

**FINANCE COMMITTEE MEETING**  
**December 8<sup>th</sup>, 2020**  
**Chairman Michael Wright**  
**Vice-Chairman Thomas Malik**

Members: Lennix Madere, Kurt Becnel, Warren Torres, Tammy Houston, Tyra Duhe-Griffin, Robert Arcuri, Tonia Schnyder, Michael Wright, Thomas Malik

**PRESENT:** Kurt Becnel, Warren Torres, Thomas Malik, Tammy Houston, Robert Arcuri, Lennix Madere, Tyra Duhe-Griffin, Michael Wright, Tonia Schnyder

**ABSENT:** None

**PUBLIC COMMENT - AGENDA ITEMS ONLY (3 minutes per citizen)**

There were two public comments read into the minutes.

**Peter Montz - Authorization to award the bid for the Warehouse Sewer and Water fittings**

Peter Montz stated, "This bid was divided into 34 sections of various water and sewage fittings that are stored in our warehouse. The lowest responsive and responsible bidder for each section is recommended for award as indicated on the bid tab sheet. The recommendations are as follows: Ferguson Enterprises, LLC DBA Louisiana Utilities Supply Company of Metairie, LA - #1, #2, #3, #4, #6, #10, #11, #12, #13, #18, #21, #23, #27, #28, #29, #30; Coburn's Supply of Thibodaux, LA - #8, #9, #17, #19, #24, #31; Cimsco, Inc. of Metairie, LA - #5, #7, #15, #16, #20, #22, #25, #26, #33, #34; Baton Rouge Winwater Works of Baton Rouge, LA - #14, #32. Administration recommends approval."

**MOTION:** Councilman Arcuri moved and Councilman Malik seconded the motion to grant administration authorization to award the bid for the Warehouse Sewer and Water Fittings to Ferguson Enterprises, LLC DBA Louisiana Utilities Supply Company of Metairie, LA; Coburn's Supply of Thibodaux, LA; Cimsco, Inc. of Metairie, LA; Baton Rouge Winwater Works of Baton Rouge, LA. The motion passed unanimously.

**Peter Montz - Authorization to award the bid for Fuel Requirements to Siarc, LLC**

Peter Montz stated, "Siarc, LLC of LaPlace, LA submitted the lowest responsive and responsible bid in the amount of \$.2617 over the current rack prices for the delivery of Low Sulfur Diesel, High Sulfur Diesel and Regular Unleaded. Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilman Madere seconded the motion to grant administration authorization to award the bid for Fuel Requirements to Siarc, LLC. The motion passed unanimously.

**Peter Montz - Authorization to extend the Cooperative Endeavor Agreement (CEA) with the Voodoo Model Boat Club**

Peter Montz stated, "This extension will add one (1) year to the existing CEA for the use of the Airport Rd. Pond for model power boat sporting events. There are no changes to the current terms and conditions. The extension document was sent

to Legal Counsel for review December 1, 2020 and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilman Malik moved and Councilman Arcuri seconded the motion to grant administration authorization to extend the Cooperative Endeavor Agreement (CEA) with the Voodoo Model Boat Club. The motion passed unanimously.

**Peter Montz - Authorization to renew the contract with Global Media South, LLC for Videography Services**

Peter Montz stated, "This renewal will add one (1) year to the existing contract for Videography Services for Council meetings. It will be funded through the Legislative budget of the General Fund. The renewal document was sent to Legal Counsel for review December 2, 2020 and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilman Madere moved and Councilwoman Schnyder seconded the motion to grant administration authorization to renew the contract with Global Media South, LLC for Videography Services. The motion passed unanimously.

**Travis Perrilloux - Authorization to enter into a Professional Services Agreement with New Wine Christian Fellowship for Emergency Response Services**

**MOTION:** Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to change the wording on the agenda item from Professional Services Agreement to Cooperative Endeavor Agreement. The motion passed unanimously.

Travis Perrilloux stated, "This agreement establishes the responsibilities of both parties for the use of the New Wine Facilities during Emergencies and Disasters. This agreement is recommended by GOSHEP and FEMA as a requirement of FEMA reimbursement. The agreement was sent to Legal Counsel for review December 1, 2020 and Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilman Arcuri seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement with New Wine Christian Fellowship for Emergency Response Services. The motion passed unanimously.

**Robert Figuero/Robert Delaune - Authorization to amend the Professional Services Agreement with Digital Engineering and Imaging, Inc. for the Water Meter Reading and Billing System Project**

Robert Figuero stated, "This amendment will add continued engineering tasks such as Construction Administration, Loan Administration and Davis Bacon Act Compliance for an additional 137 calendar days of contract time requested by the Contractor. The cost of the Amendment is \$48,624.99 and is funded through an LDEQ Low Interest Loan. LDEQ has reviewed and approved the proposed amendment for funding as part of the loan. The amendment was sent to Legal Counsel for review December 2, 2020 and administration recommends approval."

**MOTION:** Councilman Becnel moved and Councilman Madere seconded the motion to grant administration authorization to amend the Professional Services Agreement with Digital Engineering and Imaging, Inc. for the Water Meter Reading and Billing System Project. The motion passed unanimously.

**Robert Figuero/Rob Delaune - Authorization to execute Change Order No. 1 with Greenup Industries, LLC for the St. John the Baptist Parish Water Meter Reading and Billing System Project**

Robert Figuero stated, "Change Order No. 1 will add 137 calendar days with no change in pricing to the original contract due to the COVID-19 pandemic and hurricane/tropical storm delays. LDEQ has reviewed and approved the proposed Change Order for the contract time extension under the LDEQ Low Interest Loan. The change order was sent to Legal Counsel for review December 3, 2020 and deemed legally sufficient. Administration recommends approval."

**MOTION:** Councilman Malik moved and Councilwoman Duhe-Griffin seconded the motion to grant administration authorization to execute Change Order No. 1 with Greenup Industries, LLC for the St. John the Baptist Parish Water Meter Reading and Billing System Project. The motion passed unanimously.

**Stacey Cador - Authorization to award the Parish's Group Health Insurance to Humana**

Stacy Cador stated, "Humana, submitted through Tatje Insurance and Financial Products, ranked first out of five proposals received by the Source Selection Committee. Premiums will be funded through Departmental Funds and Payroll Deductions. Administration recommends approval."

**MOTION:** Councilman Malik moved and Councilman Madere seconded the motion to grant administration authorization to award the Parish's Group Health Insurance to Humana. The motion passed unanimously.

**Stacey Cador - Authorization to settle and pay the October 23, 2020 Property Damage Claim to E.J. Martin Enterprises, Inc. of 2701 New Highway 51, LaPlace, LA**

Stacey Cador stated, "As presented by Riverlands Insurance Services, Inc. and approved by Legal Counsel, settlement of this case in the amount of \$3,235 is recommended with funds from the Claim/Litigation Settlements line item in the Utilities Budget. Administration recommends approval."

**MOTION:** Councilman Arcuri moved and Councilwoman Houston seconded the motion to grant administration authorization to settle and pay the October 23, 2020 Property Damage Claim to E.J. Martin Enterprises, Inc. of 2701 New Highway 51, LaPlace, LA. The motion passed unanimously.

**Stacey Cador - Authorization to settle and pay the July 7, 2020 Property Damage Claim to Marlene Guidry of 158 Ingleside Road, LaPlace, LA**

Stacey Cador stated, "As presented by Riverlands Insurance Services, Inc. and approved by Legal Counsel, settlement of this case in the amount of \$235 is recommended with funds from the Claim/Litigation Settlements line item in the Utilities Budget. Administration recommends approval."

**MOTION:** Councilman Arcuri moved and Councilman Madere seconded the motion to grant administration authorization to settle and pay the July 7, 2020 Property Damage Claim to Marlene Guidry of 158 Ingleside Road, LaPlace, LA. The motion passed unanimously.

**Stacey Cador - Authorization to advertise a Request for Proposals (RFP) for the Office of Fire Services Group Health Insurance**

Stacey Cador stated, "The existing policy expires February 28, 2021. Administration recommends approval."

**MOTION:** Councilwoman Houston moved and Councilwoman Schnyder seconded the motion to grant administration authorization to advertise a Request for Proposals (RFP) for the Office of Fire Services Group Health Insurance. The motion passed unanimously.

**Stacey Cador - Authorization to advertise a Request for Proposals (RFP) for the Office of Fire Services Group Life Insurance**

Stacey Cador stated, "The existing policy expires February 28, 2021. Administration recommends approval."

**MOTION:** Councilman Becnel moved and Councilman Madere seconded the motion to grant administration authorization to advertise a Request for Proposals (RFP) for the Office of Fire Services Group Life Insurance. The motion passed unanimously.

**Adjournment**

**MOTION:** Councilwoman Houston moved and Councilman Malik seconded the motion to adjourn the finance meeting. The motion passed unanimously.

The meeting can be viewed in its entirety at [www.sjbparish.com](http://www.sjbparish.com).