**Alexandria Office**

301 Jackson Street, Suite 204

Alexandria, LA 71301

P: 318.445.8870

adginc.org | adginc@adginc.org

November 11, 2024

Mayor Staci Albritton  
City of West Monroe  
c/o Joshua Hays of  
Lazenby & Associates

Re: West Monroe Downtown Utilities Hardening  
Electrical Fee Proposal  
West Monroe, LA

Dear Mayor Albritton:

Thank you for the opportunity of providing you with a proposal for professional engineering services for the above referenced project. ADG Engineering proposes to provide the following scope of work for your consideration:

It is our understanding that the project consists of documenting the existing electrical utilities along the corridors of Commerce Street, Trenton Street, Cotton Street, Pine Street, Wood Street, and N. 2<sup>nd</sup> Street. (approximately 8 ½ blocks) and then proposing a plan to harden these utilities by placing them underground, along with a preliminary cost estimate for this work.

Specifically, **"Included"** in our basic proposal are the following services:

- A. Sketch out existing overhead primary power lines, secondary service lines, holiday lighting lines, telephone cables, holiday music lines, traffic signal lines, and CATV cables. Sketch out underground and overhead street lighting lines.
- B. Prepare sketches of proposed plan to clean up this visual clutter with underground lines, vaults and service pedestals, as well as mast arm type traffic signals
- C. Coordinate with other utility designers to assign corridors for these various utilities while maintaining service to existing customers and allowing for service to future customers.
- D. Prepare rough budget costs for the proposed improvements, along with conceptual drawings.
- E. The scope of work includes one preliminary meeting with all parties involved, Government agencies, utility companies, engineering designers, etc., followed by multiple individual meetings with utility companies.

Member Companies  
Engineering Personnel

Herbert "Trey" Alexander, III, P.E.  
Mark A. Aymond, P.E.  
Paulette Benoit  
Lawrence W. Blanchette, P.E.  
John Boulet  
Eric Brignac, P.E.  
Craig Campbell, P.E.  
Rob Campbell, E.I.  
Logan Chaney  
Spencer Comeaux, E.I.  
Joey Cradeur  
Sonya Degetaire  
R.J. Dunn, P.E.  
Artemio Enriquez  
Melody Heggins  
Shane Hernandez, P.E.  
Grant Hollier, LC  
Rick LeBlanc  
Roland LeLeux, A.E., HFDP  
Drew Nevers  
James McGough, P.E.  
Connor Martin, E.I.  
Elise Mire, E.I.  
Paul Montgomery  
Mark Neely  
Jennifer Patin, P.E.  
Patrick Pierrotte  
Dale Primeaux  
Andrew Rodriguez  
David B. Stelly, P.E.  
Kyle Suire, E.I.  
Spence Suire  
Ben Tauzin, E.I.  
Eric Thompson  
Ethan Trahan  
Thomas P. VanDeventer  
Matthew Viator, P.E.  
Tucker Wann, E.I.  
Robert Wiese

**Associated Design Group, Inc.**

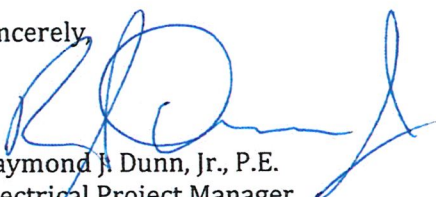
LAFAYETTE | ALEXANDRIA | LAKE CHARLES | NEW ORLEANS | DALLAS

- F. The scope of work includes ONE 50% submittal with plans of existing utilities and proposed improvements, to be followed by a coordination meeting between all designers, and one 95% submittal of proposed plans and cost estimates for owner review and comment. Once final review comments are received, we shall provide one final submission of stamped preliminary plans and costs estimates.
- G. It is not intended that this final product be a complete set of construction documents, but rather a concept plan to be utilized to secure grant funding to further develop this concept.

As per your request, we are proposing a fixed fee for the engineering services described above. We agree to perform the scope of work listed above for a Fixed Fee equal to \$100,000.00.

Once again, we would like to thank you for the opportunity of providing you this proposal for these Professional Engineering services. Should you have any questions or concerns regarding this proposal, please let us know prior to commencement of work. Thank you for your consideration of our firm and we look forward to working as a team with your firm on this project.

Sincerely,



Raymond J. Dunn, Jr., P.E.  
Electrical Project Manager  
ADG Engineering

Associated Design Group, Inc. Alexandria Branch Office

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