

Minutes of the Meeting of the
Lafayette Public Library Board of Control
Northeast Library Exploratory Committee

May 11, 2022

Lafayette Public Library Board of Control Northeast Library Exploratory Committee Meeting was held in the meeting room on the 2nd floor of the Main Library at 301 West Congress Street on May 11, 2022. Landon Boudreaux, Chairman of the Committee, called the meeting to order at 5:17 PM.

I. Roll Call

Committee Members Present: Landon Boudreaux, Chairman; Danny Gillane, Director; Larry Angelle, Library Operations Manager; James Thomas; Robert Judge; Alton Trahan; Azadeh Yazdi; Nureaka Ross; Lynette Mejia; Maisha Chargois (arrived 5:37 PM)

Committee Members Absent: Doug Palombo

Other Staff Present: Sarah Monroe, Assistant Director; Danielle Breaux, Director's Executive Secretary

Members of the Public: John Chappuis; Herman Williams; Corey Jack; Dustin Cravins; Dr. Sherica Davis; Wayne Colvin; Mitzi Moss Duhon; Khadijah Rashad; Marja Broussard; Matthew Humphrey

II. Pledge of Allegiance

Landon Boudreaux led the Committee in reciting the Pledge of Allegiance.

An invocation was led by Alton Trahan.

III. Approval of Minutes

A motion to approve the minutes of the February 9, 2022 Northeast Library Exploratory Committee was made by James Thomas and seconded by Azadeh Yazdi.

Yeas: Boudreaux, Gillane, Angelle, Thomas, Judge, Trahan,
Yazdi, Ross, Mejia

Nays: None

Abstained: None

Absent: Chargois, Palombo

IV. Request for Proposal Evaluation

Section B. Evaluation Process of the Request for Proposal states as follows:

The proposals will be reviewed by members of the Northeast Library Exploratory Committee or Subcommittee. The Northeast Library Exploratory Committee or Subcommittee will meet and rank each proposal, based upon total points awarded to the proposal. The selected proposal will be recommended to the Library Board of Control for final approval.

The Committee or Subcommittee may elect to consider all of the Proposals in the competitive range, i.e., all those that it determines have a reasonable chance of being selected based upon the RFP criteria. However, the Committee or Subcommittee shall have the right to make its selection on the basis of original proposals without negotiations with any Proposer. If it conducts any negotiations, it shall conduct negotiations with all Proposers within the competitive range.

Committee also reviewed the following:

LAFAYETTE CONSOLIDATED GOVERNMENT / LAFAYETTE PUBLIC LIBRARY - FOR THE ACQUISITION OF PROPERTY TO CONSTRUCT A LIBRARY TO BE LOCATED IN THE NORTHEAST REGION OF LAFAYETTE PARISH RFP REQUIREMENTS AND SPECIAL CONDITIONS 12

1. **SCOPE OF RFP** The Lafayette Public Library is seeking a Request for Proposals (RFP) to acquire approximately four (4) to six (6) acres of land within the corporate limits of Lafayette Parish, Louisiana, for the construction of a Regional Public Library. This Library will be a branch of the Lafayette Public Library System. The Lafayette Public Library will consider land which is offered for purchase, via cooperative endeavor, via intergovernmental Agreement, or as a gift/donation.

2. **SITE LOCATION CRITERIA** The proposed site must be within the corporate limits of Lafayette Parish, Louisiana and should be located within a 5 mile radius of the intersection of the GPS coordinates of "lat" : "30.236254319250044", "long" : "-92.00125064742826". Properties located on the west side of the NE Evangeline Throughway will not be considered. The proposed site should be highly visible, easily accessible and be able to offer access to all major utilities. The proposed site shall be suitable to accommodate a regional library of up to 13,000 square feet for current needs and up 25,000 square feet future needs, with 100-130 parking spaces and a warehouse space up to 10,000 square feet. Additional green space will also be considered.

8. AWARD It is LCG's objective to award this contract to the responsible proposer/proposers whose proposal/proposals will be most advantage to LCG, price and other factors considered.

9. LCG RIGHTS LCG reserves the right to reject all of the proposals and to waive informalities and minor irregularities in the proposals received, to issue subsequent request for proposals, to cancel this entire proposal.

LCG may award a contract, based on the initial proposals received, without discussion of such proposals, or make its selection after negotiations with all offerees whose proposals are within the competitive range, i.e., the proposals which appear to have a reasonable chance of being selected. Accordingly, each proposal should be submitted on the most favorable terms from a cost and technical standpoint which the proposer can submit to LCG.

A motion to was made by Alton Trahan to move forward with scoring the Requests for Proposal. This was seconded by James Thomas.

Wayne Colvin questioned the motion and asked what was being voted on.

John Chappuis, Herman Willams, Corey Jack, Dustin Cravins, and Dr. Sherica Davis spoke to the Committee about their respective properties.

An amendment to the motion was made by Nureaka Ross to table moving forward and scoring the Requests for Proposal for 30 days to negotiate with landowners. This was seconded by Lynette Mejia.

Dr. Sherica Davis stated that all should follow the RFP requisites. She asked that if this was tabled for negotiations, the requirements be in writing for the landowners.

Marja Broussard also asked whether the Committee would spell out what was wanted in negotiations.

It was stated that if the Committee were to ask for additional things on the RFP, they would have to restart the RFP process completely.

Broussard suggested that the Committee allow for negotiations if all parties were interested.

Matthew Humphrey also suggested that the Committee allow for negotiations. Humphrey stated support for the Holy Rosary property.

Khadijah Rashad stated support for the Holy Rosary property.

Mitzi Moss Duhon questioned what control the Order would have on programming or activities if the property was not owned by LCG.

Yeas: Ross

Nays: Gillane, Angelle, Chargois, Yazdi, Trahan, Boudreaux, Mejia,
Thomas, Judge

Abstained: None

Absent: Palombo

The amendment to the motion did not pass.

Requests for Proposal were scored by committee members.

ESD Investments had the highest overall score.

A motion was made by Robert Judge that the Committee recommend the highest scored property to the Board of Control for consideration and moving forward with the RFP. This was seconded by James Thomas.

Wayne Colvin stated that he had previously sent an email to the Board with attachments referencing data from the library website and the LPSS website. He stated that the population that the Northeast Library would serve has dwindled. He stated that visits to library branches are decreasing.

Marja Broussard asked about the competitive range of proposals.

Matthew Humphrey suggested the Committee scrap the motion and consider a motion to determine competitive range and move into negotiations with the two highest-scoring RFPs.

An amendment to the motion was made by Nureaka Ross for the Board to consider allowing the top two scored proposers to modify and resubmit their best and final offer. This was seconded by Lynette Mejia.

Wayne Colvin asked how rentals or purchases were evaluated. He asked what budget was being used.

Marja Broussard suggested that the Committee members attend additional training.

Matthew Humphrey asked that a competitive range be determined that that Holy Rosary and ESD Properties be considered. He stated his support for Holy Rosary.

It was stated that Holy Rosary did not come in within the scope of the RFP.

Yeas: Mejia, Chargois, Ross

Nays: Judge, Thomas, Boudreaux, Trahan, Yazdi, Angelle, Gillane

Abstained: None

Absent: Palombo

The amendment to the motion did not pass.

Committee members voted on the original motion set forward by Judge.

Yeas: Gillane, Angelle, Yazdi, Trahan, Thomas, Judge

Nays: Ross, Chargois, Boudreaux, Mejia

Abstained: None

Absent: Palombo

V. Comments from the public on any other matter not on this agenda

There were no comments from the public.

VI. Adjournment

There being no further business, the meeting was adjourned at 7:53 PM.

Respectfully Submitted,
Danny Gillane, Secretary