

FINANCE COMMITTEE MINUTES
April 8th, 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: Lennix Madere, Marvin Perrilloux, Lucien Gauff, Larry Snyder, Art Smith, Cheryl Millet, Michael Wright

ABSENT: Jaclyn Hotard & Ranney Wilson

BID OPENING REPORT/AWARDS:

Kia Price - Authorization to advertise for bids for a variable reach forklift

Kia Price, Director of Purchasing, stated, "*The Utilities Department is in need of a device to load and unload generators, pumps and other heavy items as needed. Funds are available within the department budget and Administration recommends approval.*"

MOTION: Councilman Perrilloux moved and Councilman Wright seconded the motion to grant administration authorization to advertise for bids for a variable reach forklift. The motion passed with Councilwoman Hotard and Councilman Wilson absent.

Kia Price - Authorization to advertise a Request for Qualifications for Community Development Block Grant Programs; Application Intake and eligibility determination; Legal services to include property title searches and general research; General Construction Contractors and inspection services

Councilwoman Hotard arrived at 6:04 PM.

Kia Price, stated, "*Requests for Qualifications are required for all Community Development Block Grant Programs related to Hurricane Isaac. These specific requests are needed to implement the Homeowner Rehabilitation Program and the Small Rental Rehabilitation Program. Administration recommends approval.*"

MOTION: Councilman Wright moved and Councilman Smith seconded the motion to grant administration authorization to advertise a Request for Qualifications for Community Development Block Grant Programs; Application Intake and eligibility determination; Legal services to include property title searches and general research; General Construction Contractors and inspection services. The motion passed with 7 yeas, 1 absent (Wilson) and 1 abstaining (Hotard).

Kia Price - Authorization to award the contract for the West Lac Des Allemands Shoreline Protection Project to Bertucci Contracting Co., LLC in the amount of \$2,959,021.00

Kia Price stated, "*Only one of two bids for this project was read into the minutes at the last meeting. The second bid received was from DRC*"

Emergency Services, LLC with a Base Bid of \$6,397,880.00, Alt. No.1 - \$1,051,160.00, Alt. No.2 - \$1,051,160.00, and Alt. No.3 - \$1,051,160.00. Based on the recommendation of GSA Consulting Engineers, Administration recommends awarding this contract to Bertucci Contracting Co. LLC for the Base Bid and Alternates Nos. 1 & 2 in the amount of \$2,959,021.00. This would allow for construction of 5500 linear feet of shoreline protection. A standard construction contract has been forwarded to legal counsel for review."

MOTION: Councilman Gauff moved and Councilman Smith seconded the motion to grant administration authorization to award the contract for the West Lac Des Allemands Shoreline Protection Project to Bertucci Contracting Co., LLC in the amount of \$2,959,021.00. The motion passed with Councilman Wilson absent.

Kia Price - Authorization to amend the contract with Royal Engineering for the canal repair, clearing, and drainage project to include survey fees in the amount of \$28,360.00

Councilman Wilson arrived at 6:08 PM.

Kia Price stated, "The original contract with Royal Engineers and Consultants, LLC for canal clearing did not address surveying, which was required for the project. Administration recommends amending the contract to include surveying costs of \$28,360.00, pending approval by OCD-DRU. Funds are available within the grant."

MOTION: Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to amend the contract with Royal Engineering for the canal repair, clearing, and drainage project to include survey fees in the amount of \$28,360.00. The motion passed unanimously.

Natalie Robottom - Authorization to enter into an agreement with Digital Engineering & Imaging, Inc. for Engineering Support and grant management assistance for the Utilities Department

Natalie Robottom stated, "The Utilities Department is managing numerous grants totaling approximately \$2 Million for infrastructure projects. The department also has over \$7 Million in projects funded with low interest loans, and millions of dollars of disaster recovery and bond projects. As the Grants Administrator focuses on the Hurricanes Gustav-Ike and Isaac CDBG projects, assistance is needed to manage and close-out existing utility grants and apply for additional grants for water and wastewater projects. These grants require proper documentation, updated reports, and timely reporting to obtain reimbursement of Utility funds. Digital Engineering & Imaging, Inc. is one of the firms selected for the Utility Pool for firms and they are successfully managing and closing out several small grants and the \$5.5 Million low interest loan projects funded through DHH. They are familiar with existing grants and grant requirements and the recently recovered close to \$150,000 of grant funds. Administration recommends entering into a

contract for a not-to-exceed amount of \$50,000.00 for one year for engineering support and grant management assistance."

MOTION: Councilwoman Hotard moved and Councilman Wright seconded the motion to grant administration authorization to enter into contract negotiations with Digital Engineering & Imaging, Inc. for Engineering Support and Grant Management Assistance for the utilities department contingent upon final acceptance and approval by the Council. The motion passed unanimously.

Kia Price - Authorization to advertise for bids for a long arm excavator

Kia Price stated, *"The Director of Public Works is requesting authorization to advertise for bids for a long arm excavator to perform parish work. Funds are available through the bond issue."*

MOTION: Councilman Wilson moved and Councilman Perrilloux seconded the motion to grant administration authorization to advertise for bids for a long arm excavator. The motion passed unanimously.

Adjournment

MOTION: Councilwoman Hotard moved and Councilman Madere seconded the motion to adjourn. The motion passed unanimously.