

WAXMANS, III
Planning and Management Consultants

TO: Mayor Staci Albritton-Mitchell
 City of West Monroe

FROM: Robert N. Waxman
 Waxmans, III

DATE: November 15, 2023

RE: City of West Monroe – Grant – State of Louisiana – Kiroli Park Improvements - Land and Water Conservation Funds – Federal Compliance

- 1) My Company will work with the City, the Project Engineer and the LA State Parks - Division of Outdoor Recreation - to assist the City in meeting the Department of Culture, Recreation and Tourism Federal Compliance issues involved in the Grant, such as 504.
- 2) I will assist the Project Engineer in preparing the Plans and Specs as it pertains to the Federal Requirements in the Notice of Award to the City.
- 3) I will be available to attend any meetings necessary concerning the Grant and will provide written responses to any questions involving the Federal Compliance issues (all written answers will be cc'd to the Mayor's office).
- 4) Fees – Five thousand dollars (\$5,000.00). All services will be invoiced on a monthly basis. These services will be paid out of Local funds.

I will be glad to answer any questions. If you agree with this proposal, please sign and date and email back to me.



Robert N. Waxman

cc: Files

 Mayor Staci Albritton-Mitchell

 Date

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