



## Internal Memorandum

Public Works Department  
Office of the Director (5200)

**TO:** Josh Guillory

**DATE:** December 14, 2023

**THRU:** Cydra Wingerter

**FROM:** Chad Nepveaux

**SUBJECT:** **PROFESSIONAL SERVICES REVIEW COMMITTEE**  
**Committee Recommendations**

The Professional Services Review Committee met on **Thursday, December 14, 2023**. The committee has recommended the firm listed below be considered for selection for the respective project.

<u>Project/Services Required</u>	<u>Approx. Cost</u>	<u>Recommendation(s)</u>
Heritage Signs and General Graphic Design Services <i>Consultant</i>	\$20,000	Makemade, LLC
Deployment of Fiber Optic Internet Infrastructure <i>Consultant</i>	\$TBD	Deferred.

Please advise of your selection and we will commence negotiations for contracts on your behalf. If there are any questions, please let me know.

A handwritten signature in black ink, appearing to read 'Chad Nepveaux', written over a horizontal line.

**Chad Nepveaux, Chair**  
Lafayette City-Parish Professional Services Review Committee

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## **Professional Services Review Committee Meeting Minutes**

**Date of Meeting:** December 14, 2023

**Held at:** Public Works Administrative Building – Large Conference Room  
1515 E. University Ave, Building A, Lafayette, LA

**Attendees:** Bryan Tabor, Robert D. Benoit, Andy Naquin

**Meeting began at 8:35 AM**

1. **Project: Heritage Signs and General Graphic Design Services**  
Motion to recommend Makemade, LLC by Bryan Tabor; second by Andy Naquin
  - a. **Yeas:** Bryan Tabor, Robert D. Benoit, Andy Naquin
  - b. **Nays:**
  
2. **Project: Deployment of Fiber Optic Internet Infrastructure**  
Deferred.

**Adjourned at 8:48 AM**