

**FINANCE COMMITTEE MINUTES**  
**October 13<sup>th</sup>, 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:** Larry Snyder, Lennix Madere, Lucien Gauff, Ranney Wilson, Jaclyn Hotard, Michael Wright, Cheryl Millet and Marvin Perrilloux

**ABSENT:** Art Smith

**BID OPENING REPORT/AWARDS:**

**Angelic S. Keller - (Carry Over 9-23-14) Authorization to award Community Development Block Grant, Housing Rehabilitation Program Title/Legal Services**

The administration asked that this item be carried over.

**Angelic S. Keller - (Carry Over 9-23-14) Authorization to award Community Development Block Grant, Housing Rehabilitation Program Inspection Services**

Angelic S. Keller stated, "Administration recommends awarding this contract to Pivotal Engineering, LLC., the firm ranked first by the Source Selection Committee through the RFP process. All fees and proposals were submitted to the council approximately four weeks ago, but the recommendation was being reviewed by the Office of Community Development who oversees Grant funding for this project. The draft contract was populated with the firm's name and pricing schedule on Friday and was approved by legal counsel this weekend."

**MOTION:** Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to award the Community Development Block Grant, Housing Rehabilitation Program Inspection Services to Pivotal Engineering, LLC. The motion passed with Councilman Smith absent.

**Angelic S. Keller - (Carry Over 9-23-14) Authorization to award Community Development Block Grant, Housing Rehabilitation Program Intake Process Services**

Angelic S. Keller stated, "Administration recommends awarding this contract to Providence Technical Services, LLC, the firm ranked first by the Source Selection Committee in the RFP process. Again, all information was forwarded to the council previously while OCD analyzed the recommendation and fee schedule. The contract was reviewed and approved by legal Counsel."

**MOTION:** Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to award the Community Development Block Grant, Housing Rehabilitation Program Intake Process Services to Providence Technical Services, LLC. The motion passed with Councilman Smith absent.

**Stacey Cador - (Carry Over 9-23-14) Authorization to award the contract for Occupational Health Services**

Stacey Cador stated, "Administration recommends awarding this contract to Prime Occupational Medicine of LaPlace, the firm ranked first by the Source Selection Committee. The contract includes pre-employment physicals, drug testing, worker's comp., etc. and is for a three-year term, with a one year option. The statement of work and pricing schedule are included in the draft contract written and approved by legal counsel."

Councilwoman Hotard commented that this is the second time this particular project was put out for RFP's and there is a huge discrepancy in the scoring numbers from March to September on two of the same companies who turned in the exact same RFP as they did in March but scored higher in March then they scored in September. She questioned how the scoring was done but the administration wasn't prepared to answer on behalf of the individual people who scored. It was decided that the item would be tabled until we could get some more information.

**MOTION:** Councilwoman Hotard moved and Councilwoman Millet seconded the motion to table the authorization to award the contract for Occupational Health Services. The motion passed with Councilman Smith absent.

Councilman Smith arrived to the meeting at 5:46 PM.

**Stacey Cador - (Carry Over 9-23-14) Authorization to renew the Parish's retiree health insurance for Medicare Parts A&B-eligible retirees with Humana through Tatje Insurance and Financial Products**

Stacey Cador stated, "The renewal rate of \$180.09 per member reflects a 27.7% or a \$40.00 increase over the expiring premium. This is the first premium increase since 2011 and is the only Medicare Advantage option that provides comparable coverage and access to networks. This recommendation was reviewed at the Insurance Committee meeting and Administration recommends approval."

**MOTION:** Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to renew the Parish's retiree health insurance for Medicare Parts A&B-eligible retirees with Humana through Tatje Insurance and Financial Products. The motion passed with 7 yeas and 2 abstaining (Hotard & Millet).

**Kia Price - Authorization to reject and re-advertise for bids for the Airport Road Wastewater Collection, Pump Station and Force Main System**

Kia Price stated, "Based on a review of all bids by the consulting engineering firm, Professional Engineering Consultants Corporation,

*Administration requests rejection of all bids and re-advertisement of this project. The low bid was deemed non-responsive and all other bids exceeded the available funding."*

**MOTION:** Councilman Perrilloux moved and Councilman Smith seconded the motion to grant administration authorization to reject and re-advertise for bids for the Airport Wastewater Collection, Pump Station and Force Main System. The motion passed unanimously.

**Jobe' Boucvalt - Authorization to enter into a contract with Acadian Ambulance Services, Inc. for Ambulance Services**

*Jobe' Boucvalt stated, "Acadian Ambulance Services, Inc. was ranked first out of two proposals received for parish wide ambulance services and Administration recommends approval of this contract. This contract is for 5 years and includes two - 2 year options to renew. A letter referencing the terms of the contract is attached and has been reviewed and approved by legal counsel."*

Councilwoman Millet commented that Mr. Steve Keiper was present from Acadian Ambulance and he did tell her that with RPH closing down the ambulance services would probably increase in the parish and that he is more than willing to be available to any parishwide groups that may need him to come and speak to them in reference to the ambulance services.

**MOTION:** Councilwoman Hotard moved and Councilman Gauff seconded the motion to grant administration authorization to enter into a contract with Acadian Ambulance Services, Inc. for Ambulance Services. The motion passed unanimously.

**Jobe' Boucvalt - Authorization to advertise for bid structural Firefighter Bunker Gear**

*Jobe' Boucvalt stated, "This is an annual bid for structural Firefighter Bunker Gear for 2015, Administration recommends approval."*

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to advertise for bid structural Firefighter Bunker Gear. The motion passed unanimously.

**Vince Lucia - Authorization to advertise a request for proposals for a new financial software system**

*Julie Songy stated, "As recommended by the parish's auditing firm and to be included in the 2015 Budget Proposal, Administration requests authorization to advertise for proposals for a new financial software system."*

**MOTION:** Councilman Smith moved and Councilman Wright seconded the motion to grant administration authorization to advertise a request for proposals for a new financial software system. The motion passed unanimously.

**Randy Vincent - Authorization to extend the contract with HGA Consultants, Inc. for an additional two years**

*Kia Price stated, "Administration requests to amend the above item as follows: Authorization to extend the contract with HGA Consultants, Inc. for an additional one year term. Extension of this contract is required to allow HGA Consultants, Inc. to continue providing support for Gustav-Ike grant funded projects through their completion and close out. Administration recommends approval."*

**MOTION:** Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to extend the contract with HGA Consultants, Inc. for an additional one year. The motion passed unanimously.

**Randy Vincent - Authorization to enter into an agreement with C.J. Savoie Consulting Engineers, Inc. for professional services for Ultraviolet Disinfection Project at the Lions Water Treatment Plant**

*Rob Delaune stated, "This project is in conjunction with the Louisiana Department of Health and Hospitals Drinking Water Loan Fund and was recently approved for award by LDHH. C.J. Savoie Consulting Engineers, Inc. was one of the firm's included in the A&E Pool and is the firm recommended for this project. The estimated contract amount of \$88,187.65 is based on a construction amount of \$547,965.00 and will be primarily funded through the loan. The final contract document is under review by legal counsel and Administration recommends approval."*

**MOTION:** Councilman Wilson moved and Councilman Wright seconded the motion to grant administration authorization to enter into an agreement with C.J. Savoie Consulting Engineers, Inc. for professional services for Ultraviolet Disinfection Project at the Lions Water Treatment Plant. The motion passed unanimously.

**Angelic Sutherland-Keller - Authorization to execute an agreement with Pictometry International Corporation**

*Angelic S. Keller stated, "Pictometry is the electronic mapping system including New World, the Geoportal GIS website, and Arcview which are used by the Parish, the Sheriff's Office, 911 Communications District, District Attorney's Office and the Assessor's Office. The contract amount of \$91,492.00 is for Project I and includes a new flyover to update the current maps. The term of the contract is six years and includes a 10% discount and free flyovers in the event of an emergency."*

*Projects II & III are for additional flyovers every two years, which is optional. This agreement will be evenly funded by four governmental entities (Parish, SJSO, 911, and Assessor's Office) at a cost of \$22,873 each. Administration recommends approval. (This contract has been approved by legal counsel)."*

**MOTION:** Councilman Gauff moved and Councilman Madere seconded the motion to grant administration authorization to execute an agreement with Pictometry International Corporation. The motion passed unanimously.

**Brian Nunes - Authorization to enter into an agreement with Buchart Horn, Inc. for professional services for the Reserve Drainage Project Phase III**

*Brian Nunes stated, "This agreement is for drainage improvements in the Reserve area at an estimated amount \$284,525.00 is for engineering and resident inspection fees, with a not to exceed amount of \$40,000 for surveying. The project will include ditch work, and culvert and catch basin alignment. The contract amount is based on engineering fees in accordance with the parish's fee curve and includes topographical surveying, design, permitting and the bid phase. The total project is estimated at \$3 Million and is funded through the 2014 Bond Issue. Administration recommends approval. (This contract is under review by legal counsel)."*

**MOTION:** Councilman Madere moved and Councilman Gauff seconded the motion to grant administration authorization to enter into an agreement with Buchart Horn, Inc. for professional services for the Reserve Drainage Project Phase III. The motion passed unanimously.

**Brian Nunes - Authorization to execute Change Order No. 4 with Foret Contracting Group, LLC for the Edgard Courthouse Renovation/Addition Project**

*Brian Nunes stated, "This change order in the amount of \$17,083.28 includes additional roof work, fencing and circuitry, a pass-through customer service window unit as requested by the Clerk of Court and additional remodeling requested by the District Attorney. The District Attorney will pay approximately \$8,600.00 of the previously referenced costs. Administration recommends approval."*

**MOTION:** Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to execute Change Order No. 4 with Foret Contracting Group, LLC for the Edgard Courthouse Renovation/Addition Project. The motion passed unanimously.

**Adjournment**

**MOTION:** Councilwoman Millet moved and Councilman Wright seconded the

motion to adjourn. The motion passed unanimously.