

FINANCE COMMITTEE MINUTES

April 23rd, 2013

Chairman Jaclyn Hotard

Vice-Chairman Art Smith

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

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

ABSENT: None

BID OPENING REPORT/AWARDS:

Randy Vincent - Bid Opening - Reverse Osmosis Unit Membrane Filters

Randy Vincent, CFO, stated, "Today we opened bids for the Reverse Osmosis Unit Membrane Filters. We received three bids the first being from Hydranautics of Palm City, Florida with a unit price of \$435.00, second from Pure Water Solutions of Ridgeland, Mississippi with a unit price of \$661.00 and thirdly from CSM of Anaheim, California with a unit price of \$429.00. The administration requests that these bids be taken under advisement."

MOTION: Councilman Perrilloux moved and Councilman Snyder seconded the motion to take the three bids for Reverse Osmosis Unit Membrane Filters under advisement. The motion passed unanimously.

Theresa Rodgers - Authorization to execute a contract for Professional Engineering Services for plans and design specifications with Burk-Kleinpeter, Inc. for Telemetry System for major Parish Wastewater Lift Stations

Theresa Rodgers, CAO, stated, "Administration requests authorization to execute a contract with Burk-Kleinpeter, Inc., the firm ranked second by the source selection committee. Council approval of this contract will negate the action taken October 9, 2012, as a contract could not be executed with the firm previously selected because of the engineer's dispute with the fee structure established by ordinance."

Councilwoman Hotard asked, "Who was the firm that we originally entered into the agreement with?"

Theresa Rodgers stated, "Infinity Engineering."

Councilwoman Hotard asked, "And what did you say was the exact reasoning?"

Theresa Rodgers stated, "The engineering fee as you know is set by ordinance and the firm didn't want to work for that fee structure. We have had meetings with legal about that and legal has confirmed, including Judge Daley that we cannot deviate in any way from the fee structure set in the ordinance. The engineering firm that was originally awarded this contract wanted to work for a base fee which

actually the base fee exceeded the percentage set in the ordinance by more than \$20,000.00 in addition to some additional hourly rates built into his contract and we couldn't agree to those overages as it was in violation of the ordinance."

Councilwoman Hotard asked, *"In the RFQ or prior to all of this that firm wasn't aware of what the fees were going to be prior to submission?"*

Theresa Rodgers stated, *"Evidently not but I can tell you that in my two years here we have never had that issue before."*

Councilwoman Millet asked, *"Did we go out for re-bid or did we just take the next one in line?"*

Theresa Rodgers stated, *"We just took the next one in line. The scores were relatively close and we feel good about this recommendation."*

Councilwoman Millet asked, *"Is this a not to exceed contract as well?"*

Theresa Rodgers stated, *"The estimated construction budget for this and this is a DEQ required project and is being funded through the 2010 bond issue but it is estimated that the budget is about half a million. It may exceed that somewhat but that is the projected estimate."*

MOTION: Councilwoman Hotard moved and Councilman Gauff seconded the motion to grant administration authorization to execute a contract for Professional Engineering Services for plans and design specifications with Burk-Kleinpeter, Inc. for Telemetry System for major Parish Wastewater Lift Stations. The motion passed unanimously.

Theresa Rodgers - Authorization to renew the contract with Compliance Enviro Systems, LLC (CES) for the Sanitary Sewer Evaluation Survey

Theresa Rodgers, stated, *"The proposed contract is in accordance with a 36 month contract extension option and reflects the same rates as the current contract. This contract provides for smoke testing and CCTV for the waste water collection system. Administration requests authorization to renew the contract with Compliance EnviroSystems, LLC."*

MOTION: Councilman Wright moved and Councilman Madere seconded the motion to grant administration authorization to renew the contract with Compliance Enviro Systems, LLC (CES) for the Sanitary Sewer Evaluation Survey. The motion passed unanimously.

Any and all other financial concerns

Councilwoman Millet stated, *"I do see that the administration has asked that one be added however in order for this to happen it needs to be a unanimous decision and I am telling you I am not voting for it so it will not be unanimous. We can just carry that over to the next meeting and please have that information to us a little timelier rather than at the last minute. I didn't get a chance to look at it until after 5:00 PM."*

Adjournment

MOTION: Councilman Wright moved and Councilman Smith seconded the motion to adjourn. The motion passed unanimously.