
TERREBONNE PARISH COUNCIL

PUBLIC SERVICES COMMITTEE

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



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

August 7, 2017
5:40 PM

Parish Council Meeting Room

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:** Authorizing the execution of Deductive Change Order No. 2 for the Construction Agreement for Parish Project No. 15-LIBR-03, Gibson Branch Library Project, Terrebonne Parish, Louisiana.
2. **RESOLUTION:** Providing for the acceptance of work performed by Onshore Construction Company, LLC, in accordance with the Certificate of Substantial Completion for Parish Project 15-LIBR-03, Gibson Branch Library, Terrebonne Parish, Louisiana.
3. **RESOLUTION:** Authorizing the signing of the Entity/State agreement with Louisiana

Department of Transportation and Development for the LA 24 Sidewalk Rehab.

4. RESOLUTION: Providing for the acceptance of work performed by Sealevel Construction, Inc., in accordance with the Certificate of Substantial Completion for Parish Project 15-BRG-29, Kings Bayou Bridge, Terrebonne Parish, Louisiana.
5. RESOLUTION: Awarding and authorizing the signing of the Construction Contract for Parish Project No. 13-DRA-22, Upper Little Caillou Drainage Pump Station, Terrebonne Parish Consolidated Government, Terrebonne Parish, Louisiana, and authorizing the issuance of the Notice to Proceed.
6. RESOLUTION: Providing for the acceptance of work performed by Associated Diversified Services, Inc.. in accordance with the Certificate of Substantial Completion for Parish Project No. 15-UTL-20, Power Pole Relocation, LA Hwy. 57 Widening, Industrial Boulevard to Thompson Road, Terrebonne Parish, Louisiana.
7. RESOLUTION: Ratifying the appointment of the engineering firm of Providence Engineering and Design, LLC to provide engineering services for 115KV Transmission Line Improvements, and also authorizing execution of the appropriate engineering contract documents for this project.
8. RESOLUTION: Ratifying the Parish President's appointment of GDS Associates, Inc. to provide consulting services for an Electric Utility Cost of Service Study.
9. RESOLUTION: Ratifying the Parish President's appointment of GDS Associates, Inc. to provide consulting services for a Gas Utility Cost of Service Study.
10. Consider the introduction of an ordinance to establish a "No Parking Zone" during school hours around Mulberry School on Cougar Drive and call a public hearing on said matter on Wednesday, August 23, 2017 at 6:30 p. m.
11. Consider the introduction of an ordinance to establish a 3-Way Stop at the intersection of Eldred Street and Guidry Street, and call a public hearing on Wednesday, August 23, 2017 at 6:30 p. m.
12. Adjourn

Category Number:
Item Number:



Monday, August 7, 2017

Item Title:
INVOCATION

Item Summary:
INVOCATION

Category Number:
Item Number:



Monday, August 7, 2017

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number: 1.



Monday, August 7, 2017

Item Title:

Change Order No. 2 - Gibson Branch Library

Item Summary:

RESOLUTION: Authorizing the execution of Deductive Change Order No. 2 for the Construction Agreement for Parish Project No. 15-LIBR-03, Gibson Branch Library Project, Terrebonne Parish, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/2/2017	Executive Summary
Resolution	8/2/2017	Resolution
Backup Material	8/2/2017	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 Change Order No. 1 has been recommended to adjust the estimated contract item quantities. This change order will decrease the overall contract price by \$6,035.00

TOTAL EXPENDITURE				
Decrease of \$6,035.00				
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

08/02/2017

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION

A resolution authorizing the execution of Deductive Change Order No. 2 for the Construction Agreement for Parish Project No. 15-LIBR-03, Gibson Branch Library Project, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government will award the construction to Onshore Construction Company, LLC, for Parish Project No. 15-LIBR-03, Gibson Branch Library Project, Terrebonne Parish, Louisiana, and

WHEREAS, this change order has been recommended so as to adjust the estimated contract item quantities for the completion of the project described on the attached Change Order No. 2 for the above referenced project, and

WHEREAS, this change order will decrease the overall contract price by Six Thousand and Thirty-Five Dollars (\$6,035.00), and

WHEREAS, the contractor is requesting a total of Fifty-Seven (57) calendar days because of inclement weather throughout the contract, and

WHEREAS, Deductive Change Order No. 2 had been recommended by the Architect, Cheramie+Bruce Architects, APC, 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 Deductive Change Order No. 2 to the construction agreement with Onshore Construction Company, LLC for Parish Project No. 15-LIBR-03, Gibson Branch Library, Terrebonne Parish, Louisiana, for an decrease to the contract amount in the amount of Six Thousand and Thirty-Five Dollars (\$6,035.00), and

BE IT FURTHER RESOLVED that a certified copy of the resolution be forwarded to Architect, Cheramie+Bruce Architects, APC.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSENT & NOT VOTING:

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

* * * * *

I, Venita H. Chauvin, Assistant 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

**AIA®****Document G701™ – 2001****CONTRACTOR'S COPY****Change Order****PROJECT (Name and address):**

T628 New Gibson Branch Library

New Gibson Branch Library

6400 Bayou Black Drive

Gibson, Louisiana 70356

Architect's Project Number: T628-0414

TPCG Project Number: 15-LIBR-03

CHANGE ORDER NUMBER: 002**DATE:** 07/10/2017OWNER: ☐ARCHITECT: ☐CONTRACTOR: ☐FIELD: ☐OTHER: ☐**TO CONTRACTOR (Name and address):**

Onshore Construction Company, LLC

163 St. Peter Road

Thibodaux, LA 70301

ARCHITECT'S PROJECT NUMBER: T628-0414**CONTRACT DATE:** 07/15/2016**CONTRACT FOR:** General Construction**THE CONTRACT IS CHANGED AS FOLLOWS:***(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

Total Deduction for this change order is (\$6,035.00).

Total days added for this change order is 57.

SEE ATTACHMENT "A" FOR CHANGE ORDER 2 BREAKDOWN.

The original Contract Sum was

\$ 1,304,500.00

The net change by previously authorized Change Orders

\$ -283,813.00

The Contract Sum prior to this Change Order was

\$ 1,020,687.00

The Contract Sum will be decreased by this Change Order in the amount of

\$ 6,035.00

The new Contract Sum including this Change Order will be

\$ 1,014,652.00

The Contract Time will be increased by fifty-seven (57) days.

The date of Substantial Completion as of the date of this Change Order therefore is 07/06/2017

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.Cherame+Bruce Architects, A
Professional Corporation**ARCHITECT (Firm name)**P. O. Box 1247
Houma, LA 70361**ADDRESS****BY (Signature)**Daniel M. Bruce, Jr., Principal
(Typed name)

07/10/2017

DATE

Onshore Construction Company, LLC

CONTRACTOR (Firm name)163 St. Peter Road
Thibodaux, LA 70301**ADDRESS****BY (Signature)**Neil L. Arabie, Member/Manager
(Typed name)**DATE**Terrebonne Parish Consolidated
Government**OWNER (Firm name)**P. O. Box 2768
Houma, LA 70361**ADDRESS****BY (Signature)**Gordon Dove, Parish President
(Typed name)**DATE**

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User Notes:

(3B9ADA20)

Cheramie+Bruce Architects

A Professional Corporation

ATTACHMENT "A"

RE: New Gibson Branch Library
6400 Bayou Black Drive
Gibson, Louisiana 70356
Architect Project #: T628-0414
TPCG Project #: 15-LIBR-03

		AMOUNT	DAYS
1. ADD Contract time due to delays with permitting at beginning of project.	ADD:	\$0.00	19
2. OMIT 850 SF of concrete access drive and install limestone access drive.	DEDUCT:	(\$1,975.00)	0
3. ADD Five (5) floor power/data boxes where computer counter was removed.	ADD:	\$2,465.00	0
4. OMIT 4,156 SF of fluid applied vapor barrier coating; foil faced Insulation will be taped and secured to create the vapor barrier.	DEDUCT:	(\$6,525.00)	0
5. ADD Contract time due to delays of material back orders and permanent power.	ADD:	\$0.00	38
	TOTAL DEDUCT:	(\$6,035.00)	
	TOTAL DAYS ADDED:		57

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: 2.



Monday, August 7, 2017

Item Title:

Substantial Completion - Gibson Branch Library

Item Summary:

RESOLUTION: Providing for the acceptance of work performed by Onshore Construction Company, LLC, in accordance with the Certificate of Substantial Completion for Parish Project 15-LIBR-03, Gibson Branch Library, Terrebonne Parish, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/2/2017	Executive Summary
Resolution	8/2/2017	Resolution
Backup material	8/2/2017	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 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	<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

08/02/2017

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION

A resolution providing for the acceptance of work performed by Onshore Construction Company, LLC, in accordance with the Certificate of Substantial Completion for Parish Project 15-LIBR-03, Gibson Branch Library, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated July 25, 2014 with Onshore Construction Company, LLC, for Parish Project 15-LIBR-03, Gibson Branch Library, Terrebonne Parish, Louisiana, as will be seen by reference to said contract which is recorded under Entry No. 1514919 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, Cheramie+Bruce Architects, APC, 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. 1514919 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be forwarded to the Engineer Cheramie+Bruce Architects, APC, 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:

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 _____, 2017.

VENITA H. CHAUVIN, CLERK
TERREBONNE PARISH COUNCIL

AIA® Document G704™ – 2000

Certificate of Substantial Completion

PROJECT:*(Name and address)*

New Gibson Branch Library
 6400 Bayou Black Drive
 Gibson, Louisiana 70356
 Architect's Project Number: T628-0414
 TPCG Project Number: 15-LIBR-03

PROJECT NUMBER: T628-0414/**CONTRACT FOR:** General Construction**CONTRACT DATE:** 07/15/2016OWNER: ☐ARCHITECT: ☐CONTRACTOR: ☐FIELD: ☐OTHER: ☐**TO OWNER:***(Name and address)*

Terrebonne Parish Consolidated
 Government
 P. O. Box 2768
 Houma, LA 70361

TO CONTRACTOR:*(Name and address)*

Onshore Construction Company, LLC
 163 St. Peter Road
 Thibodaux, LA 70301

PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

Warranty**Date of Commencement**

Cherame+Bruce Architects,
 A Professional Corporation

ARCHITECT

BY

07/06/2017

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

Cost estimate of Work that is incomplete or defective: \$36,850.00

The Contractor will complete or correct the Work on the list of items attached hereto within Forty-Five (45) days from the above date of Substantial Completion.

Onshore Construction Company,
 LLC

CONTRACTOR

BY

DATE

07/18/2017

Cheramie+Bruce Architects
A Professional Corporation

ARCHITECT'S FIELD REPORT

The purpose of this site visit is to observe the quality and progress of the work being performed by the Contractor and to report whether the work generally appears to be in conformance with the Contract Documents. This report does not represent exhaustive or continuous on-site inspection to check the quality of the work nor does it represent evaluation of the means, methods, techniques, and sequences of construction, all of which are the sole responsibility of the Contractor.

PROJECT: **New Gibson Branch Library**
6400 Bayou Black Drive
Gibson, Louisiana 70356
TPCG Project #: 15-LIBR-03

FIELD REPORT NO.: **38**

Commencement Date: September 12, 2016
Current Date: July 10, 2017
Contract Time: 297.00
Days Elapsed: 301.00
% of Contract Days: 101.35%
Scheduled Completion Date: July 6, 2017

ARCHITECT'S PROJECT NO.: **T628-0414**

The following work was in progress and/or discussed:

Division 01	<ol style="list-style-type: none">1. See attached report generated by Newforma Field Reports dated July 10, 2017 for additional information.2. Pursuant contractor request for Substantial Completion dated June 21, 2017, the Architect requested a Fire Marshal Inspection for July 6, 2017 (last day of contract, pending Change Order #2).3. Fire Marshal requested inspection be moved to July 10, 2017 due to conflicts in her schedule.4. Substantial Completion Inspection/Fire Marshal Inspection held on July 10, 2017.5. Based on inspections conducted, the Architect will recommend substantial completion effective July 6, 2017 @ 11:59 PM.6. Punchlist Value is \$36,850.00 (see punch list items by division).7. Provide all close out documentation (\$5,500); see Division 01 7000 and 01 7800, including final elevation certificate and Certificate of Occupancy from Permit Office.8. Due to heavy rains this date, an exterior punchlist was not able to be verified. The Architect will use the Contractor's list submitted today.9. Contractor shall wipe down and clean all interior and exterior building surfaces.<ol style="list-style-type: none">a. Interior: 4,000 SF @ \$0.15/SF = \$600b. Exterior: 3,500 SF @ \$.020/SF = \$700
Division 02	<ol style="list-style-type: none">1. N/A

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

Division 03	1. Rub all exposed concrete surfaces visible to view to achieve uniform finish 350 SF @ \$2 SF = \$700.
Division 04	1. N/A
Division 05	1. N/A
Division 06	1. Clean and adjust all millwork (\$500) 2. Install S.S. post under circulation desk countertop. (\$250) 3. Install grommets at control desk millwork. (2 @ \$50 = \$100)
Division 07	1. Install sealant at rear metal trim (\$50).
Division 08	1. Install wood doors 8 @ \$400/ea. = \$3,200 2. Install kick plates at all doors except Aluminum storefront doors (9 doors @ \$100/door = \$900).
Division 09	1. Paint inside face of jambs, sills, heads at windows: 11 windows @ \$100/window = \$1,100. 2. Paint inside face of jambs and head at store front: 2 store front @ \$200/Storefront = \$400. 3. Stain front porch and seal with shark grip additive (\$1,500). 4. Stain back porch and seal with shark grip additive (\$500). 5. Install ceiling at cylinder 60SF @ \$10/SF = \$600. 6. Install marker board surface \$300. 7. Rubber base is bowing at outside corners. Repair (\$300).
Division 10	1. N/A
Division 22 & 23	1. Provide Owner training for HVAC system (\$500). 2. Complete installation of grilles/ductwork at cylinder (\$4,500) 3. Provide Owner training for Sewer treatment plant.(\$500) 4. Install listed fire stopping system at 6" round duct that penetrates the fire wall. The fire marshal listed this item as a deficiency. Contractor shall provide cut sheet of system used. See Section 07 8400, Page 3, Paragraph 2.03, Item 6a. (\$1,000). 5. Install permanent filters (\$500) 6. Paint exposed foil insulation visible to view over floating ceiling flat black (\$500). 7. Provide balancing services per Section 23 0200, Paragraph 3.4 (\$5,000). 8. Complete Mechanical Engineer punch list being submitted under separate cover.
Division 26, 27, & 28	1. Install light two (2) light poles (\$3,000). 2. Install wall mounted fixture above store front 2 @ \$300 = \$600. 3. Owner's data/tele contractor needs to complete installation. \$0 4. Complete Electrical Engineers punch list being submitted under separate cover.
Division 31	1. Complete rough and final grading (\$3,000).
Division 32	1. Install tactile warning surfaces: \$300
Division 33	1. Complete conflict box \$250

These minutes are taken from notes maintained by the undersigned and are not a verbatim account of all discussions held. Should there be an omission or error in intent, please notify the undersigned within five (5) days of receipt, so corrections can be made and distributed to all parties. Should you have any questions please do not hesitate to call.

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



Daniel M. Bruce, Jr., AIA
Project Architect

Transmitted by EMAIL.

cc: Mary Coper LeBoeuf, Library Director
Niyonda Picou-Bowens, EI, TPCG
Gibson Branch Library
Onshore Construction Company, LLC
Castagnos Goodwin Utley Engineers, LLC
Badeaux Engineers, Inc.
T. Baker Smith, LLC

#7/T628
Field Report.038 071017.doc

Category Number:
Item Number: 3.



Monday, August 7, 2017

Item Title:

LA 24 Sidewalk Rehab Entity State Agreement

Item Summary:

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

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/1/2017	Executive Summary
Resolution	8/1/2017	Resolution



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
LA 24 Sidewalk Rehab (Downtown)

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

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Rehabilitation of sidewalks along LA 24 (Downtown).

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	<u>1</u>	<u>2</u>	3	4	<u>5</u>	6	7	8	9

Joan E. Schexnayder

7/24/2017

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 Sidewalk Rehab.**

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

WHEREAS, the Parish would like to rehabilitate the sidewalk along LA 24 in downtown Houma, and

WHEREAS, the funds have been appropriated out of the Highway Trust Fund to finance improvement projects under the direct administration of DOTD, and

WHEREAS, the Civic Center Sidewalk project will be funded on a cost disbursement basis with 80% of project costs provided by the Louisiana Department of Transportation and Development and the Terrebonne Parish Consolidated Government providing 20% of the remaining costs, and

NOW, THEREFORE BE IT FURTHER RESOLVED, 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:
NOT VOTING:
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, August 7, 2017

Item Title:

Substantial Completion - Kings Bayou Bridge

Item Summary:

RESOLUTION: Providing for the acceptance of work performed by Sealevel Construction, Inc., in accordance with the Certificate of Substantial Completion for Parish Project 15-BRG-29, Kings Bayou Bridge, Terrebonne Parish, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/2/2017	Executive Summary
Resolution	8/2/2017	Resolution
Backup Material	8/2/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
15-BRG-29	Kings Bayou Bridge

PROJECT SUMMARY (200 WORDS OR LESS)
Construction of a bridge

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)				
<u>ACTUAL</u>		ESTIMATED		
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	<u>YES</u>	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

08/02/2017

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION

A resolution providing for the acceptance of work performed by Sealevel Construction, Inc., in accordance with the Certificate of Substantial Completion for Parish Project 15-BRG-29, Kings Bayou Bridge, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated June 9, 2015 with Sealevel Construction, Inc., for Parish Project 15-BRG-29, Kings Bayou Bridge, Terrebonne Parish, Louisiana, as will be seen by reference to said contract which is recorded under Entry No. 1526508 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, David A. Waitz Engineering and Surveying, Inc., 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. 1526508 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be forwarded to the David A. Waitz Engineering and Surveying, Inc., 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:

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 _____, 2017.

VENITA H. CHAUVIN, CLERK
TERREBONNE PARISH COUNCIL

CERTIFICATE OF SUBSTANTIAL COMPLETION

OWNER's Project No. 15-BRG-29

ENGINEER's Project No. 2015-016

Project REPLACEMENT OF KINGS BAYOU BRIDGE

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 SEALEVEL CONSTRUCTION, INC.
CONTRACTOR

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

JULY 12, 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 THIRTY (30) days of the above date of Substantial Completion.

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

RESPONSIBILITIES:

OWNER: PERFORM ROUTINE MAINTENANCE

CONTRACTOR: REPAIR WARRANTY ITEMS

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

THERE ARE NO PUNCH LIST ITEMS.

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 July 25, 2017

DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.

ENGINEER

BY: David Waitz

DAVID A. WAITZ, P.E., P.L.S.

CONTRACTOR accepts this Certificate of Substantial Completion on July 20, 2017

SEALEVEL CONSTRUCTION, INC.

CONTRACTOR

BY: Richard Roth

RICHARD ROTH, PRESIDENT

OWNER accepts this Certificate of Substantial Completion on _____, 20____

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

OWNER

BY: _____



Monday, August 7, 2017

Item Title:

Construction Award - Upper Little Caillou PS (HMGP)

Item Summary:

RESOLUTION: Awarding and authorizing the signing of the Construction Contract for Parish Project No. 13-DRA-22, Upper Little Caillou Drainage Pump Station, Terrebonne Parish Consolidated Government, Terrebonne Parish, Louisiana, and authorizing the issuance of the Notice to Proceed.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/2/2017	Executive Summary
Upper Little Caillou PS	8/3/2017	Resolution
Backup Material	8/2/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
13-DRA-22	Upper Little Caillou Pump Station (Bayou Neuf)

PROJECT SUMMARY (200 WORDS OR LESS)
To construct a new pump station.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
This resolution allows for the awarding of the bid to Sealevel Construction.

TOTAL EXPENDITURE	
Base Bid: \$4,624,154.00	
Alternate Bid: \$457,000.00	
Total Bid: \$5,081,154.00	
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)									
PARISHWIDE	1	2	3	4	5	6	7	<u>8</u>	9

Jeanne P. Bray

8/2/2017

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 17-

A resolution awarding and authorizing the signing of the construction Contract for Parish Project No. 13-DRA-22, Upper Little Caillou Drainage Pump Station, Terrebonne Parish Consolidated Government, Terrebonne Parish, Louisiana, and authorizing the issuance of the Notice to Proceed.

WHEREAS, the Terrebonne Parish Consolidated Government did receive construction bids on Parish Project No. 13-DRA-22, Upper Little Caillou Drainage Pump Station, Terrebonne Parish, Louisiana, and,

WHEREAS, the lowest and best bid was that submitted by Sealevel Construction , Inc., in the bid amount of \$4,624,154.00 for the Base Bid and \$457,000.00 for Alternate No. 1 for a total of \$5,081,154.00, and

NOW, THEREFORE, BE IT RESOLVED that the Terrebonne Parish Consolidated Government award the construction contract to Sealevel Construction, Inc. of Thibodaux, Louisiana, in the overall amount of \$5,081,154.00 contingent upon a budget amendment, and

BE IT FURTHER RESOLVED, that the President of Terrebonne Parish Consolidated Government, be and he is hereby authorized and empowered to sign a construction contract for and on behalf of the Terrebonne Parish Consolidated Government with Sealevel Construction, Inc., upon receipt of the performance bond in the amount of the contract price, and

BE IT FURTHER RESOLVED, that upon receipt of necessary servitudes and required certificates of insurance evidencing coverage as provided in the project specifications and upon execution and recordation of all contract documents, that the Engineer is hereby authorized to issue the Notice to Proceed to the Contractor to commence construction of the project, and

WHEREUPON the motion was put to a vote and the vote thereon was as follows:

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



Project No. 441-069-PED

July 31, 2017

Ms. Nia Picou-Bowens, EI
Engineering Department
Terrebonne Parish Consolidated Government
P. O. Box 2768
Houma, LA 70361

Re: Parish Project No. 13-DRA-22
Proposed Upper Little Caillou Drainage Pump
Station (HMGP), (Bayou Neuf) (D-05)
Terrebonne Parish, Louisiana

Dear Ms. Picou-Bowens:

We have reviewed the bids received by the Terrebonne Parish Consolidated Government on July 13, 2017, for the above referenced project. The results of the bids submitted are shown on the enclosed bid tabulation and bid breakdown. The apparent lowest, responsible, and responsive bid was submitted by Sealevel Construction, Inc. of Thibodaux, Louisiana in the Base Bid amount of \$4,624,154.00 and Alternate No. 1 in the amount of \$457,000.00 for a total Base Bid Plus Alternate No. 1 in the amount of \$5,081,154.00.

Based on our evaluation, we recommend that the contract be awarded to Sealevel Construction, Inc. of Thibodaux, Louisiana, for the Base Bid amount of \$4,624,154.00 and Alternate No. 1 in the amount of \$457,000.00 for a total Base Bid Plus Alternate No. 1 in the amount of \$5,081,154.00.

It is recommended that the award be made subject to the Contractor's fulfillment of all applicable requirements set forth in the contract specifications. If you concur with this recommendation, please have this placed on the agenda for the next Council meeting.

Should you have any questions or need further assistance, please do not hesitate to contact me at the office listed below.

Sincerely,

Providence Engineering and Design, LLC

Clay Breaud
Company Manager

CB/md

Enclosures

cc: Mr. Mike C. Toups, Public Works Director - TPCG
Ms. Jeanne Bray - TPCG



PROVIDENCE

BID TABULATION

**PARISH PROJECT NO. 13-DRA-22
UPPER LITTLE CAILLOU
DRAINAGE PUMP STATION (HMGP)
TERREBONNE PARISH, LOUISIANA**

**Thursday, July 13, 2017
2:00 p.m.**

BIDDER	BASE BID	ALTERNATE NO. 1 BID	BASE BID PLUS ALTERNATE NO. 1 BID
ENGINEERS' ESTIMATE			\$4,550,000.00
Sealevel Construction Thibodaux, Louisiana License No. 33678	\$4,624,154.00	\$457,000.00	\$5,081,154.00
M. R. Pittman Group St. Rose, Louisiana License No. 42296	\$5,608,317.00	\$540,000.00	\$6,148,317.00



PROVIDENCE

BID BREAKDOWN

Parish Project No. 13-DRA-22
Upper Little Caillou Drainage Pump Station (HMGP)
Terrebonne Parish, Louisiana
Thursday, July 13, 2017
2:00 p.m.

			Engineer's Estimate		Sealevel Construction Inc.		M.R. Pittman Group, LLC	
ITEM NO.	APPROX. QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
BASE BID:								
1	1 L.S.	Earthwork Excavation, Embankment, Clearing, Grubbing and Site Grading	\$50,000.00	\$50,000.00	\$30,000.00	\$30,000.00	\$80,000.00	\$80,000.00
2	4,320 Lft.	Pre-Cast Concrete Bearing Piles (16" Sq.) (90' Long)	\$80.00	\$345,600.00	\$90.00	\$388,800.00	\$100.00	\$432,000.00
3	1 L.S.	Steel Sheetpile Bulkhead System (including Batter Piles and Anchoring System)	\$1,460,000.00	\$1,460,000.00	\$1,220,000.00	\$1,220,000.00	\$1,200,000.00	\$1,200,000.00
4	1 L.S.	12" Thick Cast-In-Place Reinforced Concrete Sump above 12" Thick Aggregate Base Course and Geotextile Fabric	\$40,000.00	\$40,000.00	\$60,000.00	\$60,000.00	\$125,000.00	\$125,000.00
5	378 Lft.	Pre-Cast Reinforced Concrete Pile Caps (2'-4" x 2'-0")	\$250.00	\$94,500.00	\$700.00	\$264,600.00	\$500.00	\$189,000.00
6	1 L.S.	10" thick Pre-Cast Reinforced Concrete Deck Slab Assembly (Complete and In-Place)	\$200,000.00	\$200,000.00	\$240,000.00	\$240,000.00	\$275,000.00	\$275,000.00
7	1 L.S.	Galvanized Structural Steel (complete)	\$100,000.00	\$100,000.00	\$136,000.00	\$136,000.00	\$275,000.00	\$275,000.00
8	1 L.S.	Furnish and Install Galvanized Steel Deck Grating	\$20,000.00	\$20,000.00	\$28,000.00	\$28,000.00	\$35,000.00	\$35,000.00
9	1 L.S.	Removal of Existing Pump Station Structure, Bulkhead and Accessories (complete)	\$100,000.00	\$100,000.00	\$44,000.00	\$44,000.00	\$30,000.00	\$30,000.00
10	1 L.S.	Pre-Engineered Metal Building (48' - 0" x 16' - 0") (Complete)	\$70,000.00	\$70,000.00	\$55,000.00	\$55,000.00	\$50,000.00	\$50,000.00
11a	2 Ea.	Intermediate Discharge Pipe Support Bent (Complete)	\$40,000.00	\$80,000.00	\$46,000.00	\$92,000.00	\$25,000.00	\$50,000.00
11b	1 Ea.	Terminal Discharge Pipe Support Bent (Complete)	\$30,000.00	\$30,000.00	\$45,000.00	\$45,000.00	\$30,000.00	\$30,000.00
12	3 Ea.	48" Dia. New Steel Discharge Piping	\$40,000.00	\$120,000.00	\$67,000.00	\$201,000.00	\$80,000.00	\$240,000.00
12a	1 Ea.	30" Dia. New Steel Discharge Piping	\$30,000.00	\$30,000.00	\$56,000.00	\$56,000.00	\$35,000.00	\$35,000.00

ITEM NO.	APPROX. QUANTITY	DESCRIPTION	Engineer's Estimate		Sealevel Construction Inc.		M.R. Pittman Group, LLC	
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
13	3 Ea.	Furnish and Install New 48" Dia. Pump, Engine, Skid, Gear Drive, Shaft, Muffler, Etc. (Complete)	\$175,000.00	\$525,000.00	\$170,000.00	\$510,000.00	\$200,000.00	\$600,000.00
13a	1 Ea.	Furnish and Install New 30" Dia. Pump, Engine, Skid, Gear Drive, Shaft, Muffler, Etc. (Complete)	\$120,000.00	\$120,000.00	\$135,000.00	\$135,000.00	\$120,000.00	\$120,000.00
14	3 Ea.	Furnish and Install New 8" Dia. Siphon Breaker Valve	\$2,500.00	\$7,500.00	\$2,200.00	\$6,600.00	\$12,600.00	\$37,800.00
14a	1 Ea.	Furnish and Install New 7" Dia. Siphon Breaker Valve	\$2,000.00	\$2,000.00	\$2,600.00	\$2,600.00	\$12,600.00	\$12,600.00
15	59 Lft.	Reinforced Concrete Barrier Bridge Curb (18" Wide x 24" High)	\$100.00	\$5,900.00	\$150.00	\$8,850.00	\$125.00	\$7,375.00
16	280 Lft.	Reinforced Concrete Barrier Curb (8" Wide x 8" High) (Bridge Approach and Fuel Tank Containment)	\$30.00	\$8,400.00	\$35.00	\$9,800.00	\$18.00	\$5,040.00
17	2 Ea.	Double Swinging Chain Link Gate (14' Wide)	\$1,000.00	\$2,000.00	\$2,000.00	\$4,000.00	\$1,150.00	\$2,300.00
17a	82 Lft.	Furnish and Install Chain Link Fence (6' High)		\$0.00	\$65.00	\$5,330.00	\$25.00	\$2,050.00
18	0.5 Acre	Hydro-Seeding	\$5,000.00	\$2,500.00	\$4,000.00	\$2,000.00	\$2,000.00	\$1,000.00
19a	1 L.S.	Trash Screen Concrete Support Foundation	\$15,000.00	\$15,000.00	\$23,000.00	\$23,000.00	\$50,000.00	\$50,000.00
19b	1 L.S.	Timber Piles (Class "B") (40' Long)	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00	\$60,000.00	\$60,000.00
19c	1 L.S.	Steel Sheetpile Toe-Wall (15' Long)	\$15,000.00	\$15,000.00	\$19,000.00	\$19,000.00	\$75,000.00	\$75,000.00
20	1 L.S.	Hot-Dipped Galvanized Steel Trash Screen and Supports (Complete)	\$80,000.00	\$80,000.00	\$90,000.00	\$90,000.00	\$150,000.00	\$150,000.00
22	1 L.S.	New Double Wall 4,000 Gallon Diesel Tank with Accessories	\$30,000.00	\$30,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
23	1 L.S.	Furnish and Install Fuel System and Piping	\$55,000.00	\$55,000.00	\$27,000.00	\$27,000.00	\$50,000.00	\$50,000.00
24	200 Ton	Riprap (Class "C" or "D") (30 Lbs.)	\$100.00	\$20,000.00	\$70.00	\$14,000.00	\$80.00	\$16,000.00
25	168 S.Y.	Geotextile Fabric Under Riprap (Class "D")	\$10.00	\$1,680.00	\$3.00	\$504.00	\$4.00	\$672.00
28a	220 C.Y.	Aggregate Surface Course (Limestone) (Adjustment Vehicular Measure) (8" Thick)	\$100.00	\$22,000.00	\$90.00	\$19,800.00	\$50.00	\$11,000.00

ITEM NO.	APPROX. QUANTITY	DESCRIPTION	Engineer's Estimate		Sealevel Construction Inc.		M.R. Pittman Group, LLC	
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
28b	635 S.Y.	Geotextile Fabric Under Roadway	\$2.00	\$1,270.00	\$2.00	\$1,270.00	\$3.00	\$1,905.00
29	1 L.S.	Electrical Power and Lighting System	\$70,000.00	\$70,000.00	\$80,000.00	\$80,000.00	\$20,000.00	\$20,000.00
30	1 L.S.	Telemetry Control Panel (TCP), Integrator Panel (IP), Cascade Engine Control Panel (CECP), Pump Control/Back-Up Panel (PC/BP), and Associated Components and Wiring	\$70,000.00	\$70,000.00	\$46,000.00	\$46,000.00	\$150,000.00	\$150,000.00
32	1 L.S.	Generator System, Consisting of the Genset, Automatic Transfer Switch (ATS), and Associated Components and Wiring	\$40,000.00	\$40,000.00	\$35,000.00	\$35,000.00	\$30,000.00	\$30,000.00
33	1 L.S.	Construction Layout	\$15,000.00	\$15,000.00	\$8,000.00	\$8,000.00	\$40,000.00	\$40,000.00
34	1 L.S.	Mobilization	\$100,000.00	\$100,000.00	\$250,000.00	\$250,000.00	\$500,000.00	\$500,000.00
35	1 L.S.	Vinyl Sheet Baffle Wall including Steel Support System	\$15,000.00	\$15,000.00	\$18,000.00	\$18,000.00	\$40,000.00	\$40,000.00
37	1 L.S.	Fuel Control System	\$15,000.00	\$15,000.00	\$2,000.00	\$2,000.00	\$17,000.00	\$17,000.00
38a	12,000 C.Y.	Borrow Embankment (Hauled In) (Vehicular Measurement)	\$10.00	\$120,000.00	\$16.00	\$192,000.00	\$25.00	\$300,000.00
38b	2,800 C.Y.	Lightweight Aggregate (Hauled In) (Vehicular Measure)	\$30.00	\$84,000.00	\$72.00	\$201,600.00	\$80.00	\$224,000.00
41	1 L.S.	Temporary Signs and Barricades	\$5,850.00	\$5,850.00	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00
42	900 Lft.	Temporary Silt Fencing	\$2.00	\$1,800.00	\$6.00	\$5,400.00	\$1.75	\$1,575.00
TOTAL AMOUNT BID - BASE BID PROPOSAL:				\$4,200,000.00		\$4,624,154.00		\$5,608,317.00
ALTERNATE NO. 1 BID:								
26	1 L.S.	Automatic Trash Rakes (Complete)	\$300,000.00	\$300,000.00	\$400,000.00	\$400,000.00	\$480,000.00	\$480,000.00
36	1 L.S.	Trash Rake Control System	\$50,000.00	\$50,000.00	\$57,000.00	\$57,000.00	\$60,000.00	\$60,000.00
TOTAL AMOUNT BID - ALTERNATE NO. 1 BID PROPOSAL:				\$350,000.00		\$457,000.00		\$540,000.00
TOTAL AMOUNT BASE BID plus ALTERNATE NO. 1 BID:				\$4,550,000.00		\$5,081,154.00		\$6,148,317.00



Monday, August 7, 2017

Item Title:

Hwy 57 Widening Project

Item Summary:

RESOLUTION: Providing for the acceptance of work performed by Associated Diversified Services, Inc.. in accordance with the Certificate of Substantial Completion for Parish Project No. 15-UTL-20, Power Pole Relocation, LA Hwy. 57 Widening, Industrial Boulevard to Thompson Road, Terrebonne Parish, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Hwy 57 Widening Project	8/3/2017	Executive Summary
Hwy 57 Widening Project	8/3/2017	Resolution
Hwy 57 Widening Project	8/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Power Pole Relocation LA Highway 57 Widening Industrial Blvd to Thompson Road
Project No. 15-UTL-20

PROJECT SUMMARY (200 WORDS OR LESS)

A resolution authorizing the substantial completion with Associated Diversified Services, Inc. for Power Pole Relocation LA Highway 57 Widening Industrial Blvd to Thompson Road
Project No. 15-UTL-20

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Provide for the acceptance of work performed by Associated Diversified services, Inc.. in accordance with the Certificate of Substantial Completion for Parish Project No. 15-UTL-20, Power Pole Relocation, LA Hwy. 57 Widening, Industrial Boulevard to Thompson Road, Terrebonne Parish, Louisiana.

TOTAL EXPENDITURE

\$211,093.92

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

\$211,093.92

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

Signature

Date

OFFERED BY: _____
SECONDED BY: _____

RESOLUTION NO. _____

A Resolution providing for the acceptance of work performed by Associated Diversified Services, Inc.. in accordance with the Certificate of Substantial Completion for Parish Project No. 15-UTL-20, Power Pole Relocation, LA Hwy. 57 Widening, Industrial Boulevard to Thompson Road, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated January 20, 2017 with Associated Diversified Services, Inc. for Parish Project No. 15-UTL-20, Power Pole Relocation, LA Hwy. 57 Widening, Industrial Boulevard to Thompson Road, Terrebonne Parish, Louisiana, as will be seen by reference to said contract which is recorded under Entry No. 1525877 of the Records of Terrebonne Parish, and

WHEREAS, the work performed under the contract has been inspected by authorized representatives of Owner, Engineer, and Contractor and 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, 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. 1525877 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED that a certified copy of this 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:
ABSTAINING:
ABSENT:

The chairman declared the resolution adopted this ____ day of _____, 2017.

* * * * *

I, VENITA H. CHAUVIN, 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 Public Services Committee on _____, 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. 441-098-GSE

August 1, 2017

Mr. Ernest Brown
Terrebonne Parish Consolidated Government
P. O. Box 2768
Houma, LA 70361

Re: Parish Project No. 15-UTL-20
Power Pole Relocation
LA Hwy. 57 Widening
Industrial Blvd. to Thompson Road
Terrebonne Parish, Louisiana

Dear Mr. Brown:

Attached are four (4) copies of the Certificate of Substantial Completion and the Resolution of Acceptance for your review and approval for the referenced subject. Please have this item placed on the Council Meeting Agenda for approval. Upon approval, please have all copies of the certificate signed in the space provided, and return two recorded copies 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: Mr. Tommy LeCompte – TPCG

CERTIFICATE OF SUBSTANTIAL COMPLETION

Power Pole Relocation
LA Hwy. 57 Widening, Industrial Blvd. to Thompson Road

PROJECT Terrebonne Parish, Louisiana

DATE OF ISSUANCE July 26, 2017

OWNER Terrebonne Parish Consolidated Government

OWNER's Contract No. 15-UTL-20 ENGINEER's Project No. 441-098-PED

CONTRACTOR Associated Diversified Services, 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 Associated Diversified Services, 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

..... July 20, 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) List of 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 7/26, 2017

Providence Engineering and Design, LLC

ENGINEER

By: Harold P. Zubay

(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on 7/22, 2017

Associated Diversified Services, Inc.

CONTRACTOR

By: Dubli P. P. P.

(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on _____, 2017

Terrebonne Parish Consolidated Government

OWNER

By: _____

Gordon E. Dove, Parish President

**Parish Project No. 15-UTL-20
Power Pole Relocation - LA Hwy. 57 Widening
Industrial Blvd. to Thompson Road
Terrebonne Parish, Louisiana**

July 26, 2017

Substantial Completion Punchlist

Personnel Present:

Tommy LeCompte - Terrebonne Parish Consolidated Government
Greg Louis - Terrebonne Parish Consolidated Government
Brett Ledet - Providence Engineering and Design
Harold LeRay - Providence Engineering and Design
Gary Lapeyrouse - Diversified
Peter DeVeer - La. Department of Transportation and Development

Items to be completed:

1.	Record Drawings and revise specification and construction assembly units	\$5,000.00
2.	Install bog shoes on Poles P4A and P5A	\$2,000.00
3.	Ground spare conductor on both ends for both systems (15KV and 34.5KV)	\$500.00
4.	Cut abandoned stub-ups below grade and backfill on Poles P2 and P3	\$200.00
5.	Remove existing/abandoned cables at Pole P2	\$200.00
6.	Pole P2 - relocate middle phase conductor (white identification tape) to the road side of the pole for maximum clearance from the pole	\$1,000.00
7.	Pole P3 – relocate middle phase conductor (white identification tape) to the road side of the pole for maximum clearance from the pole, reposition inside phase (blue identification tape) in a vertical position with maximum clearance from the pole	\$1,500.00
8.	Bond pole ground to ground rods at all poles (P2, P3, P4A, and P5A)	\$200.00
9.	Trim machine and DA bolts to 2" or less beyond the locknuts	\$100.00
10.	Pole P4A – middle phase (white identification tape), install offset bracket and insulator for the jumper support	\$1,000.00
11.	Demolition Existing Poles P4 and P5 and all associated components	\$5,000.00
12.	Install glass rod on lower guy of Pole P3	\$200.00
13.	Demolition existing abandoned brackets on Poles P2 and P3	\$100.00
14.	Cut new bracket extensions to 1" or less beyond the nearest conduit clamp on all poles	\$100.00
15.	Install glass rod on top guy and bottom guy of Pole P4A	\$400.00
		<u>\$17,500.00</u>



Monday, August 7, 2017

Item Title:

115KV Transmission Line Improvements

Item Summary:

RESOLUTION: Ratifying the appointment of the engineering firm of Providence Engineering and Design, LLC to provide engineering services for 115KV Transmission Line Improvements, and also authorizing execution of the appropriate engineering contract documents for this project.

ATTACHMENTS:

Description	Upload Date	Type
115KV Transmission Line Improvements	8/3/2017	Executive Summary
115KV Transmission Line Improvements	8/3/2017	Resolution
115KV Transmission Line Improvements	8/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE									
115KV Transmission Line Improvements									

PROJECT SUMMARY (200 WORDS OR LESS)									
A resolution ratifying the Parish President's appointment of Providence Engineering to provide professional engineering services in connection with the 115KV transmission line improvement project.									

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)									
To engineer and design the replacement of existing wooden power poles that are cracked and damaged with steel poles to improve safety and reliability.									

TOTAL EXPENDITURE									
\$108,000.00									
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)									
ACTUAL					ESTIMATED				
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)									
N/A	NO	YES	IF YES AMOUNT BUDGETED:			303-803-8917-48 \$200,000			

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

A handwritten signature in black ink, appearing to read "Ernest B.", is written over a horizontal line.

Signature

A handwritten date "8/2/17" is written in black ink over a horizontal line.

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A resolution ratifying the appointment of the engineering firm of Providence Engineering and Design, LLC to provide engineering services for **Parish Project No. _____, 115KV Transmission Line Improvements**, and also authorizing execution of the appropriate engineering contract documents for this project.

WHEREAS, Terrebonne Parish wishes to construct a 115KV transmission line on the west and east side of the Intracoastal Canal, and

WHEREAS, Terrebonne Parish Consolidated Government would like to proceed with the design of this project, and

WHEREAS, Parish President Gordon E. Dove has recommended that the firm of Providence Engineering and Design, LLC, be retained to provide the necessary professional services for this project, and

NOW THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of Parish President Gordon E. Dove be ratified and that the engineering firm of Providence Engineering and Design, LLC be retained to provide the necessary professional services for **Parish Project No. _____, 115KV Transmission Line Improvements**, and that Parish President Gordon E. Dove be authorized to execute any and all documents with said firm for this project.

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 foregoing is a true and correct copy of a resolution adopted by the Public Services Committee on _____ day of _____, 2017 and subsequently ratified by the Assembled Council in Regular Session on _____ 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



PROVIDENCE/GSE

August 17, 2016

Mr. Ernest Brown, Associate Director
Terrebonne Parish Consolidated Government
P. O. Box 2768
Houma, LA 70361

Re: Probable Project Budget
115KV Transmission Line Improvements
Terrebonne Parish, Louisiana

Dear Mr. Brown:

We have completed a preliminary investigation and probable project budget to furnish and install improvements to the 115KV Transmission Line on the West and East side of the Intracoastal Canal. Per your request, the construction cost has been split into two categories: West of the Intracoastal Canal and East of the Intracoastal Canal.

The scope of work would consist of furnishing and installing a new 115KV Transmission Line, new steel poles and attachments, conductors and foundations. Also included in the scope is the removal of the existing 115KV transmission line from the existing wooden poles and modifying the wooden poles as required such that other existing utilities on the pole are not disrupted.

Our opinion of estimated construction cost and probable project budget to complete this work is as follows:

A.	Public Advertisement, Recordation, Etc.		\$ 1,000.00
B.	Estimated Construction Cost (West of Intracoastal):		\$533,400.00
1.	Mobilization	\$ 27,000.00	
2.	Demolition/Top Existing Wood Poles	\$ 50,000.00	
3.	Pole Caisson Foundations	\$175,000.00	
4.	Furnish and install new steel poles and attachments	\$140,000.00	
5.	Electrical and Conductors	\$ 93,000.00	
6.	Miscellaneous	\$ 13,400.00	
7.	Contingency	\$ 35,000.00	

Mr. Ernest Brown, Associate Director
Terrebonne Parish Consolidated Government
August 17, 2016
Page 2

C.	Estimated Construction Cost (East of Intracoastal):		\$716,600.00
1.	Mobilization	\$ 28,000.00	
2.	Demolition/Top Existing Wood Poles	\$ 50,000.00	
3.	Pole Caisson Foundations	\$250,000.00	
4.	Furnish and Install new steel poles and attachments	\$200,000.00	
5.	Electrical and Conductors	\$133,600.00	
6.	Miscellaneous	\$ 15,000.00	
7.	Contingency	\$ 40,000.00	
D.	Basic Engineering Services (Lump Sum)		\$108,000.00
E.	Additional Services:		\$ 52,000.00
1.	Surveying / Topo	\$ 16,000.00	
2.	Measure Existing Conditions	\$ 3,000.00	
3.	Utility Coordination	\$ 3,000.00	
4.	Project Representation	\$ 27,000.00	
5.	Record Drawings and O & M Manuals	\$ 3,000.00	
F.	Contingency		\$ 39,000.00
Total Probable Project Budget			<u>\$1,450,000.00</u>

Should you have any questions or need further assistance, please do not hesitate to contact me at 991 Grand Caillou Road, Houma, Louisiana, 70363, phone number (985) 876-6380, or fax number (985) 876-0621. If the scope of work and fees are acceptable, please advise and we can prepare an engineering agreement for execution.

Sincerely,

Providence/GSE Associates, LLC



Clay Breaud
Company Manager

CB/md/dbp

ecc: Mr. Tommy LeCompte, Superintendent of Electric Distribution. - TPCG Utilities
Mr. Brett Ledet - Providence/GSE Associates, LLC



Monday, August 7, 2017

Item Title:

GDS Electric Utility Cost of Service Study

Item Summary:

RESOLUTION: Ratifying the Parish President's appointment of GDS Associates, Inc. to provide consulting services for an Electric Utility Cost of Service Study.

ATTACHMENTS:

Description	Upload Date	Type
GDS Electric Utility Cost of Service Study	8/3/2017	Executive Summary
GDS Electric Utility Cost of Service Study	8/3/2017	Resolution
GDS Electric Utility Cost of Service Study	8/3/2017	Backup Material
GDS Electric Utility Cost of Service Study	8/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

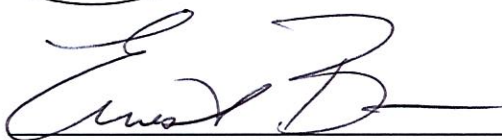
PROJECT TITLE	
Electric Utility Cost of Service Study	

PROJECT SUMMARY (200 WORDS OR LESS)
Engage GDS Associates to provide consulting services for an Electric Utility Cost of Service Study.

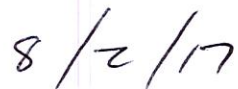
PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Provide consultation to Department of Utilities, Administration, and Council in connection with an Electric Utility Cost of Service Study.

TOTAL EXPENDITURE	
\$40,000	
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



Signature



Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A resolution ratifying the Parish President's appointment of GDS Associates, Inc. to provide consulting services for an Electric Utility Cost of Service Study.

WHEREAS, GDS Associates, Inc. has proposed to provide such services, and

WHEREAS, it has been determined that the proposal of GDS Associates, Inc. is suitable to fulfill the department's need, and

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Parish President's appointment of GDS Associates, Inc. to provide professional services for an Electric Utility Cost of Service Study be, and is hereby, ratified, and

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 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

TIME AND MATERIALS WORK ORDER NO. 17

In accordance with the Agreement for Professional Services between Terrebonne Parish Consolidated Government ("Client") and GDS Associates, Inc. ("GDS"), a Georgia corporation, dated **June 26, 2009**, this Work Order describes the Services, Schedule, and Payment Conditions for GDS on the Project known as:

Electric Cost of Service Study

Client Authorized Representative:

Ernest Brown; Director of Utilities
301 Plant Road
Houma, LA 70360
Telephone No.: (985) 873-6755

GDS Authorized Representative:

Chris Dawson; Principal
1850 Parkway Place, Ste. 800
Marietta, GA 30067
Telephone No.: (770) 425-8100

SERVICES: As provided hereinafter, GDS will assist Client by performing the following services:

1. Conduct an overall financial review to determine total electric utility revenue requirements for an adjusted 2016 test year and a 3-5 year forecasted period, create a short-term load forecast as necessary to develop forecasted revenue requirements, and evaluate the overall revenue required to attain financial objectives and maintain a sound financial position. Such revenue requirements shall include adjustments as may be necessary to reflect the impacts of LEPA Unit #1;
2. Conduct an allocated cost of service analysis. This analysis separates electric and natural gas functions, allocates utility plant investment (and other rate base items) and adjusted operating expenses to the retail rate classes, in order to determine the adequacy of the revenues provided by the rates applicable to those classes. GDS will examine the applicability provisions of the existing rate schedules and the service characteristics of customers served within each rate class. GDS will provide recommendations to Client for any changes to the rate class definitions along with any projected revenue impacts caused by customers shifting between rates;
3. Conduct a detailed review of the existing retail rate charges, including the Energy Cost Charge, and provisions in current rate schedules. Provide recommendations for potential revisions to the present retail rate schedules, as well as any new rates that are developed, so that the appropriate revenue requirements will be achieved;
4. Scope of work and services provided herein also include:
 - a. Two visits to Client during the course of the project.
 - b. A written executive summary to document the analyses and the findings upon which the revised rate schedules are based.
 - c. An oral presentation to the management, staff, and Parish Council.

SCHEDULE: Within one-hundred-fifty (150) business days of notice-to-proceed, and based upon Client providing all requested information, GDS will complete items one (1) through four (4) as outlined in

TIME AND MATERIALS WORK ORDER NO. 17

the Services section. Additionally, and based on Client providing all requested information, GDS will complete item one (1) as outlined in the Services section within sixty (60) business days of notice-to-proceed. To the extent that the Services or Scope of Work changes, then this Schedule may be modified accordingly as mutually agreed by GDS and Client.

PAYMENT: Payment of \$0.00 is due upon signature of this Work Order. GDS charges shall be on a "time and materials" basis and shall be in accordance with the GDS Standard Fee Schedule.

LIMITATION OF COST

1. GDS estimates that performance of required items for this work will not cost Client more than \$40,000, including an allocation of \$6,000 related to work and travel related to presentation of the findings.
2. GDS agrees to use its best efforts to perform obligations under this agreement within the estimated cost and to notify the Client in writing whenever GDS has reason to believe that:
 - (a) The cost GDS expects to incur under this agreement, in the next thirty (30) days, when added to all cost previously incurred, will exceed 80 percent of the total estimated cost;
 - (b) The total cost will be either greater or substantially less than had been previously estimated.
3. Except as required by other provisions of the Agreement:
 - (a) Client is not obligated to reimburse GDS for cost incurred in excess of the estimated cost specified.
 - (b) GDS is not obligated to continue performance under this agreement, or otherwise incur cost in excess of the estimated cost specified, until the Client notifies GDS in writing that the estimated cost has been increased and provides a revised Limitation of Cost for performing the work.

ACCEPTANCE of the terms of this Work Order is acknowledged by the following signatures of the Authorized Representatives.

CLIENT

Signature _____

Name/Title _____

Date _____

GDS

Signature _____

Name/Title _____

Date _____



Brent A. Saylor
Principal

GDS Associates, Inc.
Engineers and Consultants

Ph: 770.425.8100
Fax: 770.426.0303
Brent.Saylor@gdsassociates.com

July 26, 2017

Mr. Ernest Brown
Utilities Director
Terrebonne Parish Consolidated Government
Department of Utilities
301 Plant Road
Houma, LA 70363

RE: 2017 Cost of Service and Retail Rate Study

Dear Ernest:

As we discussed during our telephone conversation yesterday, are providing you with information about the scope of services that can be provided during a Cost of Service and Retail Rate Study that would be conducted for Terrebonne Parish Consolidated Government ("TPCG").

Brief Background

As you may be aware, conducting cost of service and retail rate studies has been one of GDS' core services since the firm's inception in 1986. GDS has prepared countless numbers of cost of service and retail rate studies for cooperatives and municipal utilities in many states. Besides rate studies, our firm provides a wide variety of other financial services to its retail clients including power cost adjustment development and administration, special rates and service agreements for large C&I customers, net metering analysis, financial forecasts, pole attachment rates, line extension policy analysis, development of load forecasts, and others. GDS principals and staff have decades of experience in rate and cost of service work.

Scope and Methodology of Services

Attachment A to this letter contains a description of the scope of services that GDS can provide during the project as well as the methodology that we will use to conduct the project.

Key Personnel

I will serve as the project manager and primary contact for this study. I have worked as a consultant with GDS since 1998, becoming a Principal in the firm in 2005. I have significant experience in the areas of ratemaking and financial analysis with both electric distribution utilities and power supply cooperatives, including more than 35 years experience in the utility industry working both as a GDS consultant and for the management of Oglethorpe Power.

Mr. Ernest Brown

July 26, 2017

Page 2

GDS will use highly experienced staff to conduct this project. Jacob Thomas, Senior Project Manager, will lead and coordinate much of the effort in the development of the cost analysis and revenue modeling. Jacob has more than 20 years of experience in the areas of cost of service analyses, retail rate studies, load forecasting and DSM analysis consulting services for electric distribution utilities. Julia Jennings, Engineer, will also provide significant support to the project consistent with our approach of using the most cost effective available resources to conduct the project work.

Schedule

It is my understanding that you are ready to commence the rate project at this time. After your review of the information provided herein and at your direction, we will provide you with a data request for the project. We have not yet discussed a desired completion date for the rate study or the desired implementation date of revised rates, but we should do so during the project kick-off call discussed in the attachment.

Project Cost Estimate

Depending on whether the project includes a longer term forecast of revenue requirements, a cost of service study (options further discussed in the Attachment), and other items, the project cost can be approximately \$25,000 - \$40,000. We can fine tune this estimate once the project scope is better defined. If during the course of the project, there are any changes to the project scope that would result in a revised project cost, we should discuss the change in scope before the work is conducted.

Thank you again for the opportunity to conduct this project for TPCG. Please call us at your convenience and let us know your thoughts on the desired project scope. Once the scope is finalized, we will provide you with a data request. Please let me know if you have any questions regarding the study.

Sincerely,



Brent A. Saylor
Principal

cc: Chris Dawson

Attachment

BAS:sc

Attachment A
Terrebonne Parish Consolidated Government
Retail Cost of Service and Rate Study
Project Scope and Methodology

The overall scope of services for a cost of service and retail rate study can be divided into three major phases, described below.

Revenue Requirements

The first phase is an overall financial review to determine TPCG's total revenue requirements. The review will focus on the utility's financial goals (e.g., debt service coverage, funding of transfers to the Parish, utility capital funds, etc.) likely using calendar year 2016 as the test year. Normalization adjustments to the test year revenues and expenses combined with pro forma adjustments will be made as necessary to properly reflect on-going conditions. The objective of this first phase is to determine the magnitude of overall revenue required to attain TPCG's financial objectives and maintain a sound financial position.

For some clients, the revenue requirements are developed not just for a single adjusted test year, but also for a three- or five-year forecasted period. This is done to better ensure that rates will provide sufficient revenue over this planning period. If a longer test period is desired, GDS can either develop a forecast of TPCG's operating expenses and capital requirements or utilize any existing projections that may have been developed by TPCG. The development of the forecasted revenue requirement will require the use of a load forecast. GDS, in particular Jacob Thomas, has many years of experience in developing electric load forecasts for a wide variety of utility clients. As with the expenses, GDS can either utilize an existing load forecast or develop one for use in this project. Results of the multi-year revenue requirements would be reviewed with utility management to ensure that the forecast is consistent with TPCG's views of future needs.

Cost of Service

The second phase consists of an allocated cost of service analysis. This analysis allocates TPCG's utility plant investment (and other rate base items) and adjusted operating expenses to the retail rate classes, in order to determine the adequacy of the revenues provided by the rates applicable to those classes. The allocated cost of service analysis provides both component cost data for rate design and a means by which to gauge the equity of the various retail rates in terms of the relative revenue requirements. The cost of service produces a financial rate of return for each rate class, which is an indication of whether the class is paying its "fair share".

For utilities that conduct studies on a frequent basis to update their retail rates, a cost of service is not always a part of the project. Given that TPCG has not conducted a detailed cost

of service study for a number of years, understanding the resulting differences between allocated costs and revenues will be a critical result of the study process. Based on our initial conversation, we at GDS concluded that a cost of service analysis should be beneficial for TPCG.

TPCG provides both electric and natural gas services, and may share common facilities and services such as employee benefits, accounting, billing, etc. The indirect costs for these common services must be recovered and allocated in a fair manner to each utility. As part of the cost of service, GDS will allocate TPCG's direct common costs between the utilities.

Our firm routinely assists clients with the review of rate class definitions as a part of a cost of service analysis. GDS can examine the applicability provisions of the existing rate schedules and the service characteristics of customers served within each rate class. Generally, the goal is to offer rate classes that are comprised of customers with similar load, cost and service characteristics. If the review of rate classes is desired, GDS will provide recommendations to TPCG for any changes to the rate class definitions along with any projected revenue impacts caused by customers shifting between rates.

The techniques and procedures used by GDS to perform the cost allocation studies follow the guidelines set forth in the Cost Allocation Manual prepared by the National Association of Regulatory Utility Commissioners ("NARUC"). The NARUC cost allocation principles are widely considered as an industry standard. The Manual provides a range of acceptable cost allocation methods, and GDS uses the methods that are most appropriate for the client.

Rate Design

The third phase consists of a detailed review of the existing retail rate charges, including the Energy Cost Charge, and provisions in TPCG's current rate schedules. Recommendations for potential revisions to the present retail rate schedules, and any new rates, will be developed so that the total revenue requirements determined in the first phase of the project can be achieved based in part on the cost of service results contained in the second phase of the project. In addition to those two major rate design parameters, other factors such as competitiveness, simplicity, support of marketing objectives, ease of administration, and avoidance of adverse customer impact can be incorporated in the rate design process. All of these ratemaking parameters will be evaluated and thoroughly discussed with the utility's staff to achieve an appropriate blending of those factors.

The recommended rate levels will be developed so that the total revenue requirements determined in the first phase of the project are achieved. This demonstration of revenue adequacy will be prepared for either the single test year or the multi-year forecasted period, depending on the desired scope.

Other Project Matters

The proposed scope of services includes the following assumptions.

1. There will be two visits to TPCG during the course of the project.
2. A written executive summary will be prepared to document the analyses and the findings upon which the revised rate schedules are based.
3. An oral presentation will be made in person to the management, staff, and City Council

GDS will work closely with TPCG's staff in all phases of the project. A kick-off meeting, or conference call, with the utility staff will be conducted to discuss primary project issues. The utility will be requested to provide financial results and billing data for the test year. After receiving the data requested, GDS will develop an initial revenue requirement and cost of service. These results will be shared with TPCG. Following review with the utility, the revenue requirements and cost of service will be revised as appropriate and rate designs will be developed. Rate designs will also be presented and discussed with TPCG's management.

A final meeting will then be held during which a presentation of recommendations for the retail rates will be made to the City Council, or other governing body. This presentation will be in person and will be followed by a written executive summary project report.



Monday, August 7, 2017

Item Title:

GDS Gas Utility Cost of Service Study

Item Summary:

RESOLUTION: Ratifying the Parish President's appointment of GDS Associates, Inc. to provide consulting services for a Gas Utility Cost of Service Study.

ATTACHMENTS:

Description	Upload Date	Type
GDS Gas Utility Cost of Service Study	8/3/2017	Executive Summary
GDS Gas Utility Cost of Service Study	8/3/2017	Resolution
GDS Gas Utility Cost of Service Study	8/3/2017	Backup Material
GDS Gas Utility Cost of Service Study	8/3/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Gas Utility Cost of Service Study

PROJECT SUMMARY (200 WORDS OR LESS)

Engage GDS Associates to provide consulting services for a Gas Utility Cost of Service Study.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Provide consultation to Department of Utilities, Administration, and Council in connection with a Gas Utility Cost of Service Study.

TOTAL EXPENDITURE

\$40,000

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

A handwritten signature in black ink, appearing to read "Eustace".

Signature

A handwritten date "8/2/17" in black ink.

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A resolution ratifying the Parish President's appointment of GDS Associates, Inc. to provide consulting services for a Gas Utility Cost of Service Study.

WHEREAS, GDS Associates, Inc. has proposed to provide such services, and

WHEREAS, it has been determined that the proposal of GDS Associates, Inc. is suitable to fulfill the department's need, and

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Parish President's appointment of GDS Associates, Inc. to provide professional services for a Gas Utility Cost of Service Study be, and is hereby, ratified, and

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 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

TIME AND MATERIALS WORK ORDER NO. 18

In accordance with the Agreement for Professional Services between Terrebonne Parish Consolidated Government ("Client") and GDS Associates, Inc. ("GDS"), a Georgia corporation, dated **June 26, 2009**, this Work Order describes the Services, Schedule, and Payment Conditions for GDS on the Project known as:

Gas Utility Cost of Service Study

Client Authorized Representative:

Ernest Brown; Director of Utilities
301 Plant Road
Houma, LA 70360
Telephone No.: (985) 873-6755

GDS Authorized Representative:

Chris Dawson; Principal
1850 Parkway Place, Ste. 800
Marietta, GA 30067
Telephone No.: (770) 425-8100

SERVICES: As provided hereinafter, GDS will assist Client by performing the following services:

1. Conduct an overall financial review to determine total gas utility revenue requirements for an adjusted 2016 test year and a 3-5 year forecasted period, create a short-term load forecast as necessary to develop forecasted revenue requirements, and evaluate the overall revenue required to attain financial objectives and maintain a sound financial position;
2. Conduct an allocated cost of service analysis. This analysis allocates utility plant investment (and other rate base items) and adjusted operating expenses to the retail rate classes, in order to determine the adequacy of the revenues provided by the rates applicable to those classes. GDS will examine the applicability provisions of the existing rate schedules and the service characteristics of customers served within each rate class. GDS will provide recommendations to Client for any changes to the rate class definitions along with any projected revenue impacts caused by customers shifting between rates;
3. Conduct a detailed review of the existing retail rate charges, including the Gas Cost Charge, and provisions in current rate schedules. Provide recommendations for potential revisions to the present retail rate schedules, as well as any new rates that are developed, so that the appropriate revenue requirements will be achieved;
4. Scope of work and services provided herein also include:
 - a. Two visits to Client during the course of the project.
 - b. A written executive summary to document the analyses and the findings upon which the revised rate schedules are based.
 - c. An oral presentation to the management, staff, and Parish Council.

SCHEDULE: Within one-hundred-fifty (150) business days of notice-to-proceed, and based upon Client providing all requested information, GDS will complete items one (1) through four (4) as outlined in the Services section. To the extent that the Services or Scope of Work changes, then this Schedule may be modified accordingly as mutually agreed by GDS and Client.

TIME AND MATERIALS WORK ORDER NO. 18

PAYMENT: Payment of \$0.00 is due upon signature of this Work Order. GDS charges shall be on a "time and materials" basis and shall be in accordance with the GDS Standard Fee Schedule.

LIMITATION OF COST

1. GDS estimates that performance of required items of this work will not cost Client more than \$40,000, including an allocation of \$6,000 related to work and travel related to presentation of the findings.
2. GDS agrees to use its best efforts to perform obligations under this agreement within the estimated cost and to notify the Client in writing whenever GDS has reason to believe that:
 - (a) The cost GDS expects to incur under this agreement, in the next thirty (30) days, when added to all cost previously incurred, will exceed 80 percent of the total estimated cost;
 - (b) The total cost will be either greater or substantially less than had been previously estimated.
3. Except as required by other provisions of the Agreement:
 - (a) Client is not obligated to reimburse GDS for cost incurred in excess of the estimated cost specified.
 - (b) GDS is not obligated to continue performance under this agreement, or otherwise incur cost in excess of the estimated cost specified, until the Client notifies GDS in writing that the estimated cost has been increased and provides a revised Limitation of Cost for performing the work.

ACCEPTANCE of the terms of this Work Order is acknowledged by the following signatures of the Authorized Representatives.

CLIENT

Signature _____

Name/Title _____

Date _____

GDS

Signature _____

Name/Title _____

Date _____



Brent A. Saylor
Principal

GDS Associates, Inc.
Engineers and Consultants

Ph: 770.425.8100
Fax: 770.426.0303
Brent.Saylor@gdsassociates.com

July 26, 2017

Mr. Ernest Brown
Utilities Director
Terrebonne Parish Consolidated Government
Department of Utilities
301 Plant Road
Houma, LA 70363

RE: 2017 Cost of Service and Retail Rate Study

Dear Ernest:

As we discussed during our telephone conversation yesterday, are providing you with information about the scope of services that can be provided during a Cost of Service and Retail Rate Study that would be conducted for Terrebonne Parish Consolidated Government ("TPCG").

Brief Background

As you may be aware, conducting cost of service and retail rate studies has been one of GDS' core services since the firm's inception in 1986. GDS has prepared countless numbers of cost of service and retail rate studies for cooperatives and municipal utilities in many states. Besides rate studies, our firm provides a wide variety of other financial services to its retail clients including power cost adjustment development and administration, special rates and service agreements for large C&I customers, net metering analysis, financial forecasts, pole attachment rates, line extension policy analysis, development of load forecasts, and others. GDS principals and staff have decades of experience in rate and cost of service work.

Scope and Methodology of Services

Attachment A to this letter contains a description of the scope of services that GDS can provide during the project as well as the methodology that we will use to conduct the project.

Key Personnel

I will serve as the project manager and primary contact for this study. I have worked as a consultant with GDS since 1998, becoming a Principal in the firm in 2005. I have significant experience in the areas of ratemaking and financial analysis with both electric distribution utilities and power supply cooperatives, including more than 35 years experience in the utility industry working both as a GDS consultant and for the management of Oglethorpe Power.

Mr. Ernest Brown

July 26, 2017

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GDS will use highly experienced staff to conduct this project. Jacob Thomas, Senior Project Manager, will lead and coordinate much of the effort in the development of the cost analysis and revenue modeling. Jacob has more than 20 years of experience in the areas of cost of service analyses, retail rate studies, load forecasting and DSM analysis consulting services for electric distribution utilities. Julia Jennings, Engineer, will also provide significant support to the project consistent with our approach of using the most cost effective available resources to conduct the project work.

Schedule

It is my understanding that you are ready to commence the rate project at this time. After your review of the information provided herein and at your direction, we will provide you with a data request for the project. We have not yet discussed a desired completion date for the rate study or the desired implementation date of revised rates, but we should do so during the project kick-off call discussed in the attachment.

Project Cost Estimate

Depending on whether the project includes a longer term forecast of revenue requirements, a cost of service study (options further discussed in the Attachment), and other items, the project cost can be approximately \$25,000 - \$40,000. We can fine tune this estimate once the project scope is better defined. If during the course of the project, there are any changes to the project scope that would result in a revised project cost, we should discuss the change in scope before the work is conducted.

Thank you again for the opportunity to conduct this project for TPCG. Please call us at your convenience and let us know your thoughts on the desired project scope. Once the scope is finalized, we will provide you with a data request. Please let me know if you have any questions regarding the study.

Sincerely,



Brent A. Saylor
Principal

cc: Chris Dawson

Attachment

BAS:sc

Attachment A
Terrebonne Parish Consolidated Government
Retail Cost of Service and Rate Study
Project Scope and Methodology

The overall scope of services for a cost of service and retail rate study can be divided into three major phases, described below.

Revenue Requirements

The first phase is an overall financial review to determine TPCG's total revenue requirements. The review will focus on the utility's financial goals (e.g., debt service coverage, funding of transfers to the Parish, utility capital funds, etc.) likely using calendar year 2016 as the test year. Normalization adjustments to the test year revenues and expenses combined with pro forma adjustments will be made as necessary to properly reflect on-going conditions. The objective of this first phase is to determine the magnitude of overall revenue required to attain TPCG's financial objectives and maintain a sound financial position.

For some clients, the revenue requirements are developed not just for a single adjusted test year, but also for a three- or five-year forecasted period. This is done to better ensure that rates will provide sufficient revenue over this planning period. If a longer test period is desired, GDS can either develop a forecast of TPCG's operating expenses and capital requirements or utilize any existing projections that may have been developed by TPCG. The development of the forecasted revenue requirement will require the use of a load forecast. GDS, in particular Jacob Thomas, has many years of experience in developing electric load forecasts for a wide variety of utility clients. As with the expenses, GDS can either utilize an existing load forecast or develop one for use in this project. Results of the multi-year revenue requirements would be reviewed with utility management to ensure that the forecast is consistent with TPCG's views of future needs.

Cost of Service

The second phase consists of an allocated cost of service analysis. This analysis allocates TPCG's utility plant investment (and other rate base items) and adjusted operating expenses to the retail rate classes, in order to determine the adequacy of the revenues provided by the rates applicable to those classes. The allocated cost of service analysis provides both component cost data for rate design and a means by which to gauge the equity of the various retail rates in terms of the relative revenue requirements. The cost of service produces a financial rate of return for each rate class, which is an indication of whether the class is paying its "fair share".

For utilities that conduct studies on a frequent basis to update their retail rates, a cost of service is not always a part of the project. Given that TPCG has not conducted a detailed cost

of service study for a number of years, understanding the resulting differences between allocated costs and revenues will be a critical result of the study process. Based on our initial conversation, we at GDS concluded that a cost of service analysis should be beneficial for TPCG.

TPCG provides both electric and natural gas services, and may share common facilities and services such as employee benefits, accounting, billing, etc. The indirect costs for these common services must be recovered and allocated in a fair manner to each utility. As part of the cost of service, GDS will allocate TPCG's direct common costs between the utilities.

Our firm routinely assists clients with the review of rate class definitions as a part of a cost of service analysis. GDS can examine the applicability provisions of the existing rate schedules and the service characteristics of customers served within each rate class. Generally, the goal is to offer rate classes that are comprised of customers with similar load, cost and service characteristics. If the review of rate classes is desired, GDS will provide recommendations to TPCG for any changes to the rate class definitions along with any projected revenue impacts caused by customers shifting between rates.

The techniques and procedures used by GDS to perform the cost allocation studies follow the guidelines set forth in the Cost Allocation Manual prepared by the National Association of Regulatory Utility Commissioners ("NARUC"). The NARUC cost allocation principles are widely considered as an industry standard. The Manual provides a range of acceptable cost allocation methods, and GDS uses the methods that are most appropriate for the client.

Rate Design

The third phase consists of a detailed review of the existing retail rate charges, including the Energy Cost Charge, and provisions in TPCG's current rate schedules. Recommendations for potential revisions to the present retail rate schedules, and any new rates, will be developed so that the total revenue requirements determined in the first phase of the project can be achieved based in part on the cost of service results contained in the second phase of the project. In addition to those two major rate design parameters, other factors such as competitiveness, simplicity, support of marketing objectives, ease of administration, and avoidance of adverse customer impact can be incorporated in the rate design process. All of these ratemaking parameters will be evaluated and thoroughly discussed with the utility's staff to achieve an appropriate blending of those factors.

The recommended rate levels will be developed so that the total revenue requirements determined in the first phase of the project are achieved. This demonstration of revenue adequacy will be prepared for either the single test year or the multi-year forecasted period, depending on the desired scope.

Other Project Matters

The proposed scope of services includes the following assumptions.

1. There will be two visits to TPCG during the course of the project.
2. A written executive summary will be prepared to document the analyses and the findings upon which the revised rate schedules are based.
3. An oral presentation will be made in person to the management, staff, and City Council

GDS will work closely with TPCG's staff in all phases of the project. A kick-off meeting, or conference call, with the utility staff will be conducted to discuss primary project issues. The utility will be requested to provide financial results and billing data for the test year. After receiving the data requested, GDS will develop an initial revenue requirement and cost of service. These results will be shared with TPCG. Following review with the utility, the revenue requirements and cost of service will be revised as appropriate and rate designs will be developed. Rate designs will also be presented and discussed with TPCG's management.

A final meeting will then be held during which a presentation of recommendations for the retail rates will be made to the City Council, or other governing body. This presentation will be in person and will be followed by a written executive summary project report.



Monday, August 7, 2017

Item Title:

Cougar Drive No Parking Zone

Item Summary:

Consider the introduction of an ordinance to establish a "No Parking Zone" during school hours around Mulberry School on Cougar Drive and call a public hearing on said matter on Wednesday, August 23, 2017 at 6:30 p. m.



Monday, August 7, 2017

Item Title:

3-Way Stop Eldred and Guidry Streets

Item Summary:

Consider the introduction of an ordinance to establish a 3-Way Stop at the intersection of Eldred Street and Guidry Street, and call a public hearing on Wednesday, August 23, 2017 at 6:30 p. m.
