

Office of Community Development
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

MEMORANDUM

TO: Potential LCDBG Applicants
Administrative Consulting Firms
Engineering and Architectural Firms

FROM: Traci Watts, Director
Office of Community Development – Local Government Assistance

DATE: January 27, 2021

SUBJECT: Citizen Participation and Procurement Information
Louisiana Community Development Block Grant Program
Public Facilities – FY 2022/FY 2023 Program Cycle

It is time to begin the application planning process for the FY 2022 and FY 2023 LCDBG Public Facilities Program. The Office of Community Development – Local Government Assistance (OCD-LGA) will discuss the application process and rating criteria in detail at the Project Severity Workshops listed below. In preparation for the FY 2022 and FY 2023 LCDBG Public Facilities program, OCD-LGA anticipates the following:

Project Severity Workshop (Zoom)	February 4, 2021
Project Severity Due	June 30, 2021
FY 2022 Threshold Determination	July 30, 2021
FY 2022 Invitations to Apply Issued	August 20, 2021
FY 2022 Application Workshop (Zoom)	August 31, 2021
FY 2022 Applications Due	December 20, 2021
FY 2023 Threshold Determination	July 29, 2022
FY 2023 Invitations to Apply Issued	August 19, 2022
FY 2023 Application Workshop (Zoom)	August 31, 2022
FY 2023 Applications Due	December 19, 2022

At this time, the OCD-LGA plans to propose the following ceiling amounts for activities in the State's Proposed FY 2022 Consolidated Annual Action Plan with a minimum construction amount of \$200,000.

\$1,200,000 - Sewer Treatment
\$1,000,000 -New Sewer Collection
\$1,000,000 -Existing Sewer Collection Rehabilitation
\$1,000,000 -Potable Water
\$800,000 -Streets

Also, the OCD-LGA plans to propose the following changes:

- Pre-agreement and administrative costs are not eligible under the FY 2022-2023 Public Facilities program.
- Municipalities/Parishes previously funded and required to conduct a rate study must have maintained the established rate, as determined by the rate study, or higher in order to be considered for funding.
- Grantees for sewer and water projects will be required to have a certified operator on staff by the closeout of the grant. For future funding, the same grantee will be required to have a certified operator on staff in order to be considered for funding.
- Additional Rating Criteria:
 - Past performance
 - Resilience activities included in proposed project

Please be aware that this information is subject to change, based on comments received during the State's public hearing and the subsequent comment period for citizen participation, and also the comment period following the publication of the State's *Proposed* FY 2022 Consolidated Annual Action Plan.

A link to register for the webinar on February 4, 2021 can be found on the OCD-LGA website. Registration is required.

In order to expedite the application process for the FY 2022 and FY 2023 Public Facilities program, local governments may now begin the citizen participation process. The process must be completed prior to the procurement of firms to assist with the application preparation and the tasks associated with application preparation. After the local public hearing to receive citizen input is conducted, local governments may then decide what type of project(s) is needed for their community. At this point, the local government may begin procurement procedures for professional services that will be paid for with LCDBG funds, contingent upon receipt of LCDBG funding. Please note a vendor cannot assist in the development of an application or drafting of specification requirements for a request for proposals and/or qualifications if that vendor intends to compete for the resulting procurements. The current citizen participation and procurement procedures local governments must follow in order to be eligible for funding are located on the Office of Community Development's website at <https://www.doa.la.gov/Pages/ocd/Index.aspx>.

If you have any questions regarding this memorandum, please contact me at 225-342-0148. Please contact Heather Paul for questions regarding citizen participation and William Hall for questions regarding procurement at 225-342-7412.