

FINANCE COMMITTEE MEETING

ASCENSION PARISH COUNCIL

April 9, 2019

6:00 PM

ASCENSION PARISH COURTHOUSE

COURTHOUSE ANNEX - COUNCIL MEETING ROOM

828 S. Irma Blvd., 2nd Floor

GONZALES, LOUISIANA 70737

MINUTES

1) Call to Order / Invocation and Pledge – The meeting was called to order by Chairman Bill Dawson. Councilman John Cagnolatti led the Committee in the invocation and pledge.

2) Roll Call – All members were present with the exception of: Councilman Travis Turner, Councilman Randy Clouatre and Councilman Benny Johnson. Councilman Turner arrived before the presentation of Item #5 began at 6:05 PM.

3) Chair's Additions – There were no additions to the agenda.

4) Public Comment – Chairman Dawson announced that anyone wishing to speak should sign in now.

GENERAL BUSINESS

5) Erica Page requested the Committee to consider a contribution to Leadership Ascension's Class of 2019 Project, "All Abilities Field" on Irma Blvd. A motion was made by Councilman John Cagnolatti, seconded by Councilman Todd Lambert and unanimously approved to contribute \$50,000.00 to the project. Councilman Oliver Joseph requested that the motion be amended to state that funds for this contribution would be taken from the General Fund.

6) Project Manager Dean Thomason requested the Approval of Change Order No. 1 to the Contract for Mosquito Abatement Building - Expert Maintenance Service, LLC - Additional scope of work to increase

the length of the entrance ramp from 20' to 30' to improve the slope of the driveway with an increase in contract price by an additional \$5,657.19 and an additional 5 days for substantial completion. A motion was made by Councilman Dempsey Lambert, seconded by Councilman Daniel Satterlee and unanimously approved to forward to the full Council for approval.

7) Project Manager Dean Thomason requested the Approval to use budgeted funds for the sandbagging machine building project for the DPWE shop renovation addition project. A motion was made by Councilman Dempsey Lambert, seconded by Councilman Daniel Satterlee and unanimously approved to forward to the full Council for approval.

8) Technology Director Brandon O'Deay requested the approval of Amendment No. 3 to the Cooperative Endeavor Use Agreement between the Parish and South Central Planning and Development Commission granting the Parish a license for software access to a web portal to track GPS devices at a cost of \$30.00 per month per device. A motion was made by Councilman Todd Lambert, seconded by Councilwoman Teri Casso and unanimously approved to forward to the full Council for approval.

9) Purchasing Director Joan Shivers requested the approval of an Amendment to the Master Contract for Professional Services with CINTAS Corporation. A motion was made by Councilman Oliver Joseph, seconded by Councilman Daniel Satterlee and unanimously approved to forward to the full Council for approval.

10) Planning Director Jerome Fournier and Infrastructure William Daniel requested the approval of Change Order No. 1 to the Professional Services Contract for Engineering Review Agency Services with CSRS, Inc. to include additional services for an additional amount of \$100,000.00 and to renew the contract for an additional year through June 10, 2020. A motion was made by Councilman Daniel Satterlee, seconded by Councilman John Cagnolatti and unanimously approved to forward to the full Council for approval.

11) Parish Attorney O'Neil Parenton presented the Monthly Contract Report to the Committee.

FINANCE REPORTS

12) Assistant Treasurer Dawn Caballero requested the approval of Budget Amendment No. 3 – Approval to Introduce Ordinance to Amend 2019 Budget. A motion was made by Councilman Todd Lambert, seconded by Councilman John Cagnolatti, and unanimously approved to introduce the Ordinance at the next meeting of the full Council.

13) CFO/Treasurer Gwen LeBlanc presented the Sales and Use Tax Report to the Committee.

14) Assistant Treasurer Amanda Berot presented the Revenue and Expenditure Report to the Committee.

15) Purchasing Joan Shivers reported that the Purchasing Department accepted bids and is requesting approval To accept the lowest responsive bid as follows and authorization for the Parish President to enter into the contracts:

a. Household Hazardous Materials Collection (RFP)

Two (2) proposals were received from Cleanearth Recycling & Disposal Solutions and Stericycle Environmental Solutions. The Non-Engineering Selection Committee, after review recommends accepting the proposal submitted by Cleanearth Recycling & Disposal Solutions. A motion was made by Councilman Todd Lambert, seconded by Councilman John Cagnolatti and unanimously approved to forward to the full Council for approval.

b. 2019 Vacuum Culvert Cleaner/Combination Sewer Cleaner

Three (3) bids were received from Covington Sales & Service, All Truck Parts & Equipment Co., LLC and Jack Doheny Companies. The Purchasing Department and the Department of Public Works, after review recommends accepting the lowest responsive bid submitted by All Truck Parts & Equipment Co., LLC in the amount of \$386,496.00. A motion was made by Councilman Daniel Satterlee, seconded by Councilman Todd Lambert and unanimously approved to forward to the full Council for approval.

c. Portable Diesel Powered Centrifugal Non-Clog Sewer Bypass Pump (1 Unit)

Six (6) bids were received from Amco Pump Manufacturing, Inc., CDPW, Inc., Thompson Pump, BBA Pumps and Better Pumps & Solutions, LLC. The Purchasing Department and the Public Utilities Department, after review recommends accepting the lowest responsive bid submitted by CDPW, Inc. in the amount of \$39,515.00. A motion was made by Todd Lambert, seconded by Councilwoman Teri Casso and unanimously approved to forward to the full Council for approval.

d. 6" x 6" Diesel Driven Priming Assisted Centrifugal Pump (Approximately 2 Units)

Five (5) bids were received from Amco Pump Manufacturing, Inc., CDPW, Inc., BBA Pumps, Alpha Pump & Equipment, Inc. and Associated Pump & Supply, LLC. The Purchasing Department and East Ascension Drainage Department, after review recommends accepting the lowest responsive bid submitted by Amco Pump Manufacturing, Inc. in the amount of \$33,264.00 per unit. A motion was made by Councilwoman Teri Casso, seconded by Councilman John Cagnolatti and unanimously approved to forward to the full Council for approval.

e. Precast Reinforced Box Culvert

Two (2) bids were received from Capitol Concrete Products and Design Precast & Pipe, Inc. The Purchasing Department and the Department of Public Works, after review recommends accepting the lowest responsive bid submitted by Capitol Concrete Products. A motion was made by Councilman Todd Lambert, seconded by Councilman John Cagnolatti and unanimously approved to forward to the full Council for approval.

f. 2019 New Grapple Truck with Loader, Model T-370

Two (2) bids were received from Covington Sales & Service, Inc. and Kenworth of Louisiana. The Purchasing Department and the Department of Public Works, after review recommends accepting the lowest responsive bid submitted by Covington Sales & Service, Inc. in the amount of \$202,693.00. A motion was made by Councilman Dempsey Lambert, seconded by Councilwoman Teri Casso and unanimously approved to forward to the full Council for approval.

g. Administrative Consultant Services for HUD Section 8 Housing Choice Voucher (HCV) Program, HUD No. LA009 (HUD ACC-FW 2195) (RFQ)

One (1) proposal was received from Roberto Macedo and Associates. The Non-Engineering Selection Committee, after review recommends accepting the responsive proposal from Roberto Macedo and Associates. A motion was made by Councilman Oliver Joseph, seconded by Councilwoman Teri Casso and unanimously approved to forward to the full Council for approval.

h. New Fueling Station Yard – Project No. PM-18-11-003

Seven (7) bids were received from Acadiane Renovations, LTD, Charles Carter Construction, J Reed Constructors, Inc., Select Building System, Brunt Construction, Inc., HCM Building and Lamar Contractors. The Purchasing Department and the Department of Public Works, after review recommends accepting the lowest responsive bid submitted by Brunt Construction, Inc. in the amount of \$901,300.00 Base Bid. A motion was made by Councilman Dempsey Lambert, seconded by Councilwoman Teri Casso and unanimously approved to forward to the full Council for approval.

i. Electronic Time Clocks – Model: Timetouch III

One (1) bid was received from Tyler Technologies, Inc. The Purchasing Department and the Office of Technology, after review recommends accepting the responsive bid submitted by Tyler Technologies, Inc. in the amount of \$36,873.00. A motion was made by Councilwoman Teri Casso, seconded by Councilman Dempsey Lambert and unanimously approved to forward to the full Council for approval.

16) Adjourn

The meeting was adjourned at 6:58 PM on a motion by Councilman Dempsey Lambert, seconded by Councilwoman Teri Casso and unanimous approval.

Ashley Barnes

Finance Committee Secretary