

FINANCE COMMITTEE MINUTES
June 8th, 2010
Chairman Steve Lee
Vice-Chairman Charles Julien

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

PRESENT: Haston Lewis, Darnel C. Usry, Cheryl Millet, Charles Julien, Steve Lee, Danny Millet, Jaclyn Hotard

ABSENT: Ronnie Smith & Dale Wolfe

BID OPENING REPORT/AWARDS:

Brenda Labat – Openings – Water Storage Tank Repair & Rehab – Ruddock Station #3

Brenda Labat, Department of Purchasing, stated, "We opened bids today. There were five bidders. The first bidder was Professional Application Services, Inc. \$112,545.00, Blastco Texas, Inc. \$123,300.00, TMI Coatings, Inc. \$158,300.00, Classic Protective Coatings, Inc. \$236,761.00 and Caldwell Tanks \$155,500.00. The engineer's estimate on this job is \$177,250.00. Administration requests permission to take these bids under advisement."

Councilwoman Millet asked, "Mrs. Labat this is part of the bond issue correct?"

Brenda Labat stated, "Yes."

Henry DiFranco, Principal Engineering, stated, "Mrs. Millet this was part of the bond issue initially. However the parish received a grant so we removed it from priority 3 to bid it out separately due to the grant."

MOTION: Councilwoman Usry moved and Councilwoman Millet seconded the motion to take the bids for the Water Storage Tank Repair & Rehab – Ruddock Station #3 under advisement. The motion passed with Councilmen Smith & Wolfe absent.

Brenda Labat – Awards – Membranes for Reverse Osmosis Unit

Brenda Labat stated, "We would like to award the membranes for our Reverse Osmosis Unit. The low bidder was Siemens Water Technology. The price was \$525.00 per filter and we need to purchase 70 at a total cost of \$36,750.00."

MOTION: Councilman Millet moved and Councilman Julien seconded the motion to award the bid for membranes for Reverse Osmosis Unit to Siemens Water Technology in the amount of \$36,750.00. The motion passed with Councilmen Smith & Wolfe absent.

Brenda Labat – Authorization to advertise for Sewer & Water Pipe and fittings – Annual Contract

Brenda Labat stated, "This is an annual contract. We would like to

advertise and go out for bids. These items are purchase for our warehouse stock and they are distributed as needed to the user departments."

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to grant administration authorization to advertise for Sewer & Water Pipe and fittings – Annual Contract. The motion passed with Councilmen Smith & Wolfe absent.

Brenda Labat – Authorization to extend the following contracts for grass cutting & maintenance through May 31, 2011 – B & D Tractor, Leroy Cox Lawn Care, Cypress Land Contractors, Perez Grass Cutting & St. John Grass Cutting

Brenda Labat stated, "That is correct, administration would like to extend these contracts for the same pricing. We do wish to include a provision for verification by administration that the work is being completed satisfactorily."

Councilwoman Hotard asked, "I just have a question. You said you wanted to include the provision to verify that the work is being performed. Have you all decided how you are going to actually verify what is being done?"

Brenda Labat stated, "We are creating a form that will outline the services. This will be provided to the vendors. When they perform the service they send it in. Our managing person will check the work and sign off on it."

Councilwoman Hotard asked, "Can you make sure that the council gets a copy of whatever procedure you put in place?"

Brenda Labat stated, "Okay."

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to grant administration authorization to extend the following contracts for grass cutting & maintenance through May 31, 2011 – B & D Tractor, Leroy Cox Lawn Care, Cypress Land Contractors, Perez Grass Cutting & St. John Grass Cutting. The motion passed with 6 yeas, 1 abstaining (Lee) and 2 absent (Smith, Wolfe).

Brenda Labat – Authorization to extend the following contracts for Janitorial Services through May 31, 2011 – BB's Janitorial & One Touch Janitorial

Brenda Labat stated, "Again these are our two existing contracts on the major buildings. We would like to extend them and again put in some sort of a report that gives us verification and approval that the work was performed satisfactorily."

MOTION: Councilman Millet moved and Councilwoman Usry seconded the motion to grant administration authorization to extend the following contracts for Janitorial Services through May 31, 2011 – BB's Janitorial & One Touch Janitorial. The motion passed with 6 yeas, 1 abstaining (Lee) and 2 absent (Smith, Wolfe).

Pat McTopy – Authorization to exercise the option to extend the agreement with the River Parishes Transit Authority

Pat McTopy, Chief Financial Officer, stated, "The RPTA has been operating in excess of a year in the parish. We recently had a grand opening if you will in front of the Hebert Building. Ridership is up. It is continuing to rise each month. The total riders in 2009 were 13,331. The total riders through April of this year, is 5,409 and that is for the two parishes. That isn't just for St. John. So it is a valuable service that we are providing to the residents and we ask that you all authorize the continuation of the contract through the end of next year at a funding level of \$125,000.00 which has been budgeted for this year and we expect to budget for it again next year."

Councilwoman Millet stated, "I just have a comment. I think this is a fantastic service that we offer to our residents. I have several people that are calling me all the time looking for the phone number to call for this. If you could make that more available to the residents so that they know what number to call in order to schedule these pick ups. I have a hard time finding it when I need it."

MOTION: Councilman Lewis moved and Councilwoman Hotard seconded the motion to grant administration authorization to exercise the option to extend the agreement with the River Parishes Transit Authority. The motion passed with Councilmen Smith & Wolfe absent.

Any and all other financial concerns

C.J. Savoie, Parish Engineer, stated, "I apologize for not getting this on the agenda. It is my fault for not getting it to Mrs. Labat. We received bids at the last meeting on the manhole restoration. The estimate for that job was around \$400,000.00. The low bid came in at \$273,173.46 from Gulf Coast Underground, LLC. We reviewed the bid. They are in order. We recommend approval."

MOTION: Councilman Millet moved and Councilman Lewis seconded the motion to award the bid for the sewer manhole restoration project to Gulf Coast Underground, LLC in the amount of \$273,173.46. The motion passed with Councilmen Smith & Wolfe absent.

Chuck Savoie stated, "The second item is at the Edgard Water Plant raw water submersible pump station. As you all know that is the one that has been going on for years and we are now at completion. I had a discussion with administration and also with the Utilities Director they would like to put a roof over the well and put a lift there to lift these motors and pumps out of there and it is very easy to get it done right now because the barge is there, all the equipment is there so it would save us considerable money if we had to go back on the river to do this. So we would like to do this. I put a copy of the change order for \$8,500.00. The previous change order was \$1,000.00. This would complete the project. This provides a roof and a hoist over the lift."

Councilman Lee stated, "Mr. Savoie for the record to sum it up you are saying that this would complete the project. The total change orders were a previous one at \$1,000.00 and this one is \$8,500.00 at a total of \$9,500.00."

Chuck Savoie stated, "\$9,500.00 is the total addition on the project. Some of this project; actually \$236,000.00 is being paid for by a grant. The remaining \$349,500.00 is being paid for out of the bond issue."

MOTION: Councilman Lewis moved and Councilman Julien seconded the motion to grant change order #2 for the Edgard Water Plant raw water submersible pump station in the amount of \$8,500.00. The motion passed with Councilmen Smith & Wolfe absent.

Adjournment

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