

FINANCE COMMITTEE MINUTES

December 10th, 2013

Chairman Cheryl Millet

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: Lennix Madere, Art Smith, Marvin Perrilloux, Lucien Gauff, Michael Wright, Larry Snyder, Cheryl Millet, Jaclyn Hotard

ABSENT: Ranney Wilson

BID OPENING REPORT/AWARDS:

Kia Price - Authorization to re-advertise the sale of property as referenced in and in connection with Ordinance 13-26 previously adopted

Kia Price, Director of Purchasing, stated, "Administration requests authorization to re-advertise the sale of this property as no bids were received for the original advertisement."

MOTION: Councilman Madere moved and Councilman Perrilloux seconded the motion to grant administration authorization to re-advertise the sale of property as referenced in and in connection with Ordinance 13-26 previously adopted. The motion passed with Councilman Wilson absent.

Kia Price - Authorization to award the 2014 Pumps and related materials to Johnson Equipment Company

Kia Price stated, "Administration requests authorization to award the bid to Johnson Equipment Company of Baton Rouge, LA, as recommended by the Parish Engineer. The pricing supplied includes a designated bid for each specified pump and all bid documents are in order."

MOTION: Councilman Gauff moved and Councilman Wright seconded the motion to grant administration authorization to award the 2014 Pumps and related materials to Johnson Equipment Company. The motion passed with Councilman Wilson absent.

Stacey Cador - Authorization to advertise for Occupational Health Services

Stacey Cador, Director of Human Resources, stated, "Administration requests authorization to solicit proposals for occupational health services, as River Parishes Hospital no longer provides the service through the Occupational Medicine Center. The Parish has received services from River Parishes Internal Medicine Clinic since July 1, 2013 to avoid disruption to the parish."

MOTION: Councilman Wright moved and Councilman Smith seconded the motion to grant administration authorization to advertise for Occupational Health Services. The motion passed with 7 yeas, 1 absent (Wilson) and 1

abstaining (Hotard).

Stacey Cador - Authorization to award the Parish's group life insurance

Stacey Cador stated, "Administration requests authorization to renew the Parish's group life insurance with Sun Life Assurance Company of Canada effective 1/1/14. The estimated annual premium is \$56,718.00 for a period of 24 months, which is approximately 13% over last year's premium."

MOTION: Councilman Smith moved and Councilman Wright seconded the motion to grant administration authorization to award the Parish's group life insurance. The motion passed with 7 yeas, 1 absent (Wilson) and 1 abstaining (Hotard).

Councilman Wilson arrived to the meeting for 6:08 PM

Paige Falgoust - Authorization to award the Videography Services contract to LarMar Video Productions, Inc.

Paige Falgoust, Public Information Officer, stated, "Administration requests authorization to enter into a contract with LarMar Video Productions, Inc. for Videography Services for regular and special council meetings. The Communications Department will work with LarMar on a proposal to update the current production equipment."

MOTION: Councilman Snyder moved and Councilman Madere seconded the motion to amend the scope of the Videography Services contract to exclude the portion that provides for any and all other meetings/events for LarMar Video Productions, Inc. The motion passed unanimously.

MOTION: Councilman Madere moved and Councilman Smith seconded the motion to grant administration authorization to award the amended Videography Services contract to LarMar Video Productions, Inc. The motion passed unanimously.

Angelic Sutherland - Authorization to enter into a Cooperative Endeavor Agreement with South Central Planning and Development Commission for use of the My Permit Now system

Angelic Sutherland, Director of Planning & Zoning, stated, "This agreement is specific to an "add on" feature to the "My Permit Now System" for use by Code Enforcement. The current system is available to the parish at no cost with membership in SCRCCC. The new feature is at a fee of \$.60 per violation and is based on active violations from the previous year. The estimated cost per year is approximately \$600.00.

Administration recommends approval."

MOTION: Councilman Wilson moved and Councilman Smith seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement with South Central Planning and Development Commission for use of the My Permit Now system. The motion passed unanimously.

MOTION: Councilman Wright moved and Councilman Perrilloux seconded the motion to move an item from the regular agenda to the finance agenda. The motion passed unanimously.

Natalie Robottom - Authorization to award the construction contract for the Farmer's Market to Double E Construction Services, LLC.

Natalie Robottom stated, "Double E construction of Reserve, LA provided the lowest construction quote of the Farmer's Market at \$134,985.00. Total construction cost including performance bond to be award as \$139,285.00. Administration recommends approval."

MOTION: Councilman Smith moved and Councilman Gauff seconded the motion to grant administration authorization to award the construction contract for the Farmer's Market to Double E Construction Services, LLC. The motion passed unanimously.

Adjournment

MOTION: Councilman Snyder moved and Councilman Wright seconded the motion to adjourn. The motion passed unanimously.