

FINANCE COMMITTEE MEETING
February 11, 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, Tonia Schnyder, Michael Wright, Thomas Malik

ABSENT: Robert Arcuri

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

MOTION: Councilman Madere moved and Councilman Malik seconded the motion to remove the 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 from the TABLE. The motion passed with Councilman Arcuri absent.

Robert Figuero stated, "At the request of Legal Counsel, Administration recommends amending this item from a CEA to a Professional Services Agreement with the River Parishes Convention, Tourists, and Visitors Commission for the management of the St. John Community Center. This Agreement will allow the Tourist Commission to continue managing the St. John Community Center for one (1) year, on behalf of the Parish for a fee based on their bookings. The Agreement was reviewed by Legal Counsel and deemed legally sufficient. Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilwoman Duhe-Griffin seconded the motion to amend the agenda item from a Cooperative Endeavor Agreement (CEA) to a Professional Services Agreement (PSA) with the River Parishes Convention, Tourists, and Visitors Commission for the management and promotion of the St. John Community Center. The motion passed with Councilman Arcuri absent.

After much discussion and the council voicing its opinion on it being run by the administration or a separate company, the motion was made.

MOTION: Councilwoman Houston moved and Councilwoman Duhé-Griffin seconded the motion to grant administration authorization to enter into a Professional Services Agreement (PSA) with the River Parishes Convention, Tourists, and Visitors Commission for the management and promotion of the St. John Community Center. The motion passed with Councilman Arcuri absent.

Cain Dufrene - (Tabled 01-28-20) Authorization to approve Change Order No. 1 with Aegis Construction, LLC for the West Bank Public Safety Complex

MOTION: Councilman Malik moved and Councilman Becnel seconded the motion to REMOVE the authorization to approve Change Order No. 1 with Aegis Construction, LLC for the West Bank Public Safety Complex from the TABLE. The motion passed with Councilman Arcuri absent.

Jaclyn Hotard stated, "This item originates from an October 2019 construction issue and Administration defers to Legal Counsel for further review."

Keith Green, Jr., DA Office, stated, "On February 10, 2020, Parish Administration provided the District Attorney's Office with correspondence from Sizeler, Thompson, Brown Architects ("STB") regarding the work performed by Aegis Construction in advance of the approved Change Order No. 1. Our office advised Administration that the correspondence from STB does not address the two (2) central issues our office discussed with Administration in its January 2020 meeting: 1. The failure of Change Order No.1 to fully comply with Louisiana's Public Bid Law and AIA Document No. G701-2017; and 2. Who authorized Aegis to perform the work under Change Order No. 1 prior to Council approval of the change order. On January 24, 2020, the District Attorney's Office advised Administration that the 2020 Change Order No. 1 from Aegis Construction on the St. John Baptist Parish West Bank Public Safety Complex does not comply with the Louisiana Public Bid Law nor AIA Document G701-2017. Specifically, this change order is not compliant with subsection (M) (2, 5) or AIA G701-2017 because the change order: 1. Was not signed by the Parish and Contractor; 2. Was not negotiated (price and scope of work) by the Parish; 3. Was not approved by the Parish Council before the work was performed; and 4. Extends the contract schedule without Parish Council approval. Our office recommended Administration: 1. Gather all documents related to this project and provide the Parish Council with a detailed status of all information relative to the project; 2. Contact the Architect and inform him that this Change Order does not comply with the Louisiana Public Bid Law R.S. 38:2212(M) (1-5) or AIA Document G701-2017; and 3. Make a recommendation to the Council to table this item until Administration can provide a recommended path forward wherein the project can remain on schedule."

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

Cain Dufrene - Authorization to request the District Attorney's office complete the Form of Opinion and review other associated documents for the Fire Truck Lease Agreement with PNC Equipment Finance, LLC

Cain Dufrene stated, "This Form of Opinion is required to complete the Fire Truck Lease Agreement that was approved at the November 12, 2019 Council Meeting through Resolution 19-28. Administration recommends approval."

MOTION: Councilman Malik moved and Councilwoman Schnyder seconded the motion to grant the administration authorization to request the District Attorney's office complete the Form of Opinion and review other associated documents for the Fire Truck Lease Agreement with PNC Equipment Finance, LLC. The motion passed with Councilman Arcuri absent.

Peter Montz - Authorization to advertise a Request for Proposals (RFP) for Chemical Control and Canal Maintenance

Peter Montz stated, "This RFP is for the canal spraying and maintenance program managed through the Public Works Department which includes 54 canals and at least 4 rounds of spraying per year. Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilman Madere seconded the motion to grant the administration authorization to advertise a Request for Proposals (RFP) for Chemical Control and Canal Maintenance. The motion passed with Councilman Arcuri absent.

Reed Alexander/Tony Arikol - Authorization to approve Change Order No. 1 with LaGreca Services, Inc. for the LaPlace Main Wastewater Pump Station Rehabilitation

Reed Alexander stated, "This Change Order adds 60 days to the contract time due to weather delays and material delivery times. The estimated completion date of the project is April 7, 2020. The Change Order was reviewed and approved by the Parish Engineer, the Project Engineer and the Utilities Director. Administration recommends approval."

MOTION: Councilman Torres moved and Councilman Madere seconded the motion to grant administration authorization to approve Change Order No. 1 with LaGreca Services, Inc. for the LaPlace Main Wastewater Pump Station Rehabilitation. The motion passed with Councilman Arcuri absent.

Stacey Cador - Authorization to renew the Fire Department's Package Policy with Volunteer Firemen's Insurance Services, Inc. (VFIS)

Stacey Cador stated, "This renewal through Riverlands Insurance Services, Inc. includes general liability, management liability, automobile coverage, coverage for portable equipment and umbrella/excess liability coverage. The renewal has an annual premium of \$249,704.84 which reflects a 4.16% increase over the expiring premium. The premium will be funded by the Office of Fire Services and Administration recommends approval."

MOTION: Councilwoman Houston moved and Councilman Malik seconded the motion to grant administration authorization to renew the Fire Department's Package Policy with Volunteer Firemen's Insurance Services, Inc. (VFIS) The motion passed with Councilman Arcuri absent.

Stacey Cador - Authorization to award the Civil Defense Contents Policy to Nautilus Insurance Company

Stacey Cador stated, "This policy through Riverlands Insurance Services, Inc. provides commercial contents coverage to the Public Safety Office. The annual premium is \$2,437.76 which reflect a 2.2% increase over the expiring premium and is funded through the Department of Public Safety. Administration recommends approval."

MOTION: Councilman Becnel moved and Councilman Torres seconded the motion to grant administration authorization to award the Civil Defense Contents Policy to Nautilus Insurance Company. The motion passed with Councilman Arcuri absent.

Stacey Cador - Authorization to advertise a Request for Proposals (RFP) for the Parish's Property and Casualty Insurance

Stacey Cador stated, "This RFP is for a package policy that expires April 15, 2020. Lines of coverage included in the package policy are commercial general liability, commercial automobile, public officials' liability, excess liability, etc. Administration recommends approval."

MOTION: Councilman Madere moved and Councilman Malik seconded the motion to grant administration authorization to advertise a Request for Proposals (RFP) for the Parish's Property and Casualty Insurance. The motion passed with Councilman Arcuri absent.

Adjournment

MOTION: Councilman Torres moved and Councilwoman Houston seconded the motion to adjourn the finance meeting. The motion passed with Councilman Arcuri absent.

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