

FINANCE COMMITTEE MINUTES
August 12th, 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, Jaclyn Hotard

ABSENT: Michael Wright, Art Smith, Lucien Gauff

BID OPENING REPORT/AWARDS:

Kia Price - Bid Opening - (Carry Over 7-22-14) Excavator

Kia Price, Director of Purchasing, stated, "This afternoon the parish opened bids submitted for the Excavator. The two bids received were from Scott Equipment of St. Rose, La in the amount of \$151,000.00 and Louisiana Machinery, LLC of Reserve, La in the amount of \$169,999.00. The administration asks that we take these under advisement.

MOTION: Councilwoman Millet moved and Councilman Perrilloux seconded the motion to take the two bid openings for the excavator under advisement. The motion passed with Councilmen Wright, Smith, and Gauff 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

Natalie Robottom stated, "Administration recommends approval of this contract in the amount of \$209,648.00 for conceptual engineering for a new water source for LaPlace. The agreement includes 6 specific tasks presented by the Water Infrastructure Committee which are described in the contract document in the booklet. Digital Engineering and Imaging, Inc. was selected from the A/E pool procured through the RFQ process."

Councilmen Smith, Wright and Gauff arrived to the meeting at 5:49 PM.

MOTION: Councilman Gauff moved and Councilwoman Hotard seconded the motion to grant administration authorization to execute a professional services agreement with Digital Engineering and Imaging, Inc. for the LaPlace Water Source Evaluation Project. The motion passed unanimously.

Kia Price - Authorization to award the bid for Uniform and Mat Rental Services

Kia Price stated, "Cintas Corporation, of Harahan, Louisiana was the firm ranked first out of four by the Source Selection Committee for uniform and mat rental services. The value of this contract is an estimated \$80,000 annually, with a 5 year term."

MOTION: Councilman Perrilloux moved and Councilman Smith seconded the motion to grant administration authorization to award the bid for Uniform and Mat Rental Services to Cintas Corporation of Harahan in an estimated annual amount of \$80,000.00. The motion passed unanimously.

Kia Price/Virgil Rayneri - Authorization to advertise for bid the Airport Road Wastewater Collection, Pump Station and Force Main System Construction Project

Virgil Rayneri stated, "This project is for construction of a wastewater collection system along Airport Road and is funded by a Delta Region Authority Grant and the Wastewater Operating fund. Administration recommends approval."

MOTION: Councilman Madere moved and Councilman Smith seconded the motion to grant administration authorization to advertise for bid the Airport Road Wastewater Collection, Pump Station and Force Main System Construction Project. The motion passed unanimously.

Brian Nunes - Authorization to execute the Certificate of Substantial Completion with Three Deuces, Inc. for the Canal repair, cleaning and drainage project

Brian Nunes, Director of Roads and Bridges, stated, "All work associated with this contract has been completed and execution of the Certificate of Substantial Completion is recommended by the project engineer."

MOTION: Councilwoman Hotard moved and Councilman Gauff seconded the motion to grant administration authorization to execute the Certificate of Substantial Completion with Three Deuces, Inc. for the Canal repair, cleaning and drainage project. The motion passed unanimously.

Brian Nunes - Authorization to execute Amendment #4 to the Letter of Agreement for Architectural Services between Chenevert LLC (CA) and St. John the Baptist Parish for the Edgard Courthouse Renovation/Addition Project

Brian Nunes stated, "This Amendment provides for an additional 2 months of Construction Administration Phase Services at a cost of \$17,472.72. The additional time was needed to address unforeseen subsurface utility and abatement issues. This amendment was reviewed by the Project Administrator and Public Works Director and approval is recommended."

MOTION: Councilwoman Hotard moved and Councilman Perrilloux seconded the motion to grant administration authorization to execute Amendment #4 to the Letter of Agreement for Architectural Services between Chenevert LLC (CA) and St. John the Baptist Parish for the Edgard Courthouse Renovation/Addition Project. The motion passed unanimously.

Angelic Sutherland - Authorization to enter into a contract with John Clayton for Code Enforcement

Angelic Sutherland, Director of P&Z, stated, "Administration recommends awarding a one year contract to John Clayton for 20 hours per week at \$1035.00 per month. Mr. Clayton possesses experience in carpentry, plumbing, and electrical work while holding a certification in inspections."

MOTION: Councilman Gauff moved and Councilwoman Millet seconded the motion to grant administration authorization to enter into a contract with John Clayton for Code Enforcement. The motion passed unanimously.

Angelic Sutherland - Authorization to enter into an agreement with South Central Planning and Development for development of a local coastal zone management program

Angelic Sutherland stated, "This agreement provides for technical and professional assistance in developing a Local Coastal Zone Management Program. The original contract was SCP was signed in January 2001 to develop the coastal zone management program/plan; however the process was halted when council tabled the appointment of the committee in 2004. The contract is for 1 year with a not to exceed amount of \$75,000.00. Administration recommends approval."

MOTION: Councilwoman Hotard moved and Councilman Gauff seconded the motion to grant administration authorization to enter into an agreement with South Central Planning and Development for development of a local coastal zone management program. The motion passed unanimously.

Stacey Cador - Authorization to cancel the current contract with LaPlace Medical and Occupational Center and award the contract to River Parishes Internal Medicine for Occupational Health Services

Stacey Cador stated, "After a lengthy review of both proposals referenced above by legal counsel, the names submitted on the documents were not consistent with the legal names of the entities. Both proposals should be rejected and new proposals solicited for Occupational Health Services."

MOTION: Councilwoman Millet moved and Councilman Smith seconded the motion to grant administration authorization to cancel the current contract with LaPlace Medical and Occupational Center and new proposals solicited for Occupational Health Services. The motion passed unanimously.

Stacey Cador - Authorization to renew the Office of Fire Services Workers Compensation Insurance to Riverlands Insurance

Stacey Cador stated, "Administration recommends renewing the insurance with Riverlands Insurance in the amount of \$320,380.00. This amount represents an estimated 7.75% increase over last year's premiums, but may be offset with end of year dividends."

MOTION: Councilman Perrilloux moved and Councilman Madere seconded the motion to grant administration authorization to renew the Office of Fire Services Workers Compensation Insurance to Riverlands Insurance. The motion passed with Councilwomen Hotard and Millet abstaining.

Jobe' Boucvalt - Authorization to renew the service agreement with Motorola Solutions, Inc. for the 911 operating system equipment

Jobe' Boucvalt, Director of Public Safety, stated, "This agreement is for maintenance of all radio consoles and equipment in the 911 center. The contract amount of \$75,494.64 will be funded through the 911 Communications District. Administration recommends approval."

MOTION: Councilman Wright moved and Councilman Perrilloux seconded the motion to grant administration authorization to renew the service agreement with Motorola Solutions, Inc. for the 911 operating system equipment. The motion passed unanimously.

Jobe' Boucvalt - Authorization to renew the service agreement with Motorola Solutions, Inc. for the 911 remote Tower operating system equipment

Jobe' Boucvalt stated, "This agreement is for maintenance of the 911 operating system equipment located at the Communication Tower. The contract amount of \$16,943.16 will also be funded through the 911 Communications District. Administration recommends approval."

MOTION: Councilman Gauff moved and Councilman Perrilloux seconded the motion to grant administration authorization to renew the service agreement with Motorola Solutions, Inc. for the 911 remote Tower operating system equipment. The motion passed unanimously.

Jobe' Boucvalt - Authorization to execute a contract with the Louisiana Department of Health and Hospitals Office of Public Health for the Strategic National Stockpile Cities Readiness Initiative grant

Jobe' Boucvalt stated, "This initiative is a federal effort to improve emergency preparedness in the Greater New Orleans area. The contract for \$17,892.00 is 100% federally funded and will enhance mass medical dispensing response capabilities and foster partnerships. Administration recommends approval."

MOTION: Councilman Perrilloux moved and Councilman Gauff seconded the motion to grant administration authorization to execute a contract with the Louisiana Department of Health and Hospitals Office of Public Health for the Strategic National Stockpile Cities Readiness Initiative grant. The motion passed unanimously.

Natalie Robottom - Authorization to issue a 30 day notice of contract termination to Kort's Trucking, Inc. (dba Kort's Construction Services, Inc.)

Natalie Robottom stated, "Administration requests authorization to issue a 30 day notice of contract termination due to non-performance and re-bid the concrete contract."

MOTION: Councilman Madere moved and Councilman Perrilloux seconded the motion to grant administration authorization to issue a 30 day notice of contract termination to Kort's Trucking, Inc. (dba Kort's Construction Services, Inc.). The motion passed unanimously.

Adjournment

MOTION: Councilwoman Millet moved and Councilman Perrilloux seconded the motion to adjourn. The motion passed unanimously.