAM

<b>WU Proposal No.: 2022.027</b>		<b>Value Authorized: \$8,500.00</b>
<b>Acceptance of this proposal by (Print):</b>		
<b>Signature</b>		<b>Date</b>
<b>Title</b>		
<b>Company</b>	<b>Lincoln Parish Police Jury</b>	
<b>Accounts Payable Contact Details</b>		
<b>Name:</b>		
<b>Phone Number:</b>		
<b>Email:</b>		

By signing this document I am authorizing Wetlands Unlimited, LLC to begin performing this project per the scope of services referenced above. My signature represents a commitment to reimburse WU for all charges incurred per the fee schedule on this project up to the time I request work to stop. The work stoppage date shall be issued in writing.

Please note that WU reserves the right to withhold all reports until such time as we receive a signed Proposal Acceptance Agreement or other written authorization referencing this AGREEMENT in its entirety. This AGREEMENT together with WU's proposal, Unit Fee Schedule, and WU's Terms and Conditions constitute the entire agreement between the client and WU and supersedes all prior written or oral understandings.