
TERREBONNE PARISH COUNCIL

COMMUNITY DEVELOPMENT AND PLANNING COMMITTEE

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



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

AGENDA

February 20, 2017
5:40 AM

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. Discussion and possible action with regards to the unsanitary conditions of Whispering Oaks Mobile Home Park.
2. Head Start's Annual Report and Annual Governance Training
3. RESOLUTION: Obligating the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Program/Hurricane Rita, Project No. 1603c-109-0010 to complete the elevation of 152 Tulane Street, Houma.
4. RESOLUTION: Authorizing the Parish President to enter into the appropriate agreement with C.H. Fenstermaker and Associates, LLC to provide a Property Assessment and Engineering Services as needed for

5715 Highway 56, Chauvin.

5. RESOLUTION: Authorizing the Parish President to enter into the appropriate agreement with the Governor's Office of Homeland Security and Emergency Preparedness and any other agreements necessary to implement the TPCG Multiagency Safe Room East Project Award 1786-109-0007.
6. RESOLUTION: Giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for Acadian Pointe Subdivision, Phase A into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses and calling a public hearing on March 8, 2017 at 6:30 p.m..
7. RESOLUTION: Obligating the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Program / Hurricane Rita, Project No. 1603c-109-0010 to complete the reconstruction of 8623 Shrimpers Row, Dulac.
8. RESOLUTION: Obligating the necessary funding under the FEMA funded Terrebonne Parish Traditional Hazard Mitigation Grant Program/Hurricane Gustav, Project No. 1786-109-0001 and CDBG Isaac LMI Cost Share Program to complete the elevation of 105 Ledet Street, Montegut.
9. RESOLUTION: Authorizing the Parish President to enter into a Cooperative Endeavor Agreement with the Coastal Restoration and Protection Authority (CPRA) to implement the Coastal Restoration Partnership Fund Grant to install an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour.
10. Consider rescinding Condemnation Order for the residential structure located at 300 Brooklyn Avenue.
11. Adjourn

Category Number:
Item Number:



Monday, February 20, 2017

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Monday, February 20, 2017

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number: 1.



Monday, February 20, 2017

Item Title:

Whispering Oaks Trailer Park

Item Summary:

Discussion and possible action with regards to the unsanitary conditions of Whispering Oaks Mobile Home Park.

ATTACHMENTS:

Description

Whispering Oaks

Upload Date

2/16/2017

Type

Backup Material

COMMITTEE:	Community Development & Planning Committee
MEETING DATE:	02-20-16
REQUESTED BY:	Councilman John Navy
TOPIC:	Discussion and possible action regarding the unsanitary conditions, trash, debris, etc. in Whispering Oaks Mobile Home Park.

BACKUP INFORMATION:

ATTACHED:	FORTHCOMING:	NOT NEEDED: XX
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TO BE PREPARED BY:	N/A
PERSON COMPLETING FORM:	Suzette Thomas
DATE:	02-16-17

Category Number:
Item Number: 2.



Monday, February 20, 2017

Item Title:

Head Start Annual Report & Governance Training

Item Summary:

Head Start's Annual Report and Annual Governance Training

ATTACHMENTS:

Description

Head Start's Annual Report and
Governance Training

Upload Date

2/13/2017

Type

Backup Material

**Terrebonne Parish Consolidated Government
Head Start Program
Annual Report**

1. FY 2016

Terrebonne Parish Consolidated Government received \$ 1, 340,061.00 from the Administration for children and Families for the 2016 fiscal year. \$1, 320,583.00 was allocated for Program funding and \$ 19,478.00 was allocated for Training and Technical Assistance.

TPCG also received a Cost of Living Allowance for all Head Start staff members in the amount of 23,770.00.

TPCG is required to a 20% NFS match of \$ 340,958.00 to fund the Head Start Program. General Fund allocated \$ 465,199.00 for Head Start during the 2016 fiscal year.

The Community Development Block Grant provided \$ 12, 000.00 in funds during this fiscal year.

2. School Readiness

The School Readiness Plan and Goals for 2016-17 School year have been developed to ensure that children are prepared and ready to enter Pre-Kindergarten or Kindergarten when they leave the Head Start Program. The plan and goals have been developed by the School Readiness Team. The team members include Head Start staff, the TPSPD Pre-K Coordinator, TPL's Reading Outreach Manager, Head Start Policy Council members and Head Start Parents.

The School Readiness Plan includes goals developed by parent, staff and community input. The goals aligned with the curriculum used by the Head Start Program (Creative Curriculum) and our data system (Teaching Strategies GOLD), and the Louisiana Department of Education's Early Learning Standards.

Data collected from each child is inputted into the data system at least twice per week and a Child Outcomes report is generated three times per year. This data is then analyzed to ensure that each child is progressing towards his or her goals as well as the overall School Readiness Goals. A report is run to show how each classroom, center and the program as a whole is progressing towards meeting the SR Goals. The data is then used for planning purposes, including building capacity in the classrooms if needed and/or for professional development of the teaching staff.

A copy of the 2015-2016 School Readiness Plan and Outcomes is included in your packet.

The School Readiness Plan and Outcomes Report have been uploaded to the Head Start link on TPCG's website.

3. 2015-2016 School Year

The Head Start Program was funded for 170 children.

The total actual enrollment for the 2015-2016 school year was 202 children.

4. Disabilities

During the 2015-2016 school year, we served 27 children who had diagnosed disabilities. We met the mandate of serving at least 10% of our funded enrollment (15.88%) for that school year.

5. The Head Start Program is a sponsor of the Child and Adult Care Food Program and receives a reimbursement from USDA/LA Department of Education for the meals served to the children. Through December 2016, we have received \$140,080.28 from the Department of Education/USDA. Total food costs through December 2016 were \$ 214,891.50.

Total Meals Served from January through December 2015:

Breakfast:	24,237
Lunch:	26,115
PM Snack	21,316

Annual Governance Training For TPCG's Governing Board

1. Bylaws
2. Impasse Policy
3. Roles and Responsibilities
 - Governing Board has ultimate responsibility of the Head Start grant (legal and fiscal responsibility)
 - Grantee must have written policies that define the roles and responsibilities of the governing body members and that inform them of the management procedures and functions necessary to implement a high quality program.
 - Grantee agencies must ensure that appropriate internal controls are established and implemented to safeguard Federal funds in accordance with 45 CFR 1301.13.
 - Each Grantee agency and Policy Council must establish written procedures for resolving internal disputes, including Impasse procedures, between the governing body and the policy group.
4. Financial Reporting

Each month, the Policy Council and Governing Board members shall receive the following financial reports:

- Monthly Head Start Program budget spreadsheet that includes information on monthly expenditures in each line item as well as budget to date information.
 - Administrator's Monthly Report that shall include all credit card expenditures and information on monthly meal counts and expenses.
5. Eligibility of Children

The two things that make a child eligible for Head Start are AGE and Income. Head Start staff collects the following to determine eligibility and to rank the children in order to select the neediest child first:

- Income
 - Check stubs, last year's tax return, food stamp printout, child support order, etc.
- Birth Certificate
- Up to date immunization record
- Health insurance card
- ID of the parent or guardian
- Proof of residency in Terrebonne Parish\ul style="list-style-type: none;">- Utility bill in the parent or guardian's name and correct address

Head Start staff members review the application and the information that parents/guardians bring in to determine eligibility.

There are three types of income eligibility:

- At or below the poverty guidelines
- 130% above the poverty guidelines
- Above the poverty guidelines.

Each child is then ranked according to the information that is given to Head Start to be placed on the wait list. The Selection Criteria form is included in your packet.

TERREBONNE PARISH HEAD START
POLICY COUNCIL
BY-LAWS

ARTICLE I. – NAME

The name of the organization shall be to Terrebonne Parish Head Start Policy Council and may be referred to as the Policy Council.

ARTICLE II. – PURPOSE

Purpose. The purpose of the Terrebonne Parish Head Start Policy Council is to implement the Head Start program within the Parish of Terrebonne in the State of Louisiana. The Policy Council shall be responsible for setting policy for the Head Start Program and will also serve as the decision-making Board. The Policy Council was created to make the Head Start Program more responsive to the families it serves by mandating that the membership be comprised of a majority of parents with children in the Head Start Program. The Policy Council will follow the program guidelines regarding their responsibilities, which is outlined in the *Head Start Performance Standards, 13204.5*.

ARTICLE III – MEMBERSHIP

The Terrebonne Parish Head Start Policy Council will be comprised on eight members (8) from the following:

Five (5) Parent Representatives, one from each Head Start Center with two classrooms and one from each Head Start Center with one classroom.

Two (2) Community Representatives, who are familiar with and provide resources and services for low-income children and families in the Head Start Program, will be elected by the remaining Policy Council members. A notice announcing a vacancy will be forwarded to all agencies, business, etc. requesting the submittal of a letter of interest. The remaining members will vote on all applicants. Community Representatives must be residents of Terrebonne Parish.

One (1) Parish Council Chairman Appointee

All Policy Council members will serve a one-year term. The Parent Committees from each Head Start Center will elect one (1) parent Representative to the Policy Council annually. The remaining members will vote on community Representatives annually. No member may serve more than three years or thirty-six (consecutive or non consecutive) months.

No Terrebonne Parish Consolidated Government staff member, nor a member of any staff member's immediate family (as spelled out in the TPCG Personnel Policy Manual, under Nepotism, section 3.4) may serve on the Policy Council.

ARTICLE IV – RESPONSIBILITIES

Responsibility. The responsibility of the Terrebonne Parish Head Start Policy Council, in accordance with the Department of Health and Human Services (DHHS)/Office of Administration for Children and Families regulations is to approve or disapprove the following:

Section 1. Planning

- a. 1304.50(d)(1)(iii) Procedures for program planning in accordance with this Part and the requirements of 45 CFR 1035.3.
- b. 1304.50(d)(1)(iv) The Program's philosophy and long-and short-range program goals and objectives (see 45 CFR 1304.51 (a) and 45 CFR 1305.3 for additional requirements regarding program planning).
- c. 1304.50(d)(1)(vii) Criteria for defining recruitment, election, and enrollment priorities in accordance with the requirements of 45 CFR Part 1305.
- d. 1304.50(d)(1)(1) all funding applications and amendments to funding applications for Early Head Start and Head Start, including administrative services, prior to the submission of such applications to the grantee (in the case of Policy Committee) or to HHS (in the case of Policy Councils).
- e. 1304.50(f) policy Council, Policy Committee, and Parent Committee reimbursement. Grantee and delegate agencies must enable low-income members to participate fully in their group responsibilities by providing, if necessary, reimbursements for reasonable expenses incurred by the members.
- f. 1304.50(d)(1)(viii) The annual self-assessment of the grantee or delegate agency's progress in carrying out the programmatic and fiscal intent of its grant application, including planning or other actions that may result from the review of the annual audit and finding from the Federal monitoring review (see 45 CFR 1304.51(i)(1) for additional requirements about the annual self assessment.

Section 2. General Procedures

- a. 1304.50 (d)(1)(vi) The composition of the Policy Council or the policy Committee and the procedures by which policy group members are chosen.
- b. 1304.50 (d)(1)(ii) procedures describing how the governing body and the appropriate policy group will implement shared decision-making.
- c. 1304.50(h) Internal dispute resolution. Each grantee and delegate and policy Council or Policy Committee jointly must establish written procedures for resolving internal disputes, including impasse procedures, between the governing body and policy group.

Section 3. Human Resources Management

- a. 1304.50(d)(1)(ix) Program Personal policies and subsequent changes to those policies, in accordance with 45 CFR 1301.31, including standards of conduct for program staff, consultants, and volunteers.
- b. 1304.50(d)(1)(x) Decisions to hire or terminate the Early Head Start or Head Start director of the grantee agency. *Any vote on the termination of the Head Start director must come from a three-quarters vote from the entire Policy Council group.*
- c. 1304.50(d)(1)(xi) Decisions to hire or terminate any person who works primarily for the Early Head Start or Head Start program of the grantee agency.

ARTICLE V- OFFICERS

Section 1. Officers

There shall be a Chairman, Vice-Chairman, and Secretary – Treasurer elected by the Policy Council Member at the first meeting of the school year.

Section 2. Terms of Office

The elected officers shall serve a term of one year.

Section 3. Removal

Any officer of the Policy Council who fails to perform his/her duties as outlined, shall be removed by a majority vote of the Policy Council members present.

ARTICLE VI-EXECUTIVE COMMITTEE

The officers of the Policy Council shall compose the Executive Committee.

ARTICLE VII-DUTIES OF OFFICERS

Section 1. Chairman

The Chairman shall preside at all meetings, shall appoint committee chairmen and committee members, and call special meeting.

Section 2. Vice-Chairman

The Vice-Chairman shall preside in the absence of the Chairman. In the case of resignation or death of the Chairman, the Vice-Chairman shall assume the office of the Chairman.

Section 3. Secretary –Treasurer

The Secretary-Treasurer shall record the minutes of every Policy Council meeting; keep a current list of members; mail copies of the minutes to each Policy Council Member ten days in advance of the regularly scheduled meeting; see that a record of the minutes is kept on file in the Head Start Office, and receive and handle all Policy Council correspondence.

ARTICLE VIII – VOTING

Each member of the Policy Council shall have one (1) vote. There shall be no proxy voting.

ARTICLE VIII – TERMINATION

A member or designated alternate of the Policy Council shall be terminated if he/she is absent from three (3) consecutive meetings without having submitted (in writing or by telephone) a legitimate excuse to the Policy Council Chairperson, Vice Chairperson, or Head Start Administrator prior to the meeting.

ARTICLE X-RESIGNATION

Written resignations shall be given to the Chairman.

ARTICLE XI-VACANY

Whenever there is a vacancy of parent representative on the Policy Council, the Head Start Center Parent Committee from where the vacancy occurs shall elect a new parent member to the Policy Council within thirty (30) days of the occurred vacancy. The parent alternate has the option to fill the position with the parent committee's approval. If a vacancy occurs from a community representative, the position will be filled through the Terrebonne Parish Head Start Policy Committee. Then parent members must approve any replacement of a community representative.

ARTICLE XIII-STANDING COMMITTEES

Section 1. Standing Committees

There shall be the following standing committees: Personal/Grievance Committee, Finance Committee, Program/Operations Committee and Facilities Committee.

Section 2. Personal/Grievance Committee

The Personal/Grievance Committee will make recommendations to the Policy Committee regarding the hiring and firing of the Head Start personnel. It shall hear grievances from the Community, and from parents who have followed the complaint procedures at the center level, about the Head Start Program. The Grievance Committee shall make recommendations to the Policy Council to resolve these complaints.

Section 3. Finance Committee

The Finance Committee will approve and recommend to the Policy Council the budget for the Head Start Program before being submitted to the Regional Head Start Office.

Section 4 Program/Operations Committee

The Program/Operations Committee will formulate and approve content areas and operations of the Head Start Program.

Section 5. Facilities Committee

The Facilities Committee will assure that facilities are in compliance with all Parish and State Codes and Regulations and Head Start Standards and Regulations.

ARTICLE XIII-SPECIAL COMMITTEES

The Chairman will appoint special Committees as needed.

ARTICLE XIV-MEETINGS

Section 1. Regular Meetings

Regular meeting of the Policy Council shall be held on the 3rd Tuesday of each month at 5:00 P.M.

Section 2. Special Meetings

There shall be Special Meetings of the Policy council only when the Executive Committee sees a need. The Chairman or the Head Start Administration shall notify all Policy Council members of Special Meetings at least 48 hours in advance of said meetings.

Section 3. Notice of Regularly Scheduled Monthly Meetings

The appropriate member of the Head Start Staff shall mail written notices to all Policy Council Members at least ten (10) days prior to the meeting date.

Section 4. Quorum

A quorum shall consist of 51% of the actual current membership of the Policy Council.

ARTICLE XV-AMENDMENTS

These By-Laws may be amended in the following manner.

- A. A Copy of the proposed amendment shall be sent to each Policy Council Member at least ten (10) days prior to the regularly scheduled monthly meeting at which a vote to be taken.
- B. The Policy Council may debate amendments before the adoption.
- C. Amendments shall be approved by two-thirds (2/3) vote of the Policy Council members present.

ARTICLE XVI – PARIAMENTARY AUTHORITY

The rules contained in Roberts Rules of Order Newly Revised shall govern this council in all cases to which they are applicable and in which they are not inconsistent with the Policy Council Bylaws and the Head Start Program Performance Standards and Other Regulations.

**Terrebonne Parish Consolidated Government's
Head Start Program
Impasse Policy**

DEFINITIONS:

Impasse occurs when the Terrebonne Parish Council (from here on referred to as the Governing Board) proposes one or more of the following and the Terrebonne Parish Head Start Policy Council (from here on referred to as the Policy Council) does not approve at a scheduled Policy Council meeting:

1. Establish goals of the Head Start program and develop ways to meet them within Administration of Children and Family (ACF) guidelines.
2. Establish criteria for selection of children within applicable regulations and ACF guidelines.
3. Determine the composition of the Policy Council and the method used for setting it up.
4. Determine what services should be provided to Head Start from the Governing Board
5. Determine the Head Start personnel policies.
6. Hire or terminate the Head Start Administrator and/or any staff member.
7. Prepare requests for funds prior to sending to ACF Regional office.
8. Make major changes in budget while program is in operation.

Impasse occurs when the Policy Council proposes the above-mentioned items and the Governing Board do not agree by the time of the next regularly scheduled Terrebonne Parish Council meeting.

Impasse also occurs when the Policy Council establishes a method of hearing and resolving community complaints about the Head Start program and the Governing Board do not agree by the time of the next regularly scheduled Policy Council meeting.

PRELIMINARY PROCEDURES:

The Policy Council and the Governing Board should first attempt to settle any disagreements with informal discussions. If the Governing Board believes the Policy Council will not approve a decision, the Governing Board may take the first step in formalizing the approval process by submitting the plan to the Policy Council in

writing. The notice shall contain a statement of the reasons in support of the proposed decision or action.

Within ten (10) days of the receipt of notice, the Policy Council shall hold a special meeting for the consideration of the Governing Board's proposal. Immediately after the special meeting, the Policy Council shall notify the Governing Board in writing of its approval or disapproval of the proposed decision or action. If the notice is of disapproval, it shall contain a statement of the reasons.

In the event of a disapproval, and if the Governing Board desires further consideration of the matter, they shall initiate a meeting with the Policy Council for the purpose of attempting to resolve their differences.

If, after these efforts, the Governing Board and the Policy Council are unable to reach agreement, the proposed decision or action shall not be taken. If the Governing Board is unable to abide by the decision of the Policy Council, it must invoke arbitration procedures.

ARBITRATION PROCEDURES:

The Governing Board must submit any continued impasse to the following rules and procedures:

Arbitration Panel Composition

The arbitration shall be conducted by a panel of three (3) arbiters, one to be designated by the Governing Board, one to be designated by the Terrebonne Parish Head Start Policy Council, and a third, who will be the chairperson of the panel, to be designated by the other two members. The arbiters shall be impartial persons of good reputation and standing in the community and shall not be associated with the Terrebonne Parish Council or the Head Start program. If the two arbiters first designated are unable to agree upon a third arbiter within seven (7) days after the designation of the second of them, it is recommended that they request the state or local bar association or the American Arbitration Association to name one of its members who would be willing to serve as chairman. None of the arbiters shall be relatives of any of the parties.

Notice of Arbitration

When the Governing Board decides to submit the impasse to arbitration, it shall notify the Policy council in writing that the impasse is to be resolved by binding arbitration. The notice shall include:

1. A statement of the issue on which the Governing Board and the Policy Council are at impasse.
2. The name and address of the person the Governing Board has designated as a member of the arbitration panel.

3. A request that the Policy Council designate a member of the arbitration panel within fourteen (14) days of the receipt of the notice and instruct him/her to communicate immediately with the person designated by the Governing Board forth purpose of selecting a third member of the panel.
4. The Governing Board shall send a copy of the notice to the Administration for Children and Families Regional office in Dallas, TX.

Failure of the Policy Council to designate an arbiter within fourteen (14) days shall be considered to be approval of the Governing Board's proposed action.

Preliminary Matters

The Arbitration Panel shall schedule the hearing within a reasonable time but not more than twenty (20) days after the designation of the third arbiter.

The hearing shall be held in the general locale of the Head Start Program office, but not at the Program office, at a place fixed by the Arbitration Panel with consideration for the convenience of both parties.

The Governing Board and the Policy Council are the only parties to be at the hearing.

The Governing Board shall assume any expense entailed by the arbitration and, together with the Policy Council, shall provide clerical and other support as needed, to be shared equally.

Proceedings

The duty of the Arbitration Panel is to resolve *only the issue in dispute* as expeditiously and as fairly as possible at minimum expense to the parties involved.

The proceedings of the Arbitration Panel shall consist of the following:

1. Oral presentation of the Policy Council's position, including any minority views, if there are any.
2. Oral presentation of the Governing Board's position, including minority views, if there are any.
3. Response by both parties to such questions as the panel wishes to ask.
4. Informal cross-examination of each party by the other, within the limits allowed by the panel.

5. Such additional presentation of oral or written materials as the panel deems necessary to fully apprise it of relevant facts for an informed decision. The parties may suggest to the panel additional relevant witnesses or materials that would be helpful.
6. If the panel needs additional material such as budget statements, head Start regulations, or other materials of that nature, the Governing Board has the duty to provide the panel with such documents. The Policy Council may also present similar materials if it so desires.

Standards of Conduct

Both parties are obligated to act in good faith both before and during the proceedings. Neither party may communicate with the arbitrators once the panel has been selected except at formal meetings attended by all parties. Any attempt to intimidate an arbitrator shall be reported to the ACF Regional Office and shall result in a default judgment against the party guilty of it.

Refusal to comply with directions, continued use of delaying tactics by any person at the hearing or obstructive tactics by any person at the hearing shall constitute grounds for immediate exclusion of such person from the hearing by the chairperson.

Any decision or compromise reached must adhere to all appropriate Federal regulations and policies regarding the administration and operation of the Head Start program.

Compromise

The arbitration procedures do not in any way preclude the parties from compromising their differences and reaching a settlement, so long as the Arbitration Panel has issued no final decision.

Post Hearing Procedures and Decisions

Social-Emotional Development

Program Goal- *Children will demonstrates positive relationships - interactions with adult and peers, self- regulate their feelings and behaviors, and develop self- concept.*

School Readiness Domain	Goals	Head Start Parent Engagement and Family Outcome	Head Start Performance Standard	ELDS's
Social-Emotional Development How your child gets along with others and deals with emotions	Children will <i>manage their emotions</i> and feelings by recognizing and naming their own feelings (happy, sad, excited, surprised, angry, etc.), managing their emotions appropriately, and being able to express appropriate emotions to a matched experience or feeling.	Parents will model how to show physical and verbal affection for children. (hugs/kisses)	1304.21 (a) (3)	SE 4:(3.1) SE: 4 4.2)
	Children <i>will follow limits and expectations.</i> This might, include: following one step, two step, or three step directions during routines, and understanding right from wrong.	Parents will model daily routines with children including drop-off/pick up to and from school. Parents will establish family time...i.e....reading at bed time. Parents will model and show the child stability and consistency.	1304.21 (a) (3) (I)	SE: 5(3.1) SE:4 (4.1)

	Children will <i>interact with peers and adults</i> by engaging in cooperative work/play with peers and adults, sharing with others, taking turns during small/large group activities, and taking turns during conversations.	Parents will model sharing...how to play with others, and taking turns. Parents will talk about their feelings and others feelings.	1304.21 (a) (4) (i)	SE:1 (3.4) SE:1 (4.6)
	Children will <i>solve problems</i> when engaging in positive peer relationships, interacting positively with others, and showing respect for others.	Parents will model to children how to discuss their feelings and help them to learn to resolve issues.	1304.21 (a) (3)	SE:1 (3.5) SE:1 (4.7)

<p align="center">Approaches to Learning</p> <p>Program Goal: <i>Children will demonstrate a positive approach to learning through engagement, attentiveness, persistence, and curiosity.</i></p>				
School Readiness Domain	Goals	Head Start Parent Engagement and Family Outcome	Head Start Performance Standard	ELDS's
<p>Approaches to Learning</p> <p>How your child interacts with ideas or things.</p>	<p>Children <i>will attend to, engage in, and show flexibility</i> with inventiveness in their thinking by being flexible when managing problems, trying various attempts to solve a problem until successful and maintaining interest for sustained period of time.</p>	<p>Parents will model and develop positive parent/child relationships.</p>	<p>1304.21 (a) (4) (i)</p>	<p>AL:1 (3.2) AL:2 (4.2)</p>
	<p>Children will be <i>persistent</i> when engaged in task which shows persistence when approaching a task such as opening their milk container, putting together a puzzle, and when solving problems.</p>	<p>Parents will model persistence and attention to begin and finish activities.</p>	<p>1304.21 (a) (3)</p>	<p>AL:2 (3.3) AL:2 (4.3)</p>

	<p>Children will <i>engage in Socio-dramatic</i> play. This might include: portraying events with props and/or objects, using their imagination to reenact events, and engaging in role play, acting out nursery rhymes.</p>	<p>Parent will model engagement in group experiences.</p>	<p>1304.21 (a) (4) (i)</p>	<p>AL4: (3.1) AL4: (4.1)</p>

Physical Development and Health Program Goal: <i>Children will demonstrate fine and gross motor skills and practice health and safety habits.</i>				
School Readiness Domain	Goals	Head Start Parent Engagement and Family Outcome	Head Start Performance Standard	ELDS's
Physical Development and Health How your child controls his/her body, both large and small muscle groups as well as promote healthy habits	Children will demonstrate traveling skills . This may include: maintaining balance while on a balance beam, running, jumping, and/or hopping.	Parents will model early healthy habits And practice healthy and safe habits to their children.	1304.21 (a) (5) (i)	PM:1 (3.1) PM:1 (4.1)
	Children will demonstrate gross motor skills . This might include: demonstrating coordination spatial awareness, physical strength to climb up and down stair/ladder, and pedaling and/or steering equipment with wheels.	Parents will demonstrate how to control large muscles.	1304.21 (a) (5) (i)	PM:1 (3.2) PM:1 (4.2)

	<p>Children will demonstrate <i>fine motor skills when using hands and fingers</i> to grasp, cut, hold and use an eating utensil, and hold and use writing/drawing utensils (pencils, crayons, and/or markers.</p>	<p>Parents will demonstrate how to control small muscles.</p>	<p>1304.21 (a) (5) (i)</p>	<p>PM:2 (3.1) PM:2 (4.2)</p>
	<p>Children will <i>practice healthy and age-appropriate safety</i> habits that include hand washing, tooth brushing, and toileting.</p>	<p>Parents will model for children to develop age-appropriate safety habits.</p>	<p>1304.21 (a) (3) (I)</p>	<p>PM: 4 (3.3) PM: 4 (4.3)</p>

<p align="center">Language & Literacy</p> <p>Program Goal-<i>Children will demonstrate and/or use increasingly complex and varied language. Children will demonstrate exploration of the world of books, learn how language can be broken into words and/or syllables, name/write letters of the alphabets, and recognize that letters of the alphabet have sounds.</i></p>				
School Readiness Domain	Goals	Head Start Parent Engagement and Family Outcome	Head Start Performance Standard	ELDS's
<p>Language & Literacy</p> <p>How your child use words to express his/her self. How children show appreciation for books, awareness that language can be broken into syllables, or smaller pieces of sound in words, rhyming, and understanding of print concept.</p>	<p>Children will use <i>social rules of language</i>. This may include: engaging in small and /or large group discussions, responding to open-ended questions, and engaging in conversation with peers and/or adults.</p>	<p>Parents will model for children how to develop receptive and expressive English, language skills...parents of children who speak a different language at home will work with their children to understand the English language.</p>	<p>1304.21 (a) (4) (iii)</p>	<p>LL:1 (3.3) LL:1 (4.3)</p>
	<p>Children will use <i>sound knowledge</i>. This might include rhyming words,</p>	<p>Parents will model for their children how</p>	<p>1304.21 (a) (4) (iv)</p>	<p>LL: (3.7) LL: (4.4)</p>

	inventing rhymes and/or repetitive phrases, and being able to understand and identify various sounds of language.	to understand and respond to books, storytelling, and songs presented in English.		
	Children will use and show an <i>appreciation for books</i> by listening to books being read aloud, being able to identify the characteristic of a book (front, back, spine, pages,) understanding the difference between print and pictures/illustrations, and holding a book so that it open right to left.	Parents will demonstrate knowledge of print concepts, using illustrations and pictures to tell a story.	1304.21 (a) (4) (iv)	LL:4 (3.3) LL:4 (4.3)
	Children will use <i>emergent reading skills</i> to demonstrate knowledge of print concepts, using illustrations/pictures to tell a story, and identifying features in print to make judgment about text.	Parents will model for children how to use utensils to write and draw.	1304.21 (a) (4) (iv)	LL:4 (3.6) LL:4 (4.6)
	Children will <i>write to convey meaning</i> . This might include: using writing/drawing utensils to draw		1304.21 (a) (4) (iv)	LL:7 (3.2) LL: 7(4.2)

	pictures and write numbers and letters in his/her name.			
Cognition & General Knowledge Program Goal: <i>Children will demonstrate multiple ways to solve problems, problem solving skills, symbolic thinking, and explore their surroundings through observing</i>				
School Readiness Domain	Goals	Head Start Parent Engagement and Family Outcome	Head Start Performance Standard	ELDS'S
Cognition & General Knowledge How your child will explore their surroundings through observing, manipulating, making predictions, classifying, comparing and communicating their finding to others.	Children will <i>engage in Socio-dramatic</i> play. This might include: portraying events with props and/or objects, using their imagination to reenact events, and engaging in role play, acting out nursery rhymes.	Parents will model for children skills to help the children problem solve.		CC: 3 (3.1) CC: 3 (4.1)

	Children will demonstrate the ability to compare and measure objects using attributes of length, weight, long, short, big, and small as well as showing awareness of time concepts and sequence classification .	Parents will model comparing and measuring objects using attributes of length, weight, long, short, big and small.	1304.21 (a) (4) (iv)	CM: 3 (3.1) CM: 3 (4.1)
	Children will demonstrate the understanding of numbers and counting . This might include: count to tell the number of objects, count to tell how many, recognize numbers, and comparing numbers.	Parents will model numbers and counting so that the children can learn and understand.	1304.21 (a) (4) (iv)	CM: 1 (3.5) CM: 1 (4.5)

☐ PROMIS Initials_____

TERREBONNE PARISH HEAD START RANKING SUMMARY SHEET

2017-2018 School Session

Child's Name: _____ DOB: _____ F M

Location Area: ☐ Gibson ☐ Schriever ☐ West Houma
☐ East Houma ☐ Senator Circle

Transition/Age Status

Four-Year old Child Not Transitioning in 2017-2018 (15 Points) _____

Income Status

At or Below 100% Poverty Guidelines (10 Points) _____

At or Below 130% Poverty Guidelines (5 Points) _____

Child with a Diagnosed Disability

Has an Individual Education Plan for LEA (25 Points) _____

Parental Status (Check One Only)

Single Parent (30 Points) _____

Married Parents (25 Points) _____

Grandparents Raising Child (30 Points) (with documentation) _____

Teen Parent (30 Points) _____

Relative/Non- relative Raising Child (30 Points) (with documentation) _____

Employment Status of Parent/ Primary Caregiver (Check One Only)

Unemployed (15 Points) _____

Employed Full or Part Time (25 Points) _____

Disabled Parent (20 Points) (with documentation) _____

Education Status of Parent/ Primary Caregiver (Check One Only)

High School or College Graduate (15 Points) _____

Has No Diploma or GED (20 Points) _____

Currently Enrolled in School/Job Training Program (25 Points) _____

Family Crisis

Homeless (50 Points) _____

Illness in Family (10 Points) (with documentation) _____

Family Displaced By Natural Disaster (10 Points) _____

Incarcerated Parent (20 Points) _____

Other

Referred from Other Agencies(not including LEA) (15 Points) _____

Military Active Parent (15 Points) _____

Non-English Speaking Family (10 Points) _____

Child Previously Enrollment in Other Head Start Program (5 Points) _____

Sibling of Previous Head Start Student (5 Points) _____

Total Points _____

Program Specialist _____

Date _____

Notes:

☐ Age Eligibility
Verified

Income Eligibility:
☐ At or Below
Income Guidelines

☐ 130% above
Income Guidelines

☐ Foster Child

☐ Public Assistance
(SSI/TANF)

☐ Homeless

☐ Above Income
Guidelines

Date: _____



Monday, February 20, 2017

Item Title:

Elevation of 152 Tulane Street, Houma

Item Summary:

RESOLUTION: Obligating the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Program/Hurricane Rita, Project No. 1603c-109-0010 to complete the elevation of 152 Tulane Street, Houma.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	2/14/2017	Executive Summary
Memo	2/14/2017	Cover Memo
Resolution	2/14/2017	Resolution
Financial Breakdown	2/14/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Elevation of the property at 152 Tulane Street, Houma, LA 70363

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution obligating the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Program/Hurricane Rita, Project No 1603c-109-0010 to complete the elevation of 152 Tulane Street, Houma, LA 70363 for Sheila Butler.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this Resolution is approval of the elevation packets for the above property and owner; and obligating the necessary HMGP/Hurricane Rita funding to complete same.

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

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

Chris Pulaski

Signature

2/9/2017

Date

February 9, 2017

MEMO TO: Gordon Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Items for Council February 20th & 22nd, 2017
Hurricane Rita Project No. 1603c-109-0010
Property Elevation

Attached is a Resolution requesting the elevation of the following property under Terrebonne Parish Flood Hazard Mitigation Program/Hurricane Rita No. 1603c-109-0010.

Sheila Butler
152 Tulane Street
Houma, LA 70363

Should you have any questions or require additional information, please contact me at extension 1400.

Thanks,

Chris Pulaski

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

**A RESOLUTION OBLIGATING THE NECESSARY FUNDING UNDER THE
TERREBONNE PARISH FLOOD HAZARD MITIGATION GRANT
PROGRAM/HURRICANE RITA, PROJECT NO 1603C-109-0010 TO COMPLETE
THE STRUCTURE ELEVATION OF 152 TULANE STREET, HOUMA, LA.**

WHEREAS, the Terrebonne Parish Consolidated Government has been formally notified by FEMA that the Hurricane Rita Flood Hazard Mitigation Grant Program (HMGP), Project No. 1603c-109-0010, can proceed with the mitigation of :

Address: 152 Tulane Street, Houma, LA 70363

Owned by: Sheila Butler

WHEREAS, under the administrative guidance of Higher Ground Flood Protection Services, the required “elevation packets” have been prepared and executed for the property owner recommending elevation;

NOW, THEREFORE, BE IT RESOLVED, by the Terrebonne Parish Council that the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Grant Program/Hurricane Rita, Project No. 1603c-109-0010 be hereby obligated to mitigate the property above.

Terrebonne Parish Flood Mitigation Plan
Hurricane Rita
Estimated Elevation Project Cost Summary
1603C-109-0010

Homeowner Name:	Sheila Butler
Address:	152 Tulane
	Houma, La 70363
Contractor Selected:	Roubion

Initial/Final Elevation Certificate	\$350.00
Design Fees	\$2,000.00
Selected Elevation Contractor Bid/Estimate	\$130,930.00
Selected Lift Request Bid/Estimate	
Project Management Fee	\$10,000.00
Total Estimated Project Cost	\$143,280.00
Federal Share (75%)	\$107,460.00
Non-Federal Share Global Match (25%)	\$35,820.00
ICC Payments Assigned to TPCG	\$0.00
LRH Elevation Grant Assigned to TPCG	\$0.00
Estimated amount to be deducted from TPCG Grant	
Total	\$143,280.00



Monday, February 20, 2017

Item Title:

Procurement of Property Assessment and Engineering Services for 5715 Hwy 56, Chauvin

Item Summary:

RESOLUTION: Authorizing the Parish President to enter into the appropriate agreement with C.H. Fenstermaker and Associates, LLC to provide a Property Assessment and Engineering Services as needed for 5715 Highway 56, Chauvin.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	2/14/2017	Executive Summary
Memo	2/14/2017	Cover Memo
Resolution	2/14/2017	Resolution
Financial Breakdown	2/14/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Procurement of Property Assessment and Engineering Services for 5715 Highway 56, Chauvin, LA 70344, a FEMA acquisition property.

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution authorizing the president to enter into the appropriate agreement with C. H. Fenstermaker and Associates, LLC to provide a Property Assessment and Engineering Services as needed for 5715 Highway 56, Chauvin, LA 70344.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this Resolution is to authorize the Parish President is to enter into the appropriate agreement with C. H. Fenstermaker to provide the Property Assessment and Engineering Services for 5715 Highway 56, Chauvin, LA 70344. The property requires a soil survey and some level of bank stabilization to secure the FEMA funded acquisition property after the structure is demolished, as is required.

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

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

Chris Pulaski

Signature

2/9/2017

Date

February 9, 2017

MEMO TO: Gordon Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Item February 20th & 22nd, 2017

Please find the resolution to authorize the appropriate agreement with C. H. Fenstermaker for your review. They will provide project a property assessment and engineering services for 5715 Highway 56, Chauvin, LA 70344.

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

Thank you,

Chris Pulaski

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO EXECUTE THE APPROPRIATE CONTRACT FOR PROPERTY ASSESSMENT AND ENGINEERING SERVICES FOR 5715 HIGHWAY 56, CHAUVIN, LA 70344 BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND C. H. FENSTERMAKER AND ASSOCIATES, LLC.

WHEREAS, in accordance with federal procurement requirements, the Department of Planning and Zoning formally solicited statements of qualifications to provide property assessment and engineering services including construction management as needed to assist with the demolition of the site structure and bank stabilization techniques as warranted; and

WHEREAS, after a review by a three member selection team to rank the two (2) responses received, C. H. Fenstermaker and Associates, LLC. received the highest ranking based on set criteria;

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council, (Community Development and Planning Committee) on behalf of the Terrebonne Parish Consolidated Government, that the Parish President is hereby authorized to enter into the appropriate agreement to provide the property assessment and engineering services for 5715 Highway 56, Chauvin, LA 70344.

Houston Lirette
5715 Highway 56
Chauvin, LA 70344

Revised Estimated Financial
Breakdown

Grant ID # RFC PJ-06-LA-2012-004
Repetitive Flood Claim

RFC ELEVATION DETAILS

Activity	Amount
Structure Value	\$ 76,000.00
Appraisal	\$ 600.00
Asbestos Testing	\$ 640.00
Legal Services	\$ 950.00
Demolition	\$ 20,200.00
Bulkhead	\$77,022
Grant Management Fee	\$ 6,000.00
Engineering	\$ 8,200.00
Total Project Cost	\$ 189,612.00

FUNDING SOURCE BREAKDOWN

	Reponsible Party	Amount
Federal Share - up to 100%	FEMA RFC Grant	\$ 189,612.00
	ICC**	\$ -
		\$ -
		\$ -
Total		\$ 189,612.00
		\$ 189,612.00



Monday, February 20, 2017

Item Title:

HMGP - TPCG Multiagency Safe Room East for First Responders Project

Item Summary:

RESOLUTION: Authorizing the Parish President to enter into the appropriate agreement with the Governor's Office of Homeland Security and Emergency Preparedness and any other agreements necessary to implement the TPCG Multiagency Safe Room East Project Award 1786-109-0007.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	2/14/2017	Executive Summary
Memo	2/14/2017	Cover Memo
Resolution	2/14/2017	Resolution
Approval and Funding Letter	2/14/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
HMGP – TPCG Multiagency Safe Room East for First Responders Project

PROJECT SUMMARY (200 WORDS OR LESS)
To construct a new Multiagency Safe Room East for First Responders to ensure service to the community.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this resolution is authorize the president to enter into the appropriate subgrantee agreement with the Governor’s Office of Homeland Security and Emergency Preparedness to expend FEMA funds to construct a Multiagency Safe Room East for First Responders.

TOTAL EXPENDITURE			
\$247,699			
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)			
ACTUAL		<u>ESTIMATED</u>	
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	

Chris Pulaski

2/8/17

Signature

Date

February 8, 2017

MEMO TO: Gordon E. Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Item February 20th and 22nd, 2017
Community Development and Planning Committee
Hurricane Gustav HMGP Project No. 1786-109-0007
Safe Room East at 2104 Morris Street (Fire Station)

Attached is a Resolution requesting the authorization of the president to sign the subgrantee agreement associated with the Safe Room East project. This was awarded by GOHSEP and FEMA under the FEMA funded Terrebonne Parish Hurricane Gustav Hazard Mitigation Grant Program Project No. 1786-109-0007.

Please note that this funding and match value are related only to construction. The engineering fees are not included in this scope of work as the services were not procured. Therefore, additional funds will be required for the engineering, which is covered by the parish at 100% rather than 25%.

Should you have any questions or require additional information, please contact me at extension 6569.

Thanks,
Chris

OFFERED BY:
SECONDED BY:

RESOLUTION

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO THE APPROPRIATE AGREEMENT WITH THE GOVERNOR'S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS AND ANY OTHER AGREEMENTS NECESSARY TO IMPLEMENT THE TPCG MULTIAGENCY SAFE ROOM EAST PROJECT AWARD 1786-109-0007.

WHEREAS, the Terrebonne Parish Consolidated Government wishes to provide a safe room for first responders and critical or essential workers in accordance with the Hazard Mitigation Grant Program (HMGP) and FEMA guidance, and

WHEREAS, the Parish has been advised via letter dated November 28, 2016 from Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) that the Safe Room East application to the Hazard Mitigation Grant Program funded by the Federal Emergency Management Agency (FEMA) was approved by FEMA November 3, 2016; and

WHEREAS, the grant makes available \$743,097 towards the project the approved funding is as follows:

Federal Share (75%):	\$743,097
Nonfederal Share (25%):	\$247,699
Total Project Award:	\$990,796

WHEREAS, GOHSEP is the grantee and Terrebonne Parish the subgrantee;

NOW, THEREFORE BE IT RESOLVED that the Terrebonne Parish Council does hereby authorize the Parish President Gordon E. Dove to enter into the appropriate agreement with GOHSEP for the Multiagency Safe Room East application and other agreements necessary to implementation.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSENT & NOT VOTING:

And the Chairman declared the resolution adopted on this _____ day of _____, 2016.

* * * * *

I, Venita Chauvin, Clerk of the Terrebonne Parish Council, Houma, Louisiana, do hereby certify that the foregoing is a true and correct copy of the RESOLUTION adopted by the Terrebonne Parish Council on _____, 2016, at which meeting a quorum was present.

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

Venita Chauvin, CLERK
TERREBONNE PARISH COUNCIL

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

JOHN BEL EDWARDS
GOVERNOR



JAMES B. WASKOM
DIRECTOR

November 28, 2016

Honorable Gordon E. Dove
Parish President
Terrebonne Parish Consolidated Government
8026 Main Street
Houma, Louisiana 70360

RE: Approval and Funding
Terrebonne Parish – Safe Room East/Training Center
HMGP #1786-109-0007, FEMA-1786-DR-LA, Project #170

Dear President Dove:

On behalf of Governor John Bel Edwards, I am pleased to inform you that your application for Federal assistance, under the Hazard Mitigation Grant Program (HMGP), was approved by FEMA on November 3, 2016. The FEMA approval letter is forthcoming. Federal funds in the amount of \$743,097.00 has been obligated. The approved funding for eligible project activities is as follows:

Item	Total Project Cost
Federal Share	\$ 743,097.00
Non – Federal Share	\$ 247,699.00
Total Project Cost	\$ 990,796.00

The Project's Performance Period is expected to end on July 19, 2018 with the following milestones:

- Construction documents - December 1, 2016 – May 1, 2017
- Owner Review – May 2-17, 2017
- Design Team Edits – May 17, 2017 – June 2, 2017
- Advertisement of Bids – June 3, 2017- July 18, 2017
- Review of Bids – July 19, 2017 – July 31, 2017
- Council Authorization – August 1, 2017 – September 2, 2017
- Construction – September 3, 2017 – July 3, 2018
- Project Closeout – July 4, 2018 – July 19, 2018

Honorable Gordon E. Dove
Page 2
November 28, 2016

A Sub-Grantee Agreement briefing is required for this grant award. The following information will be explained to you and members of your staff:

- Reporting requirements
- Procurement process
- Process for requesting reimbursement of funds
- Sub-grantee Agreement

If you have any questions, please contact your assigned State Applicant Liaison (SAL), Tiffany Doucet, at (225) 376-5104 or at tiffany.doucet@la.gov.

Sincerely,



Casey Tingle
Assistant Deputy Director
Disaster Recovery Division

CT td

Enc. NEMIS Obligation Report
NEMIS budget

11/28/2016
5:24 PM

FEDERAL EMERGENCY MANAGEMENT AGENCY
HAZARD MITIGATION GRANT PROGRAM

HMGP-AP-01

Project Management Report

Disaster Number	FEMA Project Number	Amendment Number	App ID	State	Recipient
1786	170 -R	1	248	LA	Statewide

Sub-Recipient: Terrebonne (Parish)

FIPS Code: 109-99109

Project Title : 1786-109-0007 -Terrebonne Parish - Safe Room/Training Center

Mitigation Project Description

Amendment Status : Approved

Approval Status: Approved

Project Title : 1786-109-0007 -Terrebonne Parish - Safe Room/Training Center

Recipient : Statewide

Sub-Recipient : Terrebonne (Parish)

Recipient County Name : Terrebonne

Sub-Recipient County Name : Terrebonne

Recipient County Code : 109

Sub-Recipient County Code : 109

Recipient Place Name : Terrebonne (Parish)

Sub-Recipient Place Name : Terrebonne (Parish)

Recipient Place Code : 0

Sub-Recipient Place Code : 99109

Project Closeout Date : 00/00/0000

Work Schedule Status

Amend #	Description	Time Frame	Due Date	Revised Date	Completion Date
1	Construction Documents Phase	150 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Construction Documents Phase	150 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Owner Review of Construction Documents	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
1	Owner Review of Construction Documents	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Design Team Edits following Owner Review	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
1	Design Team Edits following Owner Review	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Advertisement and Receipt of Bids	45 Calendar days	00/00/0000	00/00/0000	00/00/0000
1	Advertisement and Receipt of Bids	45 Calendar days	00/00/0000	00/00/0000	00/00/0000
1	Review of Bids and Contract Award	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Review of Bids and Contract Award	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
1	Council Authorization/Contract Signing and Notice to	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Council Authorization/Contract Signing and Notice to	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Construction Period to Substantial Completion	300 Calendar days	00/00/0000	00/00/0000	00/00/0000
1	Construction Period to Substantial Completion	300 Calendar days	00/00/0000	00/00/0000	00/00/0000
1	Project Closeout	15 Calendar days	00/00/0000	00/00/0000	00/00/0000
0	Project Closeout	15 Calendar days	00/00/0000	00/00/0000	00/00/0000

Approved Amounts

Total Approved Net Eligible	Federal Share Percent	Total Approved Federal Share Amount	Non-Federal Share Percent	Total Approved Non-Fed Share Amount
\$930,796	75.00000000	\$743,097	25.00000000	\$247,699

Allocations

Allocation Number	IFMIS Status	IFMIS Date	Submission Date	FY	ES Support Req ID	ES Amend Number	Proj Alloc Amount Fed Share	Recipient Admin Amount	Sub-Recipient Admin Amount	Total Alloc Amount
122	A	11/03/2016	11/02/2016	2017	2615665	3	\$751,150	\$0	\$0	\$751,150
Total							\$751,150	\$0	\$0	\$751,150

11/28/2016
5:25 PM

FEDERAL EMERGENCY MANAGEMENT AGENCY
HAZARD MITIGATION GRANT PROGRAM
Project Cost Line Report

HMGP-PCL-01

Project Cost Line Item Report

Disaster Number: 1786 State: LA FEMA Proj Nr: 170-R Application ID: 248 Project Amendment Nr: 1

Do not Include Administrative Cost. These are calculated when funds are obligated for approved projects.

----- Item Name -----	Unit Qty	Unit of Measure	Unit Cost	Cost Estimate
Cost of Land from Appraisal	1	LS	\$35,277.00	\$35,277.00
Pre-Award	1	LS	\$1,500.00	\$1,500.00
Grant Management	1	LS	\$27,787.00	\$27,787.00
Construction	1	LS	\$926,232.00	\$926,232.00
		Total Project Cost Estimate		\$990,796.00

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

1.1 Introduction

1.2 The Federal Emergency Management Agency ("Grantor") has made federal funds available to the State of Louisiana under the Hazard Mitigation Grant Program ("HMGP"). CFDA 97.039.

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

2.1 Applicable Laws, Regulations and Policies

2.2 Federal

Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, 42 U.S.C. §5121 et seq.
31 U.S.C. § 1352

Title 44 Code of Federal Regulations §13 (specifically part 13.36), §14 and §206

OMB Circular A-102 (Standard Form 424B)

OMB Circular 110

2.3 State

Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721 et seq.
La. R.S. 33:4773(D)

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

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

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

Louisiana Hazard Mitigation Strategy (4 volumes)

3.1 Concept of Agreement

3.2 In order to complete Safe Room East/Training Center Project the Grantor has provided funds to Sub-Grantee through Grantee's HMGP. Sub-Grantee shall perform the necessary tasks, meet the required milestones, and stay within the FEMA approved scope of work, and budgetary parameters as outlined in the application for this project. (HMGP #1786-109-0007, FEMA-1786-DR-LA, Project #170)

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

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

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

3.4.2 Any changes to the scope of work, or budget shall comply with 44 C.F.R. §13.

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

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

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

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

4.1 Summary of Statement of Work

4.2 Pursuant to HMGP Project #1786-109-0007, FEMA-1786-DR-LA #170, Sub-Grantee shall perform the following tasks:

4.2.1 The object of this mitigation project will be to design and construct a dual-use Safe Room in compliance with all applicable guidance, including FEMA 361, and all applicable codes, standards, and regulations.

5.1 Summary of Budget

5.2 Costs per task:

5.2.1 For tasks 4.2.1	\$ 990,796.00
5.2.2 Total Costs	\$ 990,796.00

5.3 Funding Sources

5.3.1 Federal Share (75%)	\$ 743,097.00
5.3.2 Non-Federal Share (25%)	\$ 247,699.00

6.1 Liability of Parties

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

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

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

7.1 Legal Authorization

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

8.1 Notice and Contact

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

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

Casey Tingle
Assistant Deputy Director
Governor's Office of Homeland Security and Emergency Preparedness
1500 Main Street
Baton Rouge, Louisiana 70802

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

Mailing and Overnight Address
Honorable Gordon E. Dove
Parish President
Terrebonne Parish Consolidated Government
8026 Main Street
Houma, Louisiana 70360

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

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

BY _____
James B. Waskom
Director
GOVERNOR'S OFFICE OF HOMELAND
SECURITY AND EMERGENCY PREPAREDNESS

DATE: _____

BY _____
Honorable Gordon E. Dove
President
Terrebonne Parish Consolidated Government

DATE: _____

SAM Search Results
List of records matching your search for :
Record Status: Active
DUNS Number: 075077511

Functional Area: Entity Management, Performance Information

ENTITY	TERREBONNE PARISH CONSOLIDATED GOVERNMENT	Status:Active
---------------	---	---------------

DUNS: 075077511	+4:	CAGE Code: 34PB8	DoDAAC:
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Expiration Date: Mar 31, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
-------------------------------	---------------------------	------------------------------

Address: 8026 MAIN ST STE 300

City: HOUMA

State/Province: LOUISIANA

ZIP Code: 70360-3407

Country: UNITED STATES



Monday, February 20, 2017

Item Title:

Acadian Pointe Subdivision, Phase A

Item Summary:

RESOLUTION: Giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for Acadian Pointe Subdivision, Phase A into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses and calling a public hearing on March 8, 2017 at 6:30 p.m..

ATTACHMENTS:

Description	Upload Date	Type
Acadian Pointe Subdivision, Phase A	2/14/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Acadian Pointe Subdivision, Phase A

PROJECT SUMMARY (200 WORDS OR LESS)

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way; and the incorporation of the extension of "Laban Avenue"

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for Acadian Pointe Subdivision, Phase A into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

TOTAL EXPENDITURE

n/a

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



P.O. BOX 6097
HOUMA, LOUISIANA 70361
(985) 868-5050



P.O. BOX 2768
HOUMA, LOUISIANA 70361
(985) 868-3000

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

*Department of Planning & Zoning
Houma-Terrebonne Regional
Planning Commission*

February 14, 2017

MEMO TO: Al Levron, Parish Manager
TPCG Administration

FROM: Becky M. Becnel, Minute Clerk *bmb*
Houma-Terrebonne Regional Planning Commission

THRU: Christopher M. Pulaski, PLA, Director *MP*
TPCG Planning & Zoning Department

SUBJECT: Acadian Pointe Subdivision, Phase A
Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way; and the incorporation of the street(s); David A. Waitz Engineering & Surveying, Inc., Engineer

Please be advised that the attached Resolution and Ordinance are being sent to the Parish Council for their review for approval or denial for the above referenced subdivision.

Should you have any questions or require more information, please advise.

/bmb

Attachments

cc: Councilman Dirk Guidry, *Council Chair, District 8*
Venita Chauvin, *Council Clerk*
Council Reading File
Correspondence File

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for “Acadian Pointe Subdivision, Phase A;” and to incorporate the extension of “Laban Avenue” into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council (Community Development and Planning Committee), on behalf of the Terrebonne Parish Consolidated Government, that Notice of Intent is given for adopting an ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for “Acadian Pointe Subdivision, Phase A;” and to incorporate the extension of “Laban Avenue” into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

BE IT FURTHER RESOLVED that a public hearing on said ordinance be called for Wednesday, March 8, 2017 at 6:30 p.m.

THERE WAS RECORDED:

YEAS: _____

NAYS: _____

ABSTAINING: _____

ABSENT: _____

The Chairman declared this resolution ADOPTED/NOT ADOPTED on this, the _____ day of _____, 2017.

DIRK GUIDRY, CHAIRMAN
TERREBONNE PARISH COUNCIL

* * * * *

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 _____ Committee on _____, 2017 and subsequently ratified by the Assembled Council in Regular Session on _____, 2017, at which meeting a quorum was present.

VENITA CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE DEDICATING AND ACCEPTING THE MAINTENANCE/OPERATION OF THE STREET(S), DRAINAGE SERVITUDES, UTILITIES, GAS, SEWER, AND RIGHTS-OF-WAY FOR "ACADIAN POINTE SUBDIVISION, PHASE A;" AND TO INCORPORATE THE EXTENSION OF "LABAN AVENUE" INTO THE ENHANCED 911 EMERGENCY RESPONSE SYSTEM FOR THE PURPOSE OF PROVIDING A BETTER MEANS OF LOCATING ADDRESSES; AND TO SET FORTH AN EFFECTIVE DATE FOR THE INCORPORATION OF STREET NAME(S), TO INFORM THE PROPER AGENCIES OF THE STREET NAME(S), AND TO AUTHORIZE THE INSTALLATION OF THE APPROPRIATE STREET SIGN(S), AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, dedicates and accepts the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way; as depicted on a plat, prepared on September 28, 2015, revised on November 16, 2016 by David A. Waitz Engineering & Surveying, Inc. titled "Acadian Pointe Subdivision, Phase A", a copy of which is attached hereto and made a part hereof;

BE IT FURTHER ORDAINED effective on the _____ day of _____, 2017, that the extension of "Laban Avenue" be incorporated into the Enhanced 911 Emergency Response System;

BE IT FURTHER ORDAINED that a copy of this ordinance be submitted to the Terrebonne Parish Communications Board, local U.S. Postal Services, fire districts, Acadian Ambulance, Terrebonne Parish Sheriff's Office, and any other appropriate agency; and

BE IT FURTHER ORDAINED that the Parish Forces be directed to install the proper street sign on the appropriate street, and that any other actions relative thereto be addressed.

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 or other portions of this ordinance shall remain in full force and effect, the provisions of this section hereby being declared to be severable.

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

THERE WAS RECORDED:

YEAS: _____

NAYS: _____

ABSTAINING: _____

ABSENT: _____

The Chairman declared the ordinance ADOPTED/NOT ADOPTED on this, the _____ day of _____, 2017.

DIRK GUIDRY, CHAIRMAN
TERREBONNE PARISH COUNCIL

VENITA CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

* * * * *

Date and Time Delivered to Parish President:

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

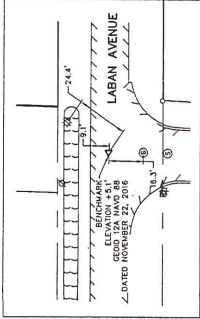
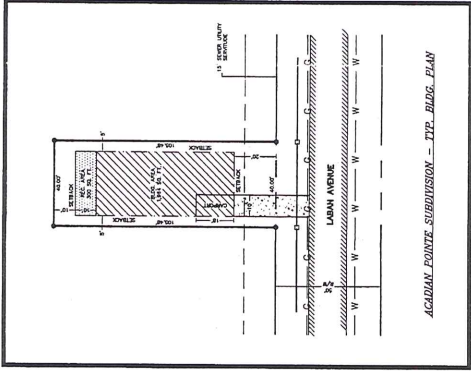
Date and Time Returned to Council Clerk:

* * * * *

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

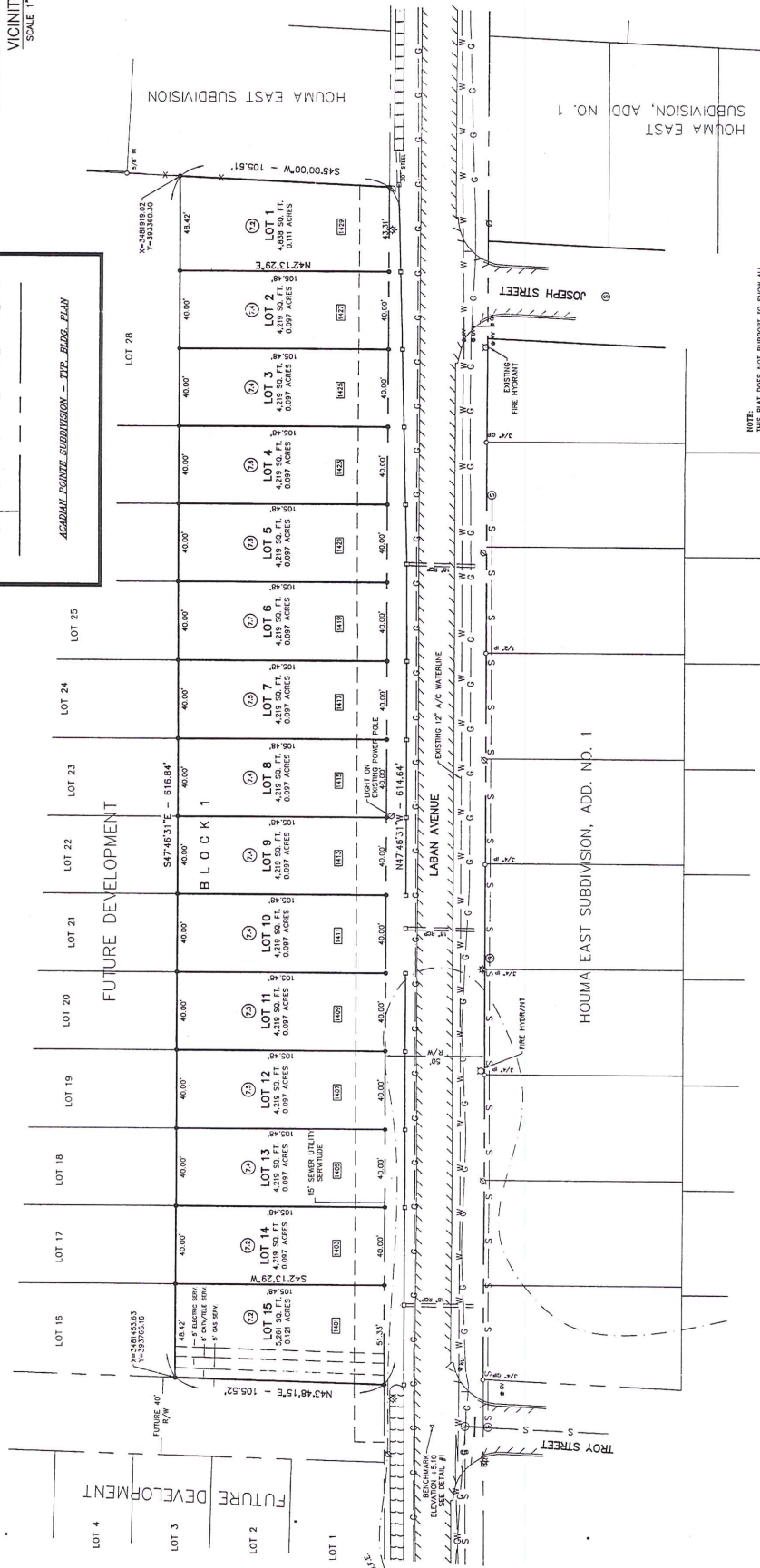
GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2017.

VENITA CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL



DETAIL #1
ELEVATION BENCHMARK DETAILS
N.T.S.

VICINITY MAP
SCALE 1" = 2000'



NOTE: THIS PLAT DOES NOT PURPORT TO SHOW ALL EASEMENTS, SERVITUDES AND/OR RIGHTS-OF-WAY THAT MAY OR MAY NOT EXIST ON THIS PROPERTY. THIS PLAT DOES NOT PURPORT TO SHOW ALL UNDERGROUND UTILITIES AND/OR PIPELINES THAT MAY OR MAY NOT EXIST ON THIS PROPERTY. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A COMPLETE ABSTRACT AND TITLE OPINION.

CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE TERRIBONE PARISH CONSOLIDATED GOVERNMENT, STATE OF LOUISIANA, AND THE CITY OF TERREBOONE, AND THAT I HAVE BEEN AUTHORIZED BY THE BOARD OF THE TERRIBONE PARISH CONSOLIDATED GOVERNMENT TO SIGN THIS PLAN AND TO SUBMIT IT TO THE BOARD OF THE TERRIBONE PARISH CONSOLIDATED GOVERNMENT FOR APPROVAL. I HEREBY APPROVE THE SAME.

BY: _____ **PRELIMINARY, UNDATED GOVERNMENT**
TERREBOONE, LOUISIANA

NOTE: NO STRUCTURE, FILL, OR OBSTRUCTION SHALL BE LOCATED WITHIN ANY DRAINAGE EASEMENT OF DELINEATED FLOOD PLAIN.

THIS IS TO CERTIFY THAT THIS SURVEY WAS DONE BY ME OR UNDER MY DIRECT SUPERVISION AND CONTROL, THAT THE SURVEY WAS DONE ON THE GROUND AND WAS DONE IN ACCORDANCE WITH THE STANDARD MINIMUM STANDARDS OF PRACTICE FOR LAND SURVEYORS AS SET FORTH BY THE STATE OF ARIZONA, AND THAT THE ACCURACY SPECIFICATION AND POSITIONAL TOLERANCES ARE IN ACCORDANCE WITH CLASS "C" SURVEYS INDICATED IN THE ABOVE STANDARDS.

I ALSO CERTIFY THERE ARE NO ENCROACHMENTS ACROSS ANY PROPERTY LINES EXCEPT AS SHOWN

THIS IS TO CERTIFY THAT A SCHEDULE OF PASSAGE AND THE RIGHT TO INSTALL, MAINTAIN, OPERATE, REPAIR, REPLACE, REMOVE, ALTER, MOVE, RELOCATE, RECONSTRUCT, OR ABANDON DRAINAGE, ELECTRICAL, COMMUNICATIONS, AND OTHER UTILITIES, INCLUDING BUT NOT LIMITED TO, TELEPHONE, CABLE, AND OPTICAL FIBER, HAS BEEN GRANTED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN DIEGO, CALIFORNIA, TO THE CITY OF SAN DIEGO, CALIFORNIA, IN FAVOR OF THE TERRIBONE PARISH CONSOLIDATED GOVERNMENT, SOUTH CENTRAL BELT AND VISION CABLE AND THE CITY OF HOUMA AND IN ALL THESE CERTAIN STREETS AND SCHEDULES AS NAMED HEREON AND/OR SHOWN ON THIS PLAT OF SUBMISSION AND SCHEDULES AS NAMED HEREON AND/OR SHOWN ON THIS PLAT OF SUBMISSION AND BELONGING TO THE UNDESIGNATED FEE TITLE OWNERSHIP OF SAID STREET RIGHT-OF-WAY AND SERVICES ARE EXPRESSLY RETAINED, MINERAL RIGHTS ARE SPECIFICALLY EXCLUDED AND THE RIGHT TO USE THE SAME IS FULLY RESERVED BY THE OWNER THEREOF.

TERRESTRIAL COMMODITIES GOVERNMENT
CONSTRUCTION IS NOT TO BE USED FOR
CONVENIENCE IN OBTAINING RECORDATION
APPROVED BY: _____ BY THE HOUSE
TERRESTRIAL COMMODITIES GOVERNMENT
APPROVED BY: _____
FOR: _____

APPROVED:  2-7-17
James M. Templeton Reg. No. 5129

APPROVALS _____ DATE 2/7/17
PROFESSIONAL CONSTRUCTION AND LEASING, L.L.C.

FINAL PLAT
RESIDENTIAL PLANNED UNIT DEVELOPMENT (CLUSTER HOUSING)
OWNER: PROFESSIONAL CONSTRUCTION AND LEASING, L.L.C.

ACADIAN POINTE SUBDIVISION - PHASE "A"
LOCATED IN SECTION 105, T17S-R17E
TERREBONNE PARISH, LOUISIANA

DATE	BY	REASON	REVISION
01/20/18		ADD SPECIAL	
02/26/18		ADD MODERN ADVERTISE	
07/1/18		REVISED AS PER P.C.'S COMMENTS	
08/02/18	JAM	RECORD DRAWING	
DAVID A. WAITZ ENGINEERING AND SURVEYING, INC. Civil Engineers & Professional Land Surveyors Thibodaux, Louisiana			
SECOND: JAT THIRD: JAT		REVIEWED: JAT REVISION: JAT	
DATE: SEPTEMBER 24, 2018 FILE: 13-000721818-000000000000000000		DRAWN: JAT CHECKED: JAT INCHES:	
PROJECT NO. 13-000		PROJECT NO. 13-000	

RECEIVED
FEB - 7 2017
HOUMA TERREBONNE
REGIONAL PLANNING COMM.

DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.
Civil Engineers & Professional Land Surveyors



Jacob A. Waitz, E.I.

David A. Waitz, P.E., P.L.S.

James M. Templeton, P.L.S.

November 28, 2016

Houma-Terrebonne Regional
Planning Commission
P. O. Box 1446
Houma, LA 70361-1446

RE: ENGINEER'S CERTIFICATION – ACADIAN POINTE SUBDIVISION PHASE A -
LOCATED IN SECTION 105, T17S-R17E, TERREBONNE PARISH, LOUISIANA –
DEVELOPER: PROFESSIONAL CONSTRUCTION AND LEASING, L.L.C. -
ENGINEER'S PROJECT NO. 2015-050

Dear Gentlemen:

This is to certify that to the best of our knowledge and belief the above referenced project has been constructed in accordance with the plans and specifications and in compliance with the subdivision regulations of Terrebonne Parish.

Would you be so kind as to proceed with the approval process for this major subdivision of property and advise me if you should have any questions or require additional information.

Thank you in advance for your cooperation and assistance in this matter.

Sincerely,

DAVID A. WAITZ
ENGINEERING AND SURVEYING, INC.

David A. Waitz, P.E., P.L.S.

DAW/dth
Cc: TPCG Engineering Dept.
File & Reading File

1107 Canal Blvd. • Thibodaux, Louisiana 70301 • (985) 447-4017 (Phone) • (985) 447-1998 (Fax)
7839 Park Ave. • Houma, Louisiana 70364 • (985) 876-0267 (Phone) • (985) 876-0979 (Fax)
Mailing Address: P. O. Box 1203 • Thibodaux, Louisiana 70302-1203 • E-mail: dwaitz@waitzengineering.com

Terrebonne Parish Consolidated Government

Infrastructure Warranty


- A. For a period of three hundred and sixty-five (365) days from the acceptance date by the Terrebonne Parish Council; developer/subdivider warrants that all public streets and all dedicated infrastructure shall remain free of defective materials and workmanship; shall remain completed in accordance with the plans and specifications of the project; and shall comply with all state and local laws.
- B. If within one year after the date of Council acceptance any work is found to be defective or not in compliance as set out above, developer/subdivider shall within 50 days of notification, without cost to Parish, and in accordance with Parish's written instructions make all required repairs or corrections.
- If placed on notice by TPCG pursuant to this part, the parish engineering department will re-inspect for warranty release only after receiving certification from the developer's engineer that the work has been accomplished.
- C. The defects not cured to the satisfaction of TPCG within fifty days of notification will be turned over the Terrebonne Parish Consolidated Government legal department for resolution.
- D. Contractor's obligations under this warranty are in addition to any other obligation or warranty. The provisions of this warranty shall not be construed as a substitute for or a waiver of the provisions of any applicable statute of limitation.

Acadian Pointe Subdivision,
Phase A

Name of Subdivision

Date of Council Acceptance

Professional Construction and Leasing, L.L.C.

By: 

Developer Signature
Donald B. Olivier, II, President

BASE BID
ACADIAN POINTE SUBDIVISION, PHASE "A"

ITEM NO.	DESCRIPTION	UNIT	APPROX. QUANTITY	UNIT PRICE	TOTAL
1	SITE CONTOURING	ACRE	1.5	\$2,000.00	\$3,000.00
2	REMOVE/REPLACE EXISTING CONC. PAVING	SQUARE YARD	80.0	\$112.00	\$8,960.00
3	8" SDR SEWERLINE	LINEAR FEET	670	\$25.00	\$16,750.00
4	SEWER MANHOLE	EACH	3	\$2,250.00	\$6,750.00
5	SINGLE SEWER SERVICE	EACH	1	\$250.00	\$250.00
6	DOUBLE SEWER SERVICE	EACH	7	\$575.00	\$4,025.00
7	TIE-IN TO EXISTING SEWER MANHOLE	EACH	1	\$2,500.00	\$2,500.00
8	HOT TAP EXISTING WATERLINE/FIRE HYDRANT	EACH	1	\$1,200.00	\$1,200.00
9	FIRE HYDRANT ASSEMBLY WITH VALVE	EACH	1	\$4,250.00	\$4,250.00
10	18" A-2000 DRAIN LINE	LINEAR FEET	621	\$27.50	\$17,077.50
11	24" BCCMP DRAIN LINE	LINEAR FEET	50	\$57.50	\$2,875.00
12	36" A-2000 DRAIN LINE	LINEAR FEET	100	\$65.00	\$6,500.00
13	CB-04 CATCH BASIN	EACH	17	\$2,000.00	\$34,000.00
14	AGGREGATE SURFACE COURSE(ADJ VM)	CUBIC YARDS	15	\$82.00	\$1,230.00
15	DRAINAGE EXCAVATION AND EMBANKMENT	LUMP SUM	1	\$10,000.00	\$10,000.00
16	CHAIN LINK FENCE, 6' TALL	LINEAR FEET	950	\$10.00	\$9,500.00
17	CHAIN LINK GATE, 6' TALL	EACH	2	\$500.00	\$1,000.00

CONSTRUCTION COST: \$129,867.50



Monday, February 20, 2017

Item Title:

Reconstruction of 8623 Shrimpers Row, Dulac

Item Summary:

RESOLUTION: Obligating the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Program / Hurricane Rita, Project No. 1603c-109-0010 to complete the reconstruction of 8623 Shrimpers Row, Dulac.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	2/15/2017	Executive Summary
Memo	2/15/2017	Cover Memo
Resolution	2/15/2017	Resolution
Financial Breakdown	2/15/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Reconstruction of 8623 Shrimpers Row, Dulac, LA 70353.

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution obligating the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Program/Hurricane Rita, Project No 1603c-109-0010 to complete the reconstruction of 8623 Shrimpers Row, Dulac, LA 70353 for Lolita Neil.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this Resolution is approval of the reconstruction packet for 8623 Shrimpers Row, Dulac, LA 70353 for Lolita Neil and obligating the necessary HMGP/Hurricane Rita funding.

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

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

Chris Pulaski

Signature

2/14/17

Date

February 14, 2017

MEMO TO: Gordon Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Items February 20th & 22nd, 2017
Hurricane Rita Project No. 1603c-109-0010
Property Reconstruction

Attached is a Resolution requesting the reconstruction of the following property under Terrebonne Parish Flood Hazard Mitigation Program/Hurricane Rita No. 1603c-109-0010.

Address: 8623 Shrimper Row
Dulac, LA 70353

Owner: Lolita Neil

Should you have any questions or require additional information, please contact me at extension 1400.

Thank you,

Chris Pulaski

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A RESOLUTION OBLIGATING THE NECESSARY FUNDING UNDER THE TERREBONNE PARISH FLOOD HAZARD MITIGATION GRANT PROGRAM/HURRICANE RITA, PROJECT NO 1603c-109-0010 TO COMPLETE THE RECONSTRUCTION OF THE STORM DAMAGED STRUCTURE.

WHEREAS, the Terrebonne Parish Consolidated Government has been formally notified by FEMA that the Hurricane Rita Flood Hazard Mitigation Grant Program (HMGP), Project No. 1603c-109-0010, can proceed with the mitigation of the following property:

Address: 8623 Shrimpers Row
Dulac, LA 70353
Owner (s): Lolita Neil

WHEREAS, under the administrative guidance of Higher Ground Flood Protection Services, the required “reconstruction packet” has been prepared and executed for the property owner recommending mitigation.

NOW, THEREFORE, BE IT RESOLVED, by the Terrebonne Parish Council that the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Grant Program/Hurricane Rita, Project No. 1603c-109-0010 be hereby obligated to mitigate the property above.

Terrebonne Parish Flood Mitigation Plan

Hurricane Rita

Reconstruction Project Cost Summary

1603C-109-0010

Homeowner Name: Lolita Neil
Structure Address: 8623 Shrimpers Row
Dulac, LA 70353

Square Footage of
Reconstructed Structure: 1664
DFIRM +1 = 15 feet above sea level, 12.8 above ground.

Vendor to be under contract: **Superior Custom Homes, LLC**

1. Hard Costs	<u>222,871.55</u>
2. Soft Costs (non-construction costs)	<u>19,600.00</u>

Reconstruction Cost	<u>242,471.55</u>
Project Management Fees	<u>10,000.00</u>
Total Project Cost	<u>252,771.55</u>
Reconstruction Cap plus Soft Costs plus PM fees	<u>229,600.00</u>
Federal Share-150 cap plus Soft Costs plus PM fees	<u>179,600.00</u>
Non-Federal Share Global Match- remainder up to 50k	<u>50,000.00</u>
Amount to be deducted from TPCG Grant Total	<u>229,600.00</u>



Monday, February 20, 2017

Item Title:

Elevation of 105 Ledet Street, Montegut

Item Summary:

RESOLUTION: Obligating the necessary funding under the FEMA funded Terrebonne Parish Traditional Hazard Mitigation Grant Program/Hurricane Gustav, Project No. 1786-109-0001 and CDBG Isaac LMI Cost Share Program to complete the elevation of 105 Ledet Street, Montegut.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	2/15/2017	Executive Summary
Memo	2/15/2017	Cover Memo
Resolution	2/15/2017	Resolution
Financial Breakdown	2/15/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Elevation of 105 Ledet Street, Montegut, LA 70377

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution obligating the necessary funding under the FEMA funded Terrebonne Parish Traditional Hazard Mitigation Grant Program/Hurricane Gustav, Project No 1786-109-0001 and CDBG Isaac LMI Cost Share Program to complete the elevation of 105 Ledet Street, Montegut, LA 70377.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The purpose of this Resolution is to obtain approval of the elevation packet for 105 Ledet Street, Montegut, LA 70377 for Ervin Ledet, owner; and obligate the necessary HMGP/Hurricane Gustav funding and CDBG Isaac LMI Cost Share to complete this mitigation.

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

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

Chris Pulaski

Signature

2/9/2017

Date

February 9, 2017

MEMO TO: Gordon Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Item February 20th & 22nd, 2017
Hurricane Gustav HMGP Project No. 1786-109-0001
Property Elevation

Attached is a Resolution requesting the elevation of the property at 105 Ledet Street, Montegut, LA 70377 for Ervin Ledet, under the FEMA funded Terrebonne Parish Hurricane Gustav Hazard Mitigation Grant Program Project No. 1786-109-0001 and the CDBG Isaac LMI Cost Share Program.

Should you have any questions or require additional information, please contact me at extension 1400.

Thank you,

Chris Pulaski

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A RESOLUTION OBLIGATING THE NECESSARY FUNDING UNDER THE TERREBONNE PARISH FLOOD HAZARD MITIGATION GRANT PROGRAM/HURRICANE GUSTAV, PROJECT NO 1786-109-0001 AND CDBG ISAAC LOW-TO-MODERATE INCOME (LMI) COST SHARE PROGRAM TO COMPLETE THE STRUCTURE ELEVATION OF 105 LEDET STREET, MONTEGUT, LA 70377.

WHEREAS, the Terrebonne Parish Consolidated Government has been formally notified by FEMA that the Hurricane Gustav Flood Hazard Mitigation Grant Program (HMGP), Project No. 1786-109-0001, can proceed with the mitigation of the following property and;

WHEREAS, the Parish has received confirmation from the Louisiana Office of Community Development that Mr. Ledet is eligible to expend CDBG Isaac LMI Cost Share Program funds for:

Address: **105 Ledet Street**
 Montegut, LA 70377

Owned by: **Ervin Ledet;**

WHEREAS, under the administrative guidance of Solutient, the required “elevation packet” has been prepared and executed for the property owner recommending elevation through the programs.

NOW, THEREFORE, BE IT RESOLVED, by the Terrebonne Parish Council, (Community Development and Planning Committee), on behalf of the Terrebonne Parish Consolidated Government, that the necessary funding under the Terrebonne Parish Flood Hazard Mitigation Grant Program/Hurricane Gustav, Project No. 1786-109-0001 and CDBG Isaac LMI Cost Share Program be hereby obligated to mitigate the property above.

Ervin Ledet
105 Ledet St
Montegut LA 70377

Estimated Financial
Breakdown Document

Grant ID # TPCG Gustav 1786-109-0001
Hazard Mitigation Grant Program

Vendor: Orleans Shoring

HMGP ELEVATION DETAILS

Activity	Amount
Elevation	\$ 216,385.00
Personnel Lift/Handicap Ramp	\$ 25,300.00
Grant Management Fee	\$ 3,000.00
Potential Relocation Reimbursement (Est.)*	\$ 3,500.00
Total Project Cost	\$ 248,185.00

FUNDING SOURCE BREAKDOWN

	Responsible Party	Amount
Federal Share - up to 75%	FEMA HMGP Grant	\$ 184,763.75
Local Match - at least 25%		\$ -
	ICC**	\$ -
	Road Home	\$ -
	Homeowner Local Match	\$ 63,421.25
		\$ 63,421.25
Total		\$ 248,185.00

* Homeowner bears 25% of the costs of relocation

** Homeowner may qualify for up to \$30,000 in ICC benefits



Monday, February 20, 2017

Item Title:

Oyster Bed Surge Protection System

Item Summary:

RESOLUTION: Authorizing the Parish President to enter into a Cooperative Endeavor Agreement with the Coastal Restoration and Protection Authority (CPRA) to implement the Coastal Restoration Partnership Fund Grant to install an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	2/15/2017	Executive Summary
Memo	2/15/2017	Cover Memo
Resolution	2/15/2017	Resolution
Letter for the State of Louisiana	2/15/2017	Backup Material
Map	2/15/2017	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Resolution authorizing the President to enter into a Cooperative Endeavor Agreement with the Coastal Restoration and Protection Authority (CPRA) to implement the Coastal Restoration Partnership Fund grant.

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution authorizing the President to enter into the appropriate subgrantee agreement with the Coastal Restoration and Protection Authority (CPRA) to install an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour as described in Attachment A.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
To install an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour to protect the coastline and landward assets similar to the successful CWPPRA-funded demonstration project in Lake Barre as well as provide a public oyster seed beds.

TOTAL EXPENDITURE				
N/A				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL – N/A			ESTIMATED	
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	YES	IF YES AMOUNT BUDGETED:	\$104,550

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

Chris Pulaski

Signature

2/15/17

Date

February 15, 2017

MEMO TO: Gordon E. Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda for February 20th and February 22nd, 2017
CPRA Contract No. 2000219599
Oyster Bed Surge Protection System

Please find the following items for your review:

A resolution authorizing the Parish President to enter into a Cooperative Endeavor Agreement between Terrebonne Parish Consolidated Government and Coastal Restoration and Protection Authority (CPRA) to install an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour. I have attached the original application to the CPRA for a description of the project. The project, at this point, would focus on engineering for Lake Chien.

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

Chris

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 12-

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND THE COASTAL RESTORATION AND PROTECTION AUTHORITY TO IMPLEMENT THE CONSERVATION AND RESTORATION PARTNERSHIP FUND GRANT.

WHEREAS, the Terrebonne Parish Consolidated Government has applied for funding allocated through the Coastal Restoration and Protection Authority (CPRA) to install an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour as described in Attachment A, and

WHEREAS, by communication from the State of Louisiana dated October 10, 2016, Terrebonne Parish Consolidated Government has been notified that its application has been approved; and

WHEREAS, the approved funding for the installation of the surge protection system is as follows:

Federal Share (50%)	\$ 500,000
Non Federal Share (0%)	\$ 500,000
TOTAL PROJECT AWARD:	\$ 1,000,000

WHEREAS, the Coastal Restoration and Protection Authority (CPRA) has provided a Cooperative Endeavor Agreement (CEA) attached here as Attachment B; and

WHEREAS, Terrebonne Parish Consolidated Government will be a party to that agreement;

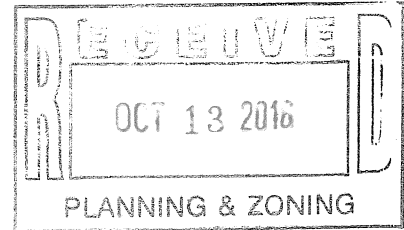
NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council that the Parish President is hereby authorized to enter into the appropriate CEA with the CPRA in order to receive funding and implement the surge protection project.



State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

October 10, 2016



Jennifer Gerbasi
Terrebonne Parish Consolidated Government
8026 Main Street, Second Floor
Houma, LA 70360

RE: CPRA Contract No. 2000219599
"Oyster Bed Surge Protection System"

Dear Ms. Gerbasi:

Enclosed are two (2) originals of the above referenced agreement. Please have the two originals signed and witnessed, and return both originals to this office as soon as possible. An executed copy will be returned to you upon completion of the approval process.

A certificate of insurance, affecting the coverage required by the Insurance Clause, must be submitted with the signed contract. The certificate must include the agreement number for which it is being submitted. Do not return the signed agreement if the coverages do not meet all these requirements.

If your organization is a minority or woman-owned enterprise, please send supporting documentation. This information is required for the purpose of reporting to federal funding agencies.

Please submit a formal, dated Board Resolution or the equivalent documentation indicating that the signatory is a corporate representative and authorized to sign this contract.

Should you have any questions, please contact me at (225) 342-1150 or Jordan.Delaune@la.gov.

Sincerely,

Jordan C. DeLaune
Coastal Resources Program Specialist

/jcd
Enclosures

Executive Division

Post Office Box 44027 • Baton Rouge, Louisiana 70804-4027 • 150 Terrace Avenue • Baton Rouge, Louisiana 70802
(225) 342-7308 • Fax (225) 342-4674 • <http://www.coastal.la.gov>
An Equal Opportunity Employer

STATE OF LOUISIANA**COOPERATIVE ENDEAVOR AGREEMENT**

THIS COOPERATIVE ENDEAVOR, made and entered into this ____ day of _____, 20____, the **Coastal Protection and Restoration Authority**, State of Louisiana (hereinafter sometimes referred to as "State") and **Terrebonne Parish Consolidated Government, 8026 Main Street, Second Floor, Houma, LA 70360**, (hereinafter referred to as "Contractor").

WITNESSETH:

WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that "for a public purpose, the state and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States, or its agencies, or with any public or private association, corporation, or individual"; and

WHEREAS, the agency desires to cooperate with the Contractor in the implementation of the Project as hereinafter provided;

WHEREAS, the public purpose is described as: The State will utilize the funding from the FY 2017 Conservation and Restoration Partnership Fund to take advantage of grants, donations, and other public/private partnership opportunities to support the implementation of high priority coastal restoration projects. This will allow the State to further leverage its funds to achieve its coastal restoration goals.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

SCOPE OF SERVICES

Contractor hereby agrees to furnish services as outlined in Attachment A, "Project Scope of Work."

CONTRACT MONITOR

Kent Bollfrass of the Coastal Protection and Restoration Authority, his successor, or his designee, will act as the contract monitor (hereinafter sometimes referred to as "Contract Monitor") for this project, to provide liaison between Contractor and State, and to perform various duties which are specifically provided for in this Contract and Attachment A.

PAYMENT TERMS

In consideration of the services described above, State hereby agrees to pay the Contractor a maximum fee of \$500,000.00. The total project cost is \$1,000,000.00, with Contractor contributing \$500,000.00 towards the total cost. This fee is inclusive of travel, out-of-pocket, and general expenses.

Payments will be made only on the approval of Kent Bollfrass, his successor, or his designee. Contractor shall submit a quarterly invoice for services performed. A monitoring report shall be submitted by the Contracting Party with each invoice for payment on Form CPRA-MR (Attachment B).

Project Name	CPRA Cost	Terrebonne Cost	Total
Oyster Bed Surge Protection System	\$500,000.00	\$500,000.00	\$1,000,000.00
Total Oyster Bed Surge Protection System Cost	\$500,000.00	\$500,000.00	\$1,000,000.00

See detailed budget breakdown on Attachment A.

This agreement is subject to and conditioned upon the availability and appropriation of funds.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation and identified under Federal tax identification number 72-6001390.

TERMINATION FOR CAUSE

The State may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that the State shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have either corrected such failure or, in the case of such failure which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place the Contractor in default and the contract shall terminate on the date specified in such notice. The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this contract; provided that the Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the state to cure the defect.

Notwithstanding the above, the Contractor will not be relieved of liability to the State for damages sustained by the State by virtue of any breach of the contract by the Contractor, and the State may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the State from the Contractor is determined.

CERTIFICATION OF DEBARMENT / SUSPENSION STATUS

Contractor certifies with its execution of this agreement that it is not suspended, debarred or ineligible from entering into contracts with any department or agency of the Federal Government, or in receipt of notice of proposed debarment or suspension.

Contractor agrees to secure from any contractor(s) and subcontractor(s) for the captioned project certification that such contractor(s) and subcontractor(s) are not suspended, debarred or declared ineligible from entering into contracts with any department or agency of the Federal Government, or in receipt of a notice of proposed debarment or suspension.

Contractor shall provide immediate notice to CPRA in the event of it or its contractor(s) or any subcontractor(s) being suspended, debarred or declared ineligible by any department or agency of the

Federal Government, or upon receipt of a notice of a proposed debarment or suspension, either prior to or after execution of this agreement.

Upon receipt of notice of suspension, debarment, or declaration that Contractor or its contractor(s) or any subcontractor(s) is/are ineligible to enter into contracts with any department or agency of the Federal Government, either prior to or after execution of this agreement, CPRA reserves the right to review cause for said debarment, suspension, or declaration of ineligibility, and to terminate this contract pursuant to the terms of Article in this agreement entitled TERMINATION OF CONTRACT FOR CAUSE, or take such other action it deems appropriate under this contract.

TERMINATION FOR CONVENIENCE

The State may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.

REMEDIES FOR DEFAULT

Any claim or controversy arising out of this contract shall be resolved by the provisions of LSA – R.S. 39:1672.2-1672.4.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by the State shall remain the property of the State, and shall be returned by Contractor to the State, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of the State, and shall, upon request, be returned by Contractor to the State, at Contractor's expense, at termination or expiration of this contract. In all such publications and/or presentations, CPRA must be acknowledged as a source of funding for the data collection/project.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of the State. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

AUDITORS

It is hereby agreed that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This contract shall begin on July 1, 2016 and shall terminate on June 30, 2019.

FISCAL FUNDING

The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

CONTRACTOR EMPLOYEE WHISTLEBLOWER RIGHTS AND REQUIREMENT TO INFORM

This Contract and employees working on this Contract will be subject to the whistleblower rights and remedies in the pilot program on Contractor employee whistleblower protections established at 41 U.S.C. 4712 by Section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and Federal Acquisition Regulation (F.A.R.) 3.908.

The Contractor shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the F.A.R.

The Contractor shall insert the substance of this clause, including this paragraph, in all subcontracts over the simplified acquisition threshold.

DISCRIMINATION CLAUSE

The contractor agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Contractor agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran status, political affiliation, disability, or age in any matter relating to employment. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

INSURANCE

Insurance shall be placed with insurers with an A.M. Best's rating of no less than A-: VI. This rating requirement shall be waived for Worker's Compensation coverage only.

Contractor's Insurance: The Contractor shall not commence work under this Contract until he has obtained all insurance required herein. Certificates of Insurance, fully executed by officers of the

Insurance Company written or countersigned by an authorized Louisiana State agency, shall be filed with the State of Louisiana for approval. The Contractor shall not allow any sub-contractor to commence work on his subcontract until all similar insurance required for the subcontractor has been obtained and approved. If so requested, the Contractor shall also submit copies of insurance policies for inspection. Said policies shall not hereafter be canceled without thirty (30) days' notice in advance to the State of Louisiana and consented to by the State of Louisiana in writing and the policies shall so provide.

Workers' Compensation Insurance: Before any work is commenced, the Contractor shall maintain during the life of the contract, Workers' Compensation Insurance for all of the Contractor's employees employed at the site of the project. In case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance for all the latter's employees, unless such employees are covered by the protection afforded by the Contractor.

Commercial General Liability Insurance: The Contractor shall maintain during the life of the Contract such Commercial General Liability Insurance which shall protect him, the State, and any subcontractor during the performance of work covered by the contract from claims or damages for personal injury, including accidental death, as well as for claims for property damages, which may arise from operations under the Contract, whether such operations be by himself or by a subcontractor, or by anyone directly or indirectly employed by either of them, or in such a manner as to impose liability to the State. Such insurance shall name the State as additional insured for claims arising from or as the result of the operations of the Contractor or his subcontractors. In the absence of specific regulations/provisions, the amount of coverage shall be as follows: Commercial General Liability Insurance, including bodily injury, property damage and contractual liability, with combined single limits of no less than \$1,000,000.

Errors and Omissions: Contractor shall be responsible to maintain Errors and Omissions coverage with limits of no less than \$1,000,000.00. This Errors and Omissions coverage must be maintained throughout the entirety of the term of this Contract.

Licensed and Non-Licensed Motor Vehicles and Watercraft: The Contractor shall maintain during the life of the Contract, Automobile Liability Insurance in an amount not less than combined single limits of \$1,000,000 per occurrence for bodily injury/property damage. Such insurance shall cover the use of any licensed and non-licensed motor vehicles engaged in operations within the terms of the Contract on the site of the work to be performed, unless such coverage is included in insurance elsewhere specified. Such insurance shall name the State as additional insured for claims arising from or as the result of the operations of the Contractor or his subcontractors.

If watercraft is engaged and/or utilized in any operations performed under this Contract, the Contractor shall maintain Watercraft Liability Insurance in an amount not less than combined single limits of \$1,000,000 per occurrence for bodily injury/property damage. Such insurance shall be maintained during the life of this Contract, and cover the use of any licensed and non-licensed watercraft engaged in operations within the terms of the Contract on the site of the work to be performed, unless such coverage is included in insurance elsewhere specified. If the watercraft engaged and/or utilized in any operations performed under this Contract is not owned and/or operated by the Contractor, then the Contractor shall require that any and all such subcontractors take and maintain the Watercraft Liability Insurance as prescribed and required by this Paragraph.

Subcontractor's Insurance: The Contractor shall require that any and all subcontractors, which are not protected under the Contractor's own insurance policies, take and maintain insurance of the same nature and in the same amounts as required of the Contractor in this section.

CODE OF ETHICS

The contractor acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (R.S. 42:1101 et. seq., Code of Governmental Ethics) applies to the Contracting Party in the performance of services called for in this contract. The contractor agrees to immediately notify the CPRA if potential violations of the Code of Governmental Ethics arise at any time during the term of this contract.

AGREEMENT APPROVAL

This Agreement shall not be effective until it has been approved and signed by all parties, and until it has been approved by the Division of Administration, Office of State Procurement.

AMENDMENTS

No amendment shall be effective unless it is in writing, signed by duly authorized representatives of both parties, and approved by the Division of Administration's Office of State Procurement..

*****THIS SPACE INTENTIONALLY LEFT BLANK*****

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this day of _____.

WITNESSES SIGNATURES:

Coastal Protection and Restoration Authority

Jordan Delaune
Signature

By: MA Ellis
Michael R. Ellis
Executive Director

10/7/16
Date

Jordan Delaune
(Print Name)

Richard
Signature

Allison Richard
(Print Name)

WITNESSES SIGNATURES:

Terrebonne Parish Consolidated Government:

Signature

By: _____ Date _____

(Print Name)

(Print Name)

Signature

(Print Title)

(Print Name)

**ATTACHMENT A
PROJECT SCOPE OF WORK**

Project Title: Oyster Bed Surge Protection System Engineering and Design

Presented to: Louisiana Coastal Protection and Restoration Authority

Proposed by: Terrebonne Parish

Contact: Jennifer Gerbasi- Division Manager/ Recovery Planner
Terrebonne Parish Consolidated Government
8026 Main Street, Second Floor
Houma Louisiana 70360
985.873.6565
jgerbasi@tpcg.org

Term of contract: 07/01/2016 – 06/30/2019

Federal Tax ID: 726001390

Goals

The goal of this effort is to construct an oyster bed surge protection system that would protect shorelines in Lake Tambour and Lake Chien in Terrebonne Parish.

Objectives:

- Acquire matching funds of \$104,550 to initiate Engineering and Design
- Collect field data needed to engineer and design of project to 100% level of design
- Perform modeling efforts needed to engineer and design project to 100% level of design
- Engineer and design project to 100% level of design
- Acquire no less than \$305,550 in matching funds to initiate construction phase
- Construct no less than 0.36 miles of shoreline in Lake Tambour and Lake Chien

Performance Measures

Engineering and Design Phase: Terrebonne Parish will acquire matching funds of \$104,550 to initiate Engineering and Design. After initiation Terrebonne Parish will provide quarterly updates to CPRA and a full Engineering and Design package. Payments from CPRA are based on invoices submitted by Terrebonne Parish and will only be approved after matching funds are acquired and contributed dollar for dollar with State funds.

Construction Phase: Terrebonne Parish will acquire matching funds of no less than \$395,450 to initiate construction. After initiation Terrebonne Parish will provide a final report and supporting documentation to CPRA for review and approval. Payments from CPRA are based on invoices submitted

by Terrebonne Parish and will only be approved after matching funds are acquired and contributed dollar for dollar with State funds. State funds for Construction Phase will only be approved for construction of the project.

Monitoring Plan

CPRA may conduct site visits to the project site before, during, and after completion of the project.

Deliverables

Engineering and Design Phase: Terrebonne parish will deliver the final Engineering and Design package and supporting materials.

Construction Phase: Terrebonne Parish will deliver final report and supporting materials documenting project completion.

Matching Funds

Engineering and Design Phase: The project partners are responsible for acquiring and providing \$104,550 of matching funds prior to Engineering and Design initiation.

Construction Phase: The project partners are responsible for acquiring and providing no less than \$395,450 of matching funds prior to Construction initiation.

Budget

Project Phase	State Contribution	Terrebonne Parish	Total
Engineering and Design	\$104,550	\$104,550	\$209,100
Construction	\$395,450	\$395,450	\$790,900

CONTRACT NO. _____
ATTACHMENT B

MONITORING REPORT

Date: _____

Contracting Party: _____ CPRA Contract No. _____

Project Title: “ _____ ”

Invoice No. _____ Invoice Amount: _____

Total Contract Amount: \$ _____ Balance: \$ _____

Total invoiced to date: \$ _____

I. WORK COMPLETED TO DATE (ACCORDING TO TYPE CONTRACT):

- A. Percentage of work completed [include percentage completed and/or milestones accomplished (give dates)].
- B. Hourly (include services performed and number of hours worked).
- C. Scope of Services Outlined by Tasks (include tasks completed or portion of task completed to date).
- D. Actual Costs Incurred
- E. Fee Schedule

II FOR EACH PROJECT A NARRATIVE OF IMPLEMENTATION PROGRESS INCLUDING:

- A. Tasks and/or milestones accomplished (give dates)

- B. Tasks and/or milestones not accomplished with explanation or assessment of:
 - 1. Nature of problems encountered:

2. Remedial action taken or planned:

3. Whether minimum criteria for measure can still be met:

4. Likely impact upon achievement:

III DELIVERABLES

IV OTHER DISCUSSIONS OF SPECIAL NOTE

Contracting Party _____ (Printed Name) _____ Date _____

Approval _____ (Printed Name) _____ Date _____
CPRA Contract Monitor

FISCAL YEAR 2016 CONSERVATION AND RESTORATION PARTNERSHIP FUND REQUEST FOR PROPOSALS Terrebonne Parish Oyster Bed Surge Protection System

1. Acreage conserved/restored

This Oyster Bed Surge Protection System is intended to protect 3.4 miles of shoreline in the widely unprotected shorelines of Lakes Tambour and Chien following a CWPPRA-funded demonstration project, TE-45, which documented clear benefits from the placement of Gabion mats on the shoreline to disrupt wave action on the marsh and significantly reduce shoreline marsh erosion. Oysters naturally recruit on the newly placed substrate creating a layer of living shell superstructure that appears to grow at a rate sufficient to maintain the protective height for surge attenuation over time regardless of mat subsidence and/or sea level rise. Artificial intertidal oyster reefs have been shown to be effective protection measure installed on marsh shorelines providing wave-protection without interfering with either navigation or oyster fishing rights in the adjacent subtidal bay bottoms, promoting essential fish and invertebrate habitat, and enhancing estuary water quality.

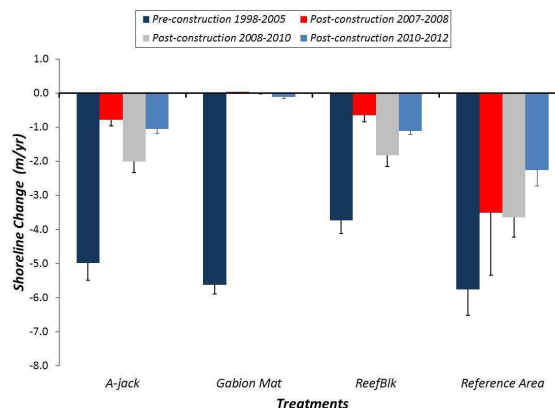


2. Synergism with other conservation/restoration efforts

This project will provide benefits to the north shorelines of Lakes Tambour and Chien just south of Isle de Jean Charles protecting the shoreline, bayous, and infrastructure. In addition to this project the Parish has initiated marsh restoration projects with thin mat systems north and south of Island Road, levees, and bank stabilization and freshwater introduction projects throughout the parish.

3. Project constructability

The proposed project follows a number of demonstration projects and oyster research that all support the feasibility of the effort. The conditions are comparable to previous sites that show significant retention compared to control sites. Salinity data mapped by The Nature Conservancy, discrete data sets from the Louisiana Department of Wildlife and Fisheries Department (LDWF), and CRMS data indicate that both sites will support oyster recruitment, survival, growth and reef formation with relatively insignificant impact by oyster predators. The project is scalable and the footprint can shift to provide optimal results based on soil conditions and bank stability. This type of nonstructural project will not necessarily build marsh, but the value of the protection of the existing shoreline can't be overstated. Without attention to the marsh buffer of natural shorelines and species, the grand scheme for levee protection will be the first line of defense rather than a part of multiple lines of defense.



4. Matching funds

At this time, the Parish is pursuing NDRC funding for 65% of the \$7.4M cost of the project. \$500,000 from CPRA would provide approximately 25% of the Parish contribution.

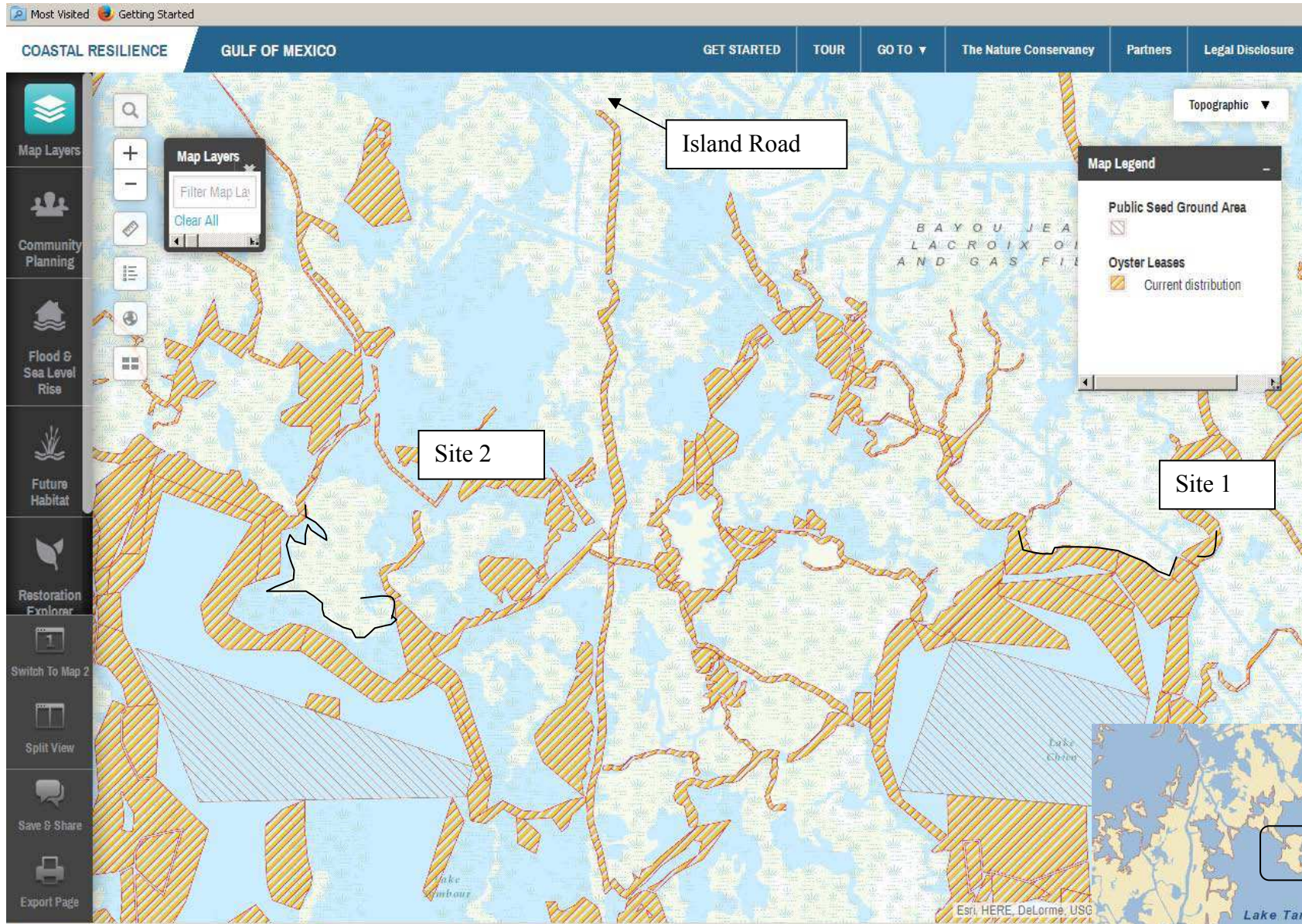
5. Consistency with the objectives of the 2012 Coastal Master Plan

Maintenance of shoreline integrity along Terrebonne Bay is a regional strategy in the Coast 2050 plan as well as the Parish Comprehensive Plan Vision 2030 and the Hazard Mitigation Plan Update 2015. It will enhance the Coastal Master Plan projects to create marsh south of Lake Tambour

Attachment A

(03a.MC.03p) and the Ridge Restoration project (03a.RC.06) that will restore the natural shoreline of lower Lake Chien and Lake Felicity to the south restoring the natural hydrology.

Attachment A



Terrebonne Parish Oyster Bed Surge Protection System

Category Number:
Item Number: 10.



Monday, February 20, 2017

Item Title:

Rescind Condemnation Order 300 Brooklyn

Item Summary:

Consider rescinding Condemnation Order for the residential structure located at 300 Brooklyn Avenue.

ATTACHMENTS:

Description

Previous action

Upload Date

2/17/2017

Type

Backup Material

The Chairman declared the motion adopted.

Nuisance Abatement Specialist Deon Stewart presented the historical background on the residential structure located at 1023 Goode Street, Houma, LA, owned by Berwick and Hallett Coleman, stating that this structure continues to be in violation. She explained that the roof/facia has not been maintained in a weather tight condition and staff recommends that the structure be condemned.

Ad Hoc Attorney Williams Duncelman stated that he had previously been in contact with Mr. Berwick Coleman but was unable to reach him for tonight proceedings.

Mr. J. Navy moved, seconded by Mr. S. Trosclair, "THAT, the Council find that the residential structure located at 1023 Goode Street, Houma, LA, owned by Berwick and Hallett Coleman, per the legal description,

"A certain lot of ground situated in the City of Houma, Parish of Terrebonne, Louisiana, having a front of Sixty (60') feet on the east side of Good Street, by depth of Sixty (60') feet between parallel lines; being the Sixty (60') most western feet of Lot Seven (7) of Block Seventy (70) of NEWTOWN, a subdivision of the City of Houma; said lot bounded on the north by Lot Five (5) of said Block Seventy (70), south by Honduras Street, east by the remainder of Lot Seven (7) and west by Good Street."

is in a dilapidated and dangerous condition that endangers the health, safety and welfare of the public. Accordingly, the structure is hereby condemned and the owner is hereby ordered to demolish, and/or remove the structure by February 28, 2017. In default of which the Terrebonne Parish Consolidated Government may proceed to do so, and in accordance therewith, the Parish Administration be authorized to proceed with the bidding process for the demolition and/or removal."

The Chairman called for the vote on the motion offered by Mr. J. Navy.

THERE WAS RECORDED:

YEAS: A. Marmande, D. J. Guidry, S. Trosclair, J. Navy, A. Williams, C. Duplantis-Prather and D. W. Guidry, Sr.

NAYS: None.

ABSENT: G. Michel and S. Dryden.

The Chairman declared the motion adopted.

Nuisance Abatement Specialist Deon Stewart presented the historical background on the residential and accessory structures located on 300 Brooklyn Avenue, Houma, LA, owned by William Washington, Annie Washington and Rashawn McGuire, stating that the structure continues to be in violation. She stated that it is unsuitable for human habitation; noted that the interior has not been maintained in a clean and sanitary condition and that staff recommends structure be condemned.

Ad Hoc Attorney William Duncelman stated that he has had no further contact with the heirs of the property located at 300 Brooklyn Avenue.

Ms. A. Williams moved, seconded by Mr. S. Trosclair, "THAT, the Council find that the residential structure located at 300 Brooklyn Avenue, Houma, LA, owned by William Washington, Annie Washington and Rashawn McGuire, per the legal description:

"A certain lot of ground situated in Section 6, T 17 S, R 17 E, Parish of Terrebonne, Louisiana, being better known and designated as Lots One and Two on a plat of PRICE SUBDIVISION per map made by Carl E. Heck; C.E., dated April 26, 1948, on file and of record in the Clerk's Office, Terrebonne Parish, Louisiana in COB 161-415 said lots having a combined frontage of One Hundred and three tenths feet (100.3') on the East side of Brooklyn Avenue by depth of One Hundred Twenty (120') feet along the Southern boundary of Lot One (1) and 116.01/2 on its Northern line of Lot Two (2) measuring a combined width along the rear boundary of One Hundred (100') feet; bounded North by Lot Three (3) and South by Lot Twenty-four (24), Daspitville Addition to City of Houma, West by Brooklyn Avenue and East by property of Jimmie Porche or assigns; together with all the buildings and improvements thereon, and all the rights, ways, privileges, servitudes and appurtenances belonging or in anywise appertaining."

is in a dilapidated and dangerous condition that endangers the health, safety and welfare of the public. Accordingly, the structure is hereby condemned and the owner is hereby ordered to demolish, and/or remove the structure by February 28, 2017. In default of which the Terrebonne Parish Consolidated Government may proceed to do so, and in accordance therewith, the Parish Administration be authorized to proceed with the bidding process for the demolition and/or removal.”

The Chairman called for the vote on the motion offered by Ms. A. Williams.

THERE WAS RECORDED:

YEAS: A. Marmande, D. J. Guidry, S. Trosclair, J. Navy, A. Williams, C. Duplantis-Prather and D. W. Guidry, Sr.

NAYS: None.

ABSENT: G. Michel and S. Dryden.

The Chairman declared the motion adopted.

Mr. J. Navy moved, seconded by Mr. A. Marmande, “THAT, the Council continue the condemnation hearing, until April 24, 2017 at 5:30 p.m., on the residential structure located at 1303 Miles Street, Houma, LA, owned by Michael Sobert.”

The Chairman called for the vote on the motion offered by Mr. J. Navy.

THERE WAS RECORDED:

YEAS: A. Marmande, D. J. Guidry, S. Trosclair, J. Navy, A. Williams, C. Duplantis-Prather and D. W. Guidry, Sr.

NAYS: None.

ABSENT: G. Michel and S. Dryden.

The Chairman declared the motion adopted.

Councilwoman A. Williams stated that she has spoken to an heir to the property located at 521 Crescent Blvd. and he will be in town on tomorrow (January 18) to speak to someone concerning this property. She stated that the owner asked that the Council continue this matter.

Ms. A. Williams moved, seconded by Mr. A. Marmande, “THAT, the Council continue the condemnation hearing, until April 24, 2017 at 5:30 p.m., on the residential structure located at 521 Crescent Blvd., Houma, LA, owned by Wayne and Kathleen LeCompte.”

The Chairman called for the vote on the motion offered by Ms. A. Williams.

THERE WAS RECORDED:

YEAS: A. Marmande, D. J. Guidry, S. Trosclair, J. Navy, A. Williams, C. Duplantis-Prather and D. W. Guidry, Sr.

NAYS: None.

ABSENT: G. Michel and S. Dryden.

The Chairman declared the motion adopted.

Mr. A. Marmande moved, seconded by Ms. A. Williams, “THAT, the Council close the condemnation hearing on the residential structure located at 170 Marjorie Street, Dulac, LA, owned by Lawrence Allen Parfait, due to the repairs that have been made and the structure is now occupied.”

The Chairman called for the vote on the motion offered by Mr. A. Marmande.

THERE WAS RECORDED:

YEAS: A. Marmande, D. J. Guidry, S. Trosclair, J. Navy, A. Williams, C. Duplantis-Prather and D. W. Guidry, Sr.

NAYS: None.

ABSENT: G. Michel and S. Dryden.

The Chairman declared the motion adopted.

Mr. J. Navy moved, seconded by Ms. A. Williams, “THAT, the Council continue the condemnation hearing, until April 24, 2017 at 5:30 p.m., on the residential structure located at 1231 Wallis Street, Houma, LA, owned by Genece Baker, due to substantial improvements to the structure being made.”

The Chairman called for the vote on the motion offered by Mr. J. Navy.