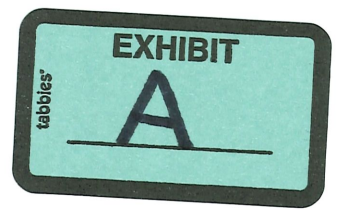




Arthur J. Gallagher & Company



April 24, 2023

Mr. Matthew Wilson
Finance Director
City of West Monroe
2305 N. 7th Street
West Monroe, LA 71291

Re: Loss Control Services Fee Agreement

Dear Mr. Wilson:

This letter will serve as an agreement that Cade LeBlanc Loss Control Consultant with Arthur J. Gallagher & Company will provide the City of West Monroe with loss control services. My goal is to continue to help you reduce your exposure to losses through loss prevention while targeting employee, vehicle and general liability work areas.

Loss Control Services:

Please Refer to the attached Service Schedule completed in January 2023 with input from various department heads. This service schedule includes monthly – date of visit, topics to be covered along with various departments to be visited. This schedule will take us through the end of 2023 at which time we will meet once again to develop a new service plan. Following each Loss Control Service visit, I will provide a written confirmation of visit letter. This will include service activities completed, any action items identified, etc.

Fee for Service:

This loss control service agreement is for twelve months beginning 5/1/2023 through 4/30/2024. The fee for service is \$16,500 and includes all time for travel, office & research, on site training, site assessments, etc.

Conditions Regarding Service:

Service performed by Arthur J. Gallagher & Company is related solely to current and potential loss exposures. The service is neither intended to nor does it imply, guarantee or warrant in any way that the City of West Monroe is in compliance with any federal, state or local codes, laws or regulations governing property or operation. Furthermore, the service performed by Arthur J. Gallagher & Company does not and is not intended to imply, guarantee, assure or warrant in any way that compliance with recommendations made by Arthur J. Gallagher will eliminate all current and potential losses identified by the service.

Should you have any questions regarding this Fee Agreement please contact me at 225-938-7555

Sincerely,

Cade LeBlanc

Cade LeBlanc
Loss Control Consultant
Arthur J. Gallagher & Company

City of West Monroe
By: _____
Date: _____

CC: Mr. Kevin Woods, Arthur J Gallagher & Company

Schedule of 2023 Loss Control Services

Jan. 26 th	Topics: <ul style="list-style-type: none"> Traffic Work-zone Safety focus on Flagging Back Injury Prevention & The New Commer 	<i>Depts./Groups/Times</i> P.W. 7:30 – 8:30 Parks/Rec/IKE/Conv: 12:00 – 1:00
Feb. 23 rd	Topics: <ul style="list-style-type: none"> Trailer Towing, hauling, Load Securement, Blind Spots Trailer Towing & Hauling & R.O.W. Mowing 	P.W. 7:30-8:30 Parks/Rec - 12:00 – 1:00
March 16 th	Topics: <ul style="list-style-type: none"> Workplace Violence/Active Shooter 	All Depts. – John Adam Presenting Times: TBD – Include Transit at 4:30
April 20 th	Topics: <ul style="list-style-type: none"> Slip/Trips/Falls – all work groups, Chain-saw safety & Distracted Driving Safety Principals for Grounds Maint. Workers & Back Injury Prevention 	P.W.: 7:30 – 8:30 Parks/Rec/IKE & Conv.: 12:00 – 1:00
May 18 th	Topics: <ul style="list-style-type: none"> Heat Stress Prevention Heat Stress Prevention Heat Stress Prevention 	P.W.: 7:30 - 8:30 IKE: 9:00 – 10:00 Parks/Rec: 12:00 – 1:00
June 15 th	Topics: <ul style="list-style-type: none"> BBP/First Aid Forklift Training 	Senior Center: 9:00 – 10:00 P.W. – specific groups, IKE & Convention Center – 8:00 – 8:45
July 20 th	Topics: <ul style="list-style-type: none"> Housekeeping in the Workplace, Distracted Driving, Safety Awareness – Behavior Safety 	Parks/Rec.: 12:00 – 1:00
August 24 th	Topics: <ul style="list-style-type: none"> Heat Stress Re-fresher / Distracted Driving & Safety Awareness – Working around overhead power lines Office Safety Slip Trip & Falls 	P. W. 7:30 – 8:30 City Hall: 9:00-10:00 Senior Center: 1:00 – 2:00
Sept. 21 st	Topics: <ul style="list-style-type: none"> PPE and Slip Trip Falls Hazard Communication – Chemicals in the workplace, Blood-borne Pathogens 	IKE: 9:30 – 10:30 Parks/Rec.: 12:00 – 1:00
Oct. 12 th	Topic: <ul style="list-style-type: none"> Confined Space Entry & Trenching/Excavation Safety AED/First Aid Training by Fire Dept. 	P.W. 7:30 – 8:30 City Hall – available to all Depts.
Nov 16 th	Planning Session: Meet and begin working on safety topics / depts. etc., for next year	Input from various Management Staff
December	Review of 2023 year. Change/modify topics groups in order to improve overall results	

- Continue providing Monthly Public Sector Safety Talks for distribution.
- Where we can insert additional safety topics and work areas during the year.