

FINANCE COMMITTEE MEETING
January 28, 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: Lennix Madere, Kurt Becnel, Warren Torres, Tammy Houston, Tyra Duhe-Griffin, Robert Arcuri, Tonia Schnyder, Michael Wright, Thomas Malik

ABSENT: None

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

There was no public comment at this time.

Natalie Robottom - (Tabled 10-08-19) Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the Sheriff's Office for use of the Percy Hebert Building

This item was left on the table at the request of the administration.

Robert Figuero - (Tabled 12-23-19) Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the River Parishes Convention, Tourists, and Visitors Commission for the management and promotion of the St. John Community Center

This item was left on the table at the request of the administration.

Reed Alexander/Joseph Savoie - (Tabled 12-23-19) Authorization to solicit bids for the Ruddock Water System Elevation of Electrical Components Project

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to remove the authorization to solicit bids for the Ruddock Water System Elevation of Electrical Components Project from the TABLE. The motion passed unanimously.

Joseph Savoie stated, *"This project includes new pumps and electrical switch gears at Ruddock Stations 1 and 3 which has been approved by FEMA to move forward to construction. The project is partially funded by FEMA (75%) with a 25% match funded through the 2014/2015 Bond Issue. Administration recommends approval."*

MOTION: Councilman Madere moved and Councilman Becnel seconded the motion to grant administration authorization to solicit bids for the Ruddock Water System Elevation of Electrical Components Project. The motion passed unanimously.

Stacey Cadore - (Tabled 12-23-19) Authorization to enter into an agreement with A&E Enterprise Management, L.L.C. for ADA Coordinator Services

MOTION: Councilwoman Duhe-Griffin moved and Councilman Malik seconded the motion to Remove the authorization to enter into an agreement with A&E Enterprise Management, L.L.C. for ADA Coordinator Services from the TABLE. The motion passed unanimously.

Stacey Cadore stated, "Administration recommends awarding the ADA Coordinator Services contract to A&E Enterprise Management, L.L.C. of LaPlace, due to withdrawal of the only other proposal submitted. The contract rate is \$1,500 a month up to 40 hours and will be funded through the General Fund. A \$25/hour rate applies to hours over 40. A meeting was held with Legal Counsel and recommended changes were made to the drafted contract. Administration recommends approval."

MOTION: Councilman Madere moved and Councilwoman Duhe-Griffin seconded the motion to grant administration authorization to enter into an agreement with A&E Enterprise Management, L.L.C. for ADA Coordinator Services. The motion passed unanimously.

Peter Montz - Authorization to amend the 2020 Annual Fuel requirements bid award letter to Waguespack Oil Co., Inc.

Peter Montz stated, "The bid award letter must be amended to award the contract and identify Waguespack Oil, Inc. as the lowest, responsive most responsible bidder for "regular unleaded" fuel in the amount of \$.0875 over the current rack price. Administration recommends approval."

MOTION: Councilwoman Duhe-Griffin moved and Councilwoman Houston seconded the motion to grant administration authorization to amend the 2020 Annual Fuel requirements bid award letter to Waguespack Oil Co., Inc. The motion passed unanimously.

Peter Montz - Authorization to award the bid for the 2020 Fuel Requirements to identify Lavigne Oil Company as the lowest, responsive most responsible bidder for "low sulfur diesel" fuel

Peter Montz stated, "Lavigne Oil Company of Baton Rouge, LA submitted the lowest responsive and responsible bid for Low Sulfur Diesel in the amount of \$.0899 over the current rack price. Administration recommends approval."

MOTION: Councilman Malik moved and Councilwoman Schnyder seconded the motion to grant administration authorization to award the bid for the 2020 Fuel Requirements to identify Lavigne Oil Company as the lowest, responsive most responsible bidder for "low sulfur diesel" fuel. The motion passed unanimously.

Peter Montz - Authorization to award the bid for the 2020 Fuel Requirements to identify Lavigne Oil Company as the lowest, responsive most responsible bidder for "high sulfur diesel" fuel

Peter Montz stated, "Lavigne Oil Company of Baton Rouge, LA submitted the lowest responsive and responsible bid for High Sulfur Diesel in the amount of \$.0899 over the current rack price. Administration recommends approval."

MOTION: Councilman Arcuri moved and Councilwoman Duhe-Griffin seconded the motion to grant administration authorization to award the bid for the 2020 Fuel Requirements to identify Lavigne Oil Company as the lowest, responsive most responsible bidder for "high sulfur diesel" fuel. The motion passed unanimously.

Peter Montz/Joseph Savoie - Authorization to award the bid for the 2020 Asphalt Road Improvements to M-Trak LLC

Peter Montz stated, "M-Trak, LLC of Livonia, LA submitted the lowest responsive and responsible bid. It was reviewed and approved by the Parish Engineer and Administration recommends approval."

MOTION: Councilman Madere moved and Councilman Becnel seconded the motion to grant administration authorization to award the bid for the 2020 Asphalt Road Improvements to M-Trak LLC. The motion passed unanimously.

Peter Montz/Clayton Faucheux - Authorization to award the bid for the 2020 Removal & Replacement of Concrete Sidewalks, Driveways, and Street Section to LA Contracting Enterprise, L.L.C.

Joseph Savoie stated, "LA Contracting Enterprise, L.L.C of Thibodaux, LA submitted the lowest responsive and responsible bid. It was reviewed and approved by the Parish Engineer and Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilwoman Duhé-Griffin seconded the motion to grant administration authorization to award the bid for the 2020 Removal & Replacement of Concrete Sidewalks, Driveways, and Street Section to LA Contracting Enterprise, L.L.C. The motion passed unanimously.

Jaclyn Hotard - Authorization to enter into a Cooperative Endeavor Agreement (CEA) with the Voodoo Model Boat Club for sporting events

Jaclyn Hotard stated, "This CEA is for use of the Airport Rd. Pond for model power boat sporting events. In exchange for this use, the Voodoo Model Boat Club will cost share the maintenance program to prevent aquatic grass growth in the pond. The annual estimated maintenance cost is \$15,000 and will be cost-shared at 10/90. The Parish will continue to maintain the appropriate water level for the model boat races, when needed. Administration is in the process of obtaining proper documentation as requested by Legal Counsel and recommends approval."

MOTION: Councilwoman Houston moved and Councilman Malik seconded the motion to grant administration authorization to enter into a Cooperative Endeavor Agreement (CEA) with the Voodoo Model Boat Club for sporting events. The motion passed unanimously.

Cain Dufrene - Authorization to execute a Certificate of Substantial Completion with Onshore Construction Company, LLC for the interior and exterior of the Safe Room Project

Cain Dufrene stated, "This project has been deemed substantially complete by the Project Engineer and the Chief of Operations for the Office of Fire Services. All punch list items are near completion and Administration recommends approval."

MOTION: Councilman Madere moved and Councilman Torres seconded the motion to grant administration authorization to execute a Certificate of Substantial Completion with Onshore Construction Company, LLC for the interior and exterior of the Safe Room Project. The motion passed unanimously.

Cain Dufrene - Authorization to approve Change Order No. 1 with Aegis Construction, LLC for the West Bank Public Safety Complex

The administration recommends tabling this item.

MOTION: Councilwoman Houston moved and Councilman Malik seconded the motion to TABLE the authorization to approve Change Order No. 1 with Aegis Construction, LLC for the West Bank Public Safety Complex. The motion passed unanimously.

Stacey Cador - Authorization to renew the Group Dental Insurance for the Office of Fire Services with Delta Dental

Stacey Cador stated, *"This renewal through Tatje Insurance and Financial Products has an estimated annual premium of \$28,535 for a two-year period reflecting no change from the expiring premium. Administration recommends approval."*

MOTION: Councilman Madere moved and Councilman Malik seconded the motion to grant the administration authorization to renew the Group Dental Insurance for the Office of Fire Services with Delta Dental. The motion passed unanimously.

Stacey Cador - Authorization to renew the Group Life Insurance for the Office of Fire Services with Southern National

Stacey Cador stated, *"This renewal through Tatje Insurance and Financial Products has an estimated annual premium of \$2,654.88 reflecting no change from the expiring premium. Administration recommends approval."*

MOTION: Councilman Arcuri moved and Councilwoman Schnyder seconded the motion to grant the administration authorization to renew the Group Life Insurance for the Office of Fire Services with Southern National. The motion passed unanimously.

Stacey Cador - Authorization to renew the Group Health Insurance for the Office of Fire Services with Blue Cross Blue Shield

Stacey Cador stated, *"This renewal through Tatje Insurance and Financial Products has an estimated annual premium of \$485,567.76 which reflects a 6.4% increase over the expiring premium. Administration recommends approval."*

MOTION: Councilman Torres moved and Councilman Malik seconded the motion to grant administration authorization to renew the Group Health Insurance for the Office of Fire Services with Blue Cross Blue Shield. The motion passed unanimously.

Reed Alexander - Authorization to execute Change Order No. 1 with Walter J. Barnes Electric Co. Inc. for the River Road Wastewater Treatment Plant Effluent Pump Station Controls Project

Reed Alexander stated, *"This Change Order increases the contract amount by \$1,658 for the replacement of the conductors to Effluent Pump #2 with heavy duty insulation rated for higher voltages. The Change Order was reviewed and approved by the Parish Engineer, the Project Engineer and the Assistant Director of Utilities. Administration recommends approval."*

MOTION: Councilman Madere moved and Councilwoman Houston seconded the motion to grant administration authorization to execute Change Order No. 1 with Walter J. Barnes Electric Co. Inc. for the River Road Wastewater Treatment Plant Effluent Pump Station Controls Project. The motion passed unanimously.

Adjournment

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

The meeting can be viewed in its entirety at www.sjbparish.com.