
TERREBONNE PARISH COUNCIL

PUBLIC SERVICES COMMITTEE

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

January 22, 2018
5:35 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 Parish President to execute a contract for professional veterinary services with Jessica Price, DVM.
2. **RESOLUTION:** Authorizing the purchase of three (3) 1 MW diesel generators from Arcco Power Systems to be installed at the Houma Generating Station, project known as 17-ELECTGEN-67.
3. **RESOLUTION:** Awarding and authorizing the signing of the construction Contract for Parish Project No. 95-DRA-67, 2-1A Drainage Improvements Projects, Phase VI - Honeysuckle, Terrebonne Parish Consolidated Government, Terrebonne Parish, Louisiana, and authorizing the issuance of the Notice to Proceed.

4. RESOLUTION: Providing for the ratification of the appointment by Parish President Gordon E. Dove of the firm GIS Engineering, LLC to provide engineering services for Parish Project 18-SEW-02, Martin Luther King Sanitary Sewer Project and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.
5. Consider the introduction of an ordinance to establish "No Parking Anytime" on both sides of Don Felipe Boulevard; to provide for the installation of appropriate signs; to provide for other matters relative thereto and calling a public hearing on said matter Wednesday, February 7, 2018 at 6:30 p.m.
6. Adjourn

Category Number:
Item Number:



Monday, January 22, 2018

Item Title:
INVOCATION

Item Summary:
INVOCATION

Category Number:
Item Number:



Monday, January 22, 2018

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number: 1.



Monday, January 22, 2018

Item Title:

Veterinary Services

Item Summary:

RESOLUTION: Authorizing the Parish President to execute a contract for professional veterinary services with Jessica Price, DVM.

ATTACHMENTS:

Description	Upload Date	Type
Veterinary Services	1/8/2018	Executive Summary
Veterinary Services	1/8/2018	Resolution
Veterinary Services	1/8/2018	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Animal Shelter Veterinary Services

PROJECT SUMMARY (200 WORDS OR LESS)

Secure professional veterinary services for the Terrebonne Parish Animal Shelter (TPAS)

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

- Properly care for animals impounded at the Terrebonne Parish Animal Shelter (TPAS)
- Perform pre-adoption veterinary procedures

TOTAL EXPENDITURE

\$65,000

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

\$65,000

Acct. No. 151-442-8325-01

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

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VR

Signature

Date

1/5/18

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A resolution authorizing the Parish President to execute a contract for professional veterinary services with Jessica Price, DVM.

WHEREAS, the Terrebonne Parish Animal Shelter (TPAS) is an open admission shelter that receives orphaned, seized, stray, and/or surrendered animals; and

WHEREAS, the TPAS requires the services of a veterinarian for the benefit of impounded animals; and

WHEREAS, Terrebonne Parish Consolidated Government desires to contract with Dr. Jessica Price; and

WHEREAS, Dr. Jessica Price has agreed to extend said contract for professional veterinary services outlined in the attached contract.

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of Terrebonne Parish Consolidated Government that the Parish President, Gordon Dove, is hereby authorized to execute a contract with Dr. Jessica Price for professional veterinary services outlined in the attached contract.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted on this, the ____ day of _____, 2018.

* * * * *

I, VENITA CHAUVIN, Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget and Finance Committee on _____, 2018 and subsequently ratified by the Assembled Council in Regular Session on _____, 2018 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS ____ DAY OF _____, 2018.

VENITA CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

CONTRACT FOR PROFESSIONAL VETERINARY SERVICES

STATE OF LOUISIANA

PARISH OF TERREBONNE

THIS AGREEMENT is made and between the following parties as of the _____ day of January 2018.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT, a political subdivision of the State of Louisiana, herein represented by its duly authorized and empowered Parish President, Gordon Dove, by virtue of his authority under the Terrebonne Parish Charter (sometimes hereinafter referred to as "Owner"); and

JESSICA PRICE, DVM (S.S.N. ***-**-1837), a fully licensed and certified veterinarian in good standing with the state of Louisiana and domiciled in the parish of Terrebonne at 955 Hwy 665 Montegut, La 70377 (sometimes hereinafter referred to as "Veterinarian")

SECTION 1 – SCOPE OF AGREEMENT:

1.1 Owner wishes Veterinarian to provide and Veterinarian agrees to provide professional consultations, advice, and services, and to serve as Owner's professional representative for a specific fee, all as more fully set forth herein below:

SECTION 2 – BASIC SERVICES OF VETERINARIAN:

2.1 Veterinarian shall perform the Veterinary Care Services as specified in Exhibit A of this Contract, which is attached hereto and made a part hereof.

2.2 Additional professional services related to this Contract will be performed by Veterinarian on request of Owner as the parties may subsequently agree to in writing for the same rate set forth in Section 5 of this Agreement.

SECTION 3 – OWNER'S RESPONSIBILITY:

Owner shall:

3.1 Provide all criteria and full information as to Owner's requirements and designate a person with authority to act on the Owner's behalf on all matters concerning this Contract;

3.2 Furnish to Veterinarian any information, reports or data available to Owner regarding animals impounded at the TPAS and under Veterinarian's care pertinent to Veterinarian's performance of services under this Agreement;

3.3 Provide all veterinary supplies, medications, or other expendable items to the Veterinarian for use at the TPAS during services provided under this Agreement.

SECTION 4 – PERIOD OF SERVICE:

4.1 This Agreement shall become effective upon execution, and shall continue until December 31, 2018 and month-to-month thereafter unless terminated by either party according to the following provisions.

4.2 Termination. Either party may terminate this agreement under any of the following conditions:

- a. by mutual agreement and consent of the parties hereto;

- b. by the Owner as a consequence of the failure of the Veterinarian to comply with the terms, progress or quality of work in a satisfactory manner, proper allowance being made for circumstances beyond the control of Veterinarian;
- c. by either party upon the failure of the other party to fulfill its obligations as set forth in this contract;
- d. by either party by providing sixty (60) days written notice to the other party in writing.

Upon completion/termination, the Veterinarian shall deliver to the Owner all records of the work, including the veterinarian's log, compiled to the date of termination and the Owner shall pay in full for all work accomplished up to the date of termination.

In the event of any termination, Veterinarian will be paid for all services rendered to the date of termination.

SECTION 5 – PAYMENT:

5.1 Regular business hours, for the purposes of this agreement, means the hours of and between 7:00 a.m. and 6:00 p.m., excluding weekends and parish holidays.

5.2 The rate of Base Pay for the purposes of this agreement shall be \$50.00 per hour.

5.3 Owner shall pay Veterinarian Base Pay for any services rendered hereunder at the TPAS during regular business hours.

5.4 Owner shall pay Veterinarian Base Pay plus one-half (1/2) times Base Pay for any emergency services rendered by Veterinarian at the TPAS outside of regular business hours.

5.5 In the event of a declared emergency or disaster, which causes the Veterinarian to evacuate with the TPAS or to work beyond the scope of Veterinarian's normal duties, Owner shall pay Veterinarian Base Pay plus one-half (1/2) times Base Pay for travel time to designated area and for services rendered on site.

5.6 Owner shall pay Veterinarian an on-call retainer fee of \$100 per calendar month, conditioned upon 24-hr availability for emergency contact and telephone consultation. There shall be no additional fee for telephone consultation.

5.7 Veterinarian shall submit to Owner biweekly statements of services rendered.

SECTION 6 – VETERINARIAN'S RESPONSIBILITY:

6.1 Minimum Hours. The Veterinarian shall be present at the TPAS according to a written schedule created and agreed upon by the TPAS Manager and the Veterinarian. The Veterinarian shall be on call during regular business hours for any services described in this agreement, unless otherwise agreed to by the TPAS Manager and the Veterinarian. The Veterinarian shall be on call at all times for telephone consultations with Owner and for veterinary emergencies at the Animal Shelter. Additionally, Veterinarian shall be on call at all times for emergencies related to veterinary services rendered by the Veterinarian and for medical emergencies requiring the physical presence of the Veterinarian for humane care of impounded animals pursuant to this Agreement.

6.2 Veterinarian shall assist Owner in securing comparable, reliable, alternative veterinary care services in the event Veterinarian is temporarily unable to perform services under this Contract. Alternative services may be either through a subcontractor or referral to another fully licensed and certified veterinarian. The alternative veterinary care services arranged by Veterinarian are subject to approval by Owner, and Owner may, at any time, terminate the alternative veterinary care services.

6.3 Veterinarian's Log. Veterinarian shall maintain a daily log detailing services performed hereunder, including examination and treatment of animals. This log is to be maintained within the computer system at the TPAS, and as otherwise required by law.

SECTION 7 – INSURANCE:

7.1 Professional Liability Insurance

Veterinarian shall maintain professional liability coverage during the term of this agreement. The limits of this coverage shall be a minimum of \$500,000.00 combined single limit. This requirement shall extend to all professional subcontractors employed by the prime consultant Veterinarian or surveyor. Veterinarian shall provide certification of such insurance and a copy of the policy upon request.

7.2 General Liability Insurance

The Veterinarian shall maintain general liability coverage during the terms of this agreement. The limit of this coverage shall be a minimum of \$500,000.00 combined single limit per occurrence for bodily injury, personal injury, and property damage; naming the Terrebonne Parish Consolidated Government as an additional insured. Veterinarian shall provide certification of such insurance and a copy of the policy upon request.

7.3 Auto Liability Insurance

The Veterinarian shall maintain automobile liability coverage during the term of this agreement. The limits of this coverage shall be a minimum \$500,000.00, combined single limit per accident for owned, non-owned and hired vehicles. Veterinarian shall provide certification of such insurance and a copy of the policy upon request.

7.4 Deductibles and Self-Insured Retentions

ANY DEDUCTIBLES OR SELF-INSURED RETENTIONS MUST BE DECLARED TO, AND APPROVED BY THE OWNER. Prior to entering into this agreement, and at the option of OWNER, either,

The OWNER shall accept and approve the deductible or self-insured retention.

The insurer shall reduce or eliminate such deductibles or self-insured retentions as respects OWNER.

The Veterinarian shall procure a bond guaranteeing payment for losses and related investigations, claim administration and defense expenses.

7.5 Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverage

- a. OWNER is to be added as “additional insured” as respects liability arising out of activities performed by or on behalf of the Veterinarian; products and completed operations of the Veterinarian; premises owned, occupied or used by the Veterinarian. The coverage shall contain no special limitations on the scope of protection afforded to OWNER. It is understood that the business auto policy under “Who is an insured” automatically provides liability coverage in favor of OWNER.
- b. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to OWNER.
- b. The Veterinarian’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.

2. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled thirty (30) days prior written notice by certified mail, return receipt requested, has been given to OWNER.

7.6 Acceptability of Insurers

Insurance is to be placed with insurers with an A.M. BEST'S RATING OF NO LESS THAN A: VI.

7.7 Verification of Coverage

Veterinarian shall furnish OWNER with certificates of insurance effecting coverage required. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. THE CERTIFICATES ARE TO BE RECEIVED AND APPROVED BY OWNER BEFORE WORK COMMENCES. OWNER reserves the right to require complete, certified copies of all required insurance policies, at any time.

7.8 Subcontractors

In the event that Veterinarian subcontracts veterinary care services, Veterinarian shall include all subcontractors as insured's under its policies or shall furnish separate certificates for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

7.9 Auto Liability Insurance Coverage – Alternative

As an alternative to the auto liability coverage required above, Veterinarian may elect to obtain and maintain automobile liability coverage not to fall below the required minimum coverage in Louisiana, provided Veterinarian uses any vehicle owned or operated by her for personal use only, and does not use any vehicle owned or operated by her for business purposes associated with the performance of any duties under this Agreement or for transporting OWNER, its agents, servants, employees, and animals. Owner need not be named as an additional insured under this auto liability policy, but Veterinarian shall produce a copy of the certificate of insurance for this policy to OWNER.

SECTION 8 – INDEMNITY:

Owner agrees to indemnify, save and hold harmless the Veterinarian from and against any and all claims, demands expense and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur or in any way grow out of any negligent act, error or omission of the Owner, its agents, servants and employees, and any and all costs, expense and/or attorney fees incurred by Veterinarian as a result of any such claim, demands, and/or causes of action except those claims, demands, and/or causes of action arising out of the negligence of Veterinarian.

Veterinarian agrees to indemnify, save and hold harmless the Owner from and against any and all claims, demands expense and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur or in any way grow out of any negligent act, error or omission of the Veterinarian, its agents, servants and employees, and any and all costs, expense and/or attorney fees incurred by Owner as a result of any such claim, demands, and/or causes of action except those claims, demands, and/or causes of action arising out of the negligence of Owner.

SECTION 9 – LITIGATION:

The Veterinarian to immediately notify Owner upon receipt of any lawsuit or document that appears to be a lawsuit, claim, demand, or other written complaint regarding services rendered under this Agreement.

SECTION 10 – MISCELLANEOUS:

10.1 Owner and Veterinarian, and their respective partners, successors, executors, administrators, assigns and legal representatives of each are bound by the agreement to the other party in respect of all covenants, agreements and obligations of this agreement.

10.2 Nothing herein shall be construed to give any right or benefit hereunder to anyone other than Owner and Veterinarian.

10.3 This agreement and Exhibit A may be amended, supplemented, modified or canceled by a mutually agreeable and duly executed written instrument.

SECTION 11 – NO WAIVER

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

SECTION 12 - COMPLIANCE WITH LAWS

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

SECTION 13 - NON-APPROPRIATION AND BUDGETED FUNDS

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

Notwithstanding anything to the contrary in this Agreement, the parties agree that the maximum amount payable under this Agreement shall be that which is the amount budgeted by Owner for this Agreement. In the event the total amount of this Agreement is increased by reason of additional quantities or any other reason, so as to exceed the amount budgeted, the parties agree that Owner shall not be liable for the amount of such increase until and unless said budget is amended as provided for by Owner's Home Rule Charter to allow for such an increase.

SECTION 14 – LEGAL CONSTRUCTION

In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this agreement.

SECTION 15 – SUCCESSORS AND ASSIGNS

Owner and Veterinarian each binds himself and his partners, successors, executors, administrators, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns and legal representatives of such other party, in respect to all covenants, agreements and obligations of this Agreement.

Neither Owner or Veterinarian shall assign, sublet or transfer any rights under or interest in (including, but without limitation, monies that may become due or monies that are due) this Agreement without the written consent of the other, except to the extent that the effect of this limitation may be restricted by law. Nothing contained in this paragraph shall prevent Veterinarian from employing such independent consultants, associates and subcontractors, as he may deem appropriate to assist him in the performance of services hereunder, at his own expense.

SECTION 16 – CONFIDENTIALITY

Veterinarian agrees that all assignments hereunder are confidential. Veterinarian agrees to receive in trust and keep confidential all information pertaining to the tasks assigned under this Contract and further agrees not to disclose such information to any third party nor use the same for the benefit of the Owner without the consent of Veterinarian, except as necessary to comply with Section 6.2 herein..

The Owner and Veterinarian are each represented by the undersigned and are duly authorized to act herein.

WITNESS:

OWNER:

**TERREBONNE PARISH CONSOLIDATED
GOVERNMENT**

BY: _____
GORDON DOVE
PARISH PRESIDENT

VETERINARIAN:

BY: _____
JESSICA PRICE, DVM

EXHIBIT A

SCOPE OF SERVICES FOR VETERINARY CARE AT TERREBONNE PARISH ANIMAL SHELTER

The following scope of work is intended to outline professional veterinary services to be rendered to the Owner for the Terrebonne Parish Animal Shelter ("TPAS"). It is the intention of this Scope of Services that personnel shall be provided by the Owner to function as described below.

1. Check all animals at the animal shelter on a regular basis and as requested by Owner;
2. Administer Food and Drug Administration (FDA) regulated drugs that are required by the TPAS to tranquilize and/or euthanize animals in accordance with Louisiana Laws;
3. Provide expert testimony as required in court, deposition, or any other civil or criminal proceedings;
4. Provide on-site assistance during the performance of chemical capture of animals, when required;
5. Provide on-site determination of whether animal cruelty or animal neglect investigation is needed and provide medical care, including necropsies, for court-case animals impounded at TPAS;
6. Maintain Drug Enforcement Administration (DEA) and Controlled Drug Substance (CDS) licenses and records;
7. Provide medical guidance for reports and operations of the TPAS;
8. Provide general and medical guidance for amendments to the TPAS policies and procedures as requested by TPAS;
9. Meet with the Animal Control Manager regularly to report on veterinary care and document such reports as may be required by Owner;
10. Render veterinary care to animals impounded in the TPAS consistent with the regulations and standards of Louisiana law, including those established by the Louisiana Board of Veterinary Medicine and the American Veterinary Medical Association;
11. Provide guidance for the TPAS budget regarding equipment, supplies and materials required for veterinary care, including suggestions for increasing efficiency of TPAS operations;
12. Provide continuing training to TPAS staff regarding veterinary medical policy and procedures and regarding recognizing signs and symptoms of illnesses in animals;
13. Allow TPAS staff to observe the organization and distribution of medications and to medicate animals under direct orders of the Veterinarian;
14. Be available and on call for telephone consultation twenty-four (24) hours a day, every day of the week;
15. Be available and on call for veterinary emergencies as agreed upon by Veterinarian and TPAS Manager;

16. Establish protocol for TPAS staff response to veterinary emergencies within thirty (30) days of contract award and assist in the review and modification of said protocol as need, but at least annually;
17. Establish and maintain veterinary records consistent with applicable regulations and good veterinary practices;
18. Provide guidance for animal classifications when requested;
19. Assist the TPAS with evacuations and be available for services during declared states of emergencies or disasters;
20. Perform a minimum of twenty-five (25) surgeries and seventy-five (75) exams per week; and
21. Provide additional services, which are not described herein, upon request.



Monday, January 22, 2018

Item Title:

HGS Diesel Generators

Item Summary:

RESOLUTION: Authorizing the purchase of three (3) 1 MW diesel generators from Arcco Power Systems to be installed at the Houma Generating Station, project known as 17-ELECTGEN-67.

ATTACHMENTS:

Description	Upload Date	Type
HGS Diesel Generators	1/9/2018	Executive Summary
HGS Diesel Generators	1/9/2018	Resolution
HGS Diesel Generators	1/9/2018	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Order (3) 1 MW Diesel Generators for Power Plant, project known as 17-ELECTGEN-67

PROJECT SUMMARY (200 WORDS OR LESS)

Supply station service in emergency situations to start Power Plant

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Diesel Generators will provide station service to start the Power Plant in case of all power loss

TOTAL EXPENDITURE

\$606,247.86

303-802-8915-06

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

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☐ 9

A handwritten signature in blue ink, appearing to be "L. B.", written over a horizontal line.

Signature

A handwritten date "1/9/18" in blue ink, written over a horizontal line.

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A resolution authorizing the purchase of (3) 1 MW diesel generators from Arcco Power Systems to be installed at the Houma Generating Station, project known as 17-ELECTGEN-67.

WHEREAS, Arcco Power Systems will provide the diesel generators to the Houma Generating Station, and

WHEREAS, Arcco Power Systems has offered complete prices off of the State Contract #4400013661, and

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, that the purchase from Arcco Power Systems be, and is hereby, approved, 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 the resolution adopted this _____ day of _____ 2018.

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 _____, 2018 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____ 2018.

VENITA CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL



9424 N Interstate Dr Baton Rouge, LA 70809

(225)275-2722 (225)275-1198 Fax

www.arcco.com

4704 Viking Dr., Bossier City, LA 71111
(318)210-5426

9918 South Perdue, Baton Rouge, LA70814
(877)706-2722

December 28, 2017

Cyr LeBoeuf
Terrebonne Parish Consolidated Government
985.873.6776
cleboeuf@tpcg.org

Reference: State Contract #4400013661 - (3) 1MW DIESEL GENERATORS

We are pleased to submit the following proposal for your consideration. This quote includes the standard accessories provided by **Generac Industrial Power** with the optional equipment and services as identified in this proposal.

Additionally, we have detailed the equipment configuration and services relative to our understanding of these requirements in the body of this document. Please check it for correctness and completeness to be certain that it meets your needs. Please contact us for any clarifications or refinements that may be necessary to meet the scope of the project, as you understand it.

Thank you for considering Arcco Power Systems and the opportunity to provide your equipment needs. We are firmly committed to providing the best possible support and service during the life cycle of this project.

Quantity 3 - Generac Industrial diesel engine-driven generator, turbocharged/aftercooled 12-cylinder 37.1L engine, consisting of the following features and accessories:

- 1000 kW Rating, wired for 277/480 VAC three phase, 60 Hz – **LINE ITEM 152**
- Parallel Kit – **LINE ITEM 157**
- Stationary Emergency-Standby rated
- Level 1 Acoustic Enclosure, Steel – **LINE ITEM 155 & 156**
 - Industrial Grey Baked-On Powder Coat Finish
- Alternator Heater
- 1100 CCA Group 8D Batteries, with rack, installed
- Battery Charger, 10 Amp, NFPA 110 compliant, installed
- Coolant Heaters, forced-circulation
 - (1) 6000W 240VAC single-phase heater in engine jacket water circuit
 - (1) 2500W 240VAC single-phase heater in aftercooler circuit

- 1900 Usable Gallon Double-Wall UL142 Basetank – **LINE ITEM 153**
- MLCB, Motor Operated, Electronic Trip, 100% Rated
 - 1600 Amp
- Listed - Standard UL2200
- IntelliGen NT Control Panel
 - Meets NFPA 99 and 110 requirements
 - Temp Range -30 to 70 degrees C
 - Digital Microprocessor
 - Graphic 128 X 64 LCD display
 - LED status info display
 - Password protected settings
 - Alarm and Event log
 - Integrated PLC programmable functions
 - Synchronising and paralleling control (optional)
 - Ground Fault Indication/protection
 - Engine and alternator protection features
 - Real time clock with battery backup
 - RS-232 / RS-485, MOD Bus, CAN interfaces
 - Multiple language capability
- Isolator Spring
- MANUAL printed ST OF 4
- Single Critical Grade
- NFPA Annunciator Kit Surface – **LINE ITEM 154**
- SD1000

Quantity 3 – 5-YEAR COMPREHENSIVE WARRANTY

Notes:

Estimated Equipment Lead-times:

Generator = 13 weeks

Prices valid until: 12/28/2018

FOB: Jobsite

Terms of Sale

General Terms

Prior to any order, the customer must have an account and credit terms established.

All orders for equipment, material or services shall require a formal purchase order signed by an authorized representative of the company.

Terms and conditions of the sale will be displayed on the purchase order or a statement reflecting "Per Arcco Power System's Proposal" with the associated proposal's reference number shall be included in the customer's purchase order.

Where third parties are acting on behalf of another corporate entity, the end user of the equipment shall be identified on the purchase order.

This Quotation is valid for 30 calendar days and all equipment is subject to prior sale.

No equipment will be allowed to leave the United States without payment in full or secured by Irrevocable Letter of Credit, satisfied upon shipment From Arcco

Payment Terms

Progress payments will be required on equipment sales that meet any one of the following criteria:

- ☐ Dollar value of contract will be in excess of \$500,000 USD
- ☐ Projects requiring installation
- ☐ Requirement of a deposit payment by a supplier

Progress Payments will be required based on the above conditions, the following is our proposed Progress payment schedule for the project.

- **100%** Net 30 days

Additional Payment Terms:

Arcco Power Systems Payment terms are Net 15 unless modified by a signed accepted addendum by Arcco Power Systems or if equipment is scheduled to depart the continental United States. All equipment leaving the continental United States will require payment in full prior to shipment. Payments shall be made by wire transfer upon receipt of invoice. If Customer fails to fulfill any condition of its payment obligations, Arcco Power Systems may (i) withhold deliveries and suspend performance, or (ii) continue performance if Arcco Power Systems deems it reasonable, or (iii) place products in storage at customers expense. In any event, the costs incurred by Arcco Power Systems as a result of the Customer's non-fulfillment shall be payable by the Customer upon submission of an Arcco Power Systems invoice. Arcco Power Systems shall be entitled to an extension of time for performance under the contract equaling the period of Customer's non-fulfillment whether or not Arcco Power Systems elects to suspend it's performance under the contract. If Customer does not rectify such non-fulfillment promptly upon notice, Arcco Power Systems may cancel the agreement and Customer shall pay Arcco Power Systems cancellation charges upon submission of Arcco Power Systems invoices for all costs incurred plus a 15% profit. Late charges of

1-1/2% per month will be assessed for all late payments and will be payable by customer upon invoice by Arcco Power Systems. ALL equipment remains the property of Arcco Power systems until final payment has been made

Invoicing

An invoice will be generated and presented to the customer at each of the milestones stated in the terms of the sale.

Invoice Disputes

The Customer shall notify Arcco Power Systems immediately in writing when an invoice or a portion of an invoice is determined to be in dispute. Failure to notify Arcco Power Systems will cause the customer to incur service charges per our established credit terms. Should a dispute occur, the Customer and Arcco Power Systems shall determine and agree upon the corrective action or actions as necessary to resolve the dispute. Upon reaching an agreement and as soon as corrective action has begun, the Customer shall make immediate payment of the invoice to Arcco Power Systems. Where non-payment of the Arcco Power Systems invoice continues, we shall reserve the right to suspend performance under the contract. Each suspension under the contract shall be equal to an extension of delivery under the contract.

Cancellation Policy

Customer may terminate or cancel an order by written notice and upon payment of appropriate charges based upon a percentage of the contract price at the stage of completion: 20% hold for approval status and 100% released to manufacture status.

Damages

In no event, whether as a result of breach of contract, indemnity, warranty, tort (including negligence), strict liability or otherwise, shall Arcco Power Systems be liable for any special, consequential, incidental or exemplary damages including, but not limited to, loss of profit or revenues, loss of data, loss of use of the products or any associated equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services or replacement power, downtime cost, or claims of customers of the Customer for such damages. If the products or services being provided by Arcco Power Systems will be furnished by the Customer to a third party by contract or otherwise or relate to a contract between the Customer and a third party, the Customer shall obtain from such third party a provision affording Arcco Power Systems the protection of this Article.

Acceptance

Customer's signature on this quotation, or the issuance of a purchase order or other acknowledgement by customer for the Equipment, shall constitute acceptance of this quotation and shall be subject only to the terms and conditions set forth herein, notwithstanding any terms and conditions contained in any such purchase order or other acknowledgment or communication from the customer which are different from, or in addition to the terms and conditions of this quotation.

Change Orders

No change order or directive shall be effective against Arcco Power Systems unless the description of the work and the payment terms have been established and agreed to in advance and in writing. Arcco Power Systems will not implement changes in our scope of supply unless we have received written approval from the customer. Where a change and approval by the customer is pending, it may be necessary for the Arcco Power Systems to suspend its continuation of the original production schedule. Upon the Arcco Power Systems receiving the customer's approval, the production schedule shall resume and any modifications to the schedule required to meet the change in scope shall be communicated to the customer. Change orders as they occur, shall be invoiced at the nearest milestone payment.

Taxes and Tariffs

In addition to any price specified by the contract, Customer shall pay, or reimburse Arcco Power Systems for, the gross amount of any present or future sales, tariffs, duties, use, excise, value-added, or other similar tax applicable to the price, sale or delivery of any products or services furnished hereunder. Should the customer claim and

exemption of the foregoing, the customer shall furnish Arcco Power Systems with evidence of said exemption that will be acceptable to the taxing authorities.

Additional Terms & Conditions:

The scope of supply of this quotation is limited to the equipment and services as listed in this offer of business. The customer is responsible for all installation of the equipment as outlined in our quotation unless it is specifically modified by this proposal. All equipment needed to perform any loading or unloading of the equipment will not be supplied by Arcco Power Systems and is the responsibility of the customer, unless it is specifically modified by this proposal. Equipment not indicated is to be supplied by others unless specifically listed in our bill of material. This quotation is subject to any applicable manufacturer's general terms and conditions of sale. Changes to the terms of this quotation may only be made by the express written agreement of Arcco Power Systems. Arcco Power Systems will not be responsible for any labor or material charges by others associated with the start-up and installation of this equipment unless previously agreed upon, in writing by Arcco Power Systems. The prices stated herein are subject to any manufacturer increases if the order is not released for manufacture within 30 calendar days from the customer's order date or, if drawings for approval are required, the drawings are not returned and released for manufacture within 30 calendar days of transmittal date. For any completed order, scheduled for shipment, that is held, delayed or rescheduled at the request of the Customer, Arcco Power Systems may, at its sole option, ship to storage, invoice, and transfer title, all at the sole cost and risk of loss of the customer.

We reserve the right to correct any errors or omissions.

Quoted prices do not include Federal, State or Local taxes which may be applicable. Quoted prices include normal testing, packaging and instructional literature. Special testing, packaging, additional instructional literature, parts, provisioning lists or prints are not included, and prices will be quoted separately

Should you have any questions or comments on this matter, please do not hesitate to contact us.

Sincerely,



Greg Paliaro

Business Development Manager
ARCCO Power Systems
9424 N. Interstate Drive
Baton Rouge, LA 70809
225.275.2722 Office
225.235.4796 Cell
gpaliaro@arcco.com

PROPOSAL SUMMARY

(3) Generators – Line item 152 - \$468,706.32 (\$156,235.44 ea)
(3) Fuel Tanks – Line item 153 - \$45,991.26 (15,330.42 ea)
(3) Remote Annunciators - Line item 154 - \$1,161.06 (\$387.02 ea)
(3) Weather Protective Enclosures – Line item 155 - \$60,849.63 (\$20,283.21 ea)
(3) Sound Attenuations – Line item 156 - \$17,508.66 (\$5,836.22 ea)
(3) Paralleling Control Panels - Line item 157 - \$12,030.93 (\$4,010.31 ea)
4 hour Load Test - Included
Warranty Start-up and Freight – Included

TOTAL PROPOSAL PRICE: \$606,247.86

Acceptance of Quote

Cyr LeBoeuf
Terrebonne Parish Consolidated Government
985.873.6776
cleboeuf@tpcg.org

Prior to ordering equipment or services, please sign and return as a confirmation of the above terms and conditions

Customer Signature

Shipping Address & Point-of-Contact:

Customer Printed Name

Date

Purchase Order #

Disclaimer:

Arcco Power Systems makes no express warranties and disclaims all implied warranties including merchantability and fitness for a particular purpose regarding generator sizing or a sizing program. Arcco shall have no liability in law or equity for damages consequential or otherwise arising from sizing or use of a program and related material or any part thereof. The analysis provided from sizing or sizing software is only for the expected result at the generator terminals. Analysis of transient conditions of any device downstream is the responsibility of the system designer and end user. Arcco Power Systems does not assume any responsibility for changes after an order has been placed. By signing Customer Acceptance, Customer acknowledges they have read and agree to the bill of materials listed.



Monday, January 22, 2018

Item Title:

Construction Award - 2-1A Drainage Improvements - Phase VI (Honeysuckle)

Item Summary:

RESOLUTION: Awarding and authorizing the signing of the construction Contract for Parish Project No. 95-DRA-67, 2-1A Drainage Improvements Projects, Phase VI - Honeysuckle, Terrebonne Parish Consolidated Government, Terrebonne Parish, Louisiana, and authorizing the issuance of the Notice to Proceed.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	1/16/2018	Executive Summary
Resolution	1/16/2018	Resolution
Backup Material	1/16/2018	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

• PROJECT TITLE	
95-DRA-67	2-1A Drainage Improvements – Phase VI (Honeysuckle)

PROJECT SUMMARY (200 WORDS OR LESS)
Drainage improvements in the vicinity of Honeysuckle Drive

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
This resolution allows for the awarding of the bid to Byron E. Talbot Contractors, Inc.

TOTAL EXPENDITURE		
\$589,017.50		
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:		\$3,029,770.00

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

Jeanne P. Bray

01-08-18

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION

A resolution awarding and authorizing the signing of the construction Contract for Parish Project No. 95-DRA-67, 2-1A Drainage Improvements Projects, Phase VI - Honeysuckle, 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. 95-DRA-67, 2-1A Drainage Improvements Projects, Phase VI - Honeysuckle, Terrebonne Parish, Louisiana, and,

WHEREAS, the lowest and best bid was that submitted by Byron E. Talbot Contractor, Inc., in the amount of \$589,017.50, and

NOW, THEREFORE, BE IT RESOLVED that the Terrebonne Parish Consolidated Government award the construction contract to Byron E. Talbot Contractor, Inc., in the amount of \$589,017.50, 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 Byron E. Talbot Contractor, Inc., upon receipt of the performance bond in the amount of the contract price, and

BE IT FURTHER RESOLVED, that upon receipt of 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 _____, 2018.

* * * * *

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 _____, 2018, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2018.

VENITA H. CHAUVIN, CLERK
TERREBONNE PARISH COUNCIL



Project No. 441-011-PED

January 5, 2018

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

Re: Parish Project No. 95-DRA-67
Schriever Drainage Improvements
Forced Drainage Project 2-1A
Phase VI - Honeysuckle
Terrebonne Parish, Louisiana

Dear Ms. Picou-Bowens:

We have reviewed the bids received by the Terrebonne Parish Consolidated Government on January 4, 2018, for the above referenced project. The results of the bids submitted are shown on the enclosed bid tabulation and bid breakdown.

Based on our evaluation, we recommend that the contract be awarded to Byron E. Talbot Contractor, Inc., who submitted the lowest responsible and most responsive Base Bid in the amount of \$589,017.50.00.

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

Bryan Breaud, P.E.

BB/md
Attachments

ecc: Ms. Jeanne Bray, Capital Project Administrator - TPCG



BID TABULATION

**PARISH PROJECT NO. 95-DRA-67
FORCED DRAINAGE PROJECT 2-1A
DRAINAGE IMPROVEMENTS PROJECT
PHASE VI - HONEYSUCKLE AND LA-20
TERREBONNE PARISH, LOUISIANA**

**Thursday, January 4, 2018
2:00 p.m.**

BIDDER	BASE BID
ENGINEERS' ESTIMATE	\$605,000.00
Byron E. Talbot Contractor, Inc. Thibdoaux, Louisiana License No. 12198	\$589,017.50
LA Contracting Enterprise, LLC Thibodaux, Louisiana License No. 34263	\$664,540.00
Command Construction, LLC Metairie, Louisiana License No. 40038	\$802,802.00
Wallace C. Drennan, Inc. New Orleans, Louisiana License No. 1033	\$1,147,764.00



BID BREAKDOWN

Parish Project No. 95-DRA-67
Forced Drainage Project 2-1A
Drainage Improvements Project
Phase VI - Honeysuckle
Terrebonne Parish, Louisiana

January 4, 2018 at 2:00 p.m.

ITEM NO.	APPROX. QUANTITY	DESCRIPTION	Engineer's Estimate		Byron E. Talbot Contractor, Inc.		LA Contracting Enterprise, LLC		COMMAND CONSTRUCTION		WALLACE C. DRENNAN, INC.	
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
202-01	1 L.S.	Clearing and Grubbing	\$15,000.00	\$15,000.00	\$14,000.00	\$14,000.00	\$6,000.00	\$6,000.00	\$21,572.00	\$21,572.00	\$7,700.00	\$7,700.00
202-01	1 L.S.	Removal of Structures and Obstructions	\$8,640.00	\$8,640.00	\$5,500.00	\$5,500.00	\$12,000.00	\$12,000.00	\$14,000.00	\$14,000.00	\$7,700.00	\$7,700.00
202-02-c	55 S.Y.	Removal of Cement Concrete Roadway	\$80.00	\$4,400.00	\$10.00	\$550.00	\$34.00	\$1,870.00	\$10.00	\$550.00	\$20.00	\$1,100.00
202-02-d	100 S.Y.	Removal of Concrete Driveways and Walks	\$25.00	\$2,500.00	\$10.00	\$1,000.00	\$28.00	\$2,800.00	\$10.00	\$1,000.00	\$20.00	\$2,000.00
202-02-g	105 S.Y.	Removal of Asphalt Surfacing and Stabilized Base Course	\$25.00	\$2,625.00	\$10.00	\$1,050.00	\$26.00	\$2,730.00	\$10.00	\$1,050.00	\$20.00	\$2,100.00
203-06-a	1 L.S.	Excavation and Embankment	\$30,000.00	\$30,000.00	\$22,500.00	\$22,500.00	\$30,000.00	\$30,000.00	\$35,000.00	\$35,000.00	\$66,000.00	\$66,000.00
302-02-a	160 S.Y.	Geotextile Fabric)	\$85.00	\$13,600.00	\$28.00	\$4,480.00	\$41.00	\$6,560.00	\$30.00	\$4,800.00	\$20.00	\$3,200.00
401-02	125 C.Y.	Aggregate Surface Course (Limestone) (AVM)	\$90.00	\$11,250.00	\$97.50	\$12,187.50	\$104.00	\$13,000.00	\$120.00	\$15,000.00	\$100.00	\$12,500.00
402-01	520 C.Y.	Traffic Maintenance Aggregate (Limestone) (VM)	\$35.00	\$18,200.00	\$97.50	\$50,700.00	\$67.00	\$34,840.00	\$150.00	\$78,000.00	\$25.00	\$13,000.00
501-03-a	120 S.Y.	2" Thick Asphaltic Concrete Wearing Course (Type 3)	\$25.00	\$3,000.00	\$23.00	\$2,760.00	\$53.00	\$6,360.00	\$60.00	\$7,200.00	\$32.00	\$3,840.00
501-03-b	105 S.Y.	2" Thick Asphaltic Concrete Binder Course (Type 3)	\$25.00	\$2,625.00	\$26.00	\$2,730.00	\$53.00	\$5,565.00	\$70.00	\$7,350.00	\$32.00	\$3,360.00
601-01-g	55 S.Y.	Portland Cement Concrete Pavement (8" Thick) (Including 6 x 6 x No. 6 Welded Wire Fabric) (Roadway)	\$100.00	\$5,500.00	\$72.00	\$3,960.00	\$117.00	\$6,435.00	\$150.00	\$8,250.00	\$80.00	\$4,400.00
701-03-a	24 Lft.	Storm Drain Pipe (RCP) (18" Dia.)	\$50.00	\$1,200.00	\$33.00	\$792.00	\$43.00	\$1,032.00	\$135.00	\$3,240.00	\$144.00	\$3,456.00
701-03-k	60 Lft.	Storm Drain Pipe (RCP) (30" Dia.)	\$70.00	\$4,200.00	\$65.00	\$3,900.00	\$63.00	\$3,780.00	\$119.00	\$7,140.00	\$200.00	\$12,000.00
701-03-o	136 Lft.	Storm Drain Pipe (RCP) (48" Dia.)	\$100.00	\$13,600.00	\$125.00	\$17,000.00	\$115.00	\$15,640.00	\$160.00	\$21,760.00	\$300.00	\$40,800.00
701-03-f	20 Lft.	Storm Drain Pipe (BCCSP) (15" Dia.) (14 Gage)	\$40.00	\$800.00	\$36.00	\$720.00	\$55.00	\$1,100.00	\$140.00	\$2,800.00	\$144.00	\$2,880.00
701-03-g	58 Lft.	Storm Drain Pipe (BCCSP) (18" Dia.) (14 Gage)	\$45.00	\$2,610.00	\$45.00	\$2,610.00	\$55.00	\$3,190.00	\$155.00	\$8,990.00	\$177.00	\$10,266.00
701-03-i	51 Lft.	Storm Drain Pipe (BCCSP) (24" Dia.) (14 Gage)	\$50.00	\$2,550.00	\$48.00	\$2,448.00	\$64.00	\$3,264.00	\$225.00	\$11,475.00	\$200.00	\$10,200.00
701-03-k	98 Lft.	Storm Drain Pipe (PVC) (30" Dia.)	\$60.00	\$5,880.00	\$52.00	\$5,096.00	\$72.00	\$7,056.00	\$110.00	\$10,780.00	\$180.00	\$17,640.00
701-03-m	344 Lft.	Storm Drain Pipe (PVC) (36" Dia.)	\$65.00	\$22,360.00	\$65.00	\$22,360.00	\$84.00	\$28,896.00	\$120.00	\$41,280.00	\$188.00	\$64,672.00

			Engineer's Estimate		Byron E. Talbot Contractor, Inc.		LA Contracting Enterprise, LLC		COMMAND CONSTRUCTION		WALLACE C. DRENNAN, INC.	
701-03-n	390 Lft.	Storm Drain Pipe (BCCSP) (42" Dia.) (14 Gage)	\$90.00	\$35,100.00	\$88.00	\$34,320.00	\$105.00	\$40,950.00	\$125.00	\$48,750.00	\$200.00	\$78,000.00
701-04-d	144 Lft.	Storm Drain Pipe Arch (RCP) (28" x 18")	\$45.00	\$6,480.00	\$50.00	\$7,200.00	\$61.00	\$8,784.00	\$120.00	\$17,280.00	\$188.00	\$27,072.00
701-04-g	434 Lft.	Storm Drain Pipe Arch (BCCSPA) (49" x 33") (14 gage)	\$105.00	\$45,570.00	\$137.00	\$59,458.00	\$105.00	\$45,570.00	\$105.00	\$45,570.00	\$225.00	\$97,650.00
701-04-j	551 Lft.	Storm Drain Pipe Arch (BCCSPA) (71" x 47") (10 gage)	\$150.00	\$82,650.00	\$176.00	\$96,976.00	\$172.00	\$94,772.00	\$165.00	\$90,915.00	\$398.00	\$219,298.00
702-02-a	2 Ea.	Manholes (RCB-11 MOD)	\$6,000.00	\$12,000.00	\$2,700.00	\$5,400.00	\$4,200.00	\$8,400.00	\$15,000.00	\$30,000.00	\$7,200.00	\$14,400.00
702-02-b	1 Ea.	Manholes (Conflict Type)	\$6,000.00	\$6,000.00	\$5,800.00	\$5,800.00	\$9,200.00	\$9,200.00	\$7,700.00	\$7,700.00	\$6,800.00	\$6,800.00
702-03-a	3 Ea.	Catch Basin (CB-01)	\$3,000.00	\$9,000.00	\$2,700.00	\$8,100.00	\$3,200.00	\$9,600.00	\$4,000.00	\$12,000.00	\$6,600.00	\$19,800.00
702-03-b	10 Ea.	Catch Basin (CB-02)	\$6,000.00	\$60,000.00	\$3,000.00	\$30,000.00	\$4,400.00	\$44,000.00	\$4,200.00	\$42,000.00	\$5,300.00	\$53,000.00
702-08	8 Ea.	Side Drain Safety End (Type 2)	\$2,500.00	\$20,000.00	\$4,000.00	\$32,000.00	\$6,800.00	\$54,400.00	\$1,500.00	\$12,000.00	\$9,000.00	\$72,000.00
706-02	100 S.Y.	Concrete Drive (6" Thick)	\$60.00	\$6,000.00	\$58.50	\$5,850.00	\$60.00	\$6,000.00	\$100.00	\$10,000.00	\$90.00	\$9,000.00
713-01	1 L.S.	Temporary Signs and Barricades	\$12,000.00	\$12,000.00	\$6,500.00	\$6,500.00	\$13,000.00	\$13,000.00	\$20,000.00	\$20,000.00	\$23,000.00	\$23,000.00
717-01	30 Lbs.	Seeding	\$71.00	\$2,130.00	\$60.00	\$1,800.00	\$18.00	\$540.00	\$5.00	\$150.00	\$1.00	\$30.00
718-01	500 Lbs.	Fertilizer	\$5.00	\$2,500.00	\$3.00	\$1,500.00	\$2.00	\$1,000.00	\$5.00	\$2,500.00	\$1.00	\$500.00
723-02	350 C.Y.	Granular Material (VM) (Drain Pipe Backfill Under Roads Only)	\$25.00	\$8,750.00	\$16.00	\$5,600.00	\$25.00	\$8,750.00	\$11.00	\$3,850.00	\$50.00	\$17,500.00
726-01	592 C.Y.	Bedding Material (Limestone) (Net Section) (Including Geotextile Fabric) (Drain Pipe)	\$90.00	\$53,280.00	\$85.00	\$50,320.00	\$93.00	\$55,056.00	\$50.00	\$29,600.00	\$100.00	\$59,200.00
727-01	1 L.S.	Mobilization and Demobilization	\$30,000.00	\$30,000.00	\$22,000.00	\$22,000.00	\$29,000.00	\$29,000.00	\$80,000.00	\$80,000.00	\$88,000.00	\$88,000.00
740-01	1 L.S.	Construction Layout	\$8,000.00	\$8,000.00	\$5,500.00	\$5,500.00	\$7,500.00	\$7,500.00	\$15,000.00	\$15,000.00	\$11,000.00	\$11,000.00
S-001	400 Lft.	Saw Cut	\$10.00	\$4,000.00	\$6.00	\$2,400.00	\$7.00	\$2,800.00	\$7.00	\$2,800.00	\$10.00	\$4,000.00
S-002	50 Ea.	Drilled Dowel Bars	\$10.00	\$500.00	\$9.00	\$450.00	\$26.00	\$1,300.00	\$5.00	\$250.00	\$10.00	\$500.00
S-003	5 Ea.	Fabricated 24" Dia. Pipe Riser with Grate Inlet (Complete)	\$2,500.00	\$12,500.00	\$1,500.00	\$7,500.00	\$1,500.00	\$7,500.00	\$1,800.00	\$9,000.00	\$1,500.00	\$7,500.00
S-004	8 Ea.	Concrete Revetment Mattress (8'x 20'x4.5")	\$500.00	\$4,000.00	\$1,650.00	\$13,200.00	\$1,750.00	\$14,000.00	\$1,500.00	\$12,000.00	\$2,900.00	\$23,200.00
S-005-a	2 Ea.	Adjust Water Main (8" Dia. and Smaller)	\$5,000.00	\$10,000.00	\$3,600.00	\$7,200.00	\$3,000.00	\$6,000.00	\$3,500.00	\$7,000.00	\$5,000.00	\$10,000.00
S-007	6 Ea.	Tie-in Existing Sewer Effluent Lines (Complete)	\$500.00	\$3,000.00	\$500.00	\$3,000.00	\$600.00	\$3,600.00	\$500.00	\$3,000.00	\$2,500.00	\$15,000.00
S-008	1 Ea.	Adjusting Existing Waterline Service	\$1,000.00	\$1,000.00	\$600.00	\$600.00	\$700.00	\$700.00	\$200.00	\$200.00	\$2,500.00	\$2,500.00
TOTAL BASE BID:			\$605,000.00		\$589,017.50		\$664,540.00		\$802,802.00		\$1,147,764.00	



Monday, January 22, 2018

Item Title:

Ratification of the appointment by Parish President Gordon E. Dove of the firm GIS Engineering, LLC to provide engineering services for Parish Project 18-SEW-02, Martin Luther King Sanitary Sewer Project and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.

Item Summary:

RESOLUTION: Providing for the ratification of the appointment by Parish President Gordon E. Dove of the firm GIS Engineering, LLC to provide engineering services for Parish Project 18-SEW-02, Martin Luther King Sanitary Sewer Project and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.

ATTACHMENTS:

Description	Upload Date	Type
Exec Summary	1/18/2018	Executive Summary
Resolution	1/18/2018	Resolution
Backup Material	1/18/2018	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Martin Luther King Sanitary Sewer Project
Parish Project No. 18-SEW-02

PROJECT SUMMARY (200 WORDS OR LESS)

A Resolution providing for the ratification of the appointment of GIS Engineering, LLC to provide professional engineering services to install approximately 2,400 linear feet of sanitary sewers along Martin Luther King Boulevard, in the form of a "Front Foot Assessment Program".

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

This project will extend sewer service to businesses along a major business corridor in Terrebonne Parish.

TOTAL EXPENDITURE

\$180,917.49

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)			
	ACTUAL	ESTIMATED	
IS PROJECT READY BUDGETED: (CIRCLE ONE)			
N/A	NO	IF YES AMOUNT BUDGETED:	
	YES	\$760,910	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

	PARISHWIDE	1	2	(3)	4	5	6	7	8	9
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Benjamin E. Dool

11818

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A resolution providing for the ratification of the appointment by Parish President Gordon E. Dove of the firm GIS Engineering, LLC to provide engineering services for Parish Project No. 18-SEW-02, Martin Luther King Sanitary Sewer Project, and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.

WHEREAS, Terrebonne Parish is desirous to install approximately 2,400 linear feet of sanitary sewer along Martin Luther King Boulevard, in the form of a “Front Foot Assessment Program”, 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 GIS Engineering, 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 GIS Engineering, LLC be retained to provide the necessary professional services for Parish Project No. 18-SEW-02, Martin Luther King Sanitary Sewer Project, 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, GIS Engineering, LLC.

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

The Chairman declared this resolution adopted this _____ day of _____, 2018.

* * * * *

I, VENITA H. CHAUVIN, Council Clerk of Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Public Services Committee on _____, 2018 and subsequently ratified by the Assembled Council in Regular Session on _____, 2018, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2018.

VENITA H. CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL



January 10, 2018

Terrebonne Parish Consolidated Government
Government Tower
8026 Main Street, 7th Floor
Houma, LA 70361

Attention: Mr. Mike Toups, Parish Manager
Subject: Proposal for Professional Engineering Services
Reference: MLK Sanitary Sewer Project

Dear Mr. Toups,

GIS Engineering, LLC (GIS) is pleased to submit the following proposal for engineering services for the above referenced project to Terrebonne Parish Consolidated Government (TPCG). This proposal is for engineering services required for the design and preparation of bidding and construction documents for approximately 2,400 linear feet of sanitary sewer along Martin Luther King Boulevard in Terrebonne Parish. GIS is pleased to submit the following scope and cost information for basic engineering services and additional engineering services required for the completion of the project.

Civil Engineering Basic Services:

The basic services scope of work is described in this section and includes the preparation of bidding and construction documents required for approximately 2,400 linear feet of sanitary sewer along Martin Luther King Boulevard. The basic services consists of four (4) phases detailed and discussed in this section. Additional professional services are described in the following section.

Phase 1: Preliminary Design Phase

Phase 1 will include all engineering basic services required for the completion of preliminary plans and the preliminary opinion of probable cost for the project. The services to be performed under the preliminary design phase will generally consist of the following items:

- Preparation of final design criteria and calculations
- Design and preparation of preliminary plans.
- Preparation of outline specifications in accordance with the latest edition of the Louisiana Standard Specifications for Roads and Bridges and TPCG Standards.
- Preparation of updated opinion of probable cost estimates based on the preliminary plans.
- Assist TPCG in collating the various costs categories making up the total project costs.
- Preparation of all special specifications, specialty item descriptions, and details for the project.
- Submission of preliminary plans to TPCG for review and comments.

Phase 2: Final Design Phase

GIS shall provide all services required for the completion of final plans, specifications and cost estimates for the project. The final plan phase shall be initiated upon approval of preliminary plans by TPCG. The services to be performed under the final design phase shall generally consist of the following items:

- Incorporation of TPCG comments into the final plans.
- Preparation of final specifications and bidding documents for review by TPCG.
- Design and preparation of completed detailed final plans. The final plans are to include detailed final drawings for specialty items, layouts, utility locations, if applicable, or any other special details.
- Preparation and submittal of updated opinion of probable costs based on the final plans.
- Submittal of engineer stamped, signed final plans.

The final design phase shall include, but not limited to the following documents:

- Title Sheet and Layout Map
- General Notes Sheets
- Index/Location Sheet
- Gravity Sewer Plan and Profile Sheets
- Standard Details
- Final Opinion of Probable Cost
- Final Specifications and Bidding Documents

Phase 3: Bidding Phase

After authorization to proceed with the bidding phase, GIS shall assist TPCG in advertising for and obtaining bids for the project. GIS's services shall include the following:

- Assist TPCG in advertising and obtaining bids or proposals.
- Issue and track bid documents issued to prospective bidders.
- Issue addenda as appropriate to interpret, clarify or expand the Bidding Documents.
- Consult with and advise TPCG as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor.
- Assist TPCG in the course of any negotiations with prospective contractors.
- Attend the bid opening, prepare bid tabulation sheets and assist TPCG in evaluating bids or proposals and in assembling and awarding contracts for construction.

Phase 4: Construction Phase

GIS shall provide construction administration services during the construction phase of the project. GIS shall serve as TPCG's representative and act on behalf of TPCG to the extent provided in the construction documents. GIS's service shall include the following:

- General administration of the construction contract.
- Preconstruction conference.
- Receive, review and determine acceptability of contractor schedule, submittals, shop drawings and rfi's.
- Submit to TPCG contractors defective work as necessary
- Receive, review and recommend pay applications
- Receive, review and initiate change orders and work directives as necessary to complete the work.
- Conduct regular site visit to ensure compliance.
- Conduct substantial completion inspection and provide punch list to TPCG for review.
- Conduct final inspection and provide TPCG with notice of acceptability of the work.

Civil Engineering Additional Services:

GIS shall provide the following tasks as additional services required for the design and construction of the project. These services are not included as part of the Basic Services.

Task 1: Public Meetings/Coordination and Sewer Assessment Program

GIS shall coordinate with Parish officials and Administrative Consultant for the proposed sewer assessment program, including participation in public meetings, hearings, and site visits.

Procedures for an Assessment Program include the following:

- Prepare Notice to Public
- Informal Hearings
- Final List of Streets/Property

- Prepare Notice of Intention
- Adopt Notice of Intention
- Hold Formal Protest Hearing
- Engineer Furnishes Bond Amount
- Bond Commission Approval to Incure Debt *
- Sell Bond*
- Deliver Bond*
- Draft Engineering Report
- Adopt Engineering Report
- Mail Notice of Assessment
- Adopt Assessment Ordinances
- Send Second Notice
- Sell Certificates*
- Deliver Certificates*

Task 2: Engineering Assessment Report

GIS shall provide engineering services required for the completion of the engineering cost and front foot assessment report of the project. The services to be performed under this phase shall generally consist of the following items:

- Consult with TPCG to define and clarify project requirements.
- Identify, consult and analyze government authorities having jurisdiction.
- Detailed total cost of the improvements including the cost of:
 - Street intersections
 - Engineers' and attorneys' fees
 - All other expenses incidental to the cost
- The amount of cost chargeable to each lot or parcel of real estate to be benefited in the proportion that its area bears to the total area being assessed, as shall be determined by the governing authority

Task 3: Survey Subconsultant (Morris P. Hebert)

GIS intends to contract out Morris P. Hebert (MPH) to perform a topographic survey as required for the proper design and layout of the project. Survey work shall include all surface features and at or below ground elevations located within the right-of-way along the entire alignment and other areas as may be necessary to develop plan and profiles. Horizontal and vertical control points for design, topographic, boundary, and construction surveys shall meet the accuracy of surveys for a Class A (Urban) Survey as outlined in the Rules of the Louisiana Professional Engineering and Land Survey Board. Horizontal control shall be NAD 83 (92) and vertical control shall be NAVD 88. The survey shall include, but not limited to following:

- Determining boundary conditions (site property boundary, temporary and permanent servitude widths determined, and rights-of-way-widths).
- Confirming existing facilities controls and elevations with current survey and establishing additional survey control points where required.
- Performing field survey in State Plane Coordinate control. All existing surface features within the project limits shall be shown. Surface features include, but are not limited to, edge of pavement, pavement type, curb, gutter, sidewalks, retaining walls, driveways, parking lots, utility poles, utility towers, overhead electric lines, pavement markings (including type of pavement marking), traffic lights, traffic signs, all other signs, tree type and trunk diameter, drainage channels (including invert and water surface elevations at sewer line crossing), water bodies (ditches, streams, creeks, rivers, ponds, etc.) including invert and water surface elevations at sewer line crossing, railroads, structures, bridges, columns, telephone boxes, fences, gates, and all other surface features. The size and type of all surface features shall be shown.
- Field surveying pavement match points (curbs, gutter, sidewalk, pavements, etc.).
- Researching and showing records of existing adjacent public utility systems.

- Field surveying and showing on drawings all underground features and utilities within the project limits. These include, but are not limited to, sanitary and storm sewers, water, gas, electric, telephone, cable, fiber optic, traffic loops, services (water, sewer, gas, and all other services), manholes (including top and invert elevation), utility vaults (including top and invert elevation), valve boxes (water valves, sewer valves, gas valves, and all other valves, including top and invert elevations), storm inlets (including top and invert elevation), junction boxes (including top and invert elevation), utility appurtenances, cleanouts, water meters, lift stations (wet wells, dry wells, and above-ground piping and valves, including top and invert elevations for wet wells and dry wells and surface drains and centerline elevations for above-ground piping and valves), septic systems, storage tanks, and all other underground features. The type, size, alignment, depth, and top and invert elevations of the underground features shall be noted. Slopes and flow lines shall be noted for existing sewer lines. Materials of construction of underground utilities shall be provided where available.
 - The surveyor shall collect all visible utilities and utility markers and show them on the survey plans. The surveyor shall also call LA One Call and collect location of the underground utilities as indicated by LA One Call. Surveyor shall submit call or reference number received from LA One Call as verification of the request for utility locations. If additional utility location activities are included in the Project scope, such as potholing, the surveyor will also include the locations of all utilities located by these additional activities on the survey plans and profiles, as applicable.

Task 3: Deliverables:

The survey shall include the following deliverables, to be submitted with other design deliverables, as appropriate.

- Copy of all survey notes
- AutoCAD drawings (2016 Format) showing all collected data in three dimensional coordinates
- Drawing files in pdf format at full size (24 x 36)

Task 4: Engineering Survey Coordination

GIS shall coordinate with subcontractor Morris P. Hebert (MPH) to ensure that topographic survey is performed as required for the proper design and layout of the project.

Task 5: Resident Project Representation

GIS shall provide resident project representation as an additional service through the construction phase of the project. A field project representative will be provided at the project location to provide more expanded observation of the required work. The Project Representative will be on-site to verify and observe construction as required by the specific stage of construction or scheduled construction activities.

Task 6: Permitting

GIS will work with the agencies having jurisdiction over the project to properly permit the project. We anticipate working with the following agencies for approval. GIS will notify the Owner should any other agency permit requirement be determined. We will work with the Owner and agencies to secure the necessary permits for the development. Possible necessary permits include, but are not limited to:

- A. LADOTD – Utility permit
- B. LA DHH- A letter of approval or no objection required for sanitary sewer lines. We will work with DHH to apply for necessary approval letter of no objection.

Task 7: Reimbursable Expenses

Additional services under this task is for reimbursement for all equipment required through completion of the project such as vehicles, cameras, gps, & project reproduction.

Cost:

The estimated fees for Engineering Services as described above are listed below for each task and are based on the State of Louisiana FP&C Standard Fee Calculation formulas using the current BCI (5517) and CPI (237) values for 2016, a modification factor of 1.15, and an estimated construction cost of \$461,437.50 (*see formulas below). Fees are on a lump sum basis for basic services and on a time and material basis for additional services plus reimbursable expenses. A copy of our Standard Rate Schedule is enclosed as Exhibit A. The estimated services and associated fees for each task is as follows:

*ENGINEERING BASIC SERVICES	
Phase 1 (B0101): Preliminary Design Phase (30%)	\$15,189.75
Phase 2 (B0201): Final Design Phase (35%)	\$17,721.37
Phase 3 (B0301): Bidding Phase (10%)	\$5,063.25
Phase 4 (B0401): Construction Phase (25%)	\$12,658.12
Total Cost Basic Services (Phase 1-4)	\$50,632.49
ADDITIONAL SERVICES	
Task 1 (A0101): Public Meetings & Coordination	\$15,450.00
Task 2 (A0201): Engineering Assessment Report	\$7,275.00
Task 3 (A0301): Survey Subconsultant (MPH)	\$29,095.00
Task 4 (A0401): Engineering Survey Coordination	\$2,750.00
Task 5 (A0501): Resident Project Representation	\$61,750.00
Task 6 (A0601): Permitting	\$7,825.00
Task 7 (A0701): Reimbursable Expenses	\$6,140.00
Total Additional Services (Task 1-7)	\$130,285.00
TOTAL SERVICES	\$180,917.49

* Fee Percentage: $46.1 / (\text{LOG}(\text{Est Construction Cost} * (1975 \text{ BCI} / \text{Current BCI}))) / 100 = 9.150\%$

* Fee: $\text{Fee Percentage} * (\text{Est Construction Cost} * ((1975 \text{ BCI} / \text{Current BCI}) * (\text{Current CPI} / 1975 \text{ CPI}))) * \text{Modification Factor}$

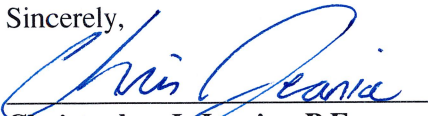
Assumptions:

This fee proposal is also based on the following assumptions:

- Geotechnical services, if required, are not included in this proposal. Should Geotechnical services be required, GIS will provide cost proposal for approval by the client.
- Sanitary sewer construction cost consisting of the following scopes:
 - Approx. 2,400 linear feet of 12" PVC sewer pipe (Open Trench Installation)
 - Approx. 830 linear feet of 12" PVC sewer pipe (Jack and Bored)
 - Approx. (13) 48" sanitary sewer manholes
- Estimated construction contract time of 90 days
- Additional permitting services, if required, are not included in this proposal.

Please call me directly should you have any questions or need further clarification. Thank you for considering GIS. We look forward to working with you on this project.

Sincerely,



Christopher J. Jeanice, P.E.

Director of Operations - Coastal Design & Infrastructure
GIS Engineering, LLC

DMM:les

- Attachment A - Assessment Program Schedule
- Attachment B - Opinion of Probable Construction Cost
- Attachment C - MLK Proposed Sewer Line Figure
- Attachment D - Additional Services Manhour Estimate
- Attachment E - GIS Standard Rate Schedule



ATTACHMENT A
Proposed Assessment Program for Martin Luther King Boulevard
Procedures for an Assessment Program:



Phase #	Phase	Status	Time (days)	Start Date	End Date	Notes
1	Prepare Notice to Public					Letters sent by the Parish?
	Preliminary Design Phase		60	8-Jan-18	9-Mar-18	
2	Informal Hearings		7	14-Mar-18	21-Mar-18	Possible hearing dates: ??
3	Final List of Streets/Property		3	22-Mar-18	25-Mar-18	
4	Prepare Notice of Intention		7	26-Mar-18	2-Apr-18	
5	Adopt Notice of Intention		21	3-Apr-18	24-Apr-18	Notice of intention shall be published once a week for three consecutive weeks, the first 15days prior to the date set for the hearin in the official journal of the governing authority.
6	Hold Formal Protest Hearing		7	25-Apr-18	2-May-18	Possible hearing dates: ??
	Final Design Phase & Permitting		60	25-Apr-18	24-Jun-18	
7	Engineer Furnishes Bond Amount		7	24-Jun-18	1-Jul-18	
8	Bond Commission Approval to Incure Debt *		7	2-Jul-18	9-Jul-18	
9	Advertise Plans and Specifications		30	10-Jul-18	9-Aug-18	
	Pre-Bid Meeting				31-Jul-18	9 days prior to bid opening
	Contractor Questions				2-Aug-18	7 days prior to bid opening
	Addendum Submittal				7-Aug-18	3 days prior to bid opening
10	Sell Bond*		7	10-Aug-18	17-Aug-18	
11	Receive Construction Bids				9-Aug-18	(Bid Opening based on 30day Advertisement)
12	Deliver Bond*		5	17-Aug-18	22-Aug-18	
	Construction NTP		90	27-Aug-18	25-Nov-18	
13	Draft Engineering Report		7	23-Aug-18	30-Aug-18	
14	Adopt Engineering Report		7	31-Aug-18	7-Sep-18	
17	Mail Notice of Assessment		7	8-Sep-18	15-Sep-18	
16	Adopt Assessment Ordinances		21	16-Sep-18	7-Oct-18	
17	Send Second Notice		7	8-Oct-18	15-Oct-18	
18	Sell Certificates*		21	16-Oct-18	6-Nov-18	
19	Deliver Certificates*		21	7-Nov-18	28-Nov-18	

* May not be required if Parish internally finances debt.

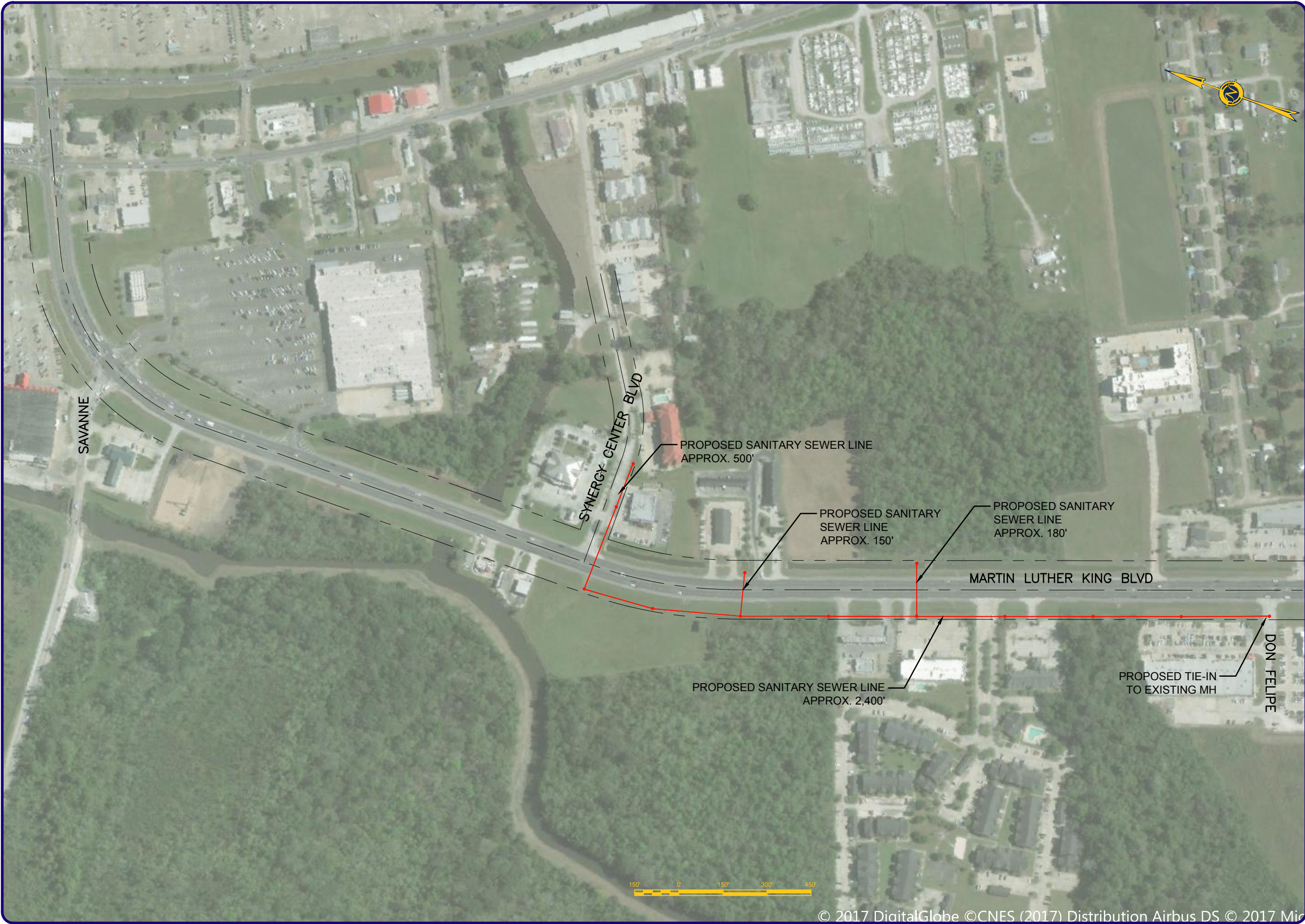


ATTACHMENT B
Terrebonne Parish Consolidated Government
MLK Sewer Extension Project



Opinion of Probable Construction Costs
For Proposal Purposes Only

Item No.	Description	Quantity	Unit	Unit Cost	Sub-Total
Sanitary Sewer					
1	Mobilization and Demobilization	1	LS	\$30,000.00	\$30,000.00
2	Sewer Line (12" PVC)	2,400	LF	\$95.00	\$228,000.00
4	Sewer Line (12" PVC) (Jack and Bore)	830	LF	\$125.00	\$103,750.00
4	48" Sewer Manhole	11	Each	\$3,500.00	\$38,500.00
6	Tie-In to Exist. Manhole	1	Each	\$1,000.00	\$1,000.00
Construction Subtotal					\$401,250.00
Contingency (15%)					\$60,187.50
Construction Total					\$461,437.50



ENGINEERING LLC

Coastal Design & Infrastructure
197 Elysian Drive
Houma, LA 70363
O: (985) 219-1000 | F: (985) 475-7014
ENGINEERING • PLANNING • ENVIRONMENTAL CONSULTING

REVISIONS		
No.	Description	Date

PRELIMINARY
THIS DOCUMENT IS NOT TO BE USED FOR CONSTRUCTION, RECORDATION, CONVEYANCE, SALES OR AS THE BASIS FOR THE ISSUANCE OF A PERMIT.
DUSTIN M. MALBROUGH
LA LICENSE NO. 36779

THIS DOCUMENT IS THE PROPERTY OF GRAND ISLE SHIP YARD ("GISY"). IT IS TO BE USED ONLY IN CONNECTION WITH WORK BEING PERFORMED BY GISY OR THE APPROVED CONTRACTOR. REPRODUCTION IN WHOLE OR IN PART FOR ANY PURPOSE OTHER THAN WORK PERFORMED BY GISY OR THE APPROVED CONTRACTOR IS FORBIDDEN EXCEPT BY EXPRESS WRITTEN PERMISSION OF GISY. IT IS TO BE SAFEGUARDED AGAINST BOTH DELIBERATE AND INADVERTENT DISCLOSURE TO ANY THIRD PARTY.

PROPOSED MLK
SANITARY SEWER
PROJECT

Project number	
Date	
Designed by	
Drawn by	
Checked by	
Plot Date	January 9, 2018



**2017
STANDARD
RATE SCHEDULE**

Category	Personnel Description	Bill Rate
I	Receptionist Student-Intern	55
II	Administrative Assistant I CADD Tech I Engineering Technician I Resident Project Representative I	65
III	Administrative Assistant II CADD Technician II Engineering Technician II Resident Project Representative II	75
IV	Administrative Assistant III Engineering Technician III Resident Project Representative III Designer I Environmental Scientist I Engineer I (E.I.)	85
V	Engineering Technician IV Designer II Environmental Scientist II Engineer II (E.I.)	100
VI	Designer III Environmental Scientist III Construction Manager I Associate Project Manager I Land Surveyor I Engineer II (P.E.)	115
VII	Construction Manager II Survey Crew (2-Man) Associate Project Manager II Engineer III (P.E.)	135
VIII	Environmental Scientist IV Land Surveyor II Project Manager I Engineer IV (P.E.)	150
IX	Environmental Scientist V Sr. Construction Manager Land Surveyor III Project Manager II Client Program Manager I Engineer V (P.E.)	175
X	Survey Crew (3-Man) Client Program Manager II Director	195
XI	Sr. Scientist (PhD) Sr. Director (P.E.) Principal - Sr. Engineer (P.E.)	215
XII	Principal - Sr. Consultant	250

SURVEYING MATERIALS & EXPENSES

1"x1"x48"		\$ 2.00/ea
Cane Poles		\$ 3.50/ea
Flagging		\$ 1.75/roll
Iron Rod Control Point		\$ 3.35/ea
Meals and Lodging		\$ at cost
Computer (CAD & Calculation Charge)		\$ 18.00/hour

OTHER EQUIPMENT & EXPENSES

ATV		\$ 50/day
UTV		\$ 100/day
Digital Camera		\$ 20.00/day
Video Camera		\$ 30.00/day
Standard Vehicle (0-240 miles)		\$ 70.00/day
Standard Vehicle (240+ miles)		\$ at Federal Rate/mile
Survey Vehicle		\$ 15.00/hr
Metal Detectors (Pipe Locator)		\$ 35.00/day
Interior/Exterior Rotary Laser Level		\$ 75.00/day
Radio		\$ 25.00/day
Fathometer		\$ 275.00/day
Distance Meter		\$ 125.00/day
Distance Meter (Total Station)		\$ 175/day
Digital Flow Meter		\$ 50.00/day
Handheld GPS		\$ 30.00/day
Nav-Beacon (GPS)		\$ 150.00/day
RTK (GPS)		\$ 500.00/day
Hypack Data Collection and Navigation System		\$ 300/day
Hydrographic (GPS)		\$ 500.00/day
Pirogue/Pond Hopper		\$ 30.00/day
16' - Boat w/ 50/hp		\$ 250/day
22' - Vessel w/ 200/hp		\$ 400/day
24' - Vessel w/ twin 150/hp		\$ 600/day



TERMS AND CONDITIONS

1.0 Personnel Charges

1.1 Personnel time charges for technical, management, and direct project clerical and administrative support activities will be invoiced according to the applicable Category Rate.

1.2 All time is rounded to the nearest quarter hour.

1.3 The Category Rate Schedule is revised periodically; GIS will provide written notice of a revision within thirty (30) days of the effective date.

1.4 All field labor and equipment are subject to a four (4) hour minimum charge and are charged portal-to-portal, GIS's facility.

1.5 GIS Temporary (contract) personnel may be charged at the applicable Category Rate.

1.6 Personnel time charges for travel are invoiced at the applicable Category Rate at the actual time incurred.

2.0 Premium Charges

2.1 The Category Rate Schedule applies for all hours worked by exempt (salaried) personnel.

2.2 Overtime, Weekends & Holidays - Hours worked in excess of daily or weekly standards and/or weekends and holidays by non-exempt and hourly personnel may be subject to a contract specific premium.

2.3 Emergency Responses - Non-exempt and hourly personnel may be subject to a contract specific Category Rate premium.

2.4 Expert Testimony - Testimony about the nature or extent of GIS's services, preparation thereof, and/or standby time may be subject to a contract specific Category Rate premium.

3.0 Travel and Living Expenses

3.1 Travel expenses for transportation (including mileage reimbursement) and lodging expenses will be charge at cost plus 15%.

3.2 Meals and incidental expenses will be charged at a pre-determined daily rate (based on location) plus 15%.

3.3 Long-term, on-site project personnel are permitted to return home every three (3) weeks. These travel expenses will be invoiced at cost plus 15%.

4.0 Other Charges

4.1 Charges for equipment will be invoiced in accordance with GIS's Equipment Rates

4.2 Client shall be responsible for payment (without deduction or offset from the total contract amount) of any and all sales, use, value added, gross receipts, franchise and like taxes, and tariffs and duties, and all disposal fees and taxes, levied against GIS or its employees by any governing or taxing authority.

TERMS AND CONDITIONS (cont'd)

5.0 Reimbursable Expenses

5.1 All project related expenses including materials, purchased equipment, subcontractor costs, fees, duties, deposits, tolls, weight certificates, special permits, and associated federal, state, county, city taxes or surcharges and other costs incurred specifically for the project will be invoiced at cost plus 15%.

6.0 Invoicing and Terms of Payment

6.1 Invoices may be submitted as frequently as biweekly, however, on any project where total billings are expected to exceed \$1,000,000 or monthly billings are expected to exceed \$250,000, progress billings may be submitted as frequently as weekly.

6.2 Payment for services is due upon receipt of the invoice.

6.3 A service charge equal to 1.5% per month or the maximum lawful rate, whichever is lesser, may be charged on all account balances past due.



Monday, January 22, 2018

Item Title:

"No Parking Anytime" Don Felipe Boulevard

Item Summary:

Consider the introduction of an ordinance to establish "No Parking Anytime" on both sides of Don Felipe Boulevard; to provide for the installation of appropriate signs; to provide for other matters relative thereto and calling a public hearing on said matter Wednesday, February 7, 2018 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
RESOLUTION No Parking Anytime on Both Sides of Don Felipe Boulevard	1/9/2018	Backup Material
Don Felipe	1/18/2018	Backup Material

Venita Chauvin

From: David Rome
Sent: Friday, January 5, 2018 8:40 AM
To: Venita Chauvin
Cc: Suzette Thomas; Gerald Michel
Subject: RE: Louisiana Party Supply (1795 Martin Luther King)
Attachments: Don Felipe Blvd_ NO PARKING_both sides .doc; Don Felipe No Parking Map.pdf

Venita,

Please find the attached ordinance for the NO PARKING on Don Felipe Blvd along with supporting map.

Thank you,

David V. Rome, Jr.
OPERATIONS MANAGER
PUBLIC WORKS DEPARTMENT
Terrebonne Parish Consolidated Government
Ph# (985) 873-6735



TERREBONNE PARISH

Go Green  Please consider the environment before printing this email.

From: Venita Chauvin
Sent: Thursday, January 04, 2018 2:04 PM
To: David Rome <drone@tpcg.org>
Cc: Suzette Thomas <suthomas@tpcg.org>; Gerald Michel <gmichel@tpcg.org>
Subject: FW: Louisiana Party Supply (1795 Martin Luther King)

David: Can you assist me with this? May have to wait until the 2nd meeting in January, unless I put on Regular Session agenda?

Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
vchauvin@tpcg.org
(985) 873-6519



From: Suzette Thomas
Sent: Thursday, January 4, 2018 1:55 PM
To: Venita Chauvin
Subject: FW: Louisiana Party Supply (1795 Martin Luther King)

FYI, as a reminder of this agenda item.

From: David Rome
Sent: Thursday, December 14, 2017 1:54 PM
To: Venita Chauvin; Gerald Michel
Cc: Suzette Thomas
Subject: RE: Louisiana Party Supply (1795 Martin Luther King)

Absolutely,

I will draft and send it to you.

Thanks,

David V. Rome, Jr.
OPERATIONS MANAGER
PUBLIC WORKS DEPARTMENT
Terrebonne Parish Consolidated Government
Ph# (985) 873-6735



TERREBONNE PARISH

Go Green  Please consider the environment before printing this email.

From: Venita Chauvin
Sent: Thursday, December 14, 2017 11:10 AM
To: Gerald Michel <gmicHEL@tpcg.org>
Cc: David Rome <drOME@tpcg.org>; Suzette Thomas <suthomas@tpcg.org>
Subject: RE: Louisiana Party Supply (1795 Martin Luther King)

David: Can you assist me with preparing an ordinance and I will place on the first meeting in January?

Thank you!

Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
vchauvin@tpcg.org
(985) 873-6519



From: Gerald Michel
Sent: Thursday, December 14, 2017 11:00 AM
To: Venita Chauvin
Cc: David Rome
Subject: RE: Louisiana Party Supply (1795 Martin Luther King)

Venita,
Please see the email below. Who needs to get this ordinance drafted? (This can be done in January.... Not next week)
Thanks
Gerald

From: David Rome
Sent: Monday, December 4, 2017 10:13 AM
To: Gerald Michel
Subject: RE: Louisiana Party Supply (1795 Martin Luther King)

This is Don Felipe Blvd. I do agree that spill over parking does create a traffic issues for the strip mall. I would suggest an ordinance prohibiting parking on BOTH sides of the street.

David V. Rome, Jr.
OPERATIONS MANAGER
PUBLIC WORKS DEPARTMENT
Terrebonne Parish Consolidated Government
Ph# (985) 873-6735



TERREBONNE PARISH

Go Green  Please consider the environment before printing this email.

From: Gerald Michel
Sent: Monday, December 04, 2017 9:56 AM
To: David Rome <drome@tpcg.org>
Subject: FW: Louisiana Party Supply (1795 Martin Luther King)

Dave,
Apparently, there is a side street that separates Ultimate Party Supplies and the new sports bar/restaurant that is adjacent to them. The lady who called me (see below) says that when the restaurant is busy their patrons park on both sides of the street stopping the Party Supply trucks from being able to come and go with shipments and deliveries. Please have someone check to see if "no parking" signs are an option for the side of the street nearest the party supply store.
Please advise.
Gerald

From: Tammy Triggs
Sent: Friday, June 23, 2017 3:44 PM

To: Gerald Michel
Cc: Tammy Triggs
Subject: Louisiana Party Supply (1795 Martin Luther King)

Mr. Gerald,

Ms. Torey Hebb called for you regarding parking and getting deliveries at the Louisiana Party Supply located on Martin Luther King. She is asking for "No Parking" signs to be placed there so that they can receive their merchandise. Ms. Hebb would like for you to give her a call at (985) 688-8834.

Thank You,
Tammy E. Triggs
Office of the Terrebonne Parish Council

Terrebonne Parish Consolidated Government
8026 Main Street, Suite 600
Houma, LA 70360

Telephone: (985) 873-6410
Fax: (985) 873-6521
E-mail: ttriggs@tpcg.org

OFFERED BY:
SECONDED BY:

ORDINANCE NO.

AN ORDINANCE TO AMEND THE PARISH CODE OF TERREBONNE PARISH BY AMENDING CHAPTER 18: MOTOR VEHICLES AND TRAFFIC, ARTICLE V, DIVISION 3, SECTION 18-244, IN ORDER TO ESTABLISH "NO PARKING ANYTIME" ON BOTH SIDES OF DON FELIPE BOULEVARD; TO PROVIDE FOR THE INSTALLATION OF THE APPROPRIATE SIGNS; AND TO PROVIDE FOR OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED by the Terrebonne Parish Council, in regular session convened, acting pursuant to the authority invested in it by the Constitution and laws of the State of Louisiana, the Home Rule Charter for a Consolidated Government for Terrebonne Parish, and including, but not limited to, LSA R.S. 33:1368 and other statutes of the State of Louisiana, to amend the Parish Code of Terrebonne Parish, Chapter 18, Article V, Division 3, Section 18-244, in order to establish "No Parking Anytime" on both sides of Don Felipe Boulevard for the length of 435 feet and for the installation of said signs.

SECTION II

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

SECTION III

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

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

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:



From: [David Rome](#)
To: [Suzette Thomas](#)
Cc: [Barbara Eschete](#)
Subject: Re: Don Felipe
Date: Thursday, January 18, 2018 10:11:48 AM

Ms. Suzette,

Please allow this email to serve as authorization to proceed with the No Parking ordinance for Don Felipe in my absence. It has full approval from Public Works.

Thank you,

DAVID V. ROME, JR.
OPERATIONS MANAGER
PUBLIC WORKS DEPARTMENT

Sent via the Samsung Galaxy S7 active, an AT&T 4G LTE smartphone

----- Original message -----

From: Suzette Thomas <suthomas@tpcg.org>
Date: 1/18/18 09:06 (GMT-06:00)
To: David Rome <drome@tpcg.org>
Subject: Don Felipe

Good Morning David,

I will be working on the Committee agendas today in Venita's absence. Do you know if the ordinance regarding "No Parking Anytime" along both sides of Don Felipe is ready to be placed on the Committee agenda?

I see that there is an item pending on the Public Services agenda; however, it has not been submitted into Novus organizational work flow. Any information you are able to provide regarding this item is appreciated.

Thank you,
Suzette Thomas
Assistant Council Clerk
Office of the Terrebonne Parish Council

Terrebonne Parish Consolidated Government
8026 Main Street, Suite 600
Houma, LA 70360

Telephone : (985) 873-6413
Fax : (985) 873-6521
E-mail : suthomas@tpcg.org

