

FINANCE COMMITTEE MINUTES

May 22nd, 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, Lennix Madere, Marvin Perrilloux, Larry Snyder, Cheryl Millet, Michael Wright

ABSENT: Art Smith & Ranney Wilson

BID OPENING REPORT/AWARDS:

Randy Vincent - Bid Award - (Tabled 5/8/12) Concrete sidewalks, Streets and Driveway Repairs

MOTION: Councilman Wright moved and Councilman Snyder seconded the motion to remove concrete sidewalks, streets and driveway repairs from the table. The motion passed with Councilmen Smith & Wilson absent.

Randy Vincent, Chief Financial Officer, stated, "Administration requests authorization to award the low bid for the 2012 Concrete Sidewalks, Streets and Driveway Repairs Program to HHP Construction Group, L.L.C., of LaPlace, LA with a bid of \$180,250.00. This is an annual contract and the bid is based on unit pricing. The contractor has met all of the required qualifications as stated in the specifications."

MOTION: Councilman Snyder moved and Councilman Madere seconded the motion to award the bid for concrete sidewalks, streets and driveway repairs to HHP Construction Group, LLC of LaPlace for \$180,250.00. The motion passed with Councilmen Smith & Wilson absent.

Randy Vincent - Bid Opening - Reverse Osmosis Membranes

Randy Vincent stated, "At 3:00 PM today we opened bids for membrane filters utilized in the parish osmosis unit. A total of three bids were received and opened as they were presented in accordance with our advertisement. The bidders offering prices are Siemens Industry Inc. with a unit price of \$425.47, Pure Water Solutions Inc. with a unit price of \$743.00 and CSM with a unit price of \$419.00. Administration recommends taking these bids under advisement."

Councilwoman Millet asked, "I have the bid sheet here but it isn't giving us any information other than the name of the vendors. So in the future if you could put the addresses and their information for us so that we can do some research on it I would appreciate that."

MOTION: Councilwoman Millet moved and Councilman Snyder seconded the motion to take the three bids for Reverse Osmosis Membranes under advisement. The motion passed with Councilmen Smith & Wilson absent.

Randy Vincent - Bid Award - Greenwood Drive Roadway Rehabilitation

Randy Vincent stated, "Administration requests authorization to award the low bid for the Greenwood Drive Roadway Rehabilitation Project to Byron E. Talbot Contractor, Inc. with a bid of \$262,300.00. The contractor has met all of the required qualifications as stated in the specifications."

Councilwoman Millet stated, "I am really excited to see that this is finally underway because I know we have to get this started as soon as school it out and I just hope and cross my fingers that everything is going to be done properly and school can start accordingly and the road will be finished. So Mr. Talbot you have a big road ahead of you."

MOTION: Councilwoman Millet moved and Councilman Gauff seconded the motion to award the bid for Greenwood Drive Roadway Rehabilitation to Byron E. Talbot with a bid of \$262,300.00. The motion passed with Councilmen Smith & Wilson absent.

Theresa Rodgers - Authorization to execute Change Order #2 for a net decrease of \$1,193.20 and a contract time increase by 107 days for the Reserve Area Drainage Improvement Project

Theresa Rodgers, CAO, stated, "Administration requests authorization to execute Change Order #2 with LA Contracting Enterprises, LLC for the Reserve Area Drainage Project. This change order reflects a decrease in costs of \$1,193.20 and an increase in time of 107 days. It is a housekeeping item as the project was previously accepted as substantially complete in January."

MOTION: Councilman Gauff moved and Councilman Madere seconded the motion to grant administration authorization to execute change order #2 for a net decrease of \$1,193.20 and a contract time increase by 107 days for the Reserve Area Drainage Improvement Project. The motion passed with Councilmen Smith & Wilson absent.

Theresa Rodgers - Authorization to accept change order #7 with J.A. "Jack" Julius, Jr. Inc. for a net decrease of \$825.00 for the Central Library Addition

Theresa Rodgers stated, "Administration requests authorization to execute Change Order #7 with J.A. "Jack" Julius, Jr. Inc. for a net decrease of \$825.00. This decrease is due to a change in flooring in the break room of the library, which was approved by the Library Board."

MOTION: Councilwoman Millet moved and Councilman Snyder seconded the motion to grant administration authorization to accept change order #7 with J.A. "Jack" Julius, Jr. Inc. for a net decrease of \$825.00 for the Central Library Addition. The motion passed with Councilmen Smith & Wilson absent.

Theresa Rodgers - Authorization to execute the Certificate of Substantial Completion with J.A. "Jack" Julius, Jr. Inc. for the Central Library Addition

Theresa Rodgers, stated, "This project was inspected by the Architect and found to be substantially complete. Administration requests

authorization to execute the Certificate of Substantial Completion with J.A. "Jack" Julius, Jr. Inc. for the Central Library Addition."

Councilman Snyder asked, "Is it complete now?"

Theresa Rodgers stated, "Yes sir."

MOTION: Councilman Wright moved and Councilman Madere seconded the motion to grant administration authorization to execute the Certificate of Substantial Completion with J.A. "Jack" Julius, Jr. Inc. for the Central Library Addition. The motion passed with Councilmen Smith & Wilson absent.

Theresa Rodgers - Authorization to execute work order No. 7 for \$3,500.00 with Murray Architects, Inc. for construction administration of the West Bank Farmer's Market

Theresa Rodgers stated, "In accordance with guidelines outlined in the agreement with USDA for the West Bank Farmer's Market, construction administration services are required. Administration requests authorization to execute Work Order No. 7 with Murray Architects, Inc. under their existing contract to render drawings and perform the required construction administration services at a cost of \$3,500.00. This is part of the grant."

MOTION: Councilman Madere moved and Councilman Gauff seconded the motion to grant administration authorization to execute work order No. 7 for \$3,500.00 with Murray Architects, Inc. for construction administration of the West Bank Farmer's Market. The motion passed with Councilmen Smith & Wilson absent.

Theresa Rodgers - Authorization to execute change order No. 4 for \$28,000 and contract extension until September 30th with Blastco Texas Inc. for the Priority 2 Tank Rehabilitation project

Theresa Rodgers stated, "Administration requests authorization to execute Change Order No.4 for an increase of \$28,000.00 and a no cost time extension for the Lions Storage Tank project. The need for additional repairs was identified once the tanks were drained and inspected, revealing deterioration of the roof rafters, the roof vent and the roof hatch. These repairs are essential to completion of the project."

MOTION: Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to execute change order No. 4 for \$28,000 and contract extension until September 30th with Blastco Texas Inc. for the Priority 2 Tank Rehabilitation project. The motion passed with Councilmen Smith & Wilson absent.

Jobe' Boucvalt - Authorization to enter into a Cooperative Endeavor Agreement with South Central Planning and Development Commission for administration of the Department of Homeland Security/GOHSEP Grant Number 2009-SS-T9-0059

Jobe' Boucvalt, Director of Emergency Preparedness, stated, "Administration requests authorization to enter into this agreement for administration of a Department of Homeland Security/GOHSEP Grant for emergency response related expenses, including communication equipment. This agreement is at no cost to the parish and will allow for delivery of the Motorola MCC7500 Dispatch Console purchased by the Department of Homeland Security."

MOTION: Councilman Madere moved and Councilman Gauff seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement with South Central Planning and Development Commission for administration of the Department of Homeland Security/GOHSEP Grant Number 2009-SS-T9-0059. The motion passed with Councilmen Smith & Wilson absent.

Jobe' Boucvalt - Authorization to execute contract extension option with DRC Emergency Services, LLC for one year

Jobe' Boucvalt stated, "Administration requests authorization to execute the one (1) year contract extension option with DRC Emergency Services, LLC for Disaster Recovery, Debris Management, and Removal Services. The pricing, terms and conditions of this agreement will remain in effect through June 23, 2013 and with services typically reimbursable through FEMA. DRC is currently assisting the parish with the FEMA audit for Gustav/Ike."

MOTION: Councilman Snyder moved and Councilman Wright seconded the motion to grant administration authorization to execute contract extension option with DRC Emergency Services, LLC for one year. The motion passed with Councilmen Smith & Wilson absent.

Jobe' Boucvalt - Authorization to execute contract extension option with St. John Mosquito Control, LLC

Jobe' Boucvalt stated, "Administration requests authorization to execute the five (5) year contract extension option with St. John Mosquito Control, LLC through June 30, 2017. There has been no cost increase since 2008 and the proposed extension maintains current pricing, terms, and conditions."

MOTION: Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to execute contract extension option with St. John Mosquito Control, LLC. The motion passed with Councilmen Smith & Wilson absent.

Any and all other financial concerns

Councilwoman Millet stated, "I want to remind the residents that this weekend is the state sales tax holiday for their hurricane supplies up to \$1,500.00 and while I know we as a council cannot control all the parties that are involved in our 4.75% sales tax that we collect as a parish but I would like to see us give the residents a holiday this weekend as well and I would like to make a motion that we allow our portion of the council funds that we collect to be waived this weekend for the benefit of the residents."

Councilwoman Hotard stated, "I have a motion from Councilwoman Millet but I would like to get clarification from legal to make sure that this is okay."

Natalie Robottom, Parish President, stated, "We spoke with our legal counsel, Mr. Hugh Martin, and they suggested to us because the fees are set by an ordinance that the only way to waive that would be with an ordinance that was I think the information that was shared with the council. That was after investigation from the sales tax collector."

Councilwoman Millet stated, "You know Mrs. Robottom I am really sorry to hear that because I didn't know anything about that and I had asked about this three weeks ago but that is okay, I did try to give the residents a break on the sales tax this weekend and maybe next year we will get it done in time."

Natalie Robottom stated, "Well they will still get a 4% decrease. We received your request and forwarded it to legal counsel and he forwarded it to Mr. Hugh who responded with the information that it would require an ordinance. We did check around to see there was some question whether or not the current statute would allow for it and it wasn't because the other two entities elected not to within this parish but we did check with other parishes and most of them have the 4%. So we are just trying to find out legally what we are bound too because it is an ordinance and would have to be introduced tonight and then we would exceed the holiday by this weekend. So clearly there is a little bit more too it then timeliness, there was a statute change that was adjusted according to the population change with the new census so that was some of the misinformation that we received but as far as we are aware based on Mr. Hugh's recommendation this week which I think it was yesterday that we received his response that it would require an ordinance which would not be able to be introduced and approved before this weekend."

Councilwoman Millet stated, "Mrs. Robottom I appreciate that and I am really sorry that it has taken this long to get the answer but let's please put this on the agenda for next year so that we are timely in our request so the ordinance can be written in time so that it can be passed so our residents will get the full benefit this weekend instead of just the state. That would be my request and I will withdraw my motion."

Adjournment

MOTION: Councilwoman Millet moved and Councilman Gauff seconded the motion to adjourn. The motion passed with Councilmen Smith & Wilson absent.