

FINANCE COMMITTEE MINUTES
April 26th, 2011
Chairman Steve Lee
Vice-Chairman Charles Julien

Members: Haston Lewis, Danny Millet, Charles Julien, Jaclyn Hotard, Darnel Usry, Cheryl Millet, Lucien Gauff, III

PRESENT: Haston Lewis, Steve Lee, Lucien Gauff, III, Cheryl Millet, Danny Millet, Charles Julien, Ronnie Smith

ABSENT: Jaclyn Hotard & Darnel Usry

BID OPENING REPORT/AWARDS:

Brenda Labat – (Tabled 04-12-11) Authorization to reject all bids for the Homewood drainage Basin Project under advice of the legal counsel because they exceed the available funding

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to remove the above item from the table. The motion passed with Councilwomen Hotard & Usry absent.

Brenda Labat stated, *"Administration recommends rejecting the low bid for this project submitted by Gilmore & Sons Contractor, Inc.. This bid is non-responsive and we would reject all other bids for being above the available funds for the project."*

Councilman Julien stated, *"Once we reject the bids and we go back out, approximately how long will it take to get the process back working?"*

Brenda Labat stated, *"Two months."*

Councilman Julien asked, *"Is there anything that we can do legally? Can we do anything to expedite the process?"*

Councilman Smith asked, *"When were we planning on going back out for bids?"*

Brenda Labat stated, *"If the council requests we readvertised then we can start the process right away."*

Councilman Smith stated, *"That was going to be one of my recommendations is that after we reject all of the bids, if that is what we plan on doing, is to immediately advise administration to go back out for bids because that would be the soonest that we could get that process rolling."*

Natalie Robottom, Parish President, stated, *"I don't know that it will take two months but if we reject all of the bids tonight and you authorize us to go out for bids we should be prepared to move forward with that this week."*

Tom Daley, District Attorney, stated, *"Just a point of clarification and it is important with these technical bids. The recommendation is to reject the low bidder Gilmore & Sons Construction for being non responsive and then secondarily reject all other bids as being outside*

the budget perimeters."

Councilman Julien asked, "Just for public information, could you tell them what non responsive is and why? I understand it now because you explained it to me."

Tom Daley stated, "The bid form package contained some specific requirements. Particularly paragraph 11.2 required all blanks and lines to be filled out. The bid form had a place for alternative 2 and alternative 3. There were no alternatives. The second low bidder filed a protest contending that those lines should have been marked non-applicable or zero. That was in contention. Under bid form 11.4 the bid form required that the low bidder have a resolution, attested to by the secretary of the corporation providing that the president or vice-president have authority to submit the bid. Also that the bid package somewhere declared the state of incorporation of the bidder, Gilmore & Sons, Inc. did not in any where in their bid package state the state of incorporation and since that was a mandatory requirement under 11.4 it is a technical violation of the bid requirement. I have spoken with the engineering firm. I have asked them to maybe look at the language of 11.4 to make it clearer. It turns out that two years ago the state came across and has a uniformed bid form that is being used now with some of the old language that doesn't hook up with the new bid form. They are going to take steps to make sure that isn't a problem in the next round."

Councilman Lee stated, "Thank you Mr. Daley, before you sit down, if you would, council you recognize the intention of Mr. Julien's motion is to reject the low bidder and reject any and all other bidders. Mr. Daley because this is technical would you please give us as briefly as you can the support to include in our motion and then we will re-read it."

Tom Daley stated, "I request that the motion read that the low bidder Gilmore & Sons, Inc. be rejected as non-responsive. Secondly, assuming that Gilmore & Sons is rejected as non-responsive all other bids be rejected as being over budget."

MOTION: Councilman Julien moved and Councilman Smith seconded the motion to grant administration authorization to reject the low bidder, Gilmore & Sons, Inc., for being non-responsive and reject any and all other bidders for being over budget. The motion passed with Councilwomen Hotard & Usry absent.

Brenda Labat stated, "Mr. Lee administration would like to request permission to re-advertise for the Homewood Drainage Project."

Councilman Lee stated, "We were going to do it now then. I wanted to do it under any and all but this is probably a better time and a better place. Council you have heard administrations recommendation to re-advertise and begin the process over."

MOTION: Councilman Julien moved and Councilman Gauff seconded the motion to grant administration authorization to re-advertise the Homewood Drainage Basin Project. The motion passed with Councilwomen Hotard & Usry absent.

Marie Brown-Mercadel – Authorization to execute a contract with Gulf Coast Teaching Families Services a non-profit organization from Houma, LA, to administer the Minor Repair Housing Program

Marie Brown-Mercadel, CAO, stated, "Administration recommends executing a contract with Gulf Coast Teaching Families Services in an amount not to exceed \$25,020.00. The contract is for administering the application process for the Minor Repair Housing program which involves verifying income, determining income eligibility, monitoring duplication of benefits, scheduling and conducting interviews, verifying home ownership and determining eligibility for the program."

MOTION: Councilman Julien moved and Councilwoman Millet seconded the motion to grant administration authorization to execute a contract with Gulf Coast Teaching Families Services a non-profit organization from Houma, LA, to administer the Minor Repair Housing Program. The motion passed with Councilwomen Hotard & Usry absent.

Any and all other financial concerns

There were no other financial concerns at this time.

Adjournment

MOTION: Councilwoman Millet moved and Councilman Millet seconded the motion to adjourn. The motion passed with Councilwomen Hotard & Usry absent.