

FINANCE COMMITTEE MINUTES
December 14th, 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, Raydell Morris, Darnel C. Usry

ABSENT: None

BID OPENING REPORT/AWARDS:

Brenda Labat – Bid Openings – Drainage – excavation of Parish Canals

Brenda Labat, Director of Purchasing, stated, *"The first bidder was Scioneaux, LLC, they bid \$14,040.00, Compass Ventures Unlimited, LLC bid \$9,866.50, JES Construction bid \$11,961.50, RamJ bid \$10,940.00, Roussel's Lawn Service bid \$13,060.00, Civil Construction bid \$17,610.06 and DMC bid \$9,476.00. The administration requests that we take these under advisement."*

MOTION: Councilwoman Millet moved and Councilman Smith seconded the motion to take the bids for drainage excavation of parish canals under advisement. The motion passed with Councilmen Julien & Morris absent.

Bid Opening – HHS building renovations

Brenda Labat stated, *"The next bid was for the St. John Parish Health and Human Services building. This is for renovations and an addition. The first bidder was Bonneval Construction Company at \$294,000.00, C.G. Favret Co. Inc. bid \$359,000.00, Core Construction Co. bid \$335,000.00, Cuzan Services, LLC bid \$293,000.00, GM Builders, Inc. bid \$392,000.00, K-Belle Consultants, LLC bid \$361,000.00, Lanco Construction, Inc. bid \$272,000.00, M&H Builders bid \$287,000.00 and Southern Construction of Metairie, LLC bid \$298,710.00. The administration requests to take these under advisement."*

MOTION: Councilwoman Hotard moved and Councilwoman Usry seconded the motion to take the bids for the HHS building renovations under advisement. The motion passed with Councilmen Morris & Julien absent.

Bid Opening – HVAC repairs in conjunction with ARRA Weatherization Program and/or DOE Program

Brenda Labat stated, *"This was for the HVAC program and there were two bidders, Brotherhood Contractors and Howards Mechanical System. There were several items we would like to take these under advisement."*

MOTION: Councilman Millet moved and Councilwoman Usry seconded the motion to take the two bids for HVAC repairs in conjunction with ARRA Weatherization Program and/or DOE Program under advisement. The motion passed with Councilmen Julien & Morris absent.

Bid Opening – Electrical repairs in conjunction with ARRA

Weatherization Program and/or DOE Program

Brenda Labat stated, *"The bidders were Brotherhood Contractors, A&K Electrical and D & G Electrical. There were several items we would like to take them under advisement."*

MOTION: Councilwoman Usry moved and Councilwoman Millet seconded the motion to take the bids for Electrical repairs in conjunction with ARRA Weatherization Program and/or DOE Program under advisement. The motion passed unanimously.

Bid Opening – Plumbing repairs in conjunction with ARRA Weatherization Program and/or DOE Program

Brenda Labat stated, *"Again with the weatherization program for plumbing, we have a proposal from Brotherhood Contractors and Barado's Plumbing. We would like to take the proposal under advisement."*

MOTION: Councilwoman Millet moved and Councilwoman Usry seconded the motion to take the proposals for Plumbing repairs in conjunction with ARRA Weatherization Program and/or DOE Program under advisement. The motion passed unanimously.

Bid Opening – Concrete, sidewalks, streets & Driveway repairs

Brenda Labat stated, *"This is our annual parish bid. The bidders were:*

Scioneaux, LLC	\$249,700.00
Fleming Construction	\$361,250.00
KASS Brothers	\$407,000.00
LA Contracting Ent.	\$404,700.00
DMC – Data Management Corp	\$169,600.00
Civil Construction	\$306,040.00
Three C's Properties, Inc.	\$331,445.00
HHP Construction Group, LLC	\$276,200.00
SES Enterprises	\$193,525.00
New Limits	\$305,500.00
Byron Talbot	\$318,200.00
SCK	\$384,600.00

the administration requests that we take these under advisement."

MOTION: Councilwoman Hotard moved and Councilman Morris seconded the motion to take the bids for concrete, sidewalks, streets & driveway repairs under advisement. The motion passed unanimously.

Brenda Labat – Bid Awards – Reserve Area Drainage Improvements

Brenda Labat stated, *"Administration recommends awarding the base bid to the low bidder, LA Contracting, Enterprises of Thibodaux, LA for \$2,370,213.00. The project is engineered by Shread-Kuyrkendall at an estimate of \$2.8 million."*

MOTION: Councilman Millet moved and Councilman Julien seconded the motion to award the bid for Reserve Area Drainage improvements to the low bidder, LA Contracting, Enterprises of Thibodaux, LA for \$2,370,213.00. The motion passed unanimously.

Bid Award – Riverlands Drainage Improvements

Brenda Labat stated, "Administration recommends awarding this bid to the second lowest bidder, BLD Services, LLC of New Orleans, for \$1,183,189.00. Storm Reconstruction Services was the lowest bidder, they were allowed to withdraw their bid in accordance with state law because there was an obvious mistake in their preparation. It is a bond project and the estimate \$1.2 million. We need to include Alternate 1 on this. We would like to award this to BLD Services, including alternate 1, at a cost of \$1,183,189.00"

Councilwoman Hotard asked, "I didn't realize SRS withdrew their bid, but with BLD I don't understand how they are the second lowest bidder because if you include the alternate, they are actually higher than some of the other people on the list. I am looking at the base bid and it put their bid higher."

Mike Carmouche, Capital Projects Administrator, stated, "If you add all the bid alternates together BLD is the lowest bidder at \$1,191,348.00."

Councilwoman Hotard stated, "No they have \$2,452,428 plus..."

Mike Carmouche stated, "I think you are looking at the wrong bid tab..."

Councilwoman Hotard stated, "I apologize I was looking at the wrong bid sheet. Let's just move on and come back to this at the end."

Councilman Lee stated, "So we will move on so that the administration can get some clarification for us by the end of the meeting."

Bid Award – Corrugated metal, polyethylene (PE) and polyvinylchloride (PVC) Culverts

Brenda Labat stated, "We will be splitting these items between two suppliers. They individually bid the lowest on certain items. One is F&G Supply of Kenner and the other is Cimsco of Metairie."

MOTION: Councilman Julien moved and Councilman Morris seconded the motion to award the bid for corrugated metal, polyethylene (PE) and polyvinylchloride (PVC) Culverts to F&G Supply of Kenner and Cimsco of Metairie. The motion passed unanimously.

Bid Award – Pumps 2011

Brenda Labat stated, "Our annual pumps bid is next and this will be divided between several suppliers namely General Mill Supply of Jefferson, Fluid Process of New Orleans, Delta Process of Metairie and Johnson equipment of Metairie. They were about fifty to sixty pumps bid and they split up the bid."

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to award the bid for 2011 Pumps to General Mill Supply of Jefferson, Fluid Process of New Orleans, Delta Process of Metairie and Johnson equipment of Metairie. The motion passed unanimously.

Bid Award – Liquid Chlorine and Sulfur Dioxide

Brenda Labat stated, *"This is our annual liquid chlorine and sulfur dioxide. The low bidder was DPC of Reserve for all three items."*

MOTION: Councilman Millet moved and Councilman Julien seconded the motion to award the bid for liquid chlorine and sulfur dioxide to DPC of Reserve. The motion passed unanimously.

Bid Award – Fuel 2011

Brenda Labat stated, *"This is our annual fuel. This will go to the low bidder SIARC, Inc. out of Gramercy at .09315 per gallon over rack price."*

MOTION: Councilman Morris moved and Councilman Millet seconded the motion to award the bid for fuel to SIARC, Inc. of Gramercy at .09315 per gallon over rack price. The motion passed unanimously.

Bid Award – Granular Chlorine & 3" Bio-Sanitizer Disinfecting Tablets

Brenda Labat stated, *"The granular chlorine goes to Thatcher Chemical of Florida and the 3" disinfecting tablets goes to Southern Chemical of Reserve."*

MOTION: Councilman Millet moved and Councilman Julien seconded the motion to award the bid for the granular chlorine to Thatcher Chemical of Florida and the 3" disinfecting tablets to Southern Chemical of Reserve. The motion passed unanimously.

Bid Award – 3-Ford F-250 trucks

Brenda Labat stated, *"We have three trucks, these are for our weatherization program and they would go to Hixson Autoplex of Alexandria."*

MOTION: Councilman Julien moved and Councilman Lewis seconded the motion to award the bid for the three Ford F-250 trucks to Hixson Autoplex of Alexandria at a cost of \$20,820.00 per truck. The motion passed unanimously.

Bid Rejection – West Bank Airnasium

Brenda Labat stated, *"Administration recommends rejection of all bids because they all came in over the funds available for this project. We are going to go back to Chenevert Architects to redesign and we will re-bid it based on our cost estimate of \$550,000.00."*

Councilman Lewis asked, *"Is there anything that the engineers can do since they got that higher bid in?"*

Natalie Robottom stated, *"We actually did have some lengthy discussion. There were some circumstances. There was another request, which is very unusual, to withdraw a bid. Looking at the funds available and the additional projects that we have scheduled for the West Bank we want to make sure that we stay within our funding level. So we have asked them to take a look at the entire project and try to stay within the allowed*

funding. We do know we have to do some additional work at that park to fill the swales that were put in there and we really don't want to over extend ourselves because we want to do that project. We are also looking at our clarifier project and of course the walkway that again were all not part of the original plan but it is making us look very closely at our dollars. So again we are going to work very closely with them. There were a couple of other recommendations but we feel, along with our legal counsel, this is the best action at this time."

Councilman Julien asked, "I was curious how much over did the bids come in?"

Natalie Robottom stated, "They were probably the next lowest was \$607,000.00, then we got a little higher above the 607. We were looking at 50 to 100 thousand over and again at this time this was not within our budget for this project."

MOTION: Councilman Lewis moved and Councilman Morris seconded the motion to reject all bids for the West Bank Airnasium and re-bid the project. The motion passed unanimously.

Ronnie Smith – (Carry over 11-23-10) SWDI Contract Extension

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

Brenda Labat – Authorization to go out for bids for MATERIALS for the Energy program in conjunction with the ARRA Weatherization Assistance Program

Brenda Labat stated, "This is the same Health and Human Services run these federally funded programs. We need to do a materials bid."

MOTION: Councilman Julien moved and Councilman Morris seconded the motion to grant administration authorization to go out for bids for MATERIALS for the Energy program in conjunction with the ARRA Weatherization Assistance Program. The motion passed unanimously.

Brenda Labat - Authorization to go out for bids for Labor/Service and materials for INSULATION repairs in conjunction with the ARRA Weatherization Assistance Program

Brenda Labat stated, "Again for the same program we need to go out for insulation repairs."

MOTION: Councilman Millet moved and Councilman Julien seconded the motion to grant administration authorization to go out for bids for Labor/Service and materials for INSULATION repairs in conjunction with the ARRA Weatherization Assistance Program. The motion passed unanimously.

Virgil Rayneri – Change order #1 – Sewer Manhole restoration project phase 1 – increase of \$5,700.00

Virgil Rayneri, Utilities Director, stated, "This is a change order from the tremendous work that we have been doing on the manhole restoration which phase 1 was \$273,000.00. This change order is based on the refund part. It was about \$3,900.00 for manholes that we didn't

find and the difference was on a differential of measurement that we had to pay \$9,600.00 so the balance comes out to be \$5,700.00. Also for your information we are about 15% complete on this project and during the rain storms that we had in August and September the load to the river plant went down about 3 million gpd which is substantial. This is a jewel here we need to continue doing this."

MOTION: Councilwoman Hotard moved and Councilwoman Millet seconded the motion to accept administration's recommendation and grant change order #1 – Sewer Manhole restoration project phase 1 – increase of \$5,700.00. The motion passed unanimously.

C. J. Savoie – Change order #1 FY 2009 CDBG/ARRA NW 2nd Street – Reserve, LA – increase of \$22,988.56

C.J. Savoie, Parish Engineer, stated, "I need to have permission to modify this item on the agenda a little bit. This is our block grant program and we are trying to close it out tonight. So I am asking that we do the change order and the substantial completion on both NW 2nd Street and Historic East if I may."

Councilman Lee stated, "I will yield to our legal counsel before I accept that motion. I am looking at an item which is just a change order. This could be something substantial that this council needs to look at what it is you are requesting. I have heard from legal counsel that this council can take action as requested by Mr. Savoie with unanimous approval. I will ask once again that you bring this back to us again in its completeness what you are asking for exactly."

C. J. Savoie stated, "There is a change order in both the Historic East project and the NW 2nd project. The NW 2nd has somewhat of an increase as shown here, Historic East has a decrease. Then I am asking for substantial completion on both of those projects. That means that you have forty-five days after for any corrective action because we are going to hold their retaining for the next forty-five days and if there are any other corrections that have to be made it has to be done within that time."

Councilman Lee stated, "Council you have heard the explanation by our parish engineer. You have also heard from the chair that it is acceptable by unanimous vote that we take action requested by the administration."

Councilman Smith asked, "Mr. Savoie would you have a problem with us separating those items and voting on them separately?"

C. J. Savoie stated, "I do want to vote on them separately because they are separate and this closes out both projects and allows us to move on. I will handle them separately."

Councilman Lee stated, "Thank you Mr. Smith, perhaps I am the only one at this table that is a little confused. So I want if you are looking for two separate motions, I want the exact motion that you are looking for administration and then I will ask this council if they are willing to make a motion. Item number one please."

C. J. Savoie stated, "I am asking for four motions. I am asking for a

motion for a change order on NW 2nd. I am asking for a motion for substantial completion on NW 2nd. I am asking for a motion for the change order on Historic East and a motion for substantial completion on Historic East."

Councilman Lee stated, "If I get a motion I will take it but before I get this motion I am going to discuss this with the administration. As the chair of the finance committee, I don't expect this to happen again. This is totally unacceptable to ask for four motions when you are looking at one simple \$22,000.00 change order. Now we are going into four separate motions but if this council is satisfied with it I am more than happy to accept the motions and move forward but I caution administration this is not acceptable."

Natalie Robottom stated, "I agree with you. So there is no caution here, I agree with you."

Councilman Lee stated, "Then I look for your comments on this Parish President Robottom."

Natalie Robottom stated, "Mr. Lee we have practiced very clearly that we do not bring items under any and all other business. We put clearly what our items are on the agenda. Obviously this is something that has come up since our report has been completed and the agenda went out. I understand what Mr. Savoie is asking for. These are CDBG funds. It is important to close them out which allows us to request additional funds. We are going to ask at this meeting and in all of your presence that we get these kinds of request in advance early enough to put it on the agenda so we can provide a proper response to the council but I do understand the time line that we are under but it will be clearly up to the council if they want to allow this. This is not something that we plan to continue. This is not something that we planned but clearly understand Mr. Savoie's position in that there is a time frame for closing out these projects and I will yield to the council's wishes."

Councilman Lee stated, "Then Mrs. Robottom while you are still at the microphone, I will yield to your recommendation rather than Mr. Savoie's in this case. We want to work as a team here. I understand what you are saying. This is just really out of the ordinary. So Mrs. Robottom, your wishes?"

Natalie Robottom stated, "I will go along with what our legal counsel has recommended. If it is allowable then we will move forward from there."

D.A. Tom Daley, Legal Counsel, stated, "The comment on the unanimous approval doesn't go through the merits of this motion. It takes unanimous approval to add this agenda item to the agenda and to consider it. The agenda item should be addressed and voted on and then if administration or any member wishes to expand it a motion must be made by the council and passed unanimously to allow the additional agenda item to be added. If it doesn't substantially modify or increase the cost of the project then it is within your discretion to approve the addition of the agenda item. This is not an ordinance that needs public notification and a public hearing. So you have authority especially when the change order is a reduction and not an increase you have the authority but it has to be added to the agenda by unanimous

consent of the council and then you consider the action that the parish engineer is requesting. Any question procedurally?"

Councilman Lee stated, "I have a recommendation from Councilwoman Millet that we vote on the motion that being change order #1 for \$22,988.56 first and then consider action after."

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to grant change order #1 FY 2009 CDBG/ARRA NW 2nd Street, Reserve, LA at an increase of \$22,988.56. The motion passed unanimously.

Councilman Lee stated, "I would at this time ask since we are looking at a couple of minutes to finish this meeting. That this item and the remainder of this item be taken from the finance agenda, which it is not actually on, and dealt with at your meeting Mr. Smith, the additions that Mr. Savoie is asking for. Is that acceptable by this council?"

The council responded yes.

Councilman Lee stated, "Good then we will move on."

Pat McTopy – Request for local match (20%) in the amount of \$5,749.00 for the development and conduct of an origin and destination post card traffic survey in connection with the Environmental Impact Statement for a proposed I-10 connector in Reserve

Pat McTopy, CFO, stated, "Mr. Lee please bare with me the council is familiar with this but for the benefit of the public I will read this short statement and again as you said it has to do with the environmental impact statement for the proposed interchange connecting US 61 and I-10 in Reserve. Administration recommends approval. The parish and the Regional Planning Commission (RPC) are partnering to fund this post card survey in connection with the environmental impact statement. The purpose of the survey is to analyze the number of trips between specific origin and destination points in order to better determine traffic loads in each direction and better compare travel time savings. This will amend the original agreement to provide for the development and conduct of an origin and destination post card survey. The total cost is a little bit over \$25,000.00. The parishes share is 20% which is \$5,749.00. We recommend approval."

MOTION: Councilman Julien moved and Councilman Morris seconded the motion to grant administration authorization for a local match (20%) in the amount of \$5,749.00 for the development and conduct of an origin and destination post card traffic survey in connection with the Environmental Impact Statement for a proposed I-10 connector in Reserve. The motion passed unanimously.

Any and all other financial concerns

Brenda Labat stated, "Okay the administration recommends awarding this bid to the second lowest bidder, BLD Services. Their base bid was \$1,183,749.00. The alternate 1 was \$7,500.00 bringing the total to \$1,191,249.00. We had to reject the bid for Storm Construction Services. They asked to withdraw their bid because they had a mistake

in the mathematics of it."

Councilman Lee stated, "For the general public and to refresh the council's memory we brought this item to the final because there were some questions with the mathematics as to who was actually the second low bidder. It has been clarified by administration and I believe the council accepts that we know who the second low bidder is now and I will accept a motion from Councilman Smith and second from Councilwoman Millet to move forward on this item."

Councilman Julien asked, "Mrs. Labat, where is this company from?"

Brenda Labat stated, "BLD is out of New Orleans."

Councilwoman Millet stated, "I just have one comment. I want to put administration on notice that we are very close to our budget amount on this and let's make sure that we stay within the budget on this please. I know the residents have been waiting for a long, long time but we don't have a lot of play work for change orders."

MOTION: Councilman Smith moved and Councilwoman Millet seconded the motion to award the bid for Riverlands Drainage Improvements to BLD Services, including alternate 1, at a cost of \$1,191,348.00. The motion passed unanimously.

Adjournment

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