

**FINANCE COMMITTEE MINUTES**  
**MARCH 24<sup>th</sup>, 2015**  
**Chairman Lennix Madere**  
**Vice-Chairman Cheryl Millet**

Members: Lucien Gauff, III, Jaclyn Hotard, Art Smith, Ranney Wilson, Lennix Madere, Marvin Perrilloux, Michael Wright, Larry Snyder, Cheryl Millet

**PRESENT:** Larry Snyder, Lucien Gauff, Art Smith, Michael Wright, Lennix Madere and Cheryl Millet

**ABSENT:** Jaclyn Hotard, Ranney Wilson, Marvin Perrilloux

**BID OPENING REPORT/AWARDS:**

**Kia Price - Bid Opening - UV Light Disinfection Assembly Lions Water Treatment Plant**

Kia Price stated, "Today at 3:00 PM the purchasing department opened bids for the UV Light Disinfection Assembly Lions Water Treatment Plant. The following bids were received:

<b><u>Contractor</u></b>	<b><u>Address</u></b>	<b><u>Bid Amount</u></b>
BLD Services, LLC	Kenner, LA	\$619,975.00
Pintail Contracting	Des Allemands, LA	\$675,000.00
Lou-Con, Inc.	Meraux, LA	\$578,000.00
Volute, Inc.	Houma, LA	\$562,438.00
Sealevel Construction	Thibodaux, LA	\$559,600.00

*The administration requests that you take these under advisement."*

**MOTION:** Councilwoman Millet moved and Councilman Snyder seconded the motion to take the five bids for the UV Light Disinfection Assembly Lions Water Treatment Plant under advisement. The motion passed with Councilwoman Hotard and Councilmen Perrilloux and Wilson absent.

**Kia Price - Bid Award - Grappler Truck**

Kia Price stated, "Administration recommends awarding the low bid for the Grappler Truck to River City Hydraulics of Baton Rouge, LA in the amount of \$139,994.00."

**MOTION:** Councilman Gauff moved and Councilwoman Millet seconded the motion to award the bid for a Grappler Truck to River City Hydraulics of Baton Rouge, LA in the amount of \$139,994.00. The motion passed with Councilwoman Hotard and Councilmen Perrilloux and Wilson absent.

**Kia Price - Bid Award - 18-Wheeler and Low Boy Trailer**

Kia Price stated, "Administration recommends awarding the low bid for the 18-wheeler and low boy trailer to ITA Truck Sales & Service of Harahan, LA in the amount of \$153,695.76. This purchase is funded through the 2014 bond issue."

**MOTION:** Councilwoman Millet moved and Councilman Gauff seconded the motion to award the bid for an 18-Wheeler and Low Boy Trailer to ITA

Truck Sales & Service of Harahan, LA in the amount of \$153,695.76. The motion passed with Councilwoman Hotard and Councilmen Perrilloux and Wilson absent.

**Larry Snyder - (Carry Over 3-10-15) Recreation enrollment fees reduction**

Mike Coburn stated, "Administration has an internal meeting on Wednesday March 25 to quantify the last 3 years of revenues and expenditures and to evaluate the current fee structure. A second meeting is scheduled on April 6 with the Recreation Advisory Board to present the information and obtain input in preparation for a subsequent meeting with Council members, if needed."

Councilman Snyder stated, "Have all of our fees from the kids that are taking part in Recreation been paid yet for the sports that we are going to have from now until then?"

Mike Coburn stated, "I am sure basketball has been paid because that is almost complete but we are still registering for baseball they just extended the sign up period through April 10<sup>th</sup> so those fees have not been finalized yet."

Councilman Snyder stated, "Well actually I don't want to wait on this. I really don't want to lay on this. I want to move on this right now. I would like to make a motion that we lower the fees to \$15.00 per child."

Councilwoman Millet stated, "My concern is on the insurance side if that is going to be enough to cover the insurance. I am not worried about the shirts or all that other stuff I am more concerned about the insurance and I don't have that information in front of me. I agree with you 100%. I want to lower the fees as well but I am more concerned about what the actual liability might be on that and I know that is what the meeting is about to let us know what the figures are but I think if we do something premature like this without seeing the numbers in front of us it might be detrimental."

Councilman Gauff stated, "I agree. In my opinion we need to wait to see what administration presents and go from there."

Councilman Snyder asked, "How much do we charge the Zumba people?"

Mike Coburn stated, "It is free."

Councilman Snyder stated, "It is free so they can pull a muscle or break an ankle. We don't charge them anything. We walk at the parks all the time and people are playing basketball in our parks all the time do we charge them? No it is all free. So why do we have to charge these children \$45.00 to play baseball and the most you collect is \$5,000.00 a year or so I would like to see those numbers actually for basketball and baseball but we have to charge them. Why when we don't charge anybody else for using our recreation facilities. Now you can take that with you but that is what it is."

Mike Coburn stated, "I respectfully ask Mr. Snyder if you would just give us an opportunity to put these numbers together so that we can

show you what has been selected and as Mrs. Millet said the insurance cost is there and we want to be able to cover that."

Councilman Snyder asked, "Why is it necessary to cover that? Take the \$15.00 and put it towards the insurance. Why are we charging these children \$45.00 to play baseball? It is something that they love to do. Last year our kids won the national championship in baseball, the year before that they won it. We have competed almost every year with one or two of our teams but we are going to charge them \$45.00 instead of \$15.00 to play but the Zumba people come they might even have more people doing Zumba then they do playing basketball back there and we charge the kids what \$1.00 to go swimming?"

Councilman Madere stated, "I totally agree with Mr. Snyder and I am going to use this comparison. Number one the most important investment that we have in this community is the kids. They are the most valuable resource that we have in this community and if we don't take control and get these kids involved we are going to lose more and more kids to the streets. We have an Andouille Festival that we put on and when I got here my first year and went to an EDC meeting and they told me we lose \$100,000.00 to \$140,000.00 a year every time we put that festival on and at that meeting I said why do we put on a festival if we lose this type of money so they said it was to promote businesses okay I understand that and I suggested getting some sponsors and they did that Mrs. Tori Buckles was new as I was and she agreed and she went out and got sponsorship and everything and that year we only lost \$10,000.00 that was reported to us and this year I think we did even better. So we are now talking about kids and you are worried about some insurance. We went to the voters and asked them for tax dollars to fund Recreation. We have more money now in Recreation than we had three years ago so we can absorb that little amount that we are taking off to allow the kids to play that isn't going to hurt or break us. It is going to help the kids and you are going to invest in the most important product that you have in St. John the Baptist Parish. It isn't water. It isn't gas. It is kids so we need to stop jumping around saying we are going to do this we need to see the figures, it is not about figures, it is about lives and opportunities."

Councilwoman Millet stated, "Mr. Madere and Mr. Snyder you are absolutely right. I am voting with you."

**MOTION:** Councilman Snyder moved and Councilman Smith seconded the motion to lower the recreation sign up fees from \$45.00 to \$15.00 per child. The motion passed with 5 yeas, 3 absent (Hotard, Perrilloux, Wilson) and 1 against (Gauff).

**Michael Coburn/Angelic Keller - (Carry Over 3-10-15) Authorization to enter into a contract for Information Technology Services**

Mike Coburn stated, "Based on our legal opinion we are asking that you allow us to reject all proposals and allow us to re-advertise for the IT services."

**MOTION:** Councilwoman Millet moved and Councilman Snyder seconded the motion for discussion.

Councilwoman Millet stated, "I think this is totally unnecessary we had two proposals that were submitted and in my opinion and this is just my opinion I know that we have been going back and forth with this contract for quite some time there has been a lot of back and forth but at this point in time I would prefer to make a substitute motion that we award the IT Contract to ACT Technologies."

Councilman Gauff stated, "Once again it just seems like I know there was discussion on both sides as far as the two IT groups that put in bids there were still some things that I thought was left unclear and was waiting to hear or to get some of the issues rectified. I know we are saying there is no issue here maybe all of your questions have been answered I guess I was just unsure of why we had one that we were about to give the IT contract to or we were going to split the contract. I really didn't hear anything on why this didn't come about and why that wasn't appropriate and maybe I can get a little bit more information on that."

Mike Coburn stated, "Basically Mr. Gauff when that went out we did contact our legal attorney, Keith Green and it was advised through his office that we not split or that we would not be able to split the contract using the specific language that was in the RFP and to make sure that it was fair to everybody."

Councilman Madere asked, "Was it a question of some certification?"

Mike Coburn stated, "No we are going on the advice of our attorney that we need to re-advertise this proposal for IT services."

Councilman Madere asked, "And what was the reasoning for the re-advertising?"

Mike Coburn stated, "The reason for the re-advertising is simply that we are going on legal opinion that is what they are advising us to do."

Councilman Madere stated, "What I am asking is if you have a legal opinion what is that opinion about?"

Mike Coburn stated, "Not splitting the contract and possibly if we did a specific award tonight we could be challenged by either of the two companies that are up."

Councilman Madere stated, "Well if you can be challenged by them tonight you can be challenged by them every night there had to be something there."

Mike Coburn stated, "Possibly if we do a specific award tonight we could be challenged by either of the two companies that are up."

Councilman Madere stated, "Well if it can be challenged by them tonight it can be challenged by them any night. There has to be something.."

Mike Coburn stated, "There is specific language that we did leave out in the contract to cover all bases and we need to correct there and get that in the new RFP to make sure that what we want is in there in accordance with what legal opinion tells us we need in there to cover all of the areas."

Councilman Madere stated, "I understand that but I mean when this first went out all of this that we are talking about now should have been done at the beginning. I guess we didn't know what we were doing when we put it together."

Councilman Snyder asked, "Are we in a contract already?"

Mike Coburn stated, "No I don't believe we are in a contract right now."

Councilman Snyder stated, "So if we chose one of these firms tonight then that would have to be negotiated because they are all qualified for what we wanted. Now when we negotiate this contract we can put what we want in it and if they don't want to live with what we put in it then they just don't get the contract. We can choose them tonight. I just don't understand what all this is about with legal here or stuff there or a contract we don't have a contract with anyone right now we are doing this thing by procurement now let's take care of our business and get this thing behind us."

Councilman Gauff asked, "Is it possible to hear from legal?"

Keith Green, Legal Counsel, stated, "To address the advice that administration mentioned the issue is that in order to split the contract the RFP did not allow or did not provide for other providers or potential responders to actually respond in a "split manner" so to do so would definitely be in violation of exactly what the RFP was requesting now in addition to that one of the options that was available to the administration was to actually start the process over or reject all bids however the supreme court has definitely ruled that in order to do that there has to be a justifiable reason as to why and to do that arbitrarily or capriciously could definitely open up administration for potential litigation now in addition to that a lot of this could have been alleviated in the event that the St. John Council had a group of ordinances entitled Public Bid Law absent any ordinances by the council that would actually direct or provide guidance as to how the public bid process is supposed to be handled in St. John Parish like all other parishes, the Louisiana law states that you have to use the revised statutes and in absence of that you would

have to go by whatever the requirements are that are listed in the RFP's. I hope that addresses all of your concerns."

Councilman Snyder asked, "What bid are you talking about? You said bid law."

Keith Green stated, "I beg your pardon sir it is actually the entitled public bid law but it includes RFP's as well as bids."

Councilman Snyder stated, "I understand that but this is not a bid we don't have to go with the cheapest person put forth."

Keith Green stated, "Actually under Title 38 the administration or the municipality is almost obligated to go with the lowest responsible bidder that is "most advantageous" to the municipality that is what Title 38 says."

Councilman Snyder stated, "Well almost can be this much or this much. We have had service with these people. My telephone works perfectly. My computer works perfectly. My iPad works perfectly and I think our problem is we have people with IT behind their name on our staff that doesn't understand what IT means."

Councilwoman Millet asked, "There were two proposals that were submitted."

Keith Green stated, "I am not aware of that."

Someone mumbling off camera - couldn't make out who or what they were saying.

Councilwoman Millet stated, "The top two you were considering. There were issues with both of the top two or just one of the top two."

Keith Green stated, "I am not aware of any issues the only thing I was aware of was that one of the companies apparently was not properly certified."

Councilwoman Millet stated, "That's all I needed to know thank you."

Councilman Madere stated, "I think the last comment was what we were looking for. Seeing as there are no more questions please use your lights."

Councilman Wright stated, "For the record I just want to my reason for abstaining is on the advice of legal counsel."

**MOTION:** Councilwoman Millet moved and Councilman Snyder seconded the motion to award the IT contract to ACT Technologies. The motion passes

with 4 yeas, 2 abstaining (Wright, Gauff) and 3 absent (Hotard, Perrilloux, Wilson).

**Michael Coburn/Rob Delaune - Authorization to execute a contract with GSA Consulting Engineers, Inc. for the River Road Wastewater Treatment Plant Effluent Force Main Project**

Mike Coburn stated, "GSA Consulting Engineers, Inc. was selected from the A/E pool for design of the previously referenced project. The contract amount of \$71,690.00 is funded through a Lake Pontchartrain Basin Restoration Grant and Administration recommends approval."

**MOTION:** Councilwoman Hotard moved and Councilman Gauff seconded the motion to grant administration authorization to execute a contract with GSA Consulting Engineers, Inc. for the River Road Wastewater Treatment Plant Effluent Force Main Project. The motion passed with 6 yeas, 2 absent (Perrilloux & Wilson) and 1 abstaining (Millet).

**Michael Coburn/Rob Delaune - Authorization to execute Change Order No. 1 with Grady Crawford Construction Company Inc. for the Mississippi River Waterline Crossing Project**

Mike Coburn stated, "This change order in the amount of \$38,519.05 adds an electrical conduit to serve the new raw water pumps and an additional 15 days of construction time. These changes have been approved by the Louisiana Department of Health & Hospitals as part of the Drinking Water Revolving Loan Fund and Administration recommends approval. NOTE: All projects within 1500 feet of the Mississippi River Levee have been put on hold until the river level is below 11 feet at the Carrollton Gauge."

**MOTION:** Councilwoman Hotard moved and Councilman Gauff seconded the motion to grant administration authorization to execute Change Order No. 1 with Grady Crawford Construction Company Inc. for the Mississippi River Waterline Crossing Project. The motion passed with Councilmen Perrilloux and Wilson absent.

**Paige Falgoust - Authorization to enter into an agreement with the Deaf Action Center of Greater New Orleans for Sign Language Services**

Paige Falgoust stated, "This two year renewal agreement is for sign language services to be used upon request, specifically during press conferences and emergencies. The following hourly rates are included in the agreement and are applicable to the requested services: Emergency fee - \$70/hour, Non-emergency fee - \$50/hour. Administration recommends approval."

**MOTION:** Councilwoman Hotard moved and Councilwoman Millet seconded the motion to grant administration authorization to enter into an agreement with the Deaf Action Center of Greater New Orleans for Sign Language

Services. The motion passed with Councilmen Perrilloux and Wilson absent.

**Natalie Robottom - Authorization to renew the contract with Royal Engineers and Consultants LLC for Disaster Recovery Project Management Consulting Services**

Natalie Robottom stated, "A one year extension of this management contract was written with guidance from GOHSEP and OCD and is in compliance with FEMA procurement guidelines. The total estimated contract amount of up to \$1,016,451.50 includes \$716,451.50 for management of \$27 Million of CDBG funds. The CDBG portion of this contract will be paid in monthly installments of \$59,704.00; Management of FEMA & HMGP funds will be billed through hourly invoicing in an amount not to exceed \$300,000. Administration recommends approval."

**MOTION:** Councilman Gauff moved and Councilman Smith seconded the motion to grant administration authorization to renew the contract with Royal Engineers and Consultants LLC for Disaster Recovery Project Management Consulting Services. The motion passed with Councilmen Perrilloux and Wilson absent.

**Adjournment**

**MOTION:** Councilwoman Millet moved and Councilman Snyder seconded the motion to adjourn. The motion passed with Councilmen Perrilloux and Wilson absent.