

FINANCE COMMITTEE MINUTES
February 28th, 2012
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, Jaclyn Hotard, Art Smith, Lennix Madere, Marvin Perrilloux, Michael Wright, Larry Snyder, Ranney Wilson, Cheryl Millet

ABSENT: None

BID OPENING REPORT/AWARDS:

Randy Vincent - Bid Opening - Inflow and infiltration repairs

Randy Vincent, CFO, stated, "At 3:00 PM today we opened the bids submitted for inflow and infiltration repairs. Three bids were received and all opened as they were presented in accordance with our advertisement for bids published on February 1st, 8th and 15th, 2012. The three bidders offering pricing were Suncoast Infrastructure, Inc. in the amount of \$194,705.00, BLD Services, LLC in the amount of \$147,700.00 and Gulf Coast Underground in the amount of \$169,650.00. Administration recommends taking these bids under advisement for review by our engineers."

Councilwoman Hotard stated, "Mr. Vincent I just wanted to clarify on the agenda it says inflow and infiltration repair and on the bid opening it says wastewater manhole rehab. Is this the same thing?"

Randy Vincent stated, "Yes it is."

MOTION: Councilwoman Millet moved and Councilman Madere seconded the motion to take the three bids for inflow and infiltration repairs under advisement. The motion passed unanimously.

Randy Vincent - Authorization to go out for bids for asphalt, and roadway improvements and repairs

Randy Vincent stated, "Administration requests authorization to go out for bids for the annual road improvement program for asphalt roadway repairs. A prioritized list of asphalt road repairs will be submitted to the Parish Engineer to complete specifications and estimates for submission to the contractor. Asphalt and roadway improvements and repairs are funded through the Public Works Street Maintenance line item. The 2012 Budget for this line item is \$1,000,000.00. All roads outside the budgeted amount for 2012 will be carried over to 2013 unless additional funds become available."

MOTION: Councilman Perrilloux moved and Councilman Wright seconded the motion to grant administration authorization to go out for bids for asphalt, roadway improvements and repairs. The motion passed with 8 yeas and 1 abstaining (Hotard).

Randy Vincent - Authorization to go out for bids for concrete sidewalks, streets and driveway repairs

Randy Vincent stated, "Administration requests authorization to go out for bids for removal and replacement of concrete sidewalks, driveways, and damaged street sections. A prioritized list of street panels, sidewalks, and driveways will be completed and submitted to the contractor for repair as needed. Sidewalk and driveway repairs related to utility work will be completed in-house to expedite the process."

Councilwoman Millet asked, "It says here that the list of prioritized street panels are we going to be aware of those list prior to that happening?"

Natalie Robottom, Parish President, stated, "Yes that list and the canal list."

MOTION: Councilman Snyder moved and Councilman Gauff seconded the motion to grant administration authorization to go out for bids for concrete sidewalks, streets and driveway repairs. The motion passed with 8 yeas and 1 abstaining (Hotard).

Randy Vincent - Authorization to go out for bids for services for canal cleaning and excavation

Randy Vincent stated, "Administration requests carry-over of this item until specifications, including a contract monitoring plan, are finalized and a comprehensive plan for ditch and canal cleaning compiled."

The item will be carried over at the request of administration.

Stacey Cador - Authorization to advertise for the Parish's Commercial general liability, commercial property, commercial automobile, commercial inland marine, commercial crime, public official's liability and umbrella excess liability policies

Stacey Cador, Director of Human Resources, stated, "Administration requests authorization to begin the solicitation process to procure the previously referenced insurance products."

MOTION: Councilman Wright moved and Councilman Snyder seconded the motion to grant administration authorization to advertise for the Parish's Commercial general liability, commercial property, commercial automobile, commercial inland marine, commercial crime, public official's liability and umbrella excess liability policies. The motion passes with 8 yeas and 1 abstaining (Hotard).

Theresa Rodgers - Authorization to execute the amendment to the Energy Performance Contract with Siemens Industry, Inc.

Theresa Rodgers, CAO, stated, "In 2004, St. John Parish entered into a 15-year Energy Performance Contract with Siemens Industry, Inc. to oversee energy savings projects for lighting retrofits, installation of energy management control systems and several mechanical equipment upgrades. A total savings guarantee is a component of the contract which has generated a total savings of \$1,417,626.00 to the parish in

year six of the contract, as stipulated. However, based on a recent Attorney General's opinion, stipulated savings can no longer be used in these types of contracts, and must be measured and verified annually. The amendment removes the "stipulated savings" language and replaces it with "guaranteed savings". There is no cost associated with this contract amendment and Administration recommends approval."

Councilman Snyder asked, "This savings guarantee was that in our other contract with those?"

Theresa Rodgers stated, "Yes sir, it just changes the language."

Councilman Smith asked, "Did we save the million in 2010?"

Theresa Rodgers stated, "Based on the calculated savings yes and we do have data to show that."

MOTION: Councilman Gauff moved and Councilman Wright seconded the motion to grant administration authorization to execute the amendment to the Energy Performance Contract with Siemens Industry, Inc. The motion passed unanimously.

Theresa Rodgers - Authorization to extend Supplemental Agreement Number 2 for Professional Services for drainage improvements with Shread-Kuyrkendall & Associates, Inc. through December 31, 2012

Theresa Rodgers stated, "Administration requests authorization to extend the current agreement with Shread-Kuyrkendall & Associates, Inc. from February, 2012 to December 31, 2012 to allow for completion of ongoing bond issue drainage projects (St. Peter/Reserve, Homewood, Persimmon St./St. Joan of Arc, Red Bud, LaPlace Park, etc. Future drainage projects will be addressed through the RFQ process on a case by case basis."

Councilman Snyder asked, "Is this related to the other item that we tabled, the drainage problems with the canals?"

Theresa Rodgers stated, "No sir."

Councilman Snyder asked, "But is it the same bond issue money?"

Theresa Rodgers stated, "Yes sir it is all pretty much the 2009 Bond Issue money. There may be some projects that precede that I would have to research that but basically we want Shread-Kuyrkendall to continue with the engineering projects they are currently working on but we see as those are finished we want to go out on a case by case basis through a RFQ process after December 31st, 2012."

Councilman Smith asked, "So this is what this letter must mean in here because I was going to ask about that letter that is in our booklet from Pat McTopy and Jeff Perrilloux asking the question can you go out and get another engineering firm besides them for drainage projects. So that is what this letter about. Was this ever cleared up anyways?"

Theresa Rodgers stated, "I do not have a copy of the answer to the letter that was sent so we can consult with legal on what the answer would be but basically the pages preceding that were from an agreement

that was signed that was basically a four year extension to the original contract signed in 1994. This agreement ends at the end of this month actually tomorrow and so for Shread-Kuyrkendall to continue with their current projects we need an extension of time to this agreement and that is what we are asking the council for."

Councilman Snyder asked, "Will this cost us anymore money or are we still within that budget amount?"

Theresa Rodgers stated, "It is still within already budgeted projects."

MOTION: Councilman Wilson moved and Councilman Perrilloux seconded the motion to grant administration authorization to extend Supplemental Agreement Number 2 for Professional Services for drainage improvements with Shread-Kuyrkendall & Associates, Inc. through December 31, 2012. The motion passed unanimously.

Theresa Rodgers - Authorization to execute an agreement with FirstCall Network, Inc. for renewal of 911 Services

Theresa Rodgers stated, "Administration requests authorization to execute a renewal agreement with FirstCall Network, Inc. for 911 services in the amount of \$6500. This telephone notification system has been used by the parish and industry for the past 14 years to notify residents of St. John Parish for emergency and informational purposes. The system uses the AT&T database which is updated annually, and both DuPont and Marathon access this system. Approximately \$5,000 of the cost is absorbed by industry leaving the parish to pay the remaining \$1500 balance."

MOTION: Councilman Gauff moved and Councilman Madere seconded the motion to grant administration authorization to execute an agreement with FirstCall Network, Inc. for renewal of 911 Services. The motion passed unanimously.

Any and all other financial concerns

There were no other financial concerns at this time.

Adjournment

MOTION: Councilman Gauff moved and Councilwoman Millet seconded the motion to adjourn. The motion passed unanimously.