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## **TERREBONNE PARISH COUNCIL**

### **PUBLIC SERVICES COMMITTEE**

<b>Mr. Alidore "Al"</b>	
<b>Marmande</b>	<b>Chairman</b>
<b>Mr. Gerald Michel</b>	<b>Vice-Chairman</b>
<b>Mr. John Navy</b>	<b>Member</b>
<b>Ms. Arlanda Williams</b>	<b>Member</b>
<b>Mr. Scotty Dryden</b>	<b>Member</b>
<b>Ms. Christa Duplantis-</b>	<b>Member</b>
<b>Prather</b>	<b>Member</b>
<b>Mr. Darrin W. Guidry,</b>	<b>Member</b>
<b>Sr.</b>	<b>Member</b>
<b>Mr. Dirk Guidry</b>	
<b>Mr. Steve Trosclair</b>	



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

### **AGENDA**

May 8, 2017  
5:40 PM

Parish Council Meeting Room

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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. Individuals addressing the council should be respectful of others in their choice of words and actions. Thank you.

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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**CALL MEETING TO ORDER**

**ROLL CALL**

1. **RESOLUTION:** Ratifying the appointment of the Parish Manager, Al J. Levron, to serve as director, and Ernest Brown, as alternate director, representing the City of Houma on the Board of Directors of the Louisiana Energy and Power Authority (LEPA).
2. **RESOLUTION:** Authorizing a one year extension of the Pre-positioned contract with Thompson Consulting Services, LLC for Emergency Program Management and Monitoring Services, and to provide for related matters.

3. RESOLUTION: Authorizing the signing of the Entity/State agreement with Louisiana Department of Transportation and Development for LA 24 Sidewalks.
4. RESOLUTION: Ratifying the appointment of the firm of Delta Coast Consultants, LLC to provide professional services for the Falgout Canal Marsh Management Project; and authorizing the execution of an agreement for these services.
5. RESOLUTION: Providing for the acceptance of work performed by Huey P. Stockstill, LLC, in accordance with the Certificate of Substantial Completion for Parish Project No. 15-RDS-52, Jeff Drive Reconstruction Project, Terrebonne Parish, Louisiana.
6. A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SIGN AND SUBMIT AN AMENDMENT TO THE TERREBONNE PARISH GUSTAV/IKE DISASTER RECOVERY PLAN BUDGET TO THE STATE OF LOUISIANA AND HUD TO COMPLY WITH THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PROGRAM.
7. RESOLUTION: Providing approval of Amendment No. 2 to the Engineering Agreement for Parish Project No. **12-JUVDBG-38, Juvenile Justice Complex**, Terrebonne Parish, Louisiana.
8. RESOLUTION: Providing for the ratification of the appointment by Parish President Gordon E. Dove of the firm of David A. Waitz Engineering & Surveying, Inc. to provide engineering services for Village East Community Center & Splash Pad Project, and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.
9. RESOLUTION: Awarding and authorizing the signing of a contract for Parish Project No. 15-LIBR-03, Gibson Branch Library; Furniture, Furnishing, and Equipment, Schedule 1, Terrebonne Parish, Louisiana and authorizing the issuance of the Notice of Proceed.
10. Consider the introduction of an ordinance to acquire any and all sites and/or servitudes that are required to facilitate construction and maintenance of the Forced Drainage Project 1-1A (Statewide Flood Control) Phase 4 Pump Station and calling a public hearing on May 24, 2017 at 6:30 p.m.
11. RESOLUTION: Authorizing the execution of Change Order No. 3 (Balancing) to Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements for an increase in contract time of 72 days.
12. RESOLUTION: Acceptance of work performed by E-3 Electrical, Inc. in accordance with Certificate of Substantial Completion for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements.
13. Adjourn

Category Number:  
Item Number:



Monday, May 8, 2017

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**Item Title:**  
INVOCATION

**Item Summary:**  
INVOCATION

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Category Number:  
Item Number:



Monday, May 8, 2017

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Monday, May 8, 2017

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**Item Title:**

Appointments to the Louisiana Energy and Power Authority (LEPA)

**Item Summary:**

RESOLUTION: Ratifying the appointment of the Parish Manager, Al J. Levron, to serve as director, and Ernest Brown, as alternate director, representing the City of Houma on the Board of Directors of the Louisiana Energy and Power Authority (LEPA).

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Resolution	4/28/2017	Resolution

OFFERED BY:  
SECONDED BY:

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

**A RESOLUTION RATIFYING THE APPOINTMENT OF THE PARISH MANAGER, AL J. LEVRON, TO SERVE AS DIRECTOR AND ERNEST BROWN, AS ALTERNATE DIRECTOR REPRESENTING THE CITY OF HOUMA ON THE BOARD OF DIRECTORS OF THE LOUISIANA ENERGY AND POWER AUTHORITY (LEPA).**

**NOW, THEREFORE BE IT RESOLVED**, that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, governing authority of the City of Houma, Terrebonne Parish, Louisiana, ratify the appointment of Parish Manager, Al J. Levron, to serve as Director and Ernest Brown, to serve as Alternate Director on the Board of Directors of the Louisiana Energy and Power Authority (“LEPA”) representing the City of Houma be, and is hereby, ratified.

**BE IT FURTHER RESOLVED**, that the Parish President and all other appropriate parties be, and they are hereby authorized to execute any and all contract documents associated therewith.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairwoman declared this resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\*\*\*\*\*

I, VENITA CHAUVIN, 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 \_\_\_\_\_, 20\_\_\_\_ and subsequently ratified by the Assembled Council in Regular Session on \_\_\_\_\_, 20\_\_\_\_ at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
VENITA CHAUVIN; COUNCIL CLERK  
TERREBONNE PARISH COUNCIL



Monday, May 8, 2017

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**Item Title:**

Thompson Consulting Services, LLC

**Item Summary:**

RESOLUTION: Authorizing a one year extension of the Pre-positioned contract with Thompson Consulting Services, LLC for Emergency Program Management and Monitoring Services, and to provide for related matters.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Thompson Consulting Services, LLC	5/3/2017	Executive Summary
Thompson Consulting Services, LLC	5/3/2017	Resolution
Thompson Consulting Services, LLC	5/3/2017	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

Thompson Consulting Services, LLC  
Emergency Program Management and Monitoring Services Amendment

### PROJECT SUMMARY (200 WORDS OR LESS)

Amendment of the agreement with Thompson Consulting Services, LLC for Emergency Program Management and Monitoring Services Amendment to extend the contract term

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

Extend term of the Agreement for Emergency Program Management and Monitoring Services with Thompson Consulting Services, LLC for one year.

### TOTAL EXPENDITURE

\$0.00\*

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

ACTUAL

ESTIMATED

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

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

\$0.00\*

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

PARISHWIDE

1

2

3

4

5

6

7

8

9

  
Signature

5-3-17  
Date



OFFERED BY:

SECONDED BY:

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

**A RESOLUTION AUTHORIZING A ONE YEAR EXTENSION OF THE  
PRE-POSITIONED CONTRACT WITH THOMPSON CONSULTING  
SERVICES, LLC FOR EMERGENCY PROGRAM MANAGEMENT AND  
MONITORING SERVICES, AND TO PROVIDE FOR RELATED  
MATTERS.**

**WHEREAS,** The Terrebonne Parish Consolidated Government (TPCG) and Thompson Consulting Services, LLC (Thompson) entered into a pre-positioned contract dated May 10, 2012 for Emergency Program Management and Monitoring Services, and

WHEREAS, the current term of the agreement, as amended, expires on May 9, 2017, unless further amended by mutual agreement, and

WHEREAS, Thompson has expressed its desire to extend the agreement under the same commercial terms and prices, and

WHEREAS, TPCG Solid Waste Division and Administration recommend the contract term be extended as proposed in order to have this contract in place prior to the start of hurricane season;

NOW THEREFORE BE IT RESOLVED by the Terrebonne Parish Council that the Parish President is authorized to execute on behalf of the Terrebonne Parish Consolidated Government any and all documents necessary to amend the Agreement for Emergency Program Management and Monitoring Services between TPCG and Thompson Consulting Services, LLC, extending the term for an additional year.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared this resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\* \* \* \* \*

I, VENITA CHAUVIN, Clerk of Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted and ratified by the Assembled Council in Regular Session on \_\_\_\_\_, 20\_\_\_\_ at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS  
\_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
VENITA CHAUVIN; COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

**Amendment No. 5 to the  
Agreement for Emergency Program Management and Monitoring Services Agreement  
between Terrebonne Parish Consolidated Government  
and Thompson Consulting Services, LLC**

THIS AMENDMENT NO. 5 is made and entered into on the date of the last signature of the parties herein below, and shall be and is hereby effective by and between:

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT** ("Parish"), a political subdivision of the state of Louisiana, represented herein by its duly authorized Parish President, Gordon E. Dove, by virtue of Terrebonne Parish Council Resolution No. \_\_\_\_\_, and whose mailing address is PO Box 2768 Houma LA 70361; and

**THOMPSON CONSULTING SERVICES, LLC**, a foreign corporation ("Contractor" or "Thompson"), authorized to do business and doing business in the state of Louisiana, represented herein by Jon Hoyle, its President, by virtue of the authorizing document attached to this amendment and made a part hereof, whose mailing address for the purposes herein is 1135 Townpark Avenue, Suite 2101, Lake Mary, Florida 32746-4790;

who represent as follows:

WITNESSETH:

**WHEREAS**, TPCG and Thompson entered into an agreement dated May 10, 2012, for Emergency Program Management and Monitoring Services and same is filed for record in the Terrebonne Parish public records at Entry No. 1399442, and

**WHEREAS**, TPCG and Thompson amended the said agreement four times by amendments dated March 26, 2013, April 9, 2014, February 23, 2015, and June 9, 2016, which are filed for record in the Terrebonne Parish public records at Entry Nos. 1423778, 1451689, 1474564, and 1510270, respectively, each amendment extending the contract by an additional one year term; and

**WHEREAS**, the current agreement as amended expires on May 9, 2017; and

**WHEREAS**, Thompson has expressed its desire to extend the agreement under the same commercial terms and prices, and

**WHEREAS**, on the favorable recommendation of the TPCG Solid Waste Division and Administration, the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government has, by virtue of Council action, authorized an additional one-year extension on the contract;

**NOW THEREFORE**, in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency whereof, is hereby acknowledged by each party hereto, the Parish and the Contractor do hereby agree to further amend their Agreement for Emergency Program Management and Monitoring Services as follows:

## SECTION I

The parties hereby agree to extend the Agreement for Emergency Program Management and Monitoring Services executed by and between them on May 10, 2012, as amended, for an additional one-year term, commencing May 10, 2017, under the same terms and conditions agreed to in the original agreement dated May 10, 2012, as amended.

## SECTION II

These amended provisions shall be incorporated into all four (4) corners of the original Emergency Program Management and Monitoring Services Agreement dated May 10, 2012, as amended, as if originally prescribed. Except as set forth herein, all other terms and conditions of the original agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this contract amendment in multiple copies, each of which shall be deemed to be an original, as of the date and year first written in this contract amendment.

THOMPSON CONSULTING SERVICES, LLC.

X: \_\_\_\_\_

Attest: \_\_\_\_\_

BY: Jon Hoyle

TITLE: President

Attest: \_\_\_\_\_

TERREBONNE PARISH CONSOLIDATED  
GOVERNMENT:

X: \_\_\_\_\_

Attest: \_\_\_\_\_

BY: Gordon E. Dove

TITLE: Parish President

Attest: \_\_\_\_\_



Monday, May 8, 2017

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**Item Title:**

LA 24 Sidewalks DOTD Agreement

**Item Summary:**

RESOLUTION: Authorizing the signing of the Entity/State agreement with Louisiana Department of Transportation and Development for LA 24 Sidewalks.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
LA 24 Sidewalks (Linda Ann to Marietta)

PROJECT SUMMARY (200 WORDS OR LESS)
To authorize execution of a Entity/State agreement with LaDOTD for the construction.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Construction of sidewalks along LA 24 (Linda Ann to Marietta).

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

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

Joan E. Schexnayder

5/3/2017

Signature

Date

OFFERED BY: .  
SECONDED BY: .

**RESOLUTION NO.**

A resolution authorizing the signing of the Entity/State agreement with Louisiana Department of Transportation and Development for **LA 24 Sidewalks.**

WHEREAS, the Terrebonne Parish Consolidated Government desires to provide protection to the people of this Parish, whenever possible, and

WHEREAS, the Council would like to construct sidewalks from Linda Ann to Marietta Place along State Highway 24, and

WHEREAS, the Louisiana Department of Transportation and Development's Transportation Enhancement Program provides funds for improvements to the pedestrian system, and

WHEREAS, the Linda Ann to Marietta Place Sidewalk project will be funded on a cost reimbursement basis with 95% of project construction costs provided by the Louisiana Department of Transportation and Development and the Terrebonne Parish Consolidated Government providing 5% of the remaining construction costs, and

WHEREAS, the Terrebonne Parish Consolidated Government will fund 100% costs for engineering, construction management, testing, and ineligible items, and

WHEREAS, the Terrebonne Parish Consolidated Government certifies the following:

1. The Parish assumes/certifies full responsibility for the required local match for managing and maintaining the project, and
2. Assumes full responsibility for any legal liability incurred as a result of the project.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, that the President of Terrebonne Parish Consolidated Government, be authorized and empowered to sign subsequent agreements and documentation necessary with the Louisiana Department of Transportation and Development for said project.

THERE WAS RECORDED:

YEAS:

NAYS: .

ABSTAINING:

ABSENT:

The Chairman declared the resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\* \* \* \* \*

I, VENITA CHAUVIN, Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of the RESOLUTION adopted by the Terrebonne Parish Council on ,2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS DAY OF \_\_\_\_\_,2017.

VENITA CHAUVIN, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL



Monday, May 8, 2017

---

**Item Title:**

Appointment of Delta Coast Consultants for Falgout Canal Marsh Management Project

**Item Summary:**

RESOLUTION: Ratifying the appointment of the firm of Delta Coast Consultants, LLC to provide professional services for the Falgout Canal Marsh Management Project; and authorizing the execution of an agreement for these services.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Falgout Canal Marsh Management

PROJECT SUMMARY (200 WORDS OR LESS)
To appoint Delta Coast Consultants, LLC to provide engineering services for the <b>Falgout Canal Marsh Management</b> project.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this appointment is to provide engineering services for the monitoring of the Falgout Canal Freshwater Enhancement (CIAP) Project as required by the permit.

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

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

Jeanne P. Bray

5/3/2017

\_\_\_\_\_

\_\_\_\_\_

Signature

Date



OFFERED BY:  
SECONDED BY:

## RESOLUTION

A resolution ratifying the appointment of the firm of Delta Coast Consultants, LLC to provide professional services for the **Falgout Canal Marsh Management Project**; and authorizing the execution of an agreement for these services.

**WHEREAS**, Terrebonne Parish Consolidated Government is desirous of monitoring the newly completed Falgout Canal Freshwater Enhancement (CIAP) Project to comply with permit conditions, and

**WHEREAS**, the Terrebonne Parish Consolidated Government is desirous of appointing a firm to provide professional services for the project entitled **Falgout Canal Marsh Management Project**, and

**WHEREAS**, the firm of Delta Coast Consultants, LLC has been selected by Terrebonne Parish President Gordon E. Dove to provide the professional services relative to said project, and

**NOW, THEREFORE BE IT RESOLVED** that the Terrebonne Parish Council does hereby ratify the appointment of the firm of Delta Coast Consultants, LLC by Terrebonne Parish President Gordon E. Dove for professional services for the Falgout Canal Marsh Management Project, and

**BE IT FURTHER RESOLVED** that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby authorize the execution of an agreement with the firm of Delta Coast Consultants, LLC by Terrebonne Parish President Gordon E. Dove.

THERE WAS RECORDED:

YEAS:  
NAYS:  
NOT VOTING:  
ABSENT

And the Chairman declared the resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\* \* \* \* \*

I, VENITA CHAUVIN, 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 \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA CHAUVIN, CLERK  
TERREBONNE PARISH COUNCIL



Monday, May 8, 2017

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**Item Title:**

Certificate of Substantial Completion for Jeff Drive Reconstruction

**Item Summary:**

RESOLUTION: Providing for the acceptance of work performed by Huey P. Stockstill, LLC, in accordance with the Certificate of Substantial Completion for Parish Project No. 15-RDS-52, Jeff Drive Reconstruction Project, Terrebonne Parish, Louisiana.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution
Backup Material	5/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
Project No. 15-RDS-52	Jeff Drive Reconstruction

PROJECT SUMMARY (200 WORDS OR LESS)
The work consists of reconstructing Jeff Drive from Country Drive to Bayouside Drive, approximately 2,600 linear feet of roadway.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
This certificate of Substantial Completion applies to all Work that has been inspected and that the work is substantially completed in accordance with the Contract Documents.

TOTAL EXPENDITURE	
N/A	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
ACTUAL	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
N/A	NO
YES	IF YES AMOUNT BUDGETED:
	\$ 601,989.78

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

Jeanne P. Bray

5/3/2017

Signature

Date

OFFERED BY:  
SECONDED BY:

## RESOLUTION

A resolution providing for the acceptance of work performed by Huey P. Stockstill, LLC., in accordance with the Certificate of Substantial Completion for Parish Project No. 15-RDS-52, Jeff Drive Reconstruction Project, Terrebonne Parish, Louisiana.

**WHEREAS**, the Terrebonne Parish Consolidated Government entered into a contract dated November 16, 2016, with Huey P. Stockstill, LLC., for the Jeff Drive Reconstruction Project, Parish Project No. 15-RDS-52, Terrebonne Parish, Louisiana, as will be seen by reference to said contract which is recorded under Entry No. 1521202 of the records of Terrebonne Parish, and

**WHEREAS**, the work performed has been inspected by authorized representatives of the Owner, Engineer, and Contractor and found to be substantially complete, and

**WHEREAS**, the Engineer for this project, T. Baker Smith, LLC, recommends the acceptance of the substantial completion,

**NOW, THEREFORE BE IT RESOLVED** that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby accept the work performed, effective as of the date of recording of this resolution, and does authorize and direct the Clerk of Court and Ex-Officio Recorder of Mortgages of Terrebonne Parish to note this acceptance thereof in the margin of the inscription of said contract under Entry No. 1521202 of the Records of Terrebonne Parish, Louisiana, and

**BE IT FURTHER RESOLVED** that a certified copy of the resolution be forwarded to the Engineer, T. Baker Smith, LLC, and

**BE IT FURTHER RESOLVED** that a certified copy of the resolution be recorded in the office of the Clerk of Court of Terrebonne Parish to commence a 45-day clear lien period, and

**BE IT FURTHER RESOLVED** that the Administration is authorized to make payment of retainage upon the presentation of a Clear Lien Certificate.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT

And the Chairman declared the resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
\* \* \* \* \*

I, VENITA CHAUVIN, 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 \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS  
DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA CHAUVIN, CLERK  
TERREBONNE PARISH COUNCIL

April 26, 2017

Via USPS & Email

Huey P. Stockstill, LLC  
Attn: Mr. Jeb Seal  
1149 Coteau Road  
Houma, LA 70364

Dear Mr. Seal:

**Subject: Certificate of Substantial Completion**  
  
**Re: Reconstruction of Jeff Drive**  
**From Bayouside Drive to Country Drive**  
**TPCG Project No. 15-RDS-52**

A Substantial Completion Inspection was held on Tuesday, April 25, 2017 at 1:30 p.m. for the above referenced project at which time the project was declared Substantially Complete. Enclosed please find three (3) copies of the Certificate of Substantial Completion with associated Punch List for the above referenced project. Please sign and return all three (3) copies for submission to the Owner for approval.

As always, should you have any questions or concerns regarding this matter, please do not hesitate to contact me at (985) 223-9228 or email me at [philip.chauvin@tbsmith.com](mailto:philip.chauvin@tbsmith.com).

Sincerely,

**T. BAKER SMITH, LLC**

  
Philip P. Chauvin, Jr.

Construction Group Manager

PPC/gda

Enclosure

Cc/Madeleine Bodin/TPCG (email only)  
Brian Moldaner/TBS (email only)  
Glenda Fanguy/HPS (email only)

## CERTIFICATE OF SUBSTANTIAL COMPLETION

DATE OF ISSUANCE April 25, 2017

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OWNERS Project No. 1521002, Bk 2897, pg. 759

ENGINEER'S Project No. 2011.0874

PROJECT Reconstruction of Jeff Drive  
From Bayouside Drive to Country Drive  
TPCG Project No. 15-RDS-52

CONTRACTOR: Huey P. Stockstill, LLC

Contract For \$419,595.50 Contract Date November 16, 2016

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This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof.

To Terrebonne Parish Consolidated Government  
OWNER

And To Huey P. Stockstill, LLC  
CONTRACTOR

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The Work to which this Certificate applies has been inspected by authorized representatives of OWNER. CONTRACTOR and ENGINEER, and that Work is hereby declared substantially complete in accordance with the Contract Documents on

April 25, 2017  
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 21 days of the above date of Substantial Completion.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

RESPONSIBILITIES:

OWNER As Per Contract Documents

CONTRACTOR: As Per Contract Documents

The following documents are attached to and made a part of this Certificate:

Punch List Dated April 25, 2017

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER ON \_\_\_\_\_, 2017

T. Baker Smith, LLC  
ENGINEER

By: \_\_\_\_\_  
Philip Chauvin, Jr. (Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on \_\_\_\_\_, 2017

Huey P. Stockstill, LLC  
CONTRACTOR

By: \_\_\_\_\_  
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on \_\_\_\_\_, 2017

Terrebonne Parish Consolidated Government  
OWNER

By: \_\_\_\_\_  
Gordon Dove (Authorized Signature)

Tuesday, April 25, 2017

**Terrebonne Parish Consolidated Government**

**Reconstruction of Jeff Drive  
From Bayouside Drive to Country Drive  
TPCG Project No. 15-RDS-52**

**Punch List**

The following items listed below were found to be non-compliant during substantial completion inspection for the above referenced project. The items listed below must be completed as per plans and specifications and verified by engineer prior to the Terrebonne Parish Consolidated Government receiving ownership of the repaired location(s) and one (1) year warranty period commencing.

**General Project Comments**

1. Remove all construction signage, stakes and flagging – \$1,500.00
2. Joint between concrete driveways and new asphalt roadway to be re-examined at 1-year warranty inspection for potential issues with spalling and/or cracking. Repairs to be determined at that time.
3. Provide Record (Red Line) Drawings - \$1,000.00





Monday, May 8, 2017

---

**Item Title:**

Proposed Amendment to Gustav/Ike Disaster Plan (CDBG)

**Item Summary:**

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SIGN AND SUBMIT AN AMENDMENT TO THE TERREBONNE PARISH GUSTAV/IKE DISASTER RECOVERY PLAN BUDGET TO THE STATE OF LOUISIANA AND HUD TO COMPLY WITH THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PROGRAM.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution
Backup Material	5/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Proposed Amendment to Gustav/Ike Disaster Recovery Plan

PROJECT SUMMARY (200 WORDS OR LESS)
Proposed changes to the Gustav/Ike Disaster Recovery Plan regarding specific infrastructure and housing projects throughout the Parish.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Adopt changes to the Gustav/Ike Disaster Recovery Plan (CDBG) budget to reflect reallocation of funds among various projects completed and in process.

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

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

Jeanne P. Bray

05/03/2017

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**OFFERED BY:** \_\_\_\_\_  
**SECONDED BY:** \_\_\_\_\_

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

**A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO SIGN AND SUBMIT AN AMENDMENT TO THE TERREBONNE PARISH GUSTAV/IKE DISASTER RECOVERY PLAN BUDGET TO THE STATE OF LOUISIANA AND HUD TO COMPLY WITH THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PROGRAM.**

**WHEREAS,** the Terrebonne Parish Consolidated Government has been awarded Community Development Block Grant (CDBG) funding as a result of the damage caused by Hurricanes Gustav and Ike; and

**WHEREAS,** the projects listed in Attachment A are completed; and

**WHEREAS,** the remaining funds in these projects will be transferred to unallocated until a project demonstrates a need for funding; and

**WHEREAS,** Cedar Grove Levee & Pump Station Projects are underfunded; and

**WHEREAS,** funds will be transferred to unallocated until Cedar Grove Levee & Pump Station is fully funded; and

**WHEREAS,** through the proper public approval process the funds can be reallocated from one project to another as reflected in Attachment A; and

**NOW, THEREFORE, BE IT RESOLVED** by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that that the Parish President, Gordon E. Dove, is authorized to sign, submit and implement the recommended amendment to the Terrebonne Parish Gustav/Ike Disaster Recovery Plan regarding the projects in Attachment A.

# ATTACHMENT A

Terrebonne Parish Consolidated Government

CDBG Disaster Recovery Program

Gustav/Ike Disaster Recovery Plan

Proposed Plan Amendment \_ Specific Infrastructure and Housing Projects

Project Number	Title	Category	Status	Original Funding	Increase/ Reduction	Resulting Status	Total Committed
55PARAXXXX	Unallocated			\$ -	\$ 1,855,923.79		\$ 1,855,923.79
55PARA2102	Falgout Canal Pontoon Bridge	Infrastructure	Priority	\$ 2,629,030.00	\$ (35,271.26)	Completed	\$ 2,593,758.74
55PARA2302	Gray Facility	Infrastructure	Priority	\$ 2,205,420.48	\$ (35,576.58)	Completed	\$ 2,169,843.90
55PARA3308	Cedar Grove Levee & Pump Station	Infrastructure	Priority	\$ 2,506,930.00	\$ (1,785,075.95)	Priority	\$ 721,854.05
				<b>\$7,341,380.48</b>	<b>\$ -</b>		<b>\$7,341,380.48</b>

Category Number:  
Item Number: 7.



Monday, May 8, 2017

---

**Item Title:**

Amend 02 - Juvenile Justice Facility

**Item Summary:**

RESOLUTION: Providing approval of Amendment No. 2 to the Engineering Agreement for Parish Project No. **12-JUVCDBG-38, Juvenile Justice Complex**, Terrebonne Parish, Louisiana.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution
Backup Material	5/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
12-JUVCDBG-38	Juvenile Justice Complex (CDBG)

PROJECT SUMMARY (200 WORDS OR LESS)
To construct a new Juvenile Justice Complex

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this amendment is to develop plans and specs for the furnishing and installation of a security fence at the Juvenile Justice Complex.

TOTAL EXPENDITURE	
\$6,000.00	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
ACTUAL	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
N/A	NO
YES	IF YES AMOUNT BUDGETED:
	\$2,526,250.00

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

Jeanne P. Bray

5/03/2017

Signature

Date

OFFERED BY:  
SECONDED BY:

## RESOLUTION

A resolution providing approval of Amendment No. 2 to the Engineering Agreement for Parish Project No. **12-JUVCDBG-38, Juvenile Justice Complex**, Terrebonne Parish, Louisiana.

**WHEREAS**, the Terrebonne Parish Consolidated Government did enter into an original engineering agreement with Duplantis Design Group, PC dated October 2, 2013, recordation number 1410016, for Juvenile Justice Complex, identified as Parish Project 12-JUVCDBG-38, and

**WHEREAS**, the Engineering Agreement between OWNER and ENGINEER provides for certain limitations for Basic Services and specific Additional Services, and

**WHEREAS**, funds were left over in the budget, and

**WHEREAS**, TPCG is desirous of installing a fence for additional security of the Juvenile Justice Facility, and

**WHEREAS**, TPCG requested Duplantis Design Group, PC to create plans and specs for the furnishing and installation of the fence, and

**WHEREAS**, this above work will increase the basic services section of the contract by \$3,000.00 and additional services by an additional \$3,000.00.

**NOW, THEREFORE BE IT RESOLVED** that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby approve this Amendment No. 2 to the Engineering Agreement for an increase of \$3,000.00 in Basic Services and \$3,000.00 in Additional Services, and authorizes Parish President Gordon E. Dove to execute this Amendment No. 2 to the Engineering Agreement for the Juvenile Justice Complex, Project Parish Project No. 12-JUVCDBG-38, with Duplantis Design Group, PC, and

**BE IT FURTHER RESOLVED** that a certified copy of the resolution be forwarded to the Engineer, Duplantis Design Group, PC.

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

And the Chairman declared the resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\* \* \* \* \*

I, VENITA H. CHAUVIN, 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 \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA H. CHAUVIN, CLERK  
TERREBONNE PARISH COUNCIL

**AMENDMENT NO. 2  
TO  
ENGINEERING AGREEMENT**

THIS AMENDMENT NO. 2, hereafter sometimes referred to as "AGREEMENT", made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017;

BY AND BETWEEN:

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**, (TPCG), a political subdivision of the State of Louisiana, represented herein by its duly authorized President, Gordon E. Dove (hereafter sometimes referred to as "OWNER"), and

**DUPLANTIS DESIGN GROUP, PC.**, represented herein by L. "Andy" Posittery, II, AIA, duly authorized representative of the firm (hereafter sometimes referred to as "ENGINEER"):

is a revision pursuant to 5.1.1 (Basic Services) and 5.1.2 (Additional Services) to the **ENGINEERING AGREEMENT** dated March 25, 2013, and was amended by Amendment No. 1, for professional engineering services between the OWNER and ENGINEER.

**WITNESSED:**

**WHEREAS**, the Terrebonne Parish Consolidated Government did enter into an original engineering contract dated March 25, 2013, and was amended by Amendment No. 1, to the entitled **Juvenile Justice Complex**, identified as **Parish Project No. 12-JUVCDBG-38**, and

**WHEREAS**, the Engineering Agreement between OWNER and ENGINEER provides for certain limitations for Basic Services and specific Additional Services, and

**WHEREAS**, funds were left over in the budget, and

**WHEREAS**, TPCG is desirous of installing a fence for additional security of the Juvenile Justice Facility, and

**WHEREAS**, TPCG requested Duplantis Design Group, PC to develop plans and specs for the furnishing and installation of a security fence, and

**WHEREAS**, this above work will increase the basic services section of the contract by \$3,000.00 and additional services by \$3,000.00.

**WHEREAS**, the firm of Duplantis Design Group, PC, has been asked to perform these activities under the Basic and Additional Services section of the Engineering Agreement for this project, and

**WHEREAS**, the TPCG is desirous of having these services continued so that there is a need for additional funds to be added to the contract for an increase in the upset limit for these services, and



**NOW THEREFORE**, be it understood and agreed by the parties hereto amend the contract as follows:

Amend Section 5, Paragraph 5.1.1, to read as follows:

- 5.1.1 For Basic Services. OWNER shall pay ENGINEER for Basic Services rendered under Section 1 (as amended and supplemented by Exhibit "A", "Further Description of Basic Engineering Services and Related Matters") as follows:

Architectural Fee = Fee Percentage(Construction Cost(1975 BCI/2006 BCI)(2011 CPI/1975 CPI)

Fee Percentage = (46.10/(Log(Construction Cost(1975 BCI/2011 BCI))))\*1.00)

	<u>1975</u>	<u>2011</u>
BCI	1306	5058
CPI	53.8	224.9

**Construction Documents (Fence) (Lump Sum) - \$3,000.00**  
**Construction Administration (Fence) (Hourly Not To Exceed) - \$3,000.00**

The fee for basic services based on a percentage of the construction cost will have a maximum limitation of 110% of the ENGINEER's Opinion of Probable Construction Cost submitted with the Final Design Documents in accordance with Section 1.4.3 of this contract. The fee for basic services based on a percentage of the construction cost will have a minimum limitation of 90% of the ENGINEER's Opinion of Probable Construction Cost submitted with the Final Design Documents in accordance with Section 1.4.3 of this contract.

Section 5, Paragraph 5.1.2, reads as follows:

- 5.1.2 For Additional Services. OWNER shall pay ENGINEER for Additional Services rendered under Section 2 as follows:

- 5.1.2.1 General. For Additional Services rendered under Paragraphs 2.1.1 through 2.1.17, inclusive (except services covered by Paragraph 2.1.7 and services as a consultant or witness under 2.1.16), on the basis of Exhibit "D", "**Current Rate Schedule - 2012**". At this time, the following additional services are anticipated and the Estimated Costs shown below are recommended for budgetary considerations.

<u>DESCRIPTION</u>	<u>CURRENT LIMIT</u>	<u>RECOMMENDATION INCREASE</u>	<u>NEW LIMIT</u>
<b>2.1.2 Property Surveying</b>	<b>\$ 7,384.60</b>	<b>\$ 0.00</b>	<b>\$ 7,384.60</b>
<b>2.1.17 CDBG Application</b>	<b>\$ 3,000.00</b>	<b>\$ 0.00</b>	<b>\$ 3,000.00</b>
<b>2.1.17 Landscape Architecture</b>	<b>\$ 8,000.00</b>	<b>\$ 0.00</b>	<b>\$ 8,000.00</b>
<b>2.1.17 Davis Bacon/Section 3 Coordination</b>	<b>\$ 3,000.00</b>	<b>\$ 0.00</b>	<b>\$ 3,000.00</b>
<b>2.1.17 Environmental Records Review</b>	<b>\$ 3,600.00</b>	<b>\$ 0.00</b>	<b>\$ 3,600.00</b>
<b>2.1.17 Geotechnical Engineering</b>	<b>\$ 9,800.00</b>	<b>\$ 0.00</b>	<b>\$ 9,800.00</b>

<b>2.1.17 Generator Consultant</b>	<b>\$ 4,000.00</b>	<b>\$ 0.00</b>	<b>\$ 4,000.00</b>
<b>2.1.17 Kitchen Consultant</b>	<b>\$ 9,600.00</b>	<b>\$ 0.00</b>	<b>\$ 9,600.00</b>
<b>Total</b>	<b>\$40,000.00</b>	<b>\$ 0.00</b>	<b>\$48,384.60</b>

Section 5, Paragraph 5.1.2.2, reads as follows:

5.1.2.2 Special Consultants. For services and reimbursable expenses incurred for coordination of special consultants employed by ENGINEER pursuant to Paragraph 2.1.1 or 2.1.17, on the basis of Exhibit "D". Services and reimbursable expenses of special consultants will be approved by ENGINEER, but shall be paid directly by OWNER. At this time, the following special consultants are anticipated, and the Limitation of Costs shown below are recommended for budgetary considerations:

**Not at this time**

Section 5, Paragraph 5.1.2.4, reads as follows:

5.1.2.4 Resident Project Services. For resident services during construction furnished under Paragraph 2.2.1, on the basis of Exhibit "D" for services rendered by principals and employees assigned to field offices in connection with resident project representation with a Limitation of Cost of **\$0.00**

Section 5, Paragraph 5.1.3, reads as follows:

5.1.3 For Reimbursable Expenses. In addition to payments provided for in Paragraphs 05.1.1 and 5.1.2, OWNER shall pay ENGINEER the actual costs of all Reimbursable Expenses incurred in connection with all Basic and Additional Services with a Limitation of Cost of **\$0.00**.

Section 5, Paragraph 5.1.4, reads as follows:

5.1.4 As used in this Paragraph 5.1, the term "Construction Cost" will have the meaning assigned to it in Paragraph 6.1; the term "Reimbursable Expenses" will have the meaning assigned to it in Paragraph 5.4 and the term "Limitation of Cost" will have the meaning assigned to it in Paragraph 5.5.

Section 5, Paragraph 5.1.5, reads as follows:

5.1.5 The estimated cost of Paragraphs 5.1.2, 5.1.3, and 5.1.4 shall have combined Limitations of Cost in the amount of **\$48,384.60**, which shall not be exceeded without the issuance of a formal change order authorized by the Terrebonne Parish Consolidated Government through its duly authorized President.

IN WITNESS WHEREOF, the parties hereto have affixed their legal hands on this day of \_\_\_\_\_, 2017.

**OWNER:**

TERREBONNE PARISH CONSOLIDATED  
GOVERNMENT

BY: \_\_\_\_\_  
Gordon E. Dove  
Parish President

WITNESSES:

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

**ARCHITECT:**

DUPLANTIS DESIGN GROUP, PC

BY: \_\_\_\_\_  
L. "Andy" Positerry, AIA  
Principal

WITNESSES:

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



WWW.DDGPC.COM

April 20, 2017

Attn: Nia Picou  
Terrebonne Parish Consolidated Government  
P.O. Box 2768  
Houma, LA 70361

RE: Terrebonne Parish Juvenile Justice Complex – Fence Addition  
*Construction Documents and Construction Administration Services Proposal*  
DDG Job # 17-257A

Dear Mike:

Please allow this letter to serve as our proposal to provide architectural services for the above referenced project. It is our understanding that the project will consist of an extension to the security fence surrounding the current Juvenile Justice Complex based on the attached scope plan (Attachment C). Based on our recent conversations, Duplant Design Group, PC (DDG) will be pleased to coordinate with you to perform the following tasks and services:

**Architectural Services:**

Construction Documents (CD):

Documents will include a site plan defining the extent of fencing to be constructed, details, and specification based on the design of the existing fence.

Construction Administration (CA):

The Architect shall assist the Owner on the following tasks as needed and per the Owner's request:

- Advise and consult with the owner during the Construction Phase.
- Submittal and shop drawing general compliance reviews
- Review and respond to contractor's requests for information (RFI)
- Review and processing of contractor's periodic pay requests
- Drive to/from the project site, attend meetings and create reports (Maximum of 3 visits)
- Preparation of change orders
- Conducting substantial and final completion inspections of the work.

The Architect shall not have control over, charge of, or responsibility for the means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work.

### **Project Assumptions:**

- Design is based on estimate provided by Triple B Construction & Fence Co. (Attachment D) and will consist of approximately 372' of arched type security fence to include one slide gate and one swing gate for personnel access (Area I). One alternate to include approximately 900' of additional arched type security fence with one additional swing gate for personnel access (Area II).
- This proposal assumes that bidding services are not required and owner will solicit not less than three (3) quotes as required by Louisiana Public Bid Law.
- Contractor is responsible for coordination of design with all existing site conditions including but not limited to existing pavement, grades, existing utility services, etc. Design to assume contractor will adjust fence as required to match existing grades and conditions on site.
- Contractor will provide all design drawings, specifications and secure all required permits associated with the installation of electrical slide gate operator.

### **Services Not Included:**

This Proposal does not include any services relating to the following Items:

- Property Surveying
- Construction Surveying and staking
- Permitting
- Detailed Cost Estimating services
- Bidding and negotiating services
- Design or coordination of specialty systems such as telecom and security systems.
- Civil engineering, structural, mechanical, electrical, plumbing, and landscape architecture services
- Site visits beyond those described above
- Davis Bacon Wage Rate coordination, contractor interviews, etc.

If required or recommended, DDG will provide proposals for such services at the appropriate time.

### **Fees:**

The fees for the services described above will be (reference Attachment B for Rate Sheet):

Construction Documents	\$3,000 (Lump Sum)
Construction Administration	\$3,000 (Hourly not-to-exceed)
<b>Total</b>	<b>\$6,000</b>

The time spent will be billed on a monthly basis. Should the project near the budget maximum set above, DDG will notify you of the current billings prior to any further work being performed.

Reimbursable expenses such as out-of-town travel, printing/plotting, postage charges and other items shall be billed in accordance with the attached Rate Sheet and in addition to the Basic Services identified above.

DDG will submit progress invoices for payment monthly to your attention. Receipt of payment by DDG shall be within 30 days of client receiving the invoice. Payment of invoices shall not be contingent upon receipt of necessary funding or payment from a third party. DDG will invoice for reimbursable expenses according to the attached rate sheet.

If this is acceptable, please sign in the space provided below and return.

Sincerely,  
Duplantis Design Group,



Kyle D. Domangue, A.I.A., n.c.a.r.b.  
Senior Project Architect - Business Unit Leader

KDD/cjc

Enclosure      Standard Conditions to Contract for Professional Services - Attachment A  
Standard Architectural Rate Sheet – Attachment B  
Scope Plan – Attachment C  
Estimate provided by Triple B Construction & Fence Co. – Attachment D

.....

By signing the proposal below, I hereby certify that I am authorized to sign this agreement on behalf of the Terrebonne Parish Consolidated Government and that I have read and familiarized myself with this Agreement and all attachments identified herein.

Accepted:

BY: \_\_\_\_\_  
Signature and Print Name

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



Monday, May 8, 2017

---

**Item Title:**

Engineer Appointment - Village East Community Center/Splash Pad

**Item Summary:**

RESOLUTION: Providing for the ratification of the appointment by Parish President Gordon E. Dove of the firm of David A. Waitz Engineering & Surveying, Inc. to provide engineering services for Village East Community Center & Splash Pad Project, and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution



**EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Village East Community Center/Splash Pad

PROJECT SUMMARY (200 WORDS OR LESS)
To appoint David A. Waitz Engineering & Surveying, Inc. to provide engineering services for the Village East Community Center/Splash Pad Project.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this appointment is to provide engineering services to construct a new community center/splash pad located in Village East.

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

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

Jeanne P. Bray

05/03/2017

\_\_\_\_\_

\_\_\_\_\_

Signature

Date



OFFERED BY:  
SECONDED BY:

## RESOLUTION

A resolution providing for the ratification of the appointment by Parish President Gordon E. Dove of the firm of David A. Waitz Engineering & Surveying, Inc. to provide engineering services for Village East Community Center & Splash Pad Project, and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.

**WHEREAS**, Terrebonne Parish wishes to build the Village East Community Center & Splash Pad, and

**WHEREAS**, Parish President Gordon E. Dove has recommended that the firm of David A. Waitz Engineering & Surveying, Inc. be retained to provide the necessary professional services for this project, and

**NOW, THEREFORE BE IT RESOLVED**, that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Parish President Gordon E. Dove be ratified and that the engineering firm of David A. Waitz Engineering & Surveying, Inc. be retained to provide the necessary professional services for the Village East Community Center & Splash Pad Project, and that Parish President Gordon E. Dove be authorized to execute any and all documents with said firm for this project.

THERE WAS RECORDED:

YEAS:  
NAYS:  
NOT VOTING:  
ABSENT

And the Chairman declared the resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\* \* \* \* \*

I, VENITA H. CHAUVIN, 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 \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA H. CHAUVIN, CLERK  
TERREBONNE PARISH COUNCIL



Monday, May 8, 2017

---

**Item Title:**

FF&E Award - Gibson Branch Library

**Item Summary:**

RESOLUTION: Awarding and authorizing the signing of a contract for Parish Project No. 15-LIBR-03, Gibson Branch Library; Furniture, Furnishing, and Equipment, Schedule 1, Terrebonne Parish, Louisiana and authorizing the issuance of the Notice of Proceed.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution
Backup Material	5/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
15-LIBR-03	Gibson Branch Library

PROJECT SUMMARY (200 WORDS OR LESS)
Construction of the Gibson Branch Library

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
This resolution allows for the awarding of the FF&E bid to GN Associates, Inc.

TOTAL EXPENDITURE				
\$89,537.00				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL			ESTIMATED	
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	<u>YES</u>	IF YES AMOUNT BUDGETED:	N/A

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

Jeanne P. Bray

05/02/2017

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

OFFERED BY:  
SECONDED BY:

### RESOLUTION

A resolution awarding and authorizing the signing of a contract for Parish Project No. 15-LIBR-03, Gibson Branch Library; Furniture, Furnishing, and Equipment, Schedule 1, Terrebonne Parish, Louisiana and authorizing the issuance of the Notice of Proceed.

**WHEREAS**, the Terrebonne Parish Consolidated Government wishes to furnish the Gibson Branch Library, herein after known as Parish Project No. 15-LIBR-03, Gibson Branch Library Furniture, Furnishing, and Equipment, and

**WHEREAS**, bids have been received for the above referenced project, and

**WHEREAS**, GN Associates, Inc. submitted the lowest responsible bid for Schedule 1, and

**WHEREAS**, the Architect for this project, Cheramine+Bruce Architects, has recommended that the award of the contract for Schedule 1 be made to GN Associates, Inc., and

**WHEREAS**, the Parish Administration has recommended the acceptance of the bids of GN Associates, Inc., in the amount of Eighty-Nine Thousand, Five Hundred and Thirty-Seven Dollars and Zero Cents (\$89,537.00) for Schedule 1, be accepted as per attached bid forms, and

**NOW, THEREFORE BE IT RESOLVED** that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby accept the lowest, responsive and responsible bids as per attached bid forms, for the aforementioned purchase.

**THERE WAS RECORDED:**

**YEAS:**

**NAYS:**

**NOT VOTING:**

**ABSENT:**

The Chairman declared the resolution adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\* \* \* \* \*

I, VENITA H. CHAUVIN, Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct of the RESOLUTION adopted by the Terrebonne Parish Council on \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA H. CHAUVIN, COUNCILCLERK  
TERREBONNE PARISH COUNCIL

**Cheramie+Bruce Architects**  
**A Professional Corporation**

April 19, 2017

Ms. Gwen Talbot, Chairman  
Terrebonne Parish Public Library  
151 Library Drive  
Houma, Louisiana 70360

RE: Furniture, Furnishing and Equipment  
Gibson Branch Library  
6400 Bayou Black Drive  
Gibson, Louisiana 70356  
Architect Project #: T628-0414 (FF&E)  
TPCG Project #: 15-LIBR-03

Dear Ms. Talbot:

Pursuant our review of Contractor bids received on April 4, 2017, and specific evaluation of data provided by the Contractor submitting the apparent low bid, please be advised that we hereby recommend award as follows:

**GN Associates, Inc.**

1349 Lakeshore Drive  
Metairie, LA 70005

Contact: Mrs. Erin R. Norton, President  
Louisiana Contractor's License: 39840

**Bid Total (Schedule I):                      \$ 89,537.00**

Enclosed please find copies of the following data:

- Bid Tabulation of the Contractor Bids received @ 2:00 PM, Tuesday, April 4, 2017.

We trust this meets with your approval, but should there be any questions, please do not hesitate to call.

Sincerely,

**cheramie+bruce architects**  
**a professional corporation**



Daniel M. Bruce, Jr., AIA  
Project Architect

DMB/tmr  
Enclosures

cc w/Enclosure: Ms. Mary LeBoeuf, Director, Terrebonne Parish Public Library  
Ms. Niayonda Picou-Bowens, EI, TPCG  
cc: GN Associates, Inc.

#1/T628 (FF&E)  
COR-TPL-002 RECOMMENDATION

7905 Main Street  
Post Office Box 1247  
Houma, Louisiana 70361  
Tel. 985/868-5020  
Fax 985/868-5021  
email: cba@cb-arch.com

Category Number:  
Item Number: 10.



Monday, May 8, 2017

---

**Item Title:**

Ordinance to Acquire Sites and Servitudes for Forced Drainage Project 1-1A Phase 4 Pump Station

**Item Summary:**

Consider the introduction of an ordinance to acquire any and all sites and/or servitudes that are required to facilitate construction and maintenance of the Forced Drainage Project 1-1A (Statewide Flood Control) Phase 4 Pump Station and calling a public hearing on May 24, 2017 at 6:30 p.m.

---

**ATTACHMENTS:**

**Description**

Executive Summary  
Ordinance

**Upload Date**

5/3/2017  
5/3/2017

**Type**

Executive Summary  
Ordinance



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
02-DRA-28	Forced Drainage Project 1-1A (Statewide Flood Control) Phase 4 Pump Station

PROJECT SUMMARY (200 WORDS OR LESS)
An ordinance to authorize the acquisition of sites and/or servitudes required for the Forced Drainage Project 1-1A (Statewide Flood Control) Phase 4 Pump Station.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
To consider the introduction of an ordinance to acquire any and all sites and/or servitudes that are required to facilitate construction and maintenance of the Forced Drainage Project 1-1A (Statewide Flood Control) Phase 4 Pump Station. This project will be conducive to the public interest, convenience and safety of Terrebonne Parish.

TOTAL EXPENDITURE		
TBD		
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)		
ACTUAL	ESTIMATED	
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)		
N/A	NO	<u>YES</u> IF YES AMOUNT BUDGETED: \$3,325,675.00

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

Jeanne Bray

5/3/2017

\_\_\_\_\_

\_\_\_\_\_

Signature

Date

OFFERED BY:  
SECONDED BY:

ORDINANCE NO.

AN ORDINANCE TO AUTHORIZE THE ACQUISITION OF PROPERTY, SITES AND/OR SERVITUDES REQUIRED FOR FORCED DRAINAGE PROJECT 1-1A (STATEWIDE FLOOD CONTROL) PHASE 4 PUMP STATION, PARISH PROJECT NO. 02-DRA-28; AUTHORIZE THE PARISH PRESIDENT TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACQUIRE SITES, PROPERTY AND/OR SERVITUDES FOR THE SAID PURPOSES; TO AUTHORIZE THE PARISH LEGAL STAFF TO COMMENCE EXPROPRIATION PROCEEDINGS IN THE EVENT THE SITES, PROPERTY AND/OR SERVITUDES CANNOT BE OBTAINED CONVENTIONALLY; TO DECLARE THAT THE TAKING, IF REQUIRED, IS NECESSARY AND USEFUL FOR THE BENEFIT OF THE PUBLIC; AND TO PROVIDE FOR OTHER MATTERS RELATIVE THERETO.

#### SECTION I

BE IT ORDAINED by the Terrebonne Parish Council, in due, regular and legal sessions convened, that the Parish Administration is hereby authorized to acquire any and all property in full ownership and/or servitudes that are required to facilitate construction and maintenance of the Forced Drainage Project 1-1A (Statewide Flood Control) Phase 4 Pump Station, Parish Project No. 02-DRA-28; that the Parish President, Gordon E. Dove, is hereby authorized and empowered for and on behalf of the Terrebonne Parish Consolidated Government to execute documents necessary to acquire the sites, property in full ownership and/or servitudes for the above stated purpose for consideration he deems just and reasonable, not to exceed the fair market value, and that the Parish Legal Department is hereby authorized, at the direction of the Parish Administration, to institute expropriation pursuant to LA R.S. 19:271 et seq., and/or any other legal proceedings necessary to acquire the necessary sites, property in full ownership and/or servitudes that are necessary and useful for the herein described purposes.

#### SECTION II

PARISH PROJECT NO. 02-DRA-28  
FORCED DRAINAGE PROJECT 1-1A PHASE 4 PUMP STATION  
PARISH OF TERREBONNE

The project generally provides for a new pump station that will pump the area located between Hollywood Road north toward Schriever, between Little Bayou Black and Bayou Terrebonne. By adding this new pump station, it will provide flood relief under peak storm conditions and manage water levels in the area.

The construction of the above described project will be conducive to the public interest, convenience and safety and will enable Terrebonne Parish Consolidated Government (TPCG) to properly fulfill the functions imposed upon it by law.

#### SECTION III

If any word, 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 IV

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.



This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared the ordinance adopted on this, the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
DIRK GUIDRY, CHAIRMAN  
TERREBONNE PARISH COUNCIL

\_\_\_\_\_  
VENITA H. CHAUVIN, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*

Date and Time Delivered to Parish President:

\_\_\_\_\_

Approved \_\_\_\_\_ Vetoed \_\_\_\_\_  
Gordon E. Dove, Parish President  
Terrebonne Parish Consolidated Government

Date and Time Returned to Council Clerk:

\_\_\_\_\_

\* \* \* \* \*

I, VENITA H. CHAUVIN, Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA H. CHAUVIN, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

Category Number:  
Item Number: 11.



Monday, May 8, 2017

---

**Item Title:**

Resolution authorizing execution of Change Order No 3 (Balancing) to Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements

**Item Summary:**

RESOLUTION: Authorizing the execution of Change Order No. 3 (Balancing) to Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements for an increase in contract time of 72 days.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution
Backup	5/3/2017	Backup Material



**EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Parish Project No. 14-SEW-21 North Wastewater Treatment Plant (WWTP) Electrical Improvements

PROJECT SUMMARY (200 WORDS OR LESS)
A resolution authorizing the execution of Change Order No. 3 (Balancing) to add 72 additional calendar days to the date of Substantial Completion.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Replace outdated equipment for safety, reliability and protection of equipment and replace 28-year old wiring.

TOTAL EXPENDITURE		
-0-		
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)		
ACTUAL	ESTIMATED	
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)		
N/A	NO	YES
	IF YES AMOUNT BUDGETED:	\$1,200,000

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

*Guyard E. Durl* 5/3/17  
Signature Date

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

**RESOLUTION NO.**

A resolution authorizing the execution of Change Order No. 3 (Balancing) to the Construction Agreement for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a construction agreement April 15, 2016, with E-3 Electrical, Inc., Recordation Number 1505280, for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements, Terrebonne Parish, Louisiana, and

WHEREAS, Change Order No. 3 (Balancing) will adjust the contract time for an additional 72 days to date of Substantial Completion, and no change in the contract price, and

WHEREAS, this Change Order No. 3 (Balancing) has been recommended by the Engineer, Providence Engineering and Design, LLC, 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 by Terrebonne Parish President Gordon E. Dove of Change Order No. 3 (Balancing) to the construction agreement with E-3 Electrical, Inc., for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements, Terrebonne Parish, Louisiana for an increase of 72 calendar days, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be forwarded to the Engineer, Providence Engineering and Design, LLC.

THERE WAS RECORDED:  
YEAS:  
NAYS:  
ABSTAINING:  
ABSENT:

The Chairwoman declared the resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\* \* \* \* \*

I, VENITA H. CHAUVIN, Council Clerk of the Terrebonne Parish Council, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by the Public Services Committee on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, and subsequently ratified by the Assembled Council in Regular Session on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA H. CHAUVIN, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL



Project No. 441-088-PED

April 25, 2017

Mr. Greg Bush  
Terrebonne Parish Consolidated Government  
P. O. Box 2768  
Houma, Louisiana 70361

Re: Parish Project 14-SEW-21  
North Wastewater Treatment Plant  
Electrical Improvements  
Terrebonne Parish, Louisiana

Dear Mr. Bush:

Attached for your review and approval is the original and three (3) copies of Change Order No. 3 (Balancing) executed by the Contractor and the Engineer for the referenced project. Upon approval, please sign and date all copies of the change order in the space provided, keep an executed copy for your files, and return the remaining executed copies back to me.

Should you have any questions or require additional information, please do not hesitate to contact me at the office listed below.

Sincerely,

**Providence Engineering and Design, LLC**

Richard L. Lottinger

RLL/dbp

Attachments

TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

APR 26 2017

POLLUTION CONTROL

## CHANGE ORDER

Dated April 21, 2017OWNER's Project No. 14-SEW-21ENGINEER's Project No. 441-088-GSE

North Wastewater Treatment Plant  
Electrical Improvements  
Project: Terrebonne Parish, Louisiana

CONTRACTOR E-3 Electrical, Inc.Contract For Electrical ImprovementsContract Date April 15, 2016To: E-3 Electrical, Inc.

CONTRACTOR

You are directed to make the changes noted below in the subject Contract:

Terrebonne Parish Consolidated Government  
OWNER

By \_\_\_\_\_  
Gordon E. Dove, Parish President

Dated \_\_\_\_\_, 2017

Nature of the Changes:

- 1) Adjustment of contract time to date of Substantial Completion, April 26, 2017. (72 additional days)

Enclosures:

E-3 Electrical, Inc. letter dated April 12, 2017.

These changes result in the following adjustment of Contract Price and Contract Time:

Contract Price Prior to This Change Order	\$ <u>985,238.00</u>
Net (Increase) (Decrease) Resulting from this Change Order	\$ <u>0.00</u>
Current Contract Price Including This Change Order	\$ <u>985,238.00</u>

Contract Time Prior to This Change Order ..... 274 Days    February 13, 2017  
(Days or Date)

Net (Increase) (~~Decrease~~) Resulting from This Change Order ..... 72 days  
(Days)

Current Contract Time Including This Change Order ..... 346 Days    April 26, 2017  
(Days or Date)

The Above Changes Are Approved:

..... Providence Engineering and Design, LLC  
ENGINEER

By .....  .....

Dated ..... 4/25 ..... , 2017

Contractor acknowledges that the values set forth in this change order include any and all claims for additional compensation due to equitable adjustment resulting from any addition, deletion or revision in the Work, or changes in contract time.

The Above Changes Are Accepted:

..... E-3 Electrical, Inc.  
CONTRACTOR

By .....  V.P. ....

Dated ..... 4/27 ..... , 2017



**E3 ELECTRICAL, INC.**

1001 LAFAYETTE STREET  
HOUMA, LA 70360  
985.223.0778

April 12, 2017

Providence/GSE Associates, LLC  
Attn: Mr. Brett Ledet  
991 Grand Caillou Rd  
Houma, LA 70363

**RE: REQUEST FOR ADDITIONAL DAYS**  
North Wastewater Treatment Plant  
Electrical Improvements  
Terrebonne Parish, LA  
PARISH PROJECT NO. 14-SEW-21

Dear Mr. Ledet,

As you are aware, we have substantially completed the above referenced project as of April 7, 2017, which is 53 calendar days over our allotted contract time. We hereby request that 53 days be added to the contract time due to circumstances that were beyond the control of E3.

For this project, we selected Cummins Sales and Service as our vendor for the paralleling switchgear and generator modifications. We knew that the specifications for the project were built around the Cummins system due to the extensive effort that they put in during the design phase of the project, so we felt as though they were the best qualified vendor for the project. Despite that the specifications for the gear package were already put together during the design phase of the project, last minute design changes made during the submittal process caused some confusion at the factory, thus resulting in the gear getting manufactured to the wrong size. This then began the process of getting the factory to make field modifications to the gear in order to get it to fit into place.

A summarized timeline of events is as follows:

- 2/1/17 – 3/21/17 – (12 contract days + 36 additional days)

This time period covers the time that the discrepancy was first discovered until the final modifications to the equipment were made. As of 3/21/17, all modifications were complete and the gear was ready for installation.

- 3/22/17 – 3/26/17 – (5 additional days)

With the modifications complete, we were ready to resume installation of the gear. In order to install the new gear, we were required to take a portion of the plant out of service for the duration of the installation, so we worked with the plant personnel to determine an appropriate time to resume. There were some concerns on their part concerning the possibility of an impending weather event within these days, so we postponed the gear installation until 3/27/17 in order to alleviate their concerns.



- 3/27/17 – 4/7/17 – (12 additional days)

Installation of the new switchgear resumed during this period, followed by the successful startup and testing of the complete system. As of 4/7/17, the installation and testing had been fully completed, and the system was left for normal operation by the Owner.

As a supplement to this request, I have also attached a letter from Cummins that adds additional details and explanation for the delayed completion.

Despite the additional challenges presented to us during this project, it has been our goal to work through the problems as thoroughly and expediently as possible. In an effort to minimize the disruption to plant operations, we made every attempt to have solutions on hand to address any contingencies or concerns that might arise. Aside from the inconvenience of the delay, we feel that we were ultimately able to deliver a completed project that is in full accordance with the project specifications, and therefore, would greatly appreciate your consideration of this request.

Should you have any questions or require any additional information, please contact me at the address listed above, by phone at 985-223-0778, or by email at [mbourgeois@e3-electrical.com](mailto:mbourgeois@e3-electrical.com).

Sincerely,



Matthew D. Bourgeois

Vice-President



April 12, 2017

Mr. Matt Bourgeois  
**E3 Electrical, Inc**  
1001 Lafayette St.  
Houma, LA 70360  
Email: mbourgeois@e3-electrical.com

Ref: North Terrebonne WWTP – Request for Project Extension

Dear Matt:

We would like to respectfully request additional days be added to the contract to cover through the substantial completion date. We acknowledge that the Paralleling Gear did not deliver to the dimensions that were on the plans. However, late changes during the submittal process led to some miscommunication with the Factory. This resulted in the Cummins Project Manager interpreting that the new breaker size requested, and subsequent dimensional differences overrode the need to meet the existing dimensions on site and plans. Below is a quick detail on what transpired, the corrections made, and a time line of events.

Howe we got here:

Initially, Cummins met with Providence Engineering to help them design a working system for their customer, North Terrebonne Waste Water Treatment Plant. I and a Factory Representative, Michael Murray, met with Brett Ledet and Harold LeRay to help them work through a problem with updating the existing gear and generators to a new more reliable Paralleling System. From the start Mike and I knew the challenges, as did Providence Engineering, of matching the existing gear. After months of consulting, everyone felt that we had a system specified that would fit the customer's requirements.

As the project went out for Bid, the footprint consideration was taken into account while pricing the project. We were the low bidder with the contractors and eventually received a purchase order from E3 Electrical, for which we are grateful.

During the submittal process, we were aware that the original construction documents and submittals specified a 36" section with a 4000AF (amp frame) breaker. As we were going back-n-forth with the submittal process, it was requested to have the 4000AF

breaker to be changed to a 3200AF breaker that would match the two (2) exiting tie breakers. This would allow the customer to interchange breakers should one fail, or become damaged. Excellent idea. However, the two (2) existing 3200AF breakers came with 30" sections, and a 36" section was not available for that type 3200AF breaker. At this point, I'm told the Project Manager, at the factory, interpreted this change as priority over that of the footprint.

The PM was not initially involved during the design or quoting phase of the project, and did not realize that meeting the footprint, due to existing cable entries, could not change. When the drawings were resent, the fact that the Utility Main section had decreased in size, was missed. Therefore, the gear was manufactured, tested, and shipped.

#### Corrections Made:

After consulting with Providence Engineering, Square D, E3 Electrical, North Terrebonne WWTP, and the Cummins factory, it was decided to move forward with the modification to add a 6" extension to the Utility Main Section. This would allow the breakers to be interchanged in case of failure, thereby giving the North Terrebonne WWTP more flexibility with their new Emergency Power System.

#### Time Line:

Below is a time line of events that transpired from the time the discrepancy was discovered to substantial completion. Given the complexity, I feel that no time was wasted in getting this resolved.

- 2/1/17: E3 Electrical discovered the design change when they were initially installing the paralleling switchgear.
- 2/2/17: Cummins factory was notified of a possible discrepancy.
- 2/3/17: Square D was contacted for a site visit.
- 2/6/17: Square D met with Cummins and E3 Electrical to get a firsthand look at the problem.
- 2/6 – 2/14/17: Cummins and Square D started to work on different ideas on how to resolve the discrepancy.
- 2/15/17: Meeting with Providence Engineering, E3 Electrical, and NTWWTP to update on progress and possible solutions. Time line was briefly discussed.
- 2/16 – 3/7/17: Cummins and Square D finalizing best solutions to modification. Providence Engineering approves solution.
- 3/8/17: Square D returns to site with E3 Electrical and Cummins for final visit and walk through.
- 3/9 – 3/15/17: Parts ordered for modifications.
- 3/16 – 3/21/17: Square D made and completes modifications.

- 3/27 – 4/7: E3 Electrical coordinates with Entergy, NTWWTP, and Cummins to install paralleling gear. E3 Electrical and Cummins finish initial testing of paralleling gear.
- 4/18/17: Cummins to return for System Testing and with E3 Electrical, Providence Engineering and NTWWTP. Training will be scheduled.

Summary:

We are well aware of the inconvenience this has caused all parties. Our intent on this project, as it is on all of the projects that we are involved in, is to provide the best possible equipment and service to our customers. Once the switchgear issue came to our attention, we did our best to correct it, in the best and timeliest manner. We hope that the pre-design support we offered, as well as the quick action taken to resolve the issue, will be taken into consideration, when considering our request for the extension. North Terrebonne WWTP will be left with a very reliable system, and we look forward to supporting them over the coming years.

Sincerely,

Cummins Mid-South, L.L.C.  
*Power Generation Business*



Bryan Bealer  
Commercial Sales Representative



Monday, May 8, 2017

---

**Item Title:**

Resolution providing for the acceptance of work performed by E-3 Electrical, Inc., in accordance with the Certificate of Substantial Completion for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements.

**Item Summary:**

RESOLUTION: Acceptance of work performed by E-3 Electrical, Inc. in accordance with Certificate of Substantial Completion for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	5/3/2017	Executive Summary
Resolution	5/3/2017	Resolution
Backup	5/3/2017	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE									
Parish Project No. 14-SEW-21 North Wastewater Treatment Plant (WWTP) Electrical Improvements									
PROJECT SUMMARY (200 WORDS OR LESS)									
Certificate of Substantial Completion of Parish Project No. 14-SEW-21; North Wastewater Treatment Plant Electrical Improvements, as constructed by E-3 Electrical, Inc.									
PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)									
Replace outdated equipment for safety, reliability and protection of equipment and replace 28-year old wiring.									
TOTAL EXPENDITURE									
-0-									
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)									
ACTUAL	ESTIMATED								
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)									
<input checked="" type="radio"/> N/A	NO	YES	IF YES AMOUNT BUDGETED:						
COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
<input checked="" type="radio"/> PARISHWIDE	1	2	3	4	5	6	7	8	9

*Bryan L. Butler*

Signature

5/3/17

Date

OFFERED BY:  
SECONDED BY:

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

A resolution providing for the acceptance of work performed by E-3 Electrical, Inc. in accordance with the Certificate of Substantial Completion for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated April 15, 2016, with E-3 Electrical, Inc., Recordation Number 1505280, for Parish Project No. 14-SEW-21, North Wastewater Treatment Plant Electrical Improvements, Terrebonne Parish, Louisiana, and

WHEREAS, the work performed has been inspected by authorized representative of the Owner, Engineer and Contractor found to be substantially complete, and

WHEREAS, the Engineer for this project, Providence Engineering and Design, LLC, recommends the acceptance of the substantial completion, and

NOW THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, does hereby accept the work performed, effective as of the date of recording of this resolution, and does authorize and direct the Clerk of Court and Ex-Officio Recorder of Mortgages of Terrebonne Parish to note this acceptance thereof in the margin of the inscription of said contract under Entry No. 1505280 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED, that a certified copy of the resolution be forwarded to the Engineer, Providence Engineering and Design, LLC, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be recorded in the office of the Clerk of Court of Terrebonne Parish to commence a 45-day clear lien period, and

BE IT FURTHER RESOLVED, that the Administration is authorized to make payment of retainage upon the presentation of a Clear Lien Certificate.

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

The Chairwoman declared this resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\* \* \* \* \*

I, VENITA H. CHAUVIN, Clerk of Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Public Services Committee on \_\_\_\_\_, 2017 and subsequently ratified by the Assembled Council in Regular Session on \_\_\_\_\_, 2017, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
VENITA H. CHAUVIN, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL



Project No. 441-088-PED

April 27, 2017

Mr. Greg Bush  
Terrebonne Parish Consolidated Government  
P. O. Box 2768  
Houma, Louisiana 70361

RE: Parish Project No. 14-SEW-21  
North Wastewater Treatment Plant  
Electrical Improvements  
Terrebonne Parish, Louisiana

Dear Mr. Bush:

Attached for your review and approval is the original and three (3) copies of the Certificate of Substantial Completion executed by the Contractor and the Engineer for the referenced project. Upon approval, please sign and date all copies of the certificate in the space provided, and return two (2) recorded copies back to me.

Should you have any questions or require additional information, please do not hesitate to contact me at the office listed below.

Sincerely,

**Providence Engineering and Design, LLC**

Richard L. Lottinger

RLL/dbp

Attachment

ecc: E-3 Electrical, Inc.

TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

APR 26 2017

POLLUTION CONTROL



## CERTIFICATE OF SUBSTANTIAL COMPLETION

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North Wastewater Treatment Plant  
Electrical Improvements

PROJECT Terrebonne Parish, Louisiana

DATE OF ISSUANCE April 26, 2017

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OWNER Terrebonne Parish Consolidated Government

OWNER's Contract No. 14-SEW-21 ENGINEER's Project No. 441-088-PED

CONTRACTOR E-3 Electrical, Inc. ENGINEER Providence Engineering and Design, LLC

---

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

All work performed in accordance with contract plans and specifications.

To Terrebonne Parish Consolidated Government  
OWNER

And To E-3 Electrical, Inc.  
CONTRACTOR

---

The work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

April 26, 2017  
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 45 days of the above date of Substantial Completion.

From the date of Substantial Completion the responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

RESPONSIBILITIES:

OWNER: Security, operation, maintenance, heat and utilities. Permanent insurance shall be obtained by the Owner before final payment if required.

CONTRACTOR: Safety and insurance until date of final payment and completion. Contractor shall maintain all insurance in accordance with the specifications.

The following documents are attached to and made a part of this Certificate:

- 1) Resolution of Acceptance
- 2) Items to be completed (see attached)

*[For items to be attached see definition of Substantial Completion as supplemented and other specifically noted conditions precedent to achieving Substantial Completion as required by Contract Documents.]*

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on 4/26, 2017

Providence Engineering and Design, LLC

ENGINEER

By: Harold P. Duray

(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on APRIL 26<sup>TH</sup>, 2017

E-3 Electrical, Inc.

CONTRACTOR

By: [Signature]

(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on \_\_\_\_\_, 2017

Terrebonne Parish Consolidated Government

OWNER

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

Gordon E. Dove, Parish President

**SUBSTANTIAL COMPLETION INSPECTION**

**Parish Project No. 14-SEW-21  
North Wastewater Treatment Plant  
Electrical Improvements  
Terrebonne Parish, Louisiana  
Project No. 441-088-PED**

**April 26, 2017 at 2:00 p.m.**

**Attendees:**

Brian Boquet - TPCG  
Matt Bourgeois - E-3 Electrical, Inc.

Harold LeRay - Providence  
Brett Ledet - Providence

**Items to be completed:**

1. Operation and Maintenance Manuals, including warranty information.	\$ 1,000.00
2. Redline drawings.	\$ 1,000.00
3. Fix "Reset Button" on TIE2 Circuit Breaker	\$ 500.00
4. Install 6-inch spacer panel on main switchgear.	\$ 2,500.00
5. Seal openings around conduit entries in building soffit.	\$ 250.00
6. Confirm that, while in manual mode, that the generators and utility cannot be paralleled together (confirm electrical interlock while in manual mode).	\$ 50.00
7. Provide operational training to Owner personnel of the SEL 751 relay as indicated in Spec 16624.2.1.L.g.5 (page 19). Training should be held by Factory Certified Supplier Technician as indicated.	\$ 1,500.00
8. Supply the actual Mean Time Between Failures (MTBF) for the paralleling switchboard.	\$ 250.00
9. Provide written report to the Engineer indicated in Spec 16624.3.4.D (page 42). This written report should confirm items A, B, and C indicated in Section 3.4.	\$ 1,500.00
10. Provide training on SPD as indicated in Spec 16287.3.4.A (page 10).	\$ 1,500.00
11. Provide start-up and training on the Power Control Monitoring System (PCMS) as indicated in Spec 16290.3.2.A-F.	\$ 1,500.00
12. Modify circuit breaker settings as directed by the Engineer.	\$ 250.00
<b>Total</b>	<b>\$11,800.00</b>