

**FINANCE COMMITTEE MINUTES**  
**July 8<sup>th</sup>, 2014**  
**Chairman Larry Snyder**  
**Vice-Chairman Lennix Madere**

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

**PRESENT:** Marvin Perrilloux, Larry Snyder, Art Smith, Cheryl Millet, Lennix Madere, Jaclyn Hotard, Lucien Gauff

**ABSENT:** Michael Wright and Ranney Wilson

**BID OPENING REPORT/AWARDS:**

**Kia Price - Bid Opening - Rehabilitation of Sewer Lift Stations Phases I & II**

Kia Price, Director of Purchasing, stated, "Today at 3:00 PM the purchasing and procurement department opened bids for the rehabilitation of Sewer lift stations Phases I & II and the Used Reach Forklift. Bids received for the rehabilitation of parish sewer lift station Phase I, Fleming Construction, LLC from Kenner, LA bid amount of \$2,048,392.00. Phase II Fleming Construction, LLC from Kenner, LA bid amount of \$1,376,657.00. The used Variable Reach Forklift the one bid was received from United Rentals from St. Rose, LA bid amount of \$50,489.00 administration requests to take this under advisement.

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to take the bids for the Rehabilitation of Sewer Lift Stations Phases I & II under advisement. The motion passed with Councilmen Wilson and Wright absent.

**Kia Price - Bid Opening - Used Variable Reach Forklift**

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to take the bids for the Used Reach Forklift under advisement. The motion passed with Councilmen Wilson and Wright absent.

**Natalie Robottom - (Tabled 6/24/14) Authorization to execute a professional services agreement with Meyer Engineers Ltd. for design, construction administration, and inspection services for parks, playgrounds, and recreations facilities**

**MOTION:** Councilman Gauff moved and Councilman Perrilloux seconded the motion to remove the above item from the table. The motion passed with Councilmen Wilson and Wright absent.

Natalie Robottom stated, "Administration recommends entering into an agreement with Meyer Engineers Ltd. in an amount not to exceed \$155,000 for \$1.3 million in improvements to parks, playgrounds, and recreation facilities. This firm was selected from the A/E Pool procured through

the RFQ process and the fees are based on the parish ordinance and fee curve. The recommended projects were selected from the Parks Master Plan commissioned by the council in 2012 at a cost of \$65,000. An itemized Statement of Probable Costs was provided to the Council in April with the 2014 Bond Issue recommendations (see attachment). The Master Plan included plans and cost estimates for 11 parks and 2 boat launches, as well as presentations at several public meetings. The proposal includes upgrades and additions at all parks and \$1.2 million remains in the 2014 bond issue for additional recreation projects. Administration recommends approval."

Councilwoman Hotard stated, "I would like to add something to that if I may. I would like to and I don't know if I maybe need to offer a motion to add some additional items to what has been presented but I will offer as to accept the administration's recommendation with the following changes that we add 2 gazebo's at the Belle Point Park based on the engineer's estimate of \$36,000.00, 2 gazebo's at the West Bank Park based on the engineer's estimate of \$36,000.00, 1 gazebo at Stephanie Wilken Park based on the engineer's estimate of \$36,000.00, the walking path widening at Hwy. 51 based on the engineer's estimate of \$257,000.00, the addition of 1 airnasium at Ezekiel Jackson Park in Garyville with an estimate of \$226,000.00, for Hwy. 51 Park additionally we will remove the one play set addition and add the following items refurbish restrooms, item #2 soft tile surface with existing play set, item #3 park benches with concrete, item #4 miscellaneous drainage, grating at walking path, item #5 re-grate and seed fields, item #6 trash containers, item #7 park entrance sign those were also included in the master plan and then at the Peavine Boat Launch remove the 1 gazebo and add item #1 the benches that were in the master plan and item #2 the asphalt parking lot and that would be my motion."

Councilman Snyder asked, "Is your motion to amend?"

Councilwoman Hotard stated, "To accept administrations recommendation and add those items."

Natalie Robottom stated, "Can we have discussion? Obviously our amounts were calculated based on what was provided and this is my first time getting this information and not to say that it is questionable but it is all based on budget and what is there and the calculation and the contract documents that typically legal counsel reviews that includes the cost and the cost estimate, the engineering fees and again we have this all the time about not being provided information this is the first that I am hearing this and our proposal was based on the numbers that you were provided in April."

Councilwoman Hotard stated, "And that is fine the numbers that we actually used to add the additional items actually came from what was recommended by administration so they are not new numbers they are

numbers in here. The path and the airnasium were also items that were included in the master plan which is the document that was used to generate this information."

Natalie Robottom stated, "I understand that was our recommendation from the beginning please select items from the master plan however we didn't have the advantage of you know I am listening to them right now. We have not calculated what those cost are with the engineer fees this contract includes engineering fees based on construction cost as well as surveying and other cost that we have not had the opportunity to calculate that based on your recommendation. I support using every penny that was budgeted. I just think that to do it in this manner kind of violates the conversation that we have had which is to provide the information so that we can review and propose a contract and put together an entire package. What we came with was provided a second time and I have no problem with all of what you actually met with me and suggested those the others I did not meet with I don't know that everybody obviously you have had conversations maybe you are pleased with this I have not had any opportunity nor has my recreation director to see any of this."

Councilman Gauff stated, "My comment is that I am agreeing with Ms. Hotard we only went with the estimates that were given to us."

Natalie Robottom stated, "I understand but that was given to you in April and this document was provided to you at the last meeting and I have been in conversations with you all we reviewed a document. The contract amount is based on what we provided and the contract amount of up to up to \$155,000.00 is based on 1.3 million dollars in construction you guys have added additional cost that I am not sure what it adds up to or what the percentage for the engineering or surveying or anything is so for us to move forward without that I think is not in the best interest."

Councilman Gauff asked, "So what you are saying is that there are additional engineering cost of all the projects that were added?"

Natalie Robottom stated, "And additional surveying all the things that go along with a project you can't just add additional items and not account for the cost to have that managed through construction and inspection."

Councilwoman Hotard stated, "All of that was included when I asked the engineer for the estimates on those projects what he sent to me did include the design, engineering and all of the necessary work to complete the project and I am okay with tabling it but these are the projects that we are requesting."

Councilman Snyder stated, "I think that will be our best course of action is to table this thing put it back on the table and we can get together Mrs. Robottom can get with her staff and determine what the cost is of these additions and I have my issues also and it has nothing to do with what Ms. Hotard was talking about I still don't have a gazebo but they have one at each boat launch I don't have one in Cambridge. I don't have a restroom and everybody has one except Cambridge so I have some issues with this also. There are things on this paper that I don't quite understand especially playground 1, 2, 3 I need to understand that before I can force feed somebody with this stuff. Is it a new playground? Is it more stuff for some playgrounds? I see some of these are the same size as Cambridge and the one over there in Greenwood I don't know what all of that means and I talked to someone from Meyers not too long ago and he can help me with that. So I think we are doing the right thing here by putting this back on the table. We have a motion and I ask you to take your motion back."

**MOTION:** Councilwoman Millet moved and Councilman Perrilloux seconded the motion to table the professional services agreement with Meyer Engineers Ltd. for design, construction administration, and inspection services for parks, playgrounds, and recreation facilities. The motion passed with Councilmen Wilson and Wright absent.

**Natalie Robottom - Authorization to amend the contract for Disaster Recovery Project Management Consultant Services with Royal Engineering and Consultants, LLC to include Community Development Block Grant Program Scope**

Natalie Robottom stated, "This amendment was recommended by the Office of Community Development (OCD) to include a specific program scope and a proposed budget for implementation of the Community Development Block Grant (CDBG) Programs. When the contract was initiated for disaster recovery, CDBG funds had not been awarded and programs were not yet defined. The CDBG programs selected are related to housing and commercial property rehabilitation, economic development and Ferry services. The not to exceed amount of the contract remains the same and the final amendment is contingent upon approval by OCD. The Housing programs cannot move forward until this is approved. Administration recommends approval."

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to amend the contract for Disaster Recovery Project Management Consultant Services with Royal Engineering and Consultants, LLC to include Community Development Block Grant Program Scope. The motion passed with Councilmen Wilson and Wright absent.

**Kia Price - Authorization to advertise for bids for Wastewater Manhole Rehabilitation and Lining**

Kia Price stated, "In an effort to continue rehabilitating and lining wastewater manholes annually, Administration requests authorization to advertise bids for a qualified contractor to complete the work. Administration recommends approval. Funds are available in the 2010 bond issue."

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to advertise for bids for Wastewater Manhole Rehabilitation and Lining. The motion passed with Councilmen Wilson and Wright absent.

Councilman Wright arrived to the council meeting.

**Kia Price - Authorization to award the contract for Disaster Restoration & Recovery to Belfour USA Group**

Kia Price stated, "Administration recommends awarding this standby contract to Belfour USA Group Inc. from Baton Rouge, LA., for restoration and recovery of parish-owned building(s) damaged in a man-made or natural disaster. Belfour was the firm ranked first by the Source Selection Committee and the amount of the contract is dependent on the Statement of Work and the pre-established Pricing Schedule. Administration recommends approval. The contract has been reviewed by legal counsel and attached."

**MOTION:** Councilwoman Millet moved and Councilman Gauff seconded the motion to grant administration authorization to award the contract for Disaster Restoration & Recovery to Belfour USA Group. The motion passed with 6 yeas, 1 against (Millet), 1 abstaining (Hotard) and 1 absent (Wilson).

**Virgil Rayneri/Natalie Robottom - Authorization to execute a professional services agreement with Digital Engineering and Imaging, Inc. for the LaPlace Water Source Evaluation Project**

Administration requests that this item be carried over to the next agenda.

**Virgil Rayneri - Authorization to amend the contract with GSA Consulting Engineers for the LA 637 Utilities Relocation in the amount of \$53,269.81 to include resident project representative services**

Natalie Robottom stated, "Administration recommends amending this contract by \$53,269.81 to cover the parish's cost share for professional oversight and resident project representative services for the Utilities Relocation Project along Hwy 637. This amount has been reviewed and approved by the Parish Engineer and Utilities Director and will be paid through the Utilities Department. This contract document has been reviewed by legal counsel."

**MOTION:** Councilwoman Hotard moved and Councilman Perrilloux seconded the motion to grant administration authorization to amend the contract with GSA Consulting Engineers for the LA 637 Utilities Relocation in the amount of \$53,269.81 to include resident project representative services. The motion passed with 6 yeas, 1 against (Millet), 1 abstaining (Snyder) and 1 absent (Wilson).

**Adjournment**

**MOTION:** Councilman Perrilloux moved and Councilman Wright seconded the motion to adjourn. The motion passed with Councilman Wilson absent.