
TERREBONNE PARISH COUNCIL

BUDGET AND FINANCE COMMITTEE

Mr. John Amedee	Chairman
Mr. Dirk Guidry	Vice-Chairman
Mr. John Navy	Member
Mr. Carl Harding	Member
Mr. Gerald Michel	Member
Ms. Jessica Domangue	Member
Mr. Darrin W. Guidry, Sr.	Member
Mr. Daniel Babin	Member
Mr. Steve Trosclair	Member



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

AGENDA

August 9, 2021
5:35 PM

Robert J. Bergeron Government Tower Building
8026 Main Street
2nd Floor Council Meeting Room
Houma, LA 70360

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located **on the table near the entrance into the building** 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

CALL MEETING TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Presentation of the 2021 Audit by Bourgeois Bennett.
2. **RESOLUTION:** Concurring with the recommendation of the Parish Administration to award Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract) to the lowest qualified bidders: Arkansas Electric, Buccaneer Services, Stuart C. Irby Company, Utility & Industrial Supply, Wesco Distribution, Inc., Gresco Utility Supply, Reulet Utilities Supply, and Techline, Inc.
3. **RESOLUTION:** Concurring with the recommendation of the Parish Administration to award the proposal for Meter Reading Handheld Devices and Management Software to United Systems and Software, Inc.

4. **RESOLUTION:** Concurring with the recommendation of the Parish Administration to award Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory to the lowest qualified bidder, Associated Pump & Supply, LLC.
5. **RESOLUTION:** Concurring with the recommendation of the Parish Administration to award Bid #18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property at 509 Westview Dr. to Tremaine White.
6. **RESOLUTION:** Concurring with the recommendation of the Parish Administration to award Bid #20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property at 418 Naquin St. to Doris Allen.
7. **RESOLUTION:** Concurring with the recommendation of the Parish Administration to award Bid #20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property at 414 Louise St. to Earl Hartman.
8. **RESOLUTION:** Authorizing Parish President Gordon E. Dove to execute a Cooperative Agreement with LSU AgCenter, Cooperative Extension Service of Terrebonne Parish, to provide Cooperative Extension services for Parish residents.
9. **RESOLUTION:** Declaring vehicles, computers, and miscellaneous equipment from various departments/divisions having a value of less than \$5,000 as surplus and authorizing said items to be disposed of by any legally approved methods.
10. Present resolution for discussion and approval to support the dedication of \$6,000,000 dollars of the remaining \$13,733,161 in American Rescue Plan Act Funding to repair roads and road panels in the parish, if Federal guidelines allow.
11. Consider approving the co-sponsorship request for the Maw Maw's Walker event on Saturday, September 25, 2021 from 12:00 p.m. to 10:00 p.m. at 8033 Main Street.
12. Consider approving the co-sponsorship request for the "Affiliate Appreciation" event being held on Friday, September 9, 2021 from 10:00 a.m. to 4:00 p.m. at the Municipal Auditorium.
13. Consider approving the co-sponsorship request for the September to Remember Festival on Saturday, September 4, 2021 from 9:00 a.m. to 6:00 p.m. at 7856 West Main Street, Houma, LA.
14. Introduce an ordinance to amend the 2021 Adopted Operating Budget, 5-Year Capital Outlay Budget, and Budgeted Positions of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:
 - I. Road Lighting District #10, \$5,000
 - II. Houma Downtown Marina, \$5,842
 - III. Houma Downtown Marina, \$2,800
 - IV. Le Petit Facility Improvements, \$10,000
 - V. Engineering, -0-
 - a. add one Engineer in Training Grade 205
 - VI. Sanitation-new department, \$514,360
 - VII. Civic Center Sidewalks, \$211,701
 - VIII. East Houma/East Park Walking Trails, \$10,000and call a public hearing on said matter on Wednesday, August 25, 2021 at 6:30 p.m.
15. Adjourn

Category Number:
Item Number:



Monday, August 9, 2021

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Monday, August 9, 2021

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number: 1.



Monday, August 9, 2021

Item Title:

2021 Audit Presentation

Item Summary:

Presentation of the 2021 Audit by Bourgeois Bennett.

ATTACHMENTS:

Description

Executive Summary

Upload Date

8/4/2021

Type

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Presentation of 2020 Audited Comprehensive Annual Financial Report from Bourgeois Bennett, LLC.

PROJECT SUMMARY (200 WORDS OR LESS)
Report by Dan Toepfer, CPA from Bourgeois Bennett, LLC.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
See Above

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

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

s/Kandace M. Mauldin, CFO

Signature

August 4, 2021

Date



Monday, August 9, 2021

Item Title:

Resolution to Award Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

Item Summary:

RESOLUTION: Concurring with the recommendation of the Parish Administration to award Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract) to the lowest qualified bidders: Arkansas Electric, Buccaneer Services, Stuart C. Irby Company, Utility & Industrial Supply, Wesco Distribution, Inc., Gresco Utility Supply, Reulet Utilities Supply, and Techline, Inc.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/5/2021	Executive Summary
Resolution	8/5/2021	Resolution
Support Material	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

PROJECT SUMMARY (200 WORDS OR LESS)

To award bid to Arkansas Electric, Buccaneer Services, Stuart C. Irby Company, Utility & Industrial Supply, Wesco Distribution, Inc., Gresco Utility Supply, Reulet Utilities Supply and Techline

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To replace/replenish the warehouse stock of electrical inventory products to be used by Utilities Department

TOTAL EXPENDITURE

This is considered Warehouse inventory and no budget is given. Quantities may increase or decrease within the contract period

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☒ N/A

NO

YES

IF YES AMOUNT
BUDGETED:

Warehouse inventory, no budget
given

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

1

2

3

4

5

6

7

8

9

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 21-

WHEREAS, on June 16, 2021 bids were received by the Terrebonne Parish Consolidated Government (TPCG) for Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12 Month Requirements Contract) for the Warehouse Division, and

WHEREAS, after careful review by Angela Guidry, Purchasing/Warehouse Manager and Gregory Lewis, Electric Distribution Superintendent , it has been determined that the lowest qualified bids are that of Arkansas Electric, Buccaneer Services, Stuart C. Irby Company, Utility & Industrial Supply, Wesco Distribution Inc., Gresco Utility Supply, Reulet Utilities Supply and Techline Inc., in the amounts on the attached listings, and

WHEREAS, should the awarded vendor be unable to supply the Warehouse Division with the required electrical inventory products, the Purchasing Division shall be authorized to award the item(s) to the next lowest qualified bidder, and

WHEREAS, Parish Administration has concurred with the recommendation to award Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12 Month Requirements Contract) to the aforementioned bidders as per attached documents.

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of Parish Administration be approved for the purchase of electrical products for Warehouse inventory as per the attached documents

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared this resolution adopted this _____ day of

_____ 2021.

Bid Cover Sheet

Bid Name: Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

Bid(s) Received: 8 **Bid Date:** 06/16/2021 **Bids Opened By:** Gina Bergeron

Bidder's Name:	Amount:	Check:	Bond:
Arkansas Electric	\$0.00		0.00
Buccaneer Services	\$0.00		0.00
Gresco	\$0.00		0.00
Reulet Electric Supply	\$0.00		0.00
Stuart C. Irbly Co.	\$0.00		0.00
Technline Inc.	\$0.00		0.00
Utility & Industrial Supply	\$0.00		0.00
Wesco Distribution	\$0.00		0.00

Award Bid To: **Amount:** .00

Purshasing Department Comments:

Eight bids were submitted. All eight bidders provided the proper documentation as required by " Instructions for Bidders". The file is being forwarded to the requesting Division for review of compliance with the specifications and award recommendations.

Angela Gудry, Division Head	Date
Kandace Maudin, Department Head	Date
Kandace Maudin, Chief Financial Officer	Date
Michael C. Toups, Parish Manager	Date
Gordon E. Dove, Parish President	Date
Angela Gудry, Purchasing Manager	Date

Purchasing Bid Form Listing

▼

TPCG Secure Login

Gina Bergeron - gbergeron@tpcg.org

[Main Menu](#) [Help](#) [Logout](#)

Purchasing Bid Form Listing > Maintenance Bid: '7810'

< - Return to List

Approval Details

Printer Version

Bid Form Id: 7810

Bid Name: Bid 21-WHSE-23 Purchase of New/Unused Electrical In

Bids Opened By: Gina Bergeron

Department: Finance

Division:

Bid Type: Bid Cover Sheet

Approval Sequence:

1. Reviewer - approved on 06/30/2021 by purth03

2. Division Head

3. Department Head

4. Chief Financial Officer

5. Parish Manager

6. Parish President

7. Purchasing Manager

* Date: 06/16/2021 (mm/dd/yyyy)

Related RFB: Purchase of New/Unused Electrical Inventory Products 2021(12-Month Req...

Charge Account: 380-000-1151-00

Estimated Price: 80000.00

Amount Budgeted: .00

Status: Pending

Comments: Eight bids were submitted. All eight bidders provided the proper documentation as required by "Instructions for Bidders". The file is being forwarded to the requesting Division for review of compliance with the specifications and award recommendations.

Award Bid To:

Award Amount: .00

Bidders:

* Name:	Arkansas Electric
* Amount:	.00
* Check:	0
* Bond:	0.00

Remove Bidder Entry

* Name:	Buccaneer Services
* Amount:	.00
* Check:	0
* Bond:	0.00

Remove Bidder Entry

* Name:	Gresco
* Amount:	.00
* Check:	0
* Bond:	0.00

Remove Bidder Entry

* Name:	Reulet Electric Supply
* Amount:	.00
* Check:	0
* Bond:	0.00

Remove Bidder Entry

* Name:	Stuart C. Irby Co.
* Amount:	.00
* Check:	0
* Bond:	0.00

Remove Bidder Entry

* Name:	Techline Inc.
* Amount:	.00
* Check:	0
* Bond:	0.00

Remove Bidder Entry

* Name:	Utility & Industrial Supply
* Amount:	.00
* Check:	0
* Bond:	0.00

Remove Bidder Entry

*

 Name:

Wesco Distribution

*

 Amount:

.00

*

 Check:

0

*

 Bond:

0.00

Remove Bidder Entry

Add New Bidder

Additional Departments

Department	Division	ChargeAccount
Documents:		
21-WHSE-23 Elec Inv CAH tab.xls - Added By Gina Bergeron (purh05)		Bid Tabulations
DOC062221.pdf - Added By Gina Bergeron (purh05)		Bid Documents
		Edit
		Delete

Add New Document

Save Changes

* Denotes required fields.

Bid added by Gina Bergeron on 06/22/2021

OFFICIAL BID FORM
SECTION "A"

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

INDIVIDUAL AWARD: It is the intent of the TPCG to award all items on an individual basis to the lowest responsive and responsible bidder for each item.

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) is familiar with the delivery site, and hereby proposes to provide materials and supplies as required during the course of the contract, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated May 2021

NAME OF BIDDER: Arkansas Electric Cooperatives, INC

ADDRESS OF BIDDER: #1 Cooperative Way
Little Rock, AR

NAME OF AUTHORIZED SIGNATORY BIDDER: *(Printed or Typed)* Jonathon Oliver

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER _____

TITLE OF AUTHORIZED SIGNATORY BIDDER: VP of Sales - AECl

DATE: 06/16/2021

Signature Authorization: *(Required By All Bidders)* **Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)**



Arkansas Electric Cooperatives, Inc.

Reliable • Affordable • Responsible

1 Cooperative Way
P.O. Box 194208
Little Rock, Arkansas 72219-4208
(501) 570-2200

CERTIFICATE OF AUTHORITY

Terrebonne Parish Consolidated Government
Attn: Purchasing Division
301 Plant Road
Houma, Louisiana 70361

Re: Arkansas Electric Cooperatives, Inc.

To Whom It May Concern,

I, Buddy Hasten, President and CEO of Arkansas Electric Cooperatives, Inc. ("AECI"), do, by my signature below, certify that:

AECI is an electric cooperative corporation duly organized and existing under the laws of the State of Arkansas;

AECI is registered to do business as a foreign corporation with the Secretary of State of the State of Louisiana.

Jonathan Oliver, AECI's Vice President for Utility Sales and Services, is authorized to make, execute and approve, on behalf of AECI, any and all bids, proposals, contracts, or amendments thereof, entered into by and between AECI and the Terrebonne Parish Consolidated Government.

In witness whereof, I hereby set my hand this 16th day of June, 2021.

Vernon Hasten

Vernon Hasten
President and CEO
Arkansas Electric Cooperatives, Inc.
1 Cooperative Way
P.O. Box 194208
Little Rock, Arkansas 72219-4208
Telephone: 501-570-2200

STATE OF ARKANSAS }
 }ss
COUNTY OF PULASKI }

Subscribed and sworn to before me this 16th day of June, 2021.

KATHY BOYTE
Arkansas - Saline County
Notary Public - Comm # 12693792
My Commission Expires Jun 3, 2025

Kathy Boyte
Notary Public

OFFICIAL BID FORM
SECTION "A"

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

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NAME OF BIDDER: Bucanier Services Inc.

ADDRESS OF BIDDER: 2400 Cantrell Rd Suite 100
Little Rock, AR 72202

NAME OF AUTHORIZED SIGNATORY BIDDER: (Printed or Typed) Albert Tucker

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER Albert Tucker

TITLE OF AUTHORIZED SIGNATORY BIDDER: Utility Vice President

DATE: 6/14/21

Signature Authorization: (Required By ALL Bidders) Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(8)(5)

CORPORATE RESOLUTION

BE IT RESOLVED, by the board of Directors of Lucretia H. Staw, Inc
in a meeting duly assembled that

Name David T. Fries Title CEO

of the Corporation, be, and he/she is hereby authorized, empowered and directed for an on behalf of the Corporation to negotiate for and sign any and all bid proposals and/or contracts which this Corporation might enter for the furnishing of materials, supplies or services for the Corporation under such terms, conditions and stipulates, and for such consideration as he/she might deem to be in the best interest of the Corporation.

I, David T. Fries (Name) Secretary of
do hereby certify that the above and
foregoing is a true and correct copy of Resolution unanimously adopted at a meeting of the
Board of Directors of said Corporation held on the 11 day of
June, 2021 at which meeting all members of the Board of
Directors were present and voted thereon and that said Resolution has been spread upon the
minute books of the Corporation, and same is in full force and effect.

WITNESS MY SIGNATURE THIS 14 day of

June, 2021, at 2400 CAMDEN RD LITTLE ROCK Month
Year Address

Secretary David T. Fries

Printed or Typed Name David T. Fries

OFFICIAL BID FORM
SECTION "A"

Bid 21-WPSC-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

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The undersigned bidder hereby declares and represents that she/he: a) has carefully examined and understands the Bidding Documents; b) has not received, relied on, or based his bid on any verbal instructions, contrary to the Bidding Documents or any addenda; c) is familiar with the delivery site, and hereby proposes to provide materials and supplies as required during the course of the contract; All in strict accordance with the Bidding Documents prepared by TPCG Purchasing Division and dated May 2021.

NAME OF BIDDER: STESCO

ADDRESS OF BIDDER: 63 Bryden Rd.
Ball LA 71405

NAME OF AUTHORIZED SIGNATORY BIDDER: (Printed or Typed) Justin Tarver

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER Justin Tarver

TITLE OF AUTHORIZED SIGNATORY BIDDER: District Manager of LA

DATE: 6/15/21

Signature Authorization: (Required by All Bidders) Written evidence of the person signing the bid shall be submitted in the form of bidding in accordance with LA R.S. 38:221(2)(3)(5).



Corporate Headquarters

1135 Rumble Road
Forsyth, GA 31029
(478) 315-0850

February 3, 2020

Gina Bergeron
Terrebonne Parish Consolidated Government
301 Plant Road
Houma, Louisiana 70363

Dear Mrs. Bergeron,

I would like to take this opportunity to thank you for your business and your confidence in our organization. I the undersigned, hereby confirm that Joey Arroyo, Senior VP, Public Power of AL, MS, LA & TN or Amanda Thompson, Inside Sales of Mississippi/Alabama Divisions or Justin Tarver, District Manager, representatives of Gresco Utility Supply is authorized to execute contract agreements pertaining to Services and Electrical Stock Material with the Terrebonne Parish Consolidated Government.

Sincerely,

Steve Gramling
President/CEO
Gresco Utility Supply, Inc.

Alabama Division	Florida Division	Georgia Division	Louisiana Division	Mississippi Division	Tennessee Division
795 Cottonwood Rd. Dothan, AL 36301 (888) 766-0621	6421 CR 219 Wildwood, FL 34785 (877) 743-0622	1135 Rumble Rd. Forsyth, GA 31029 (800) 504-2534	1070 Cindare Dr. Port Allen, LA 70767 (866) 766-0621	201 Factory Rd. Mt. Olive, MS 39119 (866) 415-7719	448 Brick Church Park Dr Nashville, TN 37207

OFFICIAL BID FORM
SECTION "A"

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

INDIVIDUAL AWARD: It is the intent of the TPCG to award all items on an individual basis to the lowest responsive and responsible bidder for each item.

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NAME OF BIDDER: Reulet Electric Supplies

ADDRESS OF BIDDER: 11036 Airline Highway

Baton Rouge, LA. 70816

NAME OF AUTHORIZED SIGNATORY BIDDER: *(Printed or Typed)* Lance Reulet

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER 

TITLE OF AUTHORIZED SIGNATORY BIDDER: Partner

DATE: 06/16/2021

Signature Authorization: (Required By ALL Bidders) Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)



11036 Airline Highway, Baton Rouge, LA 70816
P.O. Box 15276, Baton Rouge, LA 70895
Phone:(225)293-5432 Fax:(225)293-4267

CORPORATE RESOLUTION

BE IT RESOLVED BY THE Board of Directors of Reulet Electric Supplies, a corporation organized and existing under the laws of the State of Louisiana, and domiciled in the City of Baton Rouge, that Michael W Chancellor, Manager of the Corporation and/or Lance Reulet of the Corporation, be, and are hereby authorized and empowered to execute any and all contracts of whatever kind on behalf of the Corporation with the Terrebonne Parish Consolidated Government and to do all things necessary in the premises.

Reulet Electric Supplies, L.L.C

BY: 

Mike Chancellor - Chancellor, Inc.
Managing Member

BY: 

Lance Reulet - RBHC LLC
Member

BY: 

Travis Reulet - RBHC LLC
Member

BY: 

Cody Reulet - RBHC LLC
Member

BY: 

Shane Reulet - RBHC LLC
Member

Date: 02/06/18

OFFICIAL BID FORM
SECTION "A"

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

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NAME OF BIDDER: Shurt C. (Ray) Co.

ADDRESS OF BIDDER: 7984 Commerce Ave
Baton Rouge, LA 70815

NAME OF AUTHORIZED SIGNATORY BIDDER: *(Printed or Typed)* Tracy Johnson

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER Tracy Johnson

TITLE OF AUTHORIZED SIGNATORY BIDDER: Branch Operations Manager

DATE: 6/11/2021

Signature Authorization: (Required By All Bidders) Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)



STUART C. IRBY CO.
ELECTRICAL DISTRIBUTION

April 4, 2014

To Whom It May Concern:

This letter is to inform you that Tracy Johnson has the authority to sign and submit bids for Stuart C. Irby Co.

Should you require additional information, or if I can be of further assistance, please contact me.

Sincerely,


John Honigfort
Vice President – Finance

OFFICIAL BID FORM
SECTION "A"

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

INDIVIDUAL AWARD: It is the intent of the TPCG to award all items on an individual basis to the lowest responsive and responsible bidder for each item.

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) is familiar with the delivery site, and hereby proposes to provide materials and supplies as required during the course of the contract, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated May 2021

NAME OF BIDDER: Techline, Inc.

ADDRESS OF BIDDER: 4001 Lakeside Dr
Alexandria, LA 71302

NAME OF AUTHORIZED SIGNATORY BIDDER: (*Printed or Typed*) John Mathews

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER John Mathews

TITLE OF AUTHORIZED SIGNATORY BIDDER: Territory Manager

DATE: 6/15/21

Signature Authorization: (Required By ALL Bidders) Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)



9609 Beck Circle Austin Texas 78758

Phone: 512-833-5401
Fax: 512-615-8151

LETTER OF AUTHORIZATION

January 4, 2021

Terrebonne Parish Consolidated Government
Purchasing Division
301 Plant Road
Houma, LA 70363

To Whom It May Concern:

I the undersigned, hereby authorize John Mathews to act on behalf of Techline Inc. Utility Supply in all matters relating to Terrebonne Parish Consolidated Government, including negotiating for and signing any and all bid proposals and/or contracts which Techline Inc. Utility Supply might enter for furnishing of materials, supplies or services to Terrebonne Parish Consolidated Government.

This authorization is valid until December 31, 2021.

Sincerely,

Lewis Rhoden, President

OFFICIAL BID FORM
SECTION "A"

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

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The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) is familiar with the delivery site, and hereby proposes to provide materials and supplies as required during the course of the contract, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated May 2021

NAME OF BIDDER: WESCO Distribution

ADDRESS OF BIDDER: 200 Matrix Loop
Lafayette, LA 70507

NAME OF AUTHORIZED SIGNATORY BIDDER: *(Printed or Typed)* Scott Head

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER *Scott Head*

TITLE OF AUTHORIZED SIGNATORY BIDDER: District Operations Manager

DATE: 6/15/21

Signature Authorization: (Required By All Bidders) Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)



WESCO
DISTRIBUTION®

Date: January 4, 2021

To: Vice Presidents of Operations
Directors of Operations and General Managers
Sales Directors (Utility)
District Managers
Branch Managers

From: WESCO Corporate Headquarters

Subject: Signatory Authority Delegation

1. **Purpose:** The purpose of this memorandum is to delegate to you the authority to sign bid documents, customer contracts and related documents, provided that said documents and contracts have been first approved internally in accordance with the Corporate Levels of Authority (LOA). The LOA document is available on the company's intranet site.
2. **Authority:** The WESCO Distribution, Inc. Board of Directors adopted a Delegation of Authority Resolution on February 28, 1994, authorizing me to delegate authority to you to perform certain duties in the ordinary conduct of WESCO's business. I hereby delegate to you the signatory authority described in paragraph 1 hereof. You shall not re-delegate this authority to any other person.
3. **Acquisitions and Divisions:** The signatory authority described in paragraph 1 shall include the management of WESCO's acquired subsidiaries (including Anixter Inc.), divisions and all business locations.
4. **Performance of Duties:** In addition to exercising this authority in accordance with the review and approval requirements set forth by the LOA, at the end of each calendar month, you should submit a list of all documents that you have signed pursuant to this delegation of authority to Michele Nelson at the e-mail address provided below.
5. **Expiration:** This delegation of authority shall continue in full force and effect until December 31, 2021, unless terminated earlier by me.
6. **Questions:** Questions regarding this delegation of authority should be referred to Michele Nelson, at (224)521-8586 or michele.nelson@anixter.com.


John J. Engel
Chairman, President and CEO

Attachment: Extract of Board Resolution, dated February 28, 1994



WESCO DISTRIBUTION, INC.

**EXTRACT FROM MINUTES OF MEETING OF THE
BOARD OF DIRECTORS**

HELD ON FEBRUARY 28, 1994

RESOLVED, that, effective March 1, 1994, the Chairman and the President of the Corporation be, and each of them hereby is, authorized, in the ordinary course of the Corporation's business and to the extent permitted by the General Corporation Law of the State of Delaware, and the Certificate of Incorporation and By-Laws of the Corporation, (i) to sign all bonds and obligations, (ii) to sign, execute and bind the Corporation with respect to all contracts, deeds, leases, powers of attorney, releases, waivers, claims documents and other documents of a contractual nature and (iii) to sign applications for regulatory permits and licenses and other governmental forms, other than tax returns, on behalf of the Corporation, attested by the Corporation's seal, if requested or required; provided, however, that each of the above-specified officers is also authorized to delegate his respective signature authority by a writing (x) specifying the scope of the authority being delegated by the writing, (y) identifying the delegate either by name or as the incumbent of a position and (z) advising the delegate that he or she shall have no authority to redelegate the signatory authority being delegated.

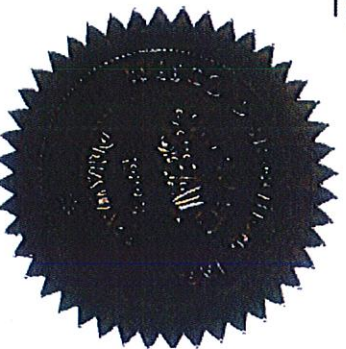
I, Samantha L. O'Donoghue, Corporate Secretary, DO HEREBY CERTIFY that the foregoing is a true and correct copy of resolution adopted at meeting of the Board of Directors of said Corporation held on February 28, 1994, at which meeting a quorum was present.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation.

Dated: 12/22/2020



Samantha L. O'Donoghue
Corporate Secretary



OFFICIAL BID FORM
SECTION "A"

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

INDIVIDUAL AWARD: It is the intent of the TPCG to award all items on an individual basis to the lowest responsive and responsible bidder for each item.

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) is familiar with the delivery site, and hereby proposes to provide materials and supplies as required during the course of the contract, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated May 2021

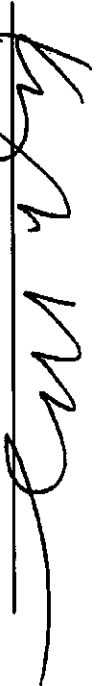
NAME OF BIDDER: Utility and Industrial Supply

ADDRESS OF BIDDER: 205 Lafayette Drive

Broussard LA 70518

NAME OF AUTHORIZED SIGNATORY BIDDER: (Printed or Typed) Isyle Moniere

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER



TITLE OF AUTHORIZED SIGNATORY BIDDER:

Chief Operations Officer

DATE: 6/16/2021

Signature Authorization: (Required By ALL Bidders) Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)

Tom Schiedler
Secretary of State

State of
Louisiana
Secretary of
State

COMMERCIAL DIVISION
225.925.4704



Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
UTILITY AND INDUSTRIAL SUPPLY, LLC	Limited Liability Company	LAFAYETTE	Active

Previous Names

Business: UTILITY AND INDUSTRIAL SUPPLY, LLC

Charter Number: 41948790K

Registration Date: 7/15/2015

Domicile Address

114 DEVIN LANE
LAFAYETTE, LA 70508

Mailing Address

114 DEVIN LANE
LAFAYETTE, LA 70508

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 7/15/2015

Last Report Filed: 6/15/2017

Type: Limited Liability Company

Registered Agent(s)

Agent: MONICA MONTERO
Address 1: 114 DEVIN LANE
City, State, Zip: LAFAYETTE, LA 70508
Appointment: 7/15/2015

Date:	
Agent:	KYLE MONTERO
Address 1:	114 DEVIN LANE
City, State, Zip:	LAFAYETTE, LA 70508
Appointment	7/15/2015
Date:	

Officer(s)

Additional Officers: No

Officer:	MONICA MONTERO
Title:	Manager
Address 1:	114 DEVIN LANE
City, State, Zip:	LAFAYETTE, LA 70508
Officer:	KYLE MONTERO
Title:	Manager
Address 1:	114 DEVIN LANE
City, State, Zip:	LAFAYETTE, LA 70508

Amendments on File
No Amendments on file

Print

TPCG-MS - Bid Opening Report

Title

Bid 21-WHSE-23 Purchase of New/Unused Electrical Inventory Products 2021 (12-Month Requirements Contract)

Bid Opening/Expiration Date/Time:

2021-06-16 14:00:00

Vendor (company name of each vendor)		
LA Contractor License #	Total Bid Price	
Buccaneer Services Inc.	4611	29,375.0000
Gresco Utility Supply		116,988.7200
Reulet Electric Supply		178,478.8800
Stuart C lrbby Co.		237,680.6200
Techline, Inc.		90,195.7200
WESCO Distribution		339,914.1800
Utility & Industrial Supply		191,229.9500
Arkansas Electric Cooperative, Inc		97,818.6700

Category Number:
Item Number: 3.



Monday, August 9, 2021

Item Title:

RESOLUTION: to award the RFP #21-CUSTSV-28 Meter Reading Handheld Devices and Management Software

Item Summary:

RESOLUTION: Concurring with the recommendation of the Parish Administration to award the proposal for Meter Reading Handheld Devices and Management Software to United Systems and Software, Inc.

ATTACHMENTS:

Description	Upload Date	Type
Exec Summary	8/5/2021	Executive Summary
Resolution	8/5/2021	Resolution
Proposal	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: to award the RFP #21-CUSTSV-28 Meter Reading Handheld Devices and Management Software.

PROJECT SUMMARY (200 WORDS OR LESS)

It has been determined that the proposal from United Systems & Software, Inc., should be accepted for the use in Finance Department/Customer Service Division.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide handheld meter reading devices and management software used for gas and electric meter readings for the TPCG Customer Service Division.

TOTAL EXPENDITURE

\$40,291.00 (151-152-8325-08)

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

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Angela Guidry, Purchasing-WHSE Manager

Signature

August 5, 2021

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

RESOLUTION to award the RFP #21-CUSTSV-28 Meter Reading Handheld Devices and Management Software.

WHEREAS, on June 22, 2021, proposals were received by the Terrebonne Parish Consolidated Government for Request for Proposals #21-CUSTSV-28 Meter Reading Handheld Devices and Management Software for the Finance Department-Customer Service Division, and

WHEREAS, after careful review by Edward Lawson, Customer Service Manager, Angela Guidry, Purchasing-Warehouse Manager, and the Information Technology Division it has been determined that the Request for Proposal should be awarded to United Systems & Software, Inc., and

WHEREAS, quantities stated are given as a general guide for bidding, Terrebonne Parish Consolidated Government Finance Department-Customer Service Division reserves the right to increase or decrease quantities as needed at the same unit prices, and

WHEREAS, the Parish Administration has concurred with the recommendation that the proposal for the above mentioned should be awarded to United Systems & Software Inc., for the Finance Department-Customer Service Division as per the attached proposal forms.

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration be approved and that the above should be accepted as per the attached forms.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

PRICE PROPOSAL PAGE

HANDHELD METER READING DEVICES AND MANAGEMENT SOFTWARE

I have read and understand the requirements of this Request for Proposal (RFP) and agree to provide the required **Meter Reading Devices and Software** in accordance with this proposal and all attachments, exhibits, etc. The proposed fee shall include all labor, material, and equipment to provide the **Meter Reading Devices and Software** as outlined including any travel or per diem expenses and any other miscellaneous expenses involved.

DESCRIPTION	PROPOSED PRICE
Handheld devices with charging cradles	\$23,166.00
Software installation	\$3,850.00
Training (specify number of hours)	\$4,300.00 includes 14 hours onsite and 2 complementary days.
Annual software support and maintenance for the product life or until product no longer serviceable/obsolete	\$8,975.00 annual.
Product life software and hardware support and maintenance until product deemed obsolete	See above for software support. 5-year maintenance plan included in cost of CN80 handheld.
Additional licenses	\$10,500.00 one license and mobile app setup fee.

Proposer acknowledges that quantities are not guaranteed and final payment will be based on actual quantities determined as provided in the Contract Documents.

I HEREBY acknowledge receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Proposer is acknowledging): _____

NAME OF PROPOSER: United Systems & Software, Inc.

NAME OF AUTHORIZED SIGNATORY PROPOSER: (Printed or Typed) Brian Boyd

SIGNATURE OF AUTHORIZED SIGNATORY PROPOSER ** 

TITLE OF AUTHORIZED SIGNATORY PROPOSER: VICE PRESIDENT

EMAIL: brianb@united-systems.com

DATE: 06/17/2021

PRICE PROPOSAL PAGE

HANDHELD METER READING DEVICES AND MANAGEMENT SOFTWARE

I have read and understand the requirements of this Request for Proposal (RFP) and agree to provide the required **Meter Reading Devices and Software** in accordance with this proposal and all attachments, exhibits, etc. The proposed fee shall include all labor, material, and equipment to provide the **Meter Reading Devices and Software** as outlined including any travel or per diem expenses and any other miscellaneous expenses involved.

DESCRIPTION	PROPOSED PRICE
Handheld devices with charging cradles	\$20,572.13 Total for Seven (7) Handhelds and (2) Docking Stations *
Software installation	Software - \$4,000; Software Installation - \$2,500.00 *
Training (specify number of hours)	Included within Software Installation Costs *
Annual software support and maintenance for the product life or until product no longer serviceable/obsolete	Aqua-Metric and Sensus AutoRead Software Support - \$5,000.00 (3% Annual Increase)
Product life software and hardware support and maintenance until product deemed obsolete	Handheld Extended Warranty Options - Varies * See Aqua-Metric Quote Form For Itemized Costs *
Additional licenses	\$350.00, if needed.

*See Aqua-Metric's enclosed quote form for itemized costs.

Proposer acknowledges that quantities are not guaranteed and final payment will be based on actual quantities determined as provided in the Contract Documents.

I HEREBY acknowledge receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Proposer is acknowledging): No Addendum Received; One Proposal Clarification Received.

NAME OF PROPOSER: Thirkettle Corporation dba Aqua-Metric Sales Company

NAME OF AUTHORIZED SIGNATORY PROPOSER: (Printed or Typed) Kristy Segarra

SIGNATURE OF AUTHORIZED SIGNATORY PROPOSER ** 

TITLE OF AUTHORIZED SIGNATORY PROPOSER: Manager, Bids and Proposals

EMAIL: Kristy.Segarra@aqua-metric.com

DATE: June 18, 2021



Sales Quote

Aqua-Metric Sales Company

June 18, 2021

Kristy Segarra - Manager, Bids and Proposals
16914 Alamo Parkway, Building 2 | Selma, TX 78154
Phone: (210) 967-6300 | Facsimile: (210) 967-6305

Quote for: Terrebonne Parish Consolidated Government
Attention: Purchasing Division
Address: 301 Plant Road
City, State, ZIP: Houma, LA 70363
Project: Proposal No. 21-CUSTSV-28, Meter Reading Handheld Devices and Management Software
Due Date: June 22, 2021 at 2:00 PM

Quantity	Description	Unit Price	Line Total
7	Juniper Archer3 Handheld	\$2,605.25	\$18,236.75
2	Juniper Archer3 Docking Station - A2 Ethernet Multi Dock with 4-Bay Power/Charging and Communications Desktop Dock.	\$1,167.69	\$2,335.38
1	Sensus AutoRead Software	\$4,000.00	\$4,000.00
1	AutoRead Software Setup by Aqua-Metric, Includes Training ⁷	\$2,500.00	\$2,500.00
1	Annual Aqua-Metric and Sensus AutoRead Software Support ⁸ Additional Seat Licenses for AutoRead Software	\$5,000.00 \$350.00	\$5,000.00
One Time Fees:			\$27,072.13
Annual Support:			\$5,000.00
Handheld and Software Total:			\$32,072.13
Extended Warranty Options⁹			
<i>Option One, Platinum Complete Care -</i>			
<i>The ultimate in "worry-free" maintenance and product protection. Extends the Gold plan by adding additional service parts discounts and expedited services, accidental damage and loaner options.</i>			
Archer3 Platinum Care - 1 Year		\$487.69	
Archer3 Platinum Care - 3 Year		\$487.69	
Archer3 Platinum Care - 5 Year		\$1,980.19	
<i>Option Two, Gold Complete Care -</i>			
<i>Extend your product's lifespan and protect your investment with the Juniper Systems Gold Complete Care Program. Extends the standard warranty to include normal wear and tear, discounts on service parts, and expedited service and</i>			
Archer3 Gold Care - 1 Year		\$296.44	
Archer3 Gold Care - 3 Year		\$296.44	
Archer3 Gold Care - 5 Year		\$838.31	
Multi Dock Gold Complete Care - 1 Year		\$164.69	
Multi Dock Gold Complete Care - 3 Year		\$296.44	
Multi Dock Gold Complete Care - 5 Year		\$873.06	
<i>Option Three, Standard Warranty Extension -</i>			
<i>Extends the Manufacturer's Standard Warranty an additional year.</i>			
Archer3 Standard Warranty Extension - 1 Year		\$581.44	

This quote for the product and services named above is subject to the following terms:

1. All quotes are subject to the Aqua-Metric Terms of Sale.
2. Quote is valid for thirty days.
3. Freight allowed on single orders ~~exceeding \$10,000.00.~~
4. Net Thirty Days to Pay
5. Returned product may be subject to a 25% restocking fee.
6. Sales Tax and/or Freight charges are not included.
7. ~~Price does not include third party integration fees or on-site integration fees.~~
8. ~~30% annual price increase for All Standard Services~~
9. Extended Warranty Programs to be purchase at time of handheld purchase.



Monday, August 9, 2021

Item Title:

Resolution to Award Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

Item Summary:

RESOLUTION: Concurring with the recommendation of the Parish Administration to award Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory to the lowest qualified bidder, Associated Pump & Supply, LLC.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/5/2021	Executive Summary
Resolution	8/5/2021	Resolution
Support Material	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

PROJECT SUMMARY (200 WORDS OR LESS)

Award to the lowest qualified bidder, Associated Pump & Supply LLC

PROJECT PURPOSE & BENEFIT (150 WORDS OR LESS)

Equipment will be stocked in warehouse inventory and used as needed by Forced Drainage to maintain/repair pumps

TOTAL EXPENDITURE

\$124,780.00

Warehouse Division reserves the right to increase or decrease quantities

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT BUDGETED:

Warehouse inventory; no budget given

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

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Signature

Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO. 21-

WHEREAS, on July 15, 2021, bids were received by the Terrebonne Parish Consolidated Government (TPCG) for Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory, and

WHEREAS, after careful review by the Angela Guidry Purchasing/Warehouse Manager it is determined that Associated Pump & Supply LLC, provided the lowest qualified bid in the amount of Twelve Thousand, Four Hundred Seventy-Eight Dollars (\$12,478.00) each for the gear drives, and

WHEREAS, the Warehouse Division reserves the right to increase or decrease quantities at its sole discretion within a six (6) month period at the same unit prices, and

WHEREAS, Parish Administration has concurred with the recommendation that the bid of Associated Pump & Supply, LLC be accepted for gear drives for Warehouse inventory at the aforementioned unit price as per attached documents.

NOW, THEREFORE BE IT RESOLVED by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration be accepted for the purchase of the gear drives as per attached documents.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared the resolution adopted this _____ day of _____, 2021

Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

DATE: July 15, 2021 @ 2:00 P.M.

BIDDER:	Bid Amount
Jonh H. Carter Co.	<u>\$24,183.75 each</u>
Bearing Service & Supply, Inc	<u>\$26,689.00 each</u>
Associated Pump & Supply LLC	<u>\$12,478.00 each</u>

Purchasing Bid Form Listing

TPCG Secure Login

Gina Bergeron - gbergeron@tpcg.org

[Main Menu](#) [Help](#) [Logout](#)

Purchasing Bid Form Listing > Maintenance Bid: '7816'

[<- Return to List](#)[Approval Details](#)[Printer Version](#)

Bid Form Id: 7816

Bid Name: Bid 21-WHSE-33 Purchase of New/Unused Right Angle

* Bids Opened By: Gina Bergeron

* Department: Finance

* Division:

Bid Type: Bid Cover Sheet

Approval Sequence:

1. **Reviewer** - approved on 07/28/2021 by purh03
2. **Division Head** - approved on 07/28/2021 by purh03
3. **Department Head** - approved on 07/28/2021 by kmauldin
4. **Chief Financial Officer** - approved on 07/28/2021 by kmauldin
5. **Parish Manager** - approved on 07/29/2021 by mctoups
6. **Parish President** - approved on 08/05/2021 by ladams
7. **Purchasing Manager**

* Date: 07/15/2021 (mm/dd/yyyy)

Related
RFB:

Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

Charge
Account:

380-000-1151-00

Estimated
Price:

300000.00

Amount
Budgeted:

.00

Status:

Pending

Comments: Three bids were submitted. John H. Carter, Bearing Service & Supply and Associated Pump & Supply provided all the proper documentation as required by the "Instructions for Bidders". The bid of Associated Pump & Supply is the lowest. The file is being forwarded to the requesting division for review of compliance with the specifications and award recommendation.

Award Bid
To:Award
Amount:

.00

Bidders:

No bidders on file.

[Add New Bidder](#)**Additional Departments**

Department	Division	ChargeAccount
------------	----------	---------------

Documents:[DOC071521.pdf](#) - Added By Gina Bergeron
(purh05)Tabulations and Bid
Documents[Edit](#)[Delete](#)[Add New Document](#)[Save Changes](#)

* Denotes required fields.

Bid added by Gina Bergeron on 07/15/2021

Bid Cover Sheet**Bid Name:** Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory**Bid(s) Received:** 0**Bid Date:** 07/15/2021**Bids Opened By:** Gina Bergeron

Bidder's Name:	Amount:	Check:	Bond:
-----------------------	----------------	---------------	--------------

Award Bid To: **Amount:** .00**Purshasing Department Comments:**

Three bids were submitted. John H. Carter, Bearing Service & Supply and Associated Pump & Supply provided all the proper documentation as required by the "Instructions for Bidders". The bid of Associated Pump & Supply if the lowest. The file is being forwarded to the requesting division for review of compliance with the specifications and award recommendation.

*Angela Guidry, Purchasing Manager**Date*

OFFICIAL BID FORM
SECTION "A"

TO: TPCG
Warehouse Division
Post Office Box 2768
Houma, LA 70361

FROM: Associated Pump & Supply LLC
9074 Park Avenue
Houma, LA 70363
PHONE: 985-851-7077
EMAIL: office@associatedpump.com

Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

Delivery shall be within 20 Weeks after receipt of order (ARO)

TPCG reserves the right to increase or decrease quantities at its sole discretion within a six (6) month period.

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents; b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the equipment specified herein, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated June 2021

Item No.	Quantity	Item Description	Make/Model	Unit Price	Extended Price
1	10	Purchase of De'Ran Right Angle Gear Drives Model M20 or Equal	M20A 7:2	\$12,478.00	\$124,780.00
Total Bid Price Written in Words: <u>One Hundred Twenty Four Thousand Seven Hundred & Eighty Dollars.</u>					

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **Addenda: (Enter the number assigned to each of the addenda that the Bidder is acknowledging)**

Addendum # 1

NAME OF BIDDER: Associated Pump & Supply LLC.

ADDRESS OF BIDDER: 9074 Park Avenue

Houma, LA 70363

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): Louis Klingman

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER: 

TITLE OF AUTHORIZED SIGNATORY BIDDER: Vice-President

DATE: 07/15/2021

* Signature Authorization (required by ALL Bidders): **Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)**



Name	Type	City	Status
ASSOCIATED PUMP & SUPPLY, LLC	Limited Liability Company	HOUMA	Active

Previous Names

ASSOCIATED PUMP & SUPPLY, INC. (Changed: 12/15/2011)

Business: ASSOCIATED PUMP & SUPPLY, LLC

Charter Number: 34346784K

Registration Date: 1/2/1990

Domicile Address

9074 PARK AVENUE
HOUMA, LA 70363

Mailing Address

9074 PARK AVENUE
HOUMA, LA 70363

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 1/2/1990

Last Report Filed: 12/9/2020

Type: Limited Liability Company

Registered Agent(s)

Agent: LOUIS KLINGMAN
Address 1: 201 GLENHILL DRIVE
City, State, Zip: HOUMA, LA 70363
Appointment Date: 1/2/1990

Officer(s)

Additional Officers: No

Officer: LOUIS KLINGMAN
Title: Manager
Address 1: 201 GLENHILL DRIVE
City, State, Zip: HOUMA, LA 70363

Officer: PAUL KLINGMAN
Title: Manager
Address 1: 211 BELLINGRATH DRIVE
City, State, Zip: HOUMA, LA 70360

Amendments on File (3)

Description	Date
Conversion	12/15/2011
Name Change	12/15/2011
Appointing, Change, or Resign of Officer	12/9/2020

**OFFICIAL BID FORM
SECTION "A"**

TO: TPCG
Warehouse Division
Post Office Box 2768
Houma, LA 70361

FROM: BEARING SERVICE AND SUPPLY, INC
2576 LESTER STREET
HARVEY LA 70058
PHONE: 504-366-4111
EMAIL: mmanning@bearingco.com

Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

Delivery shall be within 120 DAYS after receipt of order (ARO)

TPCG reserves the right to increase or decrease quantities at its sole discretion within a six (6) month period.

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the equipment specified herein, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated June 2021

Item No.	Quantity	Item Description	Make/Model	Unit Price	Extended Price
1	10	Purchase of De'Ran Right Angle Gear Drives Model M20 or Equal	<u>De'Ran M20A</u>	<u>\$26,689.00</u>	<u>\$266,890.00</u>
Total Bid Price Written In Words: <u>TWO HUNDRED SIXTY SIX THOUSAND EIGHT HUNDRED AND NINETY DOLLARS.</u>					

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Bidder is acknowledging)
ADDENDUM #1

NAME OF BIDDER: BEARING SERVICE AND SUPPLY

ADDRESS OF BIDDER: 2576 LESTER STREET
HARVEY LA 70058

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): RICHARD T. MCKENZIE

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER: [Signature]

TITLE OF AUTHORIZED SIGNATORY BIDDER: VICE-PRESIDENT

DATE: 7/13/21

* Signature Authorization (required by ALL Bidders): Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(B)(5)

State of
Louisiana
Secretary of
State



COMMERCIAL DIVISION
225.925.4704

Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
BEARING SERVICE & SUPPLY, INC.	Business Corporation	SHREVEPORT	Active

Previous Names

Business: BEARING SERVICE & SUPPLY, INC.

Charter Number: 29918690D

Registration Date: 9/1/1972

Domicile Address

1327 NORTH MARKET

SHREVEPORT, LA 71107

Mailing Address

P. O. BOX 7750

SHREVEPORT, LA 711377750

Principal Office Address

1327 NORTH MARKET

SHREVEPORT, LA 71107

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 9/1/1972

Last Report Filed: 9/18/2020

Type: Business Corporation

Registered Agent(s)

Agent:	JOHN S. HARKEY
Address 1:	1327 NORTH MARKET
City, State, Zip:	SHREVEPORT, LA 71107
Appointment Date:	11/9/1993

Officer(s)

Additional Officers: No

Officer:	JOHN S. HARKEY
Title:	President, Director
Address 1:	10000 CHASE ISLAND DR.
City, State, Zip:	SHREVEPORT, LA 71118
Officer:	RICHARD T. MCKENZIE
Title:	Vice-President, Director
Address 1:	502 GARRISON TRAIL
City, State, Zip:	MINDEN, LA 71055
Officer:	TERRY M. HARKEY
Title:	Secretary
Address 1:	1327 NORTH MARKET ST.
City, State, Zip:	SHREVEPORT, LA 71107

Amendments on File (1)

Description	Date
Amendment	11/5/2015

Print

Central Bidding - Electronic Submittal Details

Title: Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

Bid ID: 57467

Vendor Username: BearingService

Date/Time Submitted: 2021-07-14 11:26:17

***CL/COR#:** Bearing Service

****Bid Amount:** \$0.00

Bid Details/Outside of Envelope:

Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

Bearing Service and Supply Inc

2576 Lester Street

Harvey, LA 70058

Bid Contact: Michael Manning, Sales Representative, 504-366-4111

Authorized Bidder: Richard T McKenzie, Vice-President 318-424-1447

Print

Back

**(CL/COR#: Contractor License Number or Certificate of Responsibility Number)*

*** (Bid Amount: If Bid Amount is \$0.00, pricing may be included within attached documents if any were submitted)*

OFFICIAL BID FORM
SECTION "A"

TO: TPCG

Warehouse Division
Post Office Box 2768
Houma, LA 70361

FROM: John H. Carter Co.
17630 Perkins Rd.
Baton Rouge, LA 70810

PHONE: 225-751-3788 ext. 4639

EMAIL: Rebecca.baker@johnhcarter.com

Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

Delivery shall be within 16 wks. after receipt of order (ARO)

TPCG reserves the right to increase or decrease quantities at its sole discretion within a six (6) month period.

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the equipment specified herein, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated June 2021

Item No.	Quantity	Item Description	Make/Model	Unit Price	Extended Price
1	10	Purchase of De'Rand Right Angle Gear Drives Model M20 or Equal	De-ran Model M20	\$24,183.75	\$241,837.50
Total Bid Price Written in Words:		Two hundred forty-one thousand eight hundred thirty-seven dollars and fifty cents			

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following Addenda: *(Enter the number assigned to each of the addenda that the Bidder is acknowledging)*
Addendum #1-Bid 21-WHSE-33 Purchase of New/Unused Right Angle Gear Drives for Warehouse Inventory

NAME OF BIDDER: John H. Carter, Co.

ADDRESS OF BIDDER: 17630 Perkins Rd.

Baton Rouge, LA 70810

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): Kelli Conerty

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER: Kelli S. Conerty

TITLE OF AUTHORIZED SIGNATORY BIDDER: Contracts Manager

DATE: 7/13/2021

* Signature Authorization (required by ALL Bidders): Written evidence of the person signing the bid SHALL be submitted at the time of bidding, in accordance with LA R.S. 38:2212(8)(5)

**UNANIMOUS WRITTEN CONSENT
OF THE BOARD OF DIRECTORS
OF
JOHN H. CARTER CO., INC.**

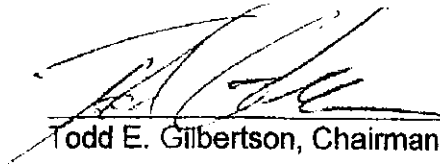
May 26, 2020

The undersigned, being all of the members of the board of directors (the "Board") of John H. Carter Co., Inc., a Louisiana corporation (the "Corporation"), acting without a meeting and pursuant to Section 12:1-821 of the Louisiana Revised Statutes and the By-Laws of the Corporation, DO HEREBY ADOPT the following resolution and DO HEREBY CONSENT to the taking of the actions therein set forth and hereby waive any notices required by law or otherwise with respect thereto.

WHEREAS, the Board has determined that it is advisable and in the best interests of the Corporation to authorize Robert Wagnon, Dan Childress, Calvin Douglas, Stan Sellers, Tim Walker, Kelli Conerly, and Todd Zirkle to execute contracts, purchase order acknowledgements, and any other documents as required on behalf of the Corporation or its subsidiaries;

NOW, THEREFORE, BE IT RESOLVED, that Robert Wagnon, Dan Childress, Calvin Douglas, Stan Sellers, Tim Walker, Kelli Conerly, and Todd Zirkle are hereby authorized to execute contracts, purchase order acknowledgements, and any other documents as required on behalf of the Corporation and its subsidiaries, ControlWorx, LLC and Groth Equipment LLC of Louisiana.

IN WITNESS WHEREOF, the undersigned have executed this Unanimous Consent as of the date first set forth above.



Todd E. Gilbertson, Chairman

Charles D. Fournier, Director

Ronald P. Aleman, Director



Robert G. Wagnon, Director

**UNANIMOUS WRITTEN CONSENT
OF THE BOARD OF DIRECTORS**

**OF
JOHN H. CARTER CO., INC.**

May 26, 2020

The undersigned, being all of the members of the board of directors (the "Board") of John H. Carter Co., Inc., a Louisiana corporation (the "Corporation"), acting without a meeting and pursuant to Section 12:1-821 of the Louisiana Revised Statutes and the By-Laws of the Corporation, DO HEREBY ADOPT the following resolution and DO HEREBY CONSENT to the taking of the actions therein set forth and hereby waive any notices required by law or otherwise with respect thereto.

WHEREAS, the Board has determined that it is advisable and in the best interests of the Corporation to authorize Robert Wagnon, Dan Childress, Calvin Douglas, Stan Sellers, Tim Walker, Kelli Conerly, and Todd Zirkle to execute contracts, purchase order acknowledgements, and any other documents as required on behalf of the Corporation or its subsidiaries;

NOW, THEREFORE, BE IT RESOLVED, that Robert Wagnon, Dan Childress, Calvin Douglas, Stan Sellers, Tim Walker, Kelli Conerly, and Todd Zirkle are hereby authorized to execute contracts, purchase order acknowledgements, and any other documents as required on behalf of the Corporation and its subsidiaries, ControlWorx, LLC and Groth Equipment LLC of Louisiana.

IN WITNESS WHEREOF, the undersigned have executed this Unanimous Consent as of the date first set forth above.

Todd E. Gilbertson, Chairman



Charles D. Fournier, Director

Ronald P. Aleman, Director

Robert G. Wagnon, Director

**UNANIMOUS WRITTEN CONSENT
OF THE BOARD OF DIRECTORS
OF
JOHN H. CARTER CO., INC.**

May 26, 2020

The undersigned, being all of the members of the board of directors (the "Board") of John H. Carter Co., Inc., a Louisiana corporation (the "Corporation"), acting without a meeting and pursuant to Section 12:1-821 of the Louisiana Revised Statutes and the By-Laws of the Corporation, DO HEREBY ADOPT the following resolution and DO HEREBY CONSENT to the taking of the actions therein set forth and hereby waive any notices required by law or otherwise with respect thereto.

WHEREAS, the Board has determined that it is advisable and in the best interests of the Corporation to authorize Robert Wagnon, Dan Childress, Calvin Douglas, Stan Sellers, Tim Walker, Kelli Conerly, and Todd Zirkle to execute contracts, purchase order acknowledgements, and any other documents as required on behalf of the Corporation or its subsidiaries;

NOW, THEREFORE, BE IT RESOLVED, that Robert Wagnon, Dan Childress, Calvin Douglas, Stan Sellers, Tim Walker, Kelli Conerly, and Todd Zirkle are hereby authorized to execute contracts, purchase order acknowledgements, and any other documents as required on behalf of the Corporation and its subsidiaries, ControlWorx, LLC and Groth Equipment LLC of Louisiana.

IN WITNESS WHEREOF, the undersigned have executed this Unanimous Consent as of the date first set forth above.

Todd E. Gilbertson, Chairman

Charles D. Fournier, Director



Ronald P. Aleman, Director

Robert G. Wagnon, Director

Category Number:
Item Number: 5.



Monday, August 9, 2021

Item Title:

Award Bid #18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property at 509 Westview Dr. (100%) (Parcel #16282)

Item Summary:

RESOLUTION: Concurring with the recommendation of the Parish Administration to award Bid #18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property at 509 Westview Dr. to Tremaine White.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/5/2021	Executive Summary
Resolution	8/5/2021	Resolution
Backup Material	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: A resolution awarding Bid # 18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property Located at 509 Westview Dr. to Tremaine White.

PROJECT SUMMARY (200 WORDS OR LESS)

Concurring with Administration to award the bid of Tremaine White for the adjudicated property located at 509 Westview Dr.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The selling of adjudicated property by the Parish will eliminate maintenance cost and add the property back on the tax roll. Neighborhoods my benefit by the possible addition of new dwellings and increased positive activity around said property. Minimum bid price is set in accordance with LA 47:2202.

TOTAL EXPENDITURE

\$ 6,667.00 (revenue generated)

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

☒ ACTUAL

☐ ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☒ N/A

☐ NO

☐ YES

IF YES AMOUNT
BUDGETED:

☒ N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE 1 2 ☒ 3 4 5 6 7 8 9

Angela Guidry, Purchasing Manager

August 5, 2021

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

WHEREAS, on June 28, 2018 the Terrebonne Parish Council adopted Ordinance No. 8972 declaring the following described property adjudicated to the Terrebonne Parish Consolidated Government, with an owner of record Thomas P. Ragas, as surplus:

LOT 6 BLOCK 23 ADDEN. 11 LISA PARK S/D. (Parcel# 16282) (509 Westview Dr.), and

WHEREAS, on July 7, 2021 bids were received electronically via Central Auction House by the Terrebonne Parish Consolidated Government for Bid No. 18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property Located at 509 Westview Dr. (100%) (Parcel# 16282), and

WHEREAS, after careful review by Parish Administration it has been determined that the highest bid received is that of Tremaine White in the amount of Six Thousand Six Hundred Sixty-Seven Dollars (\$6,667.00) plus the 5% website transaction fee of Three Hundred Thirty-Three and 35/100 Dollars (\$335.35) for a total of Seven Thousand and 35/100 Dollars (\$7,000.35) and that the bid should be accepted as per attached bid forms and pursuant to all the terms and conditions as stated in Ordinance No. 8972, and

WHEREAS, the Parish Administration has recommended the acceptance of the aforementioned bid for Bid No. 18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property Located at 509 Westview Dr. (100%) (Parcel# 16282) as described in attached hereto and made a part hereof.

NOW, THEREFORE BE IT RESOLVED by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration is approved, and the bid of Tremaine White is accepted as per attached bid forms and pursuant to all the terms and conditions as stated in Ordinance No. 8972.

UPON VOTE TAKEN, THERE WAS RECORDED:

YEAS

NAYS:

NOT VOTING:

ABSENT:

The Chairman of the Terrebonne Parish Council declared this Resolution ADOPTED / NOT ADOPTED on this ____ day of _____, 2021.

CHAIR

Bids Opened By: Amanda Porche

Amount: 6667.00

Award to the highest bidder, Tremaine White.

Title:	Bid # 18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property Located at 509 Westview Dr., Houma, LA 70364 (100%) (Parcel # 16282)
Agency:	Louisiana > Terrebonne Parish Consolidated Government
Start date:	05-Jul-2021 08:00:00 AM
End date:	07-Jul-2021 08:30:00 AM

BidID	Username	Bid Amount	Bid Submittal Date/Time	First Name	Last Name	Company name	Email Address	Phone Number
57094	Tremaine30	6667.0000	05-Jul-2021 02:20:05 PM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173

Title:	Bid # 18-S/P-67 (Re-Bid) Surplus Sale of Adjudicated Property Located at 509 Westview Dr., Houma, LA 70364 (100%) (Parcel # 16282)
Agency:	Louisiana > Terrebonne Parish Consolidated Government
Start date:	05-Jul-2021 08:00:00 AM
End date:	07-Jul-2021 08:30:00 AM

BidID	Username	Bid Amount	Bid Submittal Date/Time	First Name	Last Name	Company name	Email Address	Phone Number
57094	Tremaine30	6667.0000	05-Jul-2021 02:20:05 PM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173



Terrebonne Parish Consolidated Government
Purchasing Division
301 Plant Road
Houma, LA 70363 (985) 873-6765

BUYER'S CERTIFICATE

July 7, 2021

Tremaine White
whiteautosalesllc@gmail.com

Congratulations! You are the highest bidder on the Terrebonne Parish Consolidated Government's surplus auction item(s) listed below:

Bid#	Description	Bid Total
18-S/P-67 (Re-Bid)	Surplus Sale of Adjudicated Property Located at 509 Westview Dr. (Parcel #16282)	\$ 6,667.00

Total Purchases..... \$ 6,667.00
Web Site Transaction Fee (5%)..... \$ 333.35
Total Due..... \$ 7,000.35

20% Surety Deposit of \$ 1,333.40 is due not later than 48 hours or by 7/09/2021 9:00 a.m. If deposit and attached forms are not received by this date and time, the sale will be cancelled. The surety deposit shall be non-refundable, unless redemption occurs, and shall be paid towards the purchase price. Acceptable forms of payment are certified cashier's check, money order or company check with bank letter guaranteeing funds made payable to Terrebonne Parish Consolidated Government. **NO PERSONAL CHECKS, CREDIT CARDS OR CASH WILL BE ACCEPTED.** Payments must be made at the Purchasing Division located in the City of Houma Service Complex, 301 Plant Road, Houma, LA 70363. **Please call (985) 873-6765 for an appointment.**

Once the sale has been approved by the Terrebonne Parish Council, you will be sent an award letter and our legal department will contact you to set up the sale. **The final payment of \$ 5,666.95** will be due at the closing. This total includes the 5% web site transaction fee. Acceptable forms of payment are certified cashier's check, money order or company check with bank letter guaranteeing funds made payable to Terrebonne Parish Consolidated Government. **NO PERSONAL CHECKS, CREDIT CARDS OR CASH WILL BE ACCEPTED.**

YOU MUST BRING THIS BUYER'S CERTIFICATE WITH YOU FOR PAYMENT.

Thank you for participating in our auction!

FOR OFFICE USE ONLY

Payment Amount: \$1333.40
Payment Type: Cashier's Check
Payment Date: 7/8/21
Received From: Tremaine White
Received By: _____
Items Picked Up: _____

Category Number:
Item Number: 6.



Monday, August 9, 2021

Item Title:

Award Bid #20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property at 418 Naquin St. (100%) (Parcel #25604)

Item Summary:

RESOLUTION: Concurring with the recommendation of the Parish Administration to award Bid #20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property at 418 Naquin St. to Doris Allen.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/5/2021	Executive Summary
Resolution	8/5/2021	Resolution
Backup Material	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: A resolution awarding Bid # 20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property Located at 418 Naquin St. to Doris Allen.

PROJECT SUMMARY (200 WORDS OR LESS)

Concurring with Administration to award the bid of Doris Allen for the adjudicated property located at 418 Naquin St.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The selling of adjudicated property by the Parish will eliminate maintenance cost and add the property back on the tax roll. Neighborhoods my benefit by the possible addition of new dwellings and increased positive activity around said property. Minimum bid price is set in accordance with LA 47:2202.

TOTAL EXPENDITURE

\$ 6,467.00 (revenue generated)

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

☒ ACTUAL

☐ ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☒ N/A

☐ NO

☐ YES

IF YES AMOUNT
BUDGETED:

☒ N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE 1 ☒ 2 3 4 5 6 7 8 9

Angela Guidry, Purchasing Manager

August 5, 2021

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

WHEREAS, on July 29, 2019 the Terrebonne Parish Council adopted Ordinance No. 9075 declaring the following described property adjudicated to the Terrebonne Parish Consolidated Government, with an owner of record Gladys Stewart Trosclair, as surplus:

60 X 167' Lot on Naquin Street, bounded on the north by William Thomas and bounded on the south by John L. Williams Etals. (Parcel# 25604) (418 Naquin St.), and

WHEREAS, on July 7, 2021 bids were received electronically via Central Auction House by the Terrebonne Parish Consolidated Government for Bid No. 20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property Located at 418 Naquin St. (100%) (Parcel# 25604), and

WHEREAS, after careful review by Parish Administration it has been determined that the highest bid received is that of Doris Allen in the amount of Six Thousand Four Hundred Sixty-Seven Dollars (\$6,467.00) plus the 5% website transaction fee of Three Hundred Twenty-Three and 35/100 Dollars (\$323.35) for a total of Six Thousand Seven Hundred Ninety and 35/100 Dollars (\$6,790.35) and that the bid should be accepted as per attached bid forms and pursuant to all the terms and conditions as stated in Ordinance No. 9075, and

WHEREAS, the Parish Administration has recommended the acceptance of the aforementioned bid for Bid No. 20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property Located at 418 Naquin St. (100%) (Parcel# 25604) as described in attached hereto and made a part hereof.

NOW, THEREFORE BE IT RESOLVED by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration is approved, and the bid of Doris Allen is accepted as per attached bid forms and pursuant to all the terms and conditions as stated in Ordinance No. 9075.

UPON VOTE TAKEN, THERE WAS RECORDED:

YEAS

NAYS:

NOT VOTING:

ABSENT:

The Chairman of the Terrebonne Parish Council declared this Resolution ADOPTED / NOT ADOPTED on this ____ day of _____, 2021.

CHAIR

Bid Name: Bid # 20-S/P-58 (Re-Bid)

Bids Opened By: Amanda Porche

Award Bid To: Doris Allen. **Amount:** 6467.00

Award to the highest bidder, Doris Allen.

Title:	Bid # 20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property Located at 418 Naquin St., Houma, LA (100%) (Parcel # 25604)
Agency:	Louisiana > Terrebonne Parish Consolidated Government
Start date:	05-Jul-2021 08:00:00 AM
End date:	07-Jul-2021 09:15:00 AM

BidID	Username	Bid Amount	Bid Submittal Date/Time	First Name	Last Name	Company name	Email Address	Phone Number
57103	Retirement	5667.0000	06-Jul-2021 10:08:30 AM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680
57136	Tremaine30	5767.0000	06-Jul-2021 09:40:59 PM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57137	Retirement	5867.0000	06-Jul-2021 09:40:59 PM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680
57138	Tremaine30	5967.0000	06-Jul-2021 09:43:38 PM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57139	Retirement	6167.0000	07-Jul-2021 07:57:10 AM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680
57140	Tremaine30	6267.0000	07-Jul-2021 08:29:19 AM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57142	BiancaBH89	6367.0000	07-Jul-2021 09:02:31 AM	Bianca	Hill	Hill Co	biancabtember@yahoo.com	9858704332
57143	Tremaine30	6367.0000	07-Jul-2021 09:02:31 AM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57146	Retirement	6467.0000	07-Jul-2021 09:09:23 AM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680

Title:	Bid # 20-S/P-58 (Re-Bid) Surplus Sale of Adjudicated Property Located at 418 Naquin St., Houma, LA (100%) (Parcel # 25604)
Agency:	Louisiana > Terrebonne Parish Consolidated Government
Start date:	05-Jul-2021 08:00:00 AM
End date:	07-Jul-2021 09:15:00 AM

BidID	Username	Bid Amount	Bid Submittal Date/Time	First Name	Last Name	Company name	Email Address	Phone Number
57103	Retirement	5667.0000	06-Jul-2021 10:08:30 AM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680
57136	Tremaine30	5767.0000	06-Jul-2021 09:40:59 PM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57137	Retirement	5867.0000	06-Jul-2021 09:40:59 PM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680
57138	Tremaine30	5967.0000	06-Jul-2021 09:43:38 PM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57139	Retirement	6167.0000	07-Jul-2021 07:57:10 AM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680
57140	Tremaine30	6267.0000	07-Jul-2021 08:29:19 AM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57142	BiancaBH89	6367.0000	07-Jul-2021 09:02:31 AM	Bianca	Hill	Hill Co	biancabtember@yahoo.com	9858704332
57143	Tremaine30	6367.0000	07-Jul-2021 09:02:31 AM	Tremaine	White	White Auto Sales	whiteautosalesllc@gmail.com	5046849173
57146	Retirement	6467.0000	07-Jul-2021 09:09:23 AM	Doris	Allen	Maxwell Lawncare	Doris.Allen.DCFS2@la.gov	9858568680



Terrebonne Parish Consolidated Government
Purchasing Division
301 Plant Road
Houma, LA 70363 (985) 873-6765

BUYER'S CERTIFICATE

July 7, 2021

Doris Allen
Doris.Allen.DCFS2@la.gov

Congratulations! You are the highest bidder on the Terrebonne Parish Consolidated Government's surplus auction item(s) listed below:

Bid#	Description	Bid Total
20-S/P-58 (Re-Bid)	Surplus Sale of Adjudicated Property Located at 418 Naquin St. (Parcel #25604)	\$ 6,467.00

Total Purchases..... \$ 6,467.00
Web Site Transaction Fee (5%)..... \$ 323.35
Total Due..... \$ 6,790.35

20% Surety Deposit of \$ 1,293.40 is due not later than 48 hours or by 7/09/2021 9:00 a.m. If deposit and attached forms are not received by this date and time, the sale will be cancelled. The surety deposit shall be non-refundable, unless redemption occurs, and shall be paid towards the purchase price. Acceptable forms of payment are certified cashier's check, money order or company check with bank letter guaranteeing funds made payable to Terrebonne Parish Consolidated Government. **NO PERSONAL CHECKS, CREDIT CARDS OR CASH WILL BE ACCEPTED.** Payments must be made at the Purchasing Division located in the City of Houma Service Complex, 301 Plant Road, Houma, LA 70363. **Please call (985) 873-6765 for an appointment.**

Once the sale has been approved by the Terrebonne Parish Council, you will be sent an award letter and our legal department will contact you to set up the sale. **The final payment of \$ 5,496.95** will be due at the closing. This total includes the 5% web site transaction fee. Acceptable forms of payment are certified cashier's check, money order or company check with bank letter guaranteeing funds made payable to Terrebonne Parish Consolidated Government. **NO PERSONAL CHECKS, CREDIT CARDS OR CASH WILL BE ACCEPTED.**

YOU MUST BRING THIS BUYER'S CERTIFICATE WITH YOU FOR PAYMENT.

Thank you for participating in our auction!

FOR OFFICE USE ONLY

Payment Amount: \$ 1293.40
Payment Type: Money Order #0150113905 + #050113904
Payment Date: 7/8/21
Received From: Doris Allen
Received By: Alexander Kiche
Items Picked Up: _____

Category Number:
Item Number: 7.



Monday, August 9, 2021

Item Title:

Award Bid #20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property at 414 Louise St. (100%) (Parcel #23316)

Item Summary:

RESOLUTION: Concurring with the recommendation of the Parish Administration to award Bid #20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property at 414 Louise St. to Earl Hartman.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/5/2021	Executive Summary
Resolution	8/5/2021	Resolution
Backup Material	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: A resolution awarding Bid # 20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property Located at 414 Louise St. to Earl Hartman.

PROJECT SUMMARY (200 WORDS OR LESS)

Concurring with Administration to award the bid of Earl Hartman for the adjudicated property located at 414 Louise St.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The selling of adjudicated property by the Parish will eliminate maintenance cost and add the property back on the tax roll. Neighborhoods may benefit by the possible addition of new dwellings and increased positive activity around said property. Minimum bid price is set in accordance with LA 47:2202.

TOTAL EXPENDITURE

\$ 8,334.00 (revenue generated)

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

☒ ACTUAL

☐ ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☒ N/A

☐ NO

☐ YES

IF YES AMOUNT
BUDGETED:

☒ N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

☒ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

Angela Guidry, Purchasing Manager

Signature

August 5, 2021

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

WHEREAS, on June 14, 2018 the Terrebonne Parish Council adopted Ordinance No. 8969 declaring the following described property adjudicated to the Terrebonne Parish Consolidated Government, with an owner of record Lillie Carter Mitchell, as surplus:

LOT 23 BOARDVILLE. (Parcel# 25604) (418 Naquin St.), and

WHEREAS, on July 7, 2021 bids were received electronically via Central Auction House by the Terrebonne Parish Consolidated Government for Bid No. 20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property Located at 414 Louise St. (100%) (Parcel# 23316), and

WHEREAS, after careful review by Parish Administration it has been determined that the highest bid received is that of Earl Hartman in the amount of Eight Thousand Three Hundred Thirty-Four Dollars (\$8,334.00) plus the 5% website transaction fee of Four Hundred Sixteen and 70/100 Dollars (\$416.70) for a total of Eight Thousand Seven Hundred Fifty and 70/100 Dollars (\$8,750.70) and that the bid should be accepted as per attached bid forms and pursuant to all the terms and conditions as stated in Ordinance No. 8969, and

WHEREAS, the Parish Administration has recommended the acceptance of the aforementioned bid for Bid No. 20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property Located at 414 Louise St. (100%) (Parcel# 23316) as described in attached hereto and made a part hereof.

NOW, THEREFORE BE IT RESOLVED by Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration is approved, and the bid of Earl Hartman is accepted as per attached bid forms and pursuant to all the terms and conditions as stated in Ordinance No. 8969.

UPON VOTE TAKEN, THERE WAS RECORDED:

YEAS

NAYS:

NOT VOTING:

ABSENT:

The Chairman of the Terrebonne Parish Council declared this Resolution ADOPTED / NOT ADOPTED on this ____ day of _____, 2021.

CHAIR

Bid Name: Bid # 20-S/P-63 (Re-Bid)

[illegible]

Award Bid To: Earl Hartman **Amount:** 8334.00

Award to the highest bidder, Earl Hartman.

Title:	Bid # 20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property Located at 414 Louise St., Houma, LA (100%) (Parcel # 23316)
Agency:	Louisiana > Terrebonne Parish Consolidated Government
Start date:	05-Jul-2021 08:00:00 AM
End date:	07-Jul-2021 09:30:00 AM

BidID	Username	Bid Amount	Bid Submittal Date/Time	First Name	Last Name	Company name	Email Address	Phone Number
57147	kobjaychand	8334.0000	07-Jul-2021 09:21:36 AM	Earl	Hartman	BOBO Truckin	biogas7575@gmail.com	9856378243

Title:	Bid # 20-S/P-63 (Re-Bid) Surplus Sale of Adjudicated Property Located at 414 Louise St., Houma, LA (100%) (Parcel # 23316)
Agency:	Louisiana > Terrebonne Parish Consolidated Government
Start date:	05-Jul-2021 08:00:00 AM
End date:	07-Jul-2021 09:30:00 AM

BidID	Username	Bid Amount	Bid Submittal Date/Time	First Name	Last Name	Company name	Email Address	Phone Number
57147	kobjaychand	8334.0000	07-Jul-2021 09:21:36 AM	Earl	Hartman	BOBO Truckin	biogas7575@gmail.com	9856378243



Terrebonne Parish Consolidated Government
Purchasing Division
301 Plant Road
Houma, LA 70363 (985) 873-6765

BUYER'S CERTIFICATE

July 7, 2021

Earl Hartman
biogas7575@gmail.com

Congratulations! You are the highest bidder on the Terrebonne Parish Consolidated Government's surplus auction item(s) listed below:

Bid#	Description	Bid Total
20-S/P-63 (Re-Bid)	Surplus Sale of Adjudicated Property Located at 414 Louise St. (Parcel #25604)	\$ 8,334.00

Total Purchases..... \$ 8,334.00
Web Site Transaction Fee (5%)..... \$ 416.70
Total Due..... \$ 8,750.70

20% Surety Deposit of \$ 1,666.80 is due not later than 48 hours or by 7/09/2021 10:00 a.m. If deposit and attached forms are not received by this date and time, the sale will be cancelled. The surety deposit shall be non-refundable, unless redemption occurs, and shall be paid towards the purchase price. Acceptable forms of payment are certified cashier's check, money order or company check with bank letter guaranteeing funds made payable to Terrebonne Parish Consolidated Government. **NO PERSONAL CHECKS, CREDIT CARDS OR CASH WILL BE ACCEPTED.** Payments must be made at the Purchasing Division located in the City of Houma Service Complex, 301 Plant Road, Houma, LA 70363. **Please call (985) 873-6765 for an appointment.**

Once the sale has been approved by the Terrebonne Parish Council, you will be sent an award letter and our legal department will contact you to set up the sale. **The final payment of \$ 7,083.90** will be due at the closing. This total includes the 5% web site transaction fee. Acceptable forms of payment are certified cashier's check, money order or company check with bank letter guaranteeing funds made payable to Terrebonne Parish Consolidated Government. **NO PERSONAL CHECKS, CREDIT CARDS OR CASH WILL BE ACCEPTED.**

YOU MUST BRING THIS BUYER'S CERTIFICATE WITH YOU FOR PAYMENT.

Thank you for participating in our auction!

FOR OFFICE USE ONLY

Payment Amount: \$ 1166.80
Payment Type: Cashier's Check # 088292
Payment Date: 7/8/21
Received From: Earl Hartman
Received By: Alexandra Porche
Items Picked Up: _____

Category Number:
Item Number: 8.



Monday, August 9, 2021

Item Title:

LSU AgCenter Agreement

Item Summary:

RESOLUTION: Authorizing Parish President Gordon E. Dove to execute a Cooperative Agreement with LSU AgCenter, Cooperative Extension Service of Terrebonne Parish, to provide Cooperative Extension services for Parish residents.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/4/2021	Executive Summary
Resolution	8/5/2021	Resolution
Backup	8/4/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
A resolution to extend agreement with LSU AgCenter

PROJECT SUMMARY (200 WORDS OR LESS)
A resolution authorizing Parish President to execute a Cooperative Agreement with LSU AgCenter, Cooperative Extension Service of Terrebonne Parish, to provide Cooperative Extension services for Parish residents

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
See Above

TOTAL EXPENDITURE		
\$68,000		
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)		
ACTUAL		ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)		
N/A	NO	<u>YES</u>
IF YES AMOUNT BUDGETED:		Budgeted by Library

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

s/Kandace M. Mauldin, CFO
Signature

7/29/2021
Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 21-__

Authorizing Parish President Gordon E. Dove to execute a Cooperative Agreement with LSU AgCenter, Cooperative Extension Service of Terrebonne Parish, to provide Cooperative Extension services for Parish residents.

WHEREAS, Terrebonne Parish Consolidated Government has been in Partnership with the LSU Cooperative Extension Service; and

WHEREAS, the LSU Cooperative Extension Service is desirous of continuing the Partnership through June 30, 2024.

NOW THEREFORE BE IT RESOLVED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that Parish President Gordon E. Dove, is and shall be hereby authorized to execute a Cooperative Agreement with LSU AgCenter, Cooperative Extension Service of Terrebonne Parish, to provide Cooperative Extension services for Parish residents, in accordance with the agreement attached hereto.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted on this, the 9th day of August, 2021.

* * * * *

I, SUZETTE THOMAS, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget and Finance Committee on August 9, 2021 and subsequently ratified by the Assembled Council in Regular Session on August 11, 2021 at which meetings quorums were present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS ____ DAY OF _____, 2021.

SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

**LSU AgCenter
and
Terrebonne Parish Consolidated Government**

**Cooperative Agreement to Support and Administer Louisiana Cooperative
Units Off Campus**

Background:

The process of developing a well educated citizenry involves use of formal and informal approaches by dedicated professionals. Congress in 1914 signified the national interest in assuring that informal educational opportunities needed to emanate from the knowledge generating process of the Land Grant College system by passing the Smith-Lever Act. This Act created the Cooperative Extension Service system that links Land Grant campus faculty to those seeking information in off campus locales. This is achieved via a partnership of the United States Department of Agriculture, the Louisiana State University AgCenter and local government. Police Juries, Parish Commissions and School Boards are the critical third partner for effectively identifying, developing and delivering Cooperative Extension programs. Educational needs and delivery mechanisms clearly have dynamic aspects that challenge the federal, state and local partners to work effectively in order to meet community needs. This Cooperative Agreement between the LSU AgCenter and local government acknowledges the value to clientele of all partners having a uniform understanding for programming support.

Partnership Philosophy:

- The long standing presence of Louisiana Cooperative Extension Service (LCES) faculty in the parish has established invaluable ties to the local clientele, government, and industry.
- That educational programming is most valued when developed in concert with local and area needs as expressed through the advisory committee process.
- That LSU AgCenter faculty on campus and at research stations/regional centers are an essential supplement to the technical capabilities of local LCES faculty.
- LCES faculty have, at a minimum, a baccalaureate degree, and must complete graduate level coursework with the intention that they will work toward a master's degree. LCES also provides additional technical training opportunities in order to offer local clientele enhanced information and educational programs.
- LCES faculty in parish offices may develop and deliver specialized programming of importance to surrounding parishes.
- Federal, state and local financial support is necessary to meet the needs of the community as identified by advisory committees.

The LSU AgCenter agrees:

1. The LSU AgCenter working in the LCES format will deliver needs based, focused programs in four general categories: 1) Agriculture and Natural Resources, 2) 4-H Youth Development, 3) Family and Consumer Sciences, and 4) Community Economic Development.
2. That competent faculty and support personnel will be recruited and placed in parish offices on LSU AgCenter appointments by following LSU AgCenter Human Resources Office procedures.
3. Faculty are to be afforded training and professional improvement opportunities to assure the parish has the best technical resources available.
4. Faculty and unclassified staff in parish offices will be supervised and evaluated by the appropriate unit leader pursuant to the LSU AgCenter's employee policies and procedures.
5. To provide parish governmental units with oral and written reports from the parish AgCenter faculty on a mutually agreed to schedule but at least annually.
6. To consult with parish government units as to the program to be offered in the parish.
7. Faculty in the parish will adhere to the Policy Statements and Presidential Memoranda issued by the LSU President's Office and AgCenter campus.
8. To evaluate the need for specialized office and program delivery equipment above that provided by the parish.
9. To establish mutually beneficial billing procedures for collection of financial support for faculty and staff from parish government units.

The Parish Governmental Unit Agrees:

1. To provide suitable office space, furnishings and support facilities to LCES faculty.
2. To provide operating services support such as utilities, communication and technology charges, custodial services and office supplies.
3. To provide financial support of **\$68,000** for research based educational programming for the parish including but not limited to: 1) Agriculture and Natural Resources, 2) 4-H Youth Development, 3) Family and Consumer Sciences, and 4) Community Economic Development.

Local sources combined generally provide a minimum of 20% of the parish's programmatic cost.

4. That with reference to faculty vacancies due to resignation, retirement or new positions the LSU AgCenter's Office of Human Resource Management policies will be followed in the search for candidates. The LCES parish chair will assure that parish government officials are well informed during the process.

Implementation:

This Cooperative Agreement between the Louisiana Cooperative Extension Service and Terrebonne Parish Consolidated Government is entered into in order to assure continued informal educational programming from the LSU AgCenter. It shall be in effect for 3 years for the period **July 1, 2021 to June 30, 2024.**

Approved:

Police Jury/Parish President

Date

Southwest Region Director
LSU AgCenter

Date



Monday, August 9, 2021

Item Title:

Resolution to declare surplus with a value of less than \$5,000

Item Summary:

RESOLUTION: Declaring vehicles, computers, and miscellaneous equipment from various departments/divisions having a value of less than \$5,000 as surplus and authorizing said items to be disposed of by any legally approved methods.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/5/2021	Executive Summary
Resolution	8/5/2021	Resolution
Backup Material	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: CPUs, laptops, vehicles, and other various miscellaneous items from various departments/divisions as surplus.

PROJECT SUMMARY (200 WORDS OR LESS)

Declaring as surplus various miscellaneous equipment from Customer Service, Head Start, Housing & Human Services, and LSU Ag Center Departments/Division, and to acquire authorization to dispose of items through legally approved methods.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To legally dispose of surplus / obsolete equipment no longer needed by departments/divisions. To generate revenue, provide donations to nonprofit organizations, recycle when applicable, and dispose of damaged equipment.

TOTAL EXPENDITURE

Anticipated Revenue: \$1,000.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

Angela Guidry, Purchasing Manager

Signature

August 5, 2021

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

WHEREAS, Louisiana Statutory Law provides for the disposal of surplus movable property having a value of \$5,000.00 or less, in addition to other legally permissible means, at private sale which is, in the opinion of the governing authority, not needed for public purposes; and

WHEREAS, the movable property listed in the attached Exhibit A each have a valued of \$5,000.00 or less, as indicated by the values set out next to each item on the attached Exhibit A; and

WHEREAS, the parish administration has recommended that the movable property listed in the attached Exhibit A be declared surplus as the items are no longer useful, nor do they serve a public purpose and authorizes immediate award to the highest bidder for all items, including those where the highest bid exceeds \$5,000.00; and

NOW THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council that the movable property listed in the attached Exhibit A be declared surplus and that the Parish Administration be authorized to dispose of said items by private sale or by any other legally approved method to the highest bidder pursuant to statutory law, including those where the highest bid exceeds \$5,000.00.

UPON VOTE TAKEN, THERE WAS RECORDED:

YEAS

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared this resolution adopted on this, the _____ th day of _____, 2021.

I, Suzette Thomas, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget and Finance Committee on the _____ th day of _____, 2021 and subsequently ratified by the Terrebonne Parish Council in Regular Session on the _____ day of _____, 2021 at which meeting a quorum was present.

CHAIR

EXHIBIT "A"
August 5, 2021 Surplus List

Customer Service:

- 1 – CPU/\$0
- 1 – Monitor/\$0
- 1 – Keyboard & Mouse/\$0

Head Start:

- 1 – 1999 Ford Taurus, Unit 525/\$500
- 1 – 1998 Ford Taurus, Unit 526/\$500
- 2 – CPUs/\$0
- 2 – Monitors/\$0
- 1 – Laptop/\$0
- 2 – Keyboards & Mice/\$0

Housing & Human Services:

- 1 – Printer/\$0

LSU Ag Center:

- 59 – Stackable Chairs/\$0

APPROVED

AUG - 4 2021
BY 
Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the
Finance (Customer Service Division 151-152) Department.

Note: For condition of items use one of the following:
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
Computer	1		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)
Dell Optiplex 9020 Computer Tower, Monitor, Keyboard, and Mouse
Service Tag 34LMY12, Parish Tag 14994
ITEM IS LOCATED AT: Customer Service Division

ITEM	QUANTITY	VALUE	CONDITION
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DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)


ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

PURCHASING
AUG 04 2021

Cherri / Ed 873-6465
Contact Person Phone
Authorized by Dept. Head:  8-3-21
Signature Date

Fleet Maintenance Supervisor: _____
(Vehicles/Heavy Equipment Only) Signature Date

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the
Purchasing H.S. Department.

PURCHASING
JUL 29 2021

Note: For condition of items use one of the following:
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
Unit 526	1	2 \$500.00	junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

1999 white Ford Taurus. Head Gasket may be cracked. Not worth repair, per Randy.

ITEM IS LOCATED AT: Garage behind Purchasing.

ITEM	QUANTITY	VALUE	CONDITION
Unit 526		\$500.00	junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

~~1999 White Ford Taurus. Not worth repair~~
~~than a new~~

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Diane S. Powell

Contact Person

580-7273

Phone

Authorized by Dept. Head:

Signature

Date 7-13-21

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date 7/13/21

7/28/2021

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the
Purchasing H.S. Department.

PURCHASING
JUL 29 2021

Note: For condition of items use one of the following:
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
Unit 525	1	2,500.00	junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

~~1999 white Ford Taurus. Head Gasket may be cracked. Not worth repair, per Randy.~~

ITEM IS LOCATED AT: Garage behind Purchasing.

ITEM	QUANTITY	VALUE	CONDITION
Unit 525		? 2,500.00	junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

1999 White Ford Taurus. Not worth repaired
Diane Powell

ITEM IS LOCATED AT: _____

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: _____

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT: _____

Diane S. Powell

Contact Person

580-1273

Phone

Authorized by Dept. Head:

Signature

Date 7-13-21

Fleet Maintenance Supervisor:
(Vehicles/Heavy Equipment Only)

Signature

Date 7/13/21

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the
Head Start Department.

Note: For condition of items use one of the following:
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
1	1		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Optiplex 790 w/Monitor and Keyboard & Mouse

Service Tag#14X4MS1, Asset Tag #14349

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
2	1		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Optiplex 745 w/Monitor and Keyboard & Mouse

Service Tag#F9RYND1, Asset Tag #13971

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
3	1		

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

Dell Latitude 3470 laptop

Service Tag# J61WZD2

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Contact Person

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

PURCHASING
AUG 05 2021

APPROVED

AUG - 3 2021

BY

Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the
Housing and Human Services Department.

Note: For condition of items use one of the following:

New - Good - Fair - Poor - Junk

ITEM

1

QUANTITY

1

VALUE

\$0

CONDITION

Junk

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

HP Laser Jet Pro M227 fdw

Serial # VNG3G33802

ITEM IS LOCATED AT:

ITEM

QUANTITY

VALUE

CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM

QUANTITY

VALUE

CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM

QUANTITY

VALUE

CONDITION

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Contact Person

Phone

Authorized by Dept. Head:

Signature

Date

Fleet Maintenance Supervisor:
(Vehicles/Heavy Equipment Only)

Signature

Date

PURCHASING
AUG 04 2021

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

Complete form and make a copy for your department files. Send the original to Purchasing for disposal instructions.

The following Parish Property is requested to be declared surplus to the
LSU AgCenter Department.

Note: For condition of items use one of the following:
New - Good - Fair - Poor - Junk

ITEM	QUANTITY	VALUE	CONDITION
chairs	59	?	Fair

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

green meeting chairs (stackable)

Dept # tag AG40; each chair has a specific serial number.

ITEM IS LOCATED AT: LSU AgCenter (521 Legion Ave)

ITEM	QUANTITY	VALUE	CONDITION
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DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION
------	----------	-------	-----------

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)

ITEM IS LOCATED AT:

Cherie Roger

Contact Person

Authorized by Dept. Head:

Signature

985-873-6495

Phone

Date

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

PURCHASING
AUG 04 2021

Category Number:
Item Number: 10.



Monday, August 9, 2021

Item Title:

American Rescue Plan Act Funding for Road and Panel Repairs

Item Summary:

Present resolution for discussion and approval to support the dedication of \$6,000,000 dollars of the remaining \$13,733,161 in American Rescue Plan Act Funding to repair roads and road panels in the parish, if Federal guidelines allow.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/9/2021	Executive Summary
American Rescue Plan Act	8/9/2021	Resolution

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 21-

WHEREAS, damaged roads affect the safety and wellbeing of Terrebonne Parish residents who use them; and

WHEREAS, Terrebonne Parish owns and maintains 543 miles of concrete, asphalt, and shell roads, not counting roads to access levees, lift stations and pump stations; and

WHEREAS, it is estimated that as much as \$40 million will be needed to repair all of the damaged roads and thoroughfares in the parish, some of which are located in neighborhoods or near residential structures; and

WHEREAS, it is a critical role of government to maintain safe roads; and

WHEREAS, due to budget constraints, only \$3.2 million is dedicated to parish road repairs in 2021; and

WHEREAS, the American Rescue Plan Act is providing over \$44,803,757 in funding to Terrebonne Parish over the next two years, some of which can be used to replace lost revenues due to the Covid outbreak; and

WHEREAS, after the first round of American Rescue Plan Act fund budgeting, over \$13 million dollars remains undedicated, and

WHEREAS, there is work ongoing to allow the dedication of portions of the remaining American Rescue Plan Act funds to road repairs, while still abiding by the funding guidelines set by the Federal Government; and

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Budget & Finance Committee), on the behalf of the Terrebonne Parish Consolidated Government, that it does hereby support the dedication of \$6,000,000 dollars of the remaining \$13,733,161 in American Rescue Plan Act Funding to repair roads and road panels in the parish, if Federal guidelines allow.

THERE WAS RECORDED:

YEAS: .

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted on this, the 9th day of August 2021.

* * * * *

I, SUZETTE THOMAS, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget & Finance Committee on August 9, 2021, and subsequently ratified by the Assembled Council in Regular Session on August 11, 2021 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 12TH DAY OF AUGUST 2021.

SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 21-

WHEREAS, damaged roads affect the safety and wellbeing of Terrebonne Parish residents who use them; and

WHEREAS, Terrebonne Parish owns and maintains 543 miles of concrete, asphalt, and shell roads, not counting roads to access levees, lift stations and pump stations; and

WHEREAS, it is estimated that as much as \$40 million will be needed to repair all of the damaged roads and thoroughfares in the parish, some of which are located in neighborhoods or near residential structures; and

WHEREAS, it is a critical role of government to maintain safe roads; and

WHEREAS, due to budget constraints, only \$3.2 million is dedicated to parish road repairs in 2021; and

WHEREAS, the American Rescue Plan Act is providing over \$44,803,757 in funding to Terrebonne Parish over the next two years, some of which can be used to replace loss revenues due to the Covid outbreak; and

WHEREAS, after the first round of American Rescue Plan Act fund budgeting, over \$13 million dollars remains undedicated, and

WHEREAS, there is work ongoing to allow the dedication of portions of the remaining American Rescue Plan Act funds to road repairs, while still abiding by the funding guidelines set by the Federal Government; and

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Budget & Finance Committee), on the behalf of the Terrebonne Parish Consolidated Government, that it does hereby support the dedication of \$6,000,000 dollars of the remaining \$13,733,161 in American Rescue Plan Act Funding to repair roads and road panels in the parish, if Federal guidelines allow.

THERE WAS RECORDED:

YEAS: .

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted on this, the 9th day of August 2021.

* * * * *

I, SUZETTE THOMAS, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Budget & Finance Committee on August 9, 2021, and subsequently ratified by the Assembled Council in Regular Session on August 11, 2021 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 12TH DAY OF AUGUST 2021.

SUZETTE THOMAS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Category Number:
Item Number: 11.



Monday, August 9, 2021

Item Title:

Maw Maw's Walker- Co-Sponsorship Application

Item Summary:

Consider approving the co-sponsorship request for the Maw Maw's Walker event on Saturday, September 25, 2021 from 12:00 p.m. to 10:00 p.m. at 8033 Main Street.

ATTACHMENTS:

Description

Co Sponsorship Application

Upload Date

6/21/2021

Type

Backup Material

Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Maw Maw's Walker

Location: 8033 Main Street

Date(s) of Event: 09/25/2021 (12:00 PM - 10:00 PM)

Reason for Co-Sponsorship: Event is a fundraiser for the The Hache Grant Association, who's mission aims to facilitate specific, actionable, and measurable revitalization initiatives that will increase the quality of life in Terrebonne Parish.

Services / Resources Needed: Barricades

Additional Details Non-profit organization? YES
Selling Tickets? YES **Cost of a ticket?** TBD

Organization: The Hache Grant Association, Inc.

Authorized Representative: Ryan Page (*Vice President*)

Contact Person: *** Same as above ***

Mailing Address: 8043 Main Street
Houma, LA 70360

Daytime Phone Number: (985) 872-5711

E-mail: ryan@cpageinsurance.com

Category Number:
Item Number: 12.



Monday, August 9, 2021

Item Title:

Affiliate Appreciation Event - Co-Sponsorship Application

Item Summary:

Consider approving the co-sponsorship request for the "Affiliate Appreciation" event being held on Friday, September 9, 2021 from 10:00 a.m. to 4:00 p.m. at the Municipal Auditorium.

ATTACHMENTS:

Description

Application

Upload Date

7/13/2021

Type

Application

Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? Yes

Event Name: Affiliate appreciation

Location: Houma Municipal Auditorium

Date(s) of Event: 09/10/2021 (10:00 AM - 4:00 PM)

Reason for Co-Sponsorship: Affiliate appreciation for local attorneys, home inspectors, insurance agencies, mortgage lenders, and realtors.

Services / Resources Needed: Municipal Auditorium

Additional Details Non-profit organization? YES
Selling Tickets? NO

Organization: Bayou Board of Realtors

Authorized Representative: Aimee Rome (CEO)

Contact Person: Jenna Guerrero (committee chair)

Mailing Address: 44651 West Park Ave
Houma, LA 70364

Daytime Phone Number: (986) 855-9000

E-mail: sellingismyjam@gmail.com



Monday, August 9, 2021

Item Title:

September to Remember Festival - Co-sponsorship Application

Item Summary:

Consider approving the co-sponsorship request for the September to Remember Festival on Saturday, September 4, 2021 from 9:00 a.m. to 6:00 p.m. at 7856 West Main Street, Houma, LA.

ATTACHMENTS:

Description

Co-sponsorship Request

Upload Date

8/5/2021

Type

Backup Material

Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? No

Event Name: september to remember festival

Location: 7856 westmain street houma,la 70360

Date(s) of Event: 09/04/2021 (9:00 AM - 6:00 PM)

Reason for Co-Sponsorship: team united foundation is requesting co sponsorship funds for officers that will need to be provided and for bathroom units

Services / Resources Needed: Barricades
Electric Service
Security

Additional Details Non-profit organization? YES
Selling Tickets? NO

Organization: TEAM UNITED FOUNDATION

Authorized Representative: Kchriston C Theriot (*Houma*)

Contact Person: jessica deroche (*houma*)

Mailing Address: 112 dupre st
Houma, LA 70364

Daytime Phone Number: (985) 647-0121

E-mail: teamunitedfoundation@yahoo.com

This email is sent by an automated process for an Online Co-Sponsorship Request submission. If you have any questions, please contact our Information Technology team at development@tpcg.org. Thank you!



Monday, August 9, 2021

Item Title:

2021 Various Items for Budget Amendment

Item Summary:

Introduce an ordinance to amend the 2021 Adopted Operating Budget, 5-Year Capital Outlay Budget, and Budgeted Positions of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

- I. Road Lighting District #10, \$5,000
 - II. Houma Downtown Marina, \$5,842
 - III. Houma Downtown Marina, \$2,800
 - IV. Le Petit Facility Improvements, \$10,000
 - V. Engineering, -0-
 - a. add one Engineer in Training Grade 205
 - VI. Sanitation-new department, \$514,360
 - VII. Civic Center Sidewalks, \$211,701
 - VIII. East Houma/East Park Walking Trails, \$10,000
- and call a public hearing on said matter on Wednesday, August 25, 2021 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
2021 Various Items for Budget Amendment	8/5/2021	Executive Summary
2021 Various Items for Budget Amendment	8/5/2021	Ordinance
2021 Various Items for Budget Amendment	8/5/2021	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Ordinance for a Budget Amendment

PROJECT SUMMARY (200 WORDS OR LESS)

AN ORDINANCE TO AMEND THE 2021 ADOPTED OPERATING BUDGET, 5-YEAR CAPITAL OUTLAY BUDGET AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Road Lighting District #10, \$5,000
- II. Houma Downtown Marina, \$5,842
- III. Houma Downtown Marina, \$2,800
- IV. Le Petit Facility Improvements, \$10,000
- V. Engineering, -0-
 - a. add one Engineer in Training Grade 205
- VI. Sanitation-new department, \$514,360
- VII. Civic Center Sidewalks, \$211,701
- VIII. East Houma/East Park Walking Trails, \$10,000

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

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

8

9

/s/ Kayla Dupre

Signature

August 4, 2021

Date

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE 2021 ADOPTED OPERATING BUDGET, 5-YEAR CAPITAL OUTLAY BUDGET AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Road Lighting District #10, \$5,000
- II. Houma Downtown Marina, \$5,842
- III. Houma Downtown Marina, \$2,800
- IV. Le Petit Facility Improvements, \$10,000
- V. Engineering, -0-
 - a. add one Engineer in Training Grade 205
- VI. Sanitation-new department, \$514,360
- VII. Civic Center Sidewalks, \$211,701
- VIII. East Houma/East Park Walking Trails, \$10,000

SECTION I

WHEREAS, Administration is requesting funding of \$5,000 for Road Lighting District #10 camera equipment, and

WHEREAS, the funding source is from the Road Lighting District #10 fund balance.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the Road Lighting District #10. (Attachment A)

SECTION II

WHEREAS, the Houma Downtown Development Corporation receives auto rental tax revenues, and

WHEREAS, the revenues of \$5,842 will be used for playground equipment at the Marina.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the playground equipment at the Marina. (Attachment B)

SECTION III

WHEREAS, the Houma Downtown Development Corporation receives docking fees, and

WHEREAS, the revenues of \$2,800 will be used for playground equipment at the Marina.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget be amended for the playground equipment at the Marina. (Attachment C)

SECTION IV

WHEREAS, the Le Petit Theatre de Terrebonne, Inc. contributed \$10,000 toward the facility improvements of the Theatre, and

WHEREAS, the funds contributed will be used for the design and construction associated with the project.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget and the 5-Year Capital Outlay Budget be amended to recognize the funding for the Le Petit Facility Improvements. (Attachment D)

SECTION V

WHEREAS, Administration is requesting to amend the Engineering Operating Budget and Budgeted Positions, adding one Engineer in Training, Grade 205, and

WHEREAS, there is no change in funding.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget and Budgeted Positions be amended to recognize the necessary change for the Engineering positions. (Attachment E)

SECTION VI

WHEREAS, Administration is requesting to amend the Sanitation Operating Budget and Budgeted Positions by adding a separate department for Vegetation in the Chart of Accounts, and

WHEREAS, by adding the separate department in the Chart of Accounts for Accounting and Budget purposes, the activity of the department can be easily accessible, and

WHEREAS, the budgeted dollars for the change is \$514,360, and

WHEREAS, the funding source is from the Sanitation net position.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget and Budgeted Positions be amended to recognize the necessary change for the Vegetation Department. (Attachment F)

SECTION VII

WHEREAS, Terrebonne Parish Consolidated Government (TPCG) desires to provide protection to the people of this Parish, and

WHEREAS, TPCG would like to construct a sidewalk from LA 311 to LA 182 along Civic Center Boulevard, and

WHEREAS, TPCG has received additional funding in the amount of \$211,701 out of the Highway Trust Fund to finance improvement projects under the direct administration of DOTD, and

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating and 5-Year Capital Outlay Budget be amended for the Civic Center Sidewalk Project. (Attachment G)

SECTION VIII

WHEREAS, the Louisiana Department of Transportation & Development (DOTD) has entered into an Entity/State Agreement with Terrebonne Parish Consolidated Government on the Bayou Terrebonne East SW Project, Phase 2 (East Houma/East Park Walking Trails Project), and

WHEREAS, the project will consist of the construction of approximately 1,300 linear feet of sidewalks in the southbound right-of-way of the LA 24 bridge over the Intercoastal Waterway between Main Street and Bayou Terrebonne and related work, and

WHEREAS, the project needs and additional \$10,000 in funding, and

WHEREAS, the additional funding is coming from the Capital Projects Control Fund.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2021 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Houma/East Park Walking Trails Project. (Attachment H)

SECTION IX

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, hereby authorizes Gordon Dove, Parish President, to execute any and all documents for these amendments as approved by the legal department.

SECTION X

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

SECTION XI

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

Prepared By: Finance Department
PC File: 2021-Various Items – N
Date Prepared: 8/2/2021 BA #17

ATTACHMENT A - Road Lighting District #10

	2021		
	Adopted	Change	Amended
Camera Equipment		5,000	5,000
Fund Balance (decrease)	n/a	(5,000)	n/a

ATTACHMENT B - Houma Downtown Marina

	2021		
	Adopted	Change	Amended
Playground Equipment		5,842	5,842
HDDC St La Auto Rental Income	(2,500)	(174)	(2,674)
Fund Balance (decrease)	n/a	(5,668)	n/a

ATTACHMENT C - Houma Downtown Marina

	2021		
	Adopted	Change	Amended
Playground Equipment	5,842	2,800	8,642
Docking Fee	(1,700)	(2,800)	n/a

ATTACHMENT D - Le Petit Facility Improvements

	2021		
	Adopted	Change	Amended
Le Petit Facility Improvement	1,681,135	10,000	1,691,135
Le Petit Theatre		(10,000)	(10,000)

ATTACHMENT E - Engineering

	2021						
	Adopted	Change	Amended	Level	MIN	MID	MAX
Engineer in Training	2	1	3	205	37,112	46,390	55,667

ATTACHMENT F - Sanitation

	2021		
	Adopted	Change	Amended
Salary Reimbursement	(5,000)	(345,624)	(350,624)
Salaries & Wages	1,204,841	(146,275)	1,058,566
Overtime	115,000	(25,000)	90,000
FICA	81,830	(9,069)	72,761
Medicare	19,138	(2,121)	17,017
Pension	98,988	(10,971)	88,017
Group Insurance	433,800	(36,333)	397,467
Unemployment Compensation	19,797	(2,194)	17,603
Workmen's Compensation	68,973	(10,034)	58,939
Salary Reimbursement		345,624	345,624
Salaries & Wages		146,275	146,275
Overtime		25,000	25,000
FICA		9,069	9,069
Medicare		2,121	2,121
Pension		10,971	10,971
Group Insurance		36,333	36,333
Unemployment Compensation		2,194	2,194
Workmen's Compensation		10,034	10,034
Employment Physicals		500	500
Other Employee Requirement		500	500
Office Supplies		3,000	3,000
Uniforms		6,000	6,000
Gasoline & Oil		60,000	60,000
Lubricants		8,000	8,000
Operating Supplies		23,000	23,000
Materials Reimbursement		460	460
Gravel, Sand, Dirt & Shells		5,000	5,000
Chemicals		21,000	21,000
Small Tools & Instruments		5,000	5,000
Communication Equip Services		10,000	10,000
Industrial Equip Rental		10,000	10,000
Other Contracts & Leases		355,150	355,150
Legal Fees		3,000	3,000
Other Fees		2,500	2,500
Recording Fees		1,000	1,000
Membership Dues		250	250
Net Position (decrease)	n/a	(514,360)	n/a

ATTACHMENT F-Sanitation

	2021						
	Adopted	Change	Amended	Level	MIN	MID	MAX
Equip Oper I- Dept 441	5	(4)	1	104	23,603	29,504	35,404
Oper Supv-Dept 441	3	(1)	2	109	35,974	44,967	53,960
Field Tech II-Dept 441	7	(1)	6	104	23,603	29,504	35,404
Crew Leader-Dept 441	4	(3)	1	107	29,730	37,163	44,595
Equip Oper II-Dept 441	6	(2)	4	106	27,275	34,094	40,913
Equip Oper I- Dept 445		4	4	104	23,603	29,504	35,404
Oper Supv-Dept 445		1	1	109	35,974	44,967	53,960
Field Tech II-Dept 445		1	1	104	23,603	29,504	35,404
Crew Leader-Dept 445		3	3	107	29,730	37,163	44,595
Equip Oper II-Dept 445		2	2	106	27,275	34,094	40,913

ATTACHMENT G - Civic Center Sidewalks

	2021		
	Adopted	Change	Amended
DOTD - Civic Center Sidewalks	-	(211,701)	(211,701)
Civic Center Sidewalks - DOTD	69,979	211,701	281,680

ATTACHMENT H - East Houma/East Park Walking Trails

	2021		
	Adopted	Change	Amended
East Houma/East Park Walking	207,225	10,000	217,225
Civic Center Sidewalks - DOTD	69,979	(10,000)	59,979

Section 1

Kayla Dupre

From: Kandace Mauldin
Sent: Friday, July 30, 2021 10:50 AM
To: Kayla Dupre
Subject: Budget Amendment

Can you do a budget amendment for RLD #10 to move \$5,000 from fund balance to 276-321-8915-08

Thanks

Kandace M. Mauldin, CPA

Chief Financial Officer

Terrebonne Parish Consolidated Government

P. O. Box 2768

Houma, LA 70361

Office: 985-873-6459

FAX: 985-873-6457



Rhonda Samanie

From: Christopher Pulaski
Sent: Friday, July 30, 2021 9:18 AM
To: Rhonda Samanie
Cc: Anne Picou; Kayla Dupre
Subject: RE: Marina playground equipment

Ok – thanks. I'm good with all of it.

Christopher M. Pulaski, PLA
Terrebonne Parish Planning & Zoning
(985) 873-6569
cpulaski@tpcg.org
"Saltwater Fishing Capital of the World"

From: Rhonda Samanie <rsamanie@tpcg.org>
Sent: Friday, July 30, 2021 9:17 AM
To: Christopher Pulaski <cpulaski@tpcg.org>
Cc: Anne Picou <apicou@tpcg.org>; Kayla Dupre <kdupre@tpcg.org>
Subject: RE: Marina playground equipment

The money from Docking Fees & Car Rental Tax would be a Budget Amendment & the money in HDDC Marina Operating would be a LIA.

From: Christopher Pulaski <cpulaski@tpcg.org>
Sent: Friday, July 30, 2021 9:16 AM
To: Rhonda Samanie <rsamanie@tpcg.org>
Cc: Anne Picou <apicou@tpcg.org>; Kayla Dupre <kdupre@tpcg.org>
Subject: RE: Marina playground equipment

I approve. Would this be a budget amendment to go before the Council or can this be done as a budget line item adjustment?

Christopher M. Pulaski, PLA
Terrebonne Parish Planning & Zoning
(985) 873-6569
cpulaski@tpcg.org
"Saltwater Fishing Capital of the World"

From: Rhonda Samanie <rsamanie@tpcg.org>
Sent: Friday, July 30, 2021 7:56 AM
To: Christopher Pulaski <cpulaski@tpcg.org>
Cc: Anne Picou <apicou@tpcg.org>; Kayla Dupre <kdupre@tpcg.org>
Subject: FW: Marina playground equipment

Chris,

After speaking with Anne regarding the purchase of the Volta Spinner we have decided use the following funds to purchase:

151-000-6477-01 \$2,800.00 Docking Fees (Budget Amendment to be done)
151-000-6499-04 \$5,842.00 Car Rental Tax (Budget Amendment to be done)
151-680-8225-03 \$1,613.00 HDDC Marina Operating (LIA to be done)

Total \$10,255.00 to be put in 151-680-8915-07 Playground Equipment

Can you please send your approval for this?

Thank you,

Rhonda Samanie
Budget Assistant-Finance Dept.
Terrebonne Parish Consolidated Government
Phone (985) 873-6733
Fax (985) 873-6457
Email rsamanie@tpcg.org

From: Anne Picou <apicou@tpcg.org>
Sent: Thursday, July 29, 2021 4:02 PM
To: Rhonda Samanie <rsamanie@tpcg.org>
Subject: RE: Marina playground equipment

Good day Rhonda,

I need to clarify the budget to pay for the playground equipment at the marina for the Volta Spinner. \$2,800.00 will come from overnight stay account collection at the downtown marina. \$ 5,842.39 will come from Auto Rental tax Collection and \$ 1,617.34 will come from the budget for the HDDC 2021 account. Thank you kindly for your patience and direction to find the appropriate funding for this project at the downtown Marina.

Best regards,
Anne

From: Rhonda Samanie
Sent: Tuesday, July 27, 2021 2:09 PM
To: Anne Picou
Subject: RE: Marina playground equipment

Anne,

I need you to call me about this when you have a minute.

Thanks
Rhonda

From: Anne Picou <apicou@tpcg.org>

Sent: Monday, July 26, 2021 3:17 PM

To: Rhonda Samanie <rsamanie@tpcg.org>; Angela Guidry <aguidry@tpcg.org>; Christiana Udom <cudom@tpcg.org>; Christopher Pulaski <cpulaski@tpcg.org>

Subject: Marina playground equipment

Good day to all,

Please see attached documentation to generate a P.O. number to replace broken playground equipment at marina. I received a call today by Planet Recess informing me that they will go up on their pricing in August due to their transportation company increasing their prices.

I am asking if I can get before Friday, a P.O. number and documentation for the P.O. Number to submit to Planet Recess? Thank you kindly for the consideration.

Best regards,

Anne

Anne Picou

Main Street Manager

985-873-6408



HISTORIC
DOWNTOWN
HOUMA



LOUISIANA'S
BAYOU COUNTRY

TERREBONNE PARISH



Please consider the environment before printing this email.



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361
985-868-5050 • WWW.TPCG.ORG



Date: July 26, 2021

To: Chris Pulaski, Planning & Zoning Director

From: Anne Picou, Main Street Manager *af*

Re: Volta Spinner/ Marina replacement of equipment

The HDDC partners with the parish to oversee the downtown marina. In 2010 the HDDC was granted a grant through KABOOM! The grant provided Houma, Terrebonne with new playground equipment for the public to use and the area where it is housed has lower income citizens that may not have the ability to provide outdoor playing equipment to their children.

One piece of equipment has been breaking due to oversized kids utilizing the equipment in the wrong manner and once the HDDC board heard about this equipment breaking, they wanted to come up with a solution to provide the area with a new piece of equipment. The See Saw (broken equipment) has been barricaded to prevent someone from hurting themselves. The Main Street Program has generated \$5,404.14 from Auto Rental Tax and \$4,425.00 from overnight stays at the marina. The remaining \$425.59 will come from the marina account, 151-680-8349-01 totaling \$10,254.73 to replace the old equipment with new equipment called Volta Inclusive Spinner. This equipment is more durable for the outdoor area and it is more conducive to smaller children.

Please see the attached invoice from Planet Recess, they installed and they provide an annual inspection. Invoice number LA 10456321A in the amount of \$ 10,254.73. Please contact Anne Picou at 985-873-6408 once a hard copy of the P.O. Number is generated.

If you have any questions, please contact Anne Picou at 985-873-6408. Thank you kindly.

151-680-8225-03 1640

RECEIVED

JUL 26 2021

TPCG FINANCE DEPT

151-0006477-01 Docking Fee (overnight stays ^{marina}) can only use 2800 per Kayle
151-000-6499-01 Car Rental Tax Bal #5842.39

Rhonda Samanie

From: Anne Picou
Sent: Monday, July 26, 2021 3:17 PM
To: Rhonda Samanie; Angela Guidry; Christiana Udom; Christopher Pulaski
Subject: Marina playground equipment
Attachments: Volta spinner marina.pdf

Good day to all,

Please see attached documentation to generate a P.O. number to replace broken playground equipment at marina. I received a call today by Planet Recess informing me that they will go up on their pricing in August due to their transportation company increasing their prices.

I am asking if I can get before Friday, a P.O. number and documentation for the P.O. Number to submit to Planet Recess? Thank you kindly for the consideration.

Best regards,

Anne

Anne Picou
Main Street Manager
985-873-6408



TERREBONNE PARISH



Please consider the environment before printing this email.

PLANET RECESS, INC.
P.O. BOX 78160
BATON ROUGE, LA 70837-8160

INVOICE

DATE	7/21/2021
INVOICE NUMBER	LA10456321A
PO NUMBER	LA#104563-21A
TERMS	Due on receipt

BILL TO	SHIP TO
Terrebonne Parish Consolidated Government P.O. Box 2768 Houma, LA 70361	Downtown Marina 8228 Park Avenue Houma, LA 70364

REF NO.	QTY	DESCRIPTION	PRICE EACH	TOTAL
Playground Equip...	1	Volta Spinner	6,450.00	6,450.00
Freight	1	Freight	1,047.23	1,047.23
PROINS-Playgrou...	1	Professional Installation of playground equipment	2,757.50	2,757.50
Subtotal				\$10,254.73

THIS INVOICE MUST BE PAID AND POSTMARKED BY DUE DATE
TO AVOID FINANCE CHARGES OF 1 1/2% PER MONTH, 18% PER ANNUM.

Sales Tax (0.0%)	\$0.00
Payments/Credits	\$0.00
Balance Due	\$10,254.73

E-mail: melisa@planetrecess.com			
Phone #	800-344-6255	Fax #	225-778-4703

OK
AMP
7/26/21
Funds: Auto Rental Tax
Marina over night stays
Marina 151-680-8348-01



PLANET RECESS™
PARK & PLAYGROUND EQUIPMENT



P.O. Box 78160
Baton Rouge, Louisiana
70837-8160

QUOTATION

LA104563-21A
July 21th, 2021

Toll free - 800.344.6255
Local - 225.778.4700
Fax - 225.778.4703

CONTACT: Ann Picou - Terrebonne Parish Consolidated Government
PHONE: 985-873-6408
EMAIL: apicou@tpcq.org
SHIP TO: Downtown Marina
8226 E Park Ave.
Houma, LA 70363



item	quantity	description	total weight	List/Unit price	extended price
560-2579	1	EQUIPMENT Volta Inclusive Spinner	561	\$6,450.00	\$6,450.00
frgt	1	FREIGHT Shipping to site			\$1,047.23
Proins	1	PROFESSIONAL INSTALLATION Professional installation includes all tools, labor, and material needed to complete the project.			\$2,757.50

Thanks for the opportunity to submit this quote for your approval! Please note that Planet Recess Inc. implements a "Pay to Play" policy. Full payment required in order to use equipment or finished project.

President - Treyner McAdams
LA ST Contractor #37277 / MS ST Contractor # 13345

Sub Total \$10,254.73
Sale Tax Exempt: \$0.00

TOTAL \$10,254.73

Authorized Distributor For:

Burke
PLAY THAT MOVES YOU.



All purchase orders and checks to be made payable to:

Planet Recess, Inc.
P.O. Box 78160
Baton Rouge, LA 70837

**** WARNING:** Do not install any playground equipment over paved surfaces such as concrete or asphalt. The complete area, including the space under and around all playground equipment, must be covered with an impact-absorbing material. If professional installation is elected, customer is responsible for disposing of packing materials such as cardboard and bubble wrap after Planet Recess, Inc. has compacted it and set it aside in an orderly manner. Install site must be surveyed for underground utilities.
15% Cancellation Charge after signed PO. Payment Terms: 50% down with order and balance in full upon delivery. PRI installation or Supervision. A credit application may be required. We are pleased to submit the above quotation for your consideration. Should you place an order, be assured that it will receive our prompt attention. Facsimile copy deemed equivalent of original.
Any changes require that a new quote be issued. Quote Valid 30 days. By signing below, you are agreeing to the terms above. A formal purchase order may be required.
Invoices should be paid in full within fifteen (15) days after receipt any invoice not paid within thirty (30) days of the invoice date shall bear interest at the rate of 1.5% per month until paid in full. The arrangement shall be deemed to be one on "open account" as that term is defined by Louisiana law.

NAME _____

Position _____

Date _____

Planet Recess and "Slide around the World" logo are registered trademarks of Planet Recess Inc.

Anne Picou

From: Rhonda Samanie
Sent: Friday, June 25, 2021 3:52 PM
To: Anne Picou
Subject: RE: 05/2021 Auto Rental Tax

Let me know what day & time you want to come next week

From: Anne Picou <apicou@tpcg.org>
Sent: Friday, June 25, 2021 3:51 PM
To: Rhonda Samanie <rsamanie@tpcg.org>
Subject: RE: 05/2021 Auto Rental Tax

Thank you

From: Rhonda Samanie
Sent: Tuesday, June 22, 2021 7:40 AM
To: Anne Picou
Subject: RE: 05/2021 Auto Rental Tax

\$5,404.14

Ans

From: Anne Picou <apicou@tpcg.org>
Sent: Friday, June 18, 2021 8:29 AM
To: Rhonda Samanie <rsamanie@tpcg.org>
Subject: FW: 05/2021 Auto Rental Tax

Good morning Rhonda,
Through this funding for Car Rentals within the parish, can you provide me with the amount secured in this account?
Thank you,
Anne

From: Penny Bates
Sent: Friday, June 18, 2021 8:08 AM
To: Anne Picou; Ava Fontenot; Deanna Zeringue; Jonathan Foret; Kayla Dupre; Melissa Bourgeois; Rhonda Samanie;
Sales Tax
Subject: 05/2021 Auto Rental Tax

Good Morning!

Please refer to the list below to determine the amount of your tax deposit from the auto rental tax collections for the month of May 2021. These funds will be deposited into your account today June 18, 2021 via electronic funds transfer (EFT).

- SLWDS \$ 417.41
- HDDC \$ 417.40
- TARC \$ 417.40

DDC Car Rental Tax
151-000-6499-04

<u>2016</u>		
1,236.47	car rental tax	
		<u>Balance</u>
		1,236.47
<u>2017</u>		
2,453.99	car rental tax	
		2,453.99
<u>2018</u>		
2,155.68	car rental tax	
	BA moving funds to Bike Rack Project (August 2018)	
		2,155.68
		(4,797.47)
<u>2019</u>		
3,193.48	car rental tax	
		3,193.48
<u>2020</u>		
4,264.90	car rental tax	
	BA moving funds for playground mulch at the Marina (May 2020)	
		4,264.90
		(5,339.00)
<u>2021</u>		
2,237.09	car rental tax	
		2,237.09
<u><u>15,541.61</u></u>		

Total remaining:

\$ 5,405.14

2016 1,236.47 +
 2017 2,453.99 +
 2018 2,155.68 +
 BA 4,797.47 -
 2019 3,193.48 +

 2020 4,264.90 +
 BA 5,339.00 -
 2021 2,237.09 +
 bal. 5,405.14 +

 0.006 +

6.22.21
Kayla - email

Marina Docking Fees

Period Starting
Period Ending

1/1/2021
12/31/2021

Date	Receipt No.	Received From	Amount	Pay Type	Deposit Receipt Number	Deposit Date	
1/13/2021	754521	Overnight Stay	\$25.00	Credit Card 9437	No Receipt		
1/21/2021	No Receipt	Overnight Stay	\$25.00	Credit Card 0377	No Receipt		
2/8/2021	No Receipt	Mike Sheppard	\$400.00	Credit Card 6516	120124	2/12/2021	Deposited by Anne Picou
2/8/2021	No Receipt	Mike Sheppard	\$400.00	Credit Card 4102	120124	2/12/2021	Deposited by Anne Picou
3/24/2021	754564	Gregory Folse	\$1,125.00	Check 1587	121065	3/26/2021	Deposited by Anne Picou
4/15/2021	754587	Mike Sheppard	\$400.00	Credit Card 6516	121495	4/21/2021	Deposited by Anne Picou
4/20/2021	754591	Jack Tree	\$575.00	Credit Card 6183	121485	4/21/2021	Deposited by Anne Picou
4/21/2021	754593	Mike Sheppard	\$82.50	Credit Card 6516	121553	4/23/2021	Deposited by Anne Picou
1/25/2021	760793	Sailboat	\$25.00	Cash	121672	5/3/2021	Deposited by Anne Picou
2/4/2021	760794	Sailboat	\$100.00	Cash	121669	5/3/2021	Deposited by Anne Picou
3/4/2021	760795	Motorboat	\$25.00	Cash	121670	5/3/2021	Deposited by Anne Picou
4/23/2021	760796	Sailboat	\$25.00	Cash	121668	5/3/2021	Deposited by Anne Picou
4/30/2021	754599	Jack Favors (Red Sailboat)	\$387.50	Credit Card 0045	121665	5/3/2021	Deposited by Anne Picou
6/9/2021	760797	Mike Sheppard	\$370.00	Credit Card	122444	6/11/2021	Deposited by Anne Picou
6/10/2021	760798	Docking fee	\$25.00	Cash	122768	7/1/2021	Deposited by Anne Picou
6/11/2021	760799	Sailboat	\$25.00	Cash	122768	7/1/2021	Deposited by Anne Picou
7/4&7/6/2021	754862	Motorboat	\$25.00	Cash	122768	7/1/2021	Deposited by Anne Picou
7/12/2021	754860	Mike Sheppard	\$360.00	Credit Card 6516			
		Sheri & David	\$25.00	Credit card 1395			
		Total	\$4,425.00				

585561

Deposited by Anne Picou

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
JUNE 30, 2021 - MONTH LAST CLOSED

7/27/21

ACCT: 151-000-6477-01

GENERAL FUND

NO DEPARTMENT NAME

DOCKING FEE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,700	4,500.00-	0	2,800
CLOSED:				
2015	0	6,200.00-	N/A	6,200
2016	4,200	5,777.00-	N/A	1,577
2017	4,200	2,725.00-	N/A	1,475-
2018	3,000	1,425.00-	N/A	1,575-
2019	1,700	3,565.00-	N/A	1,865
2020	1,700	3,313.25-	N/A	1,613

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

If \$1,700 is budgeted & they rec. \$4,500.00

Anne is only allowed to use the
diff of \$2800.00

BA's need to be done to move
money

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
JUNE 30, 2021 - MONTH LAST CLOSED

7/27/21

ACCT: 151-000-6477-01

GENERAL FUND

NO DEPARTMENT NAME

DOCKING FEE

----- MONTHLY ACTIVITY -----

2020	<u>BUDGET</u>	<u>ACTUAL</u>
BEG:		.00
JAN:	141	26.00-
FEB:	141	1,142.50-
MAR:	141	100.00-
APR:	141	
MAY:	141	544.75-
JUN:	141	
JUL:	141	
AUG:	141	425.00-
SEP:	141	
OCT:	141	
NOV:	141	
DEC:	<u>149</u>	<u>1,075.00-</u>
TOTAL	1,700	3,313.25-

----- MONTHLY ACTIVITY -----

2021	<u>BUDGET</u>	<u>ACTUAL</u>
BEG:		.00
JAN:	141	
FEB:	141	800.00-
MAR:	141	1,125.00-
APR:	141	1,057.50-
MAY:	141	562.50-
JUN:	141	370.00-
JUL:	141	585.00-
AUG:	141	
SEP:	141	
OCT:	141	
NOV:	141	
DEC:	<u>149</u>	<u></u>
TOTAL	1,700	4,500.00-

CF01 = EXIT CF02 = INPUT CF04 = DSP DET CF06 = DSP ENC CF08 = PRT DETAIL

FD176GG

GENERAL LEDGER/DETAIL DESCRIPTION
JUNE 30, 2021 - MONTH LAST CLOSED7/27/21
09:18:27

ACCT: 151-000-6477-01

GENERAL FUND

NO DEPARTMENT NAME

DOCKING FEE

RANGE DATE: 1/2021 to 12/2021

(V)IEW MORE

VENDOR

	CDE	DATE	DETAIL DESCRIPTION	STS	AMOUNT
-	J/E	01/25/21	REVACCMARINADOCK01	CLS	1,075.00
-	C/R	01/25/21	MARINA DOCKING	CLS	1,075.00-
-	C/R	02/17/21	MARINA DOCKING	CLS	800.00-✓
-	C/R	03/29/21	G. FOLSE	CLS	1,125.00-✓
-	C/R	04/22/21	MARINA DOCKING	CLS	975.00-✓
-	J/E	04/26/21	DOCKINGFEES	CLS	82.50-✓
-	C/R	05/04/21	MARINA	CLS	175.00-✓
-	J/E	05/05/21	MARINA	CLS	387.50-✓
-	C/R	06/14/21	MARINA DOCKING	CLS	370.00-✓
-	C/R	07/06/21	MARINA DOCKING	OPN	75.00-✓
-	J/E	07/14/21	MARINADOCKING	OPN	385.00-✓
-	C/R	07/22/21	MARINA DOCKING	OPN	125.00-

CMD01 = EXIT

CMD02 = PREVIOUS SCR

CMD05 = DSP PO/DOC NBR

CMD07 = DSP INVOICE NBR

DDC Car Rental Tax
151-000-6499-04

<u>2016</u>		<u>Balance</u>
1,236.47	car rental tax	1,236.47
<u>2017</u>		
2,453.99	car rental tax	2,453.99
<u>2018</u>		
2,155.68	car rental tax	2,155.68
	BA moving funds to Bike Rack Project (August 2018)	(4,797.47)
<u>2019</u>		
3,193.48	car rental tax	3,193.48
<u>2020</u>		
4,264.90	car rental tax	4,264.90
	BA moving funds for playground mulch at the Marina (May 2020)	(5,339.00)
<u>2021</u>		
2,674.34	car rental tax	2,674.34
<u>15,978.86</u>		

Anne wants \$5404.14 7/26/21 Volte Spinner for Downtown Marina

Total remaining: \$ 5,842.39

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 151-000-6499-04

GENERAL FUND

NO DEPARTMENT NAME

HDDC ST LA AUTO RENTAL INCOME

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	2,500	2,674.34-	0	174
CLOSED:				
2015	0	.00	N/A	0
2016	0	1,236.47-	N/A	1,236
2017	0	2,453.99-	N/A	2,454
2018	1,107	2,155.68-	N/A	1,049
2019	2,000	3,193.48-	N/A	1,193
2020	2,500	4,264.90-	N/A	1,765

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 151-000-6477-01

GENERAL FUND

NO DEPARTMENT NAME

DOCKING FEE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,700	4,550.00-	0	2,850
CLOSED:				
2015	0	6,200.00-	N/A	6,200
2016	4,200	5,777.00-	N/A	1,577
2017	4,200	2,725.00-	N/A	1,475-
2018	3,000	1,425.00-	N/A	1,575-
2019	1,700	3,565.00-	N/A	1,865
2020	1,700	3,313.25-	N/A	1,613

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

**2022 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

659-196-8912-09

LE PETITE FACILITY IMPROVEMENTS

PARISH PROJECT# 15-BLDG-62

659-000-6342-09

659-000-6325-10

**TOTAL FUNDING
EXPENDITURES THRU 12/31/20
PROJECT BALANCE**

\$	1,793,000
	(101,865)
<u>\$</u>	<u>1,691,135</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2021	2022	2023	2024	2025	2026
Mar-15	ORD 8519	FACILITY PLANNING & CONTROL		223,100					
Jan-16	ORD 8671	FACILITY PLANNING & CONTROL		464,900					
Feb-16	ORD 8680	LE PETIT THEATRE		150,000					
Jul-17	ORD 8863	DE-OB FACILITY PLANNING & CONTROL		(688,000)					
Jul-19	ORD 9058	FACILITY PLANNING & CONTROL		679,000					
Aug-19	ORD 9084	LE PETIT THEATRE		264,000					
Nov-19	ORD 9104	FROM 151-194-8932-31		80,000					
Nov-20	ORD 9213	PUBLIC IMPROVEMENT BONDS		360,000					
Jan-21	ORD 9221	EXCHANGING FUNDING SOURCE - Fd 151			(80,000)				
Jan-21	ORD 9221	EXCHANGING FUNDING SOURCE - Fd 255			80,000				
Jun-21	ORD 9268	FROM GENERAL FUND			250,000				
Jul-21	PENDING BA	EXCHANGE FUNDING SOURCES - GEN			(250,000)				
Jul-21	PENDING BA	EXCHANGE FUNDING SOURCES - ARP Fd 201			250,000				
Aug-21	PENDING BA	LE PETIT THEATRE			10,000				
LESS PRIOR YEARS EXPENDITURES				(101,865)					

FUNDS AVAILABLE

\$	1,431,135	\$	260,000	0	0	0	0	0	0
----	-----------	----	---------	---	---	---	---	---	---

ENGINEER:
CONTRACTOR:

DUPLANTIS DESIGN GROUP
JUSTIN J. REEVES, LLC

DESCRIPTION: IMPROVEMENTS TO LE PETIT THEATRE DE
TERREBONNE.

P.O. BOX 805
HOUMA, LA 70361-0805

PAY TO THE ORDER OF TPC

DATE 7/21/03

84-288/654
01

CHECK ABANDON

\$10,000.00



SOUTH LOUISIANA BANK
Post Office Box 1718 ■ Houma, LA 70361

-DOLLARS



**Photo
Safe
Deposit
Details on back**

FOR

009224 065402889 01 7762 8

Doyle & Halloran
Jedyn Hymach

1

ACCT: 659-196-8912-09

CAPITAL PROJECTS CONTRL

AUDITORIUMS

LE PETIT FACILITY IMPROV

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,681,135	5,307.03	0	1,675,828
CLOSED:				
2015	223,100	.00	N/A	223,100
2016	838,000	70,420.79	N/A	767,579
2017	79,579	15,273.13	N/A	64,306
2018	64,306	205.00	N/A	64,101
2019	1,087,101	12,761.39	N/A	1,074,340
2020	1,434,340	3,205.00	N/A	1,431,135

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
JUNE 30, 2021 - MONTH LAST CLOSED

8/02/21

ACCT: 659-000-6375-10

CAPITAL PROJECTS CONTRL

NO DEPARTMENT NAME

LE PETIT THEATRE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	0	10,000.00-	0	10,000
CLOSED:				
2015	0	.00	N/A	0
2016	150,000	150,000.00-	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	264,000	264,000.00-	N/A	0
2020	0	.00	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Kayla Dupre

From: Kristie Ellender
Sent: Monday, August 2, 2021 1:58 PM
To: Kayla Dupre
Cc: Clay Naquin
Subject: RE: New Department

Mrs. Kayla,

Below are the account numbers we discuss. Please advise of any questions or concerns you may have. Mr. Clay will be back in the office tomorrow to review.

Vegetation Division Budget

353-445-8111-01 Salaries & Wages (Mrs. Kayla Working on)
353-445-8112-01 Overtime Pay Budget \$50,000
353-445-8113-02 Accrued Sick Leave (Mrs. Kayla Working on)
353-445-8114-02 Accrued Vacation (Mrs. Kayla Working on)
353-445-8119-20 Salary Reimbursement (Mrs. Kayla Working on)
353-445-8121-01 FICA (Mrs. Kayla Working on)
353-445-8121-02 Medicare (Mrs. Kayla Working on)
353-445-8122-01 Pension (Mrs. Kayla Working on)
353-445-8122-05 Pension Expense-GASB68 (Mrs. Kayla Working on)
353-445-8131-01 Group Insurance (Mrs. Kayla Working on)
353-445-8131-05 Group Insurance- Retired (Mrs. Kayla Working on)
353-445-8131-07 Postretirement Expense GASB 45 (Mrs. Kayla Working on)
353-445-8132-01 Unemployment Compensation (Mrs. Kayla Working on)
353-445-8133-01 Workmen's Compensation (Mrs. Kayla Working on)
353-445-8141-01 Employment Physicals (Mrs. Kayla Working on)
353-445-8142-01 Other Employee Requirements (Mrs. Kayla Working on)
353-445-8211-01 Office Supplies Budget \$3,000
353-445-8222-01 Uniforms Budget \$6,000
353-445-8224-01 Gasoline & Oil Budget \$60,000
353-445-8224-02 Lubricants Budget \$8,000
353-445-8225-01 Operating Supplies Budget \$23,000
353-445-8225-20 Materials Reimbursement Budget \$460
353-445-8231-01 Gravel, Sand, Dirt, & Shells Budget \$5,000
353-445-8235-01 Chemicals Budget \$21,000
353-445-8241-01 Small Tools & Instruments Budget \$5,000
353-445-8316-01 Communication Equip Services Budget \$10,000
353-445-8323-12 Industrial Equip Rental Budget \$10,000
353-445-8325-01 Other Contracts & Leases Budget 355, 150***
*** BLVDS Contract Budget \$135,150
*** Norris & Boudreaux Contract Budget \$180,000
*** Lofton Staffing Budget \$40,000
353-445-8341-01 Legal Fees Budget \$3,000
353-445-8349-01 Other Fees Budget \$2,500
353-445-8391-02 Recording Fees Budget \$1,000
353-445-8392-01 Membership Dues Budget \$250

353-445-8393-01 Travel & Training Budget \$2,000
353-445-8413-02 Communication Equip Repairs Budget \$10,000
353-445-8421-01 Auto & Truck Repairs Budget \$30,000
353-445-8421-02 Tires Purchased Budget \$15,000
353-445-8421-03 Tire Repair Budget \$10,000
353-445-8421-05 Paint/Body Repairs Budget \$1,000
353-445-8421-06 Towing & Recovery Budget \$5,000
353-445-8422-05 Equipment Repair Budget \$80,000
353-445-8422-07 On/Off Road Rolling Eq. Repair Budget \$85,000
353-445-8422-20 Equipment Reimbursement Budget \$800
353-445-8915-06 Machinery & Equipment Budget \$356,868.44 {Chipper 40,687.00, Tractors \$316,181.44}

I will send a separate email for the journal entry items.

Thanks,

Kristie Ellender
Office Manager
Terrebonne Parish
Solid Waste Division
[\(985\)873-6739](tel:9858736739)



From: Clay Naquin <cnaquin@tpcg.org>
Sent: Tuesday, July 27, 2021 11:02 AM
To: Kristie Ellender <kellender@tpcg.org>
Subject: FW: New Department

Clay J. Naquin
Solid Waste Director
Terrebonne Parish Consolidated Gov.
cnaquin@tpcg.org
Work: (985) 873-6739
Fax: (985) 873-6760



From: Kayla Dupre <kdupre@tpcg.org>
Sent: Tuesday, July 27, 2021 10:12 AM

To: Clay Naquin <cnaquin@tpcg.org>
Subject: New Department

I will work with you to setup the new department. What do you want the new department to be called? Send me the account numbers and the budget you want to setup in the new department. Also, we will need to do journal entries moving charges from Dept. 441 to the new dept. I will need to know what you want to move. Give me a call when you have a chance to discuss.

Thanks,

Kayla Dupre

Comptroller
Terrebonne Parish Consolidated Government
8026 Main St., Suite 300, Houma, LA 70360
Phone: (985) 873-6452 fax: (985) 873-6457
kdupre@tpcg.org

353-441

SOLID WASTE

Jan - July

2021 SALARIES & FRINGES WORKSHEET

STEPS TO FOLLOW:

1. Review and correct the attached "ESTIMATED ANNUAL EARNINGS BY JOBS" report for those employees currently employed and transfer total to ITEM A below.
2. List below additional positions that are:
ITEM B - unfilled positions approved for 2020 (2020 Adopted Positions enclosed)
3. Complete the self-explanatory calculations (ITEM C).

				ESTIMATED AMOUNT
A. Current Salaries				216,901
B. Open positions approved for 2020:				
C. Total 2020 Estimated Annual Salaries				
Estimated Overtime	A+B			216,901 8111-01
Total Taxable Wages				- 8112-01
				216,901
FICA	6.20%			13,448 8121-01
MEDICARE	1.45%			3,145 8121-02
PENSION - Use Applicable % below	7.50%			16,268 8122-01
UNEMPLOYMENT COMPENSATION	1.50%			3,254 8132-01
WORKER'S COMPENSATION	6.86%			14,879 8133-01
GROUP INSURANCE:				
"F & G" CURRENT FAMILY	3 X	19,250.00	=	33,688 7 months
"S & T" CURRENT SINGLE	10 X	7,550.00	=	44,042 7 months
"N" CURRENT LIFE-ONLY	0 X	700.00	=	-
OPEN POSITIONS	0 X	13,000.00	=	-
TOTAL GROUP INSURANCE				77,729 8131-01

no med/life

B1 353-441-8119-20

345,624

to 353-445-8119-20

Aug- Dec

353-441

SOLID WASTE

2021 SALARIES & FRINGES WORKSHEET

STEPS TO FOLLOW:

1. Review and correct the attached "ESTIMATED ANNUAL EARNINGS BY JOBS" report for those employees currently employed and transfer total to ITEM A below.
2. List below additional positions that are:
ITEM B - unfilled positions approved for 2020 (2020 Adopted Positions enclosed)
3. Complete the self-explanatory calculations (ITEM C).

				ESTIMATED AMOUNT
A. Current Salaries				146,275
B. Open positions approved for 2020:				
C. Total 2020 Estimated Annual Salaries				
Estimated Overtime	A+B			146,275 8111-01
Total Taxable Wages				- 8112-01
				146,275
FICA	6.20%			9,069 8121-01
MEDICARE	1.45%			2,121 8121-02
PENSION - Use Applicable % below	7.50%			10,971 8122-01
UNEMPLOYMENT COMPENSATION	1.50%			2,194 8132-01
WORKER'S COMPENSATION	6.86%			10,034 8133-01
GROUP INSURANCE:				
"F & G" CURRENT FAMILY	1 X	19,250.00	=	8,021 5 months
"S & T" CURRENT SINGLE	9 X	7,550.00	=	28,313 5 months
"N" CURRENT LIFE-ONLY	0 X	700.00	=	-
OPEN POSITIONS	0 X	13,000.00	=	-
TOTAL GROUP INSURANCE				36,333 8131-01
no med/life				

216,998

ACCT: 353-441-8133-01

SANITATION FUND

SOLID WASTE SERVICES

WORKMEN'S COMPENSATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	68,973	32,563.18	0	36,410
CLOSED:				
2015	16,991	19,921.59	N/A	2,931-
2016	21,068	20,105.11	N/A	963
2017	24,396	25,404.52	N/A	1,009-
2018	27,084	25,713.71	N/A	1,370
2019	38,128	40,578.09	N/A	2,450-
2020	42,450	44,744.26	N/A	2,294-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
JUNE 30, 2021 - MONTH LAST CLOSED

8/03/21

ACCT: 353-441-8132-01

SANITATION FUND

SOLID WASTE SERVICES

UNEMPLOYMENT COMPENSATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	19,797	8,194.94	0	11,602
CLOSED:				
2015	6,628	8,084.86	N/A	1,457-
2016	6,863	7,817.62	N/A	955-
2017	7,941	9,196.51	N/A	1,256-
2018	9,678	9,302.23	N/A	376
2019	11,041	11,438.14	N/A	397-
2020	12,037	12,756.42	N/A	719-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 353-441-8131-01

SANITATION FUND

SOLID WASTE SERVICES

GROUP INSURANCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	433,800	137,869.72	0	295,930
CLOSED:				
2015	132,250	117,937.90	N/A	14,312
2016	142,750	131,657.57	N/A	11,092
2017	182,150	126,054.54	N/A	56,095
2018	169,850	130,800.86	N/A	39,049
2019	146,700	157,144.00	N/A	10,444-
2020	211,500	191,726.74	N/A	19,773

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 353-441-8122-01

SANITATION FUND

SOLID WASTE SERVICES

PENSION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	98,988	52,905.82	0	46,082
CLOSED:				
2015	53,027	47,768.56	N/A	5,258
2016	43,921	41,693.96	N/A	2,227
2017	50,824	48,872.40	N/A	1,952
2018	48,392	46,170.69	N/A	2,221
2019	55,205	56,999.77	N/A	1,795-
2020	60,184	63,677.65	N/A	3,494-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCT: 353-441-8121-02

SANITATION FUND

SOLID WASTE SERVICES

MEDICARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	19,138	9,824.40	0	9,314
CLOSED:				
2015	7,689	7,459.43	N/A	230
2016	7,961	7,151.93	N/A	809
2017	9,212	8,169.27	N/A	1,043
2018	9,356	8,568.97	N/A	787
2019	10,673	10,542.87	N/A	130
2020	11,636	11,723.34	N/A	87-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 353-441-8121-01

SANITATION FUND

SOLID WASTE SERVICES

FICA

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	81,830	42,007.98	0	39,822
CLOSED:				
2015	32,876	31,896.42	N/A	980
2016	34,038	30,581.39	N/A	3,457
2017	39,389	36,602.36	N/A	2,787
2018	40,004	36,640.53	N/A	3,363
2019	45,635	45,081.04	N/A	554
2020	49,752	50,128.89	N/A	377-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 353-441-8119-20

SANITATION FUND

SOLID WASTE SERVICES

SALARY REIMBURSEMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	5,000-	.00	0	5,000-
CLOSED:				
2015	20,000-	12,080.00-	N/A	7,920-
2016	20,000-	11,836.14-	N/A	8,164-
2017	20,000-	.00	N/A	20,000-
2018	5,000-	4,997.46-	N/A	3-
2019	5,000-	761.07-	N/A	4,239-
2020	5,000-	4,956.90	N/A	9,957-

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 353-441-8111-01

SANITATION FUND

SOLID WASTE SERVICES

SALARIES & WAGES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,204,841	635,034.31	0	569,807
CLOSED:				
2015	470,265	483,670.53	N/A	13,406-
2016	489,008	475,233.72	N/A	13,774
2017	572,103	554,651.77	N/A	17,451
2018	570,230	558,821.35	N/A	11,409
2019	654,061	674,523.02	N/A	20,462-
2020	692,750	745,214.68	N/A	52,465-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Section VII and VIII

Kandace Mauldin

From: Joan Schexnayder
Sent: Thursday, July 15, 2021 10:59 AM
To: Kandace Mauldin
Cc: Jeanne Bray
Subject: Sidewalks
Attachments: Budget Eastside.xls; Budget Civic.xls; H.012026 Bayou Terrebonne East SW Project, Ph. 2 signed Federal Funding Commitment letter 4-26-2021.pdf

Kandace,

Yesterday LaDOTD received bids on Eastside Sidewalks Phase 2 and Civic Center Sidewalks. Both projects came in under estimated construction cost. I have attached the spreadsheets for both of these projects for your use.

Both projects have DOTD funding that has not been recognized. Eastside has as additional \$27,889.68 that was authorized (see attached funding letter). I'm not sure what the total authorization is for Civic Center but its at least another \$211,701.42 (I've never received a total funding letter other than them telling us they will fund 80%).

Currently with a 10% contingency with Civic Center we have a surplus of \$16,749.65; whereas, for Eastside we need funding in order to award the alternate. Without any contingency we are short \$210 to award base and alternate for Eastside. Can we move \$10,000 from Civic to Eastside to be able to award the alternate? This alternate is widen the sidewalk from 6ft to 8ft. This will give both projects around \$10,000 for change orders and recordations.

Joan E. Schexnayder, P.E.
Staff Engineer
T.P.C.G. - Engineering Division
Phone: (985)873-6720

Go Green. Please consider the environment before printing this email.

Eastside already done

Civic Center Revenue - 659-000-6315-12



Office of Engineering

PO Box 94245 | Baton Rouge, LA 70804-9245
Phone: 225-379-1025 Fax: 225-379-1857

John Bel Edwards, Governor
Shawn D. Wilson, Ph.D.,
Secretary

April 7, 2017

Mr. Gordon E. Dove, Parish President
Attention: Ms. Joan Schexnayder
Terrebonne Parish Consolidated Government
P. O. Box 2768
Houma, LA 70361-2768

Re: Original Agreement
State Project No. H.012338
Federal Aid Project No. H012388
Civic Center Sidewalks
Terrebonne Parish

Dear Ms. Schexnayder:

Attached is one fully executed copy of the referenced document between the Department of Transportation and Development (DOTD), Terrebonne Parish Consolidated Government, and South Central Planning and Development Commission dated April 6, 2017.

If you have any questions or comments, please contact **Susan B. Williams** at (225) 379-1431 or email at susan.williams@la.gov.

Sincerely,

Darlene Major
Consultant Contract Services Administrator

DM: sw

Attachments

pc: Ms. Tanya Bankston
Mr. Kevin Belanger
Mr. Chris Morvant [District 02 Administrator]
Mr. Ennis Johnson
Mr. Gary Gisclair
Mr. Scott Boyle
Ms. Elaine Rougeau
Financial Services Section
Ms. Terri Campo

STATE OF LOUISIANA
LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

ORIGINAL ENTITY/STATE AGREEMENT
STATE PROJECT NO. H.012338
FEDERAL AID PROJECT NO. H012338
CIVIC CENTER SIDEWALKS
CIVIC CENTER BLVD.
Terrebonne Parish

THIS AGREEMENT, is made and executed in three original copies on this 6 day of April, 2017, by and between the Louisiana Department of Transportation and Development, through its Secretary, hereinafter referred to as "DOTD," and **Terrebonne Parish Consolidated Government**, a political subdivision of the State of Louisiana, hereinafter referred to as "Entity;" and the **South Central Planning and Development Commission**, acting in its capacity as the Metropolitan Planning Organization, hereinafter referred to as "MPO."

WITNESSETH: That;

WHEREAS, under the provisions of Title 23, United States Code, "Highways," as amended, funds have been appropriated out of the Highway Trust Fund to finance improvement projects under the direct administration of DOTD; and

WHEREAS, the Entity has requested an appropriation of funds to finance a portion of the Project as described herein; and

WHEREAS, the Entity understands that funding for this project is not a grant, but reimbursement/disbursement of eligible expenditures as provided herein; and

WHEREAS, the Project is part of a Transportation Improvements Program (TIP), if applicable, serving to implement the area wide transportation plan held currently valid by appropriate local officials; and the MPO, and developed as required by Section 134 of Title 23, U.S.C.; and

WHEREAS, the Entity grants access within the project limits to DOTD and all necessary parties required to complete the project; and

WHEREAS, Federal Funds have been appropriated to finance improvement projects under the direct administration of DOTD; and

WHEREAS, DOTD is agreeable to the implementation of the Project and desires to cooperate with the Entity as hereinafter provided; and

WHEREAS, the Entity is required to attend the mandatory Qualification Core Training and to adhere to the Local Public Agency (LPA) Manual

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

The foregoing recitals are hereby incorporated by reference into this agreement

ARTICLE I: PROJECT DESCRIPTION

The improvement, hereinafter referred to as "Project," that is to be undertaken under this Agreement is to construct ADA compliant sidewalks on both sides of Civic Center Blvd. from LA 311 (Little Bayou Black Drive) to LA 182 (Barrow Street), in Houma, Terrebonne Parish, Louisiana.

For purposes of identification and record keeping, State and Federal Project Numbers have been assigned to this Project as follows: **State Project No. H.012338 and Federal Project No. H012338**. All correspondence and other documents pertaining to this project shall be identified with these project numbers.

ARTICLE II: FUNDING

Except for services hereinafter specifically listed to be furnished solely at DOTD's expense or solely at the Entity's expense, the cost of this Project will be a joint participation between DOTD and the Entity, with DOTD or the Entity contributing the local match of the participating approved project Stage/Phase and the Federal Highway Administration, hereinafter referred to as "FHWA," contributing Federal Funds through DOTD, as shown in the Funding Table. The Entity does, however, reserve the right to incorporate items of work into the construction contract not eligible for federal participation if it so desires, and at its own cost subject to prior DOTD and/or federal approval.

Responsibility Table¹ Roadway Control Section 000-55			
	Entity	DOTD	Comments
Roadway Owner	Yes	No	
Environmental Process	No	Yes	
Pre-Construction Engineering	Yes	No	
Rights-of-Way	Yes	No	
Services	Yes	No	
Acquisition and Relocation	Yes	No	
Permits	Yes	No	
Utility (Clearance/Permits) ⁵	Yes	No	
Construction	Yes	No ³	
Construction Engineering Administration and Inspection	Yes	No	
Construction Engineering Testing	Yes	No	

Funding Table² Roadway Control Section 000-55			
Method of Payment	Disbursement		
	Percentage Funded By Entity ³	Percentage Funded By DOTD ⁴	Percentage Funded By FHWA ⁴
Environmental	0%	100%	0%
Pre-Construction Engineering	20%	0%	80%
Rights-of-Way	100%	0%	0%
Services	100%	0%	0%
Acquisition and Relocation	100%	0%	0%
Compensable Utility Relocation ⁵	100%	0%	0%
Construction Engineering and Inspection	20%	0%	80%
Construction	20%	0%	80%

¹This table defines who will perform the work involved with each item listed in their respective articles, either directly with in-house staff or through a consultant or contractor. This table does not address funding.

²Percentages are to be applied to the actual cost of the Project. Where funding is limited to fixed amounts, a Funding Commitment Letter will identify the amount of available funds.

³If DOTD holds contract on a Non-state route, any required matching funds and the DOTD administration fee must be paid to DOTD by the entity prior to any preconstruction contract action or construction letting. If DOTD holds the contract on a State route, any required matching funds must be paid to DOTD by the entity prior to any preconstruction contract action or construction letting.

⁴When DOTD consents to use its own staff to provide the required services, the staff will track their time and charge it to the cost of the Project at the indicated percentages.

⁵Includes railroads

The estimated percentage paid by the Entity, as shown in the Funding Table, is required to be remitted to DOTD prior to advertisement or commencement of any Stage/Phase for which DOTD will be designated as being responsible, as per the Responsibility Table.

If DOTD manages the contract for an off-system (locally owned) route for the entity, the entity will in advance of DOTD entering into a contract for each Stage/Phase, be required to pay for the DOTD services (the current DOTD Indirect Cost (IDC) percentage applied to the cost of the Stage/Phase) to be performed in connection with the deliverables for that contract, in addition to the required matching funds. For construction contracts the entity will be required to pay an additional 1.2 times this amount for the construction contract to be held in reserve for change orders and claims {(matching funds + DOTD services) X

1.2}. The entity will be required to send the funds for the designated Stage/Phase (preconstruction, construction, construction inspection) prior to the initiation of the Stage/Phase. In the event that the actual cost of the contract exceeds the preliminary cost estimate the Entity shall reimburse DOTD in an amount equal to the matching funds of the actual final cost in excess of said preliminary cost estimate, which shall be payable within 30 days of receipt of an invoice for same from DOTD. In the event that the actual cost of the contract is less than the said preliminary cost estimate and/or the amount held in reserve, as applicable, DOTD shall return to Entity funds in excess of the amount required in proportionate matching funds, based on actual cost incurred, as provided in the funding table.

For services for which the Entity will be designated as being responsible, as per the Responsibility Table, and which will receive Federal funding, as per the Funding Table, the Entity agrees it will not incur or expend any funds or provide a written Notice To Proceed (NTP) to any consultant or contractor prior to written notification from DOTD that they can begin work. Any costs incurred prior to such notification will not be compensable.

If Federal funding is indicated for a Stage/Phase for which the Entity is designated as being responsible and the *disbursement* method is chosen, as per the Funding Table, DOTD will pay to the Entity monthly the correct federal ratio of the approved project costs after the Entity has rendered such invoices. The invoices shall be submitted with a DOTD Cost Disbursement Certification, executed by the properly designated Entity official. The Entity is required to tender payment for the invoiced cost to the vendor promptly upon receipt of each disbursement of funds. Beginning with the second invoice, the Entity shall also include with each invoice a copy of cancelled check from the previous invoice evidencing payment of that previous invoice.

If Federal funding is indicated for a Stage/Phase for which the Entity is designated as being responsible and the *reimbursement* method is chosen, as per the Funding Table, the Entity will submit an invoice monthly to DOTD with a copy of the cancelled check, in accordance with DOTD's standards and methods. Upon receipt of each invoice, DOTD will reimburse the percentage shown in the Funding Table within 30 days of determining that it is correct. The Entity must bill within 90 days of the incurrence of expense or receive a written waiver from their project manager extending the time of submittal.

All charges shall be subject to verification, adjustment, and/or settlement by DOTD's Audit Section. Before final payment is recommended by DOTD, all supporting documentation shall conform to DOTD policies and procedures. The Entity shall submit all final billings for all Stage/Phases of work within 90 days after the completion of the period of performance of this agreement. Failure to submit these billings within the specified 90 day period shall result in the Project being closed on previously billed amounts and any unbilled

cost shall be the responsibility of the Entity. The Entity shall reimburse DOTD any and all amounts for services which are cited by DOTD as being noncompliant with federal/state laws and/or regulations. The cited amounts which are reimbursed by the Entity will be returned to the Entity upon clearance of the citation(s).

Should the Entity fail to reimburse DOTD the cited amounts within a thirty day period after notification, all future payment requests from the Entity will be held until the cited amounts are exceeded, at which time only the amount over the cited amounts will be released for payment. Additionally, no new Local Public Agency projects for the Entity will be approved until such time as the cited amount is reimbursed to DOTD.

ARTICLE III: PROJECT RESPONSIBLE CHARGE

Federal regulation provision 23 CFR 635.105 requires a full-time employee of the Entity to be in "Responsible Charge" of the Project for the Stages/Phases for which the Entity is designated as being responsible, as per the Responsibility Table, with the exception of the construction Stage/Phase on state routes. The LPA Responsible Charge need not be an engineer. DOTD will serve as the Responsible Charge for the construction engineering and inspection portion of the Project on state routes. The LPA Responsible Charge is expected to be accountable for the Project and to be able to perform the following duties and functions:

- Administer inherently governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of Federal-aid projects;
- Maintain familiarity of day to day project operations, including project safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the Project on a frequency that is commensurate with the magnitude and complexity of the Project;
- Review financial processes, transactions and documentation to ensure that safeguards are in place to minimize fraud, waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation;
- Be aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all Stage/Phases of the Project.
- Review QA/QC forms, Constructability/Biddability Review form, and all other current DOTD quality assurance documents.

The above duties do not restrict an entity's organizational authority over the LPA Responsible Charge or preclude sharing of these duties and functions among a number of public entity employees. It does not preclude one employee from having responsible charge of several projects and directing project managers assigned to specific projects.

The Entity at the time of execution of this Agreement shall complete, if not previously completed, the LPA Responsible Charge Form and submit it to the Project Manager. The Entity is responsible for keeping the form updated and submitting the updated form to the Project Manager.

In accordance with 23 CFR 635.105, DOTD will provide a person in "responsible charge" that is a full-time employed state engineer for Stages/Phases for which DOTD is designated as being responsible, as per the Responsibility Table. For Stages/Phases for which DOTD is designated as being responsible, as per the Responsibility Table, the entity will also provide an LPA Responsible Charge, but that person will have the following modified duties.

- Acts as primary point of contact for the Entity with the DOTD;
- Participate in decisions regarding cost, time and scope of the Project, including changed / unforeseen conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the Project on a frequency that is appropriate in light of the magnitude and complexity of the Project; or as determined by the DOTD Responsible Charge;
- Attend project meetings as determined by the DOTD Responsible Charge; and shall attend the Project's "Final Inspection";
- Be aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all Stage/Phases of the Project as requested by the DOTD Responsible Charge;
- Review QA/QC forms, Plan Constructability/Biddability Review form, and other current DOTD quality assurance documents as requested by the DOTD Responsible Charge

ARTICLE IV: PERIOD OF PERFORMANCE

If the Tables indicate that Federal funds are used for an authorized Stage/Phase of the project, a period of performance is required for the authorized Stage/Phase. As per 2 CFR 200.309, the Period of Performance is a period when project costs can be incurred; specifically, a project Stage/Phase authorization start and end date. Any additional costs incurred after the end date are not eligible for reimbursement. The Project Manager will send the LPA a Period of Performance written notification which will provide begin and end dates for each authorized project Stage/Phase and any updates associated with the dates.

ARTICLE V: CONSULTANT SELECTION

If the Funding Tables indicate that Federal funds are used for a Stage/Phase of the project, DOTD shall advertise and select a consulting firm for the performance of the services

necessary to fulfill the scope of work unless the entity has a selection process which has been previously approved by FHWA and DOTD for the designated Stage/Phase. Following the selection of the consulting firm by DOTD, if applicable, and if the Responsibility Table specifies that the Entity holds the contract, the Entity shall enter into a contract (prepared by DOTD) with the consulting firm for the performance of all services required for the Stage/Phase. The Entity may make a non-binding recommendation to the DOTD Secretary on the consultant shortlist. If the entity makes a selection pursuant to its approved procedures, the entity shall submit to DOTD the draft contract for approval prior to execution. No sub-consultants shall be added to the Project without prior approval of the DOTD Consultant Contract Services Administrator. The specified services will be performed by the selected consultant under the direct supervision of the LPA Responsible Charge, who will have charge and control of the Project at all times.

Formal written notification from DOTD of federal authorization is required prior to the issuance of an NTP by the Entity. Any costs which the Entity expects to be reimbursed prior to such authorization will not be compensable prior to the NTP date or if performed outside of the period of performance of this agreement.

The Entity shall be responsible for any contract costs attributable to the errors or omissions of its consultants or sub-consultants

If **DOTD** is designated as being responsible to complete the Stage/Phase, as per the Responsibility Table, DOTD will perform the specified services.

As per the Funding Table, if the **Entity** is responsible for all costs associated with a Stage/Phase, and the Responsibility Table indicates the Entity is the contract holder, the Entity shall either conduct the specified services or advertise and select a consulting firm (if not previously selected) for the performance of services necessary to fulfill the scope of work for the designated Stage/Phase. If a consulting firm is selected, the Entity shall enter into a contract with the selected firm for the performance of the services. The Entity is prohibited from selecting or approving any consultant or sub-consultant who is on DOTD's disqualified list or who has been debarred pursuant to LSA-R.S. 48:295.1 et seq.

ARTICLE VI: ENVIRONMENTAL PROCESS

If it is specified in the Funding Table, the environmental process is eligible as a project cost.

The Responsibility Table defines whether DOTD or the Entity shall be obligated to complete the work specified in this Article.

The Project will be developed in accordance with the National Environmental Policy Act

(NEPA), as amended, and its associated regulations. Additionally, the Project will comply with all applicable State and Federal laws, regulations, rules and guidelines, in particular 23 CFR Parts 771, 772, and 774, along with the latest version of DOTD's "Stage/Phase 1: Manual of Standard Practice" and "Environmental Manual of Standard Practice." All Stage/Phase 1, environmental documents, and public involvement proposals, prepared by or for the Entity, shall be developed under these requirements and shall be submitted to DOTD for review and comment prior to submittal to any agency.

ARTICLE VII: PRE-CONSTRUCTION ENGINEERING

If it is specified in the Funding Table, pre-construction engineering is eligible as a project cost.

The Responsibility Table defines whether DOTD or the Entity shall be obligated to complete the work specified in this Article. In the event that the Entity is obligated to complete this work and contracts with a third party to perform the work, and DOTD is obligated to complete any subsequent work, DOTD and the Entity agree that any rights that the Entity may have to recover from the provider of pre-construction engineering services shall be transferred to DOTD.

The Engineer of Record shall make all necessary surveys, prepare plans, technical specifications and cost estimates for the Project in accordance with the applicable requirements of the latest edition of the Louisiana Standard Specifications for Roads and Bridges, applicable requirements of 23 CFR Part 630 ("Preconstruction Procedures"), and the following specific requirements:

The design standards shall comply with the criteria prescribed in 23 CFR Part 625 ("Design Standards For Highways") and DOTD guidelines. The format of the plans shall conform to the latest standards used by DOTD in the preparation of its contract plans for items of work of similar character. Conformance to the applicable Publications and Manuals found on the DOTD website is required. The deliverables must incorporate all applicable *accessibility* codes and all related regulations including but not limited to: ADAAG, 2010 ADA Standards for Accessible Design, MUTCD, PROWAG, Section 504 of the Rehabilitation Act of 1973, 23 CFR 450, State DOT Regulations, USDOT, 49 CFR Part 37. For information on acronyms see the LPA Manual located on the DOTD website (http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Administration/LPA/Pages/default.aspx)

The standard procedures and expectations to be used for this Project will be identified in the kickoff/pre-design meeting.

If applicable, the Entity shall submit for DOTD acceptance prior to construction, a Project Maintenance Operation and Inspection Plan (MOI Plan), which covers the managing,

financing, inspecting, maintaining, and repairing, in accordance with applicable codes and design guides, of each project component including, but not limited to, sidewalks, bike paths, landscaping, mulching, pruning, weeding, and mowing.

For projects including lighting systems, the Entity will execute a lighting agreement and will deliver a MOI Plan which shall meet the requirements as outlined in the latest edition of the DOTD publication "A GUIDE TO CONSTRUCTING, OPERATING AND MAINTAINING HIGHWAY LIGHTING SYSTEMS." The Entity shall also provide DOTD with documentation of the utility/electrical service account in the Entity's name where projects are built on state rights-of-way.

ARTICLE VIII: RIGHT-OF-WAY ACQUISITION AND RELOCATION

If it is specified in the Funding Table, right-of-way acquisition is eligible as a project cost.

The Responsibility Table defines whether DOTD or the Entity shall be obligated to complete the work specified in this Article.

If right-of-way is required for this Project, acquisition of all real property and property rights required for this Project shall be in accordance with all applicable State and Federal laws, including Title 49 CFR, Part 24 as amended; Title 23 CFR, Part 710 as amended; DOTD's Right-of-Way Manual; DOTD's LPA Right-of-Way Manual; DOTD's Guide to Title Abstracting and any additional written instructions as given by the DOTD Real Estate Section.

Design surveys, right-of-way surveys and the preparation of right-of-way maps shall be performed in accordance with the requirements specified in the current edition of the "Location & Survey Manual."

The Entity shall sign and submit the LPA Assurance Letter to the DOTD Real Estate Section annually. As soon as it is known that the acquisition of right-of-way is required for this Project, the Entity shall contact the DOTD Real Estate Section for guidance.

DOTD or the Entity, as per the Responsibility Table, shall ensure that the design of the Project is constrained by the existing right-of-way or the right-of-way acquired for the Project, as shown on the construction plans. When applicable, the Entity will send to the Project Manager a letter certifying that the Project can be built within the right-of-way.

If right-of-way was acquired by the Entity, the letter should also state that the acquisition was performed according to state and federal guidelines, as mentioned above, and it is understood that liability and any costs incurred due to insufficient right-of-way are the responsibility of the Entity.

ARTICLE IX: TRANSFER AND ACCEPTANCE OF RIGHT-OF-WAY

If the Responsibility Table indicates that parcels of land shall be acquired by DOTD as right-of-way for the Project and if the roadway shall not remain in the State Highway System after completion and acceptance of the Project, these parcels shall be transferred by DOTD, in full ownership, to the Entity, upon the Final Acceptance of the Project by the DOTD Chief Engineer. The consideration for this transfer of ownership is the incorporation of the property and its improvements, if any, into the Entity's road system and the assumption by the Entity of the obligations to maintain and operate the property and its improvements, if any, at its sole cost and expense.

If the Responsibility Table indicates that parcels of land shall be acquired by the Entity as right-of-way for the Project and the roadway shall not remain in the Entity's Highway System after completion and acceptance of the Project, these parcels shall be transferred by the Entity, in full ownership, to DOTD upon the Final Acceptance of the Project by the DOTD Chief Engineer. The consideration for this transfer of ownership is the incorporation of the property and its improvements, if any, into the State Highway System and the assumption by the State of the obligations to maintain and operate the property and its improvements, if any, at DOTD's sole cost and expense.

Furthermore, both DOTD and the Entity agree to hold harmless and indemnify and defend the other party against any claims of third persons for loss or damage to persons or property resulting from the failure to maintain or to properly sign or provide and maintain signals or other traffic control devices on the property acquired pursuant to this Agreement.

ARTICLE X: PERMITS

The Responsibility Table defines whether DOTD or the Entity shall be obligated to obtain the permits and the approvals necessary for the Project, whether from private or public individuals and pursuant to local, State or Federal rules, regulations, or laws.

ARTICLE XI: UTILITY RELOCATION/RAILROAD COORDINATION

If specified in the Funding Table, companies that have compensable interest and whose utilities must be relocated will be reimbursed relocation costs from project funds.

The responsible party, as defined in the Responsibility Table, shall be obligated to obtain, from affected utility companies or railroads, all agreements and designs of any required systems or relocations.

Entity will be required to obtain relocation and other necessary agreements related to

utilities or railroads on Entity owned routes.

The Entity is responsible for any and all costs associated with utility relocations, adjustments and construction time delays on non-state routes after the project is awarded.

If the Entity is the responsible party, then it shall comply with all utility relocation processes as specified in the LPA Manual.

DOTD will obtain agreements to relocate utilities and coordinate with railroads on state routes.

ARTICLE XII: BIDS/CONSTRUCTION

DOTD shall prepare construction proposals, advertise for and receive bids for the work, and award the contract to the lowest responsible bidder. Construction contracts will be prepared by DOTD after the award of contract.

For Entity held contracts, DOTD will advertise for and receive bids for the work in accordance with DOTD's standard procedures. All such bids will be properly tabulated, extended, and summarized to determine the official low bidder. DOTD will then submit copies of the official bid tabulations to the Entity for review and comment while the DOTD Review Committee will concurrently analyze the bids. The award of the contract shall comply with all applicable State and Federal laws and the latest edition of the Louisiana Standard Specifications for Roads and Bridges. The Entity will be notified when the official low bid is greater than the estimated construction costs. The contract will be awarded by DOTD on behalf of the Entity following the favorable recommendation of award by the DOTD Review Committee and concurrence by the Federal Highway Administration (FHWA) and the Entity. The Entity is responsible for all costs above the amounts shown in their MPO's TIP and must acknowledge this with an approval letter, unless additional state/Federal funds are made available.

DOTD will transmit the construction contract to the Entity for its further handling toward execution. The Entity will be responsible for construction contract recordation with the Clerk of Court in the Project's parish. A receipt of filing shall be sent to DOTD Financial Services Section. DOTD will, at the proper time, inform the Entity in writing to issue to the Contractor an official NTP for construction.

ARTICLE XIII: CONSTRUCTION ENGINEERING AND INSPECTION

If it is specified in the Funding Table, construction engineering and inspection is eligible as a project cost.

The Responsibility Table defines whether DOTD or the Entity shall be obligated, to

complete the work specified in this Article.

If DOTD is obligated to complete the work specified in this Article, DOTD will perform the construction engineering and inspection using funds as specified in the Funding Table.

If the Entity is obligated to complete the work specified in this Article, the Entity will either perform the construction engineering and inspection with in-house staff or will hire a consultant to perform the work. If federal funds are specified in the Funding Table for construction engineering and inspection, the selection of any consultant will be as provided in Article V, above.

DOTD will assign a representative from a District Office to serve as the District Project Coordinator during project construction. The District Project Coordinator will make intermittent trips to the construction site to ensure that the construction contractor is following established construction procedures and that applicable federal and state requirements are being enforced. The District Project Coordinator will advise the LPA Responsible Charge of any discrepancies noted and, if necessary, will direct that appropriate remedial action be taken. Failure to comply with such directives will result in the withholding of Federal funds by DOTD until corrective measures are taken by the Entity.

Except where a deviation has been mutually agreed to in writing by both DOTD and the Entity, the following specific requirements shall apply:

1. When it is stipulated in the latest edition of the Louisiana Standard Specifications for Roads and Bridges that approval by the Project Engineer or DOTD is required for equipment and/or construction procedures, such approval must be obtained through the DOTD Construction Section. All DOTD policies and procedures for obtaining such approval shall be followed.
2. All construction inspection personnel utilized by the Entity and/or the Entity's consultant must meet the same qualifications required of DOTD construction personnel. When certification in a specific area is required, these personnel must meet the certification requirements of DOTD. Construction inspection personnel shall be responsible for inspecting compliance with accessibility codes and regulations to avoid future complaints and/or litigation.
3. All construction procedures must be in accordance with DOTD guidelines and policies established by the latest editions of the Construction Contract Administration Manual, the Engineering Directives and Standard Manual (EDSM), and any applicable memoranda. DOTD shall make these documents available to the Entity for use by project personnel.

4. Construction documentation shall be performed in Site Manager by the Entity or the Entity's consultant. All documentation of pay quantities must conform to the requirements of DOTD as outlined in the Construction Contract Administration Manual, latest edition. DOTD shall make these documents available to the Entity for use by project personnel.
5. Quality assurance personnel must follow appropriate quality assurance manuals for all materials to be tested and insure that proper sampling and testing methods are used. Sampling shall be done in accordance with DOTD's Sampling Manual or as directed by DOTD through Site Manager Materials.
6. If the Entity is obligated to perform testing, as per the Responsibility Table, the Entity will be responsible for all costs associated with the material testing, and any utilized laboratory must be accredited and approved by DOTD. Approved accreditation companies are listed on the Materials Lab website. DOTD may, in its sole discretion, if appropriate and if requested by the entity, perform testing at its Material Testing lab.
7. All laboratory personnel utilized by the Entity and/or the Entity's consultant must meet the same qualifications required of DOTD laboratory personnel. When certification in a specific area is required, these personnel must meet the certification requirements of DOTD.
8. Shop drawing review is the responsibility of the design engineer.
9. The Entity or the Entity's consultant shall prepare and submit the final records to DOTD within a maximum of 30 days from the date of recordation of the acceptance of the project for projects under \$2 million and 60 day for projects over \$2 million.

The Consultant and/or the Entity shall be required to comply with all parts of this section while performing duties as Project Engineer.

ARTICLE XIV: SUBCONTRACTING

Any subcontracting performed under this Project with state or federal funds either by consulting engineers engaged by the Entity or the construction contractor must have the prior written consent of DOTD. In the event that the consultant or the contractor elects to sublet any of the services required under this contract, it must take affirmative steps to utilize Disadvantaged Business Enterprises (DBE) as sources of supplies, equipment, construction, and services. Affirmative steps shall include the following:

- (a) Including qualified DBE on solicitation lists.
- (b) Assuring that DBE are solicited whenever they are potential sources.
- (c) When economically feasible, dividing total requirements into smaller tasks or quantities so as to permit maximum DBE participation.
- (d) Where the requirement permits, establishing delivery schedules which will encourage participation by DBE.
- (e) Using the services and assistance of the Office of Disadvantaged Business Enterprise of the Department of Commerce and the Community Services Administration as required.

Also, the Contractor is encouraged to procure goods and services from labor surplus areas.

ARTICLE XV: DBE REQUIREMENTS

It is the policy of DOTD that it shall not discriminate on the basis of race, color, national origin, or gender in the award of any United States Department of Transportation (US DOT) financially assisted contracts or in the administration of its DBE program or the requirements of 49 CFR Part 26. DOTD shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT assisted contracts. The DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement.

The Entity or its consultant agrees to ensure that the "Required Contract Provisions for DBE Participation in Federal Aid Construction Contracts" are adhered to for the duration of this Project. These contract provisions shall apply to any project with a DBE Goal and must be included in the requirements of any contract or subcontract. Failure to carry out the requirements set forth shall constitute a breach of this agreement and, after notification by DOTD, may result in DOTD withholding funds, termination of this agreement by DOTD, or other such remedy as DOTD deems appropriate.

DOTD will include as part of the solicitation of bids a current list containing the names of firms that have been certified as eligible to participate as a DBE on US DOT assisted contracts. This list indicates the project numbers and letting date for which this list is effective. Only DBEs listed on this list may be utilized to meet the established DBE goal for these projects. It is the Entity or its contractor's responsibility to monitor that only the

certified DBEs committed to this Project are performing the work items they were approved for.

The above requirements shall be included in all contract and/or subcontracts entered into by the Entity or its contractor.

ARTICLE XVI: DIRECT AND INDIRECT COSTS

Any DOTD direct or indirect costs associated with this Project may be charged to this Project.

If the Entity is indicated in the Responsibility Table as being responsible for a Stage/Phase, the Entity may be eligible for reimbursement of direct and/or indirect costs incurred related to administration of the contract for such Stage/Phase. Per 2 CFR 200, an Entity must establish and maintain effective internal controls over Federal award to provide reasonable assurance that awards are being managed in compliance with federal laws and regulations. The Entity must verify this to DOTD by completing and signing the Risk Assessment form. The Entity's failure to comply with these requirements may result in Agreement termination.

As per 2 CFR 200 the Entity may receive indirect costs if it has a financial tracking system that can track direct costs incurred by the project. An entity that has never received a negotiated indirect cost rate may elect to charge a de minimis rate of 10% of modified total direct costs as per 2CFR 200.68 Modified Total Direct Cost (MTDC). If chosen, this methodology once elected must be used consistently for all Federal awards until such time as the Entity chooses to negotiate for a rate, which the Entity may apply to do at any time.

Allowable direct and indirect costs: Determination of allowable direct and indirect costs will be made in accordance with the applicable Federal cost principles, e.g. 2 C.F.R. Part 200 Subpart E.

Disallowed direct and indirect costs: Those charges determined to not be allowed in accordance with the applicable Federal cost principles or other conditions contained in this Agreement.

ARTICLE XVII: RECORD RETENTION

The Entity and all others employed by it in connection with this Project shall maintain all books, documents, papers, accounting records, and other evidence pertaining to this Project, including all records pertaining to costs incurred relative to the contracts initiated due to their participation Stage/Phases for this Project, and shall keep such material available at its offices at all reasonable times during the contract period and for five years from the date of final payment under the Project, for inspection by DOTD and/or

Legislative Auditor, FHWA, or any authorized representative of the Federal Government under State and Federal Regulations effective as of the date of this Agreement and copies thereof shall be furnished if requested. If documents are not produced, the Entity will be required to refund the Federal Funds.

For all Stage/Phases for which the Entity is designated as being responsible, as per the Responsibility Table, the final invoice and audit shall be hand delivered to DOTD.

Record retention may extend beyond 5-years if any of the following apply:

- (a) If any litigation, claim, or audit is started before the expiration of the 5-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.
- (b) When the entity is notified in writing by FHWA, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.
- (c) Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition.

ARTICLE XVIII: CANCELLATION

The terms of this Agreement shall be binding upon the parties hereto until the work has been completed and accepted and all payments required to be made have been made; however, this Agreement may be terminated under any or all of the following conditions:

1. By mutual agreement and consent of the parties hereto.
2. By the Entity should it desire to cancel the Project prior to the receipt of bids, provided any Federal/State costs that have been incurred for the development of the Project shall be repaid by the Entity.
3. By DOTD due to the withdrawal, reduction, or unavailability of State or Federal funding for the Project.
4. By DOTD due to failure by the Entity to progress the Project forward or follow the specific program guidelines (link found on the LPA website). The Program Manager will provide the Entity with written notice specifying such failure. If within 60 days after receipt of such notice, the Entity has not either corrected such failure, or, in the event it cannot be corrected within 60 days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such

correction, then DOTD shall terminate the Agreement on the date specified in such notice. Any Federal/State costs that have been incurred for the development of the Project shall be repaid by the Entity to DOTD. The Entity will not be eligible for other LPA projects for a minimum of 12 months or until any repayment is rendered.

5. If the project has not progressed to construction within the time periods provided for below, then the Project will be cancelled and all expended Federal funds must be refunded to DOTD.

(1) *Project for acquisition of rights-of-way.* In the event that actual construction on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the project is authorized, the Entity will repay to DOTD the sum or sums of Federal funds paid under the terms of this agreement.

(2) *Preliminary engineering project.* In the event that right-of-way acquisition, or actual construction, for which this preliminary engineering is undertaken is not started by the close of the tenth fiscal year following the fiscal year in which the project is authorized, the Entity will repay to DOTD the sum or sums of Federal funds paid to the transportation department under the terms of the agreement.

6. Failure to comply with the requirements of 2 C.F.R. 200.302 and Title 23, U.S.C.

ARTICLE XIX: COMPLIANCE WITH CIVIL RIGHTS

The Entity agrees to abide by the requirements of the following as applicable: Titles VI and VII of the Civil Rights Act of 1964, as amended; the Equal Employment Opportunity Act of 1972, as amended; Federal Executive Order 11246, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Americans with Disabilities Act of 1990, as amended; and Title II of the Genetic Information Nondiscrimination Act of 2008.

The Entity agrees not to discriminate in its employment practices, and shall render services under this Contract without regard to race, color, age religion, sex, national origin, veteran status, genetic information, political affiliation or disabilities.

Any act of discrimination committed by the Entity, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement.

ARTICLE XX: INDEMNIFICATION

The Entity shall indemnify, save harmless and defend DOTD against any and all claims,

losses, liabilities, demands, suits, causes of action, damages, and judgments of sums of money growing out of, resulting from, or by reason of any act or omission of the Entity, its agents, servants, independent contractors, or employees while engaged in, about, or in connection with the discharge or performance of the terms of this Agreement. Such indemnification shall include reasonable attorney's fees and court costs. The Entity shall provide and bear the expense of all personal and professional insurance related to its duties arising under this Agreement.

If the Project includes sidewalks, landscaping, shared use paths, lighting, etc., in addition to responsibilities listed in the required MOI Plan, the Entity shall indemnify, save harmless and defend DOTD against any and all claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of sums of money growing out of the installation and the use of these items. Such indemnification shall include reasonable attorney's fees and court costs. The Entity shall provide and bear the expense of all personal and professional insurance related to its duties arising under this Agreement.

ARTICLE XXI: FINAL INSPECTION AND MAINTENANCE

Construction— DOTD

In the event that DOTD is designated as being responsible to perform Construction, as per the Responsibility Table, the following provisions shall apply:

If **DOTD** is the roadway owner of any control section of the Project, as per the Responsibility Table, then upon the Final Acceptance of the Project by DOTD and delivery of the Final Acceptance to the Entity, DOTD shall assume the ownership and maintenance of the specified improvement at its expense in a manner satisfactory to FHWA. The Final Acceptance shall be recorded by DOTD in the appropriate parish. Before making the final inspection, DOTD shall notify the Entity so that they may have representatives present for such inspection.

If the **Entity** is the roadway owner of any control sections of the Project, as per the Responsibility Table, then upon the Final Acceptance of the Project and delivery of the Final Acceptance to the Entity, the Entity shall assume the ownership and maintenance of the specified improvement at its expense in a manner satisfactory to FHWA. The Final Acceptance shall be recorded by DOTD in the appropriate parish. Before making the final inspection, DOTD shall notify Entity so that they may have representatives present for such inspection.

If the Project includes sidewalks, landscaping, shared use paths, lighting, etc., whether such improvements are located on right-of-way owned by DOTD or the Entity, in addition to responsibilities listed in the required MOI Plan, upon the Final Acceptance of the Project,

the Entity shall assume the ownership and maintenance of all such improvements at its expense in a manner satisfactory to FHWA.

If the Entity is the roadway owner of a control section, as per the Responsibility Table, title to that control section right-of-way shall be vested in the Entity but shall be subject to DOTD and FHWA requirements and regulations concerning abandonment, disposal, encroachments and/or uses for non-highway purposes.

Construction- Entity

In the event that the Entity is designated as being responsible to perform Construction, as per the Responsibility Table, the following provisions shall apply:

If **DOTD** is the roadway owner of any control section of the Project, as per the Responsibility Table, then before making the final inspection, the Entity shall notify DOTD's District Administrator and District Project Coordinator so that they may have representatives present for such inspection. Upon completion and Final Acceptance of the Project, the Entity will adopt a resolution granting a Final Acceptance to the contractor, which will be recorded with the Clerk of Court in the appropriate parish. The receipt of filing from the courthouse must be sent to the DOTD Construction Section. Upon delivery of the Final Acceptance to DOTD, DOTD shall assume the ownership and maintenance of the specified improvement at its expense in a manner satisfactory to FHWA. The Final Acceptance shall be recorded by the Entity in the appropriate parish. Before making the final inspection, the Entity shall notify DOTD so that they may have representatives present for such inspection.

If the **Entity** is the roadway owner of any control sections of the Project, as per the Responsibility Table, before making the final inspection, the Entity shall notify DOTD's District Administrator and District Project Coordinator so that they may have representatives present for such inspection. Upon completion and Final Acceptance of the Project, the Entity will adopt a resolution granting a Final Acceptance to the contractor, which will be recorded with the Clerk of Court in the appropriate parish. The receipt of filing from the courthouse must be sent to the DOTD Construction Section. Upon delivery of the Final Acceptance to DOTD, the Entity shall assume the ownership and maintenance of the specified improvement at its expense in a manner satisfactory to DOTD and FHWA.

If the Project includes sidewalks, landscaping, shared use paths, lighting, etc., in addition to responsibilities listed in the required MOI Plan required above, then upon the Final Acceptance of the Project and delivery of the Final Acceptance to DOTD, the Entity shall assume the ownership and maintenance of all such improvements at its expense in a manner satisfactory to FHWA.

If the Entity is the roadway owner of a control section, as per the Responsibility Table, title to that control section right-of-way shall be vested in the Entity but shall be subject to DOTD and FHWA requirements and regulations concerning abandonment, disposal, encroachments and/or uses for non-highway purposes.

ARTICLE XXII: HOUSE BILL 1 COMPLIANCE

The Entity shall fully comply with the provisions of House Bill 1, if applicable, by submitting to DOTD, for approval, the comprehensive budget for the Project showing all anticipated uses of the funds appropriated, an estimate of the duration of the Project, and a plan showing specific goals and objectives for the use of the appropriated funds, including measures of performance.

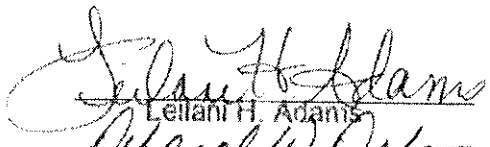
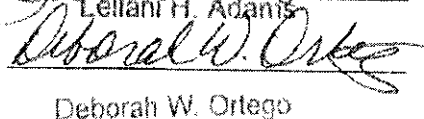
The Entity understands and agrees that no funds will be transferred to the Entity prior to receipt and approval by DOTD of the submissions required by House Bill 1.

ARTICLE XXIII: COMPLIANCE WITH LAWS

The parties shall comply with all applicable federal, state, and local laws and regulations, including, specifically, the Louisiana Code of Government Ethics (LSA-R.S. 42:1101, *et seq.*), in carrying out the provisions of this Agreement.

IN WITNESS THEREOF, the parties have caused these presents to be executed by their respective officers thereunto duly authorized as of the day and year first above written.

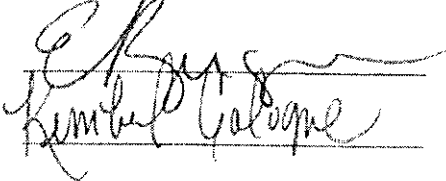
WITNESSES:


Lellani H. Adams

Deborah W. Ortego

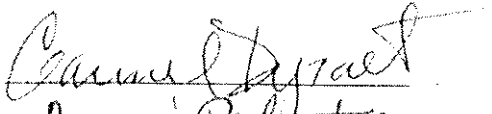

APPROVED AS TO FORM

CONSULTANT CONTRACT
SERVICES


WITNESSES:


Kimball Calogre

WITNESSES:


Carmel Dyract

Tonye Robertson

STATE OF LOUISIANA
Terrebonne Parish
Consolidated Government

BY: 

Gordon E. Dove
Typed or Printed Name

Parish President
Title

72-6001390
Taxpayer Identification Number

07-507-7511
DUNS Number

20.205

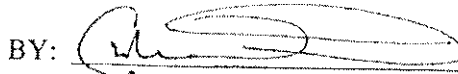
CFDA Number


South Central Planning and Development
Commission

STATE OF LOUISIANA
DEPARTMENT OF TRANSPORTATION
AND DEVELOPMENT

BY: 
Secretary

RECOMMENDED FOR APPROVAL:

BY: 



Office of Engineering
PO Box 94245 | Baton Rouge, LA 70804-9245
ph: 225-379-1234 | fx: 225-379-1851

John Bel Edwards, Governor
Shawn D. Wilson, Ph.D., Secretary
Christopher P. Knotts, P.E., Chief Engineer

July 29, 2021

SBE GOAL PROJECT
STATE PROJECT NO. H.012338
FEDERAL AID PROJECT NO. H012338
CIVIC CENTER SIDEWALKS
TERREBONNE PARISH

Gray Construction Corp.
447 Highway 182
Morgan City, LA 70380

SUBJECT: AWARD OF CONTRACT

Letting of July 14, 2021 (In the Name of: Terrebonne Parish Consolidated Government)

To Whom It May Concern:

You have been awarded the contract for the captioned project in the amount of \$168,542.07. Enclosed are the specification package for your use, and the following:

CONTRACT EXECUTABLES – (Attached Electronically)
Original contract (Including Performance, Payment and Retainage Bonds)
Corporate resolution or power of attorney
A signatorial authorization form
Contract receipt acknowledgement form
A bidder affidavit

PROJECT DOCUMENTS
Construction Progress Schedule
Compliance Programs Requirements

Please download and print **two (2)** copies of the contract documents. Have the contract executables completed by the representative of your firm indicated in the Corporate Resolution of Powers of Attorney, witnessed as indicated, and return **two (2)** completed contracts to the Project Control Section of DOTD, 1201 Capitol Access Road, Baton Rouge, LA 70802, attention Pamela LeCoq within fifteen calendar days of this letter. The contract bonds included within the contract must additionally be properly executed by an authorized representative of the surety company in accordance with state law and must be accompanied by an original or certified copy of the bondsman's power of attorney. The contract will be dated following execution by the entity.

Return with the executed contract, all documentation necessary to verify project specific insurance coverages as required in the specifications. As stated a separate Owner's and Contractor's Protective (OCP) Liability Policy shall be supplied by the contractor naming the Louisiana Department of Transportation and Development as the named insured. If the contracting agency is other than LADOTD then the required OCP Policy shall be issued, naming the contracting agency and the Louisiana DOTD as the named insured.


State Project No. H.012338
July 29, 2021
Page 2

The Construction Progress Schedule is to be forwarded to the Project Engineer's office in accordance with specifications. The copy of the Request to Sublet form is for your use to seek Department approval if you request to sublet any portion of the work.

A Notice to Proceed with the services covered by this contract will be issued by the entity following the contract's execution. Requests for a specific Notice to Proceed date may be considered, and should be reviewed with the DOTD project coordinator and the entity. A Notice to Proceed or, if so stated in the contract, a Conditional Notice to Proceed is usually issued within thirty calendar days following execution of the contract by the entity. In no case will the Notice to Proceed extend beyond sixty days without the written consent of both the contractor and the entity. Specific requests to adjust the issuance date of the Notice to Proceed must be processed through the Project Engineer, Randy Oustalet prior to its issuance.

If there are any questions, please contact Pamela LeCoq at (225) 379-1446.

Sincerely,


Pamela LeCoq
for MARK CHENEVERT, P.E.
DOTD CONTRACTS ADMINISTRATOR

MC:pl

Enclosures

Cc: FHWA
State Licensing Board for Contractors
Mike Vosburg
Chris G Morvant
Ryan Richard
Randy Oustalet

JUNE 30, 2021 - MONTH LAST CLOSED

07/04/21

ACCT: 659-310-8912-12
CAPITAL PROJECTS CONTRL
ROADS & BRIDGES
CIVIC CENTER SIDEWALKS-DOTD

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	69,979	305.00	0	69,674
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	46,083	34,242.68	N/A	11,840
2019	11,840	11,362.28	N/A	478
2020	70,478	498.54	N/A	69,979

ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

0/04/21

ACCT: 659-000-6315-12
CAPITAL PROJECTS CONTRL
NO DEPARTMENT NAME
DOTD-CIVIC CENTER SIDEWALKS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	0	.00	0	0

CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	36,866	27,394.15-	N/A	9,472-
2019	9,472	9,073.43-	N/A	399-
2020	399	398.82-	N/A	0

ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 659-310-8912-12
CAPITAL PROJECTS CONTRL
ROADS & BRIDGES
CIVIC CENTER SIDEWALKS-DOTD

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	69,979	305.00	0	69,674
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
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2018	46,083	34,242.68	N/A	11,840
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2020	70,478	498.54	N/A	69,979

ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

JUNE 30, 2021 - MONTH LAST CLOSED

ACCT: 659-310-8912-17
CAPITAL PROJECTS CONTRL
ROADS & BRIDGES
EAST HOUMA/EAST PARK WALKING

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	207,225	241.50	0	206,984

CLOSED:				
2015	99,962	.00	N/A	99,962
2016	212,534	21,517.25	N/A	191,017
2017	191,017	7,598.15	N/A	183,419
2018	183,419	99.69	N/A	183,319
2019	183,319	.06	N/A	183,319
2020	183,319	3,984.25	N/A	179,335

ENTER = CONTINUE CF04 = DSP DETAIL
CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

659-310-8912-12
CIVIC CENTER SIDEWALKS
CONTRACT # 4400010400
STATE PROJECT # H.012338.5
FEDERAL AID PROJECT # H012338
R: 659-000-6315-12

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2021	2022	2023	2024	2025	2026
Feb-18	ORD 8927	FROM 151-302-8342-01	9,217						
Feb-18	ORD 8927	DOTD	36,866						
Jul-20	ORD 9158	FROM 659-211-8912-01 FD 255	70,000						
Aug-21	Pending BA	DOTD		211,701					
Aug-21	Pending BA	To 659-310-8912-17 FD 255		(10,000)					
LESS PRIOR YEARS EXPENDITURES			(46,104)						
FUNDS AVAILABLE			\$ 69,979	\$ 201,701	\$ -	\$ -	\$ -	\$ -	\$ -

DESCRIPTION: DOTD AND (FWHA) PURPOSES TO DESIGN ADA COMPLIANT SIDEWALKS ON BOTH SIDES OF CIVIC CENTER BLVD. FROM LA 311 (LITTLE BAYOU BLACK) TO LA 182 (BARROW ST.) IN TERREBONE PARISH