

FINANCE COMMITTEE MINUTES
November 23rd, 2010
Chairman Steve Lee
Vice-Chairman Charles Julien

Members: Haston Lewis, Danny Millet, Charles Julien, Jaclyn Hotard, Darnel Usry, Ronnie Smith, Cheryl Millet, Steve Lee, Raydell Morris

PRESENT: Haston Lewis, Steve Lee, Danny Millet, Charles Julien, Ronnie Smith, Jaclyn Hotard, Cheryl Millet

ABSENT: Ronnie Smith & Darnel C. Usry

BID OPENING REPORT/AWARDS:

Brenda Labat – Bid Award – Country Club Bridge Repairs

Brenda Labat, Director of Purchasing, stated, *"Administration recommends awarding this bid to the low bidder, Gray Construction Company of Morgan City. The base bid and alternate #1 was \$317,296.00 and \$6,400.00 respectfully for a total project cost of \$323,696.00. This is a bond issue project engineered by Principal. The estimated cost was \$400,000.00."*

MOTION: Councilwoman Millet moved and Councilman Julien seconded the motion to award the bid for the Country Club Bridge repairs to Gray Construction Company out of Morgan City with a total project cost of \$323,696.00. The motion passed with Councilwoman Usry and Councilman Smith absent.

Stacey Cador – Recommendation for Dental Insurance Provider for the 2011 plan year

Stacey Cador, Director of Human Services, stated, *"The administration recommends awarding the dental insurance to Delta Dental. Delta Dental was determined to be the most competitive of the finalist. Several factors and elements of the proposals were evaluated and considered."*

Councilwoman Usry arrived at 6:04 PM

Councilwoman Millet stated, *"I just have a comment. I know you all have been working very hard on all of this information. I just don't like receiving information the day of. I know that it is probably something that you worked hard on and the fact that the computers went down yesterday it made it very difficult for anybody to have time to review this. I would appreciate it in the future if you all would please get us this information timely."*

Councilwoman Hotard asked, *"How did the administration come to the decision to go with this plan? What were the factors?"*

Stacey Cador stated, *"We had an evaluation committee who sat in on presentations by five companies determined to be finalist. We reviewed the proposals and evaluated several factors and this company received the highest score."*

Councilwoman Hotard asked, *"What were the factors that were evaluated?"*

Who was in the committee?"

Stacey Cador stated, "The committee consisted of three members of the administration and two members of the insurance committee, two council members, Councilman Millet and Councilwoman Usry, myself, Vince Lucia and Dana Milioto."

Councilwoman Hotard asked, "What were the factors that were used to decide?"

Stacey Cador stated, "The factors were outlined in the RFP's. I didn't bring them with me. Pricing was one of them, proposed coverage, financial stability of the company, quality of service and interviews."

Councilwoman Hotard asked, "Was it a points system and do you have copies of those that I can see?"

Stacey Cador stated, "Yes. I didn't bring them with me. Do you want them now?"

Councilwoman Hotard stated, "Yes, I would like to get copies of them. Did each member fill out a sheet with the points?"

Stacey Cador stated, "Yes."

Councilwoman Hotard stated, "I had requested a while back that when you guys do, since this is a new process with this points system, that the council gets copies of all that. So in the future whenever you have anything that goes through this new point system can you please make sure that the council gets copies of it so that we can look at it in advance in case we would have any questions?"

Stacey Cador stated, "It was included in the RFP, which was posted on our website."

Councilwoman Hotard stated, "No after the sheets were completed the committee members who critiqued each company and gave so many points based on whatever, if the council could get copies on that."

Stacey Cador stated, "Okay."

MOTION: Councilman Millet moved and Councilman Julien seconded the motion to accept administrations recommendation and go with Delta Dental for the parish's dental insurance. The motion passed with 6 yeas, 2 abstaining (Lee, Hotard) and 1 absent (Smith).

Stacey Cador stated, "The administration recommends awarding the Health Insurance Plan to United Health Care (UHC) as they were the only provider to extend an offer for medial insurance. The proposed rate represents a 9% increase over last year's rate."

Councilwoman Millet stated, "The reason I am abstaining is just in the abundance of caution because my daughter does work for one of the people involved in this insurance plan. I want to make sure that people understand I want no conflicts assumed."

MOTION: Councilman Morris moved and Councilman Julien seconded the

motion to accept administrations recommendation and go with United Health Care (UHC) for the parish's medical insurance. The motion passed with 5 yeas, 3 abstaining (Lee, Hotard & Cheryl Millet) and 1 absent (Smith).

Bid Openings – (Carry Over 11-9-10) Sale of two twin Package treatment plants

Brenda Labat stated, "There were no bids received on these items. This was our second advertisement."

Councilman Lee stated, "I suggest that the administration goes back to the drawing table and look for some other options."

Riverlands Drainage Project

Brenda Labat stated, "The bidders were:

<u>Company</u>	<u>Base bid</u>	<u>Alt. 1</u>
BLD Services, LLC	\$1,183,749.00	\$7,500.00
Boh Bros. Cons. Co.	\$1,463,070.00	\$10,500.00
Cecil D. Gassiott	\$1,248,400.00	\$4,600.00
Command Cons. Ind.	\$1,358,950.00	\$5,250.00
Sealevel Construction, Inc.	\$1,341,750.00	\$6,600.00
Volute, Inc.	\$1,478,300.00	\$6,000.00
Storm Reconstruction Serv.	\$1,055,698.74	\$196,329.11

The administration request that you take these under advisement.

Councilwoman Hotard asked, "What was the alternate?"

Brian, Shread Kuyrkendall, stated, "The alternate number one on this was to upgrade the control panels on all the pumps."

Councilwoman Hotard asked, "How do we determine do we calculate the base bid with the alternate bids to determine who is the low bidder?"

Brian stated, "It is at the parish's discretion. We can just take the base bid which does have some control panels but if they would like to go with the upgraded panels than the low bidder would be the base bid plus any alternates decided by the parish."

Councilwoman Hotard asked, "Mrs. Labat do you know what the parish's position is on this? Are we going to accept that alternate or just the base bid?"

Brenda Labat stated, "We are going to take them under advisement. The administration hasn't really had time to review this."

Councilwoman Millet asked, "What was the estimate on this project?"

Brenda Labat stated, "The estimate was 1.2 million."

Raydell Morris asked, "What type of panels are in the base bid and what type is in the alternate?"

Brian stated, "Both panels will operate the pumps in the system. The

alternate pumps are a little higher grade; they have more options for controls. They will both do the job its just one is a higher grade panel."

Councilman Lee stated, "If I might just mention this to the administration. A number of these items, probably the next 8 to 10, are going to be taken under advisement. So the administration will be reviewing these and the various departments and will be able to answer these questions probably easier for us at the next meeting but this is up to the council."

C.J. Savoie, Parish Engineer, stated, "I just wanted to tell you remember this is the second bid. The first bid that we had on this project ran close to 1.5 million. We did some value engineering on this. We tried to lower the price. We made some changes on it. One of the things we took out is that it had all the bells and whistles in the first bid for the panel. This is a pump station. It is not a sewer lift station. It is a water pump station that needs to come on and go off. So we took an alternate bid to see what the panel would cost. The edge here is to use the basic system and that is what we wanted the bid on and as you see it came down from 1.5 million roughly way down to more within the budget. I just thought that would solve some of the problems."

MOTION: Councilman Lewis moved and Councilwoman Hotard seconded the motion to take the bids for Riverlands Drainage Improvements under advisement. The motion passed with Councilman Smith absent.

Bid Openings – Reserve Drainage Project

Brenda Labat stated, "This is the St. Peter basin:

<u>Company</u>	<u>Base bid</u>	<u>Alternate</u>
Byron E. Talbot Const.	\$2,968,150.15	-94,398.00
RAMJ Const. LLC	\$2,498,823.00	-127,029.00
Wallace C. Drennan, Inc.	\$3,106,211.00	-255,798.00
BLD Services, Inc.	\$2,452,428.00	280,640.00
R.J. Daigle	\$3,225,547.56	-85,260.77
Civil Construction	\$2,471,785.07	-118,218.02
Richard Price Contracting	\$2,933,037.00	-61,475.50
Industrial Enterprises	\$3,098,370.27	-159,983.99
Lawson Bonet Construction	\$2,721,539.00	1,053,772.00
Command Construction	\$2,651,900.00	-84,736.00
Fleming Construction	\$3,308,059.00	-215,197.00
La. Construction Enterprises	\$2,370,213.00	860,530.00
Stranco	\$2,805,380.00	-100,039.50

That is all we have on that bid. The estimate was 2.8 million and the administration requests that we take these under advisement.

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to take the bids for the Reserve area drainage improvements under advisement. The motion passed with Councilman Smith absent.

Bid Opening – Airnasium (West Bank)

Brenda Labat stated, "For the Airnasium at the West Bank Recreational

Complex:

<u>Company</u>	<u>Base Bid</u>
GM Builders, Inc.	\$607,700.00
Lanco Construction	\$666,300.00
Picciola Construction Co.	\$645,000.00
BET Construction	\$678,200.00
Bonneval Construction	\$640,700.00

The administration requests that you take these under advisement."

Councilwoman Usry asked, *"What was the estimated cost on this?"*

Brenda Labat stated, *"\$550,000.00."*

MOTION: Councilman Lewis moved and Councilman Morris seconded the motion to take the bids for the West Bank Airnasium under advisement. The motion passed with Councilman Smith absent.

Bid Opening – Trucks for WAPMAX Grant

Brenda Labat stated, *"Okay there were three trucks up for bid. The first bidder was:*

<u>Company</u>	<u>Bid Price</u>
Lamarque Ford	\$22,229.00
Crescent Ford	\$21,763.00
Hickson Autoplex	\$20,820.00
Rainbow Chevrolet	\$23,678.21

The administration requests that you take these under advisement."

Councilman Lewis asked, *"On Hickson, who is the lowest bidder, what type of trucks would that be? I know Rainbow is a Chevrolet dealer and the others are Ford dealers."*

Brenda Labat stated, *"Hickson is a Ford."*

Councilwoman Millet asked, *"Are these going to be under state contract?"*

Brenda Labat stated, *"Hickson has been our provider under state contract or piggyback pricing and I had so many bids that I didn't really evaluate it. I suspect this will be a piggyback price when I look at it."*

MOTION: Councilwoman Millet moved and Councilwoman Usry seconded the motion to take the bids for the Trucks for the WAPMAX Grant under advisement. The motion passed with Councilman Smith absent.

Bid Opening – 2011 Supplies & Materials for: Fuel

Brenda Labat stated, *"On the fuel we had four bidders. This is always over rack pricing."*

<u>Company</u>	<u>Unleaded gas reg.</u>	<u>Low Sulfur</u>	<u>High Sulfur</u>
Waguespack Oil	.11	.11	.11
Siarc	.09315	.09315	.09315
Roland Roberts	.10	.10	.10
Central Oil & Supply	.19	.21	.21

The administration would like to take these under advisement."

Councilman Lee stated, "Here is what I am alluding to, these are the 2011 supplies and materials, before we move in this direction. Is it possible that these are annual renewals that we can take under one motion? I would ask for some help there because we are taking these under advisement that is all we are doing here. There is no action being taken. There is a lot of studying to be done before they can be delivered to us. Can we Mr. Brown? We have done this in the past. I don't want to cause any trouble but if it is something that we can save 25 to 30 minutes on. I would like to do it."

Councilman Lewis asked, "Steve what I want to mention with the gas, I know that is a little bit different than what you are talking about but gas or fuel. If we vote today or tomorrow those prices can still change no matter what we do."

Brenda Labat stated, "Well this is the price over rack price. I'm sorry Mr. Lewis the price fluctuates from day to day yes but this is their mark up over that fluctuating price on a day to day basis."

Councilman Lee stated, "I will retract my comment about taking under one motion. The council obviously wants to discuss each item. We will have five minutes than we will have to call for a recess and call our regular council meeting to order, then we can go back into the finance committee because we have ten or twelve other items."

MOTION: Councilwoman Hotard moved and Councilman Julien seconded the motion to take the bids for fuel under advisement. The motion passed with Councilman Smith absent.

Granular Chlorine & 3" Bio-sanitizer Disinfecting Tablets

Brenda Labat stated, "Okay for the Granular Chlorine – Southern Chem bid \$149.00 and Thatcher Chemical bid \$142.00. On the 3" Bio-sanitizer Tablets – Southern Chem bid \$142.85 and Thatcher Chemical Bid \$249.75. We ask to take these under advisement."

MOTION: Councilwoman Usry moved and Councilman Millet seconded the motion to take the bids for Granular Chlorine & 3" Bio-sanitizer Disinfecting Tablets under advisement. The motion passed with Councilman Smith absent.

Corrugated metal, Polyethylene (PE) and Polyvinylchloride (PVC) Culverts

Brenda Labat stated, "All I can say is we have five bidders. They were too numerous to read them. The bidders were Steps Inc., Coastal Culverts, F & G Services, Coburns and Cimsco. The administration requests that you take these under advisement."

MOTION: Councilwoman Hotard moved and Councilwoman Usry seconded the motion to take the bids for corrugated metal, Polyethylene (PE) and Polyvinylchloride (PVC) Culverts under advisement. The motion passed with Councilman Smith absent.

Pumps and related Materials

Brenda Labat stated, "Again I will tell you who gave us bids. The bids were from Allan J. Harris Company, Johnson Equipment, Delta Process Equipment, Fluid Process and General Mills Supplies. The administration requests that you take these under advisement."

MOTION: Councilwoman Usry moved and Councilwoman Millet seconded the motion to take the bids for pumps and related materials under advisement. The motion passed with Councilman Smith absent.

Liquid Chlorine and Sulfur Dioxide

Brenda Labat stated, "Okay we had the 150# Cylinders – DPC bid \$88.00, no bid on Altivia. On the 2000# cylinders – DPC bid \$614.00 and Altivia bid \$725.00. On the 2000# Sulfur Dioxide – DPC bid \$804.00 and there was no other bid."

MOTION: Councilwoman Usry moved and Councilman Millet seconded the motion to take the bids for Liquid Chlorine and Sulfur Dioxide under advisement. The motion passed with Councilman Smith absent.

Concrete sidewalks, streets and driveway repair

Councilman Lee stated, "I am told by administration that we will carry this one over to the next meeting."

Brenda Labat stated, "Yes."

Ronnie Smith – SWDI Contract Extension

The above item will be carried over to the next meeting.

C.J. Savoie/Pat McTopy – Authorization to approve Amendment #2, for resident inspection services for the Water Storage Tank Rehabilitation Principal Engineering

Pat McTopy, CFO, stated, "At the time this contract was issued it was contemplated that there would be one contract. Since that time it was decided to go into three different contracts based on the priority needs. Priority One – those needing immediate attention, priority two – those that can wait a year or so and priority three – those that can wait even longer. As a result of that the resident inspection services were required to be split up and drawn out over an extended period of time. So we are asking now for approval for a contract amendment for these engineering resident inspection services in the amount of \$46,500.00."

Councilwoman Millet asked, "Are we still under budget on this project?"

Pat McTopy stated, "Right at budget. Not a week goes by that I don't give the speech that we cannot have any additional expenditures or

significant change orders. We are right at budget but recognize we were able to do a number of projects that were not initially planned for this work. We had to do the generator work at the Ruddock system. We had day tanks as a result of the administrative order. We did a lot of things that went beyond the scope of what this bond was for."

Councilwoman Millet asked, *"Is this going to be the end of this particular one?"*

Pat McTopy stated, *"That is my intent."*

Councilman Morris asked, *"What water storage tank is this?"*

Pat McTopy stated, *"This is for actually all of the tanks."*

Councilman Morris asked, *"So if we run into a problem, like the Edgard tanks, a bad one we will be going to change orders and we will be over budget?"*

Pat McTopy stated, *"We would ask the engineering firm at that time to schedule his inspectors accordingly to live within the budget that has been approved."*

MOTION: Councilwoman Hotard moved and Councilman Millet seconded the motion to grant administration authorization to approve Amendment #2, for resident inspection services for the Water Storage Tank Rehabilitation Principal Engineering. The motion passed with Councilman Smith absent.

Any and all other financial concerns

Stacey Cador stated, *"After consulting with legal counsel, I need to make a clarification to the record. The Delta Dental plan that we made a recommendation on is the 23/\$49.00 rate and that is the plan submitted by Kennedy Financial. There was more than one plan submitted."*

Councilman Lee stated, *"Okay, now I understand. How do you want me to handle this since you brought it to our attention? Should we have an amended motion? I'm going to do an amended motion. We will move back to the insurance item. It was recommendation for dental insurance provider for the 2011 plan year. We have heard the administrations clarification of the recommendation. I think we should take a vote clarifying that we understand their position on this."*

MOTION: Councilman Millet moved and Councilman Julien seconded the motion of administration's clarification that they went with the 23/49 Delta Dental Plan submitted by Kennedy Financial. The motion passed with 6 yeas, 2 abstaining (Hotard, Lee) and 1 absent (Smith).

Adjournment

MOTION: Councilwoman Millet moved and Councilman Julien seconded the motion to adjourn. The motion passed with Councilman Smith absent.