**Capital Area Road and Bridge District**

**Meeting Minutes**

**Time/Date:** 2:00 PM, January 27, 2020

**Location:** Senate Committee Room E, State Capitol

**Members Present:** Chairman J. H. Campbell, Jr., Governor’s Appointee

John Diez (representing Parish President Clint Cointment), Ascension Parish

Fred Raiford (representing Mayor-President Sharon Broome), E. B. R. Parish

Parish President Riley Berthelot, West Baton Rouge Parish

Hank Grace (representing Parish President Mitchell Ourso), Iberville Parish

Dr. Shawn Wilson, Secretary, DOTD

**Members Absent:** Parish President Layton Ricks, Livingston Parish

**Minutes:**

* Chairman Campbell called the meeting to order-roll called-quorum present
* Minutes from the October 21, 2019 meeting were approved.
* Agenda item III pertaining to the review and potential approval of one of the proposals received from the three (3) law firms as the Legal Counsel for the District was discussed. A Motion was made by Fred Raiford to approve the proposal from Roedel, Parsons, Koch, Blanche, Balhoff & McCollister. The motion was second by Riley Berthelot. Hank Grace then made a substitute motion to approve the proposal from Breazeale, Sachse & Wilson, L.L.P. The substitute motion failed for a lack of a second. The original motion received a favorable vote of five to one. A second motion was made by Fred Raiford and seconded by Riley Berthelot to grant authority for the Chairman to enter into a contract with the selected firm. The motion was approved.
* Discussion was held on Agenda Item IV, the review and potential approval of the only proposal received to perform an Economic Impact Study and the granting of authority to the Chairman to negotiate and execute the final project proposal/agreement with Loren Scott and Associates. Riley Berthelot asked for additional information on the weight of the Economic Impact Study to the location of proposed bridge and Chairman Campbell asked if this item was a matter of timing. Secretary Wilson explained that the study would determine the impact of traffic for the region but would not affect the location of the proposed bridge. The value in proceeding with the Economic Impact Study would be realized through the NEPA documentation necessary when using federal funds for the project.
* Nial Patel added that the economic impact study proposal that is on the table does not address the location at all. It is merely how it impacts the economy in the region; identifying how many vehicles are affected in traffic and the impact not just in one parish, but how it impacts the entire Region. It is desirable to have all of the facts and current numbers to present to the Federal Government and to the Administration and the Legislature for when funding is requested. Regardless of where the bridge is located of any of the current 5 proposed locations, there will be significant impacts to the economy of the entire region.
* When asked the will of the District , Riley Berthelot made a motion to accept the proposal from Loren Scott and Associates and authorize the Chairman to negotiate and execute a contract with Dr. Scott. The motion was seconded by Mr. Raiford and unanimously approved.
* Following some opening remarks from Secretary Wilson, Project Manager, Paul Vaught, and Administrator of the LA DOTD Bridge Design Section gave an update regarding the process used to select the chosen Consultant and Project Manager for the bridge project and detailed the next steps toward mobilization and commencement of duties.
* Final notice of selection of consultant has not yet been posted (As of 1/24/2020) due to a protest of the Apparent Selection
* Once Selection is finalized, DOTD will enter into contract negotiations.
* Negotiations will include development of detailed tasks, schedules, and costs for Phase 1 of the contract (Enhanced Planning)
* Negotiation process should be completed within 30-60 days of initiation; notice to proceed should be issued shortly thereafter.
* Phase 1 of the contract, which narrows the number of alternatives to three (from all plausible alternatives), should be completed in 24 months from the notice to proceed.
* Near the end of Phase 1 of the contract, DOTD will begin procurement of Phase 2 of the contract (Environmental Evaluation).
* DOTD will either retain the existing consultant and enter into negotiations with them, or will send out a new RFQ for Part 2 services (Environmental Evaluation).
* Phase 2 services are anticipated to take an additional 24 months from notice to proceed.
* Mr. Vaught responded to several questions from CARB-D members.
* Questions from the members were then posed to Secretary Wilson regarding CAEA data from previous studies being made available to the selected consultant. While he conceded that some elements of the various studies may be of benefit, he noted that those studies were on a project of a much larger scale. DOTD owns much data from the CAEA and will make all data available to the consultant once the purpose and needs statement is completed. By doing so, consideration could be given to all issues with possible alignment such as protecting our cultural resources, and considering public opinion. DOTD must still follow procedural law for NEPA guidelines and to ensure proper permitting etc. In Phase 1 of the contract, consultants would narrow the number of potential sites to 3 locations, and define deliverables. Learned Information must be factored in, which could impact time frames. Phase 1 informs Phase II, and the formal initiation of the EIS would be at the end of Phase I . The contract is structured to allow DOTD to put out an RFQ for Phase II if deliverables are not received timely. If the original firm performs well and is accountable, it is expected that DOTD would proceed with the original consultant. There is, however, an opt-out clause at the end of Phase 1. When asked by Chairman Campbell, Secretary Wilson confirmed that the proposed new bridge is a top priority to DOTD
* There was no new business and there were no public comments.
* The meeting was adjourned at 2:30 p.m. by a motion from Mr. Raiford.

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Secretary

Capital Area Road and Bridge District

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:

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Chairman

Capital Area Road and Bridge District