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# **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 Venita H. Chauvin, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

### **AGENDA**

July 24, 2017  
5:40 PM

Parish Council Meeting Room

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**NOTICE TO THE PUBLIC:** If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. Individuals addressing the council should be respectful of others in their choice of words and actions. Thank you.

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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**CALL MEETING TO ORDER**

**ROLL CALL**

- 1. RESOLUTION:** That Terrebonne Parish Consolidated Government form a collaborated effort with the Terrebonne Economic Development District, Fletcher Community Technical College and other Parish entities, to establish programs to hold seminars, mentoring programs, training programs, etc., that will inform small disadvantaged businesses of federal funding that may be available to them to help grow their businesses
- 2. RESOLUTION:** Authorizing the Parish President to enter into the appropriate agreement with Marrero, Couvillon & Associates, L.L.C. to provide Engineering Services as needed for Generator Sizing and Installation at the Government Towers located at 8026 Main Street, Houma.

### 3. Adjourn

Category Number:  
Item Number:



Monday, July 24, 2017

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**Item Title:**  
INVOCATION

**Item Summary:**  
INVOCATION

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Category Number:  
Item Number:



Monday, July 24, 2017

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Monday, July 24, 2017

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**Item Title:**

Federal funding-Small Disadvantage Businesses

**Item Summary:**

RESOLUTION: That Terrebonne Parish Consolidated Government form a collaborated effort with the Terrebonne Economic Development District, Fletcher Community Technical College and other Parish entities, to establish programs to hold seminars, mentoring programs, training programs, etc., that will inform small disadvantaged businesses of federal funding that may be available to them to help grow their businesses

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
CDBG Disadv Businesses	7/6/2017	Backup Material
Proposed Resolution	7/24/2017	Resolution

**From:** [navyent](#)  
**To:** [Suzette Thomas](#)  
**Subject:** Agenda Item  
**Date:** Wednesday, July 5, 2017 3:25:47 PM

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Discussion and possible regarding CDBG funding and including Small Disadvantage  
Businesses in the process across the parish



Monday, July 24, 2017

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**Item Title:**

Generator Redundant Power for the Government Towers

**Item Summary:**

RESOLUTION: Authorizing the Parish President to enter into the appropriate agreement with Marrero, Couvillon & Associates, L.L.C. to provide Engineering Services as needed for Generator Sizing and Installation at the Government Towers located at 8026 Main Street, Houma.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	7/19/2017	Executive Summary
Memo	7/19/2017	Cover Memo
Resolution	7/19/2017	Resolution
RFQ Ranking	7/19/2017	Backup Material



**EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Resolution for procurement for the engineering services for the Generator Redundant Power for the Government Tower.

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution authorizing the president to enter into the appropriate agreement with Marrero, Couvillon & Associates, L.L.C. to provide a Engineering Services as needed Generator Sizing and Installation at the Government Tower located at 8026 Main Street, Houma, 70360.

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 Marrero, Couvillon & Associates, L.L.C for engineering services as needed for Generator Sizing and Installation of the emergency generator to supply redundant power at the Government Tower located at 8026 Main Street, Houma, 70360. This new generator is intended to allow the tower to have power, and therefore be able to function as the seat of government, whenever it is safe to occupy the structure even if the electric utility is down or the delivery system compromised.

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

Chris Pulaski

7/19/17

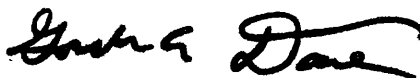
Signature

Date



July 19, 2017

MEMO TO: Gordon Dove  
Parish President



FROM: Chris Pulaski, Director  
Planning and Zoning Department



SUBJECT: Request for Agenda Item July 24<sup>th</sup> and 26<sup>th</sup>, 2017

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Please find the resolution to authorize the appropriate agreement with Marrero, Couvillon & Associates, L.L.C. for your review. They will provide project generator sizing and installation engineering services for the Government Tower.

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

**RFQ Review and Ranking Forms**  
**Ranking July 6, 2017**  
**RFQ Engineering Services**  
**Generator Sizing and Installation**

	MS Benbow & Associates	Stuart Consulting Group	Infinity Engineering Consultants, LLC	Marrero, Couvillon & Associates, LLC	Providence Engineering and Design, LLC	Lucien T. Vivien Jr. & Associates Consulting MEP Engineers	Burk-Klempeter, Inc.
1. Corporate Background and Experience	20	5	20	20	20	20	20
2. Knowledge of Local Conditions	10	0	8	10	10	6.5	8
3. Approach and Methodology	20	20	20	20	20	19	20
4. Resumes, Proposed Staff Qualifications	20	10	20	15	20	19	20
5. Availability to Perform in 120 Days	20	0	20	20	20	20	20
	90	35	88	85	90	88	86.5
							88

*Mr. Powers*  
*7/17/17*

OFFERED BY:  
SECONDED BY:

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO EXECUTE THE APPROPRIATE CONTRACT FOR GENERATOR SIZING AND INSTALLATION ENGINEERING SERVICES FOR THE GOVERNMENT TOWER BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND MARRERO, COUVILLON & ASSOCIATES, L.L.C.

**WHEREAS**, Terrebonne Parish has been awarded funding from the Federal Emergency Management Agency through the Governor's Office of Homeland Security and Emergency Preparedness to purchase and install a generator as a redundant power supply for the Government Tower; and

**WHEREAS**, in accordance with federal procurement requirements, the Department of Planning and Zoning formally solicited statements of qualifications to provide generator sizing and installation engineering services as needed for the Government Tower located at 8026 Main Street, Houma, LA 70360; and

**WHEREAS**, after reviewing and ranking the seven (7) responses received, Marrero, Couvillon & Associates, L.L.C. 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 with Marrero, Couvillon & Associates, L.L.C. to provide generator sizing and installation engineering services for the Government Tower.

**RFQ Review and Ranking Forms**  
**Ranking July 6, 2017**  
**RFQ Engineering Services**  
**Generator Sizing and Installation**

Lucien T. Vivien Jr.  
 & Associates

MS Benbow &  
 Associates

Stuart Consulting  
 Group

Infinity Engineering  
 Consultants, LLC

Marrero, Couvillon  
 & Associates, LLC

Providence  
 Engineering and  
 Design, LLC

Consulting MEP  
 Engineers

Burk-Kleinpeter,  
 Inc.

1. Corporate Background and Experience	20	5	20	20	20	20	20	20
2. Knowledge of Local Conditions	10	0	8	10	10	10	6.5	8
3. Approach and Methodology	20	20	20	20	20	19	20	20
4. Resumes, Proposed Staff Qualifications	20	10	20	15	20	19	20	20
5. Availability to Perform in 120 Days	20	0	20	20	20	20	20	20
	90	35	88	85	90	88	86.5	88

*Hugh Powers 7/17/17*  
*Debas 7/6/17*