

FINANCE COMMITTEE MINUTES
July 22nd, 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, Lucien Gauff, Michael Wright, Ranney Wilson

ABSENT: Jaclyn Hotard

BID OPENING REPORT/AWARDS:

Kia Price - Bid Opening - Excavator

Kia Price, Director of Purchasing, stated, "An addendum was issued to the bid specifications on 07/17/14 and the bid opening was delayed until 8/12/14."

This item will be carried over.

Kia Price - Bid Award - Used Reach Forklift to United Rentals

Kia Price stated, "Administration recommends awarding the low bid to United Rentals of St. Rose, LA in the amount of \$50,489.00."

MOTION: Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to award the Used Reach Forklift to United Rentals of St. Rose, LA in the amount of \$50,489.00. The motion passed with Councilwoman Hotard absent.

Natalie Robottom - (Tabled 7/08/14) Authorization to execute a professional services agreement with Meyer Engineers Ltd. for design, construction administration, and inspection services for parks, playgrounds, and recreation facilities

MOTION: Councilwoman Millet moved and Councilman Smith seconded the motion to remove the above item from the table. The motion passed with Councilwoman Hotard absent.

Natalie Robottom stated, "Administration recommends entering into an agreement at a not to exceed amount of \$229,118 for \$2.5 million in recreation improvements. Meyer Engineers Ltd. was selected for this project from the A/E Pool procured through the RFQ process. The fees are based on the parish ordinance and fee curve. The recommended projects were selected from the Parks Master Plan commissioned in 2012 and was revised by the council following the July 8th meeting; a new itemized statement of probable costs is attached and will be worked into the Master Plan during final design. Administration recommends approval."

MOTION: Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to enter into an agreement at a not to exceed amount of \$229,118.00 with Meyer Engineers Ltd. for design, construction administration, and inspection services for parks, playgrounds, and recreation facilities. The motion passed with Councilwoman Hotard absent.

Virgil Rayneri/Natalie Robottom - (Carry Over 7/08/14) Authorization to execute a professional services agreement with Digital Engineering and Imaging, Inc. for the LaPlace Water Source Evaluation Project

The above item will be carried over to the next meeting.

Kia Price - Authorization to advertise a Request for Proposal for Canal Spraying

Kia Price stated, "*Administration requests authorization to advertise a Request for Proposals to secure canal spraying services.*"

MOTION: Councilwoman Millet moved and Councilman Perrilloux seconded the motion to grant administration authorization to advertise a Request for Proposal for Canal Spraying. The motion passed with Councilwoman Hotard absent.

Randy Vincent - Authorization to renew the contract with the Louisiana Small Business Development Center Greater New Orleans Region for implementation of the Small and Emerging Business Development Program

Natalie Robottom stated, "*Extension of the above referenced agreement is recommended to continue providing technical assistance to residents such as workshops, entrepreneurial training courses, consultation and other activities in connection with the Small and Emerging Business Development Program. This agreement is for a not to exceed amount of \$43,000 and is partially funded by LED and the Economic Development Department. The program has produced successful results and is being established as a model for other areas in the state by LED. Administration recommends approval.*"

MOTION: Councilman Gauff moved and Councilman Wilson seconded the motion to grant administration authorization to renew the contract with the Louisiana Small Business Development Center Greater New Orleans Region for implementation of the Small and Emerging Business Development Program. The motion passed with Councilwoman Hotard absent.

Stacey Cador - Authorization to renew the 911 Communications District's commercial property, general liability, and management liability insurance with American Alternative Insurance Corporation through Riverlands Insurance Services, Inc.

Stacey Cador stated, "Administration recommends renewing the above referenced policy at an annual premium of \$32,802. This amount reflects a \$1,300 increase over last year's premium and will be funded through the 911 Communications District budget."

MOTION: Councilman Madere moved and Councilman Wright seconded the motion to grant administration authorization to renew the 911 Communications District's commercial property, general liability, and management liability insurance with American Alternative Insurance Corporation through Riverlands Insurance Services, Inc. The motion passed with 7 yeas, 1 abstaining (Millet) and 1 absent (Hotard).

Stacey Cador - Authorization to renew the Airport Public Officials and Employees General Liability insurance policy with National Union Fire Insurance Company of Pittsburgh, Pennsylvania through Riverlands Insurance Services, Inc.

Stacey Cador stated, "This renewal of "tail" coverage for Public Officials and Employee liability insurance for the Airport is recommended until Hurricane Isaac damages are resolved. The annual premium of \$4,361 reflects a \$283 increase over the expiring premium and will be cost-shared between the Parish and the Port. Administration recommends approval."

MOTION: Councilman Smith moved and Councilman Gauff seconded the motion to grant administration authorization to renew the Airport Public Officials and Employees General Liability insurance policy with National Union Fire Insurance Company of Pittsburgh, Pennsylvania through Riverlands Insurance Services, Inc. The motion passed with 7 yeas, 1 abstaining (Millet) and 1 absent (Hotard).

Stacey Cador - Authorization to renew the St. John Theatre's general liability insurance with Western World Insurance Group through Riverlands Insurance Services, Inc.

Stacey Cador stated, "This is the renewal of an existing general liability policy for the theatre at an annual premium of \$2,412.90. This amount reflects a 13% decrease from the expiring premium and is funded through the Department of Economic Development. Administration recommends approval."

MOTION: Councilman Gauff moved and Councilman Wright seconded the motion to grant administration authorization to renew the St. John Theatre's general liability insurance with Western World Insurance Group through Riverlands Insurance Services, Inc. The motion passed with 7 yeas, 1 abstaining (Millet) and 1 absent (Hotard).

Stacey Cador - Authorization to add title of HVAC Technician to Grade 8 of the Civil Service Pay Scale

Stacey Cador stated, "This position is needed to address facilities management functions throughout the parish. It is commensurate with similar positions in other parishes and was approved by the Civil Service Board on 7/9/14. The hourly rate for the position ranges from \$17.05 to \$22.75. Administration recommends approval."

The above item died for lack of a motion.

Stacey Cador - Authorization to add title of Recreation Program Coordinator to Grade 7 of the Civil Service Pay Scale

Stacey Cador stated, "This position is needed to enhance existing recreation programs, develop new program offerings, and coordinate recreational activities and functions. It is commensurate with similar positions in other parishes and was approved by the Civil Service Board on 7/9/14. The hourly rate for the position ranges from \$15.90 to \$21.30. Administration recommends approval."

The above item died for lack of a motion.

Kia Price - Authorization to reject all bids for Rehabilitation of Parish Sewer Lift Stations Phases I & II and rebid

Kia Price stated, "As recommended by Parish Engineer C.J. Savoie, Administration requests authorization to reject and rebid Phases I & II of the Lift Station Rehabilitation Project as all bids exceeded the available funding."

MOTION: Councilwoman Millet moved and Councilman Perrilloux seconded the motion to grant administration authorization to reject all bids for Rehabilitation of Parish Sewer Lift Stations Phases I & II and rebid. The motion passed with Councilwoman Hotard and Councilman Wilson absent.

Kia Price - Authorization to extend the contract for the Three Sewer Force Main Extensions with Mixson Utility Service

Kia Price stated, "Also as recommended by the Parish Engineer, Administration requests a 45 day time extension of the contract with Mixson Utility Services to complete construction of the fourth sewer force main on the West Bank. The additional time is necessary to order the required materials and complete the work."

MOTION: Councilman Wright moved and Councilman Madere seconded the motion to grant administration authorization to extend the contract for the Three Sewer Force Main Extensions with Mixson Utility Service. The motion passed with Councilwoman Hotard and Councilman Wilson absent.

Adjournment

MOTION: Councilwoman Millet moved and Councilman Wright seconded the motion to adjourn. The motion passed with Councilwoman Hotard and Councilman Wright absent.