

FINANCE COMMITTEE MINUTES
March 9th, 2010
Chairman Steve Lee
Vice-Chairman Charles Julien

Members: Hasten Lewis, Danny Millet, Charles Julien, Jaclyn Hotard, Darnel Usry, Ronnie Smith, Cheryl Millet, Dale Wolfe, Steve Lee

PRESENT: Haston Lewis, Ronnie Smith, Cheryl Millet, Darnel C. Usry, Steve Lee, Jaclyn Hotard

ABSENT: Danny Millet, Dale Wolfe & Charles Julien

BID OPENING REPORT/AWARDS:

Paul Oncale – Property, Casualty & General Liability Proposals

Paul Oncale, Director of Public Safety, stated, "Thank you Mr. Chair. The parish's Property, Casualty & General Liability expire April the 15th. We opened up proposals this afternoon at 3:00 PM. We received proposals from three different companies. They were all submitted by Riverlands Insurance Services in LaPlace. Travelers/St. Paul submitted a proposal of \$722,644.45. One Beacon FARA TPA submitted a proposal of \$715,432.45. Republic submitted a proposal of \$710,576.00. Administration request that we take these under advisement."

MOTION: Councilwoman Millet moved and Councilman Lewis seconded the motion to take the proposals for Property, Casualty & General Liability Proposals under advisement. The motion passed with 4 yeas, 2 abstaining (Smith & Lee) and 3 absent (Wolfe, Julien, Danny Millet).

Councilman Lee stated, "This is for the public. We have four yeas, two abstentions and three absent therefore the motion passes and this finance committee gives the administration the authority to do just as they have asked."

Cheryl Millet – (Carry Over) Authorization to sign an agreement with Three Fold Holdings LLC for design and engineering services in connection with the Fairway Bridge replacement project as part of the 2009 Bond Issue

Councilwoman Millet stated, "We are going to go ahead and remove this item from the agenda."

Paul Oncale/C.J. Savoie – Authorization to sign an agreement with Providence Engineering in relation to the Hazard Mitigation Plan update grant received from FEMA

Paul Oncale, stated, "Several years ago we wrote the Hazard Mitigation Plan for the parish. Every five years this particular plan has to be updated and FEMA has a fifty thousand dollar grant with the parish to update our plan. No local share. No cost to the parish. We went out for statement of qualifications and after reviewing all of them the administration is recommending Providence Engineering be awarded the contract. Our parish engineer, Chuck Savoie, is also in agreement with this."

Councilwoman Hotard asked, "I am not familiar with this company. Where are they located?"

Paul Oncale stated, "Baton Rouge."

Councilwoman Hotard asked, "How many companies did we get statement of qualifications from?"

Paul Oncale stated, "Three. That is the state requirement. We have to have at least three statements of qualification. Three responses. Two people submitted. One responded that they were not interested which qualifies with the state as a response."

Councilman Lee stated, "I had the same question of parish engineer Mr. Savoie one meeting ago and the way he explained it to me was basically the same way Paul explained it there except that this particular company specializes in this type of work. They are the clear recommendation of Savoie. We have used them in the past. I don't know when exactly. I am sorry Chuck is not here to back you up on it. I have no problem saying that he certainly supported it from my perspective."

Paul Oncale stated, "I think there is something in your books that Mr. Savoie had a note on it that he was okay with the results to hire this firm."

MOTION: Councilman Lewis moved and Councilman Smith seconded the motion to grant administration authorization to sign an agreement with Providence Engineering in relation to the Hazard Mitigation Plan update grant received from FEMA. The motion passed with Councilmen Wolfe, Julien & Danny Millet absent.

David Dupre – Authorization to advertise for bids for the Regala Gymnasium as part of the 2009 Bond Issue

David Dupre, Meyers Engineers, stated, "We are wrapping up the plans for the Regala Gymnasium and recommend that the council authorize administration to advertise to accept bids for the project."

Councilwoman Millet asked, "What is the budget for this Mr. Dupre?"

David Dupre stated, "\$2.8 million."

MOTION: Councilman Smith moved and Councilwoman Millet seconded the motion to grant administration authorization to advertise for bids for the Regala Gymnasium as part of the 2009 Bond Issue. The motion passed with Councilmen Wolfe, Julien & Danny Millet absent.

Buddy Boe – Authorization to advertise for bids for Phase 2 of water towers as part of the 2009 Bond Issue

Buddy Boe, Acting Chief Administrative Assistant, stated, "In April of 2009 the voters approved the bond issue and part of that bond issue was the rehabilitation of fifteen of the seventeen water towers and tanks in St. John Parish. Based on a 2008 report those towers were divided into three phases. This is phase two. Phase one is currently under construction at this point. They are working on the Garyville tower. This would authorize administration to advertise phase two with an

estimated construction cost of one million fifty thousand dollars."

Councilwoman Millet asked, *"This is part of our bond issue money correct?"*

Buddy Boe stated, *"Yes it will be funded by the bond issue."*

MOTION: Councilman Lewis moved and Councilwoman Usry seconded the motion to authorize administration to advertise for bids for Phase 2 of water towers as part of the 2009 Bond Issue. The motion passed with Councilmen Wolfe, Julien & Danny Millet absent.

Buddy Boe – Authorization to advertise for bids for manhole repairs as part of the 2010 Bond Issue

Buddy Boe stated, *"In the fall of 2009 the council approved a fifteen million dollar revenue bond to expand our LaPlace sewerage treatment plants and to also do five million dollars worth of sewer line and manhole repair work throughout the parish. We are asking for authorization to go out for bid on manhole repairs in the Reserve area. That data was part of a 2002 study that we will use to put this project out for bid to repair roughly 350 manholes in the Reserve area."*

Councilwoman Millet asked, *"Once again, the estimated amount on this?"*

Buddy Boe stated, *"We don't have an estimated amount at this time. It will be bid out based on a per foot amount of re-grouting and recoating each manhole and also raising certain manholes by the foot and that will be determined by the 350 manholes and what they require. So it will be bid out in a manner by foot and then we will be able to come up with a cost. It will be paid for out of the 2010 bond issue and there is funding available."*

Councilman Lee stated, *"I respect your position on that and administration's position but at the next meeting I would expect our engineers or the administration to give us an estimate because this bond issue was done in a way that all of these items were basically priced out for the people to vote on so I am sure that our engineers can give us some sort of an idea of what it is. It was a good question that Mrs. Millet asked so please provide that answer for us by the next meeting. In this instance all we are doing is allowing them to go out for bids so I obviously have no problem with that."*

Councilman Smith stated, *"Mr. Boe could you please explain to the public why we are only doing the Reserve manhole covers and not LaPlace, Garyville, Mt. Airy, the West Bank and the rest of the parish."*

Buddy Boe stated, *"A previous study collected the data for the LaPlace area south of Airline and the older areas of LaPlace north of Airline. We have identified those areas and applied for a six hundred thousand dollar grant from the state. Also part of our LRA recovery money has money allocated for those repairs. The estimate is about 1.1 million dollars. We expect to receive the award and approval for that funding in the next four to six weeks. At that time we will go out for bids for those projects those manholes and sewer lines in LaPlace. The funding is available if we do not get the award. We expect to get the award*

because we meet all the requirements. Simultaneously at the last council meeting you gave us authorization to go out for RFP's for manhole inspections and sewer line inspections for the rest of the parish so that we can collect the data necessary to do those repairs in other parts of the parish. You also allowed us to go for a 1.3 million dollar loan that would do sewer repair work also in Reserve. So we have identified two funding sources for the LaPlace repairs that are going to be needed and we expect to go out for bid before the summer on those repairs. We also have another funding source for the Reserve area and the remaining areas, Garyville and the West Bank, will be paid for out of the balance of the bond issue. So it is a comprehensive parish wide program. Areas are not being left out. There are four funding sources so that we can attack this problem in all areas."

Councilman Smith stated, "Thank you Mr. Boe. I just wanted to make sure that the voters of the parish knew that we are not just concentrating on one area in the parish and that the whole parish is being taken care of."

Buddy Boe stated, "The only reason that this is going out for bid now is because the data was already in a study from 2002. We are taking that data so that we can begin the work immediately."

MOTION: Councilwoman Usry moved and Councilman Smith seconded the motion to grant administration authorization to advertise for bids for manhole repairs as part of the 2010 Bond Issue. The motion passed with Councilmen Wolfe, Julien & Danny Millet absent.

Mike Henderson – Authorization to enter into Engineering Contracts relative to the Coastal Improvement Assistance Program (CIAP) funding for Reserve Relief Canal and Lac Des Allemands projects

Councilman Julien arrived at the finance meeting.

Pat McTopy stated, "Under the CIAP Program St. John Parish has been awarded two projects. The first is the Lac Des Allemands West Shore Protection project where we are going to stabilize the shore line near Pleasure Bend. The second project that has been approved is the Reserve Canal shore line protection project where it ties into Lake Maurepas. As authorized by the council, administration published a request for proposals and received a number of proposals from various engineering firms. We formed a committee composed of Mr. Henderson, Mike Carmouche, Chuck Savoie and myself to interview four of the candidates for the companies yesterday. Based on the interview we have ranked a firm of GSA as the top company for the West Lac Des Allemands project and URS as the top ranked candidate for the Reserve Relief Project. I ask that you take this under advisement at this time."

Councilwoman Millet stated, "I am not saying this towards administration or Jackie. We have absolutely no information in our booklet regarding this. So prior to asking us to vote on something please provide us with written documentation."

MOTION: Councilwoman Usry moved and Councilman Smith seconded the motion to grant administration authorization to enter into Engineering Contracts relative to the Coastal Improvement Assistance Program (CIAP) funding for Reserve Relief Canal and Lac Des Allemands projects. The

motion passed with Councilmen Wolfe & Danny Millet absent.

Any and all other financial concerns

Brenda Labat, Director of Purchasing, stated, "Today we opened bids for ice house equipment. There was one bidder. John S. Noble, LLC we would like to take this bid under advisement."

MOTION: Councilman Lewis moved and Councilman Smith seconded the motion to take the bid for Ice House Equipment from John S. Noble, LLC under advisement. The motion passed with Councilmen Wolfe & Danny Millet absent.

Brenda Labat stated, "Mr. Savoie has left the room let me take this other bid. We opened another bid this afternoon."

Councilman Lee stated, "I stand corrected. The administration has another bid to discuss."

C.J. Savoie, Parish Engineer, stated, "We also completed the bids for the generators today. This is for the installation. The parish has purchased and owns three generators. One to be placed at well site #2. One to be placed at station #2 along the Ruddock system and the third to be placed at the NANO filtration plant. These are all part of a Department of Health & Hospitals administrative order. We received the bids and the three bids ranged from the low bid of Ryan Gootee General Contractors in the amount of \$422,000.00, the next bid was BET out of Thibodaux in the amount of \$513,000.00 and Civil Construction Contractors was the third bid at \$565,860.00. I am asking that you all take this under advisement because my estimate to do this was around \$250,000.00 and I have not had time since we just received these bids today to really get into finding out why we are so above the estimated cost."

Councilwoman Usry asked, "Mr. Savoie is this for all three sites?"

C.J. Savoie stated, "Right, now you realize that we are putting in buildings and we have some electrical to run and so forth and install the generators and put in fuel tanks for them."

Councilwoman Usry asked, "And your estimate was?"

C.J. Savoie stated, "Around \$250,000.00. Now that didn't include the cost of the generators."

Councilwoman Usry asked, "This is for the cost too?"

C.J. Savoie stated, "This does not include the cost of the generators, only the buildings, fuel tanks and wiring."

Councilwoman Millet stated, "Thank you Mr. Savoie for watching out for our dollars and the taxpayers dollars."

MOTION: Councilwoman Millet moved and Councilman Smith seconded the motion to take the three bids for generator installation at Ruddock Well No. 2 site, Ruddock station No. 2 site and Ruddock Station No. 3 site under advisement. The motion passed with Councilmen Wolfe & Danny

Millet absent.

C.J. Savoie stated, "This is in reference to, it was under the items for the manhole restoration. As part of the manhole restoration the parish had asked me because some of this will be completed in house, had asked me and it is outside my contract to assist them in preparing some plans and specifications. The normal cost for doing this for this size project would be around \$70,000.00 if they went out and got a consultant probably to do this based on the construction cost estimate and the parish curve. They asked me to do it. I am doing it partly under my retainer but I needed some assistance in completing the plans and specification and the fee was \$28,000.00. I asked them to assist us in some of the services that we have to do to prepare these plans and specifications. I have talked to administration and the president. They are okay with it. I need permission from the council because it would be outside of my regular contract."

Councilman Lee stated, "I was aware of this. Chuck made me aware of it but I want to hear administration's position. This is not the way I care to hear this motion made by you for you. I expect if you had discussions with administration I expect the parish president or the CAO to get up and make this recommendation to this council."

Pat McTopy stated, "It is my feeling that the fee that he is proposing is very, very reasonable for the work that is going to be performed. It is much more reasonable then if we went with an outside engineer."

Councilman Lee stated, "I certainly believe that but we needed to hear it from our parish president. So it is a request of the administration via the parish president that we accept his recommendation and advance an additional \$28,000.00 for these plans and specifications. Help me out here Pat."

Pat McTopy stated, "Authorize the parish president to execute an agreement with C. J. Savoie Consulting Engineers, LLC to perform work on the sewer manhole project at a fee not to exceed \$28,000.00."

Councilman Lee stated, "That is very good."

MOTION: Councilman Lewis moved and Councilman Smith seconded the motion to authorize the parish president to execute an agreement with C. J. Savoie Consulting Engineers, LLC to perform work on the sewer manhole project at a fee not to exceed \$28,000.00. The motion passed with Councilmen Wolfe & Danny Millet absent.

Adjournment

MOTION: Councilwoman Millet moved and Councilwoman Usry seconded the motion to adjourn. The motion passed with Councilmen Wolfe & Danny Millet absent.

