

FINANCE COMMITTEE MEETING
SEPTEMBER 25th, 2018
Chairman Larry Sorapuru
Vice-Chairman Tom Malik

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

PRESENT: Kurt Becnel, Larry Snyder, Thomas Malik, Larry Sorapuru, Julia Remondet, Lennix Madere, Marvin Perrilloux, Michael Wright

ABSENT: Jaclyn Hotard

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

There was no public comment at this time.

BID OPENING REPORT/AWARDS

Blake Fogleman - (Tabled 08-28-18) Authorization to execute a time extension with Stantac Consulting Services, Inc.

MOTION: Councilman Malik moved and Councilwoman Remondet seconded the motion to remove the item Authorization to execute a time extension with Stantac Consulting Services, Inc. from the TABLE. The motion passed with Councilwoman Hotard and Councilman Perrilloux absent.

Blake Fogleman stated, *"This extension will add one (1) year to the contract while maintaining the pricing schedule, the not to exceed amount of \$65,950 and the existing scope of work. The time extension is needed because of delays by the Parish due to operational issues and difficulty extracting data required by the consultant. The data has been provided and the work is underway. The draft extension and corporate resolution documents are being sent to Legal Counsel for further review and Administration recommends approval pending their determination of legal sufficiency. The current contract expires on September 27, 2018."*

MOTION: Councilman Snyder moved and Councilwoman Remondet seconded the motion to grant administration authorization to execute a time extension with Stantac Consulting Services, Inc. The motion passed with Councilwoman Hotard absent.

Natalie Robottom - Authorization to accept Guidry Associates' request to terminate the contract for Consultant Services effective October 1, 2018

Natalie Robottom stated, *"Guidry Associates' has suspended their operations and wish to terminate their contract for Consultant Services. Administration recommends approval."*

MOTION: Councilman Madere moved and Councilman Perrilloux seconded the motion to grant administration authorization to accept Guidry Associates' request to terminate the contract for Consultant Services effective October 1, 2018. The motion passed with Councilwoman Hotard absent.

Natalie Robottom - Authorization to enter into an agreement with South Central Planning & Development Commission to assist the Parish in moving a polling

location for the St. John Registrar of Voters

Natalie Robottom stated, "This contract is to move the polling location from the Percy Hebert Building to the St. John the Baptist Parish Government Complex before the December of 2018 deadline. The contract is for a not to exceed amount of \$1,500. The draft contract was reviewed and deemed legally sufficient by Legal Counsel. Administration recommends approval."

MOTION: Councilman Malik moved and Councilman Wright seconded the motion to grant administration authorization to enter into an agreement with South Central Planning & Development Commission to assist the Parish in moving a polling location for the St. John Registrar of Voters. The motion passed with Councilwoman Hotard absent.

LaVerne Toombs/Myra Alexis-Valentine - Authorization to amend the contract with Pivotal Engineering, LLC for Inspection Services for the CDBG Isaac Housing Program

Natalie Robottom stated, "The recently extended contract with Pivotal Engineering, LLC is being amended in accordance with the RFP and the original contract dated October 13, 2014. The amendment is needed to address new processes that document the Duplication of Benefits component of the CDBG housing program. Legal Counsel has advised that the agreement cannot be amended because "amendment" is not stated in the contract, however this conflicts with the language referenced below: **ADDITIONAL TERMS** - When required, CDGB compliance provisions are incorporated within this contract as a necessary component hereto. The "CDBG Compliance Provisions for Professional Services Contracts" are attached as Exhibit D and shall be incorporated into and included in this contract as necessary. **EXHIBIT D**, number 25 (Changes) allows for changes to the contract amount as described below: **CHANGES:** The Owner may, from time to time, request changes in the scope of the services of the Contractor to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation which are mutually agreed upon by and between the Owner and the Contractor, shall be incorporated in written and executed amendments to this Contract. Failure to act on this amendment tonight will only serve to stall and delay the housing program, as the Council is well within their rights to approve this amendment. Administration recommends approval."

Councilman Madere asked, "Can I hear from legal?"

Keith Green, Jr., Legal Counsel, stated, "On September 26th, 2018, the District Attorney's Office advised the administration that this contract with Pivotal cannot be amended because the original contract does not include language to authorize in amendment. Administration referenced Exhibit D, Section 25 of the original contract as authorization to amend this contract. Exhibit D is the "CDBG Compliance Provisions for Professional Services Contract". If the original contract included language to authorize an amendment, then the Parish would have to comply with Section 25. Since the original contract does not include language to authorize an amendment, this contract cannot be amended."

After lengthy conversation Councilman Remondet moved to approve.

MOTION: Councilwoman Remondet moved and Councilman Becnel seconded the motion to approve, upon administration recommendation, the authorization to amend the contract with Pivotal Engineering, LLC for Inspection Services for the CDBG Isaac Housing Program.

After more discussion Councilman Perrilloux commented that the best thing to do at this time would be to TABLE the item so that everyone can get a better understanding of the item especially since we didn't receive the paperwork on this from administration until earlier today and many of us haven't had a chance to read it and get a true understanding.

SUBSTITUTE-MOTION: Councilman Perrilloux moved and Councilman Snyder seconded the motion to TABLE the authorization to amend the contract with Pivotal Engineering, LLC for Inspection Services for the CDBG Isaac Housing Program. The motion passed with 7 yeas and 2 against (Becnel & Remondet).

Cain Dufrene/Tommy Brown - Authorization to award the Safe Room Project to Onshore Construction Company, LLC

Cain Dufrene stated, "Onshore Construction Company, LLC of Thibodaux, LA submitted the only bid with a base bid of \$1,220,000 and an alternate of \$98,910. The bid was reviewed and approved by the Project Engineer, Project Consultants and GOHSEP and the recommendation is to accept the base bid and the alternate, which are both within the projected budget. This is an HMGP Funded Project with the Parish match coming from the 2009 and 2015 Bond Issues, 911 Communications and the Office of Fire Services. Administration recommends approval."

MOTION: Councilwoman Hotard moved and Councilman Malik seconded the motion to grant administration authorization to award the Safe Room Project to Onshore Construction Company, LLC. The motion passed unanimously.

Stacey Cadore - Authorization to renew the Fire Department's Sick and Accident (Special Risk) policy with National Union Fire Insurance Company

Stacey Cadore stated, "This renewal through Riverlands Insurance Services, Inc. is at an annual premium of \$62,353 which reflects a 3.5% increase from the expiring premium. Premiums are funded through the Office of Fire Services and the current policy expires on September 30, 2018. Administration recommends approval."

MOTION: Councilman Becnel moved and Councilman Malik seconded the motion to grant administration authorization to renew the Fire Department's Sick and Accident (Special Risk) policy with National Union Fire Insurance Company. The motion passed with Councilman Wright absent.

Stacey Cadore - Authorization to renew the Parish Facilities Flood Insurance Policy with Seattle Specialty

Stacey Cadore stated, "This renewal through Riverlands Insurance Services, Inc. includes the Sewer Plant on Woodland Drive, the ARC, East Bank Council on Aging Building, and REGALA Concession Stand and Gymnasium. The annual premium is \$20,939 which reflects a decrease from the expiring premium and will be funded through each of the associated department funds. Administration recommends approval."

MOTION: Councilman Becnel moved and Councilman Malik seconded the motion to grant administration authorization to renew the Parish Facilities Flood Insurance Policy with Seattle Specialty. The motion passed unanimously.

Stacey Cadore - Authorization to renew the Juvenile Probation Officers General Liability Insurance Policy

Stacey Cadore stated, "This renewal with Indian Harbor Insurance Company through

Riverlands Insurance Services, Inc. is necessary as the JPO's are not covered under the Parish's professional liability policy. The renewal premium of \$3,683.30 remains the same as the expiring premium and is funded through the Juvenile Detention Budget. This policy expires on September 30, 2018 and Administration recommends approval."

MOTION: Councilwoman Hotard moved and Councilman Malik seconded the motion to grant administration authorization to renew the Juvenile Probation Officers General Liability Insurance Policy. The motion passed unanimously.

Stacey Cador - Authorization to settle and pay the July 11, 2018 claim with Diante Pierre of 124 East 9th Street, Edgard, LA

Stacey Cador stated, "As presented by Riverlands Insurance Services, Inc. and approved by Legal Counsel, settlement of this case in the amount of \$251.62 is recommended with funds from the General Insurance line item in the Public Works Fund."

MOTION: Councilman Becnel moved and Councilwoman Hotard seconded the motion to grant administration authorization to settle and pay the July 11, 2018 claim with Diante Pierre of 124 East 9th Street, Edgard, LA. The motion passed with Councilman Madere absent.

Adjournment

MOTION: Councilman Perrilloux moved and Councilman Malik seconded the motion to adjourn the finance meeting. The motion passed with Councilman Madere absent.