



INTEROFFICE MEMO

TO: Alicia Watts
Elizabeth Sconzert

FROM: Alia Casborné

DATE: November 10, 2025

SUBJECT: Special Events Application Recommendations

Please find below the Special Events Applications received and recommended for Council approval by the Special Events Committee.

Mande Milkshakers

Applicant: Tina Rhinehart

Merry Mande Tea

Date/Time: Sunday, December 7, 2025 – 1:00 PM

Rain Date: N/A

Location: Mandeville Trailhead Rental

Approval Requests:

- *Approval to apply for ATC Permit*

Contingencies:

- *Certificate of Insurance*
- *ATC Permit*

Mande Kings Day Parade & Festival

Date/Time: Saturday, January 10, 2026 (Parade 2:00 PM, Festival 3:00 PM)

Rain Date: N/A

Location: Lakefront to Trailhead (See Parade Route)

Approval Requests:

- *Parade Route Approval*
- *Approval to apply for ATC Permit*

Contingencies:

- *Certificate of Insurance*
- *Parade Route Approval*
- *ATC Permit*
- *Coordination with MPD*
- *Coordination with Public Works*

Old Mandeville Business Association

Applicant: Charles Guinchard

Sips of the Season

Date/Time: Friday, December 05, 2025 – 5:00 PM - 9:00 PM

Rain Date: TBD

Location: Girod Street (See Attached Map)

Approval Requests:

- *Map Approval*
- *Approval to apply for ATC Permit*
- *Approval to leave port-o-lets in place for Christmas Past (December 13)*

Contingencies:

- *Certificate of Insurance*
- *Coordination with MPD*
- *Coordination with Public Work*
- *Alternate Rain Date*

Old Mandeville Business Association

Applicant: Karrie Mattia

Christmas Past Festival

Date/Time: Saturday, December 13, 2025 – 10:00 AM - 4:00 PM

Rain Date: Sunday, December 14, 2025 – 10:00 AM - 4:00 PM

Location: Girod Street (See Attached Map)

Approval Requests:

- *Map Approval*

Contingencies:

- *Certificate of Insurance*
- *Coordination with MPD*
- *Coordination with Public Work*

Junior League of Greater Covington

Applicant: Bernie Taylor

Carnival Couture

Date/Time: Friday, January 16, 2026 – 11:00 AM - 2:00 PM

Rain Date: N/A

Location: Fleur De Lis Center (Private Event)

Approval Requests:

- *Approval to apply for ATC Permit*

Contingencies:

- *ATC Permit*

Attachments

MERRY MANDE TEA



Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Mande Milkshakers
Name of Authorized Representative Tina Rhinehart Non-Profit/Tax-Exempt # 82-1035168
Mailing Address 700 Carondelet St
City Mandeville State La Zip 70448
Applicant Phone # _____ Alt. Phone # _____
E-Mail Mandemilkshakers@gmail.com Application Fee Paid? X YES NO

Name of Event: Merry Mande Tea
Date(s) of Event: Day Sunday Date 12/ 07 / 25 Time 1pm- Rain Dates(s) None
Event Location: Mandeville Trailhead

Type of Event: ☐ New ☐ Recurring
☒ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Merry Mande Tea Estimated Attendance 200

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	☒ Yes	☐ No
2	Is the event open to the public?	☒ Yes	☐ No
3	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	☒ Yes	☐ No
4	Will you require barricades for the event?	☒ Yes	☐ No
5	Are you requesting that Police be present during the event?	☒ Yes	☐ No
6	If you answered YES, to number 5, how many officers are you requesting		
7	If you are requesting Police, will they need to direct traffic?	☒ Yes	☒ No
8	Will alcohol be consumed, distributed, or sold at this event?	☒ Yes	☐ No
9	Will food be distributed, prepared or sold at this event?	☒ Yes	☐ No
10	Will there be canopies or tents?	☒ Yes	☐ No
11	Will there be vendor booths? Merchandise or product sales?	☒ Yes	☐ No
12	Are you planning to have inflatable attractions, games or rides?	☐ Yes	☒ No
13	Will there be bleachers, stages, fencing or other structures?	☐ Yes	☒ No



14	Do you plan to provide portable toilets? * See Guidelines*	☐ Yes	☒ No
15	Will there be security staff?	☒ Yes	☐ No
16	Are you planning to have amplified sound?	☒ Yes	☐ No
17	Will you need access to power or water? (please circle)	☒ Yes	☐ No
18	Will there be any signs, banners, decorations, or special lighting?	☒ Yes	☐ No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan **MUST** be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

.....

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions, and with applicable laws and ordinances. The event organizer or other authorized representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: _____

Printed Name: Tina Rhinehart _____

Organization Represented: Mande Milkshakers _____

Office Held Captain _____ Date 10/29/25 _____

Please email completed application to acasborne@cityofmandeville.com.

Thoroughly read the information outlined in the Special Events Guidelines and throughout this Application.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

☒ Fee received Date _____

Certificate of Insurance? YES ☒ NO _____

to be updated

DEPARTMENTAL EXPENSES

INITIALS

Police Department _____ *P*

_____ *P*

Fire District #4 _____

Public Works _____

TOTAL COSTS _____

Recommendation of Special Events Committee:

*Mande Mikesha will handle cleanup at the
Trailhead*

Approved:

L.C. Left Madden

Mayor Clay Madden

11-7-25

Date

City Council Approval

Alcohol Permit:

_____ Yes _____ No

Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

_____ Yes _____ No

Date Approved: _____

MANDEVILLE TRAILHEAD RENTAL GUIDELINES

- All persons or groups wishing to rent the Mandeville Trailhead Amphitheater for an event are required to enter into a rental/use agreement with the City of Mandeville. The agreement must be signed by the renter or renter's representative.
- The fee for weekend rentals (Friday night, Saturday or Sunday) is \$600.00, which includes a \$150.00 deposit to reserve a date. If two adjacent dates are rented (e.g. Friday night & Saturday or Saturday and Sunday) only one deposit is collected for the two dates). At the close of the event(s) if there are no damages, clean-up is satisfactory, and the Trailhead is left in its pre-rental condition, the deposit will be returned.

Refundable Facility Deposit: \$150 Non-Profit 501 (c) (3): 25% Discount	Monday – Thursday 8:00 a.m. – 4:30 p.m.	Friday - Sunday After 4:30 p.m.
4 Hours (Includes setup and takedown)	\$400/\$300 (NP)	\$600/ \$450(NP)
8 Hours (Includes setup and takedown)	\$900/\$675 (NP)	\$1,000/\$750 (NP)
With Museum	+\$100/\$75 (NP)	+\$200/%150 (NP)
Street Closure (Block) w/Approval	\$300/\$225 (NP)	\$300/\$275 (NP)

- **Non-Profit deposit \$100.** Non-profit status includes organizations, groups, or individuals that are certified through the Secretary of State's Office registered as a charity, non-profit, or tax-exempt as certified by the IRS and/or the Louisiana Secretary of. A copy of the letter verifying such status is required.
- **Payment in full is due no later than 2 weeks prior to the rental date. Failure to meet this requirement may result in forfeiture of any payments that have been made toward the rental.**
- The rental period provided for a rental includes set-up and/or decorating prior to the event, and clean-up following the event. All clean-up and restoration activities are to be completed by the end of the specified rental period.
- The City of Mandeville requires that a police security officer be on premises for a 4-hour period at any rental when alcoholic beverages are served. The cost for the **police detail is \$50.00 per hour for a total of \$200.00.** The Mandeville Police Department determines total amount of presence for even (Police Addendum included in application packet). The renter makes arrangements to pay the Mandeville Police Department directly for the detail.
- No individual bottled beverages (beer or soda) are allowed on the premises, including the parking lot area. Canned or keg beer, or sodas in cans or plastic bottles are acceptable. Liquor or wine bottles are acceptable since these drinks will be poured and served in cups.
- The sale of alcoholic beverages is strictly prohibited unless a liquor permit has been obtained from the City of Mandeville and State of Louisiana (ATC).
- The Renter is solely responsible for cleaning the facility following their event. The Trailhead is to be left in the same order as it was prior to the rental event. Renters are to provide a supply of extra-large garbage bags/boxes for use during clean-up.
- Renters are responsible for removing any litter (plates, cups, napkins, cans, etc.) that their guests might leave on the grounds, parking lot areas, sidewalks, etc. The deposit may be forfeited if the interior and/or exterior of the Trailhead are not cleaned to the satisfaction of the on-duty staff person.
- **Renters are obligated to abide by the provisions of the signed rental agreement and these Rental Guidelines.**

MANDEVILLE TRAILHEAD STANDARD RENTAL AGREEMENT

This document, entered into this 3rd day of November, 2025, constitutes an Agreement between the City of Mandeville, hereinafter referred to as City, and Mande Milkshakers, hereinafter referred to as Renter or by Renters Authorized Representative, Tina Rhinehart, For use of the Mandeville Trailhead located at 675 Lafitte Street, Mandeville, LA, for the specified event on the specified date and time, as indicated below.

The Renter's contact information is: Address: 700 Carondelet St; City: Mandeville
State: La Zip 70448 Phone or Cell Number: 985-705-3375; Email: mandemilkshakers@gmail.com.
Event: Merry mande Holiday Tea Date: December 7, 2025 Time: 1pm AM | PM to 6pm AM | PM

The Trailhead is to be notified at least 3 days prior to the rental date if cancellation becomes necessary. Failure to meet the 3-day cancellation requirement may result in forfeiture of all payments that have been made toward the rental. To cancel, please call the (985) 624-3147 during normal working hours (8:30 am – 4:30 pm).

The deposit reserves your date and serves as the damage/cleaning deposit. If there are no damages and the clean-up is satisfactory, the deposit will be refunded to the renter by check. Payment in-full is due no later than 2-weeks prior to the rental date. Failure to comply is subject to forfeiture of the deposit. Make checks or money orders payable to the "City of Mandeville".

PAYMENT RECORD:

Payment Date	Amount Paid	Indicate Cash or Check No.	Receipt #	Balance Due	Payment Deadline
					11/24/25

NOTE: A \$25.00 FEE WILL BE CHARGED FOR ALL CHECKS RETURNED FOR INSUFFICIENT FUNDS.

The "Rental Guidelines" are included as part of this Rental Agreement. The Rental Guidelines provide details of the regulations and procedures for renting the Mandeville Trailhead. Renters are encouraged to thoroughly read these guidelines.

The Renter's signature below signifies that the Renter agrees to comply with the terms of this Agreement and to abide by the Rental Guidelines as set forth.

SIGNED: 
Renter or Authorized Representative


Authorized Agent for City of Mandeville



MANDEVILLE POLICE DEPARTMENT

Special Event Addendum

Special Events requiring a Police presence are either paid by the Event at a detail rate, or in rare instances, are paid by the City after approval by the Mayor and/or Council. In order to facilitate your Special Event application, please answer the following questions:

1. Beginning and end time of event: 1pm-6pm

2. Location of event: Mandeville Trailhead

3. Will the event take place on a public roadway? **YES** NO

4. Are you requesting public streets be blocked off? YES **NO**

5. Are you requesting that Police be present during the event? YES **NO**

6. Are you paying for a Police detail? YES **NO**

7. If you answered yes to number 6, how many officers? _____

8. Name and contact number of Event official?

Tina Rhinehart 985-705-3375

9. Will alcoholic beverages be present? **YES** NO

10. Expected number of people at event? 200

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LIFE OF THE PEOPLE OF THE

- Signature of Applicant: Shamir Khan Title: Captain
Signature of Approver: _____

MANDE KINGS DAY PARADE

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Mande Milkshakers
Name of Authorized Representative Tina Rhinehart Non-Profit/Tax-Exempt # 82-1035168
Mailing Address 700 Carondelet St
City Mandeville State La Zip 70448
Applicant Phone # _____ Alt. Phone # _____
E-Mail Mandemilkshakers@gmail.com Application Fee Paid? X YES NO

Name of Event: Mande Kings Day
Date(s) of Event: Day Saturday Date 1 / 10 / 26 Time 2-6 pm Rain Dates(s) None
Event Location: Mandeville Trailhead

Type of Event: ☐ New ☐ Recurring
☐ Fundraiser ☐ Concert ☐ Race/Run/Walk ☒ Parade ☐ Wedding
☒ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Put Your Best Foot Forward Shoe Drive Estimated Attendance 200

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	☒ Yes	☐ No
2	Is the event open to the public?	☒ Yes	☐ No
3	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	☒ Yes	☐ No
4	Will you require barricades for the event?	☒ Yes	☐ No
5	Are you requesting that Police be present during the event?	☒ Yes	☐ No
6	If you answered YES, to number 5, how many officers are you requesting		
7	If you are requesting Police, will they need to direct traffic?	☒ Yes	☐ No
8	Will alcohol be consumed, distributed, or sold at this event?	☒ Yes	☐ No
9	Will food be distributed, prepared or sold at this event?	☒ Yes	☐ No
10	Will there be canopies or tents?	☒ Yes	☐ No
11	Will there be vendor booths? Merchandise or product sales?	☒ Yes	☐ No
12	Are you planning to have inflatable attractions, games or rides?	☐ Yes	☒ No
13	Will there be bleachers, stages, fencing or other structures?	☐ Yes	☒ No



14	Do you plan to provide portable toilets? * See Guidelines*	☐ Yes	☒ No
15	Will there be security staff?	☒ Yes	☐ No
16	Are you planning to have amplified sound?	☒ Yes	☐ No
17	Will you need access to power or water? (please circle)	☒ Yes	☐ No
18	Will there be any signs, banners, decorations, or special lighting?	☒ Yes	☐ No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

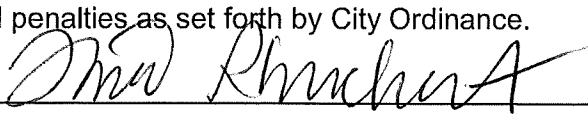
The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

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The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: 

Tina Rhinehart

Printed Name: _____

Organization Represented: Mande Milkshakers

Office Held Captain Date 04/24/25

Please email completed application to acasborne@cityofmandeville.com.

Thoroughly read the information outlined in the Special Events Guidelines and throughout this Application.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

☒ Fee received Date _____

Certificate of Insurance? YES ☒ NO _____ *to be updated*

	DEPARTMENTAL EXPENSES	INITIALS
Police Department	<u>\$3250</u>	<u>KM</u>
Fire District #4	_____	_____
Public Works	_____	_____
TOTAL COSTS	_____	

Recommendation of Special Events Committee:

Harbor to Girard to Trailhead

12 Police Officers

Mande Milkshakers will handle cleanup at the Trailhead

Approved:

L. Clay Madden
Mayor Clay Madden

11-7-25
Date

City Council Approval

Alcohol Permit:

_____ Yes _____ No Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

_____ Yes _____ No Date Approved: _____



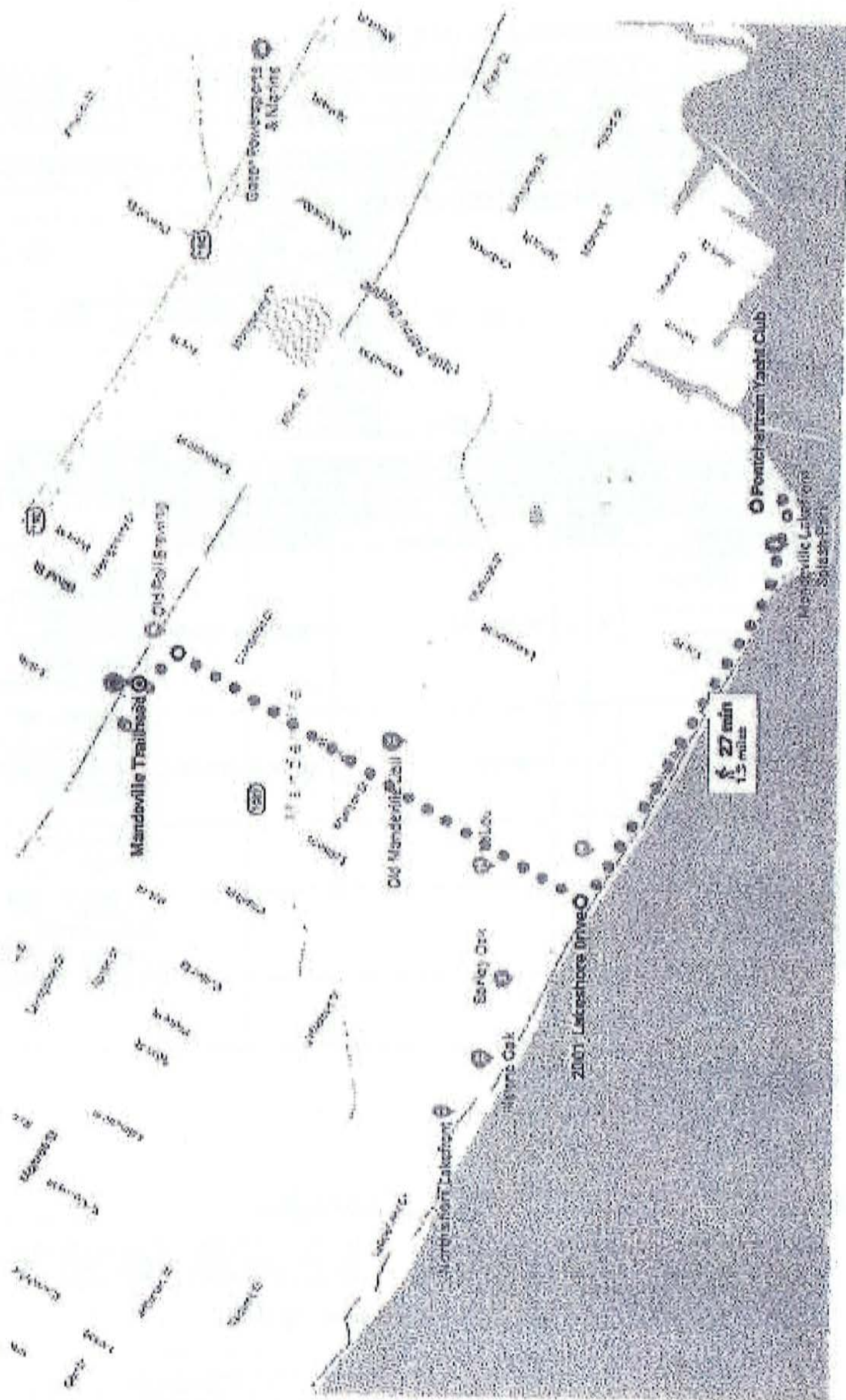
MANDEVILLE POLICE DEPARTMENT

Special Event Addendum

Special Events requiring a Police presence are either paid by the Event at a detail rate, or in rare instances, are paid by the City after approval by the Mayor and/or Council. In order to facilitate your Special Event application, please answer the following questions:

1. Beginning and end time of event: _____
2. Location of event: Lakefront & Shorehead
3. Will the event take place on a public roadway? ☒ YES ☐ NO
4. Are you requesting public streets be blocked off? ☒ YES ☐ NO
5. Are you requesting that Police be present during the event? ☒ YES ☐ NO
6. Are you paying for a Police detail? ☒ YES ☐ NO
7. If you answered yes to number 6, how many officers? 12
8. Name and contact number of Event official?
Tina Rhinehart - 985-705-3375
9. Will alcoholic beverages be present? ☒ YES ☐ NO
10. Expected number of people at event? ~ 300

Manda Nibshakers Parade Route
 Kings Day 11/11/25
 3pm



SIPS OF THE SEASON

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madder

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Old Mandeville Business Association
Name of Auth Charles Guinchard Non-Profit/Tax-Exempt # 03-0396441
Mailing Address 635 Carroll Street
City Mandeville State LA Zip 70448
Applic 504-666-5347 Alt. Phone # _____
E-Mail _____ Application Fee Paid? ☒ YES ☐ NO

Name of Event: Sips of The Season
Date(s) of Event: Day Friday Date 12/05/25 Time 5-9pm Rain Dates(s) TBD
Event Location: Girod Street Mandeville LA
Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Recurring Christmas Festival Estimated Attendance 1-2000

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	☒ Yes	☐ No
2	Is the event open to the public?	☒ Yes	☐ No
3	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	☒ Yes	☐ No
4	Will you require barricades for the event?	☒ Yes	☐ No
5	Are you requesting that Police be present during the event?	☒ Yes	☐ No
6	If you answered YES, to number 5, how many officers are you requesting	TBD	<u>6</u>
7	If you are requesting Police, will they need to direct traffic?	☒ Yes	☐ No
8	Will alcohol be consumed, distributed, or sold at this event?	☒ Yes	☐ No
9	Will food be distributed, prepared or sold at this event?	☒ Yes	☐ No
10	Will there be canopies or tents?	☒ Yes	☐ No
11	Will there be vendor booths? Merchandise or product sales?	☒ Yes	☐ No
12	Are you planning to have inflatable attractions, games or rides?	☐ Yes	☒ No
13	Will there be bleachers, stages, fencing or other structures?	☐ Yes	☒ No



14	Do you plan to provide portable toilets? * See Guidelines*	☒ Yes	☐ No
15	Will there be security staff?	☒ Yes	☐ No
16	Are you planning to have amplified sound?	☐ Yes	☒ No
17	Will you need access to power or water? (please circle)	☒ Yes	☐ No
18	Will there be any signs, banners, decorations, or special lighting?	☒ Yes	☐ No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan **MUST** be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

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The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: Shane Mutter

Printed Name: Shane Mutter

Organization Represented: Old Mandeville Business Association

Office Held President Date 3/21/24

Please email completed application to acasborne@cityofmandeville.com.

Thoroughly read the information outlined in the Special Events Guidelines

City of Mandeville
3090 E. Causeway Approach
Mandeville, LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

☒ Fee received Date _____

Certificate of Insurance? YES ☒ NO _____

to be updated

DEPARTMENTAL EXPENSES

INITIALS

Police Department

\$2730

KM

Fire District #4

Public Works

TOTAL COSTS

Recommendation of Special Events Committee:

MPD - rate TBD OMBA to put out signs
MPD to put out barricades
Public Works require dumpster in parking lot for
cleanup

up on police officers @ \$65/hour (4:00-10:00)

Approved: _____

Mayor Clay Madden

11-7-25
Date

City Council Approval

Alcohol Permit:

____ Yes ____ No

Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

____ Yes ____ No

Date Approved: _____



MANDEVILLE POLICE DEPARTMENT

Special Event Addendum

Special Events requiring a Police presence are either paid by the Event at a detail rate, or in rare instances, are paid by the City after approval by the Mayor and/or Council. In order to facilitate your Special Event application, please answer the following questions:

1. Beginning and end time of event: 5:00p - 10:00.

2. Location of event: Grid Street (See map)

3. Will the event take place on a public roadway? ☒ YES ☐ NO

4. Are you requesting public streets be blocked off? ☒ YES ☐ NO

5. Are you requesting that Police be present during the event? ☒ YES ☐ NO

6. Are you paying for a Police detail? ☒ YES ☐ NO

7. If you answered yes to number 6, how many officers? 6

8. Name and contact number of Event official?

Charles Guinchard (504) 666-5347

9. Will alcoholic beverages be present? ☒ YES ☐ NO

10. Expected number of people at event? ± 2000

City of Mandeville
101 East Causeway Approach
Mandeville, Louisiana 70448
MS 424-3747 MS 424-7149 P...

**"SPECIAL EVENTS (3-1A)"
LIQUOR LICENSE APPLICATION**

1. License license to be issued to: Old Mandeville Business Association
2. Legal entity: Incubating, Partners, or Corporation
3. Apply for: Class "A" ☒ Class "B" ☐ High Content ☐ Low Content ☐ Restaurant ☐
4. Business location address: 522 Grand St
City () State () Zip ()
5. Mailing address: 522 Grand St
City () State () Zip ()
6. Contact Person: Carol
Phone Number () E-Mail Address: carol@mandevillela.gov
Fax Number () Web Address:
7. Type of organization:
☐ Individual ☐ Partnership ☐ Corporation ☒ Non-Profit ☐ LLP ☐ LLC ☐ Other
(If so, attach certificate of incorporation)
8. If a Corporation, LLC, LLP, or Partnership, supply name, title, racial identity if, home address and telephone of all officers, directors, managers, partners, agents or other representative.
The list of names shall be filed with a notarized Schedule "A".
9. Is this application by a new owner to take over an existing business that has been selling liquor regularly and continuously to the present time? NO If yes, list:
Name Business Address City State Zip License Number
Name Business Address City State Zip License Number
Name Business Address City State Zip License Number
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?
NO If yes: Name Location
11. Has applicant applied for state liquor license? NO
12. Has the applicant ever been denied a state or local liquor license? NO
13. Is premises located in an area where the sale of liquor is prohibited by local or state laws? NO
14. Is applicant the owner of the premises to be licensed? YES If not, then applicant holds bona fide written lease? YES (Supply copy of lease with application)
15. If premises leased, give name and address of lessor: City of Mandeville
16. Describe the part of the building to be occupied by business: Entire
17. Open date for this location:

An original approved Sales Tax Clearance Certificate must be attached to the application, requested from the St. Tammany Parish Sales Tax Department (form attached).

I affirm that the information given on this application is true and correct.

Signature of Applicant

Sarah Edley

Title:

Event Coordinator

Signature of Preparer

Date

SIPS OF THE SEASON

PRESENTED BY NORTHSORE MEDIA GROUP



WOODROW ST	Wristband Station	WOODROW ST
Born Again Designs by Bridgette Jones Airsmiths Cooling and Heating Biedenkoph Insurance Services Geaux Mobile Bar		Spoke + Barrel Creole Tomateaux The Ritual Co. Spa + Salon Das Schulerhaus Gift Gallery and Christmas Boutique
LIVINGSTON ST		LIVINGSTON ST
Cafetomas Wild Osprey Paula Pounds (Mug Signing) Mandeville Art Guild Old Sinker Cypress Shop Rusty Pelican		Ryan Miller Art Belen's Art Studio Dirt Weaver Designs Geaux Title
MONROE ST		MONROE ST
OMBA Registration Tent Tandem Coffee and Cocktails Chuck's on the Avenue Dat Flya		Fidelity Bank OnPath Federal Credit Union Imagine Signs and Graphics, LLC
MADISON AVE		MADISON AVE
Southern Belle Mobile Bar Singer Kitchens beon IV and Wellness Cameo Boutique		The Good Stuffed Food Truck Pontchartrain Yacht Club Pure Barre Mandeville
JEFFERSON ST		JEFFERSON ST
Sweet Olive Market Newfield Realty Group Four Seasons Pressure Washing		Royally Roasted Nuts Wayne Songy and Associates Mandeville Center for Dental Excellence
CLAIBORNE AVE		CLAIBORNE AVE
Northshore Rehabilitation Hospital Bam's Posh Market Place Cross Country Mortgage		Tallulah's Vintage Market Realty ONE Group VetNaturally McChin's Pizzeria
LAKE SHORE DR	Wristband Station	LAKE SHORE DR

MAP KEY:

- Food
- Wristband Station



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

COVERED

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY. BELOW, THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy. Certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robert L Aubert Company Inc P.O. Box 1360 Covington LA 70434		CONTACT NAME: Alicia Elio PHONE (Alt, Ms, Etc): (985) 892-3101 E-MAIL ADDRESS: alicio@aubertins.com FAX (Alt, Ms): (985) 892-3833	
INSURED Old Mandeville Business Association PO Box 51 Mandeville LA 70470		INSURER(S) AFFORDING COVERAGE INSURER A: Nova Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 24-25**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED, OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PRIOR CLAIMS.

INSURER	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF DATE (MM/DD/YYYY)	POLICY EXP DATE (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAMS-MADE ☒ OCCUR GENERAL AGGREGATE LIMIT APPLIES PER ☒ POLICY ☐ PROTECT ☐ LOC ☐ OTHER	Y	CF1-ML-1D000885-05	06/01/2024	05/31/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 1,000,000 MED EXP (Any one person) \$ 100,000 PERSONAL & ADV INJURY \$ 5,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMPROMISE \$ 2,000,000 OTHER \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (EA OCCURRENCE) \$ BODILY INJURY (PER PERSON) \$ BODILY INJURY (PER PERSON) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ OTHER \$
	UMBRELLA LIABILITY ☐ EXCESS LIABILITY ☐ CLAIMS-MADE ☐ COED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Black box in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A				PER STATUS ☐ OTHER ☐ EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS, LOGANVILLE, GEORGIA (ACORD 101, Add'l Handl Remarks, Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE*Alicia Elio*



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/19/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or no endorsement **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement in this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robert L Aubert Company Inc P.O. Box 1360 Covington LA 70434	CONTACT NAME: Alicia Eise PHONE (US, No. Ext): (855) 882-3101 FAX (US, No.): (855) 882-3033 EMAIL: alicia@aubertins.com
INSURED Old Mandeville Business Association PO Box 51 Mandeville LA 70470	INSURER(S) AFFORDING COVERAGE INSURER A: Nova Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 25-24**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CLASS	TYPE OF INSURANCE	RURAL (RURR) (000) (000)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	UNITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR	Y	CF1-ML-16000885-08	08/01/2023	08/01/2024	EACH OCCURRENCE \$ 1,000,000
	GENERAL AGGREGATE UNIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOG OTHER:					DAMAGE TO RENTED PREMISES (Exclusion) \$ 100,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					MED EXP (Any one person) \$ 6,000
	UMBRELLA LMB ☐ EXCESS LMB ☐ DED ☐ RETENTION \$					PERSONAL AND FAMILY \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	VIR ☐ N/A				GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMM/PAGO \$ 2,000,000
						Liquor Liability \$ 1,000,000
						COMBINED SINGLE LIMIT (Exclusion) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
						EACH OCCURRENCE \$
						AGGREGATE \$
						\$
						PER STATUTE ☐ OTHER ☐
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (REQUIRED, additional copies of this may be attached) THIS APPLIES TO ALL

CERTIFICATE HOLDER**CANCELLATION**

City of Mandeville 3801 East Causeway Approach Mandeville LA 70448	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Alicia Eise</i>
--	---

CHRISTMAS PAST

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Old Mandeville Business Association
Name of Authorized Representative Karnie Mattia Non-Profit/Tax-Exempt # _____
Mailing Address 11229 S. Choctaw Rd.
City Bogalusa State LA Zip 70427
Applicant Phone # 985-237-3655 Alt. Phone # _____
E-Mail karniemattia@aol.com Application Fee Paid? _____ YES _____ NO

Name of Event: Christmas Past Festival
Date(s) of Event: Day Saturday Date 12/13/25 Time 10am-4pm Rain Date(s) Sunday
Event Location: Girod St. Starting at Woodrow ending at Claiborne.
(just past) keep woodrow open.
Type of Event: ☐ New ☒ Recurring
☐ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☒ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Shop Local, Childrens events Estimated Attendance 500

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	☐ Yes	☒ No
2	Is the event open to the public?	☒ Yes	☐ No
3	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	☒ Yes	☐ No
4	Will you require barricades for the event?	☒ Yes	☐ No
5	Are you requesting that Police be present during the event?	☒ Yes	☐ No
6	If you answered YES, to number 5, how many officers are you requesting	<u>6</u>	
7	If you are requesting Police, will they need to direct traffic?	☒ Yes	☐ No
8	Will alcohol be consumed, distributed, or sold at this event?	☐ Yes	☒ No
9	Will food be distributed, prepared or sold at this event?	☒ Yes	☐ No
10	Will there be canopies or tents?	☒ Yes	☐ No
11	Will there be vendor booths? Merchandise or product sales?	☒ Yes	☐ No
12	Are you planning to have inflatable attractions, games or rides?	☒ Yes	☐ No
13	Will there be bleachers, stages, fencing or other structures?	☐ Yes	☒ No

City of Mandeville
675 Lafitte Street
Mandeville, LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

14	Do you plan to provide portable toilets? * See Guidelines*	☒ Yes	☐ No
15	Will there be security staff?	☒ Yes	☐ No
16	Are you planning to have amplified sound?	☒ Yes	☐ No
17	Will you need access to power or water? (please circle)	☒ Yes	☐ No
18	Will there be any signs, banners, decorations, or special lighting?	☒ Yes	☐ No

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

.....

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions, and with applicable laws and ordinances. The event organizer or other authorized representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: Karrie Mattia

Printed Name: Karrie Mattia

Organization Represented: Old Mandeville Business Association

Office Held Festival Committee Date _____

Please email completed application to acasborne@cityofmandeville.com.

Thoroughly read the information outlined in the Special Events Guidelines
and throughout this Application.



SPECIAL EVENTS DEPARTMENT USE ONLY

Any expenses required of the event organizer must be paid in advance at least 30 days prior to event date.

☒ Fee received Date 10/31/25

Certificate of Insurance? YES ☒ NO ☐ *to be updated*

	DEPARTMENTAL EXPENSES	INITIALS
Police Department	_____	_____
Fire District #4	_____	_____
Public Works	_____	_____
TOTAL COSTS	_____	

Recommendation of Special Events Committee:

*Requesting to keep port-o-lets in place from
sys of the season 12/6/25*

Approved:

Mayor Clay Madden

Date

City Council Approval

Alcohol Permit:

_____ Yes _____ No Date Approved: _____

Waiver of Lakefront Food & Drink Ordinance:

_____ Yes _____ No Date Approved: _____

Christmas Past Festival



CARNIVAL COUTURE

City of Mandeville
675 Lafitte Street Mandeville,
LA 70448



www.cityofmandeville.com
Telephone: (985) 624-3127 or 624-3147
Fax: (985) 624-3128

Mayor Clay Madden

SPECIAL EVENT PERMIT APPLICATION

Name of Organization or Group Junior League of Greater Covington, Inc
Name of Authorized Representative Bernie Taylor Non-Profit/Tax-Exempt # 72-0838764
Mailing Address 529 N. Columbia Street
City Covington State LA Zip 70433
Applicant Phone # 504-231-2066 Alt. Phone # _____
E-Mail president@jlgc.net Application Fee Paid? ☒ YES ☐ NO

Name of Event: Carnival Couture (3rd Annual)
Date(s) of Event: Day Friday Date 01 / 16 / 2026 Time 11am-2pm Rain Dates(s) N/A
Event Location: The Fleur De Lis Center, 1645 N Causeway Blvd, Mandeville, LA 70471

Type of Event: ☐ New ☐ Recurring
☒ Fundraiser ☐ Concert ☐ Race/Run/Walk ☐ Parade ☐ Wedding
☐ Festival, Carnival or Market ☐ Other: _____
Description/Purpose of Event Mardi Gras Fashion Show, proceeds benefit the mission of JLGc Estimated Attendance 200

EVENT DETAILS - Check all that apply:

1	Are patron admission, entry or participant fees charged?	☒ Yes	☐ No
2	Is the event open to the public? pre-sale tickets are public; no tickets will be sold at the door.	☒ Yes	☐ No
3	Are Street Closures Requested? If yes, please contact Mandeville Police Dept.	☐ Yes	☒ No
4	Will you require barricades for the event?	☐ Yes	☒ No
5	Are you requesting that Police be present during the event?	☐ Yes	☒ No
6	If you answered YES, to number 5, how many officers are you requesting	n/a	n/a
7	If you are requesting Police, will they need to direct traffic?	☐ Yes	☒ No
8	Will alcohol be consumed, distributed, or sold at this event?	☒ Yes	☐ No
9	Will food be distributed, prepared or sold at this event?	☒ Yes	☐ No
10	Will there be canopies or tents?	☐ Yes	☒ No
11	Will there be vendor booths? Merchandise or product sales?	☒ Yes	☐ No
12	Are you planning to have inflatable attractions, games or rides?	☐ Yes	☒ No
13	Will there be bleachers, stages, fencing or other structures?	☐ Yes	☒ No



14	Do you plan to provide portable toilets? * See Guidelines*	☐ Yes	☒ No
15	Will there be security staff?	☐ Yes	☒ No
16	Are you planning to have amplified sound?	☐ Yes	☒ No
17	Will you need access to power or water? (please circle)	☐ Yes	☒ No
18	Will there be any signs, banners, decorations, or special lighting?	☒ Yes	☒ No

All decor/signage/banners will be provided by JLGC for use inside FDL Center; special lighting will be what's provided by the venue hall.

1. If "Yes" is checked for any of the Event Detail questions, please refer to the Special Events Guidelines for instructions.
2. If police presence is required, contact Mandeville Police Department at (985) 626-9711 to reserve a Police Detail.
3. If alcohol is being served, please complete the City Liquor License Application and Appendix A to include with the application. The City permit is required to apply for the State permit.
4. A Site Plan MUST be included with the application illustrating a detailed layout of the event, showing the precise location of stages, tents, power, food vendors, alcohol sales, portable toilets, etc. Run/Walk events also require a detailed map indicating the route to be taken, where safety personnel will be stationed, and the location of temporary traffic control personnel (if applicable).

INSURANCE/INDEMNITY

The City of Mandeville requires a minimum \$1,000,000 liability insurance certificate with an insurer that is acceptable to the City of Mandeville, with an AA-@ or better rating, authorized to do business in the State of Louisiana, and naming the City of Mandeville as an additional insured. A copy of the Insurance Certificate is to be included as an attachment to this application. The Insurance Certificate must be submitted to the City Clerk no later than 30-days prior to the event in order for the Special Events Permit to be issued.

The Mayor of Mandeville has the right to revoke any permit application or permit. The applicant shall comply with all permit directions and conditions, and with applicable laws and ordinances. The event organizer or other authorized representative heading such activity shall carry the permit upon his person during the conduction of the event.

The undersigned applicant, by signature below, shall hold harmless the City of Mandeville, its officers, agents, and employees and shall indemnify and, if requested, defend the City, its officers, agents, and employees for any claim or injury to property or persons that may arise as a result of any activity which may arise from operations under or in connection with the permit.

The undersigned has read and submitted the completed application, including all required attachments and documentation. The applicant or applicant's representative has read the Special Events Guidelines and agrees to comply with the terms and conditions as defined therein. Failure to comply with these terms and conditions is subject to fines and penalties as set forth by City Ordinance.

Signed By: Bernie B Taylor

Printed Name: Bernie B Taylor

Organization Represented: Junior League of Greater Covington, Inc

Office Held President 2024-2026 Date 9-15-25

Please email completed application to acasborne@cityofmandeville.com.

Thoroughly read the information outlined in the Special Events Guidelines and throughout this Application.

Fleur de Lis Event Center
1645 N. Causeway Blvd,
Mandeville, La 70471
985-626-9118
Chad@fleurdeliseventcenter.com
mailto:fdleventcenter@gmail.com
Fleurdeliseventcenter.com

Contract

Last Revised on 5/30/2025 (2:51 pm)

Client/Organization	Event Date	Telephone	Fax	Event #
Junior League of Greater Covington	1/16/2026 (Fri)			E24847
Address		Booking Contact	Site Contact	Guests
		Demard, Kelly		175 (P/in)

Full balance is due 14 days before function. Failure to meet the payment schedule will result in the possible cancellation of your event at the discretion of the Fleur De Lis Event Center. All monies paid are NON-REFUNDABLE and NON-TRANSFERABLE and are required to maintain your intention to use Fleur De Lis Event Center for your event.

1. Said deposit acts to reserve the room and represents services rendered in execution of this contract. Parties acknowledge that under no circumstances is the deposit or any other payment refundable. Balance is due in full 14 days before event, payable by personal check, certified check, money order, cashier's check, or cash. Credit cards payments will be charged 3.75% service charge. Some pay pal payments can be taken without extra charge ask for details.

2. Overage's. For any persons over the agreed number listed above, there shall be imposed the charge of \$100 per guest, due immediately in cash. A maximum of 50 extra guests will be allowed to be added to the guest count on the day of the event with payment in cash due immediately. Fleur De Lis Event Center's number one goal is to serve your guests and when unplanned and unprepared for guest attends, it is not possible to provide the level of service we demand. This also becomes a negative reflection on Fleur De Lis Event Center. A credit card will also need to be placed on file one week prior to cover any overage's if for whatever reason cash on hand cannot. Engager or representative of engager will be notified during event if guest count is getting close to agreed guest count. Engager will need to provide payment for extra guest to be admitted. If for whatever reason more guests than the agreed upon amount enter before payment has been made or agreed upon the credit card will be charged for the overage's. If a credit card is not given or for whatever reason cannot be used for payment, the event will be ended early or immediately at the discretion of Fleur De Lis Event Center. Unless changes to the guest count are made 7 days prior to the date of the event, Fleur De Lis Event Center is not responsible for food, facility, or staff shortages due to an overabundance of the number of guest guaranteed.

3. Damages to building, property, building contents, or articles removed from Fleur De Lis Event Center by Engager, engager's guest or independent contractors hired by the engager will become the direct responsibility of the engager to replace and immediately pay for all damages, including damage done by children and teenagers. The Fleur De Lis Event Center is not responsible for personal property of engager, engager's guest or independent contractors that may be lost, stolen, or damaged during a private party.

4. If the contract cannot be fulfilled by Fleur De Lis Event Center due to any events beyond our control, such as, government shutdowns for any reason, a natural disaster/act of God, Power/service outages or an insurance covered event such as fire, etc., the function will be rescheduled, and all payments will be reapplied to another open date, determined by both parties. No refunds will be issued. If power/service outages occur during an event, the event will be ended and not rescheduled unless agreed upon by Fleur De Lis Event Center.

5. Fleur De Lis Event Center reserves the right to cancel any event and refund all monies paid due to any problems that arise in the coordination of the event, in which Fleur De Lis Event Center feels it will not be able to provide the level of service needed for said event. The determination to cancel shall be made in the sole discretion of Fleur De Lis Event Center.

6. No food or beverages may be removed from the premises except approved food provided by engager's vendor, due to Board of Health Regulations. This includes any "to go" boxes or boxing up of any food. Please note that all menus are subject to change. Menus given during tours or noted on the website are all subject to change.

7. The abuse of alcohol will not be tolerated under any circumstance at the Fleur De Lis Event Center. The supervisor or bartender bears

Page 1 of 4

5/30/2025-2:51:25 PM

1645 N. Causeway Blvd, Mandeville, LA 70471
Telephone: (985) 626-9118

E24847 - Junior League of Greater Covington

the right to deny liquor service to anyone. Other practices of alcohol abuse that will not be tolerated include, bringing in outside liquor without previous arrangements, ordering an overabundance of drinks in a single bar visit, ordering "shots," the filling of flasks, or "to go" drinks.

8. Settlements of all charges on all functions are due 14 working days prior to function, unless agreed upon before in writing. Failure to make complete payment will be cause for cancellation of function. Cancellation will be at discretion of The Fleur De Lis Event Center

9. Functions are subject to a seven-working day notification for any additions to the guest count, unless approved in writing by Fleur De Lis Event Center's Owner. Engager will be charged for that number of guests on the final contract unless the number is higher in which case engager will be charged for the number of counted guest and any additional fees explained in #2 above. Counts will be made by Fleur De Lis Event Center staff and reported to engager during the event. Engager is welcome to provide a person to count guests, if provided this person must be on site 30 minutes before event start and report to Bridal/Event coordinator. If for whatever reason counts are different or cannot be agreed upon a third party (i.e. vendor, detail officer, etc.) will be asked to mediate on the spot. A counter will be provided if available and instructions on where to stand and the process will be explained. All Non-Fleur De Lis Event Center staff will be part of guest count, this includes band members or any hired subcontractors that stay for the reception. The first seven children under the age of seven will not be counted as part of the guest count for ballrooms and first five children under the age of five for private restaurant.

10. Engager will be responsible for their guests and are required to inform their guests of proper attire.

11. Requested banquet space will be confirmed only when a deposit of \$1000 (or \$500 for private restaurant) is received. Payments of \$500 are due monthly for all private events unless otherwise agreed upon in writing and as a part of this contract. No monthly payments are required for non-private organizations (such as nonprofits, businesses, etc.) If for whatever reason two or more monthly payments are not made, without written approval of special payment arrangements from Fleur De Lis Event Center's Owner, this contract can be voided at the discretion of Fleur De Lis Event Center. Due to the high demand and limited amount of weekend event slots if for whatever reason a booked event is canceled by the engager and Fleur De Lis Event Center is not able to book another event engager will be responsible for 40% of total contracted amount. If Fleur De Lis Event Center can rebook the event time slot, deposit and payments will be credited to future event.

12. Outside Vendors. Any cost incurred due to damage to Fleur De Lis Event Center by outside labor, contracted by the engager is the responsibility of said engager. All outside vendors will have 60 minutes (one hour) before a function to set up and 30 minutes (one-half hour) after a function to pick-up. Fleur De Lis Event Center is not responsible for giving additional time to set-up unless previous arrangements are made with Fleur De Lis Event Center Management in writing. Fleur De Lis Event Center is not responsible for supplying special equipment to outside vendors unless previous arrangements have been made. NO OUTSIDE PHOTO BOOTHS OR DJs. (Outside DJs allowed for cultural events. only)

13. All hired subcontractors must coordinate their deliveries with Fleur De Lis Event Center.

14. If Fleur De Lis Event Center hires an attorney to protect the interest of Fleur De Lis Event Center under this contract, engager agrees to pay the reasonable fees of said attorney, and all court costs.

15. Fleur De Lis Event Center is not responsible for making the facility available before the allotted time agreed upon. Typically, the facility will be available 60 minutes (one hour) before an event for set-up, decorating, etc. All exceptions to this rule must be approved by Fleur De Lis Event Center Management in writing. Starting and ending times can only be adjusted in writing and must be noted on the contract. Due to limited event time-slots and other bookings, Fleur De Lis Event Center cannot adjust starting and ending times on the day of the event for any reason. If for whatever reason start times are not met the end time will not be pushed back unless approved by owner.

16. The Fleur De Lis Event Center reserves the right to control sound levels emitted by bands, orchestras, and outside DJs are not allowed with approval from owner and must be licensed and insured.

17. The use of Fleur De Lis Event Center's audio/visual equipment without prior arrangements is not allowed. This includes but not limited to speakers, stage lighting, projectors, projection screens, and microphones.

18. The price per guest is only given as an aid during the quoting process and varies depending on the size of the event. Price per guest is in no way to be considered as a set price per person.

E24847 - Junior League of Greater Covington

19 All listed service options below are included in total.

Venue						
Description	Type	Start	End	Food/Bar Open	Banquet Room	Setup Style
Reception Package	On Premise	11:00 am	2:00 pm	11:30 am	Pontchartrain Ballroom	

Food/Service Items

Food/Service Items

Pontchartrain Ballroom

Our Pontchartrain Ballroom is home to a breathtaking staircase that awaits guests as they enter the foyer. Guests may then proceed into our stupendous ballroom, adorned with French Quarter styled black columns, supporting the immense balcony above. The Pontchartrain Ballroom is structured with stucco walls, brick columns, gas lanterns, and of course, our famous star-lit ceiling. Due to the numerous ways this room may be arranged, it possesses the ability to accommodate events as small as 100 or as large as 500 guests or more. This room also has a vast New Orleans themed courtyard complete with brick walls, a sparkling pond embellished with a beautiful fountain. (the first 7 children, under the age of 7, are free)

DI (Optional cost to add \$650)

Non-Alcoholic Drink Package including Coffee

Coke products

Coffee

Tea

Custom Menu

Classic Caesar Salad

Crisp hearts of romaine lightly tossed in a creamy Caesar dressing, finished with herbed croutons and ribbons of Parmesan.

Cajun Jambalaya

Loaded with chicken and sausage this Louisiana Classic appeals to most guests. Due to the way we make our Jambalaya its very moist and packed with Cajun flavor.

Chicken Monica Pasta

Sautéed Chicken in a flavorful Cajun cream sauce, tossed with Bowtie pasta and finished with a green onions and mozzarella cheese.

Stage Setup & Breakdown (Optional cost to add \$300)

Silent Auction setup (\$200)

Cocktail Champagne Wall (\$100 due to engager providing the Champagne)
A Bubbly Experience: 30-Minute Cocktail Champagne Wall with White Glove Service

Donated drinks will be served by our staff.

4ft Charcuterie Table

Models will arrive at 9am and use our bridal suite to dress

5/30/2025 - 2:51:25 PM

1645 N. Causeway Blvd, Mandeville, LA 70471
Telephone: (985) 628-9118

Page 3 of 4

1-24-25 10:00 AM 10:00 AM 10:00 AM 10:00 AM

Notes

1. 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM

2. 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM

3. 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM

4. 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM 10:00 AM

Grand Total cost: \$7,930.28 (tax and room labor charges included)

Client Bernie B Taylor

Date 6-2-25

Staff Rep Alta Lubben

Date 6/2/25

5/3/2025-2:51:25 PM

1045 N. Causeway Blvd. Mandeville, LA 70471
Telephone: (985) 626-0118

Page 4 of 4



Louisiana Office of Alcohol and Tobacco Control

Event Information

17. Provide the dates of event:

[01 / 16 / 2026] to [01 / 16 / 2025]

- Special Event permit(s) may only be issued for a period of up **three (3) consecutive days**
- Additional applications must be submitted for events lasting more than 3 days.
- Wholesalers may **ONLY** deliver alcoholic beverage products up to two (2) days prior to event address as indicated on special event permit.

18. Hours of Operation (check only applicable days)

- ☒ Day 1 – Hours of event: Start: 11 am End: 2:00pm for ☐ Set-up ☒ Event
- ☐ Day 2 – Hours of event: Start: _____ End: _____ for ☐ Set-up ☐ Event
- ☐ Day 3 – Hours of event: Start: _____ End: _____ for ☐ Set-up ☐ Event

19. Describe Event and your role in event: (i.e. what type of event; where is alcohol offered or sold, outside, tent, booth etc.)
Attendees will enjoy a buffet meal, the latest Mardi Gras fashions/trends, and fun all as everyone gathers for a great cause. Before the fashion show, guests will enjoy games, libations, a silent auction and a glitter bar among other festivities. All proceeds from ticket sales, sponsorships, and beverage sales will benefit the mission, programs, and philanthropy of the Junior League of Greater Covington.

20. Is Applicant the exclusive alcohol beverage service provider at event? If "NO," list all other providers.

☒ YES ☐ NO

21. Type of Alcohol at Event: (Check all applicable)

- ☐ Beer/Malt Beverages ☒ Wine ☒ Liquor/Distilled Spirits

22. Will there be a general admission, registration, or ticket fee to attend event?

☒ YES ☐ NO

23. Will there be a fee for alcoholic beverages?

☒ YES ☐ NO

24. Will alcohol be purchased? If "YES", list. (i.e. name of wholesalers):

☐ YES ☒ NO

All alcohol is being donated (see below)

25. Does applicant understand ALL alcohol (excluding TYPE A) must be purchased under your special event permit and only purchased from a Louisiana authorized wholesale dealer?

☒ YES ☐ NO

26. List all brands of alcoholic beverages that will be **sold/served/available at event**? (excluding samplings conducted in accordance with sample regulations LAC 55:VII:317(c)(2)(h)) – example: Budweiser, Crown Royal, Mondavi Wine

Alcohol brands include (Variety: Andre Brut, Cooks, Verdi, and Korbel)

27. Will alcohol be donated?

☒ YES ☐ NO

28. If alcohol is donated, list **all products donated and who donated product**: ☐ check if not applicable

Republic National Distributing Company will be providing the alcohol

Alcohol brands include (Variety: Andre Brut, Cooks, Verdi, and Korbel); Lucas Bols will be the liquor



Louisiana Office of Alcohol and Tobacco Control

Special Event Application	
29. Will alcohol sampling by a retailer, wholesaler, or manufacturer be conducted at event? <u>If "YES," complete Sampling/Homebrew section.</u>	☐ YES ☒ NO
30. Will alcohol beverage products produced by a homebrew be available at event? <u>If "YES" complete Sampling/Homebrew section.</u>	☐ YES ☒ NO
31. Does this event involve a promoter? <u>If "YES," complete Promoter/Other Organization section.</u>	☐ YES ☒ NO
32. Are there other organizations, persons, vendors, or promoters involved with event or receiving proceeds from event? <u>If "YES" complete Promoter/Other Organization section.</u>	☐ YES ☒ NO
33. Have you obtained all necessary permits and/or approval from your local jurisdiction? ➤ Local permit and/or letter of approval must be attached to application	☒ YES ☐ NO
34. Have you obtained permission to sell alcohol from the owner of the premise? ➤ If YES, Attach Lease or Letter	☒ YES ☐ NO



Louisiana Office of Alcohol and Tobacco Control

Sponsorship	
35. Will this event be sponsored by an alcohol industry member such as a retailer, wholesaler/distributor or manufacturer/suppliers? Explain. If YES, explain and attach sponsorship contract.	☐ YES ☒ NO
36. Is the event receiving any cash or monetary donation from any outside sources? If "YES," explain. The event will have sponsors who will provide both cash or in-kind sponoships/donations to be featured in all mass communications and marketing materials on the event.	☒ YES ☐ NO
37. Is the event receiving any alcohol products as part of the sponsorship?	☐ YES ☒ NO
38. Is the event offering exclusively one manufacturer line of products as a condition of sponsorship? (Example: Only Budweiser or Miller Coors products etc.) . If YES, explain.	☐ YES ☒ NO
39. Is the event receiving tubs, cups, labor, any electric unit, signage, t-shirts, or caps from any wholesaler or manufacturer?	☐ YES ☒ NO
40. If you answered "YES" to #39, explain in details. (i.e. who, what, and how much)(You must attach invoices). ☒ check if not applicable	
41. Will event involve any of the following? (check all that applies) ☐ Booths ☐ Tents ☒ Stages ☒ Outside Banners/Signage ☐ Refrigerator Truck ☐ Beer Truck	
42. How many of the following will the event offer (as it applies to applicant only)? ☒ check if not applicable ☐ Number of Booths _____ (attach diagram /map of location of booths and/or tents) ☐ Number of Tents _____	

Sponsorship	
43. Did the event rent booths, tents, stages, signage, or alcohol truck from a wholesaler? • If YES, how much?	☐ YES ☒ NO

Promoter / Other Organization	
☒ check if not applicable and skip to following section	
44. Name of other organizations, persons, vendors, or promoters' role in event.	
45. Contact Information of other organizations, persons, vendors, or promoters' role in event.	
46. Explain other organizations, persons, vendors, or promoters' role in event. 7979 Independence Blvd., Ste. 101 * Baton Rouge, LA 70806 * Ph. (225) 925-4041 *Fax (225) 925-7652 * PO Box 66404, Baton Rouge, LA 70896 Special Event Application v.04.17 - Page 6 of 7	
47. How much proceeds/profits of event will other organizations, persons, vendors, or promoters involved receive? Example: percentage, all, or a specific amount	



Louisiana Office of Alcohol and Tobacco Control

Sampling / Homebrew Events



check if not applicable and skip to following section

48. List all retailers, wholesaler, and/or manufacturers conducting sampling at your event and list the product being sampled.

Name of Retailer/Wholesaler/Manufacturer	Product available for sample	Sample size

49. What type of homebrew event will you be hosting?

☐ Homebrew Organized Affair ☐ Club Meeting ☐ Homebrew Exhibition ☐ Homebrew Competition

50. Do you understand that homebrew may not be sold or offered for sale at this event?

☐ YES ☐ NO

51. Do you understand that homebrew may only be served to attendees of the event and cannot be served to patrons of a retail establishment or to the general public?

☐ YES ☐ NO

TYPE A and TYPE B applicants may skip following section & complete application

TYPE C – MUST COMPLETE SECTION IN FULL

52. Does applicant hold a permit with the ATC?

☐ YES ☐ NO



Louisiana Office of Alcohol and Tobacco Control

53. If applicable, list all name of businesses and permit number held by applicant.	
54. Do you own the premises where the event will be held? If NO, attach lease.	☐ YES ☐ NO
55. Are you a United States citizen? ☐ Born ☐ Naturalized	☐ YES ☐ NO
56. Have you or your spouse ever been convicted of a felony? ➤ If YES, attach copy of disposition	☐ YES ☐ NO
57. Have you or your spouse ever had an alcoholic beverage permit revoked or been convicted of violating any liquor or beer regulatory, state or local laws or ordinances? ➤ If YES, explain.	☐ YES ☐ NO
58. Have you or your spouse ever been convicted of soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of a juvenile, keeping a disorderly place or convicted for dealing narcotics? ➤ If YES, explain.	☐ YES ☐ NO
59. Is this application being made by you on behalf of or for the benefit of anyone other than the applicant listed on Page 1? ➤ If YES, explain.	☐ YES ☐ NO
60. Do you understand that this business must comply with all provisions of the Louisiana Responsible Vendor & Security Personnel training programs? The responsible vendor handbook and amendments are available for download at www.atc.la.gov	☐ YES ☐ NO
61. Does the applicant, applicant's spouse or any member of applicant's entity hold an interest in a business that holds a wholesale or manufacturer beer or liquor permit?	☐ YES ☐ NO
62. Do you or your spouse or partner hold any ownership interest and/or receive any\ profits from an alcoholic beverage wholesaler/distributor or manufacturer/suppliers? ➤ If YES, explain.	☐ YES ☐ NO
63. Do you understand that manufacturers and/or wholesalers are prohibited from providing a retailer with anything of value unless explicitly enumerated as an exception in the Alcoholic Beverage Control Law or these regulations?	☐ YES ☐ NO
64. Do you understand that it is prohibited to exclusively offer for sale, sell, or serve alcohol beverage products produced by one manufacturer and/or through a wholesaler?	☐ YES ☐ NO
65. Do you understand that retailers are prohibited from accepting or requiring any such inducement or other influence; and anyone found in violation of the market practices laws and regulations of the State of Louisiana, the United States or any other state, their permit(s) is subject to suspension, revocation and/or assessment of a fine or other penalty provided by law.	☐ YES ☐ NO



Louisiana Office of Alcohol and Tobacco Control

Special Event Permit

BY SIGNING BELOW, YOU ARE SWEARING, UNDER OATH, that you have read each of the questions in this application packet, and that all answers are true and correct to the best of your knowledge; that there are no pending applications on this location, and that you are not using this special event permit in place of a bona fide license or for any other unlawful purpose. The responsible vendor handbook and amendments are available for download at www.atc.la.gov.

Bernie B Taylor
Print Name

President 2024-26
Title

Bernie B Taylor
Signature

Sworn to and subscribed to me this 15 day of September, 2025, In the parish/county of St. Tammany, State of Louisiana.

[Signature]
Notary Public's Signature

Amanda Truxkari
Print Name of Notary Public

2026

MEETING DATES

2026 Council Dates

January 8,22

Feb 12,26

March 12,26

April 9,23

May 14,28

June 11,25

July 9,23

August 13,27

September 10,24

October 8,22

November 19

Dec 17

COURTYARD BISTRO

#811345

Mandeville LA Occupational Chain Store License Renewal
 9618 Jefferson Highway, Suite D #334
 Baton Rouge, LA 70809
 Phone 800-556-7274



Liquor License Application

- Liquor license to be issued to: MP LIMITED LLC DBA COURTYARD BISTRO
 - Legal name(s): Individual, Partners, or Corporation CINTRA A SHEASBY & MICHAEL R SHEASBY
 - Apply for: Class "A" ☒ Class "B" ☐ / High Content ☒ Low Content ☒ / Restaurant ☒
 - Business location address: 1291 N CAUSEWAY BLVD STE 1 MANDEVILLE LA 70471
 Telephone (985) 590-1074
 - Mailing address: 212 BEEBAHM CIRCLE COVINGTON LA 70435
 - Contact Person PEMMIE SHEASBY Phone Number (504) 610-5963
 E-Mail Address: psheasby@gmail.com Fax Number () Web Address Courtyardbistro.com
 - Type of organization: ☐ Individual (Complete line A only) ☒ Partnership ☐ Corporation ☐ Non-Profit ☐ LLP ☐ LLC ☐ Other
 - If a Corporation, LLC, LLP, or Partnership, supply name, title, social security #, home address and telephone # of all officers, members, managers, partners, agents or other representative. The list of names below should each furnish a notarized Schedule "A".
- | Name | Title | SSN | % Owned |
|------------------------------|-------------------|-------------------|-------------------|
| A. <u>CINTRA A SHEASBY</u> | <u>OWNER</u> | <u>[REDACTED]</u> | <u>50</u> |
| <u>[REDACTED]</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u> |
| B. <u>MICHAEL R. SHEASBY</u> | <u>CO-OWNER</u> | <u>[REDACTED]</u> | <u>50</u> |
| <u>[REDACTED]</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u> |
| C. <u>[REDACTED]</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u> |

9. Is this application by a new owner to take over an existing business that has been selling liquor regularly and continuously to the present time? ☐ If yes, list.

Trade name _____ Owner's name _____ Address _____ License # _____

10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?

If yes: Name _____ Location: _____

11. Has applicant applied for state liquor license? Y

12. Has the applicant ever been denied a state or local liquor license? N

13. Is premise located in an area where the sale of liquor is prohibited by local or state laws? N

14. Is applicant the owner of the premises to be occupied? N
 If no, does applicant hold a bona fide written lease? Y (Supply copy of lease with application.) 1125 N. CAUSEWAY BLVD STE 2

15. If premises leased, give name and address of lesser: WHITE STAR PROPERTIES

16. Describe the part of the building to be occupied by business: SUITE 1, 1A STRIP CENTER MANDEVILLE LA 70471

17. Open date for this location 11-15-2025 (estimate)

18. Describe in detail your business, i.e.: Type of sales, activity, or service you perform:
Restaurant- breakfast, lunch, classes, private events. Retail store

An original approved **Sales Tax Clearance Certificate** must be attached to the application, requested from the St. Tammany Parish Sales Tax Department. Visit <http://www.stpsd.com/how-do-i/sales-tax/> for forms and to register online.

I affirm that the information given on this application is true and correct.

Signature of Applicant Cintra A. Sheasby Title: Co-owner
 Signature of Preparer Cintra A. Sheasby Date 11-22-2025

Mandeville, LA Occupational License License Application
Schedule A
9618 Jefferson Highway, Suite D #334
Baton Rouge, LA 70809
Phone 800-556-7274



**Schedule "A" To Accompany Liquor License Application
Must be Notarized**

Where a manager or agent is employed this schedule must be executed by that person, and by each member of a partnership or stockholder of a corporation owning more than five per cent (5%) of capital stock of corporation, or any financial backer of the business which make application for license as provided for by Chapter 2, Title 26, of the Louisiana Revised Statutes of 1950, as amended.

1. Trade Name of Business COURTYARD BISTRO
2. What is your name? CLINTA A SHEASBY (PEMMIE)
3. Residence address? [REDACTED] State [REDACTED] Zip [REDACTED]
4. Date of Birth [REDACTED] Place of Birth [REDACTED]
5. Sex [REDACTED] Race [REDACTED] Driver License# [REDACTED] State [REDACTED]
6. Are you a citizen of the United States and the State of Louisiana and over 21 years of age? Y
7. Have you resided in the State of Louisiana continuously for a period of not less than two (2) years next preceding the date of filing this application? Y
8. Have you been convicted of a felony under the laws of the United States, the State of Louisiana or any other state or country? N
9. Have you been convicted in this or any other state or by the United States or any other country of soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of juveniles, keeping a disorderly place or illegal dealing in narcotics? N
10. Have you been convicted or had judgment against you involving alcoholic beverages by this state or any other state or the United States within five (5) years prior to the date of this application? N
11. Have you had a certification of qualification to dispense alcoholic beverages issued by any other parish, municipality or state suspended or revoked? N
12. If married is husband or wife eligible for license? Y
13. Have you or your spouse any interest in an establishment holding a current liquor license? N
If so, list the following:

Trade Name	Address	Kind of Business	License #	%Owned
------------	---------	------------------	-----------	--------

14. Have you ever used any other name than the one given herein? N

Name	Placed Used	Date
------	-------------	------

AFFIDAVIT

I swear (or affirm), that I have read each of the questions in this Schedule AA@ and that the answers which I have given are true and correct to the best of my knowledge, that I meet the qualifications and conditions set out in LA R.S. 26:279; and I further swear (or affirm) that I have no interest in any establishment holding a Liquor License other than the type required for the operation of the above captioned business. It is understood that any misstatement or suppression of fact in an application or Schedule AA@ affidavit is a ground for denial of a license.

Subscribed and sworn to me before this 23rd day of October, 2025.

Kim Almond Cosentino
Notary Public

Clinta Austin Sheasby
Signature of Applicant

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by Avenue due to insufficient funds will be electronically represented to the presenter's bank no more than two times in an effort to obtain payment. Avenue is not responsible for any additional bank fees that will accrue due to the resubmission of the returned item. Please see the full returned check policy at www.avenueinsights.com.

Kim Almond Cosentino
Notary ID # 130559
St. Tammany Parish
My Commission is for life.

Mandeville, LA Occupational License License Application
Schedule A
9618 Jefferson Highway, Suite D #334
Baton Rouge, LA 70809
Phone 800-556-7274



**Schedule "A" To Accompany Liquor License Application
Must be Notarized**

Where a manager or agent is employed this schedule must be executed by that person, and by each member of a partnership or stockholder of a corporation owning more than five per cent (5%) of capital stock of corporation, or any financial backer of the business which make application for license as provided for by Chapter 2, Title 26, of the Louisiana Revised Statutes of 1950, as amended.

1. Trade Name of Business COURTYARD BISTRO
2. What is your name? MICHAEL R. SHEASBY
3. Residence address? [REDACTED] State [REDACTED] Zip [REDACTED]
4. Date of Birth [REDACTED] Place of Birth [REDACTED] State [REDACTED] Zip [REDACTED]
5. Sex [REDACTED] Race [REDACTED] Driver License# [REDACTED] State [REDACTED]
6. Are you a citizen of the United States and the State of Louisiana and over 21 years of age? Y
7. Have you resided in the State of Louisiana continuously for a period of not less than two (2) years next preceding the date of filing this application? Y
8. Have you been convicted of a felony under the laws of the United States, the State of Louisiana or any other state or country? N
9. Have you been convicted in this or any other state or by the United States or any other country of soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of juveniles, keeping a disorderly place or illegal dealing in narcotics? N
10. Have you been convicted or had judgment against you involving alcoholic beverages by this state or any other state or the United States within five (5) years prior to the date of this application? N
11. Have you had a certification of qualification to dispense alcoholic beverages issued by any other parish, municipality or state suspended or revoked? N
12. If married is husband or wife eligible for license? N/A
13. Have you or your spouse any interest in an establishment holding a current liquor license? N
If so, list the following:

Trade Name	Address	Kind of Business	License #	%Owned
------------	---------	------------------	-----------	--------

14. Have you ever used any other name than the one given herein? [REDACTED]

Name	Placed Used	Date
------	-------------	------

AFFIDAVIT

I swear (or affirm), that I have read each of the questions in this Schedule AA@ and that the answers which I have given are true and correct to the best of my knowledge, that I meet the qualifications and conditions set out in LA R.S. 26:279; and I further swear (or affirm) that I have no interest in any establishment holding a Liquor License other than the type required for the operation of the above captioned business. It is understood that any misstatement or suppression of fact in an application or Schedule AA@ affidavit is a ground for denial of a license.

Subscribed and sworn to me before this 23rd day of October, 2025.

Kim Allemond Cosentino
Notary Public

[Signature]
Signature of Applicant

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by Avenue due to insufficient funds will be electronically represented to the presenters' bank no more than two times in an effort to obtain payment. Avenue is not responsible for any additional bank fees that will accrue due to the resubmission of the returned item. Please see the full returned check policy at www.avenueinsights.com.

Kim Allemond Cosentino
Notary ID # 130559
St. Tammany Parish
My Commission is for life.

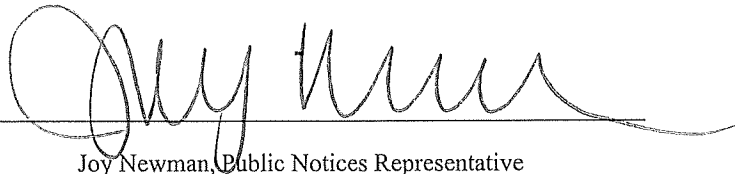
ST. TAMMANY FARMER

STATE OF LOUISIANA PARISH OF ST. TAMMANY

PROOF OF PUBLICATION

The hereto attached notice was published in ST.
TAMMANY FARMER, a weekly newspaper of general
circulation within the Parish of St. Tammany, in the
following issues:

9/17/2025, 9/24/2025



Joy Newman, Public Notices Representative

Sworn and subscribed before me, by the person whose signature
appears above

24 Sep 2025



M. Monic McChristian,

Notary Public ID#88293

State of Louisiana

My Commission Expires: Indefinite



Ad No: 158033

Pemmie Sheasby
Courtyard Bistro
1291 N Causeway Blvd
Suite 1
Mandeville, LA. 70471

PUBLIC NOTICE

MP Limited LLC/
d/b/a Courtyard
Bistro is applying to
the Office of Alco-
hol & Tobacco Con-
trol of the state of
Louisiana for permit
to sell beverages of
high and low alco-
hol content at a
restaurant in the
Parish of St. Tam-
many at the follow-
ing address:
1291 N. Causeway
Blvd., Suite 1, Man-
deville, LA., 70809
MP Limited LLC
Courtyard Bistro
Members: Michael
Sheasby and Cintra
Sheasby
158033SEPT17-24-
2T
\$223.32

CHANGE ORDER 1

BERM

SECTION 00650
CHANGE ORDER

No. 01

Date of Issuance: 11/06/2025 Effective Date: _____

Owner: City of Mandeville	Owner's Contract No.: 100.21.001
Contract: Mandeville Lakefront Wetlands Restoration	Date of Contract: 07/14/2025
Contractor: Onshore Materials, LLC	Engineer's Project No.: NS.16275.000

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Change of Seed Mix & Alternate #1 acceptance contract time increases

Attachments (list documents supporting change):

Letter and Revised Seed Mix

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$ 3,246,450.00	Original Contract Times: ☐ Working days ☒ Calendar days Substantial completion (days or date): 115 Ready for final payment (days or date): 145
[Increase] [Decrease] from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : \$ 0.00	[Increase] [Decrease] from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : Substantial completion (days): 0 Ready for final payment (days): 0
Contract Price prior to this Change Order: \$ 3,246,450.00	Contract Times prior to this Change Order: Substantial completion (days or date): 115 Ready for final payment (days or date): 145
[Increase] [Decrease] of this Change Order: \$ 2,612.50	[Increase] [Decrease] of this Change Order: N/A Substantial completion (days or date): 50 Ready for final payment (days or date): 50
Contract Price incorporating this Change Order: \$3,249,062.50	Contract Times with all approved Change Orders: Substantial completion (days or date): 165 Ready for final payment (days or date): 195

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____ Engineer (Authorized Signature)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Date: _____	Date: _____	Date: _____
Approved by Funding Agency (if applicable): _____		Date: _____



NEEL-SCHAFER

November 5, 2025

City of Mandeville
c/o Buster Lyons, P.E. MBA, Digital Engineering
3101 E. Causeway Approach
Mandeville, LA 70448

RE: Request for Change #1 – Seed Mix – Cool Season Seed Addition
Project ID: 100.21.001
Project Name: Mandeville Lakefront Wetlands Restoration

Dear Mr. Lyons:

The seed mix for the above referenced project was intended for planting dates between late winter and early spring, allowing germination to occur as required for a warm season growing period. Based on Onshore Materials' latest schedule, hydroseeding is projected to occur in late November. Given this timing, cool season species are appropriate to include in the seed mix.

The seed mix listed below is the recommended grass mix including both cool and warm season seeds. The cool season seeds are expected to germinate quickly and provide erosion protection to the marsh platform until the warm season seeds can establish in the spring.

Species	Common Name	Season Type	Germination Period
Andropogon gerardii	Big bluestem	Warm	10-21 days
Elymus virginicus	Virginia wildrye	Cool	2-4 Weeks
Panicum virgatum	Switchgrass	Warm	7-21 days
Schizachyrium scoparium	Little bluestem	Warm	2-4 weeks
Sorghastrum nutans	Indian grass	Warm	10-21 days
Tridens flavus	Purpletop	Warm	4-8 weeks
Elymus glabriflorus	Southeastern Wildrye	Cool	7-10 days

Attached is Onshore Materials' Request for Change Order for the additional cool season seed mix costs. This is an increase in \$550 per acre from \$7,600 to \$8,150 per acre. This would be a total increase for \$2,612.50 for the 4.75 acres to be seeded.

landscape architects
environmental scientists
surveyors
planners
engineers

P: 985.674.9820

1335 West Causeway Approach
Mandeville, LA 70471

www.neel-schaffer.com



Based on the time of year this project will be seeded, we recommend approving this contract change. Should you have any questions or require additional information, please contact us.

Sincerely,

A handwritten signature in blue ink that reads "Amanda Phillips". The signature is fluid and cursive, with the first name "Amanda" and last name "Phillips" clearly legible.

Amanda Phillips, PE
Project Engineer

CC: Don Lancaster – NSI (by email)
Christina Lenel – NSI (by email)

Enclosed:
RFC #1 - Onshore



127 Lincoln Lane
Thibodaux, LA 70301
Phone: (985) 449-0391
Fax: (985)-447-6729
Louisiana State Contractor License #48869

Response:

[illegible]

Submitted by: Emile Armand
 Title: Project Manager
 Date: 11/04/25

DATE:	BID / PROJECT NO:
11/04/25	100.21.001
RFC Job#-1	
RE: Subject	
Hydrdo-Seeding Mix Design Change	

Item #	Information Required/Clarification
1	The original seed mix in the contract specifications has been changed per the engineer request. The seed per lb per acre is now higher than the original bid amount. Onshore is requesting a change order due to the price change with the different seed mix.
	Total Change Order Request: \$550.00 / Acre
	Original price \$7,600 / Acre = \$36,100
	Requested Amount \$8,150 / Acre = \$38,712.5

Accepted: _____
 Name: _____
 Company: _____
 Date: _____

RES 25-56

THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER _____; MOTIONED FOR ADOPTION BY COUNCIL MEMBER _____ AND SECONDED FOR ADOPTION BY COUNCIL MEMBER _____ .

RESOLUTION NO. 25-56

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE
AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE
AMENDMENT NO. 1 TO THE DEBRIS MONITORING CONTRACT BETWEEN THE
CITY OF MANDEVILLE AND TETRA TECH, INC. AND PROVIDING FOR OTHER
MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City entered into a standby debris monitoring contract with Tetra Tech, Inc. for professional debris monitoring services in the event of a hurricane or other emergency condition on October 12, 2022; and

WHEREAS, the original contract had a duration of three (3) years from the effective date ; and

WHEREAS, the agreed upon hourly rates are subject to an annual adjustment based on the latest yearly percentage increase of the Consumer Price Index for All Urban Consumers (CPI-U) (All Items) as published by the Bureau of Labor Statistics, U.S. Department of Labor; and

WHEREAS, the City and the Contractor now desire to further amend the Agreement to add an additional calendar year for the Consultant to continue performing the described services and update the agreed upon hourly rates as set forth in the original contract;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to execute Amendment No. 1 to the debris monitoring contract with Tetra Tech, Inc. on behalf of the City of Mandeville to add one additional calendar year from the end of the current expiration date to the new date of October 11, 2026 and to increase Tetra Tech's hourly rates by 2.55%, based on the CPI-U.

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this _____ day of _____, 2025

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman

AMENDMENT NO. 1 TO THE DEBRIS MONITORING CONTRACT

BETWEEN

THE CITY OF MANDEVILLE

AND

TETRA TECH, INC.

This FIRST AMENDMENT (the “Amendment”) is entered into by and between the City of Mandeville, represented by Clay Madden, Mayor (the “City”) and Tetra Tech Inc., represented by Jonathan Burgiel, Business Unit President (the “Contractor”). The City and the Contractor are sometimes referred to as the “Parties”. This Amendment is effective as of the date of execution by the City (the “Effective Date”).

RECITALS

WHEREAS, the City and Contractor are parties to a Debris Monitoring Agreement effective on DATE (the “Agreement”) to provide services regarding the debris collection, removal, and disposal process following a disaster or emergency as described in the Scope of Work;

WHEREAS, the original Agreement had a duration of three (3) years from the Effective Date;

WHEREAS, the agreed upon hourly rates are subject to an annual adjustment based on the latest yearly percentage increase of the Consumer Price Index for All Urban Consumers (CPI-U) (All Items) as published by the Bureau of Labor Statistics, U.S. Department of Labor.

WHEREAS, the City and the Contractor now desire to further amend the Agreement to add an additional calendar year for the Consultant to continue performing the described services and update the agreed upon hourly rates as set forth in the original Agreement’

NOW THEREFORE, THE City and the Contractor amend the Agreement as follows:

ARTICLE III- TERMS OF THE AGREEMENT

3.1.a. Contract duration shall be extended for one (1) additional calendar year from the end of the current contract expiration date October 12, 2025, to the new date of October 11, 2026.

3.6 The Contractor Shall provide the following Positions at the aforementioned hourly rates during the term of this contract. The stated hourly rates are inclusive of all costs including profit, overhead, personnel, equipment, transportation, lodging, meals and per diem.

POSITION	HOURLY RATE
Project Manager	\$60.50
Field Supervisor	\$41.02
Debris Monitors	\$33.84
Dump Site/Tower Monitors	\$33.84
Billing/Invoice Analyst	\$46.15
Data Manager	\$56.40

IN WITNESS WHEREOF, the City and the Consultant, through their duly authorized representatives, execute this Amendment.

CITY OF MANDEVILLE:

BY:_____

Clay Madden, Mayor

Executed on this ____ day of _____, 2025.

TETRA TECH, INC.

By:_____

Jonathan Burgiel, Business Unit President

Executed on this ____ day of _____, 2025.



October 13, 2025

Sent via email to klagrange@cityofmandeville.com

Keith LaGrange
Public Works Director
City of Mandeville
3101 East Causeway Approach
Mandeville, LA 70448

RE: Debris Monitoring Services
2025 Request for Contract Renewal and Rate Change

Dear Mr. LaGrange,

The City of Mandeville, Louisiana (City) entered into a contract for Debris Monitoring Services with Tetra Tech, Inc. (Tetra Tech) for a period beginning on October 12, 2022 through October 11, 2025, with the option to renew the contract term for up to two (2) additional one (1) year periods. Tetra Tech is requesting the City to exercise the first renewal option from October 12, 2025 to October 11, 2026 with an adjustment to the hourly rates based on the CPI-U Base Price Adjustment Calculation below:

<u>CPI for August 2024:</u>	305.761
<u>CPI for August 2025:</u>	313.558
<u>Increase Calculation:</u>	$313.558 \text{ (August 2025)} - 305.761 \text{ (August 2024)} = 7.797$
	$7.797 / 305.761 \text{ (August 2024)} = \mathbf{2.55\% \text{ increase}}$

As such, Tetra Tech requests the City to consider increasing Tetra Tech's hourly rates by 2.55%. Please find enclosed the updated hourly rates for review and approval which includes the 2.55% increase (Attachment A) and a detailed calculation breakdown as well as the CPI-U Original Data Value for August 2024 to August 2025 (Attachment B).

Please contact me directly at TDR.Contracts@tetratech.com should you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads 'Victoria Menendez'.

Victoria Menendez
Contracts Coordinator

Tetra Tech, Inc.

2301 Lucien Way, Suite 120, Maitland, FL 32751
407-735-6580 | TDR.contracts@tetratech.com | tetratech.com

Attachment A

TETRA TECH, INC.
UPDATED HOURLY RATE SCHEDULE
THE CITY OF MANDEVILLE, LOUISIANA
DEBRIS MONITORING SERVICES

Position	Current Hourly Rate	CPI 2.55%	CPI \$ Increase	Updated Hourly Rate w/ 2.55% Increase
Project Manager	\$59.00	2.55%	\$ 1.50	\$ 60.50
Field Supervisor	\$40.00	2.55%	\$ 1.02	\$ 41.02
Debris Monitors	\$33.00	2.55%	\$ 0.84	\$ 33.84
Dump Site/Tower Monitors	\$33.00	2.55%	\$ 0.84	\$ 33.84
Billing/Invoice Analyst	\$45.00	2.55%	\$ 1.15	\$ 46.15
Data Manager	\$55.00	2.55%	\$ 1.40	\$ 56.40

Attachment B

Bureau of Labor Statistics

CPI for All Urban Consumers (CPI-U) Original Data Value

Series Id: CUUR0300SA0

Not Seasonally Adjusted

Series Title: All items in South urban, all urban consumers, not

Area: South

Item: All items

Base Period: 1982-84=100

Years: 2012 to 2024

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	220.497	221.802	223.314	224.275	223.356	223.004	222.667	223.919	225.052	224.504	223.404	223.109
2013	223.933	225.874	226.628	226.202	226.289	227.148	227.548	227.837	227.876	227.420	226.811	227.082
2014	227.673	228.664	230.095	231.346	231.762	232.269	232.013	231.611	231.762	231.131	229.845	228.451
2015	226.855	227.944	229.337	229.957	230.886	232.026	231.719	231.260	230.913	230.860	230.422	229.581
2016	229.469	229.646	230.977	231.975	232.906	233.838	233.292	233.561	234.069	234.337	234.029	234.204
2017	235.492	236.052	236.154	236.728	236.774	237.346	236.942	237.892	239.649	239.067	238.861	238.512
2018	239.772	241.123	241.595	242.486	243.279	243.770	243.776	243.605	243.640	244.163	243.484	242.150
2019	242.547	243.856	245.554	246.847	246.667	246.515	247.250	246.953	246.891	247.423	247.385	247.289
2020	248.005	248.412	248.136	246.254	245.696	247.223	248.619	249.639	250.193	250.542	250.255	250.693
2021	252.067	253.386	255.319	257.207	259.343	261.668	263.013	263.728	264.593	267.160	268.360	269.263
2022	271.634	274.688	278.598	279.879	283.307	287.427	287.608	287.168	287.656	288.836	288.991	288.205
2023	290.438	292.285	293.358	295.315	295.889	296.789	297.279	298.975	299.657	299.394	298.93	298.754
2024	300.421	303.144	304.490	305.104	305.296	305.357	305.819	305.761	306.078	306.889	306.877	307.007
2025	308.911	309.987	310.183	311.087	311.514	312.330	312.771	313.558				

Aug-24 305.761

Aug-25 313.558

Increase Calculation: 313.558 Aug-25 - 305.761 Aug-24 = 7.797
7.797 / 305.761 Aug-24 = 2.55%

RES 25-57

**THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER
VOGELTANZ; MOTIONED FOR ADOPTION BY COUNCIL
MEMBER _____ AND SECONDED FOR ADOPTION BY
COUNCIL MEMBER _____**

RESOLUTION NO. 25-57

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE
AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO EXECUTE
AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF MANDEVILLE AND HIGH TIDE CONSULTANTS, LLC
FOR OLD GOLDEN SHORES DRAINAGE IMPROVEMENTS AND PROVIDING FOR
OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, on December 22, 2022, the City of Mandeville (“City”) and High Tide Consultants, LLC (“Consultant”) entered into a Professional Services Agreement (“Agreement”), for professional engineering services to the City for the Old Golden Shores Drainage Improvements Project; and

WHEREAS, there was an Amendment No.1 passed on December 19, 2024, extending the Agreement for an additional year from the contract expiration date to December 22, 2025; and

WHEREAS, the City desires to amend the Professional Services Agreement, to add an additional one (1) year to allow time for the Consultant to continue performing the professional services for design, permitting, bidding, and construction administration; and

WHEREAS, no change in fees or scope to this Agreement is required at this time;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to amend the Professional Services Agreement with High Tide Consultants, LLC and execute Amendment No. 2 to extend the Professional Services Agreement for one (1) year which brings the current Agreement expiration date to December 22, 2026.

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this day of _____, 2025.

Alicia Watts
Clerk of Council

Jason Zuckerman
Council Chairman

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF MANDEVILLE
AND
HIGH TIDE CONSULTANTS, LLC
COM PROJ. NO. 700.23.001
OLD GOLDEN SHORES DRAINAGE IMPROVEMENTS PROJECT

THIS SECOND AMENDMENT (the “**Amendment**”) is entered into by and between the City of Mandeville, represented by Clay Madden, Mayor (the “**City**”), and High Tide Consultants, LLC, represented by B. Shane Guin, P.E., Principal, (the “**Consultant**”). The City and the Consultant are sometimes referred to as the “**Parties**”. This Amendment is effective as of the date of execution by the City (the “**Effective Date**”).

RECITALS

WHEREAS, the City and the Consultant are parties to a professional services agreement dated on December 22, 2022 (the “**Agreement**”) to provide professional services for survey, H&H study, design, permitting, bidding, construction administration, and if requested resident inspection for Old Golden Shores Drainage Improvements Project;

WHEREAS, the Agreement has a duration of two (2) years from the Effective Date of December 22, 2022; and

WHEREAS, Amendment No. 1 with an effective date of January 13, 2025 extended the contract duration one (1) additional calendar year from December 22, 2024 to December 22, 2025; and

WHEREAS, the City and the Consultant now desire to further amend the Agreement to add an additional year for the Consultant to continue the services of the Agreement for the Old Golden Shores Drainage Improvements Project (the “**Project**”);

NOW THEREFORE, the City and the Consultant amend the Agreement as follows:

A. SERVICES: The following design services are added to the Consultant Scope of Work for the **Old Golden Shores Drainage Improvements Project**:

1. None.

B. COMPENSATION:

1. Fees Added for the Old Golden Shores Drainage Improvements Project.

No fees are added to the Consultant's compensation for the services in the Agreement.

2. Maximum Amount. The total maximum aggregate amount payable by the City for all services performed under this Agreement did not change for a not to exceed amount of **\$390,057.52**. The City's obligation to compensate the Consultant will not exceed the maximum aggregate amount payable at any time absent a validly executed amendment.

C. CONTRACT TIME AND SCHEDULE:

1. Contract duration shall be extended for one (1) additional year from the end of the original contract date (12/22/2025) to a new date of 12/22/2026.

D. CONVICTED FELON STATEMENT: The Consultant swears that no Consultant principal, member, or officer has, within the preceding five years, been convicted of, or pled guilty to, a felony under state or federal statutes for embezzlement, theft of public funds, bribery, or falsification or destruction of public records.

E. NON – SOLICITATION STATEMENT: The Consultant swears that it has not employed or retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this Amendment. The Consultant has not paid or agreed to pay any person, other than a bona fide employee working for it, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from this Amendment.

F. PRIOR TERMS BINDING: Except as otherwise provided by this Amendment, the terms and conditions of the Agreement, as amended, remain in full force and effect.

G. ELECTRONIC SIGNATURE AND DELIVERY: The Parties agree that a manually signed copy of this Amendment and any other document(s) attached to this Amendment delivered by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Amendment. No legally binding obligation shall be created with respect to a party until such party has delivered or caused to be delivered a manually signed copy of this Amendment.

IN WITNESS WHEREOF, the City and the Consultant, through their duly authorized representatives, execute this Amendment.

CITY OF MANDEVILLE

BY: _____
CLAY MADDEN, MAYOR

Executed on this _____ day of _____, 2025.

HIGH TIDE CONSULTANTS, LLC

BY: _____
B. SHANE GUIN, P.E., PRINCIPAL
CORPORATE TAX I.D. _____

RES 25-58

**THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER
ZUCKERMAN AND MOTIONED FOR ADOPTION BY COUNCIL MEMBER
_____;** **SECONDED FOR ADOPTION BY COUNCIL MEMBER
_____**

RESOLUTION NO. 25-58

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE
ACCEPTING THE BID FOR THE 2025 ASPHALT MAINTENANCE CONTRACT AND
AUTHORIZING THE MAYOR TO EXECUTE
A CONTRACT WITH THE APPARENT LOW BIDDER, DONAHOE CONSTRUCTION, LLC,
AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City of Mandeville advertised for bids for the 2025 Asphalt Maintenance Contract; and

WHEREAS, the City operates under Louisiana Revised Statute 48:252, which states that the low base bid dictates the project award; and

WHEREAS, Digital Engineering has reviewed the bids on the above referenced project, the lowest bid of the responsive bids was Donahoe Construction., LLC. Based upon the Revised Statutes under which the City operates, Digital Engineering recommends awarding the contract to Donahoe Construction., LLC.; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mandeville in regular session assembled on the 20th day of November 2025 acting pursuant to the recommendation of the Project's design professional, that the base bid in the amount of \$3,577,350.00 be accepted from Donahoe Construction., LLC.; and

BE IT FURTHER RESOLVED that the City Council of the City of Mandeville hereby authorizes the Mayor to execute a contract between the City of Mandeville and Donahoe Construction., LLC. With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this ____ day of _____,
2025.

Alicia Watts
Council Clerk

Jason Zuckerman
Council Chairman



DIGITAL ENGINEERING & IMAGING, INC.

October 23, 2025

Ms. RuthAnn Chadwick, CPPB Purchasing Agent
Contracts Administrator
City of Mandeville

Re: 2025 Asphalt Maintenance Contract
Recommendation of Award
City Project No.: 700.22.001

Dear Mrs. Chadwick:

On Wednesday, October 22, 2025, three (3) bids for the above referenced project were received and read aloud in the Council Chambers. The following are the tabulated bids in an ascending order based on the corrected total base bid prices for the three (3) responsive bids received.

<u>Contractor</u>	<u>Total Base Bid</u>
Donahoe Construction, LLC	\$3,577,350.00 ⁽¹⁾
Barriere Construction Co. LLC	\$4,530,514.00 ⁽²⁾
Boh Bros. Construction Co., LLC	\$6,992,275.00

(1) The bid submitted by Donahoe Construction, LLC was found to be the lowest responsive bid.

(2) The Barriere Construction Co., LLC had a mathematical error for bid item 20010. Using the unit bid price and the bid quantity to determine the corrected extended unit price for the item, the actual corrected total bid amount was determined to be \$4,530,514.00.

Based upon the above list of represented bidders, the apparent lowest responsive and responsible bidder for this project was Donahoe Construction, LLC who is a qualified licensed contractor (LA License #73177) according to the Louisiana State Licensing Board. We have reviewed the bid documents for Donahoe Construction, LLC and found them to be complete. Digital Engineering & Imaging, Inc. recommends the City accept the Donahoe Construction, LLC bid and award them the project in the amount of \$3,577,350.00, which is approximately 21% under the engineer's estimate.

The award of this contract does not obligate the City to the total bid amount. The amount bid is theoretical for the comparison of prices only, and therefore does not violate any budget limitations. The work will be issued to the contractor in future task orders.

If you have any questions or concerns, please do not hesitate to call.

Sincerely,
DIGITAL ENGINEERING & IMAGING INC.

Buster Lyons...

Buster Lyons, P.E., Project Manager

Enclosures: Bid Tabulation
Creek Construction, LLC Bid Verification Letter

cc: Keith LaGrange, City of Mandeville - Director of Public Works

City of Mandeville
2025 Asphalt Maintenance Contract
Project No. 700.22.001
Bid Opening - October 22, 2025
BID TABULATION

ITEM NO.	DESCRIPTION	UNIT OF MEASURE	QUANTITY	Donahoe Construction, LLC ⁽¹⁾ *		Bob Bros. Construction Co., LLC		Barriere Construction Co. LLC ⁽²⁾		Engineer's Estimate	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
10000	MOBILIZATION	EACH	5	\$ 25,000.00	\$ 125,000.00	\$ 25,000.00	\$ 125,000.00	\$ 25,000.00	\$ 125,000.00	\$ 25,000.00	\$ 125,000.00
10001	MOBILIZATION (SITE TO SITE WITHIN TASK ORDER)	EACH	25	\$ 5,300.00	\$ 132,500.00	\$ 12,500.00	\$ 312,500.00	\$ 12,500.00	\$ 312,500.00	\$ 6,250.00	\$ 156,250.00
10002	MAINTENANCE OF TRAFFIC	EACH	5	\$ 5,000.00	\$ 25,000.00	\$ 100,000.00	\$ 500,000.00	\$ 5,000.00	\$ 25,000.00	\$ 25,000.00	\$ 125,000.00
10003	POLICE DETAIL (TRAFFIC CONTROL) (THIS IS A (NO BID) ITEM) (This item shall not be included in the Total Bid Price)	10003	100							\$ 65.00	\$ 6,500.00
00010	ASPHALT BINDER COURSE	TON	2000	\$ 120.00	\$ 240,000.00	\$ 225.00	\$ 450,000.00	\$ 158.00	\$ 316,000.00	\$ 165.00	\$ 330,000.00
00020	INDEX CREDIT/DEBIT PURPOSES ONLY) (THIS IS A (NO BID) ITEM) (This item shall not be included in the Total Bid Price)	EACH	1								
00030	ASPHALT WEARING COURSE	TON	10000	\$ 150.00	\$ 1,500,000.00	\$ 250.00	\$ 2,500,000.00	\$ 174.00	\$ 1,740,000.00	\$ 180.00	\$ 1,800,000.00
00040	INDEX CREDIT/DEBIT PURPOSES ONLY) (THIS IS A (NO BID) ITEM) (This item shall not be included in the Total Bid Price)	EACH	1								
00050	ASPHALT TWEARING COURSE (MULTI-USE PATH)	TON	900	\$ 175.00	\$ 157,500.00	\$ 300.00	\$ 270,000.00	\$ 175.00	\$ 157,500.00	\$ 200.00	\$ 180,000.00
00060	ASPHALT CONCRETE DRIVES, TURNOUTS AND MISCELLANEOUS	TON	1500	\$ 165.00	\$ 247,500.00	\$ 300.00	\$ 450,000.00	\$ 258.00	\$ 387,000.00	\$ 190.00	\$ 285,000.00
00070	TACK COAT	GAL	1000	\$ 4.50	\$ 4,500.00	\$ 15.00	\$ 15,000.00	\$ 5.00	\$ 5,000.00	\$ 4.50	\$ 4,500.00
00080	REINFORCED PAVING MAT	SYD	1000	\$ 5.00	\$ 5,000.00	\$ 25.00	\$ 25,000.00	\$ 5.00	\$ 5,000.00	\$ 7.50	\$ 7,500.00
00090	COLD MILLING EXISTING ASPHALT PAVEMENT (PER INCH DEPTH)	SYD	20000	\$ 2.25	\$ 45,000.00	\$ 5.00	\$ 100,000.00	\$ 2.25	\$ 45,000.00	\$ 2.75	\$ 55,000.00
00090	COLD MILLING EXISTING ASPHALT PAVEMENT (MULTI-USE PATH) (PER INCH DEPTH)	SYD	3000	\$ 3.25	\$ 9,750.00	\$ 20.00	\$ 60,000.00	\$ 9.00	\$ 27,000.00	\$ 8.50	\$ 25,500.00
00090	CLEANING AND SEALING CRACKS (BLACK)	LNFT	1000	\$ 8.00	\$ 8,000.00	\$ 10.00	\$ 10,000.00	\$ 5.00	\$ 5,000.00	\$ 5.00	\$ 5,000.00
00090	ADJUSTING MANHOLE W/ MANHOLE ADJUSTMENT RINGS	EACH	50	\$ 30.00	\$ 1,500.00	\$ 250.00	\$ 12,500.00	\$ 214.00	\$ 10,700.00	\$ 400.00	\$ 20,000.00
00090	VEHICLE DETECTOR INDUCTIVE LOOP INSTALLATION OR REPLACEMENT	LNFT	300	\$ 75.00	\$ 22,500.00	\$ 50.00	\$ 15,000.00	\$ 50.00	\$ 15,000.00	\$ 52.50	\$ 15,750.00
00090	1 INCH, 2 INCH, OR 3 INCH PVC CONDUIT IN EARTH	LNFT	200	\$ 30.00	\$ 6,000.00	\$ 15.00	\$ 3,000.00	\$ 25.00	\$ 5,000.00	\$ 35.00	\$ 7,000.00
01200	FULL DEPTH ASPHALT PAVEMENT PATCH (8" THICK)	SYD	2000	\$ 90.00	\$ 180,000.00	\$ 175.00	\$ 350,000.00	\$ 150.00	\$ 300,000.00	\$ 160.00	\$ 320,000.00
01210	FULL DEPTH ASPHALT PAVEMENT PATCH (12" THICK)	SYD	200	\$ 200.00	\$ 40,000.00	\$ 200.00	\$ 40,000.00	\$ 309.00	\$ 61,800.00	\$ 175.00	\$ 35,000.00
01220	ASPHALT PAVEMENT PATCH OVER TRENCH	SYD	750	\$ 100.00	\$ 75,000.00	\$ 225.00	\$ 168,750.00	\$ 120.00	\$ 90,000.00	\$ 180.00	\$ 135,000.00
01230	FULL DEPTH ASPHALT PAVEMENT PATCH (MULTI-USE PATH) (6" THICK OR LESS)	SYD	50	\$ 150.00	\$ 7,500.00	\$ 500.00	\$ 25,000.00	\$ 278.00	\$ 13,900.00	\$ 175.00	\$ 8,750.00
01240	ASPHALT PAVEMENT WIDENING (8" THICK) (4 WIDE OR LESS)	SYD	500	\$ 90.00	\$ 45,000.00	\$ 200.00	\$ 100,000.00	\$ 108.00	\$ 54,000.00	\$ 100.00	\$ 50,000.00
01250	ASPHALT PAVEMENT WIDENING (12" THICK) (4 WIDE OR LESS)	SYD	150	\$ 200.00	\$ 30,000.00	\$ 250.00	\$ 37,500.00	\$ 174.00	\$ 26,100.00	\$ 180.00	\$ 27,000.00
01260	CLASS II BASE COURSE	CLVD	250	\$ 195.00	\$ 48,750.00	\$ 250.00	\$ 62,500.00	\$ 580.00	\$ 145,000.00	\$ 80.00	\$ 20,000.00
10010	REMOVAL OF EXISTING MARKING	LNFT	7000	\$ 1.00	\$ 7,000.00	\$ 1.50	\$ 10,500.00	\$ 1.00	\$ 7,000.00	\$ 1.75	\$ 12,250.00
10020	REMOVAL OF EXISTING LEGEND	EACH	35	\$ 50.00	\$ 1,750.00	\$ 175.00	\$ 6,125.00	\$ 56.00	\$ 1,960.00	\$ 50.00	\$ 1,750.00
10030	REMOVAL OF EXISTING SIGN SUPPORTS	EACH	5	\$ 50.00	\$ 250.00	\$ 275.00	\$ 1,375.00	\$ 224.00	\$ 1,120.00	\$ 350.00	\$ 1,750.00
10040	REMOVAL OF SIGNS AND SUPPORTS	EACH	25	\$ 150.00	\$ 3,750.00	\$ 275.00	\$ 6,875.00	\$ 115.00	\$ 2,875.00	\$ 45.00	\$ 1,125.00
10050	RELOCATION OF SIGN	EACH	15	\$ 150.00	\$ 2,250.00	\$ 275.00	\$ 4,125.00	\$ 278.00	\$ 4,170.00	\$ 150.00	\$ 2,250.00
10060	WHITE/RED RAISED PAVEMENT MARKER	EACH	150	\$ 10.00	\$ 1,500.00	\$ 20.00	\$ 3,000.00	\$ 12.00	\$ 1,800.00	\$ 8.25	\$ 1,237.50
10070	YELLOW RAISED PAVEMENT MARKER	EACH	200	\$ 10.00	\$ 2,000.00	\$ 20.00	\$ 4,000.00	\$ 12.00	\$ 2,400.00	\$ 8.25	\$ 1,650.00
10080	BLUE RAISED PAVEMENT MARKER	EACH	10	\$ 25.00	\$ 250.00	\$ 25.00	\$ 250.00	\$ 17.00	\$ 170.00	\$ 22.00	\$ 220.00
10090	REMOVAL OF RAISED PAVEMENT MARKERS	EACH	750	\$ 1.00	\$ 750.00	\$ 3.00	\$ 2,250.00	\$ 1.50	\$ 1,125.00	\$ 0.25	\$ 187.50
10095	TEMPORARY RAISED REFLECTORIZED PAVEMENT MARKERS	EACH	100	\$ 7.00	\$ 700.00	\$ 15.00	\$ 1,500.00	\$ 8.00	\$ 800.00	\$ 8.25	\$ 825.00
10110	LEFT ARROW PAVEMENT MARKING (125 MIL)	EACH	5	\$ 300.00	\$ 1,500.00	\$ 350.00	\$ 1,750.00	\$ 300.00	\$ 1,500.00	\$ 385.00	\$ 1,925.00
10120	STRAIGHT ARROW PAVEMENT MARKING (125 MIL)	EACH	5	\$ 300.00	\$ 1,500.00	\$ 350.00	\$ 1,750.00	\$ 300.00	\$ 1,500.00	\$ 330.00	\$ 1,650.00
10130	RIGHT ARROW PAVEMENT MARKING (125 MIL)	EACH	5	\$ 300.00	\$ 1,500.00	\$ 350.00	\$ 1,750.00	\$ 300.00	\$ 1,500.00	\$ 385.00	\$ 1,925.00
10140	RIGHT/STRAIGHT ARROW PAVEMENT MARKING (125 MIL)	EACH	5	\$ 300.00	\$ 1,500.00	\$ 375.00	\$ 1,875.00	\$ 350.00	\$ 1,750.00	\$ 475.00	\$ 2,375.00
10150	LEFT/STRAIGHT ARROW PAVEMENT MARKING (125 MIL)	EACH	5	\$ 300.00	\$ 1,500.00	\$ 375.00	\$ 1,875.00	\$ 350.00	\$ 1,750.00	\$ 475.00	\$ 2,375.00
10160	"ONLY" LEGEND PAVEMENT MARKING (125 MIL)	EACH	5	\$ 300.00	\$ 1,500.00	\$ 350.00	\$ 1,750.00	\$ 300.00	\$ 1,500.00	\$ 470.00	\$ 2,350.00
10170	"R" LEGEND PAVEMENT MARKING (125 MIL)	EACH	4	\$ 100.00	\$ 400.00	\$ 300.00	\$ 1,200.00	\$ 448.00	\$ 1,792.00	\$ 625.00	\$ 2,500.00
10180	"S" SCHOOL LEGEND PAVEMENT MARKING (125 MIL)	EACH	4	\$ 500.00	\$ 2,000.00	\$ 700.00	\$ 2,800.00	\$ 112.00	\$ 448.00	\$ 675.00	\$ 2,700.00
10190	"D" SCHOOL LEGEND PAVEMENT MARKING (125 MIL)	EACH	4	\$ 500.00	\$ 2,000.00	\$ 700.00	\$ 2,800.00	\$ 112.00	\$ 448.00	\$ 700.00	\$ 2,800.00
10200	"S" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	2500	\$ 1.25	\$ 3,125.00	\$ 1.50	\$ 3,750.00	\$ 1.50	\$ 3,750.00	\$ 1.15	\$ 2,875.00
10210	"S" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	2500	\$ 1.25	\$ 3,125.00	\$ 2.00	\$ 5,000.00	\$ 1.50	\$ 3,750.00	\$ 1.20	\$ 3,000.00
10220	"S" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	1500	\$ 1.25	\$ 1,875.00	\$ 1.50	\$ 2,250.00	\$ 1.50	\$ 2,250.00	\$ 1.15	\$ 1,725.00
10230	"S" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	1500	\$ 1.25	\$ 1,875.00	\$ 1.50	\$ 2,250.00	\$ 1.50	\$ 2,250.00	\$ 1.20	\$ 1,800.00
10240	"B" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	1000	\$ 1.25	\$ 1,250.00	\$ 1.00	\$ 1,000.00	\$ 1.50	\$ 1,500.00	\$ 1.00	\$ 1,000.00
10250	"B" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	1000	\$ 1.25	\$ 1,250.00	\$ 1.50	\$ 1,500.00	\$ 1.50	\$ 1,500.00	\$ 1.00	\$ 1,000.00
10260	"B" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	1000	\$ 1.25	\$ 1,250.00	\$ 1.00	\$ 1,000.00	\$ 1.50	\$ 1,500.00	\$ 1.00	\$ 1,000.00
10270	"B" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	1000	\$ 1.25	\$ 1,250.00	\$ 1.50	\$ 1,500.00	\$ 1.50	\$ 1,500.00	\$ 1.00	\$ 1,000.00
10280	"S" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	100	\$ 3.00	\$ 300.00	\$ 3.00	\$ 300.00	\$ 3.50	\$ 350.00	\$ 2.50	\$ 250.00
10290	"S" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	100	\$ 3.00	\$ 300.00	\$ 3.50	\$ 350.00	\$ 3.50	\$ 350.00	\$ 2.50	\$ 250.00
10300	"S" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 3.50	\$ 350.00	\$ 5.00	\$ 500.00	\$ 3.25	\$ 325.00
10310	"S" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 4.00	\$ 400.00	\$ 5.00	\$ 500.00	\$ 3.25	\$ 325.00
10320	"S" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	250	\$ 4.00	\$ 1,000.00	\$ 3.50	\$ 875.00	\$ 5.00	\$ 1,250.00	\$ 3.25	\$ 812.50
10330	"S" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	250	\$ 4.00	\$ 1,000.00	\$ 4.00	\$ 1,000.00	\$ 5.00	\$ 1,250.00	\$ 3.25	\$ 812.50
10340	"B" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 2.50	\$ 250.00	\$ 5.00	\$ 500.00	\$ 1.75	\$ 175.00
10350	"B" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 3.00	\$ 300.00	\$ 5.00	\$ 500.00	\$ 1.75	\$ 175.00
10360	"B" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 2.50	\$ 250.00	\$ 5.00	\$ 500.00	\$ 1.75	\$ 175.00
10370	"B" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 3.00	\$ 300.00	\$ 5.00	\$ 500.00	\$ 1.75	\$ 175.00
10380	"S" SOLID TRANSVERSE PAVEMENT MARKING (ASPHALT) (125 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 4.00	\$ 400.00	\$ 5.00	\$ 500.00	\$ 4.50	\$ 450.00
10390	"S" SOLID TRANSVERSE PAVEMENT MARKING (CONCRETE) (125 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 4.25	\$ 425.00	\$ 5.00	\$ 500.00	\$ 4.75	\$ 475.00
10400	"S" SOLID TRANSVERSE PAVEMENT MARKING (ASPHALT) (125 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 10.00	\$ 1,000.00	\$ 5.00	\$ 500.00	\$ 6.50	\$ 650.00
10410	"S" SOLID TRANSVERSE PAVEMENT MARKING (CONCRETE) (125 MIL)	LNFT	100	\$ 4.00	\$ 400.00	\$ 10.00	\$ 1,000.00	\$ 5.00	\$ 500.00	\$ 6.50	\$ 650.00
10420	"S" SOLID TRANSVERSE PAVEMENT MARKING (ASPHALT) (125 MIL)	LNFT	500	\$ 20.00	\$ 10,000.00	\$ 20.00	\$ 10,000.00	\$ 20.00	\$ 10,000.00	\$ 15.00	\$ 7,500.00
10430	"S" SOLID TRANSVERSE PAVEMENT MARKING (CONCRETE) (125 MIL)	LNFT	500	\$ 20.00	\$ 10,000.00	\$ 20.00	\$ 10,000.00	\$ 20.00	\$ 10,000.00	\$ 15.00	\$ 7,500.00
10440	"S" SOLID BLUE PAVEMENT HANDICAP MARKING (ASPHALT) (90 MIL)	LNFT	200	\$ 5.00	\$ 1,000.00	\$ 8.00	\$ 1,600.00	\$ 6.00	\$ 1,200.00	\$ 10.00	\$ 2,000.00
10450	"S" SOLID BLUE PAVEMENT HANDICAP MARKING (CONCRETE) (90 MIL)	LNFT	200	\$ 5.00	\$ 1,000.00	\$ 10.00	\$ 2,000.00	\$ 6.00	\$ 1,200.00	\$ 10.00	\$ 2,000.00
10460	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (HANDICAP PARKING) (125 MIL)	EACH	10	\$ 500.00	\$ 5,000.00	\$ 500.00	\$ 5,000.00	\$ 500.00	\$ 5,000.00	\$ 650.00	\$ 6,500.00
10470	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (YIELD LINE) (125 MIL)	LNFT	100	\$ 15.00	\$ 1,500.00	\$ 40.00	\$ 4,000.00	\$ 30.00	\$ 3,000.00	\$ 33.00	\$ 3,300.00
10480	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BICYCLE) (125 MIL)	EACH	20	\$ 500.00	\$ 10,000.00	\$ 400.00	\$ 8,000.00	\$ 500.00	\$ 10,000.00	\$ 625.00	\$ 12,500.00
10490	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BICYCLE RIDE) (125 MIL)	EACH	20	\$ 500.00	\$ 10,000.00	\$ 400.00	\$ 8,000.00	\$ 500.00	\$ 10,000.00	\$ 650.00	\$ 13,000.00
10500	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (SHARED LANE) (125 MIL)	EACH	20	\$ 300.00	\$ 6,000.00	\$ 350.00	\$ 7,000.00	\$ 400.00	\$ 8,000.00	\$ 300.00	\$ 6,000.00
10510	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BIKE STRAIGHT ARROW) (125 MIL)	EACH	5	\$ 650.00	\$ 3,250.00	\$ 150.00	\$ 750.00	\$ 650.00	\$ 3,250.00	\$ 250.00	\$ 1,250.00
10520	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BIKE LEFT ARROW) (125 MIL)	EACH	5	\$ 650.00	\$ 3,250.00	\$ 150.00	\$ 750.00	\$ 650.00	\$ 3,250.00	\$ 300.00	\$ 1,500.00
10530	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BIKE RIGHT ARROW) (125 MIL)	EACH	5	\$ 650.00	\$ 3,250.00	\$ 150.00	\$ 750.00	\$ 650.00	\$ 3,250.00	\$ 300.00	\$ 1,500.00
10540	"BIKE" LEGEND PAVEMENT MARKING (125 MIL)	EACH	5	\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00	\$ 480.00	\$ 2,400.00
10550	"LANE" LEGEND PAVEMENT MARKING (125 MIL)	EACH	5	\$ 300.00	\$ 1,500.00	\$ 400.00	\$ 2,000.00	\$ 300.00	\$ 1,500.00	\$ 480.00	\$ 2,400.00
10560	TEMPORARY PAVEMENT MARKINGS (SOLID LINE) (4" WIDTH)	LNFT									

SECTION 00520

AGREEMENT

THIS AGREEMENT is by and between City of Mandeville (“Owner” or “City”) and
Donahoe Construction, LLC (“Contractor”)

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work of this Contract consists of asphalt roadway maintenance, reconstruction, and/or rehabilitation work, including but not limited to, removal and disposal of asphalt, cold planning & overlay of asphaltic pavement, placement asphaltic pavement and/or patching, saw cutting, reinforced paving grids or mats, loop detectors, asphalt curb repairs, pavement striping, installation of regulatory signage, crack cleaning & sealant, speed calming humps or devices, and other asphalt pavement roadway reconstruction such as the addition of asphalt turning lanes or median crossings, in addition to other related miscellaneous work and incidentals thereto throughout the City of Mandeville on as needed basis. The total value of this contract (combined value of task orders) will not exceed \$3,000,000. No minimum value is guaranteed.

ARTICLE 2 – PROJECT

- 2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

2025 Asphalt Maintenance Contract
City Project No. 700.22.001
City of Mandeville

- 2.02 The Project for which the Work is under the Contract Documents may be the whole or only a part of the quantities estimated on the Unit Prices Bid Table. The Work will be assigned to the Contractor on a Task Order basis. Each duly executed Task Order will include limits of work, a written scope of work, estimated material quantities and Task Order value, performance period, and any supplemental drawings or details required for completion of the work. Task Orders will be issued sequentially, without overlap of performance period, unless agreed otherwise by all parties. The Contractor may decline to perform a Task Order valued at under \$20,000 without prejudice.

ARTICLE 3 – ENGINEER

- 3.01 The Project has been designed by Digital Engineering & Imaging, Inc. (Engineer), which is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority

assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Contract Duration*

- A. The initial Contract Duration shall be for a period of one (1) calendar year from the agreement's effective date.
- B. The Contract Duration may be extended by Owner for a period of up to two (2) additional calendar years on annual basis by written notice to the Contractor for a maximum of duration of three (3) calendar years.
- C. The agreement will expire at the final payment for the last task order issued, or on the latest agreement's expiration date, whichever is later. No task order may be issued after the latest agreement's expiration date.

4.02 *Days to Achieve Substantial Completion and Final Payment*

- A. The Work will be substantially completed on or before the date specified in each task order, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the date specified in each task order.

4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500.00 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$500.00 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.
- B. In addition to and not in lieu of the per diem liquidated damages, Owner shall also be entitled to recover from Contractor additional liquidated damages for extended Resident Inspection fees and extended Construction Administration fees. Resident Inspection fee shall not exceed \$600.00 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. Construction Administration fee shall not exceed \$400.00 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds not to exceed the sum of the amounts determined pursuant to Paragraphs 5.01.A and 5.01.B below:
- A. For all Unit Price Work, an amount equal to the sum of the established unit prices (adjusted as applicable) for each separately identified item of Unit Price Work times the actual quantity of that item performed under each task order.
 - B. The Bid Prices for Unit Price Work set forth as the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 1st day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated in Paragraphs 6.02.A.1.a. & 6.02.A.1.b. below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.
 - a. 90 or 95 percent of Work completed (with the balance being retainage based on the percentage indicated Paragraph 6.02.A.1.c below).
 - b. 90 or 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage based on the percentage indicated Paragraph 6.02.A.1.c below).
 - c. Retainage: 10% Task Orders \$0 - \$499,999
5% Task Orders \$500,000 and over

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 90 or 95 percent of the Work completed as applicable, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.
- B. Following acceptance of the Work by the Owner, Contractor, at his expense, shall file the acceptance with the Clerk of Court and Ex-Officio Recorder of Mortgages.
- C. Release and payment of Retainage, or balance due, will become due and will be paid by Owner to Contractor thirty days after receipt of Application for Retainage Payment (which must include a clear lien and privilege certificate secured from the Clerk of Court and Ex-Officio Recorder of Mortgages dated no less than forty-five (45) days after the filing of the acceptance and other documentation as required by the Contract Documents), and recommendation of payment by the Engineer.

ARTICLE 7 – RESERVED.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and shall comply with all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.

- E. Based on the information and observations referred to in Paragraph 8.01.D above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- F. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- G. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- H. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- I. Contractor shall be responsible for damage done to public or private property due to any act, omission, neglect, or misconduct in the execution of the work, or defective work or material, and shall restore, at its expense, such property to a condition similar or equal to that existing before damage was done by repairing, rebuilding, or otherwise restoring same, or shall make good such damage in an acceptable manner.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 00520-1 to 00520-10).
 - 2. Performance bond (pages 00610-1 to 00610-2).
 - 3. Payment bond (pages 00610-3 to 00610-5).
 - 4. General Conditions (pages 00700-1 to 00700-60).
 - 5. Supplementary Conditions (pages 00800-1 to 00800-13).
 - 6. Specifications as listed in the table of contents of the Project Manual.
 - 7. Drawings consisting of 2 sheets with each sheet bearing the following general title: 2025 Asphalt Maintenance Contract Plans.
 - 8. Addenda Nos. 1 through 1.
 - 9. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid.

- b. Documentation submitted by Contractor prior to Notice of Award.
- 10. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, authorized assigns, and legal representatives to the other party hereto, its partners, successors, authorized assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to

replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing this Agreement. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Suspension of Work and Agreement Termination*

- A. The parties hereby agree that the present Agreement may be suspended or terminated pursuant to Article 15 of the General Conditions.

10.07 *Governing Law, Venue, and Attorney's Fees*

- A. This Contract shall be governed in all respects, including as to validity, interpretation and effect, by the internal laws of the State of Louisiana, without giving effect to the conflict of laws rules thereof. In the event of dispute hereunder, all matters shall be exclusively heard in the 22nd Judicial District Court, St. Tammany Parish, Louisiana with the prevailing party being entitled to the recovery of reasonable attorney's fees and costs from the non-prevailing party after final and non-appealable judgment.

10.08 *Fiscal Funding*

- A. The continuation of this Agreement is contingent upon the appropriation of funds to fulfill the requirements of the Agreement by the City of Mandeville. If the City fails to appropriate sufficient monies to provide for the continuation of this Agreement, or if such appropriation is reduced by any means provided in the appropriations act, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the Agreement, this

Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

10.09 *Indemnity – Hold Harmless*

- A. Contractor will indemnify, save harmless, and exempt the City and its officers, agents, servants and employees from and against any and all liability, suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorneys' fees, and all court or arbitration or other dispute resolution costs, caused by a willful or negligent act or omission of Contractor, its officers, agents, servants, employees, and subcontractors in the performance of this Contract; provided, however, that Contractor's indemnification obligation contained herein shall not apply to and Contractor shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorneys' fees caused by a willful or negligent act or omission of the City, its officers, agents, servants and employees.
- B. Contractor's indemnification obligations as described in Paragraph 10.09.A will also extend to matters arising out of or relating to: a) any Hazardous Environmental Condition created by Contractor or by anyone for whom Contractor is responsible, including but not limited to employees and subcontractors; and b) any infringement of patent rights or copyrights incident to the use in the performance of the Work of any invention, design, process, product, or device not specified in the Contract Documents. Nothing in this paragraph shall obligate Contractor to indemnify any individual or entity from and against consequences of that individual's or entity's own negligence.

10.10 *Taxes and Licenses*

- A. Contractor shall be responsible for all taxes arising out of or related to this Contract and obtain all licenses and permits necessary for the performance of this Contract

10.12 *Independent Contractor*

- A. It is expressly agreed and understood between the parties entering into this Contract that the Contractor is acting as an independent agent and as such nothing hereinabove or elsewhere in this contract shall in any manner make the Contractor an employee of the City nor create a partnership to this contract, it is hereby understood and specifically agreed that the Contractor shall be deemed and independent contractor and shall in no event be considered an employee, agent or servant of the City.
- B. The Contractor herein agrees that the Contractor, acting as an independent agent, nor anyone employed by or on behalf of the Contractor, shall receive any sick and annual leave benefits from the City.
- C. The parties further agree that the City shall not be liable to the Contractor for any benefits or

coverage as provided by the Workers' Compensation Law of the State of Louisiana, and further, anyone employed by the Contractor shall not be considered an employee of the City for the purposes of workers' compensation coverage. The Contractor certifies that its employees meet the requirements of independent contractor under Louisiana law.

10.13 *Non-waiver of Agreement Rights*

- A. The failure of the City to insist upon strict performance of the terms and agreements herein shall not be construed as a waiver or relinquishment of the City's right to enforce any such term or condition, but the same shall continue in full force and effect. No action or omission of the City shall be considered a waiver of any of the terms or conditions of this Agreement, nor excuse any conduct contrary to the terms and conditions of this Agreement, nor be considered to create a pattern of conduct between the parties where one may attempt to rely upon the contrary terms and conditions of this Agreement.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____, 202__ (which is the Effective Date of the Agreement).

OWNER:	CONTRACTOR
<u>City of Mandeville</u>	<u>Donahoe Construction, LLC</u>
By: _____	By: _____
Title: <u>Mayor</u>	Title: _____
	(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)
Attest: _____	Attest: _____
Title: _____	Title: _____
Address for giving notices:	Address for giving notices:
<u>Digital Engineering & Imaging</u>	<u>Donahoe Construction, LLC</u>
<u>3500 U.S. 190, Suite 201</u>	<u>9 Heron Lane</u>
<u>Mandeville, LA 70471</u>	<u>Mandeville, LA 70471</u>
	License No.: <u>73177</u>

Louisiana State Licensing Board for Contractors

Search by Contractor License Number

Contractor Information

Name

Donahoe Construction, LLC

Mailing Address

9 Heron Lane
Mandeville, LA 70471

Phone Number

(504) 914-2670

Email Address

info@donahoeconstruction.com

Active Licenses

License

CL.73177

Type

Commercial License Certificate

Status

Active

Effective Date

11/20/2023

Expiration Date

12/20/2025

First Issued

12/20/2021

Classifications

Class	Qualifying Party
HIGHWAY, STREET AND BRIDGE CONSTRUCTION	Melissa A. Donahoe
HEAVY CONSTRUCTION	Melissa A. Donahoe
MUNICIPAL AND PUBLIC WORKS CONSTRUCTION	Melissa A. Donahoe
DRIVEWAYS, PARKING AREAS, ASPHALT AND CONCRETE	Melissa A. Donahoe
LIMITED SPECIALTY SERVICES	Melissa A. Donahoe

Close Details

Louisiana State Licensing Board for Contractors
600 North Street
Baton Rouge, LA 70802
Phone: (225) 765-2301
Fax: 888-510-0127
[Contact Us \(https://lslbc.gov/contact-us/\)](https://lslbc.gov/contact-us/)

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**State of
Louisiana
Secretary of
State**



COMMERCIAL DIVISION
225.925.4704

Fax Numbers

225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
DONAHOE CONSTRUCTION, LLC	Limited Liability Company	MANDEVILLE	Active

Previous Names

Business: DONAHOE CONSTRUCTION, LLC

Charter Number: 44614083K

Registration Date: 10/3/2021

Domicile Address

9 HERON LANE
MANDEVILLE, LA 70471

Mailing Address

9 HERON LANE
MANDEVILLE, LA 70471

Status

Status: **Active**

Annual Report Status: **In Good Standing**

File Date: 10/3/2021

Last Report Filed: 9/15/2025

Type: Limited Liability Company

Registered Agent(s)

Agent: MELISSA DONAHOE
Address 1: 9 HERON LANE
City, State, Zip: MANDEVILLE, LA 70471
Appointment Date: 10/3/2021

Officer(s)

Additional Officers: No

Officer: MELISSA DONAHOE
Title: Member
Address 1: 9 HERON LANE
City, State, Zip: MANDEVILLE, LA 70471

Amendments on File

No Amendments on file

Print

DONAHOE
CONSTRUCTION



Donahoe Construction LLC
9 Heron Lane
Mandeville, LA 70471

LA License 73177

TO: City of Mandeville
Office of the Purchasing Agent, City Hall
3101 East Causeway Approach
Mandeville, LA 70448

BID ENCLOSED

BIDS FOR CONSTRUCTION OF:

Project No. 700.22.001

2025 ASPHALT MAINTENANCE CONTRACT

CITY OF MANDEVILLE

To Be Opened Wednesday October 22nd, 2025 at 11:00AM

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: City of Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

BID FOR: 2025 Asphalt Maintenance Contract
City of Mandeville Project No.
700.22.001

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: Digital Engineering & Imaging, Inc., and dated: July 2025.

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) 1

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:

Three Million, Five Hundred Seventy-Seven Thousand, Three Hundred Fifty Dollars & Zero Cents Dollars (\$ 3,577,350.00)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

N/A Dollars (\$)

Alternate No. 2 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

N/A Dollars (\$)

Alternate No. 3 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

N/A Dollars (\$)

NAME OF BIDDER: Donahoe Construction LLC

ADDRESS OF BIDDER: 9 Heron Lane

Mandeville, LA 70471

LOUISIANA CONTRACTOR'S LICENSE NUMBER: 73177

NAME OF AUTHORIZED SIGNATORY OF BIDDER: Melissa Donahoe

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: Managing Member/ CEO

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER:** 

DATE: 10/22/2025

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** A CORPORATE RESOLUTION OR WRITTEN EVIDENCE of the authority of the person signing the bid for the public work as prescribed by LA R.S. 38:2212(B)5.

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA R.S. 38:2218(A) is attached to and made a part of this bid.

LOUISIANA UNIFORM PUBLIC WORK BID FORM

UNIT PRICE FORM

BID FOR 2025 Asphalt Maintenance Contract
 City of Mandeville Project No. 700.22.001

TO: City of Mandeville
 3101 E. Causeway Approach
 Mandeville, LA 70448

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. Amounts shall be stated in figures and only in figures.

DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	5	UNIT OF MEASURE:	EACH	UNIT PRICE	\$25,000.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$25,000.00
REF. NO.	10002								
MAINTENANCE OF TRAFFIC									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	25	UNIT OF MEASURE:	EACH	UNIT PRICE	\$5,500.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$137,500.00
REF. NO.	10001								
MOBILIZATION (SITE TO SITE WITHIN TASK ORDER)									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	5	UNIT OF MEASURE:	EACH	UNIT PRICE	\$25,000.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$125,000.00
REF. NO.	10000								
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	1	UNIT OF MEASURE:	HOUR	UNIT PRICE	----	UNIT PRICE EXTENSION (Quantity times Unit Price)	----
REF. NO.	10003								
POLICE DETAIL (TRAFFIC CONTROL) (THIS IS A (NO BID) ITEM) (This item shall not be included in the Total Bid Price)									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	2,000	UNIT OF MEASURE:	TON	UNIT PRICE	\$120.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$240,000.00
REF. NO.	00010								
ASPHALT BINDER COURSE									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	1	UNIT OF MEASURE:	EACH	UNIT PRICE	----	UNIT PRICE EXTENSION (Quantity times Unit Price)	----
REF. NO.	00020								
PRICE ADJUSTMENT FOR BINDER COURSE (REFER TO ITEM 00010) (FOR ASPHALT INDEX CREDIT/DEBIT PURPOSES ONLY) (THIS IS A (NO BID) ITEM) (This item shall not be included in the Total Bid Price)									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	10,000	UNIT OF MEASURE:	TON	UNIT PRICE	\$150.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,500,000.00
REF. NO.	00030								
ASPHALT WEARING COURSE									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	1	UNIT OF MEASURE:	EACH	UNIT PRICE	----	UNIT PRICE EXTENSION (Quantity times Unit Price)	----
REF. NO.	00050								
PRICE ADJUSTMENT FOR WEARING COURSE (REFER TO ITEM 00030) (FOR ASPHALT INDEX CREDIT/DEBIT PURPOSES ONLY) (THIS IS A (NO BID) ITEM) (This item shall not be included in the Total Bid Price)									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	500	UNIT OF MEASURE:	TON	UNIT PRICE	\$175.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$87,500.00
REF. NO.	00060								
ASPHALT CONCRETE DRIVES, TURNOUTS AND MISCELLANEOUS									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	1,500	UNIT OF MEASURE:	TON	UNIT PRICE	\$165.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$247,500.00
REF. NO.	00070								
TACK COAT									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	1,000	UNIT OF MEASURE:	GAL	UNIT PRICE	\$4.50	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$4,500.00
REF. NO.	00820								
REINFORCED PAVING MAT									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	1,000	UNIT OF MEASURE:	SQYD	UNIT PRICE	\$5.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$5,000.00
REF. NO.	00830								
COLD MILLING EXISTING ASPHALT PAVEMENT (PER INCH DEPTH)									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	200,000	UNIT OF MEASURE:	SQYD	UNIT PRICE	\$2.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$450,000.00
REF. NO.	00870								
COLD MILLING EXISTING ASPHALT PAVEMENT (MULTI-USE PATH) (PER INCH DEPTH)									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	3,000	UNIT OF MEASURE:	SQYD	UNIT PRICE	\$3.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$9,750.00
REF. NO.	00880								
CLEANING AND SEALING CRACKS (BLACK)									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	1,000	UNIT OF MEASURE:	LNFT	UNIT PRICE	\$8.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$8,000.00
REF. NO.	00890								
ADJUSTING MANHOLES W/MANHOLE ADJUSTMENT RINGS									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	50	UNIT OF MEASURE:	EACH	UNIT PRICE	\$300.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$15,000.00
REF. NO.	00900								
VEHICLE DETECTOR INDUCTIVE LOOP INSTALLATION OR REPLACEMENT									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	300	UNIT OF MEASURE:	LNFT	UNIT PRICE	\$75.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$22,500.00
REF. NO.	00920								
1 INCH, 2 INCH, OR 3 INCH PVC CONDUIT IN EARTH									
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	QUANTITY:	200	UNIT OF MEASURE:	LNFT	UNIT PRICE	\$30.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$6,000.00
REF. NO.	00930								

**LOUISIANA UNIFORM PUBLIC WORK BID FORM
UNIT PRICE FORM**

TO: City of Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

BID FOR 2025 Asphalt Maintenance Contract
City of Mandeville Project No. 700.22.001

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices.
Amounts shall be stated in figures and only in figures.

DESCRIPTION:	☒ Base Bid or ☐ Alt. #	FULL DEPTH ASPHALT PAVEMENT PATCH (8" THICK)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
01200	2,000	SQYD	\$90.00	\$180,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	FULL DEPTH ASPHALT PAVEMENT PATCH (12" THICK)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
01210	200	SQYD	\$200.00	\$40,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	ASPHALT PAVEMENT PATCH OVER TRENCH		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
01220	750	SQYD	\$100.00	\$75,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	FULL DEPTH ASPHALT PAVEMENT PATCH (MULTI-USE PATH) (6" THICK OR LESS)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
01230	50	SQYD	\$150.00	\$7,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	ASPHALT PAVEMENT WIDENING (8" THICK) (4' WIDE OR LESS)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
01240	500	SQYD	\$90.00	\$45,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	ASPHALT PAVEMENT WIDENING (12" THICK) (4' WIDE OR LESS)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
01250	150	SQYD	\$200.00	\$30,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	CLASS II BASE COURSE		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
01260	250	CUYD	\$195.00	\$48,750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REMOVAL OF EXISTING MARKING		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10010	7,000	LNFT	\$1.00	\$7,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REMOVAL OF EXISTING LEGEND		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10020	35	EACH	\$50.00	\$1,750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REMOVAL OF EXISTING SIGN SUPPORTS		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10030	5	EACH	\$50.00	\$250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REMOVAL OF SIGNS AND SUPPORTS		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10040	5	EACH	\$150.00	\$750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	RELOCATION OF SIGN		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10050	15	EACH	\$150.00	\$2,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	WHITE/RED RAISED PAVEMENT MARKER		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10060	150	EACH	\$10.00	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	YELLOW RAISED PAVEMENT MARKER		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10070	200	EACH	\$10.00	\$2,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	BLUE RAISED PAVEMENT MARKER		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10080	10	EACH	\$25.00	\$250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REMOVAL OF RAISED PAVEMENT MARKERS		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10090	750	EACH	\$1.00	\$750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	TEMPORARY RAISED REFLECTORIZED PAVEMENT MARKERS		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10095	100	EACH	\$7.00	\$700.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	LEFT ARROW PAVEMENT MARKING (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10110	5	EACH	\$300.00	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	STRAIGHT ARROW PAVEMENT MARKING (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10120	5	EACH	\$300.00	\$1,500.00

wording for "DESCRIPTION" is to be provided by the Owner.
All quantities are estimated. The contractor will be paid based upon actual quantities as verified by the Owner.

2025 ASPHALT MAINTENANCE
SPECIFICATIONS

LOUISIANA UNIFORM PUBLIC WORK BID FORM

PAGE 00300-3

**LOUISIANA UNIFORM PUBLIC WORK BID FORM
UNIT PRICE FORM**

BID FOR 2025 Asphalt Maintenance Contract
City of Mandeville Project No. 700.22.001

TO: City of Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. Amounts shall be stated in figures and only in figures.

DESCRIPTION:	☒ Base Bid or ☐ Alt. #	RIGHT ARROW PAVEMENT MARKING (125 MIL)	REF. NO.	10130	QUANTITY:	5	UNIT PRICE	\$300.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	RIGHT/STRAIGHT ARROW PAVEMENT MARKING (125 MIL)	REF. NO.	10140	QUANTITY:	5	UNIT PRICE	\$300.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	LEFT/STRAIGHT ARROW PAVEMENT MARKING (125 MIL)	REF. NO.	10150	QUANTITY:	5	UNIT PRICE	\$300.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	"ONLY" LEGEND PAVEMENT MARKING (125 MIL)	REF. NO.	10160	QUANTITY:	5	UNIT PRICE	\$300.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	"R" LEGEND PAVEMENT MARKING (125 MIL)	REF. NO.	10170	QUANTITY:	4	UNIT PRICE	\$100.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" SCHOOL LEGEND PAVEMENT MARKING (125 MIL)	REF. NO.	10180	QUANTITY:	4	UNIT PRICE	\$500.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$2,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	10" SCHOOL LEGEND PAVEMENT MARKING (125 MIL)	REF. NO.	10190	QUANTITY:	4	UNIT PRICE	\$500.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$2,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	REF. NO.	10200	QUANTITY:	2,500	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$3,125.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	REF. NO.	10210	QUANTITY:	2,500	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$3,125.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	REF. NO.	10220	QUANTITY:	1,500	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,875.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	REF. NO.	10230	QUANTITY:	1,500	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,875.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	REF. NO.	10240	QUANTITY:	1,000	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	REF. NO.	10250	QUANTITY:	1,000	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	REF. NO.	10260	QUANTITY:	1,000	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	REF. NO.	10270	QUANTITY:	1,000	UNIT PRICE	\$1.25	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$1,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	6" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	REF. NO.	10280	QUANTITY:	100	UNIT PRICE	\$3.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$300.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	6" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	REF. NO.	10290	QUANTITY:	100	UNIT PRICE	\$3.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$300.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)	REF. NO.	10300	QUANTITY:	100	UNIT PRICE	\$4.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" SOLID YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)	REF. NO.	10310	QUANTITY:	100	UNIT PRICE	\$4.00	UNIT PRICE EXTENSION (Quantity times Unit Price)	\$400.00

Bidding for "DESCRIPTION" is to be provided by the Owner. Unit quantities are estimated. The contractor will be paid based upon actual quantities as verified by the Owner.

2025 ASPHALT MAINTENANCE
SPECIFICATIONS

LOUISIANA UNIFORM PUBLIC WORK BID FORM

**LOUISIANA UNIFORM PUBLIC WORK BID FORM
UNIT PRICE FORM**

TO: City of Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

BID FOR 2025 Asphalt Maintenance Contract
City of Mandeville Project No. 700.22.001

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices.
Amounts shall be stated in figures and only in figures.

DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10320	250	LNFT	\$4.00	\$1,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" SOLID WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10330	250	LNFT	\$4.00	\$1,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10340	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" BROKEN YELLOW LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10350	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (ASPHALT) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10360	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" BROKEN WHITE LONGITUDINAL PAVEMENT MARKING (CONCRETE) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10370	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" SOLID TRANSVERSE PAVEMENT MARKING (ASPHALT) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10380	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	8" SOLID TRANSVERSE PAVEMENT MARKING (CONCRETE) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10390	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	12" SOLID TRANSVERSE PAVEMENT MARKING (ASPHALT) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10400	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	12" SOLID TRANSVERSE PAVEMENT MARKING (CONCRETE) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10410	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	24" SOLID TRANSVERSE PAVEMENT MARKING (ASPHALT) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10420	500	LNFT	\$20.00	\$10,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	24" SOLID TRANSVERSE PAVEMENT MARKING (CONCRETE) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10430	500	LNFT	\$20.00	\$10,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" SOLID BLUE PAVEMENT HANDICAP MARKING (ASPHALT) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10440	200	LNFT	\$5.00	\$1,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	4" SOLID BLUE PAVEMENT HANDICAP MARKING (CONCRETE) (90 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10450	200	LNFT	\$5.00	\$1,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (HANDICAP PARKING) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10460	10	EACH	\$500.00	\$5,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (YIELD LINE) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10470	100	LNFT	\$15.00	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BICYCLE) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10480	20	EACH	\$500.00	\$10,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BICYCLE RIDER) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10490	20	EACH	\$500.00	\$10,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	PLASTIC PAVEMENT LEGENDS AND SYMBOLS (SHARED LANE) (125 MIL)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
10500	20	EACH	\$300.00	\$6,000.00

wording for "DESCRIPTION" is to be provided by the Owner.
All quantities are estimated. The contractor will be paid based upon actual quantities as verified by the Owner.

LOUISIANA UNIFORM PUBLIC WORK BID FORM

UNIT PRICE FORM

BID FOR 2025 Asphalt Maintenance Contract
 City of Mandeville Project No. 700.22.001

TO: City of Mandeville
 1101 E. Causeway Approach
 Mandeville, LA 70448

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. Amounts shall be stated in figures and only in figures.

DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BIKE STRAIGHT ARROW) (125 MIL)		10510	5	EACH	\$650.00	\$3,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BIKE LEFT ARROW) (125 MIL)		10520	5	EACH	\$650.00	\$3,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
PLASTIC PAVEMENT LEGENDS AND SYMBOLS (BIKE RIGHT ARROW) (125 MIL)		10530	5	EACH	\$650.00	\$3,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
"BIKE" LEGEND PAVEMENT MARKING (125 MIL)		10540	5	EACH	\$650.00	\$3,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
"LANE" LEGEND PAVEMENT MARKING (125 MIL)		10550	5	EACH	\$300.00	\$1,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT MARKINGS (SOLID LINE) (4" WIDTH)		10560	2,000	LNFT	\$1.25	\$2,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT MARKINGS (BROKEN LINE) (4" WIDTH) (4' LENGTH)		10570	1,000	LNFT	\$1.25	\$1,250.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT MARKINGS (SOLID LINE) (8" WIDTH)		10580	100	LNFT	\$4.00	\$400.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT MARKINGS (SOLID LINE) (24" WIDTH)		10590	100	LNFT	\$20.00	\$2,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT LEGENDS AND SYMBOLS (ARROW - STRAIGHT)		10600	5	EACH	\$150.00	\$750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT LEGENDS AND SYMBOLS (ARROW - RIGHT)		10610	5	EACH	\$150.00	\$750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT LEGENDS AND SYMBOLS (ARROW - LEFT)		10620	5	EACH	\$150.00	\$750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT LEGENDS AND SYMBOLS (ARROW - DOUBLE)		10630	5	EACH	\$150.00	\$750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
TEMPORARY PAVEMENT LEGENDS AND SYMBOLS (ONLY)		10640	5	EACH	\$150.00	\$750.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
SHOULDER DRESSING		20010	2,000	CUYD	\$30.00	\$60,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
SODDING		20020	2,500	SOYD	\$10.00	\$25,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
SEDDING, MULCHING, FERTILIZING		20030	500	SOYD	\$15.00	\$7,500.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
SPEED TABLE (CONCRETE)		30000	3	EACH	\$15,000.00	\$45,000.00
DESCRIPTION:	☒ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
DESCRIPTION:	☐ Base Bid or ☐ Alt. #	REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)

SECTION 00410

BID BOND FORM
FOR

2025 ASPHALT MAINTENANCE CONTRACT

Date: October 22, 2025

KNOW ALL MEN BY THESE PRESENTS:

That Donahoe Construction, LLC of 9 Heron Lane, Mandeville, LA 70471, as Principal, and The Gray Casualty & Surety Company, as Surety, are held and firmly bound unto the City of Mandeville (Obligee), in the full and just sum of 5% of the price bid, lawful money of the United States, for payment of which sum, well and truly be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally firmly by these presents.

Surety represents that it is listed on the current U. S. Department of the Treasury Financial Management Service list of approved bonding companies as approved for an amount equal to or greater than the amount for which it obligates itself in this instrument or that it is a Louisiana domiciled insurance company with at least an A - rating in the latest printing of the A. M. Best's Key Rating Guide. If surety qualifies by virtue of its Best's listing, the Bond amount may not exceed ten percent of policyholders' surplus as shown in the latest A. M. Best's Key Rating Guide.

Surety further represents that it is licensed to do business in the State of Louisiana and that this Bond is signed by surety's agent or attorney-in-fact. This Bid Bond is accompanied by appropriate power of attorney.

THE CONDITION OF THIS OBLIGATION IS SUCH that, whereas said Principal is herewith submitting its proposal to the Obligee on a Contract for:

2025 ASPHALT MAINTENANCE CONTRACT
Project No. 700.22.001

NOW, THEREFORE, if the said Contract be awarded to the Principal and the Principal shall, within such time as may be specified, enter into the Contract in writing and give a good and sufficient bond to secure the performance of the terms and conditions of the Contract with surety acceptable to the Obligee, then this obligation shall be void; otherwise this obligation shall become due and payable.

Donahoe Construction, LLC
PRINCIPAL (BIDDER)

BY: [Signature]
AUTHORIZED OFFICER-OWNER-PARTNER

The Gray Casualty & Surety Company
P.O. Box 6202, Metairie, LA 70009-6202
SURETY

BY: [Signature]
AGENT OR ATTORNEY-IN-FACT (SEAL)
Pamela K. Tucker, Attorney-in-Fact

2025 ASPHALT MAINTENANCE
SPECIFICATIONS

Countersigned: BID BOND FORM
Louisiana Resident Agent: PAGE 00410-1
By: [Signature]
Pamela K. Tucker, Metairie, LA

**THE GRAY INSURANCE COMPANY
THE GRAY CASUALTY & SURETY COMPANY**

GENERAL POWER OF ATTORNEY

Bond Number: N/A

Principal: Donahoe Construction, LLC

Project: 2025 Asphalt Maintenance Contract, Project No. 700.22.001

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: **Stephen L. Cory, Pamela K. Tucker, Bert Guiberteau, Jr., Mary Claire Buckley, Ronald Chase Zumo, and Michael C. Seaman of Metairie, Louisiana jointly and severally** on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

"RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4th day of November, 2022.



By:

Michael T. Gray

Michael T. Gray
President
The Gray Insurance Company

Cullen S. Piske

Cullen S. Piske
President
The Gray Casualty & Surety Company



State of Louisiana

ss:

Parish of Jefferson

On this 4th day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican
Notary Public
Notary ID No. 92653
Orleans Parish, Louisiana

Leigh Anne Henican

Leigh Anne Henican
Notary Public, Parish of Orleans State of Louisiana
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 22nd day of October, 2025

Mark S. Manguno

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 22nd day of October, 2025

Leigh Anne Henican



RES 25-59

**THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER
ZUCKERMAN AND MOTIONED FOR ADOPTION BY COUNCIL MEMBER
_____; SECONDED FOR ADOPTION BY COUNCIL MEMBER
_____**

RESOLUTION NO. 25-59

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE
ACCEPTING THE BID FOR THE REHABILITATION OF LIFT STATIONS 19
(WELDON PARK) AND 32 (SHADOWS) AND AUTHORIZING THE MAYOR TO
EXECUTE A CONTRACT WITH THE APPARENT LOW BIDDER,
SUBTERRANEAN CONSTRUCTION, LLC, AND PROVIDING FOR OTHER
MATTERS IN CONNECTION THEREWITH**

WHEREAS, the City of Mandeville advertised for bids for the Rehabilitation of Lift Stations 19 and 32 project;
and

WHEREAS, the City operates under Louisiana Revised Statute 48:252, which states that the low base bid
dictates the project award; and

WHEREAS, Fairway Consulting has reviewed the bids on the above referenced project, the lowest bid of the
responsive bids was Subterranean Construction, LLC. Based upon the Revised Statutes under which the City
operates, Fairway Consulting recommends awarding the contract to Subterranean Construction, LLC.; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mandeville in regular
session assembled on the 20th day of November 2025 acting pursuant to the recommendation of the Project's
consulting professional, with the apparent low total bid amount of \$248,400.00 be accepted from Subterranean
Construction, LLC.; and

BE IT FURTHER RESOLVED that the City Council of the City of Mandeville hereby authorizes the
Mayor to execute a contract between the City of Mandeville and Subterranean Construction, LLC. With the above
resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this ____ day of _____,
2025.

Alicia Watts
Council Clerk

Jason Zuckerman
Council Chairman



November 7, 2025

City of Mandeville

3101 East Causeway Approach
Mandeville, Louisiana, 70448
Attention: Keith LaGrange, P.E.

In care of:

Digital Engineering, Inc.

3500 US190 Suite 201
Mandeville, LA, 70471
Attention: Buster Lyons, P.E.

Re: City of Mandeville
Lift Station 19 and 32
Bid Tabulation and Contract Award

Dear Mr. Lagrange

Please find attached Bid Tabulation for the subject project.

A total of six (6) bids were received. The apparent low bidder for the Base Bid, Base Bid + Additive Alternate No. 1 and Additive Alternate No. 2 is Subterranean Construction, LLC, in the amount of \$248,400.00. Shortly after their bid submittal, during the bid evaluation period, Subterranean notified the city in writing of a minor clerical error regarding a reference to the A/E project number on the Central Bidding electronic bid submittal detail sheet. On the actual Louisiana Uniform Public Bid Form and other documents contained in the bid submission, the correct city project number and name are clearly indicated.

Please feel free to contact me if you should have any questions or need any additional information.

Thank you,

A handwritten signature in blue ink, appearing to read "David Martin", with a stylized flourish at the end.

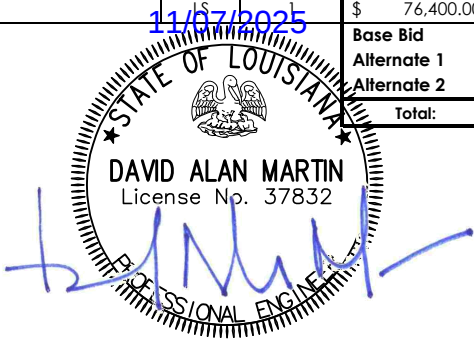
David Martin, PE
Senior Project Manager

Cc: John Catalanotto, P.E. – Fairway
Matthew Loker, P.E. – Fairway
Ruthann Chadwick – City of Mandeville

Attachment: Bid Tabulation
Letter from Apparent Low Bidder

City of Mandeville, Louisiana
Mandeville Lift Station 32 and 19 Rehabilitation (City Project No. 212.26.001)
Bid Tabulation (10/29/2025)
Engineer's Opinion of Probable Construction Cost = \$240,000.00

				SUBTERRANEAN CONSTRUCTION, LLC		KVC, LLC		M&J CIVIL CONSTRUCTION, LLC		GOTTFRIED CONSTRUCTION, LLC		COMMAND CONSTRUCTION INDUSTRIES, LLC		SAGE CONSTRUCTION, LLC		AVERAGE	
				License No. 34191		License No. 63342		License No. 73986		License No. 41751		License No. 48896		License No. 71684			
Ref. No.	Description	Unit	Quantities	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	REHABILITATION OF LIFT STATION NO. 32	LS	1	\$ 136,000.00	\$ 136,000.00	\$ 192,646.00	\$ 192,646.00	\$ 231,500.00	\$ 231,500.00	\$ 252,000.00	\$ 252,000.00	\$ 280,000.00	\$ 280,000.00	\$ 302,901.97	\$ 302,901.97	\$ 186,715.33	\$ 186,715.33
2	REHABILITATION OF LIFT STATION NO. 19 - REMOVE AND REPLACE CONCRETE PEDESTAL AND ELEVATE EXISTING CONTROL PANEL	LS	1	\$ 36,000.00	\$ 36,000.00	\$ 44,902.00	\$ 44,902.00	\$ 59,650.00	\$ 59,650.00	\$ 70,000.00	\$ 70,000.00	\$ 32,000.00	\$ 32,000.00	\$ 66,074.06	\$ 66,074.06	\$ 46,850.67	\$ 46,850.67
3	REHABILITATION OF LIFT STATION NO. 19 - REMOVE AND REPLACE WET WELL LINER	LS	1	\$ 76,400.00	\$ 76,400.00	\$ 141,114.00	\$ 141,114.00	\$ 110,400.00	\$ 110,400.00	\$ 40,000.00	\$ 40,000.00	\$ 60,000.00	\$ 60,000.00	\$ 62,851.46	\$ 62,851.46	\$ 109,304.67	\$ 109,304.67
				Base Bid	\$ 136,000.00	Base Bid	\$ 192,646.00	Base Bid	\$ 231,500.00	Base Bid	\$ 252,000.00	Base Bid	\$ 280,000.00	Base Bid	\$ 302,901.97	Base Bid	\$ 186,715.33
				Alternate 1	\$ 36,000.00	Alternate 1	\$ 44,902.00	Alternate 1	\$ 59,650.00	Alternate 1	\$ 70,000.00	Alternate 1	\$ 32,000.00	Alternate 1	\$ 66,074.06	Alt 1	\$ 46,850.67
				Alternate 2	\$ 76,400.00	Alternate 2	\$ 141,114.00	Alternate 2	\$ 110,400.00	Alternate 2	\$ 40,000.00	Alternate 2	\$ 60,000.00	Alternate 2	\$ 62,851.46	Alt 2	\$ 109,304.67
				Total:	\$ 248,400.00	Total:	\$ 378,662.00	Total:	\$ 401,550.00	Total:	\$ 362,000.00	Total:	\$ 372,000.00	Total:	\$ 431,827.49	Total:	\$ 342,870.67





Subterranean Construction, LLC
MUNICIPAL AND PUBLIC WORKS CONSTRUCTION

City of Mandeville
3101 E. Causeway Approach
Mandeville LA 70448

RE: REHABILITATION OF LIFT STATIONS NO. 32 & NO. 19
CITY PROJECT 212.26.001

Dear RuthAnn,

We would like to bring to your attention a clerical error that appeared in the project description for the sealed electronic bid regarding the **Rehabilitation of Lift Stations 19 and 32.**

The project was incorrectly listed as **"FCE Project 22-021A."** The correct project identification should read as **"FCE Project 21-061A."**

We sincerely apologize for this error. Please update your records accordingly to ensure accuracy in the bid submissions and related documentation.

Kind regards,

Evan T. Conravey
Member
econravey@subtlc.com

Central Bidding - Electronic Submittal Details**Title: ITB 2025 LIFT STATIONS 32 & 19 REHABILITATION****Bid ID:** 114354**Vendor Username:** SubterraneanConstruction**Date/Time Submitted:** 2025-10-29 09:22:11***CL/COR#:** 34191****Bid Amount:** \$0.00**Bid Details/Outside of Envelope:**

Sealed Bid: REHABILITATION OF LIFT STATIONS NO. 32 & NO. 19
CITY PROJECT NO. 212.26.001
FCE PROJECT 22-021A

Bid Due Date and Time: WEDNESDAY, OCTOBER 29, 2022; 11:00 A.M.

Submitted By: SUBTERRANEAN CONSTRUCTION, LLC
PO BOX 588
MAMDEVILLE, LA 70470
LOUISIANA CONTRACTOR'S LICENSE NUMBER: 34191

[Print](#) [Back](#)

**(CL/COR#: Contractor License Number or Certificate of Responsibility Number)*

*** (Bid Amount: If Bid Amount is \$0.00, pricing may be included within attached documents if any were submitted)*

LOUISIANA UNIFORM PUBLIC WORK BID FORM

To: City of Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

(Owner to provide name and address of owner)

BID FOR: REHABILITATION OF LIFT STATIONS NO.
32 & NO. 19
CITY PROJECT 212.26.001

(Owner to provide name of project and other identifying information)

The undersigned bidder hereby declares and represents that she/he: a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: **FAIRWAY CONSULTING AND ENGINEERING, LLC** and dated: **AUGUST 2025.**

(Owner to provide name of entity preparing bidding documents.)

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) Addenda 1 & 2

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:

One Hundred Thirty Six Thousand Dollars and no/100----- Dollars (\$ 136,000.00)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 (REHABILITATION OF LIFT STATION NO. 19 – REMOVE AND REPLACE CONCRETE PEDESTAL & ELEVATE EXISTING CONTROL PANEL, ADDITIVE) for the lump sum of:

Thirty Six Thousand Dollars and no/100----- Dollars (\$ 36,000.00)

Alternate No. 2 (REHABILITATION OF LIFT STATION NO. 19 - REMOVE AND REPLACE WET WELL LINER, ADDITIVE) for the lump sum of:

Seventy Six Thousand Four Hundred Dollars and no/100 ----- Dollars (\$ 76,400.00)

Alternate No. 3 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

N/A Dollars (\$ N/A)

NAME OF BIDDER: Subterranean Construction, LLC

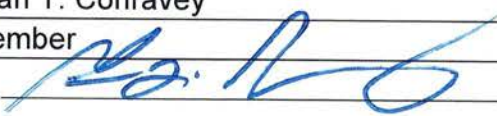
ADDRESS OF BIDDER: PO Box 588

Mandeville, LA 70470

LOUISIANA CONTRACTOR'S LICENSE NUMBER: 34191

NAME OF AUTHORIZED SIGNATORY OF BIDDER: Evan T. Conravey

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: Member

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: 

DATE: October 29, 2025

THE FOLLOWING ITEMS ARE TO BE INCLUDED WITH THE SUBMISSION OF THIS LOUISIANA UNIFORM PUBLIC WORK BID FORM:

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** **A CORPORATE RESOLUTION OR WRITTEN EVIDENCE** of the authority of the person signing the bid for the public work as prescribed by LA R.S. 38:2212(B)(5).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA R.S. 38:2218(A) attached to and made a part of this bid.

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UNIT PRICE FORM

TO: CITY OF Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

BID FOR: REHABILITATION OF LIFT STATIONS
NO. 32 & NO. 19
City Project 212.26.001

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. **Amounts shall be stated in figures and only in figures.**

DESCRIPTION: REHABILITATION OF LIFT STATION NO. 32				☒ Base Bid or ☐ Alt. #
REF. NO.	QUANTITY	UNIT OF MEASURE	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)
1	1.0	LUMP SUM	136,000.00	136,000.00

DESCRIPTION: REHABILITATION OF LIFT STATION NO. 19 – REMOVE AND REPLACE CONCRETE PEDESTAL & ELEVATE EXISTING CONTROL PANEL				☐ Base Bid or ☒ Alt. # <u> 1 </u>
REF. NO.	QUANTITY	UNIT OF MEASURE	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)
2	1.0	LUMP SUM	36,000.00	36,000.00

DESCRIPTION: REHABILITATION OF LIFT STATION NO. 19 - REMOVE AND REPLACE WET WELL LINER				☐ Base Bid or ☒ Alt. # <u> 2 </u>
REF. NO.	QUANTITY	UNIT OF MEASURE	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)
3	1.0	LUMP SUM	76,400.00	76,400.00

SECTION 00 00 10

CORPORATE RESOLUTION

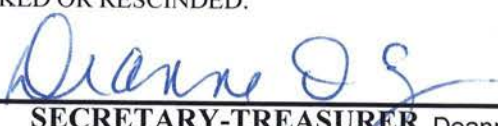
EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
Subterranean Construction, LLC

INCORPORATED.

AT THE MEETING OF DIRECTORS OF Subterranean Construction, LLC
INCORPORATED, DULY NOTICED AND HELD ON Jan. 6, 2025,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED. THAT Evan T. Conravey, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING,
CONCERNS AND TRANSACTIONS WITH THE CITY OF MANDEVILLE OR ANY OF ITS
AGENCIES, DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT
LIMITED TO, THE EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS,
BONDS, SURETIES, CONTRACTS AND ACTS AND TO RECEIVE AND
RECEIPT THEREFOR ALL PURCHASE ORDERS AND NOTICES ISSUED
PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND
ACCEPTING EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND
ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE A
TRUE AND CORRECT COPY OF AN EXCERPT OF
THE MINUTES OF THE ABOVE DATED MEETING
OF THE BOARD OF DIRECTORS OF SAID
CORPORATION, AND THE SAME HAS NOT BEEN
REVOKED OR RESCINDED.



SECRETARY-TREASURER Deanne D. Conravey

10/29/2025

DATE

SECTION 00 00 06

BID BOND FORM
FOR

REHABILITATION OF LIFT STATIONS NO. 32 & NO. 19

Date: 10/29/2025

KNOW ALL MEN BY THESE PRESENTS:

That Subterranean Construction, LLC of Mandeville, LA,
as Principal, and Arch Insurance Company, as Surety,
are held and firmly bound unto the City of Mandeville
(Obligee), in the full and just sum of 5% of the price bid, lawful money of the United States, for payment
of which sum, well and truly be made, we bind ourselves, our heirs, executors, administrators, successors
and assigns, jointly and severally firmly by these presents.

Surety represents that it is listed on the current U. S. Department of the Treasury Financial
Management Service list of approved bonding companies as approved for an amount equal to or greater
that the amount for which it obligates itself in this instrument or that it is a Louisiana domiciled insurance
company with at least an A - rating in the latest printing of the A. M. Best's Key Rating Guide. If surety
qualifies by virtue of its Best's listing, the Bond amount may not exceed ten percent of policyholders'
surplus as shown in the latest A. M. Best's Key Rating Guide.

Surety further represents that it is licensed to do business in the State of Louisiana and that this
Bond is signed by surety's agent or attorney-in-fact. This Bid Bond is accompanied by appropriate power
of attorney.

THE CONDITION OF THIS OBLIGATION IS SUCH that, whereas said Principal is herewith
submitting its proposal to the Obligee on a Contract for:

REHABILITATION OF LIFT STATIONS NO. 32 & NO. 19
City Project 212.26.001

NOW, THEREFORE, if the said Contract be awarded to the Principal and the Principal shall,
within such time as may be specified, enter into the Contract in writing and give a good and sufficient
bond to secure the performance of the terms and conditions of the Contract with surety acceptable to the
Obligee, then this obligation shall be void; otherwise this obligation shall become due and payable.

Subterranean Construction, LLC
PRINCIPAL (BIDDER)

Arch Insurance Company
SURETY

BY: [Signature]
AUTHORIZED OFFICER-OWNER-PARTNER

BY: [Signature]
AGENT OR ATTORNEY-IN-FACT(SEAL)
Kathleen L. Berni, Attorney-in-Fact

Countersigned: LA Resident Agent

By: [Signature]
Kathleen L. Berni, LA Lic 201148
111 Veterans Blvd., Ste 1130, Metairie, LA 70005

BID BOND FORM
PAGE 00 00 06-1

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated. Not valid for Note, Loan, Letter of Credit, Currency Rate, Interest Rate or Residential Value Guarantees.

POWER OF ATTORNEY

Know All Persons By These Presents:

That the Arch Insurance Company, a corporation organized and existing under the laws of the State of Missouri, having its principal administrative office in Jersey City, New Jersey (hereinafter referred to as the "Company") does hereby appoint:

George Villars Baus, Jr., Greg R. Weston and Kathleen L. Berniof Metairie, LA (EACH)

its true and lawful Attorney(s)-in-Fact, to make, execute, seal, and deliver from the date of issuance of this power for and on its behalf as surety, and as its act and deed: Any and all bonds, undertakings, recognizances and other surety obligations, in the penal sum not exceeding One Hundred Fifty Million Dollars (\$150,000,000.00). This authority does not permit the same obligation to be split into two or more bonds in order to bring each such bond within the dollar limit of authority as set forth herein.

The execution of such bonds, undertakings, recognizances and other surety obligations in pursuance of these presents shall be as binding upon the said Company as fully and amply to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal administrative office in Jersey City, New Jersey.

This Power of Attorney is executed by authority of resolutions adopted by unanimous consent of the Board of Directors of the Company on August 31, 2022, true and accurate copies of which are hereinafter set forth and are hereby certified to by the undersigned Secretary as being in full force and effect:

"**VOTED**, That the Chairman of the Board, the President, or the Executive Vice President, or any Senior Vice President, of the Surety Business Division, or their appointees designated in writing and filed with the Secretary, or the Secretary shall have the power and authority to appoint agents and attorneys-in-fact, and to authorize them subject to the limitations set forth in their respective powers of attorney, to execute on behalf of the Company, and attach the seal of the Company thereto, bonds, undertakings, recognizances and other surety obligations obligatory in the nature thereof, and any such officers of the Company may appoint agents for acceptance of process."

This Power of Attorney is signed, sealed and certified by facsimile under and by authority of the following resolution adopted by the unanimous consent of the Board of Directors of the Company on August 31, 2022:

VOTED, That the signature of the Chairman of the Board, the President, or the Executive Vice President, or any Senior Vice President, of the Surety Business Division, or their appointees designated in writing and filed with the Secretary, and the signature of the Secretary, the seal of the Company, and certifications by the Secretary, may be affixed by facsimile on any power of attorney or bond executed pursuant to the resolution adopted by the Board of Directors on August 31, 2022, and any such power so executed, sealed and certified with respect to any bond or undertaking to which it is attached, shall continue to be valid and binding upon the Company. **In Testimony Whereof**, the Company has caused this instrument to be signed and its corporate seal to be affixed by their authorized officers, this **18th** day of **August, 2025**.

Attested and Certified

Regan A. Shulman

Regan A. Shulman, Secretary

STATE OF PENNSYLVANIA SS
COUNTY OF PHILADELPHIA SS

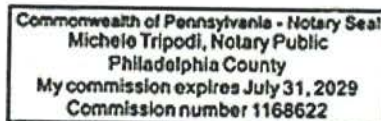


Arch Insurance Company

Stephen C. Ruschak

Stephen C. Ruschak, Executive Vice President

I, Michele Tripodi, a Notary Public, do hereby certify that Regan A. Shulman and Stephen C. Ruschak personally known to me to be the same persons whose names are respectively as Secretary and Executive Vice President of the Arch Insurance Company, a Corporation organized and existing under the laws of the State of Missouri, subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that they being thereunto duly authorized signed, sealed with the corporate seal and delivered the said instrument as the free and voluntary act of said corporation and as their own free and voluntary acts for the uses and purposes therein set forth.



Michele Tripodi

Michele Tripodi, Notary Public
My commission expires 07/31/2029

CERTIFICATION

I, **Regan A. Shulman**, Secretary of the Arch Insurance Company, do hereby certify that the attached **Power of Attorney dated August 18, 2025** on behalf of the person(s) as listed above is a true and correct copy and that the same has been in full force and effect since the date thereof and is in full force and effect on the date of this certificate; and I do further certify that the said **Stephen C. Ruschak**, who executed the Power of Attorney as Executive Vice President, was on the date of execution of the attached Power of Attorney the duly elected Executive Vice President of the Arch Insurance Company.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seal of the Arch Insurance Company on this 29th day of October, 2025.

Regan A. Shulman

Regan A. Shulman, Secretary

This Power of Attorney limits the acts of those named therein to the bonds and undertakings specifically named therein and they have no authority to bind the Company except in the manner and to the extent herein stated.

PLEASE SEND ALL CLAIM INQUIRIES RELATING TO THIS BOND TO THE FOLLOWING ADDRESS:

Arch Insurance Company Claims Department
Surety Claims
P.O. Box 542033
Omaha, NE 68154
suretyclaims@archinsurance.com



To verify the authenticity of this Power of Attorney, please contact Arch Insurance Company at SuretyAuthentic@archinsurance.com
Please refer to the above named Attorney-in-Fact and the details of the bond to which the power is attached.



Subterranean Construction, LLC
MUNICIPAL AND PUBLIC WORKS CONSTRUCTION

City of Mandeville
3101 E. Causeway Approach
Mandeville LA 70448

RE: REHABILITATION OF LIFT STATIONS NO. 32 & NO. 19
CITY PROJECT 212.26.001

Dear RuthAnn,

We would like to bring to your attention a clerical error that appeared in the project description for the sealed electronic bid regarding the **Rehabilitation of Lift Stations 19 and 32.**

The project was incorrectly listed as **"FCE Project 22-021A."** The correct project identification should read as **"FCE Project 21-061A."**

We sincerely apologize for this error. Please update your records accordingly to ensure accuracy in the bid submissions and related documentation.

Kind regards,

Evan T. Conravey
Member
econravey@subtlc.com

Louisiana State Licensing Board for Contractors

Search by Contractor Name

Contractor Information

Name

SUBTERRANEAN CONSTRUCTION, L. L.C.

Mailing Address

P. O. Box 588
Mandeville, LA 70470

Phone Number

(985) 246-6767

Email Address

dconravey@subtllc.com

Active Licenses

License

CL.34191

Type

Commercial License Certificate

Status

Active

Effective Date

11/20/2023

Expiration Date

08/20/2026

First Issued

08/20/1998

Classifications

Class

MUNICIPAL AND PUBLIC WORKS CONSTRUCTION
CULVERTS AND DRAINAGE STRUCTURES
EARTHWORK, DRAINAGE AND LEVEES
PIPE WORK (WATER LINES)
HIGHWAY, STREET AND BRIDGE CONSTRUCTION
HEAVY CONSTRUCTION
BUILDING CONSTRUCTION
HIGHWAY, STREET AND BRIDGE CONSTRUCTION
HEAVY CONSTRUCTION
MUNICIPAL AND PUBLIC WORKS CONSTRUCTION

Qualifying Party

Evan Thomas Conravey
Evan Thomas Conravey
Evan Thomas Conravey
Evan Thomas Conravey
Donald Joseph Dinon
Donald Joseph Dinon
Deanne Dupuy Conravey
Deanne Dupuy Conravey
Deanne Dupuy Conravey
Deanne Dupuy Conravey

Close Details

Louisiana State Licensing Board for Contractors
600 North Street
Baton Rouge, LA 70802
Phone: (225) 765-2301
Fax: 888-510-0127
Contact Us (<https://lslbc.gov/contact-us/>)

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**State of
Louisiana
Secretary of
State**



COMMERCIAL DIVISION
225.925.4704

Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
SUBTERRANEAN CONSTRUCTION, L.L.C.	Limited Liability Company	MANDEVILLE	Active

Previous Names

Business: SUBTERRANEAN CONSTRUCTION, L.L.C.

Charter Number: 34605948K

Registration Date: 1/15/1998

Domicile Address

1686 NORTH LN.
MANDEVILLE, LA 70471

Mailing Address

C/O EVAN T. CONRAVEY
P. O. BOX 588
MANDEVILLE, LA 70470

Status

Status: **Active**

Annual Report Status: **In Good Standing**

File Date: 1/15/1998

Last Report Filed: 12/18/2024

Type: Limited Liability Company

Registered Agent(s)

Agent: EVAN T. CONRAVEY
Address 1: 1686 NORTH LN.
City, State, Zip: MANDEVILLE, LA 70471
Appointment Date: 1/15/1998

Officer(s)

Additional Officers: No

Officer: EVAN T. CONRAVEY
Title: Member
Address 1: 464 COTTONWOOD CREEK LN
City, State, Zip: COVINGTON, LA 70433

Officer: DEANNE D. CONRAVEY
Title: Member
Address 1: 464 COTTONWOOD CREEK LN
City, State, Zip: COVINGTON, LA 70433

Amendments on File (2)

Description	Date
Domestic LLC Agent/Domicile Change	4/18/2011
Appointing, Change, or Resign of Officer	10/22/2019

[Print](#)

SECTION 00 00 07
AFFIDAVITS

NON-COLLUSION AFFIDAVIT

STATE OF LOUISIANA
PARISH OF St Tammany

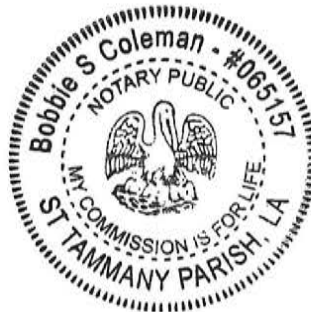
BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED Deanne D Conravey, WHO AFTER BEING BY ME DULY SWORN, DEPOSED AND SAID THAT HE IS THE FULLY AUTHORIZED Member OF Subterranean Construction, LLC (HEREIN AFTER REFERRED TO AS BIDDER) THE PARTY WHO SUBMITTED A BID FOR REHABILITATION OF LIFT STATIONS NO. 32 & NO. 19, BID NO. 212.26.001 AND SAID AFFIANT FURTHER SAID:

- 1) That bidder employed no person, corporation, firm, association or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the bidder whose services in connection with the construction of the public building or project or in securing the public contract were in the regular course of their duties for bidder; and
- 2) That no part of the contract price received by bidder was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the bidder whose services in connection with the construction of the public building or project were in the regular course of their duties for bidder.
- 3) Said bid is genuine and the bidder has not colluded, conspired or agreed directly or indirectly with any other bidder to offer a sham or collusive bid.
- 4) Said bidder has not in any manner, directly or indirectly, agreed with any other person to fix the bid price of affiant or any other bidder, or to fix any overhead, profit or cost element of said bid price, or that of any other bidder, or to induce any other person to refrain from bidding.
- 5) Said bidder is not intended to secure an unfair advantage of benefit from the City of Mandeville or in favor of any person interested in the proposed contract.

Deanne D Conravey
AUTHORIZED SIGNATURE

SWORN TO AND SUBSCRIBED
BEFORE ME THIS 30th
DAY OF Oct, 2025

Bobbie S Coleman
NOTARY PUBLIC



NON-CONVICTION AFFIDAVIT

STATE OF LOUISIANA
PARISH OF St Tammany

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED
Deanne D Conravey, WHO AFTER BEING BY ME DULY SWORN,
DEPOSED AND SAID THAT HE IS THE FULLY AUTHORISED Member OF
Subterranean Construction, LLC (HEREIN AFTER REFERRED TO AS BIDDER) THE
PARTY WHO SUBMITTED A BID FOR REHABILITATION OF LIFT STATIONS NO. 32 & NO.
19, BID NO. 212.26.001
AND SAID AFFIANT FURTHER SAID:

He/she personally has not been convicted of, nor has he/she entered a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below. No individual partner, incorporator, director, manager, officer, organizer, or member, who has a minimum of a ten percent ownership in the bidding entity, has been convicted of, or has entered a plea of guilty or nolo contendere to any of the crimes or equivalent federal crimes listed below.

A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall permanently bar any person or the bidding entity from bidding on public projects:

- (a) Public bribery (R.S. 14:118).
- (b) Corrupt influencing (R.S. 14:120).
- (c) Extortion (R.S. 14:66).
- (d) Money laundering (R.S. 14:230).

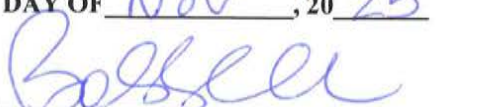
A conviction of or plea of guilty or nolo contendere to the following state crimes or equivalent federal crimes shall bar any person or the bidding entity from bidding on public projects for a period of five years from the date of conviction or from the date of the entrance of the plea of guilty or nolo contendere:

- (a) Theft (R.S. 14:67).
- (b) Identity Theft (R.S. 14:67.16).
- (c) Theft of a business record (R.S. 14:67.20).
- (d) False accounting (R.S. 14:70).
- (e) Issuing worthless checks (R.S. 14:71).
- (f) Bank fraud (R.S. 14:71.1).
- (g) Forgery (R.S. 14:72).
- (h) Contractors; misapplication of payments (R.S. 14:202).
- (i) Malfeasance in office (R.S. 14:134).

The five-year prohibition provided for in this section shall apply only if the crime was committed during the solicitation or execution of a contract or bid awarded pursuant to these provisions. If evidence is submitted substantiating that a false attestation has been made and the project must be readvertised or the contract cancelled, the awarded entity making the false attestation shall be responsible to the public entity for the costs of rebidding, additional costs due to increased costs of bids and any and all delay costs due to the rebid or cancellation of this project.


AUTHORIZED SIGNATURE

SWORN TO AND SUBSCRIBED
BEFORE ME THIS 4th
DAY OF Nov, 20 25


NOTARY PUBLIC

Bobbie S Coleman
065157



E-VERIFY AFFIDAVIT

STATE OF LOUISIANA

PARISH OF St Tammany

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED Deanne D Conravey, WHO AFTER BEING BY ME DULY SWORN, DEPOSED AND SAID THAT HE IS THE FULLY AUTHORIZED Member OF Subterranean Construction, LLC (HEREIN AFTER REFERRED TO AS BIDDER) THE PARTY WHO SUBMITTED A BID FOR **REHABILITATION OF LIFT STATIONS NO. 32 & NO. 19**, BID NO. 212.26.001 AND SAID AFFIANT FURTHER SAID:

Pursuant to La. R.S. 38:2212.10C, a private employer shall not bid on or otherwise contract with a public entity for the physical performance of services within the State of Louisiana unless the private employer verifies in a sworn affidavit that the private employer is registered with, participates in, and utilized the status verification system required by La. R.S. 38:2212.10B(2), known as the "E-Verify" program, in accordance with federal rules and regulations pertaining to E-Verify.

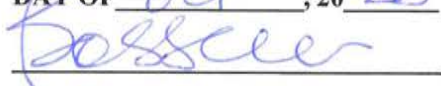
I HEREBY ATTEST THAT THE BIDDER

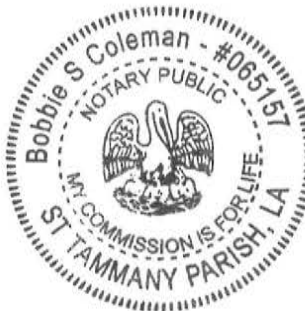
1. Is registered with and participates in the status verification system to verify that all new employees in the State of Louisiana are legal citizens of the United States or are legal aliens.
2. Will continue, during the term of the contract, to utilize the status verification system to verify the legal status of all new employees in the State of Louisiana.
3. Will require all subcontractors to submit an affidavit verifying that the subcontractor is registered with, participates in, and utilizes the status verification system to verify the legal status of all new employees in the State of Louisiana.


AUTHORIZED SIGNATURE

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 5th
DAY OF Oct, 2025


NOTARY PUBLIC



FIREARM INDUSTRY NON-DISCRIMINATION AFFIDAVIT (R.S. 38:2216.1)

STATE OF LOUISIANA

PARISH OF St Tammany

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED Deanne D Conravey, WHO AFTER BEING BY ME DULY SOWN, DEPOSED AND SAID THAT THEY ARE THE FULLY AUTHORIZED Member OF Subterranean Construction, LLC (HEREINAFTER REFERRED TO AS BIDDER) THE PARTY WHO SUBMITTED A BID FOR Rehabilitation of Lift Stations No. 32 & No. 19, BID NO. 212.26.001 AND SAID AFFIANT FURTHER DECLARED:

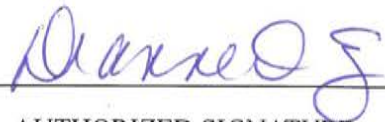
Pursuant to La. R.S. 38:2216.1, a public entity may not enter into a contract with a company for the purchase of goods or services unless the contract contains a written verification regarding the firearm industry non-discrimination as set forth in the statute. I HEREBY ATTEST THAT:

 The Bidder has fifty (50) or more full-time employees and:

1. The Bidder does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as such; and
2. The Bidder will not discriminate against a firearm entity or firearm trade association during the term of this Contract based solely on such status.

☒ The Bidder does not have fifty (50) or more full-time employees and/or this is a sole source provider contract and therefore not subject to the firearm industry non-verification requirement set forth in La. R.S. 38:2216.1.

This written verification is a condition of the Contract and is incorporated herein by reference. Failure to maintain compliance with this certification during the term of the Contract shall constitute a material breach and may result in termination of the Contract and/or other remedies available under law.


AUTHORIZED SIGNATURE

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 4th

DAY OF Nov, 2025

NOTARY PUBLIC

Bobbie Coleman
065157



CODE OF CONDUCT

A. POLICY STATEMENT.

The citizens of the City of Mandeville rightfully expect elected municipal officials, unclassified employees and appointed personnel to adhere to the highest standards of professional and ethical conduct in the performance of their duties and responsibilities. The City of Mandeville Personnel Policies and Police Standard Operating Procedures Manual specifies the conduct of the classified civil service employee so that this code does not apply to this class of city employees. This code applies to the following persons:

1. Elected municipal officials of the City of Mandeville.
Unclassified employees of the City of Mandeville.
3. Persons appointed or elected to the various boards and commissions of the City of Mandeville.
4. Contractors as described in Section D of this code. Contractors are not obligated to participate in the training requirements of this code but will be required to demonstrate that they are familiar with this code and the Louisiana State Code of Ethics.

While this document in and of itself is not punitive in nature, it complements the existing laws incorporated in the Louisiana State Code of Ethics and other existing policies that cover persons employed by the City of Mandeville. All elected municipal officials, unclassified employees and appointed personnel of the city in whatever capacity should know that infractions of this Code of Conduct may also be violations prohibited by state ethical rules and regulations which do carry punitive provisions.

Every person covered by this Code has a unique position of trust in the community and, therefore, assumes a special responsibility to act with the highest standards of honesty, fidelity and fairness. Said persons should conduct themselves in a manner that merits public trust and confidence.

B. PURPOSE OF THIS POLICY.

Section 7-02 of the City Charter for the City of Mandeville provides that "All officers and employees of the city government shall comply with the provisions of the Louisiana State Code of Ethics pertaining to local government." The purpose of the Code of Conduct is to complement the Code of Ethics with a code that requires conduct over and above the strict adherence to the letter of the general law and the Louisiana State Ethics Code. To establish a set of guidelines for the behavior of the persons covered by this code which will enhance the effectiveness of city government while maintaining the high standards of quality and professionalism necessary for the city to successfully project the best image possible.

C. CITY OF MANDEVILLE CODE OF CONDUCT FOR ELECTED, UNCLASSIFIED EMPLOYEES AND APPOINTED PERSONNEL.

All persons in each category as defined by the above title shall sign a copy of this Code of Conduct thereby acknowledging that they have received a copy and understand that it is therefore their responsibility to comply with this Code of Conduct and any revisions to it as follows:

1. Adhere to the principle that all activities undertaken by persons covered by this code shall be in the best interests of the citizens of the city and with the goal of perfection of city government. That no personal gain or benefit, except for compensation and benefits accompanying applicable personnel, should be accepted.
2. Accept the responsibility that any improper conduct can reflect negatively on the public image of the city and bring embarrassment and discontent to the citizens of the city. It is the intent of this Code of Conduct to make the persons covered by this code aware, through training, of the existing laws and city rules and regulations of employment that are designed to respond to any improper conduct in whatever context.
3. Participate in a comprehensive training program regarding the Louisiana State Code of Ethics and this Code of Conduct for all levels of personnel defined by this Code of Conduct except Contractors. This training shall include, but not be limited to, ongoing small and large group training sessions highlighting general rules of conduct and specific rules of conduct pertaining to elected municipal officials, unclassified employees or appointed personnel. This training shall amplify what personnel can or cannot do in complying with the Louisiana State Code of Ethics and this Code of Conduct. It shall also identify and help personnel recognize potential conflicts of interest and provide mechanisms for alerting the proper officials of such potential conflicts. Each person covered by this code, except Contractors, shall be required to participate in at least two hours of training per calendar year. These hours shall be certified to the Personnel Director and be a part of the person's record.
4. Always be in full compliance with all applicable federal, state and local laws and regulations.
5. Direct all requests for documents under the Public Records law to the City Attorney for response. All requests for documents under the Public Records law shall be in writing.
6. Respect the confidentiality of information concerning the City, City personnel or proceedings of the City.

D. CONTRACTORS.

Any individual or business entity that enters into a contract with the City of Mandeville shall be subject to this code and be referred to herein as a "Contractor". Every Contractor shall be mindful of the principles of law relating to the Code of Governmental Ethics of the State of Louisiana. The Contractor shall not make or authorize any payment or give anything of value directly or indirectly to an official of this government for the purpose of influencing an act or decision of official capacity or for assisting in obtaining or retaining business for or with, or for direction of business to any person. Likewise, the Contractor will not make or authorize any payment to anyone for the purpose of influencing any official act or decision, or inducing such entity or person to use any influence with this government to assist anyone in obtaining or retaining business for or with, or directing business to, any person. Any breach or violation of this clause by the Contractor shall be considered a substantial and material breach of its contract with the City of Mandeville.

That all Contractors shall sign an affidavit in the form attached hereto as Attachment A as a condition of their contract with the City of Mandeville.

E. COMPLAINTS.

All complaints shall be in writing and signed by the person making the complaint. There shall be no "anonymous complaints". Any person wishing to file a complaint regarding any person covered by this code shall send the complaint to the City Attorney's Office where a log will be kept of such complaints. A copy of any complaint regarding any person covered by this code shall be sent to the person complained of within three days of the receipt of the complaint. The person complained of shall have five days to respond in writing to the complaint and his or her response shall be part of the complaint record. If such complaint alleges ethical violations, then the City Attorney shall recommend to the person making the complaint that he or she forward a copy of the complaint to the Louisiana Board of Ethics for further action.

Any person who wishes to make a complaint to the Louisiana Board of Ethics may do so by sending the complaint to: Louisiana Ethics Administration Program, P.O. Box 4368, Baton Rouge, LA, 70821 or call the Board office at (225) 219-5600.

ATTACHMENT "A"
CODE OF CONDUCT AFFIDAVIT

STATE OF LOUISIANA

PARISH OF St Tammany

AFFIDAVIT

BEFORE ME, the undersigned Notary Public personally came and appeared: Deanne D Conravey;
if a corporation, LLC, or partnership, then the affidavit may be signed by corporate officer, member or partner stating that
the subject organization is aware of the Code of Governmental Ethics.

Who, after first being duly sworn did depose and say he/she is the president, corporate officer, or designee of
Subterranean Construction, LLC and that he/she is familiar with the Code of Governmental Ethics contained in
Louisiana Revised Statutes at Title 42, Chapter 15 and is familiar with and has a copy of the Code of Conduct for the City
of Mandeville, and

That, Subterranean Construction, LLC will conform to the provisions in the Code of Environmental Ethics and the
Code of Conduct as a condition of any contract between the company and the City of Mandeville, Louisiana, and

That, the provisions of the Code of Governmental Ethics and the Code of Conduct shall apply to any subcontract that the
contractor has with any other entity in the performance of its contract with the City of Mandeville, Louisiana and there
shall be a statement in every subcontract to that effect.

WITNESSES:

[Signature]

[Signature]

Sworn to and subscribed
before me this 20th day
of October, 2025

[Signature]

Notary Public

Bobbe Coleman

065157

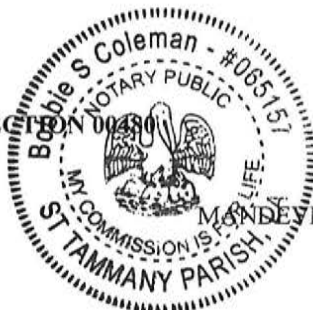
CONTRACTOR:

Subterranean Construction, LLC

By:

[Signature]

END OF SECTION



MANDEVILLE CODE OF CONDUCT
PAGE 00 00 09-4

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/30/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Louisiana Companies 801 North Blvd. Baton Rouge, LA 70802 225 383-4761	CONTACT NAME: Jennifer C. Broussard, CIC, CISR
	PHONE (A/C, No, Ext): 225 381-3318 FAX (A/C, No): 225-387-4336 E-MAIL ADDRESS: Jennifer.Broussard@MarshMMA.Com
INSURED Subterranean Construction, LLC P.O. Box 588 Mandeville, LA 70470	INSURER(S) AFFORDING COVERAGE
	INSURER A: Valley Forge Insurance Company
	INSURER B: Continental Insurance Company
	INSURER C: American Casualty Co. of Reading, PA.
	INSURER D: Columbia Casualty Co.
	INSURER E:
INSURER F:	NAIC #
	20508
	35289
	20427
	31127

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:		6083320469	06/16/2025	06/16/2026	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY		6083179919	06/16/2025	06/16/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB DED ☒ RETENTION \$10000 ☐ OCCUR ☐ CLAIMS-MADE		6083179936	06/16/2025	06/16/2026	EACH OCCURRENCE \$6,000,000 AGGREGATE \$6,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	6083179922	06/16/2025	06/16/2026	☒ PER STATUTE E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Cont Pollution		4033009886	06/16/2025	06/16/2026	\$1,000,000 Per Claim

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder additional insured with respect to the General Liability and Auto Liability policies as required by written contract when executed prior to a loss, subject to policy terms, conditions and exclusions.

Waiver of Subrogation is provided with respect to the General Liability, Auto Liability and Workers (See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

City of Mandeville
3101 E. Causeway Approach
Mandeville, LA 70448

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jennifer Broussard

DESCRIPTIONS (Continued from Page 1)

Compensation policies as required by written contract when executed prior to a loss, subject to policy terms, conditions and exclusions.

Additional insured provision on the General Liability and Auto policies is primary and non-contributory as required by written contract executed prior to a loss, subject to policy terms, conditions and exclusions.

Additional insured status for General Liability includes ongoing and completed operations.

Umbrella policy follows form over underlying General Liability, Auto Liability and Employers Liability policies, subject to policy terms, conditions and exclusions..

RE: Rehabilitation of Lift Stations No. 32 & No. 19
City Project No. 212.26.001

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/30/2025

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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Louisiana Companies 801 North Blvd. Baton Rouge, LA 70802 225 383-4761	CONTACT NAME: Jennifer C. Broussard, CIC, CISR
	PHONE (A/C, No, Ext): 225 381-3318 FAX (A/C, No): 225-387-4336
INSURED Subterranean Construction, LLC P.O. Box 588 Mandeville, LA 70470	E-MAIL ADDRESS: Jennifer.Broussard@MarshMMA.Com
	INSURER(S) AFFORDING COVERAGE
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INSURER E :	
INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY		6083179919	06/16/2025	06/16/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB CLAIMS-MADE DED ☒ RETENTION \$10000		6083179936	06/16/2025	06/16/2026	EACH OCCURRENCE \$6,000,000 AGGREGATE \$6,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	6083179922	06/16/2025	06/16/2026	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Cont Pollution		4033009886	06/16/2025	06/16/2026	\$1,000,000 Per Claim

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Waiver of Subrogation is provided with respect to the General Liability, Auto Liability and Workers (See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

Fairway Consulting and Engineering
827 West 22nd Avenue
Covington, LA 70433

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jennifer Broussard

DESCRIPTIONS (Continued from Page 1)

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Additional insured status for General Liability includes ongoing and completed operations.

Umbrella policy follows form over underlying General Liability, Auto Liability and Employers Liability policies, subject to policy terms, conditions and exclusions..

RE: Rehabilitation of Lift Stations No. 32 & No. 19
City Project No. 212.26.001

SECTION 00 00 11

AGREEMENT

THIS AGREEMENT is by and between City of Mandeville (“Owner”) and
Subterranean Construction, LLC (“Contractor”).
Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: Rehabilitation of existing sewerage lift stations owned, maintained, and operated by the City of Mandeville.

ARTICLE 2 – THE PROJECT

- 2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Rehabilitation of Lift Stations No. 32 & No. 19
City Project No. 212.26.001
City of Mandeville
Base Bid + Additive Alternate No. 1 + Additive Alternate No. 2

- 2.02 The Project has been designed by Fairway Consulting & Engineering (Fairway) (Engineer), which is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 3 – CONTRACT TIMES

- 3.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

- 4.02 *Days to Achieve Substantial Completion and Final Payment*

A. The Work will be substantially completed within one hundred eighty (180) calendar days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final acceptance in accordance with Paragraph 14.07 of the General Conditions within two hundred ten (210) calendar days after the date when the Contract Times commence to run.

4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500.00 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$500.00 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.
- B. In addition to and not in lieu of the per diem liquidated damages, Owner shall also be entitled to recover from Contractor additional liquidated damages for extended Resident Inspection fees and extended Construction Administration fees. Resident Inspection fee shall not exceed \$600.00 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. Construction Administration fee shall not exceed \$400.00 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A below:

- A. For all Work required to complete the project, a lump sum of: \$ 248,400.00

ARTICLE 6 – PAYMENT PROCEDURES

- 6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

- 6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 1st day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General

Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.
 - a. 95 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 95 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 100 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.
- B. Following acceptance of the Work by the Owner, Contractor, at his expense, shall file the acceptance with the Clerk of Court and Ex-Officio Recorder of Mortgages.
- C. Release and payment of Retainage, or balance due, will become due and will be paid by Owner to Contractor thirty days after receipt of Application for Retainage Payment (which must include a clear lien and privilege certificate secured from the Clerk of Court and Ex-Officio Recorder of Mortgages dated no less than forty-five (45) days after the filing of the acceptance and other documentation as required by the Contract Documents), and recommendation of payment by the Engineer.

ARTICLE 7 – RESERVED.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.
- E. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- F. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- G. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- H. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement;
 - 2. Performance bond;
 - 3. Payment bond;
 - 4. General Conditions;
 - 5. Supplementary Conditions;

6. Specifications as listed in the table of contents of the Project Manual.
7. (Not used.)
8. Drawings consisting of 23 sheets with each sheet bearing the following general title:
Rehabilitation of Lift Stations No. 32 & No. 19.
9. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid.
 - b. Documentation submitted by Contractor prior to Notice of Award.
10. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- B. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Termination for Cause*

- A. Either party may terminate this Agreement in the event the other party has materially breached or defaulted in the performance of any of its obligations hereunder, and such default has continued for thirty (30) days after written notice thereof was provided by certified mail to the breaching party by the non-breaching party. Any termination shall become effective at the end of such thirty (30) day period unless the breaching party has cured any such breach or default prior to the expiration of such period.

10.07 *Governing Law, Venue, and Attorney's Fees*

- A. This Contract shall be governed in all respects, including as to validity, interpretation and effect, by the internal laws of the State of Louisiana, without giving effect to the conflict of laws rules thereof. In the event of dispute hereunder, all matters shall be exclusively heard in the 22nd Judicial District Court, St. Tammany Parish, Louisiana with the prevailing party being entitled to the recovery of reasonable attorney's fees and costs from the non prevailing party after final and non-appealable judgment.

10.08 *Fiscal Funding*

- A. The continuation of this Agreement is contingent upon the appropriation of funds to fulfill the requirements of the Agreement by the City of Mandeville. If the City fails to appropriate sufficient monies to provide for the continuation of this Agreement, or if such appropriation is reduced by any means provided in the appropriations act, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the Agreement, this Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

10.09 *Indemnity – Hold Harmless*

- A. Contractor will indemnify, save harmless, and exempt the City, its officers, agents, servants and employees from and against any and all liability, suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorneys' fees caused by a willful or negligent act or omission of Contractor, its officers, agents, servants and employees in the performance of this Contract; provided, however, that Contractor's indemnification obligation contained herein shall not apply to and Contractor shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorneys' fees caused by a willful or negligent act or omission of the City, its officers, agents, servants and employees.

10.10 *Taxes and Licenses*

- A. Contractor shall be responsible for all taxes arising out of or related to this Contract and obtain all licenses and permits necessary for the performance of this Contract.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____ (which is the Effective Date of the Agreement).

OWNER:

City of Mandeville

By: _____

Title: Mayor

Attest: _____

Title: _____

Address for giving notices:

Fairway Consulting + Engineering

827 West 22nd Avenue

Covington, LA 70433

CONTRACTOR

Subterranean Construction, LLC

By: _____

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Title: _____

Address for giving notices:

License No.: _____
