

FINANCE COMMITTEE MEETING
JANUARY 10th, 2017
Chairman Jaclyn Hotard
Vice-Chairman Lennix Madere

Members: Larry Sorapuru, Jr. Jaclyn Hotard, Kurt Becnel, Julia Remondet, Lennix Madere, Marvin Perrilloux, Michael Wright, Larry Snyder, Raj Pannu

PRESENT: Larry Sorapuru, Jr., Jaclyn Hotard, Kurt Becnel, Julia Remondet, Michael Wright, Larry Snyder, Raj Pannu, Lennix Madere, Marvin Perrilloux

ABSENT: None

PUBLIC COMMENT - AGENDA ITEMS ONLY (2 minutes per citizen)

There was no public comment at this time.

BID OPENING REPORT/AWARDS:

Cain Dufrene/Tommy Brown - (Carry Over 12-13-16) Authorization to execute Change Order No. 2 with Aegis Construction, Inc. for Hemlock Fire Station #51

Jobe' Boucvalt stated, "All of the documents requested by legal counsel have been sent to them for review."

Councilwoman Hotard asked, "Is there a recommendation from administration or do you want to carry this item over?"

Natalie Robottom stated, "As all of you know there is some we were actually authorized to get with legal counsel to look at some of the property through our Volunteer Fire Department and the Office of Fire Services and that is something that we are working on. However prior to that a contract was entered into for design of the Hemlock Fire Station and ultimately a contract for construction of that station was also awarded. Throughout the process the Council approved I think one change order early on in the construction but at this point the fire station is complete and we are ready to move to the next stages of closing out. One of those requirements was to approve a change order for 88 additional days which to be honest with you has already been used. The days have been used. There was no cost to the contract. They have completed the project. They are going into review for substantial completion there are a couple of punch list items but this project is pretty much substantially complete. So at some point we are going to have to make some decisions on if we are going to pay these contractors and close out the project and deal with the property on a separate issue or tie all three of them up. So our request was to move forward with the change order for the 88 days which are already used, that is done and it was no cost to the parish."

Councilman Perrilloux asked, "And there is no money involved in those 88 days?"

Natalie Robottom stated, "No, no money involved."

Councilwoman Hotard asked, "Let me ask you this when you said about holding up payments to the contractors and maybe this is a legal question. Can we lawfully hold up their payments?"

Natalie Robottom stated, "We have actually been paying them but to finalize the project we are going to have to come before you with the substantial completion document again that would allow us to close out the project and start the 45 day lien process but if we can't move forward with any voting

until this is cleared up then we will be holding both of the contracts up as well."

Keith Green, Jr., Legal Counsel, stated, "Just to clarify some of the things that the Parish President has informed you guys of. When our office received the request to review the change order we weren't aware that the 88 days had already transpired that wasn't until afterwards but the reason our office suggested that you all do not move forward with that change order is because we did not want to approve or recommend approval of anything that dealt with this particular fire station because the ownership issues of that fire station are still at issue. The parish does not own the property number one. Number two we already understand the legal consequences or ramifications behind building a building on property that one does not own. So our office did not want to provide any authorization or any approval for you all to move forward with anything dealing with the contract until those ownership issues were actually remedied or rectified if you will. Now the parish president is correct when she said that the 88 days had already transpired and that they are just moving forward. What we are doing is answering a question the parish president posed to our office which was what are the legal consequences associated with not approving the change order but as they have already indicated they have provided us with all of the documentation that we needed so we are actually reviewing that to provide their office with what legal consequences there will be if this change order is not executed. But the bottom line is our office again did not want to make a recommendation to approve any change order or anything dealing with this particular fire station with us knowing for a fact that the parish does not own the land that the fire station is being built on. So that is where our office is with respect to that."

Councilwoman Hotard asked, "Keith let me ask you, let's say that the clearing up of the ownership and we know that it is the fire departments so in some way we know that it is going to get remedied but in the meantime while it is being worked on are we going to hold payments to contractors or do we have to hold payments to contractors or are those two separate things. I just don't want to put ourselves in a more liable situation because the contractor says hey you lawfully bid this item, we submitted on it, we secured a bond and everything else the fact that maybe you had unintentionally but we were not aware of these issues and in good faith we submitted on it and expect to be paid."

Keith Green, Jr. stated, "I completely understand that and that is actually what we are looking at now. Like I said the parish president asked us to see what the legal consequences would be for not moving forward with this specific change order and that is what we are in the process of reviewing to try to figure that out but again it all comes back to our advice last June which was that we needed to go ahead and clear this issue up prior to any other additional problems arising and as we can see this is one of those additional problems arising that we didn't necessarily for see back in June when that original recommendation was provided to the council and the administration but we are looking into those legal consequences and we will get back with the administration hopefully by the end of this week."

Natalie Robottom stated, "For additional clarification, the building is not in question it is the property and two there is a lot of information regarding that property and the donation and it is all related to fire protection so without the building there can be no fire protection on that site so as volunteers there can be no fire protection without the building because at this point there is not a building. Their obligation is to provide fire protection to the people of this parish and without this station they can't do that so in addition to the 88 days this fire station is finished. We are ready to do the substantial completion, get it housed and start serving the people

of this parish and if it continues to be held up for whatever reason again these contracts were awarded both the design in a public meeting and the contract was bid and awarded in a public meeting. It has been under construction for over a year again with this outlying issue that we acknowledged needs to be addressed but we do think we would rather address that as a separate issue and not add two more issues which is our design contract and our construction contractor to it for us not being able to complete a project that they lawfully bid, received and completed their end of the bargain and really have nothing to do with the other."

Councilman Perrilloux stated, "I am listening to this and if legal is going to have an opinion by the end of the week and this isn't time sensitive we can just table this item until the next meeting."

Councilwoman Hotard stated, "Or it was just a carried over item we can just carry it over to the next meeting is that okay?"

Councilman Perrilloux stated, "That's great."

Councilwoman Hotard stated, "Okay we will just carry it over. Thank you."

LaVerne Toombs - Bid Award - (Carry Over 12-27-16) Authorization to enter into an agreement with Principal Engineering, Inc. for the design of the West Bank WWTP Tank Rehabilitation Project

LaVerne Toombs stated, "Administration requests removal of this item until further notice."

Jean Stewart/Blake Fogleman - Authorization to solicit bids for the Wastewater Retention Pond Conversion to Wastewater Treatment Pond

Jean Stewart stated, "Environmental Engineering Services, Inc. has completed the design of this project, received all permits, and obtained EPA, LDH and DEQ approvals. Plans and specifications have been made available to the Council and Parish Engineer and the project is ready for bidding. The estimated construction cost is \$7,100,000 which will be funded through the 2010 Bond Issue. Administration recommends approval."

MOTION: Councilman Perrilloux moved and Councilman Wright seconded the motion to grant administration authorization to solicit bids for the Wastewater Retention Pond Conversion to Wastewater Treatment Pond. The motion passed unanimously.

Jean Stewart - Authorization to enter into an agreement with A&E Enterprise Management, L.L.C. for the ADA Coordinator services

Jean Stewart stated, "A & E Enterprise Management, L.L.C. of LaPlace, LA submitted the only proposal to provide American with Disabilities Act (ADA) Coordinator Services. To meet federal requirements to promote and maintain an inclusive and accessible environment for individuals with disabilities and to promote the continual improvement of accessibility to the Parish's facilities, programs and services, this contract is necessary. The contract rate is \$1,500 a month up to 40 hours a month. Additional compensation above and beyond 40 hours a month will be paid at an hourly rate of \$20/hour. This contract will be funded through the General Fund. It was reviewed and approved by Legal Counsel and Administration recommends approval."

MOTION: Councilman Madere moved and Councilwoman Remondet seconded the motion to grant administration authorization to enter into an agreement with A&E Enterprise Management, L.L.C. for the ADA Coordinator services. The motion

passed with 8 yeas and 1 abstaining (Sorapuru).

LaVerne Toombs - Authorization to amend the contract with Hunt, Guillot, & Associates, L.L.C. for CDBG Grants Management and Administrative Consulting for Gustav/Ike funds

LaVerne Toombs stated, "Amendment No. 4 will extend the contract an additional year for an increased contract amount of up to \$33,000 for continued management of the Gustav/Ike CDBG Disaster Recovery Program. This extension addresses closeout on remaining projects (Foxwood Levee, Peavine and Parish Generators) for a lump sum fee of \$13,000. The remaining \$20,000 may be exercised through additional Work Orders on a time and materials basis at the discretion of the Parish. This amendment document was reviewed and approved by Legal Counsel and is funded through the grant. Administration recommends approval."

MOTION: Councilman Wright moved and Councilman Perrilloux seconded the motion to grant administration authorization to amend the contract with Hunt, Guillot, & Associates, L.L.C. for CDBG Grants Management and Administrative Consulting for Gustav/Ike funds. The motion passed unanimously.

LaVerne Toombs - Authorization to renew the Fire Department's Package Policy with VFIS

LaVerne Toombs stated, "This renewal through Riverlands Insurance Services, Inc. includes general liability, management liability, automobile coverage, coverage or portable equipment and umbrella/excess liability coverage for the Parish's Fire Departments and the Office of Fire Services. The renewal has an annual premium of \$222,167 which is a \$4,498.88 increase over last year. Liability limits have been increased to \$2,000,000 per occurrence and \$4,000,000 in aggregate. This premium will be paid by the Office of Fire Services. Administration recommends approval."

MOTION: Councilwoman Pannu moved and Councilman Perrilloux seconded the motion to grant administration authorization to renew the Fire Department's Package Policy with VFIS. The motion passed unanimously.

LaVerne Toombs - Authorization to renew the Civil Defense Commercial Property Policy with Great Lakes Reinsurance

LaVerne Toombs stated, "This policy through Riverlands Insurance Services, Inc. will expire on February 11, 2017. The total annual premium is \$2,280.49 with no change from last year's premium. This premium is funded by the Department of Public Safety. Administration recommends approval."

MOTION: Councilman Becnel moved and Councilwoman Remondet seconded the motion to grant administration authorization to renew the Civil Defense Commercial Property Policy with Great Lakes Reinsurance. The motion passed with 8 yeas and 1 abstaining (Perrilloux).

ADJOURNMENT:

MOTION: Councilwoman Remondet moved and Councilman Perrilloux seconded the motion to adjourn the finance meeting. The motion passed unanimously.