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## TERREBONNE PARISH COUNCIL

### BUDGET AND FINANCE COMMITTEE

Mr. Brien Pledger	Chairman
Mr. Carl Harding	Vice-Chairman
Mr. Clayton Voisin Jr.	Member
Mr. John Amedee	Member
Mr. Kevin Champagne	Member
Mr. Clyde Hamner	Member
Mr. Daniel Babin	Member
Ms. Kim Chauvin	Member
Mr. Steve Trosclair	Member



In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Tammy E. Triggs, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

### AGENDA

April 8, 2024  
5:30 PM

Robert J. Bergeron Government Tower Building  
8026 Main Street  
2nd Floor Council Meeting Room  
Houma, LA 70360

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**NOTICE TO THE PUBLIC:** If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. All comments must be addressed to the Council as a whole. Addressing individual Council Members or Staff is not allowed. Speakers should be courteous in their choice of words and actions and comments shall be limited to the issue and cannot involve individuals or staff related matters. Thank you.

**ALL CELL PHONES AND ELECTRONIC DEVICES USED FOR COMMUNICATION SHOULD BE SILENCED FOR THE DURATION OF THE MEETING.**

### CALL MEETING TO ORDER

### ROLL CALL

1. **RESOLUTION:** Declaring vehicles, phones, filing cabinets, children's tables, bus parts, computers and miscellaneous equipment from various departments/divisions, having a value of \$5,000.00 or less, as surplus and authorizing said items to be disposed of by any legally approved methods.
2. **RESOLUTION:** Authorizing the Parish President to Re-New and Execute a Contractual Agreement for Professional Medical Services between the Terrebonne Parish Consolidated Government and William K. Lo, M.D., for Psychiatric Services to be Rendered to the Terrebonne Parish Criminal Justice Complex as the Facilities Psychiatrist.
3. **RESOLUTION:** Awarding the Request for Proposals received for the Transportation of Solid Waste Garbage to Landfill to Pelican Waste & Debris, LLC and authorizing the Parish President and/or his designee to execute

all contract documents associated herewith.

4. **RESOLUTION:** Concurring with the Parish Administration to award the Request for Proposals received for the Service Contract for Mowing and Maintenance of Boulevards and Other Locations to Green Scapes of LA, Inc and authorizing the Parish President and/or his designee to execute all contract documents associated herewith.
5. **RESOLUTION:** Authorizing the Parish President to enter into the appropriate subgrantee agreement with the GOHSEP in order to receive \$1.2M in funding and implement the awarded FMA SRL Elevation program to elevate seven severe repetitive loss structures.
6. **RESOLUTION:** Authorizing the execution of Change Order No. 13 for the Construction Agreement for Parish Project No. 97-PAV-21, State Project No. H.007351, Country Drive Widening Phase A, Terrebonne Parish, Louisiana.
7. Consider the introduction of an Ordinance to amend the 2024 Adopted Operating Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters.
  - I. Animal Shelter, \$59,990
  - II. Transit, \$17,458
  - III. Housing & Human Services-Head Start HVAC Systems, \$67,000and calling a public hearing on said matter on April 24, 2024, at 6:30 p.m.
8. Adjourn

Category Number:  
Item Number: 1.



Monday, April 8, 2024

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**Item Title:**

Resolution to declare surplus items with a value of less than \$5,000

**Item Summary:**

**RESOLUTION:** Declaring vehicles, phones, filing cabinets, children's tables, bus parts, computers and miscellaneous equipment from various departments/divisions, having a value of \$5,000.00 or less, as surplus and authorizing said items to be disposed of by any legally approved methods.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	3/21/2024	Executive Summary
Resolution	3/21/2024	Resolution
Backup Material	3/21/2024	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: Declaring, vehicles, phones, filing cabinets, children's tables, bus parts, computers, and other various miscellaneous items from various departments/divisions as surplus.

### PROJECT SUMMARY (200 WORDS OR LESS)

Declaring as surplus, vehicles, phones, filing cabinets, children's tables, bus parts, computers, and other various miscellaneous items from Accounting, Administration, City Marshall, Communications, Council, Customer Service, Drainage, Electric Generation, Fire, Headstart, Pollution Control, Public Works, Purchasing, Sales and Tax Use and Transit Department/Division, and to acquire authorization to dispose of items through legally approved methods.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To legally dispose of surplus / obsolete equipment no longer needed by departments/divisions. To generate revenue, provide donations to nonprofit organizations, recycle when applicable, and dispose of damaged equipment.

### TOTAL EXPENDITURE

Anticipated Revenue: \$735.00

#### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

#### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

N/A

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

A handwritten signature in blue ink that reads "Sharon Ellis".

Sharon Ellis, Purchasing Manager

March 21, 2024

Date



**OFFERED BY:**  
**SECONDED BY:**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS,** Louisiana Statutory Law provides for the disposal of surplus movable property having a value of \$5,000.00 or less, in addition to other legally permissible means, at private sale which is, in the opinion of the governing authority, not needed for public purposes; and

**WHEREAS,** the movable property listed in the attached Exhibit A each have a valued of \$5,000.00 or less, as indicated by the values set out next to each item on the attached Exhibit A; and

**WHEREAS,** the parish administration has recommended that the movable property listed in the attached Exhibit A be declared surplus as the items are no longer useful, nor do they serve a public purpose and authorizes immediate award to the highest bidder for all items, including those where the highest bid exceeds \$5,000.00; and

**NOW THEREFORE, BE IT RESOLVED** by the Terrebonne Parish Council that the movable property listed in the attached Exhibit A be declared surplus and that the Parish Administration be authorized to dispose of said items by private sale or by any other legally approved method to the highest bidder pursuant to statutory law, including those where the highest bid exceeds \$5,000.00.

UPON VOTE TAKEN, THERE WAS RECORDED:

YEAS

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared this resolution adopted on this, the \_\_\_\_\_ th day of \_\_\_\_\_, 2024.

\*\*\*\*\*

I, Tammy E. Triggs, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget and Finance Committee on the \_\_\_\_\_ th day of \_\_\_\_\_, 2024 and subsequently ratified by the Terrebonne Parish Council in Regular Session on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 at which meeting a quorum was present.

\_\_\_\_\_  
CHAIR

**EXHIBIT "A"**  
**March, 2024 Surplus List**

**Accounting:**

1 – Printer/\$0

**Administration:**

3 – CPUs/\$0

4 – Monitors/\$0

**City Marshall:**

1 – CPU/\$0

1 – Monitor/0

**Communications:**

5 – CPUs/\$0

10 – Wire Ramp Pieces/\$0

4 – UPS/\$0

2 – Batteries/\$0

3 – Sound Stations/\$0

3 – Network Storage/\$0

1 – Digital Audio Monitor/\$0

1 – Audio Server/\$0

4 – Switches/\$0

1 – Patch Panel/\$0

2 – Converter/\$0

1 – Apple TV/\$0

58 – Phones/\$0

27 – Phone Expansion Modules/\$0

7 – Power Distribution Units/\$0

6 – Monitor/\$0

1 – Backpack/\$0

1 – Server/\$0

1 – System Storage/\$0

1 – Laptop/\$0

**Council:**

4 – Docking Stations/\$0

1 – Tablet/\$0

1 – AIO/\$0

**Customer Service:**

1 – Laptop/\$0

1 – Printer/\$0

**Drainage:**

3 – Monitors/\$0

1 – CPU/\$0

1-2003 Ford F-150, Unit 426/\$100

**Electric Generation:**

1 – Zero Turn Mower/\$0

**Fire:**

1 – Office Chair\*/\$0

1 – File Cabinet/\$10

3 – 4-Drawer File Cabinet/\$10

1 – 2-Drawer File Cabinet/\$10

**Headstart:**

8 – Children's Tables/\$10

1 – VCR/DVD Player/\$5

**Pollution Control**

1-2013 Ford F250-Unit 689/\$0

1-2010 Ford Escape -Unit 673/\$500

**Public Works:**

1 –CPU/\$0

1 – Monitor/\$0

**Purchasing:**

19 – Phones/\$0

1 – Printer Stand/\$0

**Sales & Use Tax:**

2 – Scanners/\$0

2 – CUPs/\$0

**Transit:**

2 – CPUs/\$0

1 – Monitor/\$0

1 – Set Computer Speakers/\$0

3 – Mice & Keyboards/\$0

17 – Radio Cases & Mics/\$0

1 – Handheld radio/\$0

2 – DVRs/\$0

1 – Gateway/\$0

1 – Monitor/\$0

7 – Cameras/\$0

1 – Printer/\$0

2 – Vending Machines/\$0

1 – Misc Bus Parts/\$0

2 – Condenser Motor/\$0

2 – Hydraulic Pump/\$0

2 – Alternators/\$0

10 – Radios/\$0

10 – Batteries/\$0

¾ - Chargers/\$0

1 – 8-Port Switch/\$0  
1 – UPS/\$0  
12 – Fareboxes/\$0  
4 – Brackets/\$0  
21 – 2-Way Radios/\$0

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Accounting Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

NUV - 6-2023  
BY  
Information Technology Division

ITEM	QUANTITY	VALUE	CONDITION
1	1	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

HP OfficeJet 4650 S/N: TH6AB4J0VX

Printer

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Heather Odom

Contact Person

Authorized by Dept. Head:

Signature

873-6454

Phone

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

Kandace M. Hance

11/6/2023

APPROVED

JAN 7 5 2024

BY 

Information Technology Division

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Administration Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	3	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell OptiPlex 7070

CPU

ST: 9ZKFH13, 9ZMBH13, 9ZJDJ13, 42NCH13

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
2	4	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell 22" Monitor

ST: 98FJRS2, H5FJRS2, HQS8SS2, 48FJRS2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Leilani Adams

985-873-6401

Contact Person

Phone

Authorized by Dept. Head:

  
Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date



APPROVED

JAN 31 2024

Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
- Purchasing City Marshall Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>Tower</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Tower / Service Tag: 92HHH13 <sup>not</sup> CPU

ITEM IS LOCATED AT: Marshall

ITEM	QUANTITY	VALUE	CONDITION
<u>Dell Monitor</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

S/N: CN-0FJ44J - 74445-54K - B78 M

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

\_\_\_\_\_

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

\_\_\_\_\_

ITEM IS LOCATED AT: \_\_\_\_\_

Kayla Cadriere 868-8914 Ext 4  
Contact Person Phone

Authorized by Dept. Head: \_\_\_\_\_  
Signature Date

Fleet Maintenance Supervisor: \_\_\_\_\_  
(Vehicles/Heavy Equipment Only) Signature Date

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	3	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Optiplex 9020 ST# 3YRVM22 Dell Optiplex 7050 ST# BPFKHV2  
Dell Optiplex 7050 ST# 65Y3DV2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
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DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
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DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
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DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Mark LeBlanc

Contact Person

873-6483

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

FEB 20 2024

Information Technology Division

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

FEB 21 2024

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
5	2	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

CyberPower 560vA (UPS)

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

Ben Smith 873-6483  
Contact Person Phone

Authorized by Dept. Head: \_\_\_\_\_

Signature

Date

Fleet Maintenance Supervisor:  
(Vehicles/Heavy Equipment Only)

Signature

Date



# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>1</u>	<u>10</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Yellow wire ramp

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>2</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Tripplite smart pro UPS

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>3</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

CyberPower UPS  
OR1500LCDRMIU

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>4</u>	<u>2</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Battery  
618

ITEM IS LOCATED AT: 301 Plant Road

Ben Smith  
Contact Person

985-873-6483  
Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:  
(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

FEB 28 2024

Information Technology Division

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

BY Information Technology Division  
ITEM 1 QUANTITY 3 VALUE 0 CONDITION Junk  
DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
Polycom Sound station IP 5000 (Sound Stations)  
SN: 64167F26D41, 0004F2E763B1, 64167F126D00  
ITEM IS LOCATED AT: 301 Plant Road

ITEM 2 QUANTITY 2 VALUE 0 CONDITION Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
Netgear ReadyNAS RN2120 (Network Storage)  
SN: 36B437E5003B3, 36B437EA003C6  
ITEM IS LOCATED AT: 301 Plant Road

ITEM 3 QUANTITY 1 VALUE 0 CONDITION Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
Marshall Electronics AR-DM51-B (digital Audio Monitor)  
AR-DM51-B1B11230108  
ITEM IS LOCATED AT: 301 Plant Road

ITEM 4 QUANTITY 1 VALUE 0 CONDITION Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
Biamp Tesira Forté A (Audio Server)  
SN: 04251606  
ITEM IS LOCATED AT: 301 Plant Road

Ben Smith 873-6483  
Contact Person Phone

Authorized by Dept. Head: \_\_\_\_\_  
Signature Date

Fleet Maintenance Supervisor: \_\_\_\_\_  
(Vehicles/Heavy Equipment Only) Signature Date



APPROVED

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>4</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

H3C - S 3600 series

(Switch)

SN: CN18BBDD0JQ

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>5</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Corning LANscape patch Panel

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>6</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Ubiquiti Unifi switch 24

SW24-24

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>7</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Shiny Bow HDMI to VGA converter

SN: 9810019210

ITEM IS LOCATED AT: 301 Plant Road

Ben Smith

Contact Person

873-6403

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date



# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>9</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
axxon LNP-10026N (Switch)  
sh:643101210000016

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>10</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
ATA HD10 AVA (converter)  
h0290708

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>11</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
APPLE TV A1469  
DYSKNGTZFFS4

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>12</u>	<u>6</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)  
CISCO IP Phone SPA 52562

ITEM IS LOCATED AT: 301 Plant Road

Ben Smith 985-873-6483  
Contact Person Phone

Authorized by Dept. Head: \_\_\_\_\_  
Signature Date

Fleet Maintenance Supervisor: \_\_\_\_\_  
(Vehicles/Heavy Equipment Only) Signature Date

APPROVED

FEB 20 2024

Information Technology Division

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communication Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>13</u>	<u>3</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cisco SPA504G Phones

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>14</u>	<u>7</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cisco SPA 500s Phones (Expansion Modules)

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>15</u>	<u>20</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Sanyo IP Phone S705

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>16</u>	<u>3</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Sanyo IP Phone S505

ITEM IS LOCATED AT: 301 Plant Road

Ben Smith  
Contact Person

873-6482  
Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date



# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

FEB 20 2024

BY

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM  
17

QUANTITY  
20

VALUE  
0

CONDITION  
Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Sanyo EXP 100

(Expansion module)

ITEM IS LOCATED AT: 301 Plant Road

ITEM  
18

QUANTITY  
7

VALUE  
0

CONDITION  
Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cyber Power PDU

Power Distribution Units

ITEM IS LOCATED AT: 301 Plant Road

ITEM  
19

QUANTITY  
1

VALUE  
0

CONDITION  
Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Viewsonic VX2776-smhd  
27" 1080p monitor

Monitor

ITEM IS LOCATED AT: 301 Plant Road

ITEM  
20

QUANTITY  
1

VALUE  
0

CONDITION  
Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

viewsonic VX2770Smh-LED  
1080p 27"

Monitor

ITEM IS LOCATED AT: 301 Plant Road

Ben Smith

Contact Person

873-6483

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

FEB 20 2024

Information Technology Division

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>21</u>	<u>3</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Monitor  
P2214MB

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>22</u>	<u>2</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Monitor  
P2213+

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>23</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Monitor  
P2217H

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>24</u>	<u>7</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell E2722H Monitor

ITEM IS LOCATED AT: 301 Plant Road

Ben Smith 873-6483  
Contact Person Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date



# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

FEB 20 2024

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>25</u>	<u>10</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cisco SPA 525 G2 phones

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>26</u>	<u>10</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cisco SPA 525 G2 phones

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>27</u>	<u>5</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cisco SPA 500S phones

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>28</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Swiss Gear Backpack

ITEM IS LOCATED AT: 301 Plant Road

Ben Smith

Contact Person

873-6983

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Department of Communications Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM

1

QUANTITY

1

VALUE

0

CONDITION

Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell PowerEdge R630

server

ST:22GKXK2

ITEM IS LOCATED AT: 301 Plant Road

ITEM

2

QUANTITY

1

VALUE

0

CONDITION

Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Mikrotik Cloud Router Switch

SN:50D404335B19/422

ITEM IS LOCATED AT: 301 Plant Road

ITEM

3

QUANTITY

1

VALUE

0

CONDITION

Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

IBM System Storage

SN: 78F0127

ITEM IS LOCATED AT: 301 Plant Road

ITEM

4

QUANTITY

1

VALUE

0

CONDITION

Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Ben Smith

873-6483

Contact Person

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

FEB 20 2024

BY

Information Technology Division



# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

FEB 20 2024

BY Information Technology Division

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Department of Communications Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	2	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell OptiPlex 7040

CPU

ST: 2Y1CCH2, 9NMWBH2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
2	1	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell OptiPlex 7050

CPU

ST: 4L71CM2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
3	1	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

NETGEAR

Advanced Network Storage SN: 3C34370M01B8D

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
4	1	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cisco IP Phone

SPA504G SN: CCQ16521P7S

ITEM IS LOCATED AT: 301 Plant Road

Department of Communications

985-873-6483

Contact Person

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the Communications Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>1</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Latitude 10 laptop  
ST:JGTQT1

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

Ben Smith

Contact Person

873-6403

Phone

Authorized by Dept. Head: \_\_\_\_\_

Signature

Date

Fleet Maintenance Supervisor:  
(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

FEB 20 2024

Information Technology Division

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Council Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>1</u>	<u>3</u>		<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

K10A Dell Docking Station

ITEM IS LOCATED AT: 301 Plant Rd.

ITEM	QUANTITY	VALUE	CONDITION
<u>2</u>	<u>1</u>		<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Venue 11 Pro SN# 13807

Tablet

ITEM IS LOCATED AT: 301 Plant Rd.

ITEM	QUANTITY	VALUE	CONDITION
<u>3</u>	<u>1</u>		<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell PAX Docking Station

ITEM IS LOCATED AT: 301 Plant Rd.

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

Contact Person

Authorized by Dept. Head:

Signature

Phone

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date



## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
\_\_\_\_\_  
TPCG Council Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>1</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell OptiPlex 3240 AIO

ST:9ZS8GB2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

Tammy Triggs

Contact Person

Authorized by Dept. Head:

Signature

985-873-6519

Phone

Date

Fleet Maintenance Supervisor:  
(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

FEB 20 2024

BY Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Customer Service Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	1	\$0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Laptop - Latitude E5430 Purchased date (Sept. 2012)

Ser# 8D6BKV1

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Contact Person

Authorized by Dept. Head:

Signature

Phone

Date

Fleet Maintenance Supervisor:  
(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Finance - Customer Service Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

BY Information Technology Division  
OCT 16 2023  
ITEM 1 QUANTITY 1 VALUE 0 CONDITION Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Brother MFC-J650DW SN U63537F3F279357

Printer

ITEM IS LOCATED AT: 301 Plant Road

ITEM QUANTITY VALUE CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM QUANTITY VALUE CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM QUANTITY VALUE CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: \_\_\_\_\_

Jerome Young

Contact Person

873-6463

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date



# REPORT OF SURPLUS / OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the:

DRAINAGE

Division

**NOTE:** For condition of items use one of the following:

New

Good

Fair

Poor

Junk

XXX

ITEM	QUANTITY	VALUE	CONDITION
Truck <u>Unit #426</u>		\$100.00	Poor

DESCRIPTION (Model, Features, I.D.#, Color, etc.)

Ford F150 Pickup 2003 (White) / Serial # 2FTRF17W23CB06467

/ Engine runs on 7 cylenders. Needs new Head and gasket. Transmission has no reported issues. Repairs exceed the value of the truck.

Item is located at:

301 Plant Road Houma LA

Contact Person:

Carl Ledet

Phone:

985-873-6745

Authorized by Department Head:

*J.P. Lehan*

Signature

Date Authorized:

9/29/2021

Complete form and make a copy for your department files. Send the original with the Surplus form to Purchasing for disposal instructions. NOTE: Vehicle must be cleaned and all keys turned in to Purchasing.

CONDITION OF VEHICLE:								
CHECK THE APPROPRIATE BOX TO RATE THE CONDITION OF THE VEHICLE / HEAVY EQUIPMENT								
	GOOD	FAIR	POOR	SALVAGE	DESCRIPTION OF ANY PROBLEMS	DATE OF LAST SERVICE		
ENGINE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Engine runs on 7 cylenders	<input type="text"/>	<input type="text"/>	<input type="text"/>
TRANSMISSION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
DIFFERENTIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
BODY	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rust, Dents and Paint issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
BRAKES	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
Clutch	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
RADIATOR	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
STEERING	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues / steering wheel is worn	<input type="text"/>	<input type="text"/>	<input type="text"/>
BATTERY	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
AC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
HEATER	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
WINDSHIELD	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cracked	<input type="text"/>	<input type="text"/>	<input type="text"/>
WINDOWS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reported issues	<input type="text"/>	<input type="text"/>	<input type="text"/>
UPOOLSTERY	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	seat covers are worn and damaged/needs replacement	<input type="text"/>	<input type="text"/>	<input type="text"/>
RADIO	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="text"/>	<input type="text"/>	<input type="text"/>
JACK	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="text"/>	<input type="text"/>	<input type="text"/>
PAINT	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Various scratches and worn / Rusted	<input type="text"/>	<input type="text"/>	<input type="text"/>
TIRES: R FRONT	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All are worn and need to be replaced	<input type="text"/>	<input type="text"/>	<input type="text"/>
TIRES: L FRONT	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
TIRES: R REAR	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
TIRES: L REAR	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
TIRES: SPARE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>

FLEET MAINTENANCE SUPERVISOR: Carl Ledet DATE: 2/23/24  
Carl Ledet / Fleet Maintenance Superintendent

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

DEC 19 2023

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Drainage Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	1	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Monitor P2213f SN: CN-0FP04F-72872-456-DPJM

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Stacey Bennett

Contact Person

873-6717

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

APPROVED

DEC 19 2023

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Drainage Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	1	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Optiplex 7050 ST: GD6LDW2

MJL

CPU

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
2	2	0	Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Monitor P2719H ST: J8FPP83

Dell Monitor P2719H ST: 87VX5R2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Stacey Bennett

Contact Person

873-6717

Phone

Authorized by Dept. Head:

Signature

*Carol Bennett*

12-18-23

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date





Date \_\_\_\_\_

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Housing & Human Services Head Start Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
<u>Child tables</u>	<u>8</u>	<u>\$10</u>	<u>Poor</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Child tables w/ 4 legs

ITEM IS LOCATED AT: CH Street Head Start Pod

ITEM	QUANTITY	VALUE	CONDITION
<u>4 Head VCR</u>	<u>1</u>	<u>\$5</u>	<u>Poor</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Magnavox Video Cassette Recorder VCR/DVD player

ITEM IS LOCATED AT: CH Street Head Start Pod

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

\_\_\_\_\_

ITEM IS LOCATED AT: \_\_\_\_\_

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

\_\_\_\_\_

ITEM IS LOCATED AT: \_\_\_\_\_

Sofe Arceneaux 985-580-7332  
Contact Person Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:  
(Vehicles/Heavy Equipment Only)

Signature

Date



**Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.**

**New - Good - Fair - Poor - Junk**

**ITEM IS LOCATED AT: 301 PLANT RD. HOUMA, LA 70363**

**ITEM IS LOCATED AT:**

**ITEM IS LOCATED AT:**

**ITEM IS LOCATED AT:**

Date 

# CONDITION REPORT FOR VEHICLES / HEAVY EQUIPMENT

Complete form and make a copy for your department files. Send the original with the Surplus form to Purchasing for disposal instructions. NOTE: Vehicle must be cleaned and all keys turned in to Purchasing.

DEPARTMENT/DIVISION: Pollution Control UNIT NUMBER: Unit# 689

YEAR: 2013 MAKE: Ford MODEL: f-250

Body Type: Extended Cab / Utility Mileage / Hours: 131,425

VIN/SERIAL #: 1FD7X2A67DEB58608 COLOR: WHITE

Engine Type: 8 cyl ☒ 6 cyl ☐ 4 cyl ☐ OTHER: ☐

TRANSMISSION TYPE: Automatic

FUEL TYPE: ☒ GAS ☐ DIESEL ☐ NATURAL GAS ☐ DUEL FUEL ☐ Tank may still have natural gas / pressure

OTHER OPTIONS INCLUDED: ☒ CREW CAB ☒ EXTENDED CAB ☐ 2WD ☐ 4WD ☐ POWER WINDOWS ☐ POWER LOCKS ☐ RADIO ☐

Additions:

## CONDITION OF VEHICLE:

CHECK THE APPROPRIATE BOX TO RATE THE CONDITION OF THE VEHICLE / HEAVY EQUIPMENT

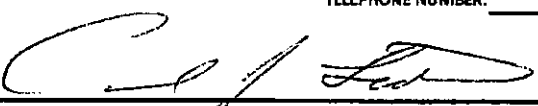
	GOOD	FAIR	POOR	SALVAGE	DESCRIPTION OF ANY PROBLEMS	DATE OF LAST SERVICE
ENGINE				<input checked="" type="checkbox"/>	Does not run / Totaled	
TRANSMISSION				<input checked="" type="checkbox"/>	Does not run / Totaled	
DIFFERENTIAL				<input checked="" type="checkbox"/>	Does not run / Totaled	
BODY				<input checked="" type="checkbox"/>	Does not run / Totaled	
BRAKES				<input checked="" type="checkbox"/>	Does not run / Totaled	
Clutch				<input checked="" type="checkbox"/>	Does not run / Totaled	
RADIATOR				<input checked="" type="checkbox"/>	Does not run / Totaled	
STEERING				<input checked="" type="checkbox"/>	Does not run / Totaled	
BATTERY				<input checked="" type="checkbox"/>	Does not run / Totaled	
AC				<input checked="" type="checkbox"/>	Does not run / Totaled	
HEATER				<input checked="" type="checkbox"/>	Does not run / Totaled	
WINDSHIELD				<input checked="" type="checkbox"/>	Does not run / Totaled	
WINDOWS				<input checked="" type="checkbox"/>	Does not run / Totaled	
UPOLSTERY				<input checked="" type="checkbox"/>	Does not run / Totaled	
RADIO				<input checked="" type="checkbox"/>	Does not run / Totaled	
JACK				<input checked="" type="checkbox"/>	Does not run / Totaled	
PAINT				<input checked="" type="checkbox"/>	Does not run / Totaled	
TIRES: R FRONT				<input checked="" type="checkbox"/>	Does not run / Totaled	
TIRES: L FRONT				<input checked="" type="checkbox"/>		
TIRES: R REAR				<input checked="" type="checkbox"/>		
TIRES: L REAR				<input checked="" type="checkbox"/>		
TIRES: SPARE						

REASON FOR SURPLUS: Totaled

LOCATION OF VEHICLE: 301 Plant Rd, Houma, LA 70363

DATE REMOVED FROM SERVICE:  CONTACT PERSON: Carl Ledet Fleet Superintendent

TELEPHONE NUMBER: 985-873-6745

FLEET MAINTENANCE SUPERVISOR:  DATE: 3/15/24

Carl Ledet / Fleet Maintenance Superintendent #NAME?

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
PUBLIC WORKS - POLLUTION CONTROL (310-433) Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
SMALL SUV	1	1500.00	POOR

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

2010 FORD ESCAPE 4 DOOR SMALL SUV, WHITE, VIN # 1FMCU0DG7AKC42259, 140,319 MILES  
TPCG #673. WRECKED, PARTY AT FAULT DID NOT PAY FOR POLICY, INSURANCE DENIED CLAIM.

ITEM IS LOCATED AT: 301 PLANT RD. HOUMA, LA 70363

See Attached

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

DEBBIE ROBICHAUX/cbc

Contact Person

985-873-6729

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:  
(Vehicles/Heavy Equipment Only)

Signature

Date

10/24/23

10/27/2023

# CONDITION REPORT FOR VEHICLES / HEAVY EQUIPMENT

Complete form and make a copy for your department files. Send the original with the Surplus form to Purchasing for disposal instructions. NOTE: Vehicle must be cleaned and all keys turned in to Purchasing.

DEPARTMENT/DIVISION: Pollution Control UNIT NUMBER: Unit# 673

YEAR: 2010 MAKE: Ford MODEL: Escape

Body Type: Suv Mileage / Hours: 140,319

VIN/SERIAL #: 1FMCU0DG7AKC42259 COLOR: WHITE

Engine Type: 8 cyl ☐ 6 cyl ☒ 4 cyl ☐ OTHER: DURATEC 24 VALVE

TRANSMISSION TYPE: Automatic

FUEL TYPE: ☒ GAS ☒ DIESEL ☐ NATURAL GAS ☐ DUAL FUEL

OTHER OPTIONS INCLUDED: ☒ CREW CAB ☒ EXTENDED CAB ☐ 2WD ☐ 4WD ☐ POWER WINDOWS ☐ POWER LOCKS ☐ RADIO ☐ ☐ ☐ ☐

Additions: \_\_\_\_\_

## CONDITION OF VEHICLE:

CHECK THE APPROPRIATE BOX TO RATE THE CONDITION OF THE VEHICLE / HEAVY EQUIPMENT

	GOOD	FAIR	POOR	SALVAGE	DESCRIPTION OF ANY PROBLEMS	DATE OF LAST SERVICE
ENGINE		<input checked="" type="checkbox"/>			Does Not Run	
TRANSMISSION		<input checked="" type="checkbox"/>			No reported issues	
DIFFERENTIAL					No reported issues	
BODY				<input checked="" type="checkbox"/>	This is a wrecked vehicle	
BRAKES		<input checked="" type="checkbox"/>			No reported issues	
Clutch					No reported issues	
RADIATOR		<input checked="" type="checkbox"/>			No reported issues	
STEERING		<input checked="" type="checkbox"/>			No reported issues	
BATTERY			<input checked="" type="checkbox"/>		Unknown	
AC		<input checked="" type="checkbox"/>			No reported issues	
HEATER		<input checked="" type="checkbox"/>			No reported issues	
WINDSHIELD		<input checked="" type="checkbox"/>			No reported issues	
WINDOWS		<input checked="" type="checkbox"/>			No reported issues	
UPOLSTERY		<input checked="" type="checkbox"/>			Molded	
RADIO		<input checked="" type="checkbox"/>			No reported issues	
JACK		<input checked="" type="checkbox"/>			N/A	
PAINT		<input checked="" type="checkbox"/>			Various scratches and worn / Rusted / Dents	
TIRES: R FRONT				<input checked="" type="checkbox"/>		
TIRES: L FRONT				<input checked="" type="checkbox"/>		
TIRES: R REAR				<input checked="" type="checkbox"/>		
TIRES: L REAR				<input checked="" type="checkbox"/>		
TIRES: SPARE						


REASON FOR SURPLUS: Wrecked / Replaced with newer model

LOCATION OF VEHICLE: 301 Plant Rd, Houma, LA 70363

DATE REMOVED FROM SERVICE: 7/15/1905 CONTACT PERSON: Carl Ledet Fleet Superintendent

TELEPHONE NUMBER: 985-873-6745

FLEET MAINTENANCE SUPERVISOR:

  
 Carl Ledet / Fleet Maintenance Superintendent

DATE: 3/19/2024  
 #NAME?



APPROVED

FEB 22 2024

BY Information Technology Division

# REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Public Works Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	1	0	Junk/ No HD <i>CH</i>

## DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Optiplex 9020 Service Tag 6Y8MY12

Parish Asset Tag 14911

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
2	1		Good <i>CH</i>

## DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell P2217Hc Flat Panel Monitor Service Tag 94YB9J2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION

## DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

## DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Laura Benoit

Contact Person

Authorized by Dept. Head:

Signature

873-6735

Phone

2/21/24

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Finance/Purchasing Division Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1.	10		Good

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Avaya Phone Handsets - main system went out for storm

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
2.	9		Good

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Cisco Phone Headsets - purchased after storm - then upgraded to Zoom

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
3.	1		Fair

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

wooden printer stand

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Gina Bergeron

Contact Person

985-580-7272

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the  
Terrebonne Parish Sales & Use Tax Department.

Note: For condition of items use one of the following:  
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
Scanner	3		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Fujitsu FI-6130 Scanner

ITEM IS LOCATED AT: Suite 601, Government Tower

ITEM	QUANTITY	VALUE	CONDITION
Scanner	1		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Fujitsu FI-6670 Flatbed Scanner

ITEM IS LOCATED AT: Suite 601, Government Tower

ITEM	QUANTITY	VALUE	CONDITION
Computer	5		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Desktop Optiplex 7050

ITEM IS LOCATED AT: Suite 601, Government Tower

ITEM	QUANTITY	VALUE	CONDITION
Computer	1		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Desktop Optiplex Mini Tower

ITEM IS LOCATED AT: Suite 601, Governemnt Tower

Brandi Fontenot

Contact Person

Authorized by Dept. Head:

*Brandi Fontenot*  
Signature

985.876-3734

Phone

10/26/23

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date



**REQUEST TO SURPLUS THE FOLLOWING ITEMS:**

<b><u>Asset #</u></b>	<b><u>Date Purchased</u></b>	<b><u>Item</u></b>
319	10/29/2008	Fujitsu FI-6130 Scanner
323	9/16/2010	Fujitsu FI-6130 Scanner
324	9/16/2010	Fujitsu FI-6670 Flatbed Scanner
327	9/12/2011	Fujitsu 6130 Scanner
337	5/1/2015	Dell OptiPlex 9020 Mini Tower
341	4/26/2018	Dell Desktop Optiplex 7050
342	4/26/2018	Dell Desktop Optiplex 7050
343	4/26/2018	Dell Desktop Optiplex 7050
344	4/26/2018	Dell Desktop Optiplex 7050
345	4/26/2018	Dell Desktop Optiplex 7050

Items were approved for surplus  
in Dec. 2022



APPROVED

MAR 20 2024

BY  Information Technology Division

## REPORT OF SURPLUS/OBSELETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:  
New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>Dell Monitor</u>	<u>3</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Black computer monitor SN CN-OF-J44J-7445-4CB B28M, CN-OYVG53-72872-OAL C8KU, CN-OF44J-74445-4CG194M

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u>Dell Optiplex 7020 Tower</u>	<u>1</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Black, SN-15082

Item is located at: Transit Department

ITEM 3	Quantity	Value	Condition
<u>PC</u>	<u>1</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Black, D13028-001, B0140602029853

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
<u>Speakers</u>	<u>1</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Dell Black Speakers, SN-CN-042DJY-77801

Item is located at: Transit Department

Contact Person: Gayle Vaughn

Telephone: 985-850-4616

Authorized by Dept. Head:

  
Signature

2/16/2023

Date

9:30 Monday  
Deliver to  
Purchasing

APPROVED

MAR 20 2024

BY [Signature]  
Information Technology Division

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:  
New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>Dell Keyboard and mouse</u>	<u>2</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
Wireless black Keyboard SN-CN-OX3KRC-56732-51L-1FQK-A02

S/N CCA1171 PA1ETO

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u>Logitech Keyboard and mouse</u>	<u>1</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
Black, SN-KCC-CRM-DZL-Y-R0042

Item is located at: Transit Department

ITEM 3	Quantity	Value	Condition
<u>Radio Cases and mics</u>	<u>17</u>	<u>Unknow</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Motorola portable radio cases and extended mics

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
<u>EF Johnson</u>	<u>1</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
EF Johnson handheld radio

Item is located at: Transit Department

Contact Person: Gayle Vaughn

Telephone: 985-850-4616

Authorized by Dept. Head: [Signature]

Signature

2/16/2023

Date

APPROVED

MAR 20 2024

BY

Information Technology Division

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:

New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>DVR</u>	<u>2</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

S28-3 Black

Silver - 508HD4022242

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u>Gateway</u>	<u>6</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Gateway boxes for surveillance system

Item is located at: Transit Department

ITEM 3	Quantity	Value	Condition
<u>Monitor</u>	<u>1</u>	<u>Unknow</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Monitor for surveillance system

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
<u>Cameras</u>	<u>7</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Item is located at: Transit Department

Contact Person: Gayle Vaughn

Telephone: 985-850-4616

Authorized by Dept. Head:

[Signature]  
Signature

2/18/2023

Date



APPROVED

FEB 20 2024

BY  Information Technology Division

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:

New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>Lexmark 650N</u>	<u>1</u>	<u>0</u>	<u>Junk</u>
DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)			
<u>Serial# 794FCXL</u>			

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u></u>	<u></u>	<u></u>	<u></u>
DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)			
<u></u>			

Item is located at: Transit Department

ITEM 3	Quantity	Value	Condition
<u></u>	<u></u>	<u></u>	<u></u>
DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)			
<u></u>			

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
<u></u>	<u></u>	<u></u>	<u></u>
DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)			
<u></u>			

Item is located at: Transit Department

Contact Person:  Telephone: 985-850-4616

Authorized by Dept. Head:  Signature

2/20/24  
Date



## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:

New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>Vending Machine</u>	<u>1</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
TPCG Tag 13487

Neither works

disposed of.

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u>Miscellaneous Bus Parts</u>	<u></u>	<u>unknown</u>	<u>Good</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
Brake drums, belts, filters, lights, G3 Dinex tool kit

Item is located at: Transit Department

ITEM 3	Quantity	Value	Condition
<u></u>	<u></u>	<u></u>	<u></u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
<u></u>	<u></u>	<u></u>	<u></u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Item is located at: Transit Department

Contact Person: Gayle Vaughn

Telephone: 985-850-4616

Authorized by Dept. Head:

Signature

3/15/24  
Date

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:

New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>Condensor Motor</u>	<u>2</u>	<u>Unknown</u>	<u>New</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
Carrier - SN-5BC58JBS6287

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u>Hydraulic Pump</u>	<u>2</u>	<u>Unknown</u>	<u>New</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
A191717195

Item is located at: Transit Department

✓ ITEM 3	Quantity	Value	Condition
<u>Delco Remy Alternators</u>	<u>2</u>	<u>Unknow</u>	<u>New</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Oil cooled alternator

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
_____	_____	_____	_____

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Item is located at: Transit Department

Contact Person: Gayle Vaughn

Telephone: 985-850-4616

Authorized by Dept. Head:

  
Signature

2/16/2023

Date

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:

New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>Radio's</u>	<u>10</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Black, handheld two-way radios

205CPF0656, 205CPF0673, 205CPF0669, 205CPF0670, 205CPF0658, 205CPF0668, 205CPF0664, 205CPF0655,

205CPF0654, 205CPF0659

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u>Batteries</u>	<u>10</u>	<u>unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Batteries for the handheld two-way radios

500000D1623C, 500000D17C26, 500000D16170, 500000D11811, 50000012954, 50000014DFF, 500000D12B5C

500000D15755, 500000D14012, 500000D129A9

Item is located at: Transit Department

ITEM 3	Quantity	Value	Condition
<u>Chargers/power cords</u>	<u>3/4</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

Chargers for the two-way radio's

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
<u>8port switch</u>	<u>1</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)

REG20G904766 GEB1056PP

Item is located at: Transit Department

Contact Person: Gayle Vaughn

Telephone: 985-850-4616

Authorized by Dept. Head: [Signature]

Signature

3/15/24  
Date

## REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the

Transit Division

Public Works Department

NOTE: For condition of items, use one of the following:  
New - Good - Fair - Poor - Junk

ITEM 1	Quantity	Value	Condition
<u>Radio Shack Power Supply</u>	<u>1</u>	<u>\$0</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
19 amp power supply

Item is located at: Transit Department

ITEM 2	Quantity	Value	Condition
<u>Fareboxes</u>	<u>12</u>	<u>unknown</u>	<u>poor</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
Serial# 7655,7664,7665,7667,7663,7661,7656,7657,7673,7676,7660,7654

Item is located at: Transit Department

ITEM 3	Quantity	Value	Condition
<u>Brackets</u>	<u>4</u>	<u>Unknown</u>	<u>Junk</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
Brackets used to mount the transpeds to the dash.

Item is located at: Transit Department

ITEM 4	Quantity	Value	Condition
<u>2-way Radio's</u>	<u>21</u>	<u>Unknown</u>	<u>poor</u>

DESCRIPTION (Model, Features, I.D.#, Color, Mileage, etc.)  
TM9100 2 way radio's

Item is located at: Transit Department

Contact Person: Gaule Vaughn Telephone: 985-850-4616

Authorized by Dept. Head: [Signature]  
Signature

3/15/24  
Date





Monday, April 8, 2024

---

**Item Title:**

Renew and Execute a Contractual Agreement between TPCG and William K. Lo, M.D.

**Item Summary:**

**RESOLUTION:** Authorizing the Parish President to Re-New and Execute a Contractual Agreement for Professional Medical Services between the Terrebonne Parish Consolidated Government and William K. Lo, M.D., for Psychiatric Services to be Rendered to the Terrebonne Parish Criminal Justice Complex as the Facilities Psychiatrist.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	3/28/2024	Executive Summary
Resolution	3/28/2024	Resolution
Agreement	3/28/2024	Backup Material



EXECUTIVE SUMMARY

PROJECT TITLE
<b>RESOLUTION:</b> Authorizing the Parish President to Re-New and Execute a Contractual Agreement for Professional Medical Services between the Terrebonne Parish Consolidated Government and William K. Lo, M.D., for Psychiatric Services to be Rendered to the Terrebonne Parish Criminal Justice Complex as the Facilities Psychiatrist.

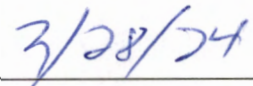
PROJECT SUMMARY (200 WORDS OR LESS)
TPCG desires to renew and enter into the said agreement for professional medical services.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
TPCG and William K. Lo, M.D. desire to continue their contractual agreement and execute an agreement for the period beginning on March 1, 2024 and ending February 28, 2027 for professional medical services to be rendered to the Terrebonne Criminal Justice Complex as the facilities' psychiatrist.

TOTAL EXPENDITURE				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL		ESTIMATED		
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

  
\_\_\_\_\_  
Noah J. Lirette, Chief Administrative Officer

  
\_\_\_\_\_  
Date

OFFERED BY:  
SECONDED BY:

RESOLUTION - NO. 24-

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO RE-NEW AND EXECUTE A CONTRACTUAL AGREEMENT FOR PROFESSIONAL MEDICAL SERVICES BETWEEN THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT ("TPCG") AND WILLIAM K. LO, M.D., FOR PSYCHIATRIC SERVICES TO BE RENDERED TO THE TERREBONNE PARISH CRIMINAL JUSTICE COMPLEX AS THE FACILITIES PSYCHIATRIST.

WHEREAS, the Terrebonne Parish Consolidated Government and William K. Lo, M.D. desire to continue their contractual agreement and execute an agreement for the period beginning on March 1, 2024 and ending February 28, 2027, for professional medical services to be rendered to the Terrebonne Criminal Justice Complex as the facilities' psychiatrist; and

WHEREAS, the Terrebonne Parish Consolidated Government desires to renew and enter into the said agreement for professional medical services; and

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the Parish President, Jason W. Bergeron, is hereby authorized to sign and to execute all documents necessary to renew and execute an agreement for professional services between Terrebonne Parish Consolidated Government and William K. Lo, M.D.

THERE WAS RECORDED:  
YEAS:

NAYS:  
NOT VOTING:  
ABSTAINING:  
ABSENT:

The Chairman declared the resolution adopted on this the \_\_\_\_ day of March 2024.

\*\*\*\*\*

I, TAMMY E. TRIGGS, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget and Finance Committee on March \_\_\_\_, 2024 and subsequently ratified by the Assembled Council in Regular Session on March \_\_\_\_, 2024, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF MARCH 2024.

---

TAMMY E. TRIGGS  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

AGREEMENT FOR PROFESSIONAL MEDICAL SERVICES  
BETWEEN  
TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
AND  
WILLIAM K. LO, M.D.

---

**STATE OF LOUISIANA**

**PARISH OF TERREBONNE**

**BE IT KNOWN**, that on the dates referenced hereinbelow, before the undersigned Notary Publics, duly authorized and commissioned in and for the aforesaid parishes, and in the presence of the undersigned competent witnesses, personally came and appeared:

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**, a political subdivision of the State of Louisiana, and the governing body of Terrebonne Parish, domiciled in Terrebonne Parish Louisiana, whose current address is P. O. Box 2768, Houma, Louisiana 70361, represented herein by Jason W. Bergeron, Parish President, duly authorized by virtue of the Council Resolution No. 24-\_\_\_\_ attached hereto, or his duly authorized designee, Noah J. Lirette, Chief Administrative Officer, by virtue of that certain Act of Designation filed for record in Terrebonne Parish Conveyance Entry No. 1684823 (hereinafter referred to as "TPCG" or "Owner"); and

**WILLIAM K. LO M.D.**, a person of the full age of majority, domiciled in Jefferson Parish, Louisiana, whose present mailing address is 8013 Ferrara Drive, Harahan, Louisiana 70123, (hereinafter referred to as "Jail Psychiatrist");

**I. SCOPE OF AGREEMENT**

1.1 TPCG requires Jail Psychiatrist to provide, and Jail Psychiatrist agrees to provide, professional consultations, advice, and services to TPCG, and to serve as TPCG's Professional representative for a specific fee, all as more fully set forth hereinbelow.

**II. BASIC SERVICES OF JAIL PSYCHIATRIST**

2.1 Jail Psychiatrist shall perform the following professional services:

2.1.1 Jail Psychiatrist shall provide a hybrid of telemedicine and in-person psychiatric evaluations, diagnosis, and treatment services to inmates incarcerated at the Terrebonne Parish Criminal Justice Complex (TPCJC).

2.1.2 Services will include the development of individualized treatment plans adjunctively with the interdisciplinary treatment team in a cost effective yet comprehensive approach.

2.1.3 Jail Psychiatrist will provide four (4) hour weekly telemedicine and in-person visits for direct patient care services (Wednesday mornings from 8 a.m. to 12 noon) and treatment team consultation with nursing, social services staff, etc.

2.1.4 Jail Psychiatrist will also be available for emergencies via cell phone.

2.2 Additional professional services related to this Agreement will be performed by Jail Psychiatrist on request of TPCG for an additional professional fee as the parties may subsequently agree in writing.

**III. TERM**

3.1 Jail Psychiatrist shall begin performance of service hereunder on March 1, 2024, and shall continue such service for thirty-six (36) months thereafter and ending on February 28, 2027.



3.2 TPCG shall have an option to renew this Agreement subject to the terms contained herein in two separate one-year increments.

#### **IV. PAYMENT**

4.1 TPCG shall pay Jail Psychiatrist or physician-designee for services rendered hereunder at the rate of ONE THOUSAND AND NO/100 (\$1,000.00) DOLLARS per clinical visit.

4.2 Jail Psychiatrist shall submit monthly itemized statements of services rendered.

4.3 Payment is due thirty (30) days from invoice.

#### **V. INDEMNIFICATION**

5.1 TPCG shall defend, indemnify, and hold harmless Jail Psychiatrist should he be named as a defendant in a civil lawsuit or other civil legal proceeding seeking damages due to injuries or death and/or any other type of relief if the lawsuit or other legal proceeding arises out of or in connection with Jail Psychiatrist's official functions and activities on behalf of the TPCG as Jail Psychiatrist.

5.2 Except as otherwise indicated herein, this Agreement shall be governed in accordance with Title 15 Section 703 of the Louisiana Revised Statutes.

#### **VI. TERMINATION**

##### **6.1. TERMINATION OF THE AGREEMENT**

6.1.1. Either party may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the other to comply with the terms and conditions of the Agreement, provided that the terminating party shall give the breaching party provide the other written notice specifying its failure and a reasonable opportunity to cure the defect.

6.1.2. The obligation to provide further services under this Agreement may be terminated without cause in full or in part by TPCG within thirty (30) days written notice to Jail Psychiatrist. In the event of any termination or partial termination, Jail Psychiatrist will be paid for all services rendered and reimbursable expenses to the date of termination or partial termination.

##### **6.2 TERMINATION FOR NON-APPROPRIATION OF FUNDS**

Notwithstanding any provisions herein, in the event sufficient funds for the performance of this Agreement are not appropriated by TPCG in any fiscal year covered by this contract, this agreement may be terminated by the TPCG giving notice to Jail Psychiatrist of such facts and TPCG's intention to terminate its financial obligation.

##### **6.3 SURVIVING TERMS**

In the event this Agreement is terminated for any reason, whatsoever, Articles IV, V, VIII, IX, XI, XII, XIII, and XV, and Sections 17.3, 17.8, and 17.9 of Article XVII of this Agreement shall survive termination.

#### **VII. PHYSICIAN'S LOG**

7.1 Jail Psychiatrist shall maintain a daily written log detailing his time spent performing his services hereunder, including visits to the Jail, examination and treatment of prisoners, and other services. This log is to be turned in by Jail Psychiatrist to the appropriate official of the TPCG each month, along with monthly statements for services rendered.

## **VIII. LITIGATION**

8.1 The Jail Psychiatrist acknowledges and has been informed by TPCG that individuals, including inmates, prior inmates, and those who are temporarily placed in the custody of the Terrebonne Parish Criminal Justice Complex, have in the past filed and may in the future file lawsuits in state or federal court against the Jail Psychiatrist, medical staff, the warden, correctional officers, and anyone associated with the Terrebonne Parish Criminal Justice Complex.

8.2 The Jail Psychiatrist acknowledges that these lawsuits may be served on the Jail Psychiatrist or the medical staff by various means including service by a U.S. Marshall, Sheriff, or Deputy, private process service, or through the United States Mail. Upon receipt of any lawsuit or document that appears to be a lawsuit or written complaint, the Jail Psychiatrist and the medical staff agree to immediately contact and forward any documents received to TPCG and its Parish Attorney.

8.3 Jail Psychiatrist acknowledges that claims and lawsuits are time sensitive, and liability may be cast against parties in the absence of timely responses. Notwithstanding any indemnity obligations owed by TPCG hereunder, TPCG's indemnification and defense obligations shall not extend to the actions or omissions of the Jail Psychiatrist hereunder if Jail Psychiatrist fails to provide TPCG with timely notice of lawsuits and/or claims, and same results in default judgments or other final judgments against TPCG or Jail Psychiatrist.

## **IX. ENTIRE AGREEMENT/AMENDMENT**

9.1 The recitation and preambles of this agreement are hereby made a part of the terms and conditions of this Agreement.

9.2 This Agreement, including any attachments that are expressly referred to in this Agreement, contains the entire agreement between the parties and supersedes any and all agreements or contracts previously entered into between the parties. No representations were made or relied upon by either party, other than those that are expressly set forth.

9.3 This Agreement may be modified or amended at any time by mutual consent of the parties, provided that, before any modification or amendment shall be operative and valid, it shall be reduced to writing and signed by both parties.

## **X. COMPLIANCE WITH LAWS**

10.1 The parties hereto and their employees, contractors, and agents shall comply with all applicable federal, state, and local laws, ordinances, and permitting requirements in carrying out the provisions of this Agreement.

## **XI. SEVERABILITY**

11.1 If any term, covenant, condition, or provision of this Agreement or the application thereof to any person or circumstances shall, at any time or to any extent, be invalid, or unenforceable, the remainder of this Agreement, or the application of such term, covenant, condition, or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant, condition, and provisions of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

## **XII. FINANCIAL DISCLOSURE**

12.1 TPCG may be audited in accordance with La. R.S. 24:513. If the amount of public funds received by the Jail Psychiatrist is below the amount for which an audit is required under La. R.S. 24:513, the TPCG shall monitor and evaluate the use of the funds to ensure effective achievement of the project goals and objectives.

### **XIII. AUDIT CLAUSE**

13.1 It is hereby agreed that the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration auditors shall have the option of inspecting and auditing all data, records and accounts of the Jail Psychiatrist which relate to this Agreement, upon request.

### **XIV. NON-COLLUSION AFFIDAVIT**

14.1 In accordance with La. R.S. 38:2224, Jail Psychiatrist declares that he has provided TPCG with a fully executed Non-Collusion Affidavit, and same is attached hereto as Exhibit A, and incorporated and made a part of this Agreement.

### **XV. DEFAULT**

15.1 In the event of default by either party, the aggrieved party shall have, in addition' to any remedies specifically provided for this Agreement, all rights granted by the general laws of the State of Louisiana.

15.2 If either party defaults on this Agreement, breaches the terms of the Agreement, ceases to do business, or ceases to do business in Louisiana, it shall be required to repay the aggrieved party.

### **XVI. NOTICES**

16.1 All notices and other communications pertaining to this Agreement shall be in writing and shall be transmitted either by personal hand-delivery (and receipted for) or deposited in the United States mail, as certified mail, return receipt requested and postage prepaid, the other party addressed as follows:

16.1.1 Terrebonne Parish Consolidated Government  
Attn: Parish President  
P. O. Box 2768  
Houma, LA 70361

16.1.2 William K. Lo, M.D.  
8013 Ferrara Drive  
Harahan, LA 70123

### **XVII. OTHER TERMS AND CONDITIONS**

#### **17.1 FORCE MAJEURE**

The performance of this Agreement may be suspended and the obligations hereunder excused in the event and during the period that such performance is prevented by a cause or causes beyond the reasonable control of such party. The performance of this Agreement shall be suspended, and the obligations hereunder excused only until the condition preventing performance is remedied. Such conditions shall include, but not be limited to, acts of God, acts of war, accident, explosion, fire, flood, riot, sabotage, acts of terrorists, unusually severe weather, lack of adequate fuel, or judicial or governmental laws or regulations.

#### **17.2 NO WAIVER**

The failure of the either party to enforce any of the terms of this Agreement or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this Agreement.

### 17.3 NON-ASSIGNMENT

Jail Psychiatrist shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of the TPCG. Notice of any such assignment or transfer shall be furnished within thirty (30) days to the TPCG.

### 17.4 RELATIONSHIP BETWEEN THE PARTIES

Jail Psychiatrist is engaged by TPCG for the purposes set forth in this contract. The relationship between the Jail Psychiatrist and the TPCG shall be, and only be, that of an independent contractor and the Jail Psychiatrist shall not be construed to be an employee, agent, partner of, or in joint venture with TPCG. TPCG and Jail Psychiatrist, and their respective partners, successors, executors, administrators, agents, assigns and legal representatives of each are bound by the agreement to the other party in respect of all covenants, agreements, and obligations of this agreement. Nothing herein shall be construed to give any right or benefit hereunder to anyone other than TPCG and Jail Psychiatrist.

### 17.5 ACKNOWLEDGMENT OF EXCLUSION OF WORKERS' COMPENSATION COVERAGE

TPCG and Jail Psychiatrist expressly agree that Jail Psychiatrist is an independent contractor as defined in R.S. 23:1021.7 and, as such, expressly agree that TPCG shall not be liable to Jail Psychiatrist or to anyone employed by Jail Psychiatrist for any benefits or coverage as provided by the Workers' Compensation Law of the State of Louisiana.

### 17.6 ACKNOWLEDGMENT OF EXCLUSION OF UNEMPLOYMENT COMPENSATION COVERAGE

TPCG and Jail Psychiatrist expressly declare and acknowledge that Jail Psychiatrist is an independent contractor and, as such, is being engaged by TPCG under this Agreement as noted and defined in La. R.S. 23:1472(12)(E) and, therefore, it is expressly declared and understood between the parties hereto, that for the purposes of unemployment compensation only:

17.6.1 Jail Psychiatrist has been and will be free from any control or direction by the TPCG over the performance of the services covered by this Agreement;

17.6.2 The services to be rendered by Jail Psychiatrist are outside the normal course and scope of TPCG's usual business; and

17.6.3 Jail Psychiatrist is customarily engaged in an independently established trade, occupation, profession, or business.

Consequently, neither Jail Psychiatrist nor anyone employed or contracted by Jail Psychiatrist shall be considered an employee of TPCG for the purpose of unemployment compensation coverage.

### 17.7 EMPLOYMENT OF TPCG PERSONNEL

Jail Psychiatrist certifies that it has not employed and will not employ any person to engage in the performance of this Agreement who is, presently, or at the time of such employment, an employee of TPCG.

### 17.8 GOVERNING LAW

The validity, interpretation, and performance of this Agreement, including all documents related thereto, shall be controlled by, and construed in accordance with, the laws of the State of Louisiana.

### 17.9 CLAIMS OR CONTROVERSIES

The venue of any suit filed in connection with any claim or controversy shall be the Thirty-Second Judicial District Court, Parish of Terrebonne, State of Louisiana.



#### 17.10 CODE OF ETHICS

Jail Psychiatrist acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (La. R.S. 42:1101 et. seq., Code of Governmental Ethics) applies to Jail Psychiatrist in the performance of services called for in the Agreement. Jail Psychiatrist agrees to immediately notify the TPCG if potential violations of the Code of Governmental Ethics arise at any time during the term of the Agreement.

#### 17.11 COVENANT AGAINST CONTINGENT FEES

Jail Psychiatrist warrants that it has not employed or retained any entity or person, other than a bona fide employee working solely for Jail Psychiatrist, to solicit or secure this Agreement, and that it has not paid or agreed to pay any entity or person, other than a bona fide employee working solely for Jail Psychiatrist any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, TPCG shall have the right to annul this Agreement without liability or, in TPCG's discretion, to deduct from the contract price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

#### 17.12 CONFIDENTIALITY

The above referenced work product shall be held confidential by the Jail Psychiatrist and shall not be shared with any other entity without the express consent of the TPCG.

#### 17.13 AUTHORITY OF SIGNORS

Both parties represent and warrant that the signors hereto are fully authorized to execute and sign this Agreement on its behalf and a copy evidencing such authority is attached hereto at execution.

### **XVIII. SIGNATURES OF THE PARTIES**

*[Signatures on Following Page]*

*[The remainder of this page is intentionally left blank.]*

18.1 THUS DONE AND SIGNED on this \_\_\_\_\_ day of \_\_\_\_\_ 2024, before me, Notary Public, and in the presence of the undersigned competent witnesses, in the City of Houma, Parish of Terrebonne, State of Louisiana, after due reading of the whole.

WITNESSES:

OWNER: TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

\_\_\_\_\_  
  
\_\_\_\_\_

BY: JASON W. BERGERON, Parish President  
OR: NOAH J. LIRETTE, CAO

\_\_\_\_\_  
NOTARY PUBLIC

18.1 THUS DONE AND SIGNED on this 22<sup>nd</sup> day of March 2024, before me, Notary Public, and in the presence of the undersigned competent witnesses, in the City of Houma, Parish of Terrebonne, State of Louisiana, after due reading of the whole.

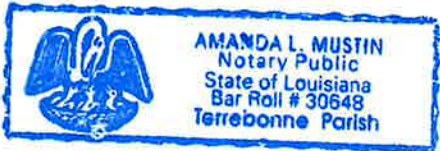
WITNESSES:

JAIL PSYCHIATRIST:

Elizabeth Jordan  
Elizabeth Jordan  
  
Sheila Taylor  
Sheila Taylor

William K. Lo, M.D.  
BY: WILLIAM K. LO, M.D.

Amanda L. Mustin  
NOTARY PUBLIC



STATE OF LOUISIANA

PARISH OF TERREBONNE

PROJECT: TPCJC Psych. Services  
LOCATION: Terrebonne Parish

**AFFIDAVIT**

Before me, the undersigned authority, duly commissioned and qualified within and for the State and Parish/County aforesaid, personally came and appeared Dr. William K. Lo (contractor) who, being by me first duly sworn deposed and said that he has read this affidavit and does hereby agree under oath to comply with all provisions herein as follows:

**PART I.**

Section 2224 of Part II of Chapter 10 of Title 38 of the Louisiana Revised Statutes, as amended.

(1) That affiant employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for affiant; and

(2) That no part of the Contract price received by affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the Contract, other than the payment of their normal compensation to persons regularly employed by the affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for affiant.

**PART II.**

Section 2190 of Part I of Chapter 10 of Title 38 of the Louisiana Revised Statutes, as amended.

(3) That affiant, if an architect or engineer, or representative thereof, does not own a substantial financial interest, either directly or indirectly, in any corporation, firm, partnership, or other organization which supplies materials for the construction of a public work when the architect or engineer has performed architectural or engineering services, either directly or indirectly, in connection with the public work for which materials are being supplied.

(4) For the purposes of this Section a "substantial financial interest" shall exclude any interest in stock being traded on the American Stock Exchange or the New York Stock Exchange.

The affiant, if subject to the provisions of this section, does hereby agree to be subject to the penalties involved for the violation of this section.

  
AFFIANT

SWORN TO AND SUBSCRIBED BEFORE ME THIS 22nd DAY OF MARCH, 2024



  
NOTARY PUBLIC



Monday, April 8, 2024

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**Item Title:**

Resolution awarding the Request for Proposals received for the Transportation of Solid Waste Garbage to Landfill to Pelican Waste & Debris, LLC .

**Item Summary:**

**RESOLUTION:** Awarding the Request for Proposals received for the Transportation of Solid Waste Garbage to Landfill to Pelican Waste & Debris, LLC and authorizing the Parish President and/or his designee to execute all contract documents associated herewith.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Exec Summary	4/3/2024	Executive Summary
Resolution	4/3/2024	Resolution
Proposal backup	4/3/2024	Backup Material





## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: awarding the Request for Proposals received for the Transportation of Solid Waste Garbage to Landfill to Pelican Waste & Debris, LLC and authorizing the Parish President and/or his designee to execute all contract documents associated herewith.

### PROJECT SUMMARY (200 WORDS OR LESS)

Award quotes received to Pelican Waste & Debris, LLC.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide Transportation of Solid Waste Garbage to Landfill.

### TOTAL EXPENDITURE

See attached documents.

### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

☒ YES

IF YES AMOUNT  
BUDGETED:

\$

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

1

2

3

4

5

6

7

8

9

*Sharon Ellis*

Sharon Ellis, Purchasing/Warehouse Manager

4/3/2024

Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION** awarding the Request for Proposals received for the Transportation of Solid Waste Garbage to Landfill to Pelican Waste & Debris, LLC and authorizing the Parish President and/or his designee to execute all contract documents associated herewith.

**WHEREAS**, on March 27, 2024, Request for Proposals were received by the Terrebonne Parish Consolidated Government for the Request for Proposals #24-TRANS-07 Transportation of Solid Waste Garbage to Landfill, and

**WHEREAS**, after careful review by the Solid Waste Director and the Purchasing-Warehouse Manager it has been determined the proposal received from Pelican Waste & Debris, LLC should be accepted as per the attached documents, and

**WHEREAS**, the quantities referenced in the RFP are estimated to be the amount needed; however, in the event a greater or lesser quantity is needed, the right is reserved by Terrebonne Parish Consolidated Government to increase or decrease the amount, at the unit price stated in the proposal (proposal attached).

**WHEREAS**, the initial term of the Contract shall be three (3) years commencing on August 1, 2024, or after execution of the contract and ending July 31, 2027. The contract may be renewed for two additional three (3) year periods by mutual agreement of Owner and Contractor reflected in an amendment to the Agreement, and

**WHEREAS**, Parish Administration has concurred with the recommendation of the Request for Proposal received from Pelican Waste & Debris, LLC for the Transportation of Solid Waste Garbage to Landfill as per attached documents.

**NOW, THEREFORE BE IT RESOLVED** by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration be accepted for the above mentioned as per attached documents.

**THERE WAS RECORDED:**

**YEAS:**

**NAYS:**

**ABSTAINING:**

**ABSENT:**

The Chairman declared the resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

## Sharon Ellis

---

**From:** Clay Naquin  
**Sent:** Tuesday, April 2, 2024 2:38 PM  
**To:** Noah Lirette  
**Cc:** Jason Bergeron; Sharon Ellis  
**Subject:** FW: Score Sheet: #24-TRANS-07 Solid Waste Transportation  
**Attachments:** score sheet (RFP 24TRANS07)Solid Waste Transportation (2).docx

Noah,

On Tuesday morning April 8, 2024, I meet with Sharon Ellis at the Purchasing office to review and score the Solid Waste Transportation RFP. Attached is the score sheet with Pelican Waste scoring the highest score of 86.67.

Review notes:

Technical Approach:

Both Pelican and WB described their ability in their RFP response that they were capable to perform the scope of work/services. Both received maximum score of 25.

Noris & Boudreaux did not describe their ability in their RFP response. Received score of 0.

Relevant Experience:

Both Pelican and WB described their ability in their RFP response by listing resumes of key personnel and solid waste transportation experience. Both received maximum score of 25.

Noris & Boudreaux did not describe their ability in their RFP response. Received score of 0.

Cost:

At the non-mandatory pre-bid meeting held March 13, 2024, WB Grant Bonvillian asked if we would consider combining the contract labor with the price per ton. He was told no, and that the RFP was written this way because we needed a cost of contract labor. On WB RFP cost response for contract labor, they wrote in W.B. Company Inc. will provide contract labor through revenue generated from transportation hauling services.

To fairly score the cost section of the responding companies we broke the 50 points into the three A.

Transportation Services, B. Contactor Labor, and C. Federal Cy Yd with the highest possible score in each section 16.67. The scores are shown on the attached score sheet.

It is my recommendation that based on the score sheet and notes listed above that the contract be awarded to Pelican Waste. Due to the lead time needed for the large purchase of equipment needed for this contract that it is put on the next council agenda.

Thanks,

*Clay J. Naquin, Director  
Terrebonne Parish  
Solid Waste/Vegetation*





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**From:** Sharon Ellis <sellis@tpcg.org>  
**Sent:** Tuesday, April 2, 2024 11:35 AM  
**To:** Clay Naquin <cnaquin@tpcg.org>  
**Subject:** Score Sheet: #24-TRANS-07 Solid Waste Transportation

*Sharon Ellis*  
Purchasing/Warehouse Manager  
Terrebonne Parish Consolidated Government  
301 Plant Road, Houma LA 70363  
985 873 6821

# Request for Proposals (Score Sheet)

RFP: 24-TRANS-07 Transportation of Solid Waste Garbage to Landfill

Proposal Due Date: March 27, 2024, 10:00 am

Firms		Pelican Waste & Debris, LLC	W.B. Company Inc.	Norris & Boudreaux Contractors, LLC
Evaluation Criteria	Points	Score	Score	Score
Technical approach to the project and adequacy to achieve requirements of Scope of Work/Services	0-25	25	25	0
Relevant experience and capabilities of Respondent and key personnel assigned to project	0-25	25	25	0
Cost: A, B, C	0-50	36.67	26.00	41.33
Total Possible Points	100	86.67	76.00	41.33

Evaluation Committee:

A. 10.00 13.00 16.67

B. 16.67 0 8.00

C. 10.00 13.00 16.66

*Sharon Ellis* 4-2-2024

**PRICE PROPOSAL  
ATTACHMENT "A"**

**FIRM NAME:** Pelican Waste & Debris, LLC

**FIRM ADDRESS:** 172 N. LaCarpe Circle  
Houma, La 70360

**PHONE:** (985) 232-4132

**E-MAIL:** rmatherne@pelicanwaste.net

**FEDERAL I.D. #:** 46-3722840

**TO: Terrebonne Parish Consolidated Government**

The undersigned hereby declares and stipulates that this Proposal is made in good faith without collusion or connection with any person or persons Proposal for the same work and that it is made in pursuance of and subject to all terms and conditions of the Contract and Proposal documents.

The undersigned having carefully examined the Proposal and Contract Documents and related documents and having carefully examined the area in which work is to be done, and being fully acquainted with the conditions under which the work is to be done, hereby agrees to do the Work in accordance with the contract and Proposal documents at the stated unit prices listed below. It is further understood by the undersigned that the quantities given below are approximation of the amount of Work to be done, and that the sum of the product of the approximate quantities multiplied by the unit prices shall constitute the total of the proposal.

**PROPOSAL**

Utilizing equipment as described in **Part III**, Scope of Work / Services, providing transportation solid waste garbage services.

**A. Transportation Services**

1- ton @ \$16.19 X per 28 tons load = \$453.32

**B. Contractor Labor**

Per hour @ \$23.00 per hour X 56 hours = \$1,288.00

1.

**C. Federal, State and Local Declared Disaster Recovery**

1cy @ \$4.40 X per 125 cy load \$550.00

Proposal Total Dollars

§ 2,291.32

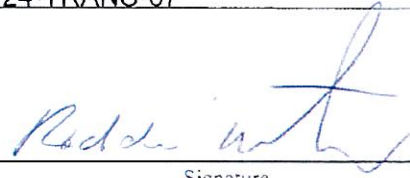
Two Thousand Two Hundred Ninety-One Dollars and Thirty-Two Cents  
(Words) (Words)

I HEREBY acknowledge receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Proposer is acknowledging): No. 1; 24-TRANS-07

Pelican Waste & Debris, LLC

Contractor

BY:



Signature

TITLE: CEO/Owner

**NOTE: Price quoted shall be considered firm for 45 days after Proposal date opening.**



**PRICE PROPOSAL  
ATTACHMENT "A"**

**FIRM NAME:** W.B. Company Inc.  
5955 Grand Caillou Rd.  
**FIRM ADDRESS:** Houma, LA 70363

**PHONE:** 985-563-4410  
**E-MAIL:** wbcompanyinc@yahoo.com  
**FEDERAL I.D. #:** 72-1233532

**TO: Terrebonne Parish Consolidated Government**

The undersigned hereby declares and stipulates that this Proposal is made in good faith without collusion or connection with any person or persons Proposal for the same work and that it is made in pursuance of and subject to all terms and conditions of the Contract and Proposal documents.

The undersigned having carefully examined the Proposal and Contract Documents and related documents and having carefully examined the area in which work is to be done, and being fully acquainted with the conditions under which the work is to be done, hereby agrees to do the Work in accordance with the contract and Proposal documents at the stated unit prices listed below. It is further understood by the undersigned that the quantities given below are approximation of the amount of Work to be done, and that the sum of the product of the approximate quantities multiplied by the unit prices shall constitute the total of the proposal.

**PROPOSAL**

Utilizing equipment as described in Part III, Scope of Work / Services. providing transportation solid waste garbage services.

- A. Transportation Services  
1- ton @ \$ 13.89 X per 28 tons load = \$ 444.92
- B. Contractor Labor  
Per hour @ \$ 0.00 per hour X 56 hours = \$ 0.00  
1. W.B. Company Inc. will provide contract labor through revenue generated from transportation hauling services.
- C. Federal, State and Local Declared Disaster Recovery  
1cy @ \$ 4.25 X per 125 cy load = \$ 531.25

Proposal Total Dollars

\$ 976.17

nine hundred seventy-six Dollars and seventeen Cents  
(Words) (Words)

I HEREBY acknowledge receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Proposer is acknowledging): No. 1: 24-TRANS-07 Transportation of Solid Waste Garbage to Landfill.

W.B. Company Inc.  
Contractor

BY: Josephine S. Sullivan  
Signature

TITLE: Chief Executive Officer

NOTE: Price quoted shall be considered firm for 45 days after Proposal date opening.

**PRICE PROPOSAL  
ATTACHMENT "A"**

**FIRM NAME:** Norris and Bandman Contractors LLC

**FIRM ADDRESS:** 1606 Bull Run Rd  
Schriever LA 70395

**PHONE:** 985-446-7308

**E-MAIL:** Tommy@norrisandbandman.com

**FEDERAL I.D. #:** 33-1167560

**TO: Terrebonne Parish Consolidated Government**

The undersigned hereby declares and stipulates that this Proposal is made in good faith without collusion or connection with any person or persons Proposal for the same work and that it is made in pursuance of and subject to all terms and conditions of the Contract and Proposal documents.

The undersigned having carefully examined the Proposal and Contract Documents and related documents and having carefully examined the area in which work is to be done, and being fully acquainted with the conditions under which the work is to be done, hereby agrees to do the Work in accordance with the contract and Proposal documents at the stated unit prices listed below. It is further understood by the undersigned that the quantities given below are approximation of the amount of Work to be done, and that the sum of the product of the approximate quantities multiplied by the unit prices shall constitute the total of the proposal.

**PROPOSAL**

Utilizing equipment as described in Part III, Scope of Work / Services. providing transportation solid waste garbage services.

**A. Transportation Services**

1- ton @ \$ 15.00 X per 28 tons load = \$ 420.00

**B. Contractor Labor**

Per hour @ \$ 65 per hour X 56 hours = \$ 3640.00

1.

**C. Federal, State and Local Declared Disaster Recovery**

1cy @ \$ 4.00 X per 125 cy load = \$ 500.00

Proposal Total Dollars

\$ 4,560.<sup>00</sup>

Four thousand five hundred sixty Dollars and zero Cents  
(Words) (Words)

I HEREBY acknowledge receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Proposer is acknowledging): Addenda No. 1

Norris and Bonderman Contractors LLC  
Contractor

BY:

[Signature]  
Signature

TITLE: manager/member

**NOTE: Price quoted shall be considered firm for 45 days after Proposal date opening.**



Monday, April 8, 2024

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**Item Title:**

Resolution awarding the Request for Proposals received for the Service Contract for Mowing and Maintenance of Boulevards and Other Locations to Green Scapes of LA Inc.

**Item Summary:**

**RESOLUTION:** Concurring with the Parish Administration to award the Request for Proposals received for the Service Contract for Mowing and Maintenance of Boulevards and Other Locations to Green Scapes of LA, Inc and authorizing the Parish President and/or his designee to execute all contract documents associated herewith.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Exec Summary	4/3/2024	Executive Summary
Resolution	4/3/2024	Resolution
back up	4/3/2024	Backup Material





## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: awarding the Request for Proposals received for the Service Contract for Mowing and Maintenance of Boulevards and Other Locations to Green Scapes of LA Inc and authorizing the Parish President and/or his designee to execute all contract documents associated herewith.

### PROJECT SUMMARY (200 WORDS OR LESS)

Award Request for Proposals received to Green Scapes of LA Inc.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide landscaping, grass cutting and maintenance service for Boulevards and Other Locations within Terrebonne Parish.

### TOTAL EXPENDITURE

\$192,780.00 annually

### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

### IS PROJECTALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

☒ YES

IF YES AMOUNT  
BUDGETED:

\$

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

1

2

3

4

5

6

7

8

9

*Sharon Ellis*

Sharon Ellis, Purchasing/Warehouse Manager

04-02-2024

Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION** awarding the Request for Proposals received for the Service Contract for Mowing and Maintenance of Boulevards and Other Locations to Green Scapes of LA Inc., and authorizing the Parish President and/or his designee to execute all contract documents associated herewith.

**WHEREAS**, on March 26, 2024, Request for Proposals were received by the Terrebonne Parish Consolidated Government for the RFP #24-BLVDS-06 Service Contract for Mowing and Maintenance of Boulevards and Other Locations, and

**WHEREAS**, after careful review by the Solid Waste Director and the Purchasing-Warehouse Manager it has been determined the proposal received from Green Scapes of LA, Inc., in the amount of One Hundred Ninety-Two Thousand, Seven Hundred Eighty Dollars and Zero Cents annually **(\$192,780.00)** should be accepted as per the attached documents, and

**WHEREAS**, the initial contract term shall be for a one (1) year period from the execution date of the contract. Subject to the availability of funds appropriated, the contract may be extended, at TPCG's option, for two (2) additional one (1) year periods provided there is no change in the terms, conditions, specifications, and pricing structure. Such an extension may be granted if the contractor has adequately performed in accordance with the requirements of the contract during the initial term, and

**WHEREAS**, Parish Administration has concurred with the recommendation of the Request for Proposal received from Green Scapes of LA, Inc., for the Service Contract for Mowing and Maintenance of Boulevards and Other Locations as per attached documents.

**NOW, THEREFORE BE IT RESOLVED** by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration be accepted for the above mentioned as per attached documents.

**THERE WAS RECORDED:**

**YEAS:**

**NAYS:**

**ABSTAINING:**

**ABSENT:**

The Chairman declared the resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Request for Proposals (Score Sheet)

RFP: 24-BLVDS-06 Service Contract Mowing and Maintenance for  
Boulevards and Other Locations

Due Date: March 26, 2024, 10:00 am

Firms		Green Scapes of LA	Tri-Parish Land Mgmt. LLC	Angelo's Landscaping, Plus	RCI Landscape- Maintenance Construction
Evaluation Criteria	Points	Score	Score	Score	Score
Technical approach to the project and adequacy to achieve requirements of Scope of Work/Services	0-25	25	25	25	25
Relevant experience and capabilities of Respondent and key personnel assigned to project	0-30	30	30	30	30
Cost	0-45	45	30	15	5
Total Possible Points	100	100	85	70	60

Evaluation Committee:

 4-2-24  
Sharon Ellis 4-2-2024

	LOCATION page 1	Green Scape x36	Angelo's x36	Tri-Parish	x36	RCI	x36
1	1127 Daspit St (Lot)	\$ 25.00 \$ 900.00	\$ 40.00 \$ 1,440.00	\$ 30.00 \$ 1,080.00	\$ 31.77 \$ 1,143.72		
2	1339 Wallis St	\$ 45.00 \$ 1,620.00	\$ 40.00 \$ 1,440.00	\$ 60.00 \$ 2,160.00	\$ 37.94 \$ 1,365.84		
3	204 Prince Collins St (Lot)	\$ 25.00 \$ 900.00	\$ 40.00 \$ 1,440.00	\$ 30.00 \$ 1,080.00	\$ 31.48 \$ 1,133.28		
4	Jean Charles Blvd	\$ 275.00 \$ 9,900.00	\$ 200.00 \$ 7,200.00	\$ 280.00 \$ 10,080.00	\$ 303.91 \$ 10,940.76		
5	500 & 521 Legion Ave	\$ 30.00 \$ 1,080.00	\$ 300.00 \$ 10,800.00	\$ 135.00 \$ 4,860.00	\$ 45.74 \$ 1,646.64		
6	Adoue St (turn around)	\$ 25.00 \$ 900.00	\$ 30.00 \$ 1,080.00	\$ 30.00 \$ 1,080.00	\$ 29.59 \$ 1,065.24		
7	American Blvd (Median)	\$ 45.00 \$ 1,620.00	\$ 100.00 \$ 3,600.00	\$ 50.00 \$ 1,800.00	\$ 89.84 \$ 3,234.24		
8	Bayou Gardens Blvd (Median)(Bridge)	\$ 165.00 \$ 5,940.00	\$ 150.00 \$ 5,400.00	\$ 170.00 \$ 6,120.00	\$ 162.67 \$ 5,856.12		
9	Bayouside Dr (Bridge Median)	\$ 55.00 \$ 1,980.00	\$ 50.00 \$ 1,800.00	\$ 60.00 \$ 2,160.00	\$ 45.77 \$ 1,647.72		
10	Birch St Blvd (Median)	\$ 55.00 \$ 1,980.00	\$ 80.00 \$ 2,880.00	\$ 60.00 \$ 2,160.00	\$ 74.67 \$ 2,688.12		
11	Canal St. (Median) (Honduras St between Canal and Barataria)	\$ 30.00 \$ 1,080.00	\$ 50.00 \$ 1,800.00	\$ 30.00 \$ 1,080.00	\$ 63.31 \$ 2,279.16		
12	Capital Blvd	\$ 25.00 \$ 900.00	\$ 30.00 \$ 1,080.00	\$ 30.00 \$ 1,080.00	\$ 34.94 \$ 1,257.84		
13	Civic Center Blvd (Median)	\$ 85.00 \$ 3,060.00	\$ 180.00 \$ 6,480.00	\$ 90.00 \$ 3,240.00	\$ 109.47 \$ 3,940.92		
14	Crescent Blvd (Median)	\$ 115.00 \$ 4,140.00	\$ 200.00 \$ 7,200.00	\$ 120.00 \$ 4,320.00	\$ 141.59 \$ 5,097.24		
15	Edgewood Blvd (Median)	\$ 25.00 \$ 900.00	\$ 40.00 \$ 1,440.00	\$ 30.00 \$ 1,080.00	\$ 29.23 \$ 1,052.28		
16	Enterprise Blvd (Median)	\$ 50.00 \$ 1,800.00	\$ 200.00 \$ 7,200.00	\$ 50.00 \$ 1,800.00	\$ 216.42 \$ 7,791.12		

17	LOCATION	Green Scape	x36	Angelo's	x36	Tri-Parish	x36	RCI	x36
	page 2								
18	Estate Blvd (Median)	\$ 45.00	\$ 1,620.00	\$ 200.00	\$ 7,200.00	\$ 50.00	\$ 1,800.00	\$ 81.57	\$ 2,936.52
19	Evangeline Business Park (Median)(Bridge)	\$ 100.00	\$ 3,600.00	\$ 150.00	\$ 5,400.00	\$ 110.00	\$ 3,960.00	\$ 145.18	\$ 5,226.48
20	Express Blvd (Median)	\$ 125.00	\$ 4,500.00	\$ 150.00	\$ 5,400.00	\$ 130.00	\$ 4,680.00	\$ 178.90	\$ 6,440.40
21	Farmers Market Area	\$ 30.00	\$ 1,080.00	\$ 40.00	\$ 1,440.00	\$ 35.00	\$ 1,260.00	\$ 39.04	\$ 1,405.44
22	Government St (Median)(Bridge)	\$ 25.00	\$ 900.00	\$ 30.00	\$ 1,080.00	\$ 30.00	\$ 1,080.00	\$ 42.90	\$ 1,544.40
23	Grand Caillou Rd @Merrill (both sides of Merrill)	\$ 40.00	\$ 1,440.00	\$ 40.00	\$ 1,440.00	\$ 60.00	\$ 2,160.00	\$ 31.32	\$ 1,127.52
24	Hayes St. (Roadside)	\$ 65.00	\$ 2,340.00	\$ 40.00	\$ 1,440.00	\$ 70.00	\$ 2,520.00	\$ 57.08	\$ 2,054.88
25	Highway 182 Roundabout	\$ 25.00	\$ 900.00	\$ 30.00	\$ 1,080.00	\$ 35.00	\$ 1,260.00	\$ 28.63	\$ 1,030.68
26	Highway 90 (182) (Across from Cougar Dr.)	\$ 30.00	\$ 1,080.00	\$ 70.00	\$ 2,520.00	\$ 30.00	\$ 1,080.00	\$ 50.65	\$ 1,823.40
27	Highway 311(Veterans Park to Lafayette St)	\$ 200.00	\$ 7,200.00	\$ 280.00	\$ 10,080.00	\$ 220.00	\$ 7,920.00	\$ 166.95	\$ 6,010.20
28	Legion Av Blvd (Median)	\$ 75.00	\$ 2,700.00	\$ 40.00	\$ 1,440.00	\$ 100.00	\$ 3,600.00	\$ 43.56	\$ 1,568.16
29	Louisa Dr Blvd (Median)	\$ 20.00	\$ 720.00	\$ 30.00	\$ 1,080.00	\$ 20.00	\$ 720.00	\$ 24.02	\$ 864.72
30	Mission Blvd (Median)	\$ 40.00	\$ 1,440.00	\$ 50.00	\$ 1,800.00	\$ 45.00	\$ 1,620.00	\$ 179.71	\$ 6,469.56
31	Montegut Boat Launch	\$ 50.00	\$ 1,800.00	\$ 50.00	\$ 1,800.00	\$ 75.00	\$ 2,700.00	\$ 31.76	\$ 1,143.36
32	Mystic Blvd (Median)	\$ 50.00	\$ 1,800.00	\$ 100.00	\$ 3,600.00	\$ 62.00	\$ 2,232.00	\$ 102.93	\$ 3,705.48
33	North Eagle Blv (Median)	\$ 25.00	\$ 900.00	\$ 30.00	\$ 1,080.00	\$ 20.00	\$ 720.00	\$ 28.48	\$ 1,025.28



34	LOCATIONpage 3	Green Scape	x36	Angelo's	x36	Tri-Parish	x36	RCI	x36								
35	Olympe St Blvd (Median)	\$	20.00	\$	720.00	\$	30.00	\$	1,080.00	\$	20.00	\$	720.00	\$	24.20	\$	871.20
36	Payne St (Roadsidefrom South Van to East St. Less house fronatge on Payne St)	\$	115.00	\$	4,140.00	\$	50.00	\$	1,800.00	\$	120.00	\$	4,320.00	\$	96.97	\$	3,490.92
37	Presque Isle Blvd (Median)	\$	25.00	\$	900.00	\$	30.00	\$	1,080.00	\$	30.00	\$	1,080.00	\$	39.02	\$	1,404.72
38	Prospect Median (Overpass to Bayou Blue Rd)	\$	185.00	\$	6,660.00	\$	200.00	\$	7,200.00	\$	180.00	\$	6,480.00	\$	142.09	\$	5,115.24
39	Roberta Grove Blvd (Median)	\$	60.00	\$	2,160.00	\$	100.00	\$	3,600.00	\$	65.00	\$	2,340.00	\$	102.83	\$	3,701.88
40	Rio Vista Park	\$	100.00	\$	3,600.00	\$	100.00	\$	3,600.00	\$	65.00	\$	2,340.00	\$	145.36	\$	5,232.96
41	Saint Ann Bridge	\$	35.00	\$	1,260.00	\$	40.00	\$	1,440.00	\$	40.00	\$	1,440.00	\$	33.07	\$	1,190.52
42	San Antonio Blvd (Median)	\$	35.00	\$	1,260.00	\$	80.00	\$	2,880.00	\$	35.00	\$	1,260.00	\$	155.87	\$	5,611.32
43	Schriever Overpass (St. George Rd to Overpass Thibodeaux Side Overpass to Cortez Bridge)	\$	195.00	\$	7,020.00	\$	250.00	\$	9,000.00	\$	550.00	\$	19,800.00	\$	317.59	\$	11,433.24
44	Security Blvd, (Median and Bridge)	\$	40.00	\$	1,440.00	\$	30.00	\$	1,080.00	\$	40.00	\$	1,440.00	\$	35.38	\$	1,273.68
45	Sherwwod Dr (Blvd) (Median)	\$	35.00	\$	1,260.00	\$	40.00	\$	1,440.00	\$	35.00	\$	1,260.00	\$	37.83	\$	1,361.88
46	Simmons Dr. Beatrice to Saddi St)	\$	75.00	\$	2,700.00	\$	100.00	\$	3,600.00	\$	110.00	\$	3,960.00	\$	111.14	\$	4,001.04
47	South Central (Median)	\$	25.00	\$	900.00	\$	30.00	\$	1,080.00	\$	35.00	\$	1,260.00	\$	27.71	\$	997.56
48	South Hollywood Extension Blvd (Median & 7 ft. pass both side of rd)	\$	75.00	\$	2,700.00	\$	300.00	\$	10,800.00	\$	150.00	\$	5,400.00	\$	117.02	\$	4,212.72
49	South Houma Boat Launch	\$	50.00	\$	1,800.00	\$	50.00	\$	1,800.00	\$	60.00	\$	2,160.00	\$	118.05	\$	4,249.80
50	Saint Charles St Blvd (Median, Points & Southdown West Blvd.)	\$	175.00	\$	6,300.00	\$	350.00	\$	12,600.00	\$	180.00	\$	6,480.00	\$	220.26	\$	7,929.36

51	LOCATIONpage 4	Green Scape	x36	Angelo's	x36	Tri-Parish	x36	RCI	x36
52	Saint Charles St (@Hwy 182 Bridge)	\$ 35.00	\$ 1,260.00	\$ 40.00	\$ 1,440.00	\$ 40.00	\$ 1,440.00	\$ 38.37	\$ 1,381.32
53	Saint Eloi Bridge	\$ 40.00	\$ 1,440.00	\$ 30.00	\$ 1,080.00	\$ 45.00	\$ 1,620.00	\$ 35.82	\$ 1,289.52
54	Valhi Lagoon Crossing Entrance	\$ 50.00	\$ 1,800.00	\$ 40.00	\$ 1,440.00	\$ 30.00	\$ 1,080.00	\$ 34.31	\$ 1,235.16
55	Texas Gulf Boat Launch	\$ 70.00	\$ 2,520.00	\$ 40.00	\$ 1,440.00	\$ 75.00	\$ 2,700.00	\$ 72.80	\$ 2,620.80
56	Tunnel Blvd (LA3040) Westside Median including Tunnel entrance and sidewalks Honduras and Bond	\$ 800.00	\$ 28,800.00	\$ 600.00	\$ 21,600.00	\$ 200.00	\$ 7,200.00	\$ 644.85	\$ 23,214.60
57	Tunnel Blvd. (LA3040) Eastside Median including Tunnel exit sholders and median at Grand Caillou	\$ 150.00	\$ 5,400.00	\$ 350.00	\$ 12,600.00	\$ 127.00	\$ 4,572.00	\$ 155.79	\$ 5,608.44
58	Valhi Blvd (One 7' pass on each side of roadway )	\$ 80.00	\$ 2,880.00	\$ 350.00	\$ 12,600.00	\$ 85.00	\$ 3,060.00	\$ 193.01	\$ 6,948.36
59	Valhi Blvd. From St. Charles St to Electric Sub Station.	\$ 20.00	\$ 720.00	\$ 100.00	\$ 3,600.00	\$ 286.00	\$ 10,296.00	\$ 235.16	\$ 8,465.76
	Welcome Sign Thibodaux	\$ 35.00	\$ 1,260.00	\$ 50.00	\$ 1,800.00	\$ 40.00	\$ 1,440.00	\$ 53.81	\$ 1,937.16
	Westside Blvd (St Louis Canal to Hwy 311)	\$ 750.00	\$ 27,000.00	\$ 700.00	\$ 25,200.00	\$ 780.00	\$ 28,080.00	\$ 1,727.81	\$ 62,201.16
	Wolff Parkway Blvd (Median)	\$ 60.00	\$ 2,160.00	\$ 200.00	\$ 7,200.00	\$ 65.00	\$ 2,340.00	\$ 118.81	\$ 4,277.16
	Totals	\$ 5,355.00	\$ 192,780.00	\$ 7,340.00	\$ 264,240.00	\$ 5,835.00	\$ 210,060.00	\$ 7,715.95	\$ 277,774.20



Monday, April 8, 2024

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**Item Title:**

Resolution authorizing the Parish President to enter into agreement for the Flood Mitigation Assistance Elevation program for 2021

**Item Summary:**

**RESOLUTION:** Authorizing the Parish President to enter into the appropriate subgrantee agreement with the GOHSEP in order to receive \$1.2M in funding and implement the awarded FMA SRL Elevation program to elevate seven severe repetitive loss structures.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	3/27/2024	Executive Summary
Cover Memo	3/27/2024	Cover Memo
Resolution	3/27/2024	Resolution
GOHSEP Signed Subgrantee Agreement	3/27/2024	Backup Material
GOHSEP Award Letter	3/27/2024	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Resolution authorizing the Parish President to enter into agreement for the Flood Mitigation Assistance Elevation program for 2021.

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution authorizing the Parish President to enter into the appropriate subgrantee agreement with the Governor’s Office of Homeland Security and Emergency Preparedness in order to receive funding and implement the awarded Flood Mitigation Assistance Severe Repetitive Loss Elevation program.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
To enter into an agreement to accept \$1,277,035.00 of FEMA Hazard Mitigation Assistance funding to elevate seven (7) severe repetitive loss structures under the FMA-EMT-2021-FM-024-0037 grant.

TOTAL EXPENDITURE				
\$0				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL – N/A			ESTIMATED	
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)				
N/A	<u>NO</u>	YES	IF YES AMOUNT BUDGETED:	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)										
<u>PARISHWIDE</u>	1	2	3	4	5	6	7	8	9	

Chris Pulaski

Signature

3/27/2024

Date

March 27, 2024

MEMO TO: Hon. Jason W. Bergeron  
Parish President

FROM: Chris Pulaski  
Planning and Zoning Department

SUBJECT: Request for Agenda Item April 8<sup>th</sup> and 10<sup>th</sup>, 2024

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Please find the following items for your review:

- A resolution authorizing the Parish President to enter into a subgrantee agreement between Terrebonne Parish Consolidated Government and The Governor's Office of Homeland Security and Emergency Preparedness to implement the Flood Mitigation Assistance Program. This group of projects includes seven severe repetitive loss structures throughout the parish.

This review covers the following properties throughout Terrebonne Parish:

- Site 1: Four Point Road, Dulac
- Site 2: Hidalgo Drive, Houma
- Site 3: Hidalgo Drive, Houma
- Site 4: Troy Street, Houma
- Site 5: Woodside Drive, Houma
- Site 6: Westview Drive, Houma
- Site 7: West Park Avenue, Houma

If everything meets with your approval, it is respectfully requested that you place the resolution on the Public Services Committee agenda for consideration. If you have any questions, please advise.



OFFERED BY:  
SECONDED BY:

RESOLUTION NO. 24-

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO A SUBGRANTEE AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND THE GOVERNOR'S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS (GOHSEP) TO IMPLEMENT THE FLOOD MITIGATION ASSISTANCE PROGRAM FMA-EMT-2021-FM-024-0037.

**WHEREAS**, the Terrebonne Parish Consolidated Government has applied for funding allocated as a result of the yearly Flood Mitigation Assistance (FMA) program through the Federal Emergency Management agency (FEMA), the National Flood Insurance Program (NFIP), and the IIJA; and

**WHEREAS**, by communication from the GOHSEP dated March 25, 2024, the Terrebonne Parish Consolidated Government has been notified that its application for federal assistance allocated to elevate repetitive loss structures was approved by FEMA; and

**WHEREAS**, the approved funding for the elevation of approximately seven (7) flood damaged structures in the Parish is as follows:

Federal Share (100%)	\$ 1,277,035.00
Non Federal Share (0%)	\$ 0
TOTAL PROJECT AWARD:	\$ 1,277,035.00

**WHEREAS**, the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) is the grantee under this Hazard Mitigation Assistance Program; and

**WHEREAS**, Terrebonne Parish Consolidated Government is a subgrantee;

**NOW, THEREFORE, BE IT RESOLVED** by the Terrebonne Parish Council that the Parish President is hereby authorized to enter into the appropriate subgrantee agreement with GOHSEP in order to receive funding and implement the FMA Elevation Program.

A Federally Funded Agreement  
Between the  
Governor's Office of Homeland Security and Emergency Preparedness  
And  
Terrebonne Parish Consolidated Government

1.1 Introduction

1.2 The Federal Emergency Management Agency ("Grantor") has made federal funds available to the State of Louisiana under the Flood Mitigation Assistance Grant Program ("FMA"). CFD 97.029.

1.3 This Agreement addresses the use of those funds and is between the Governor's Office of Homeland Security and Emergency Preparedness ("Recipient"), and the Terrebonne Parish ("Sub-Recipient").

2.1 Applicable Laws, Regulations and Policies

2.2 Federal

National Flood Insurance Act of 1968 Section 1366 (42 U.S.C. 4104c)

as amended by the National Flood Insurance Reform Act of 1994, Public Law 103—325

The Bunning –Bereuter-Blumenauer Flood Insurance Reform Act of 2004, Public Law 108-264

The Biggert-Waters Flood Insurance Reform Act of 2012, Public Law 112-141

31 United States Code Section 1352

2 Code of Federal Regulations 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

OMB Circular A-102 (Standard Form 424B (Rev. 7-97))

OMB Circular 110

2.3 State

Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721 et seq.

La. R.S. 33:4773(D)

Louisiana Uniform Construction Code, La. R.S. 40:1721-39

Louisiana Public Bid Law, La. R.S. 38:2211 et seq.

Louisiana Procurement Code, La. R.S. 39:1551 et seq.

*Louisiana Hazard Mitigation Strategy* (4 volumes)

3.1 Concept of Agreement

3.2 In order to elevate seven (7) SRL structure in the Terrebonne Parish, the Grantor has provided funds to Sub-Recipient through Recipient's FMA Grant Program. Sub-Recipient shall perform the necessary tasks, meet the required milestones, and stay within the FEMA approved scope of work, and budgetary parameters as outlined in the application for this project. (FMA-EMT-2021-024-0037, EMT-2021-FM-E024 (0))

3.3 The project application is incorporated into this Agreement as if copied in its entirety.

3.4 Additional responsibilities of Recipient, and Sub-Recipient are as follows:

3.4.1 All applicable State and Federal laws, regulations and policies shall be adhered to during the execution of this project, and more specifically:

3.4.2 Any changes to the scope of work, or budget shall comply with 2 C.F.R. §200

3.4.3 Sub-Recipient shall comply with the limitations on the use of appropriated funds to influence certain Federal contracting or financial transactions as stated in 31 U.S.C §1352.

3.4.4 Sub-Recipient shall comply with all Assurances for Non-Construction Programs as outlined in Standard Form 424B and prescribed by OMB Circular A-102.

3.4.5 Sub-Recipient shall cooperate at all times with Recipient, and act as the project manager agreeing to be accountable for all funds expended on this project.

3.4.6 Sub-Recipient agrees to meet all program, and administrative requirements as dictated by State and Federal laws, regulations and policies, and any other requirements deemed necessary by Recipient to carry out the intent of this Agreement, even if not specifically stated.

#### 4.1 Summary of Statement of Work

4.2 Pursuant to FMA-EMT-2021-FM-024-0037, EMT-2021-FM-E024 (0), Sub-Recipient shall perform the following tasks within the approved timeframes:

##### 4.2.1 Elevate seven (7) SRL Property

#### 5.1 Summary of Budget

##### 5.2 Estimated costs per task:

###### 5.2.1 For tasks 4.2.1

**\$1,277,035.00**

###### 5.2.2 Total Project Cost

**\$1,277,035.00**

##### 5.3 Funding Sources

###### 5.3.1 Federal share

**\$1,277,035.00**

###### 5.3.2 Non-Federal share

**\$ 0.00**

#### 6.1 Liability of Parties

6.2 This Agreement is intended for the benefit of Grantor, Recipient and Sub-Recipient, and does not confer any rights upon third parties.

6.3 All rights by and between Grantor, Recipient, and Sub-Recipient are limited to the actions outlined in the applicable State and Federal laws, regulations, and policies.

6.4 Sub-Recipient hereby agrees to hold Recipient harmless from any actions or claims brought on behalf of any third parties who perform work and/or provide services on this project on behalf of Sub-Recipient.

#### 7.1 Legal Authorization

Sub-Recipient hereby certifies that it has the legal authority to enter into this agreement and that it is authorized to receive the federal funds outlined herein.

#### 8.1 Notice and Contact

8.2 All notices provided pursuant to this Agreement shall be in writing and sent via first class certified mail return receipt requested.

8.3 The name and address of Recipient's contract manager for this agreement is:

**Sandra Dugas Gaspard**  
**Assistant Director, Hazard Mitigation Assistance Division**  
**Governor's Office of Homeland Security and Emergency Preparedness**  
**7667 Independence Boulevard**  
**Baton Rouge, Louisiana 70806**

The name and address of the designated agent responsible for the administration of this agreement on behalf of Sub-Recipient is:

**Honorable Mr. Jason Bergeron**  
**Parish President**  
**Terrebonne Parish Consolidated Government**  
**8026 Main Street**  
**Houma, Louisiana 70360**

8.4 If the mailing address of Recipient or Sub-Recipient changes during the term of this agreement, or there is a change in the designated points of contact, the party with the address change, or change of contact shall immediately notify the other party in writing.

On behalf of their respective agencies, Recipient and Sub-Recipient have executed this agreement.

BY: \_\_\_\_\_  
**Sandra D. Gaspard**  
**Assistant Director, Hazard Mitigation Assistance**  
**GOVERNOR'S OFFICE OF HOMELAND**  
**SECURITY AND EMERGENCY PREPAREDNESS**

DATE: 3/25/2024\_\_\_\_\_

BY: \_\_\_\_\_  
**Mr. Jason Bergeron**  
**Parish President**  
**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**

DATE: \_\_\_\_\_

**Governor's Office of Homeland Security  
And Emergency Preparedness  
State of Louisiana**

JEFF LANDRY  
GOVERNOR



JACQUES THIBODEAUX  
DIRECTOR

March 25, 2024

Honorable Jason Bergeron  
Parish President  
Terrebonne Parish Consolidated Government  
8026 Main Street  
Houma, Louisiana 70360

ATTN: Jennifer Gerbasi

RE: Approval and Funding  
Terrebonne Parish - RL Elevation Project  
FMA- EMT-2021-FM-024-037

Dear President Bergeron:

On behalf of Governor Jeff Landry, I am pleased to inform you that your application for Federal assistance, under the Flood Mitigation Assistance (FMA) Program, was approved by FEMA (see enclosures) for the above referenced project. The approved funding for eligible project activities is as follows:

	<b>Total Project Cost</b>
Federal Share	\$ 1,277,035.00
Non-Federal Share	\$ 0.00
Total Project Cost	\$ 1,277,035.00

If you have any questions, please contact your assigned State Applicant Liaison, Elba Cintron-Meador, at (407) 463-5377 or [elba.cintron-meador@iem.com](mailto:elba.cintron-meador@iem.com)

Sincerely,

Sandra D. Gaspard  
Assistant Director  
Hazard Mitigation Assistance Division



Category Number:  
Item Number: 6.



Monday, April 8, 2024

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**Item Title:**

Change Order No. 13 for Country Drive Widening Project

**Item Summary:**

**RESOLUTION:** Authorizing the execution of Change Order No. 13 for the Construction Agreement for Parish Project No. 97-PAV-21, State Project No. H.007351, Country Drive Widening Phase A, Terrebonne Parish, Louisiana.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	4/2/2024	Executive Summary
Resolution	4/2/2024	Resolution
Backup Material	4/2/2024	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
97-PAV-21	Country Drive Widening Phase A

PROJECT SUMMARY (200 WORDS OR LESS)
Widening of Country Drive

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this change order is to correct errors in fuel and asphalt price adjustments. This Change Order No. 13 will increase contract price by \$1,247.19 with no increase in contract time.

TOTAL EXPENDITURE	
Increase of \$1,247.19	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
<u>ACTUAL</u>	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
N/A	NO
<u>YES</u>	IF YES AMOUNT BUDGETED:
	\$4,875,962.96

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	<u>8</u>	<u>9</u>

Joan E. Schexnayder

04/1/2024

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

OFFERED BY:  
SECONDED BY:

RESOLUTION

A resolution authorizing the execution of Change Order No. 13 for the Construction Agreement for Parish Project No. 97-PAV-21, State Project No. H.007351, Country Drive Widening Phase A, Terrebonne Parish, Louisiana.

**WHEREAS**, the Terrebonne Parish Consolidated Government entered into a contract with Huey P. Stockstill, LLC, for Parish Project No. 97-PAV-21, State Project No. H.007351, Country Drive Widening Phase A, Terrebonne Parish Consolidated Government, Terrebonne Parish, Louisiana, and

**WHEREAS**, TPCG constructed the widening of Country Drive, and

**WHEREAS**, LaDOTD auditors found an error in the fuel and asphalt price adjustments, and

**WHEREAS**, it is necessary to correct these errors, and

**WHEREAS**, this change order will increase the overall contract price by One Thousand, Two Hundred Forty-Seven Dollars and Nineteen Cents (\$1,247.19) with no increase in Contract Time, and

**WHEREAS**, this Change Order No. 13 has been recommended by the Engineer, Meyer Engineers, Ltd., for this project.

**NOW, THEREFORE BE IT RESOLVED** that the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, does hereby approve and authorize the execution of Change Order No. 13 by Terrebonne Parish President Jason W. Bergeron for the construction agreement with Huey P. Stockstill, LLC for Parish Project No. 97-PAV-21, State Project No. H.007351, Country Drive Widening Phase A, Terrebonne Parish, Louisiana, for an increase of One Thousand, Two Hundred Forty-Seven Dollars and Nineteen Cents (\$1,247.19) with no increase in Contract Time, and

**BE IT FURTHER RESOLVED** that a certified copy of the resolution be forwarded to Engineer, Meyer Engineers, Ltd.

THERE WAS RECORDED:  
YEAS:  
NAYS:  
ABSENT & NOT VOTING:

And the Chairman declared the resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.  
\*\*\*\*\*

I, TAMMY TRIGGS, Clerk of the Terrebonne Parish Council, Houma, Louisiana, do hereby certify that the foregoing is a true and correct copy of the RESOLUTION adopted by the Terrebonne Parish Council on \_\_\_\_\_, 2024, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
TAMMY TRIGGS, CLERK  
TERREBONNE PARISH COUNCIL

**CHANGE ORDER**No. 13

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PROJECT: Country Drive Widening Phase A      DATE OF ISSUANCE: 3/6/2024

OWNER:  
Terrebonne Parish Consolidated Government

CONTRACTOR:      OWNER'S Project No. 97-PAV-21  
Huey P. Stockstill, LLC      ENGINEER: Meyer Engineers Ltd.

CONTRACT FOR:  
State Project No. H.007351      ENGINEER's Project No. 20-1541

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You are directed to make the following changes in the Contract Documents.

Description: Auditing informed Project Engineer Randy Oustalet of a minor error in fuel and asphalt price adjustments warranting correction

Purpose of Change Order: To rectify the amount noted above according to the attached, approved change order.

Attachments: (List documents supporting change)

Letter of recommendation and DOTD related (Approved) change order.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price \$ <u>3,983,352.90</u>	Original Contract Time \$ <u>320</u> days or date
Previous Change Orders No. <u>1</u> to No. <u>12</u> \$ <u>936,362.84</u>	Net change from previous Change Order \$ <u>82</u> days
Contract Price prior to this Change Order \$ <u>4,874,715.77</u>	Contract Time Prior to this Change Order \$ <u>402</u> days or date
Net Increase (decrease) of this Change Order \$ <u>1,247.19</u>	Net Increase (decrease) of this Change Order \$ <u>0</u> days
Contract Price with all approved Change Orders \$ <u>4,875,962.96</u>	Contract Time with all approved Change Order \$ <u>402</u> days or date

RECOMMENDED:

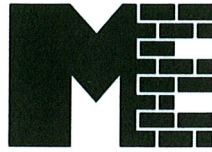
APPROVED:

APPROVED:

by \_\_\_\_\_  
Engineer

by \_\_\_\_\_  
Owner

by \_\_\_\_\_  
Contractor



meyer  
ENGINEERS + ARCHITECTS

February 29, 2024

Mr. Jacob A. Oncale, P.E.  
Area Engineer  
LA DOTD  
5056 West Main Street  
Houma, LA 70360

Re: Country Drive Widening Phase A  
State Project No. H.007351  
A/E Project No. 20-1541

Dear Mr. Oncale,

Enclosed is one (1) original of Change Order No. 16 for the above referenced project. The change order has been signed by the Resident Engineer. Original signatures are required for close out of the project.

Please execute in blue ink and return the original to our office for further processing.

Sincerely,

Meyer Engineers, Ltd.

Georgia A. Dufresne  
Administrative Assistant

Enclosure

SMGR0005

Louisiana Department of Transportation and Development Change Order Report		<b>NO.</b>	016
		<b>Date:</b>	01/29/2024
<b>S.P. NO.</b>	H.007351.6	<b>F.A.P. NO.</b>	H007351
<b>Name:</b>	COUNTRY DRIVE WIDENING PHASE A	<b>Primary Parish:</b>	Terrebonne
		Category 3 / 8A	

## Project Description

State Project No. H.00731, Country Drive Widening Phase A, is 1.545 mile widening and asphalt overlay project on Country Drive in Terrebonne Parish. This \$3,938,352.90 was awarded to Huey Stockstill on 11/20/2015

## Explanation and Justification:

Purpose of this change order is to reconcile the final quantity of Line Items 0800 and 0801 per final audit

## Specifications:

It is not the intent of this change order to alter the contract specifications governing this contract.

## Time:

It is not the intent of this change order to alter the contract time for this contract.

The total cost of this change order is \$1,247.19.

Attached and made part of this change is:

## ATTACHMENT NO. 1:

Change Order Category Worksheet and Reason Code

## ATTACHMENT NO. 2:

Signed Change Order

## Project Number H.007351.6

**CI-999-00010 Line Item 0800 = CI-999-00010 Asphalt Price Adjustment****Funding Category 0001:**

Increase by 384.89 EACH or -2.98%.

**CI-999-00040 Line Item 0801 = CI-999-00040 Fuel Price Adjustment****Funding Category 0001:**

Increase by 862.3 EACH or 31.86%.

The Project Engineer, verified by his approval of this change order, has confirmed and documented either in the project files or within this change order, that the pricing of items are priced per specification section 109.04, and any extension of contract time meets the requirements of specifications section 108.07. It is mutually agreed by the parties represented to perform and accept the above revisions in accordance with the original contract and applicable specification, and that this change order represents final adjustments for any and all compensation and time due to the Contractor for changes to the project's work referred to herein.

Item No.	Item	Major Item	Price per Unit	Change		Current Quantity	Revised Quantity	% Change
Proj. / Line Item No.		% of Cont.		Quantity	Amount			
CI-999-00010	Asphalt Price Adjustment	No	\$1.00	384.890	\$384.89	12931.640	12546.750	-2.98%
H.007351.6 / 0800		-0.32%	EACH					
CI-999-00040	Fuel Price Adjustment	No	\$1.00	862.300	\$862.30	2706.260	3568.560	31.86%
H.007351.6 / 0801		0.09%	EACH					
Additional Contract Days Requested <b>None</b>		Change in Amount of Contract: \$1,247.19						



Requested By:



Oustalet, Randy

Resident Engineer

Recommended By:



District Administrator

Date: 2/26/24 Date: 3/4/24

Accepted By:

TERREBONNE PARISH CONSOLIDATED  
GOVT

Contractor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

DOTD Chief Const. Engineer

By: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Chief Engineer

Date: \_\_\_\_\_

State Project No. H.007351.6

Plan Change #016

Approved

04057072347

02/26/2024

Original Contract Cost: \$3,938,352.90

Total Approved Change Order to date: \$937,610.06

% of Total Approved Cost: 23.807%

Order	Group	Approver	Date	Action	Comments
1	Contractor	Oncale, Jacob	02/26/2024	Approve	
2	PE- Project Engineer Group	Oustalet, Randy	02/26/2024	Approve	
3	Area Engineers	Oncale, Jacob	02/26/2024	Approve	



Monday, April 8, 2024

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**Item Title:**

2024 Various Items for Budget Amendment

**Item Summary:**

Consider the introduction of an Ordinance to amend the 2024 Adopted Operating Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters.

I. Animal Shelter, \$59,990

II. Transit, \$17,458

III. Housing & Human Services-Head Start HVAC Systems, \$67,000  
and calling a public hearing on said matter on April 24, 2024, at 6:30 p.m.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
2024 Various Items for Budget Amendment	4/4/2024	Executive Summary
2024 Various Items for Budget Amendment	4/4/2024	Budget Amendment
2024 Various Items for Budget Amendment	4/4/2024	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Ordinance for a Budget Amendment

PROJECT SUMMARY (200 WORDS OR LESS)
AN ORDINANCE TO AMEND THE 2024 ADOPTED OPERATING BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.  <div><div>I.</div><div>Animal Shelter, \$59,990</div></div> <div><div>II.</div><div>Transit, \$17,458</div></div> <div><div>III.</div><div>Housing &amp; Human Services-Head Start HVAC Systems, \$67,000</div></div>

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
See above

TOTAL EXPENDITURE	
N/A	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
<u>ACTUAL</u>	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
N/A	<div><div><u>NO</u></div><div>YES</div></div> <div><div>IF YES AMOUNT BUDGETED:</div><div></div></div>

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
<u>PARISHWIDE</u>	1	2	3	4	5	6	7	8	9

/s/ Kayla Dupre  
Signature

April 4, 2024  
Date

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE 2024 ADOPTED OPERATING BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Animal Shelter, \$59,990
- II. Transit, \$17,458
- III. Housing & Human Services-Head Start HVAC Systems, \$67,000

#### SECTION I

WHEREAS, the Animal Shelter received donations of \$59,990, and

WHEREAS, the donations of \$9,990 will be put into the Medical and Drugs account and the donations of \$50,000 will be put into the Other Fees account.

NOW, THEREFORE BE IT FURTHER, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Animal Shelter. (Attachment A)

#### SECTION II

WHEREAS, the Transit Department received \$17,458 reimbursement for damages that occurred to Unit #642, and

WHEREAS, this reimbursement needs to be reflected in the Transit Bus Collision Repairs account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Transit Department. (Attachment B)

#### SECTION III

WHEREAS, Administration is requesting \$67,000 in additional funding for the HVAC Renovations, and

WHEREAS, this funding is from the American Rescue Plan Stimulus, Local Assistance and Tribal Consistency Fund that was received in the prior year.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for Housing and Human Services. (Attachment C)

#### SECTION IV

If any work, clause, phrase, section, or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections, and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

#### SECTION V

This Ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-13(b) of the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

Prepared By: Finance Department  
PC File: 2024-Various Items – H  
Date Prepared: 4/3/24 BA #8

**ATTACHMENT A - Animal Shelter**

	2024		
	Adopted	Change	Amended
Donations-Meds for Animal Shelter		(5,423)	(5,423)
Medical & Drugs	95,000	9,990	104,990
Donations-Animal Shelter		(50,000)	(50,000)
Other Fees	39,480	50,000	89,480
Fund Balance (Decrease)	n/a	(4,567)	n/a

**ATTACHMENT B - Transit**

	2024		
	Adopted	Change	Amended
Compensation Property Damage		(17,458)	(17,458)
Transit Bus Collison Repairs	11,558	17,458	29,016

**ATTACHMENT C - Housing & Human Services**

	2024		
	Adopted	Change	Amended
HVAC Renovations	558,187	67,000	625,187
Fund Balance (Decrease)	n/a	(67,000)	n/a

Section I

Kayla Dupre

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**From:** Valerie Robinson  
**Sent:** Monday, April 1, 2024 5:35 PM  
**To:** Kayla Dupre  
**Subject:** Petco Love grant check  
**Attachments:** Petco grant award check.pdf

Hi Kayla,

Petco Love has granted us \$50,000 for this year's grant cycle. I am sending the check to you via interdepartmental mail to deposit and move into account 151-442-8349-01. Thanks!

Best,



**Valerie Robinson**

Animal Shelter Director  
Terrebonne Parish Animal Shelter

**Shelter:** (985) 873-6709

**Direct:** (985) 873-6878

**Email:** [vrobinson@tpcg.org](mailto:vrobinson@tpcg.org)

100 Government Street

Gray, LA 70359

[www.tpcg.org/animalshelter](http://www.tpcg.org/animalshelter)







March 20, 2024

Dear Petco Love partner,

On behalf of everyone at Petco Love, we are pleased to provide you with the enclosed grant award in response to your application for our 2023 Animal Welfare Organizations (AWO) grant cycle. These funds may be used for any lifesaving purpose. Please see your grant approval email for instructions on how to properly acknowledge Petco Love as well as the link to the digital toolkit to help you celebrate your award. The Lifesaving Grant Investment toolkit is also now available on our website [www.petcolove.org](http://www.petcolove.org), so that you may easily download the website badge to display it on your organization's website and find social media graphics and captions.

We're honored to partner with your organization and invest in your lifesaving efforts. We celebrate your commitment to animals and thank you for all that you do on behalf of pets and the people who love and need them.

All of us at Petco Love thank you for your lifesaving work that makes a difference everyday for animals in need.

Susanne Kogut  
President  
Petco Love

P. S. Petco Love desires that all funds and efforts be prioritized for lifesaving, and seeks to reduce our environmental footprint. Therefore, we respectfully request that no items are mailed to Petco Love and that any thank you letters be sent by email only to [partners@petcolove.org](mailto:partners@petcolove.org). We welcome and appreciate recognition on social media, on your website, or in other print and digital communications. We ask that this recognition thank Petco Love. Petco and/or our Petco store partners collectively rather than individual employees of Petco or Petco Love.

*Petco Love is a 501(c)(3) nonprofit, tax exempt corporation. Tax I.D. 33-0845930*

Animal Shelter Donations-Meds

151-000-6741-18

Balance

2018

10,015.05 donations - BA transferred to Medical & Drugs (BA Sept 2018-\$4,768 & BA Dec 2018-\$3,171  
BA April 2019-\$2,076)

2019

12,796.35 donations - BA transferred to Medical & Drugs (BA April 2019-\$1,376, Sept 2019-\$8,453 & BA Dec 2019-\$1,872  
BA Nov 2020-\$1,095)

2020

14,727.18 donations - BA transferred to Medical & Drugs (BA Nov 2020-\$12,553, August 2021-\$2,174)

2021

16,665.00 donations-BA transferred to Medical & Drugs (BA April 2021-\$2,367, August 2021-\$10,362, Dec 2021-\$3,936)  
1,092.71 donations (12/3/21) (BA July 2022)

2022

20,684.44 donations-BA transferred to Medical & Drugs (BA July 2022-\$20,684.44)  
12,438.29 donations-(2022) (BA February 2023)

2023

900.00 donation Petco - (BA March, 2023)  
1,000.00 donation Humane Rescue Alliance (BA November 2023)  
11,108.91 donation BI Animal Health-(BA August 2023)  
9,905.37 donations (BA August 2023)  
7,606.95 donations (BA November 2023)  
4,567.00 donations (BA April 2024)

2024

250.00 donation Humane Rescue Alliance (BA April 2024)  
5,173.36 donations (BA April 2024)

128,930.61

Total remaining:

\$

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

4/03/24

FEBRUARY 29, 2024 - MONTH LAST CLOSED

ACCT: 151-442-8349-01

GENERAL FUND

ANIMAL CONTROL

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	108,789	69,308.90	0	39,480
2024	39,480	12,811.07	230	26,439
CLOSED:				
2017	38,000	27,516.20	N/A	10,484
2018	50,484	43,840.00	N/A	6,644
2019	34,644	19,398.00	N/A	15,246
2020	45,933	18,461.65	N/A	27,471
2021	149,971	34,488.22	N/A	115,483
2022	90,808	47,192.46	N/A	43,616

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
FEBRUARY 29, 2024 - MONTH LAST CLOSED

4/03/24

ACCT: 151-442-8221-01

GENERAL FUND  
ANIMAL CONTROL  
MEDICAL & DRUGS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	122,959	144,288.52	0	21,330-
2024	95,000	19,398.72	2,691	72,910
CLOSED:				
2017	78,100	75,798.89	N/A	2,301
2018	77,939	91,559.64	N/A	13,621-
2019	95,277	97,057.43	N/A	1,780-
2020	88,061	97,278.52	N/A	9,218-
2021	107,013	115,984.00	N/A	8,971-
2022	101,317	122,643.53	N/A	21,327-

ENTER = CONTINUE	ACCOUNT EXCEEDS BUDGET AMOUNT
CF01 = EXIT	CF04 = DSP DETAIL
CF02 = INPUT SCR	CF05 = DSP INV JE
	CF06 = DSP ENCUMBRANCE
	CF08 = PRT DETAIL

*Section II*

## **“Memorandum”**

**TO:** Customer Service Department

**FROM:** LouEllen Pellegri  
Insurance Technician

**DATE:** March 27, 2024

**SUBJECT:** Damaged to Transit unit #642

---

Attached, please find **check #6006917650** in the amount of **\$17,457.81** made payable to TPCG for damages to Transit unit #642. Please deposit this check into the proper account for **Transit (Account #237-000-6912-00)**.

If you have any questions regarding the above, please call us at (985) 873-6470.

Thanks for your time and help. Have a wonderful day.

Attachment(s)

*237-677-8423-09*

**CC (Hard Copy):** Claim File  
Subrogation Recovery File

**CC (Electronically):** Kandace Mauldin, Finance  
Kayla Dupre, Accounting  
Gayle Vaughn, Transit

## **Skyla Galjour**

---

**From:** Gayle Vaughn  
**Sent:** Wednesday, March 27, 2024 12:03 PM  
**To:** Skyla Galjour; Heather Odom  
**Cc:** Kayla Dupre  
**Subject:** RE: Acct #237-677-8423-09  
**Attachments:** FW: Transit Recovery Memo.doc

Good Morning,

We received a \$17,457.81 insurance check that was deposited into account 237-000-6912-00. This check will need to be moved to Acct #237-677-8423-09 to cover the invoice that was entered and other additional invoices for repairs. I have attached the email from Risk Management as back-up for this.

Thank you,

Gayle J. Vaughn  
Office Manager



Terrebonne Parish Consolidated Government  
Phone: (985) 850-4616 ext. 409  
Fax: (985) 850-4619

---

**From:** Skyla Galjour <sgaljour@tpcg.org>  
**Sent:** Wednesday, March 27, 2024 9:40 AM  
**To:** Heather Odom <hodom@tpcg.org>  
**Cc:** Gayle Vaughn <gvaughn@tpcg.org>; Kayla Dupre <kdupre@tpcg.org>  
**Subject:** Acct #237-677-8423-09

Good morning,

Acct #237-677-8423-09, Transit Bus Collision Repairs is \$5,317 overbudget.

Please let me know how much and where you would like to get the money from to cover expenses through the end of the year.

*Thank you,*

*Skyla Galjour*

Finance Department, Budget Accountant  
Terrebonne Parish Consolidated Government  
8026 Main St. Suite 300



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
FEBRUARY 29, 2024 - MONTH LAST CLOSED

3/26/24

ACCT: 237-000-6912-00

FTA GRANT

NO DEPARTMENT NAME

COMPENSATION PROPERTY DAMAGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	0	1,050.00-	0	1,050
2024	0	17,457.81-	0	17,458
CLOSED:				
2017	0	3,745.39-	N/A	3,745
2018	0	27,873.85-	N/A	27,874
2019	0	15,404.44-	N/A	15,404
2020	0	18,779.56-	N/A	18,780
2021	0	3,809.50-	N/A	3,810
2022	0	74.00-	N/A	74

ENTER = CONTINUE

CF01 = EXIT    CF02 = INPUT    SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

3/26/24

FEBRUARY 29, 2024 - MONTH LAST CLOSED

ACCT: 237-677-8423-09

FTA GRANT

PUBLIC TRANSIT-PLANNING

TRANSIT BUS COLLISION REPAIRS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	19,813	1,400.00	0	18,413
2024	11,558	.00	16,875	5,317-
CLOSED:				
2017	0	6,865.39	N/A	6,865-
2018	0	32,157.36	N/A	32,157-
2019	0	18,375.53	N/A	18,376-
2020	12,024	12,023.61	N/A	0
2021	7,750	2,937.50	N/A	4,813
2022	14,813	.00	N/A	14,813

ENTER = CONTINUE	CF04 = DSP DETAIL	ACCOUNT EXCEEDS BUDGET AMOUNT
CF01 = EXIT	CF02 = INPUT SCR	CF05 = DSP INV JE
	CF06 = DSP ENCUMBRANCE	CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
FEBRUARY 29, 2024 - MONTH LAST CLOSED

4/03/24

ACCT: 237-000-6912-00

FTA GRANT

NO DEPARTMENT NAME

COMPENSATION PROPERTY DAMAGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	0	1,050.00-	0	1,050
2024	0	17,457.81-	0	17,458
CLOSED:				
2017	0	3,745.39-	N/A	3,745
2018	0	27,873.85-	N/A	27,874
2019	0	15,404.44-	N/A	15,404
2020	0	18,779.56-	N/A	18,780
2021	0	3,809.50-	N/A	3,810
2022	0	74.00-	N/A	74

ENTER = CONTINUE

CF01 = EXIT    CF02 = INPUT SCR    CF04 = DSP DETAIL    CF05 = DSP INV JE

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
FEBRUARY 29, 2024 - MONTH LAST CLOSED

4/03/24

ACCT: 237-677-8423-09

FTA GRANT

PUBLIC TRANSIT-PLANNING  
TRANSIT BUS COLLISION REPAIRS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2023	19,813	1,400.00	0	18,413
2024	11,558	16,875.31	0	5,317-
CLOSED:				
2017	0	6,865.39	N/A	6,865-
2018	0	32,157.36	N/A	32,157-
2019	0	18,375.53	N/A	18,376-
2020	12,024	12,023.61	N/A	0
2021	7,750	2,937.50	N/A	4,813
2022	14,813	.00	N/A	14,813

ACCOUNT EXCEEDS BUDGET AMOUNT			
ENTER = CONTINUE	CF04 = DSP DETAIL	CF05 = DSP INV JE	
CF01 = EXIT	CF02 = INPUT SCR	CF06 = DSP ENCUMBRANCE	CF08 = PRT DETAIL

*Section III*

**Kayla Dupre**

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**From:** Kandace Mauldin  
**Sent:** Wednesday, April 3, 2024 11:33 AM  
**To:** Kayla Dupre  
**Subject:** Budget Amendment  
**Attachments:** HVAC Budget Amendment.pdf

Below is the language for the budget amendment and backup is attached. I will also have more backup when I get it from Leslie. We received the funding in the prior year so it will come from fund balance and add to account 151-653-8915-05

WHEREAS, Administration is requesting \$67,000 in additional funding for the HVAC Renovations, and

WHEREAS, this funding is from the American Rescue Plan Stimulus, Local Assistance and Tribal Consistency Fund that was received in the prior year.

**Kandace M. Mauldin, CPA**  
Chief Financial Officer  
Terrebonne Parish Consolidated Government  
P. O. Box 2768  
Houma, LA 70361  
Office: 985-873-6459  
FAX: 985-873-6457



**Saltwater Fishing Capital of the World**

**Melissa Bourgeois**

**From:** Leslie Jones  
**Sent:** Friday, January 12, 2024 2:10 PM  
**To:** Melissa Bourgeois; Kelli Varnado  
**Cc:** Kayla Dupre  
**Subject:** RE: American Rescue Plan- Local Assistance and Tribal Consistency Fund

I believe it is general funds. There was no specific programming applied for. I completed the application as received. This is the information I have.

LACTF funding (Dept of Treasury)	\$100,000	TPCG	January 26, 2023	Awarded Disbursed 2/6/23
LACTF funding (Dept of Treasury)	\$50,000	TPCG	October 6, 2023	Awarded Disbursed 10/23/23

**From:** Melissa Bourgeois <mbourgeois@tpcg.org>  
**Sent:** Friday, January 12, 2024 1:35 PM  
**To:** Kelli Varnado <kvarnado@tpcg.org>; Leslie Jones <ljoness@tpcg.org>  
**Cc:** Kayla Dupre <kdupre@tpcg.org>  
**Subject:** American Rescue Plan- Local Assistance and Tribal Consistency Fund

Good afternoon!

We received two payments of \$50,000 each in 2023. When I reached out to see what these payments were for, I was told they were part of the American Rescue Plan "ARP" stimulus, Local Assistance and Tribal Consistency Fund, CFDA 21.032. Do you have any information on this? Can you tell me where this should be coded?

*Thank you!*

*Melissa Bourgeois*  
Investment and Finance Officer  
Terrebonne Parish Consolidated Government  
P.O. Box 2768  
Houma, LA 70361  
985-873-6454  
985-873-6457 (Fax)

*Go Green. Please consider the environment before printing this email.*