

FINANCE COMMITTEE MINUTES
October 25, 2011
Chairman Steve Lee
Vice-Chairman Charles Julien

Members: Haston Lewis, Danny Millet, Charles Julien, Jaclyn Hotard, Darnel C. Usry, Cheryl Millet, Lucien Gauff, III, Ronnie Smith, Steve Lee

PRESENT: Lucien Gauff, III, Haston Lewis, Charles Julien, Danny Millet, Steve Lee, Darnel C. Usry

ABSENT: Ronnie Smith, Cheryl Millet, Jaclyn Hotard

BID OPENING REPORT/AWARDS:

Brenda Labat - Authorization to advertise for health, dental and life insurance for the Office of Fire Services

Brenda Labat, Director of Purchasing, stated, "Administration requests authorization to advertise for the 2012 health, dental and life insurance policies for the Office of Fire Services."

MOTION: Councilman Julien moved and Councilman Millet seconded the motion to grant administration authorization to advertise for health, dental and life insurance for the Office of Fire Services. The motion passed with 5 yeas, 1 abstaining (Lee) and 3 absent (Hotard, Smith, Cheryl Millet).

Brenda Labat - Authorization to advertise for the annual requirement contract bids for fuel, chemical and inventory supplies

Brenda Labat stated, "Administration requests authorization to advertise for the annual requirement contract bids for the following items: fuel, pumps, culverts, chlorine, granular chlorine, and warehouse fittings."

MOTION: Councilman Millet moved and Councilman Julien seconded the motion to grant administration authorization to advertise for the annual requirement contract bids for fuel, chemical and inventory supplies. The motion passed with 6 yeas and 3 absent (Smith, Hotard, and Cheryl Millet).

Theresa Rodgers - Authorization to renew the Coroner's Office Professional Liability and General Liability Insurance with Lloyds of London (Beasley) through Riverlands Insurance Services, Inc.

Theresa Rodgers, Chief Administrative Officer, stated, "Administration requests authorization to renew the Coroner's Office Professional Liability and General Liability Insurance with Lloyds of London through Riverlands Insurance Services, Inc. The cost is \$18,375.50 and includes hired and non-owned coverage for vehicles driven during the course and scope of the coroner's office duties as new to the 2012 policy. This rate reflects an increase of \$3,098."

MOTION: Councilman Gauff moved and Councilman Julien seconded the motion to grant administration authorization to renew the Coroner's

Office Professional Liability and General Liability Insurance with Lloyds of London (Beasley) through Riverlands Insurance Services, Inc. The motion passed with 5 yeas, 1 abstaining (Lee) and 3 absent (Smith, Hotard, Cheryl Millet).

Theresa Rodgers - Authorization to execute work authorization No. 17 (revised) with Shread-Kuyrkendall & Associates, Inc. in the amount of \$65,976.99 for surveying and basic design engineering services for the Red Bud drainage improvement project

Theresa Rodgers stated, "Administration requests execution of Work Authorization No. 17 with Shread-Kuyrkendall & Associates, Inc. in the amount of \$65,976.99 for surveying and basic design engineering services for the Red Bud drainage improvements project."

MOTION: Councilman Lewis moved and Councilman Gauff seconded the motion to grant administration authorization to execute work authorization No. 17 (revised) with Shread-Kuyrkendall & Associates, Inc. in the amount of \$65,976.99 for surveying and basic design engineering services for the Red Bud drainage improvement project. The motion passed with Councilman Smith and Councilwomen Hotard and Cheryl Millet absent.

Theresa Rodgers - Authorization to amend the contract for Affordable Residential Modifications, LLC to include an additional twelve (12) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the Housing Mitigation Program

Theresa Rodgers stated, "Administration requests authorization to amend the contract with Affordable Residential Modifications, LLC to include repairs to an additional twelve (12) homes as part of the Housing Mitigation Program. The amended contract is for an amount not-to-exceed \$144,482.00 which has a termination date of November 3, 2012."

Councilman Julien asked, "I am just trying to find out where Affordable is from?"

Theresa Rodgers stated, "Sorrento, Louisiana."

Councilman Julien asked, "How come we're amending the contract to give them the additional twelve (12) houses?"

Theresa Rodgers stated, "They were previously awarded a contract when the first sixty (60) houses were chosen in the RFP process and this company did well in the scoring process. So a decision was made to just extend the contract to those that are already engaged in the Housing Mitigation Program. So when we added the fifty (50) homes to the original sixty (60), when the grant was expanded and approved, we basically took the 50 additional homes and as you will see we are just distributing it among the four contractors."

MOTION: Councilwoman Usry moved and Councilman Gauff seconded the motion to grant administration authorization to amend the contract for Affordable Residential Modifications, LLC to include an additional twelve (12) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the Housing Mitigation Program. The motion passed with 5 yeas, 1 abstaining (Lee) and 3 absent (Smith, Hotard, Cheryl Millet).

Councilwomen Hotard and Cheryl Millet arrived at 6:08 PM.

Theresa Rodgers - Authorization to amend the contract for Chatmon Construction, LLC to include an additional twelve (12) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the Housing Mitigation Program

Theresa Rodgers stated, "There was a typo. It is going to be for thirteen (13) homes. Administration also requests authorization to amend the contract with Chatmon Construction, LLC to include repairs to an additional thirteen (13) homes as part of the Housing Mitigation Program. The amended contract is for an amount not-to-exceed \$149,648.00 which has a termination date of November 3, 2012."

Councilwoman Usry asked, "Who made the distinction of one company got 12 houses and one got 13?"

Theresa Rodgers stated, "We looked at the scoring and the RFP process."

MOTION: Councilman Julien moved and Councilman Gauff seconded the motion to grant administration authorization to amend the contract for Chatmon Construction, LLC to include an additional thirteen (13) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the Housing Mitigation Program. The motion passed with 7 yeas, 1 abstaining (Lee) and 1 absent (Smith).

Theresa Rodgers - Authorization to amend the contract for Family Homes by Tommy and Sheila, Inc. to include an additional thirteen (13) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the St. John Housing Mitigation Program

Theresa Rodgers stated, "This was another item that had a typo so that one should be twelve (12). Administration requests authorization to amend the contract with Family Homes by Tommy and Sheila, Inc. to include an additional twelve (12) homes as part of the Housing Mitigation Program. The amended contract is for an amount not-to-exceed \$144,482.00 which has a termination date of November 3, 2012."

MOTION: Councilwoman Usry moved and Councilman Millet seconded the motion to grant administration authorization to amend the contract for Family Homes by Tommy and Sheila, Inc. to include an additional twelve (12) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the St. John Housing Mitigation Program. The motion passed with 7 yeas, 1 abstaining (Lee) and 1 absent (Smith).

Theresa Rodgers - Authorization to amend the contract for E & L Construction and Real Estate, LLC to include an additional thirteen (13) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the St. John Housing Mitigation Program

Theresa Rodgers stated, "Administration requests authorization to amend the contract with E&L Construction and Real Estate, LLC to include an additional thirteen (13) homes as part of the Housing Mitigation

Program. The amended contract is for an amount not-to-exceed \$149,648.00 with a termination date of November 3, 2012."

MOTION: Councilwoman Usry moved and Councilman Gauff seconded the motion to grant administration authorization to amend the contract for E & L Construction and Real Estate, LLC to include an additional thirteen (13) homes as granted by the Louisiana Office of Community Development Disaster Recovery Unit as part of the St. John Housing Mitigation Program. The motion passed with 7 yeas, 1 abstaining (Lee) and 1 absent (Smith).

Theresa Rodgers - Authorization to amend the contract with Three Fold Consultants, LLC to perform inspections for the additional fifty (50) homes and for cost assessment services associated with St. John Housing Mitigation Program

Theresa Rodgers stated, "Administration requests authorization to amend the contract with Three Fold Consultants, LLC of New Orleans to include inspection services for an additional 50 homes and the inclusion of cost assessment services associated with the St. John the Baptist Parish Housing Mitigation Program. The cost assessment services include coordination of Construction Management efforts, site visits and inspections, and the receipt and review of Contractor Pay Applications and Change Order Requests. The amended contract is for an amount not to exceed \$148,800.00 with a termination date of November 3, 2012."

MOTION: Councilman Millet moved and Councilwoman Usry seconded the motion to grant administration authorization to amend the contract with Three Fold Consultants, LLC to perform inspections for the additional fifty (50) homes and for cost assessment services associated with St. John Housing Mitigation Program. The motion passed with Councilman Smith absent.

Any and all other financial concerns

There were no other financial concerns at this time.

Adjournment

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