

Office of Community Development
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
Governor



JAY DARDENNE
Commissioner of Administration

**CONDITIONAL AWARD LETTER
LOUISIANA WATERSHED INITIATIVE
WATERSHED PROJECTS GRANT PROGRAM: LOCAL AND REGIONAL - ROUND 2**

December 21, 2023

Mayor Staci Albritton Mitchell
City of West Monroe
2305 N 7th St.
West Monroe, LA 71291

RE: Conditional Award Notification
New Black Bayou Stormwater Pumping Station Project
Application #1169

Dear Mayor Mitchell:

Thank you for applying for funding under the Louisiana Watershed Initiative's Local and Regional Watershed Projects Grant Program - Round 2. Your project was prioritized for funding by your region, and in fulfillment of LWI's long-term resilience objectives, LWI agencies have reviewed your preliminary application for basic threshold eligibility. Based on this review, the Louisiana Office of Community Development has found no initial disqualifying factors for the above-referenced application and has **conditionally awarded the City of West Monroe \$10 million for the New Black Bayou Stormwater Pumping Station Project** drawn from the **Region 3** allocation of **\$24 million** under Round 2 of the Local and Regional Watershed Projects Grant Program.

Following your acceptance of the above-referenced conditional award, the state will provide the option for engineering services such as, but not limited to, hydrologic and hydraulic modeling, additional technical assistance and project scoping support to remedy any shortcomings of the initial pre-application and support the development of a full application that may be funded for implementation. The full application will be evaluated on the outcomes of the engineering studies performed by LWI engineers.

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To achieve this, each participating applicant will be assigned a technical assistance provider, paid for by LWI, to conduct the feasibility study and assist the applicant in improving its preliminary application. The technical assistance provider, the applicant and relevant stakeholders, such as state agency staff and regional partners, will revisit the mitigation need and proposed scope of work described in the initial preliminary application. Additional H&H modeling shall be conducted, where needed, and nature-based solutions considered, where feasible, to result in a conceptual design that may be funded under Round 2.

To accept the above-referenced awarded amount, you must read, understand and agree to avoid any choice-limiting actions and adhere to the following conditions and clearances to ensure project costs remain eligible for reimbursement:

1. The above-referenced conditional award of **\$10 million** is the maximum award amount that will be obligated to the above-referenced project and is **contingent** upon OCD's approval of a final feasibility study and a full application. The applicant understands and agrees to submit a full application for the above-referenced project by a later determined deadline. The updated full application shall comply with all applicable federal, state and local laws, codes, rules, regulations, notices, circulars, executive orders, uniform administrative requirements and policies and procedures;
2. Applicant understands and agrees that any costs incurred **before** OCD's approval of the applicant's full application are **not** eligible for reimbursement unless OCD approves the full application, and if the full application is approved, the costs must be permitted under the policies and procedures, included in the project budget, and shall **not** result in the project budget exceeding the conditional award;
3. A full application for the above-referenced project may only be approved for project implementation funding following successful engineering studies. Design work shall **not** commence for the above-referenced project until the applicant receives final approval of the full application;
4. Environmental clearance must be obtained for any Community Development Block Grant Mitigation-funded activity **before** entering into any contracts, property purchase agreements, demolition/grading of land or taking any other choice-limiting actions. Applicant agrees to submit an Environmental Review Record¹ for the above-referenced project by a later determined deadline, should the full application be approved.

Failure to comply with the prohibition against committing funds or taking physical action before completion of the environmental review process could result in cancellation of the project, reimbursement by the applicant to HUD for the amount expended or suspension of the disbursement of funds for the affected activity;

5. For projects involving construction, clearance of plans and specifications must be obtained **before** advertising for bids, awarding construction contracts or beginning construction.

¹ This review must comply with the National Environmental Policy Act (43 U.S.C. §§ 4321 and 4331-35 and 40 CFR 1501.7(a) of 1996); the 1966 National Historic Preservation Act (54 U.S.C. § 300101, *et seq.*); and any other relevant laws of the state and/or federal government.

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Additionally, the applicant must ensure that proper Davis-Bacon wage determinations are applied to construction activities and/or construction contracts when CDBG-MIT funds are used for construction activities (24 CFR 906.37).

Applicant agrees to submit plans and specifications for the above-referenced project by a later determined deadline, should the full application be approved. OCD technical assistance is available, if needed;

6. A Louisiana-licensed architect or professional engineer must prepare and sign a final cost estimate for the above-referenced project. Applicant agrees to submit the final cost estimate for the above-referenced project by a later determined deadline, should the full application be approved. The cost estimate shall contain the total cost of construction (estimated quantity, unit of measure, unit price and amount) and all related project costs, including, but not limited to, project delivery, acquisition, architectural/engineering fees, etc.

Please note that costs for grant management services and total project delivery are subject to the capped amounts listed in section one (pages 9-10) of the Round 2 Policies and Procedures. Similarly, professional design costs for basic services or additional services are subject to the individual and total capped percentages detailed in the same section of the policy (pages 10-11);

7. All costs that exceed the final award shall be the applicant's responsibility. Applicant agrees to submit evidence of the applicant's confirmed funding commitment for the remaining project costs of the above-referenced project by a later determined deadline, should the full application be approved.

Evidence of commitment of all funding sources is a condition precedent to disburse any CDBG-MIT sums. Reimbursement of any costs from CDBG-MIT funds, including those for services, fees, etc., that were listed in the approved application, will be limited to amounts deemed reasonable by OCD and subject to all procurement requirements;

8. Applicant agrees to work collaboratively with state agency staff, regional partners and stakeholders and the assigned technical assistance provider towards a final project scope that may be funded through LWI. The applicant shall provide any required data and information needed to support the development of the scope of work and conceptual design of the project.

Applicant agrees to be amenable to potential changes to the scope of work that explore alternative methods to those proposed in the initial preliminary application, including nature-based solutions;

9. Applicant agrees to participate in mandatory CDBG-MIT training on **Jan. 30, 2024**. The location and agenda of said training will be announced closer to the training date.

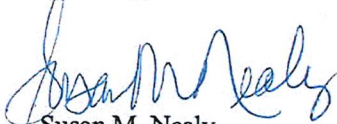
For clarification on required conditions and funding requirements, refer to the [Disaster Recovery CDBG-MIT Grantee Administrative Manual](#) and [Round 2 Program Policies and Procedures](#).

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This award letter and all obligations herein shall expire and become null and void unless signed and returned to OCD **within five business days** of the date hereof. Upon receipt of the applicant's acceptance, OCD will issue the contract necessary to implement this award, setting forth the terms and conditions of the grant award in greater detail.

If you have any questions, feel free to contact your program manager, Genea Lathers, at 225.219.9624 or at genea.lathers2@la.gov.

Sincerely,



Susan M. Nealy
Deputy Director, Economic Development & Infrastructure Programs
Louisiana Office of Community Development

APPLICANT HEREBY ACCEPTS THE ABOVE-REFERENCED AWARDED AMOUNT AND ACKNOWLEDGES TO READING, UNDERSTANDING, AND AGREEING TO AVOID ANY CHOICE-LIMITING ACTIONS AND ADHERING TO THE ABOVE-DESCRIBED CONDITIONS AND CLEARANCES TO ENSURE PROJECT COSTS REMAIN ELIGIBLE FOR REIMBURSEMENT:

Signature

Date

Printed

Title