

STATE OF LOUISIANA  
CITY OF WEST MONROE

ORDINANCE NO. \_\_\_\_\_

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

AN ORDINANCE TO AUTHORIZE THE MAYOR OF THE CITY OF WEST MONROE, LOUISIANA, TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH NEEL-SCHAFFER, INC, FOR CERTAIN CONSULTING SERVICES IN CONNECTION WITH THE PROJECT KNOWN AS “DOWNING PINES ROAD: ROUNDABOUT AT MANE STREET”; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe desires to undertake a transportation improvement project identified as “Downing Pines Road: Roundabout at Mane Street”; and

WHEREAS, the project involves the evaluation, planning, and design of a proposed roundabout at the intersection of Downing Pines Road, Mane Street, and Short Constitution Drive; and

WHEREAS, the City has determined that it is necessary to retain a qualified engineering firm to provide professional services related to said project; and

WHEREAS, Neel-Schaffer, Inc. is qualified and experienced in providing such services and has been selected to perform engineering and related consulting services for the project; and

WHEREAS, the Mayor and Board of Aldermen find that entering into such a contract is in the best interest of the City;

NOW, THEREFORE,

SECTION 1. BE IT ORDAINED by the Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute on behalf of the City of West Monroe, Louisiana, an “Entity Contract for Consulting Services” with Neel-Schaffer, Inc. for consulting services on the project known as “Downing Pines Road: Roundabout at Mane Street,” a copy of which contract is attached hereto as Exhibit “A.”

SECTION 2. BE IT FURTHER ORDAINED by the Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to take any and all actions and to execute any and all further documents she deems either necessary or proper

to negotiate, prepare, execute, and carry out the activities arising out of the agreement described above according to its terms and intent, including but not limited to such negotiations and modifications as she determines appropriate regarding the terms and conditions of the agreement, the nature of the services performed, and the manner of calculation of compensation for those services.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in special and legal session convened, voted on by yea or nay vote, this 4th day of May, 2026, the final vote being as follows:

YEA: \_\_\_\_\_

NAY: \_\_\_\_\_

NOT VOTING: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED THIS 4TH DAY OF  
MAY, 2026

\_\_\_\_\_  
ANDREA PATE, CITY CLERK  
CITY OF WEST MONROE  
STATE OF LOUISIANA

\_\_\_\_\_  
STACI ALBRITTON MITCHELL, MAYOR  
CITY OF WEST MONROE  
STATE OF LOUISIANA