

FINANCE COMMITTEE MINUTES
January 27th, 2015
Chairman Lennix Madere
Vice-Chairman Cheryl Millet

Members: Lucien Gauff, III, Jaclyn Hotard, Art Smith, Ranney Wilson, Lennix Madere, Marvin Perrilloux, Michael Wright, Larry Snyder, Cheryl Millet

PRESENT: Larry Snyder, Lennix Madere, Lucien Gauff, Art Smith, Michael Wright, Cheryl Millet, Ranney Wilson

ABSENT: Jaclyn Hotard & Marvin Perrilloux

BID OPENING REPORT/AWARDS:

Kia Price - Bid Opening/Award - Wastewater Lift Station Telemetry System for St. John the Baptist Parish

Kia Price stated, "Administration recommends awarding the base bid and Alternates 1, 2, & 3 to I.C.E. Sales & Service, LLC of Des Allemands, LA for a total amount of \$919,400.00. A review of bid documents by the project engineer revealed the low bid conforms with all requirements. This project is required by DEQ and will be funded through the Parishwide Sewage Construction Fund and 2010 Sewage Construction Bonds (see attached recommendation letter). Administration recommends approval."

MOTION: Councilman Snyder moved and Councilman Smith seconded the motion to grant administration authorization to award the base bid and alternates 1, 2, & 3 to I.C.E. Sales & Service, LLC of Des Allemands, LA for a total amount of \$919,400.00 for Wastewater Lift Station Telemetry System. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Kia Price - Bid Opening - Low-Boy Trailer

This bid opening has been cancelled and specifications revised for re-advertisement.

Kia Price - Authorization to award the 2015 Liquid Chlorine 2000# Cylinder - Re-Bid in the amount of \$598.00 to DPC Enterprises, LP of Reserve, LA

Kia Price stated, "Administration recommends awarding the low bid to DPC Enterprises, LP of Reserve, LA in the amount of \$598.00 per cylinder."

MOTION: Councilman Wilson moved and Councilman Gauff seconded the motion to grant administration authorization to award the 2015 Liquid Chlorine 2000# Cylinder - Re-Bid in the amount of \$598.00 to DPC Enterprises, LP of Reserve, LA. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Stacey Cador - Authorization to award the Office of Fire Services Health/Dental/Life Insurance

Stacey Cador stated, "Based on the recommendation of the source selection committee, Administration recommends the following insurance awards through the Massad Group, the current agent of record:

- Life - Southern National Life - \$2286.02/year
- Medical - Blue Cross Blue Shield - \$349,085.88/year
- Dental - United Concordia - \$23,988.80/year

Health insurance to Blue Cross Blue Shield of Louisiana in the estimated annual premium amount of \$349,085.88 through the Massad Group. This reflects an increase of approximately \$11,710.27 over the expiring premium. While this was not the lowest priced plan overall, the deductible, co-pays, co-insurance, and out-of-pocket maximums were attractive features of the plan. Dental insurance to United Concordia through the Massad Group for the estimated annual premium amount of \$23,988.80, which is approximately \$3,905.22 over the expiring premium. This plan differed from the other proposals for the waiting period to receive orthodontic services. Also, the parish experienced satisfactory services from the provider previously. Life insurance to Southern National Life insurance in the estimated amount of \$2,286.02 annually. This increase is \$231.33 over the expiring premium. The rate guarantee is for a 2-year period. The Massad Group has been the Agent of Record for the Office of Fire Services since its creation in 2004 and they have been pleased with their representation and service."

The council had many questions regarding why from the list of carriers to choose from that we didn't go with a local carrier since the difference in cost wasn't that big of a difference. Comments were made from The Massad Group concerning the new medical laws in effect that pertain to one's deductible being met also including office visit co-pays and prescription co-pays.

Councilman Wright stated, "I would like to make a motion to award the Office of Fire Services Insurance through The Tatje Insurance with Life - Southern National Life with a premium of \$2,407.02, Medical - BCBS with a premium of \$349,161.34, Dental - Assurant with a premium of \$19,679.00."

MOTION: Councilman Wright moved and Councilman Wilson seconded the motion to grant administration authorization to award the Office of Fire Services Insurance through The Tatje Insurance with Life - Southern National Life - \$2,407.02, Medical - BCBS - \$349,161.34, Dental - Assurant - \$19,679.00. The motion passed with 6 yeas, 2 absent (Hotard & Perrilloux) and 1 abstaining (Millet).

Kia Price/Reed Alexander - Authorization to advertise for proposals for Maintenance, Repairs, and Installation of Pumps, Motors, and related equipment

Kia Price stated, "Administration requests authorization to solicit RFPs for the above referenced services."

MOTION: Councilman Wright moved and Councilman Gauff seconded the motion to grant administration authorization to advertise for proposals

for Maintenance, Repairs, and Installation of Pumps, Motors, and related equipment. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Kia Price/Brian Nunes - Authorization to award a contract for the Fairway Drive and Woodland Drive Bridge Project to Principal Engineering, Inc.

Kia Price stated, "Administration recommends awarding this contract to Principal Engineering, Inc., the firm recommended by the Source Selection Committee. The estimated contract amount is \$114,569.01 and includes engineering, surveying, and resident inspection. This contract has been reviewed and approved by legal counsel and will be funded through the 2014 bond issue."

MOTION: Councilwoman Millet moved and Councilman Wilson seconded the motion to grant administration authorization to award a contract for the Fairway Drive and Woodland Drive Bridge Project to Principal Engineering, Inc. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Jobe' Boucvalt/Cain Dufrene - Authorization to execute Change Order No. 4 in the amount of \$6,377.91 for Woodland Drive Fire Station #54 & Belle Pointe Fire Station #55 with Family Homes by Tommy & Sheila, Inc.

Jobe' Boucvalt stated, "This change order is for a net increased amount of \$6377.91. The deduct amount of \$2,460.80 includes reduced quantities and a reduced scope. The increased amount includes additional work identified during repairs, such as more drywall, painting, and flooring in the amount of \$8838.71. All additions will be submitted in a version request to FEMA for reimbursement. Administration recommends approval."

MOTION: Councilman Snyder moved and Councilman Gauff seconded the motion to grant administration authorization to execute Change Order No. 4 in the amount of \$6,377.91 for Woodland Drive Fire Station #54 & Belle Pointe Fire Station #55 with Family Homes by Tommy & Sheila, Inc. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Natalie Robottom/Rob Delaune - Authorization to execute Amendment No. 1 in the not to exceed amount of \$50,000.00 with Digital Engineering Inc. for Grant Funded Project Engineering Support and Grant Management Assistance

Natalie Robottom stated, "This amendment extends the current agreement for engineering support and grant management assistance by one year. To date, DEI has assisted the parish in securing over \$2.5 Million in grant funds, \$1.1 Million of which was loan forgiveness through DHH. They will continue to support the parish's close out efforts for existing grants, including but not limited to the Lake Pontchartrain Restoration Program, LGAP, Community Water Enrichment Fund, EPA

wastewater, and Resiliency. The contract is funded through the wastewater fund and reimbursements secured by DEI. Administration recommends approval."

MOTION: Councilman Gauff moved and Councilman Smith seconded the motion to grant administration authorization to execute Amendment No. 1 in the not to exceed amount of \$50,000.00 with Digital Engineering Inc. for Grant Funded Project Engineering Support and Grant Management Assistance. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Mike Coburn - Authorization to reject proposals from the first advertisement for the CDBG - Title/Legal Services RFP

Mike Coburn stated, "This is a housekeeping item required by the Office of Community Development. As no services were procured under the first advertisement, all proposals are to be rejected. A subsequent RFP yielded two contracts for Title/Legal Services. Administration recommends approval."

MOTION: Councilman Smith moved and Councilman Gauff seconded the motion to grant administration authorization to reject proposals from the first advertisement for the CDBG - Title/Legal Services RFP. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Michael K. Coburn - Authorization to execute the final change order for the Wastewater Line Rehabilitation Project with Suncoast Infrastructure, Inc. in the decreased amount of \$41,617.21

Mike Coburn stated, "This change order modifies the contract quantities to reflect the actual amounts used during the project and accounts for deductions attributed liquidated damages. Administration recommends approval."

MOTION: Councilman Wilson moved and Councilman Smith seconded the motion to grant administration authorization to execute the final change order for the Wastewater Line Rehabilitation Project with Suncoast Infrastructure, Inc. in the decreased amount of \$41,617.21. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Natalie Robottom - Authorization to advertise a Request for Proposals for Disaster Recovery Project Management

Natalie Robottom stated, "The current consulting contract expires on March 31, 2015 and does not include an option for renewal. Based on guidance from the Office of Community Development, a new RFP is required to address the remaining projects and scope of work. Administration recommends approval."

MOTION: Councilman Gauff moved and Councilman Wright seconded the motion to grant administration authorization to advertise a Request for

Proposals for Disaster Recovery Project Management. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Adjournment

MOTION: Councilwoman Millet moved and Councilman Wright seconded the motion to adjourn. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.