
TERREBONNE PARISH COUNCIL

BUDGET AND FINANCE COMMITTEE

Mr. Dirk J. Guidry	Chairman
Mr. Carl Harding	Vice-Chairman
Mr. Brien Pledger	Member
Mr. Gerald Michel	Member
Mr. John Amedee	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 Tammy E. Triggs, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

AGENDA

May 8, 2023
5:30 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 either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. All comments must be addressed to the Council as a whole. Addressing individual Council Members or Staff is not allowed. Speakers should be courteous in their choice of words and actions and comments shall be limited to the issue and cannot involve individuals or staff related matters. Thank you.

ALL CELL PHONES 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. Approve the co-sponsorship request from the Helio Foundation for the Louisiana Blackberry Festival to be held on May 20, 2023 from 10:00 a.m. to 5:00 p.m. in the Houma Heights Cultural District.
2. Approve the co-sponsorship request for the Bayou Ques' All White Scholarship Fundraiser to be held Saturday, July 29, 2023, from 8:00 p.m. to 12:00 a.m. at the Barry P. Bonvillain Civic Center.
3. **RESOLUTION:** Authorizing the Parish President to execute an extension of the 2023 Cooperative Endeavor

Agreement with the State of Louisiana, Department of Transportation (DOTD) to maintain mowing and litter pickup along certain state roadways in the Parish of Terrebonne.

4. **RESOLUTION:** Accepting and approving the Louisiana Compliance Questionnaire, as required for the 2022 Audited Financial Reports.
5. **RESOLUTION:** Concurring with Parish Administration to award Bid 23-OEPTRK-15 Purchase of One (1) New/Unused $\frac{3}{4}$ Ton 4WD Crew Cab Truck to the lowest qualified bidder, Southland Dodge, and reject the bid of Trapp Chevrolet.
6. **RESOLUTION:** Concurring with Parish Administration to award the Request for Bids (RFBS) received for the Street Sign Replacement (Parish Wide) due to damages from Hurricane Ida to Professional Traffic Solutions, LLC.
7. **RESOLUTION:** Concurring with Parish Administration to award the Request for Bids (RFBS) received for the Repairs to the East Park Fire Station due to damages from Hurricane Ida to Sage Construction.
8. **RESOLUTION:** Concurring with Parish Administration to authorize the Terrebonne Parish Consolidated Government (TPCG) to contract with Vets Securing America for RFP 22-GUARD-31 (Re-Ad) Security Guard Services for Various Parish Owned Locations.
9. **RESOLUTION:** Extending the engagement letter with Sisung Securities Corporation to serve as municipal advisors to Terrebonne Parish Consolidated Government.
10. Adjourn

Category Number:
Item Number:



Monday, May 8, 2023

Item Title:
INVOCATION

Item Summary:
INVOCATION

Category Number:
Item Number:



Monday, May 8, 2023

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE

Category Number:
Item Number: 1.



Monday, May 8, 2023

Item Title:

Co-sponsorship - Louisiana Blackberry Festival

Item Summary:

Approve the co-sponsorship request from the Helio Foundation for the Louisiana Blackberry Festival to be held on May 20, 2023 from 10:00 a.m. to 5:00 p.m. in the Houma Heights Cultural District.

ATTACHMENTS:

Description

Cosponsorship Application

Upload Date

5/3/2023

Type

Application

From: jforet@slwdc.org
Sent: Tuesday, April 25, 2023 1:43 PM
To: Leilani Adams; Tammy Triggs; Keith Hampton; David Drury; Ed Lawson
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

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

Requesting Use of the Parish Seal? No

Event Name:

Louisiana Blackberry Festival

Location:

Houma Heights Cultural District

Date(s) of Event:

05/20/2023 (10:00 AM - 5:00 PM)

Reason for Co-Sponsorship:

The Louisiana Blackberry Festival is a first time family-friendly event that showcases the Houma Heights Cultural District by celebrating Terrebonne Parish's blackberry harvest in the spring. The event will be held in the Houma Heights Cultural District Park under the Twins Spans near MacDonell Children's Home on Main Street. Proceeds raised will benefit the participating nonprofit organizations and go toward Houma's first dog park and kayak launch within the Houma Heights Cultural District.

Services / Resources Needed:

Barricades
Electric Service
Garbage Containers & Collection
Security
Sound Permit Fee

Additional Details

Non-profit organization? YES
Selling Tickets? NO

Organization:

Helio Foundation

Authorized Representative:

Jonathan Foret (*President*)

Contact Person:

NA (NA)

Mailing Address:

8358 Main Street
Houma, LA 70363

Daytime Phone Number:

985-232-2800

E-mail:

jforet@slwdc.org

Category Number:
Item Number: 2.



Monday, May 8, 2023

Item Title:

Co-sponsorship - Bayou Ques All White Scholarship Fundraiser

Item Summary:

Approve the co-sponsorship request for the Bayou Ques' All White Scholarship Fundraiser to be held Saturday, July 29, 2023, from 8:00 p.m. to 12:00 a.m. at the Barry P. Bonvillain Civic Center.

ATTACHMENTS:

Description

Co-sponsorship Application

Upload Date

5/1/2023

Type

Application

Tammy Triggs

From: c.charles162@yahoo.com
Sent: Monday, May 1, 2023 9:10 AM
To: Leilani Adams; Tammy Triggs; Keith Hampton; Brian Detillier; Stacey Martin; Cheryl Lirette
Subject: New Co-Sponsorship Application - Terrebonne Parish Consolidated Government



Co-Sponsorship Application

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

Requesting Use of the Parish Seal? Yes

Event Name: Bayou Ques All White Scholarship Fundraiser

Location: Houma Terrebonne Civic Center

Date(s) of Event: 07/29/2023 (8:00 PM - 11:59 PM)

Reason for Co-Sponsorship: Greetings and Salutations, We are the Brothers of the Gamma Lambda Lambda Graduate Chapter of Omega Psi Phi Fraternity Incorporated, better know as the "Bayou Ques". We are a registered and active 501c3 (Charter # 40512787N) with the state of Louisiana. On July 29, 2023 will be holding our Annual Scholarship Fundraiser to support upcoming high school students whom may have aspirations to one day attend a major college or university of their choosing. Our aim is to award four monetary Scholarships in the Fall of 2023. We are seeking Co-Sponsorship to help offset funding for this event, specifically the security fees and insurance that will be assed.

Services / Resources Needed: Civic Center

Insurance

Security

Additional Details Non-profit organization? YES

Selling Tickets? YES **Cost of a ticket?** 20.00

Organization: Bayou Ques

Authorized Representative: Cody Charles (*President*)

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

Mailing Address: P.O. Box 4222
Houma, LA 70631

Daytime Phone Number: (504) 881-0607

E-mail: c.charles162@yahoo.com



Monday, May 8, 2023

Item Title:

Cooperative Endeavor Agreement between TPCG and DOTD for Mowing and Litter Pickup

Item Summary:

RESOLUTION: Authorizing the Parish President to execute an extension of the 2023 Cooperative Endeavor Agreement with the State of Louisiana, Department of Transportation (DOTD) to maintain mowing and litter pickup along certain state roadways in the Parish of Terrebonne.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	4/26/2023	Executive Summary
Resolution	4/26/2023	Resolution
Maintenance Agreement Including Mowing and Litter Pickup with DOTD	4/26/2023	Backup Material



EXECUTIVE SUMMARY

PROJECT TITLE

RESOLUTION: Authorizing the Parish President or Administration to Execute an Extension of the 2023 Cooperative Endeavor Agreement with the State of Louisiana, Department of Transportation (DOTD) to Maintain Mowing and Litter Pickup Along Certain State Roadways in the Parish of Terrebonne, Effective Until June 2024.

PROJECT SUMMARY (200 WORDS OR LESS)

To enter into a cooperative endeavor agreement to with DOTD for TPCG to perform maintenance directly related to mowing and litter collection on the State Roadways located within the parish of Terrebonne.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

DOTD lacks sufficient personnel and equipment to perform mowing and litter collection on a routine and continuing basis and wishes to enter into an agreement with TPCG to perform maintenance on the State Roadways.

TOTAL EXPENDITURE

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

Mike Toups, Parish Manager

Date

4/26/23

OFFERED BY:

SECONDED BY:

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT OR ADMINISTRATION TO EXECUTE AN EXTENSION OF THE 2023 COOPERATIVE ENDEAVOR AGREEMENT WITH THE STATE OF LOUISIANA, DEPARTMENT OF TRANSPORTATION TO MAINTAIN MOWING AND LITTER PICKUP ALONG CERTAIN STATE ROADWAYS IN THE PARISH OF TERREBONNE, EFFECTIVE UNTIL JUNE 2024.

WHEREAS, pursuant to the provisions of LSA-R.S. 48:193, DOTD is directed to repair and to keep in operating condition, at its sole cost and expense, all municipal roads and streets within the State Highway System as it is defined in LSA-R.S. 48:191, hereinafter sometimes referred to as the “State Highway System” or “State Roadway”; and

WHEREAS, LSA-R.S. 48:193 authorizes municipalities to request that the repair and maintenance of said State Roadways located within their respective municipalities be performed by the municipality, at the State’s expense; and

WHEREAS, further, LSA-R.S. 48:193(D) fully authorizes the DOTD “to enter into all contracts and agreements with...parishes...necessary to carry out the provisions of R.S. 48:191 through 193; and

WHEREAS, Article VII, Section 14 of the Louisiana Constitution authorizes the TPCG to engage in cooperative endeavors with the state for a public purpose; and

WHEREAS, DOTD lacks sufficient personnel and equipment to perform mowing and litter collection on a routine and continuing basis and wishes to enter into an agreement with the TPCG to perform maintenance directly related to mowing and litter collection on the State Roadways located within the parish of Terrebonne; and

WHEREAS, TPCG finds that its expenditure or transfer according to the terms of this agreement with the DOTD taken as a whole, in not gratuitous, and that is has demonstrable objective, and reasonable expectation of receiving at least equivalent value in exchange for the expenditure or transfer of its public funds; and

NOW, THEREFORE BE IT RESOLVED that the Terrebonne Parish Consolidated Government hereby authorizes its Parish President or Administration to execute, on behalf of the Terrebonne Parish Consolidated Government, an agreement with the State of Louisiana, DOTD, for the maintenance of state roadways, including mowing and litter pickup, in Terrebonne Parish, subject to legal department approval.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared the resolution adopted on this, the ____ day of _____, 2023.

* * * * *

I, Tammy E. Triggs, 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 ____ day of _____, 2023 and subsequently ratified by the Terrebonne Parish Council in Regular Session on the ____ day of _____, 2023 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE
THIS ____ DAY OF _____, 2023.

TAMMY E. TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL



Office of Operations / District 02

1440 Highway 90 / Bridge City, LA 70094

P.O. Box 9180 / Bridge City, LA 70096-9180

Phone: 504-437-3100 / Fax: 504-437-3260

John Bel Edwards, Governor

Eric Kalivoda, Secretary

April 18, 2023

DISTRICT 02

MAINTENANCE AGREEMENT

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

The Honorable Gordon Dove
President, Terrebonne Parish
Post Office Box 2768
Houma, LA 70360

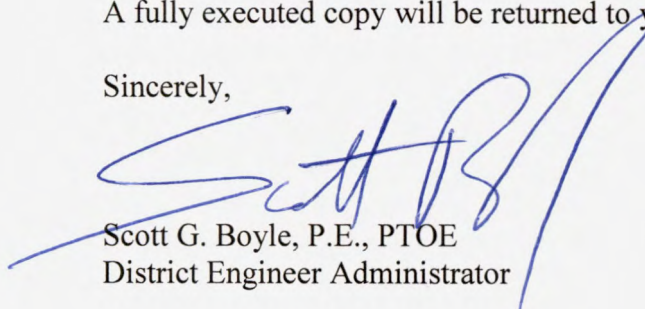
Dear President Dove:

Transmitted, herewith are two original unsigned agreements between the Department of Transportation and Development, and the Terrebonne Parish Consolidated Government for the fiscal year commencing July 1, 2023 and ending June 30, 2024.

Please return signed agreements to this office for further execution with the Department.

A fully executed copy will be returned to you for your files.

Sincerely,



Scott G. Boyle, P.E., PTOE
District Engineer Administrator

SGB/ra

Enclosure

cc: Mr. Danny Van Oss
Mr. Jacob Oncale
Reading File
File/Maint. Agreements

RECEIVED

APR 24 2023

ADMINISTRATION
Terrebonne Parish
Consolidated Government

**MAINTENANCE AGREEMENT
INCLUDING MOWING AND LITTER PICKUP**

FOR THE FISCAL YEAR ENDING JUNE 30, 2024

BETWEEN

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

AND

**STATE OF LOUISIANA
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
OFFICE OF ENGINEERING**

AGREEMENT

This **AGREEMENT**, ("Agreement") is made and entered into this ____ day of _____, _____, by and between the **STATE OF LOUISIANA**, through the Department of Transportation and Development, hereinafter referred to as ("**DOTD**"), represented herein by its Secretary or his duly authorized designee, and Terrebonne Parish Consolidated Government, hereinafter referred to as ("**Parish**"), appearing herein through its President, Gordon Dove, duly authorized.

WITNESSETH:

WHEREAS, pursuant to the provisions of LSA-R.S. 48:193, **DOTD** is directed to repair and to keep in operating condition, at its sole cost and expense, all parish roads and streets within the State Highway System as it is defined in LSA- R.S. 48:191, hereinafter sometimes referred to as the "State Highway System" or "State Roadway"; and

WHEREAS, further, LSA-R.S. 48:193 authorizes parishes to request that the repair and maintenance of said State Roadways located within their respective parishes be performed by the parish, at the State's expense; and

WHEREAS, **DOTD** lacks sufficient personnel and equipment to perform mowing and litter collection on a routine and continuing basis and wishes to enter into an agreement with the **Parish** to perform maintenance directly related to mowing and litter collection on the State Roadways located within Terrebonne Parish; and

NOW, THEREFORE, it is hereby agreed between **DOTD** and **Terrebonne Parish Consolidated Government**:

ARTICLE I: Covered Roadways:

This Agreement applies only to those State Roadways identified on the List of Routes for Maintenance Agreement shown on Exhibit "A", a copy of which is appended hereto and made a part hereof by reference. These State Roadways are collectively referred to as "State Roadways" and, for purposes of this Agreement, the term "State Roadway" shall include all rights of ways and roadway shoulders associated with the State Roadways.

ARTICLE II. Mowing Litter and Trash Collection

The **Parish** shall conduct its operation in a manner such that the safety and convenience of the public shall be regarded as a priority. All equipment and traffic control devices shall be in accordance with the Manual on Uniform Traffic Control Devices. The **DOTD** reserves the right to stop the **Parish** from working or order any piece of equipment removed from the roadway or right of way should it be determined that the minimum safety standards are not being met.

Prior to beginning a litter collection or mowing cycle the **Parish** shall contact the **DOTD** District 02 Houma Area Engineer, Mr. Jacob Oncale, at (985) 858-2424, advising him of the starting date.

The **Parish** will be required to report daily work activities on a Daily Work Report on the form provided (Exhibit "B" attached) and shall include the work completed (mowing) and litter amount in cubic yards collected each day for the duration of the cycle or period of time that the work is being performed.

Completed Daily Work Reports shall be maintained by the Parish and shall be submitted to the DOTD district contact with the semi-annual invoice for covered time period.

Failure to turn in the Daily Work Reports with the semi-annual invoice will delay payment until the required Daily Work Reports are submitted.

The **Parish** shall pick up and properly dispose of all trash and debris located on the State Roadways prior to conducting mowing operations. Litter and trash collection shall precede the mowing operation by no more than 24 hours. The **Parish** shall perform litter and debris pick-up on all grass and vegetative areas, ditches, paved roadside shoulders and areas beneath overhead bridges and roadways. All litter, trash and debris uncovered by the mowing operation shall be picked up within 48 hours of the mowing operation. All litter, trash and debris shall be collected and piled or bagged off of the travel lanes and paved shoulders of the State Roadways and must be removed from the right-of-ways by the close of business the same workday that it is collected. **Parish** shall provide, at its own expense, all equipment necessary to perform the duties provided for in this Agreement, including but not limited to, all trash bags, mowing and trimming equipment and herbicide applicators. **Parish** shall record and document the amount of litter collected and report these amounts to the appropriate DOTD District Engineer at the time invoices are submitted for payment.

For purposes of this agreement litter, trash and debris shall mean all trash, debris, litter, junk, rubbish, paper, cardboard, glass, cans, discarded items, garbage, old tires, treads, dead trees, wood materials, concrete, etc. The parish will not be required to pick up every isolated cigarette butt, chip of glass or similar small objects.

The **Parish** shall mow grass and cut or otherwise control mowable vegetation along ditches, around signs, guardrails and bridge ends, trim overhanging grass along curbs, and remove litter and debris within the designated, dedicated or apparent right of way. For purposes of this Agreement, Mowable vegetation is defined as any trees, vegetation, brush, etc., that is two inches in diameter or less measured five inches above the ground. Mowing and litter removal shall be accomplished a minimum of four (4) times per year. The dates of the mowing operations shall be set forth on the Mowing Plan submitted by Parish to Roadside Development Coordinator assigned to the **DOTD** District where the mowing operations are to take place.

Natural stands or planted stands of wildflowers shall not be cut until after seed heads have formed unless, in the opinion of **DOTD** District Administrator, the flowers are causing a traffic hazard or have a very undesirable appearance.

If, during the term of this Agreement, **DOTD** alters or makes repairs to State Roadways covered by this Agreement, **DOTD** will initiate contact with the **Parish** to revise mowing and litter pick-up practices for the applicable State Roadway.

The **Parish** shall be responsible for payments to its employees and contractors who perform work pursuant to this Agreement and shall be responsible for payroll taxes and benefits due each employee who is assigned to work pursuant to this Agreement.

Nothing herein is intended to create a statutory employer relationship between **DOTD** and the employees or contractors of the **Parish**.

ARTICLE III: Use of Herbicide/Chemicals in Mowing Operations

The **Parish** may utilize Vegetation Management Plans involving the use of herbicides/chemicals by the **Parish**, provided that the **Parish** obtains written approval from the **DOTD** District Administrator. The **Parish** may elect to enter into a contract with third parties to administer herbicides. The following conditions shall apply to all Vegetation Management Plans involving the use of herbicides/chemicals whether performed by the **Parish** or its contractor:

All liability arising from the use or misuse herbicides/chemicals pursuant to this Agreement shall be the responsibility of the **Parish** and, when applicable, the **Parish's** contractor making said chemical applications.

The **Parish** shall notify **DOTD** of its intention to apply chemicals for growth retarding purposes. Said notification shall be in writing and shall be included in the **Parishes** Roadside Management Plan. The Roadside Management Plan shall include projected mowing and spraying schedules for the yearly contract. All herbicide applicators must possess a Category 6 Pesticide Applicators license obtained through the Louisiana Department of Agriculture and Forestry. A copy of licenses shall be included in the **Parish's** Management Plan if the work is to be performed by The **Parish** employees. If herbicide/chemical application will be performed by **Parish's** contractor, proof of insurance and required Louisiana licensing procedures shall be followed. The **DOTD** reserves the right to inspect and approve all forms of application equipment when making herbicide/chemical applications to **DOTD** Roadways and rights of ways.

All herbicide/chemical applications performed from the traveling roadway shall be performed in accordance with **DOTD's** "Safety Policy and Procedure Manual". This shall include, but is not limited to, the use of arrow boards and crash attenuators when applications are made from the inside lane or fast-moving lane on divided highways. The **DOTD** reserves the right to approve all herbicides/chemicals used in herbicide/chemical treatments to **DOTD** rights of ways. A list of herbicides/chemicals and the quantities to be used are contained in the **DOTD** Policy for Roadside Management. The **DOTD** reserves the right to disallow the use of Integrated Roadside Management practices in sensitive areas or sites or sites deemed by **DOTD** as unsuitable for such practices.

The **Parish** or its contractor shall consult with the **DOTD** Roadside Development Coordinator, on an annual basis, to verify whether any of these conditions exist.

The maximum number of generalized herbicide applications, shall be limited to two (2) per growing season.

The maximum number of generalized seed-head suppression applications shall be limited to two (2) per growing season.

A combination of the above two types of spraying maybe allowed, but no more than two in any given growing season.

Further, there shall be a contract mowing cycle interspersed between any two herbicide applications.

Spot Treatments:

Spot treatments for weed control shall be allowed. Products used for spot treatments shall have no injurious effects to the predominant turf grass. Chemical control of grasses and weeds around signs, guardrails, light standards, revetments and bridge ends will be allowed. The Parish shall obtain prior approval from the District Roadside Development Coordinator for the chemicals used by the **Parish** for spot treatments.

All concerns or questions relating to the use of herbicides shall be directed to the **DOTD** District Administrator.

ARTICLE IV: Reimbursement

DOTD will reimburse the **Parish** on a semi-annual basis for work performed pursuant to this Agreement. The documentation required in Article II shall be submitted with each invoice. Payment will be withheld until the documentation is submitted and approved by **DOTD**.

ARTICLE V: Payments

Parish shall be reimbursed by **DOTD** the amount of Eight Hundred Seventy Five and 00/100 Dollars, (\$875.00) per cycle, per mile for Interstate Roadways; Five Hundred and 00/100 Dollars, (\$500.00) per cycle, per mile for divided State Roadways; and Two Hundred Fifty and 00/100 Dollars (\$250.00) per cycle, per mile for undivided State Roadways. All such payments shall be for work performed under the provisions of Article II - Litter and Trash Collection of this Agreement.

The total mileage to be maintained by the **Parish** pursuant to this Agreement and for which the **Parish** is entitled to reimbursement by **DOTD** is 5.43 miles. Of this, 0.00 miles are Interstate Roadways; 5.43 miles are divided State Roadways and 0.00 miles are undivided State Roadways. The total maximum amount for which the

Parish may claim reimbursement is **TEN THOUSAND EIGHT HUNDRED SIXTY AND 00/100 Dollars (\$10,860.00)**. It is understood and agreed that the rates per cycle, per mile at which the **Parish** is to be reimbursed are without regard to the type of wearing surface of the traffic lanes or other features of the State and Interstate Roadways covered by this Agreement.

ARTICLE VI: Substandard Performance

If, in the opinion of the **DOTD** District Administrator, the **Parish** has failed to properly fulfill its obligation with respect to any or all State Roadways covered by this Agreement, and after the **Parish** has been notified in writing and given adequate opportunity to correct the condition, the **Parish** has failed or refuses to correct said problem, the **DOTD's** District Administrator may order the **DOTD** maintenance forces to perform such work as, in his or her opinion, is necessary for the proper maintenance of the State Roadways and the **DOTD** may deduct the cost thereof from any monies due or that become due to **Parish**.

ARTICLE VII: Indemnification

The **Parish** shall defend, indemnify, save and hold harmless the State of Louisiana, through the Department of Transportation and Development, its offices, agents, servants and employees, including volunteers, from and against any and all claims, demands, suits, judgments of sums of money, attorneys' fees, court costs, expense and liability, to any party or third person, including, but not limited to, amounts for or arising out of injury or death to any person for loss of life, injury, damage, loss or destruction of any property, or damages for tort or breach of contract or any other basis of liability growing out of, resulting from, or by reason or any act, omission, operation or work of the **Parish**, its agents, contractors, servants and employees, or on account of negligence in safeguarding the work or through use of unacceptable materials in maintaining the work, or because of any negligent act, omission or misconduct of the parish, or because of claims or amount recovered from infringement of patent, trademark or copy right, or from claims or amounts arising or recovered under Worker's Compensation Act, or other law, ordinance, order or decree, or any and all costs, expense and/or attorneys' fees incurred by the parish or **DOTD** as a result of any claims, demands, and/or causes of action while engaged upon or in connection with the performance of this Agreement by the **Parish** or its contractors, employees, agents and assigns under this Agreement, except for those claims, demands, and/or causes of action arising out of the sole negligence of the Department or its agents, representatives and/or employees. The **Parish** agrees to investigate, handle, respond to, provide defense for and defend, any such claims, demand or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if such claim, demand or suit is groundless, false or fraudulent.

ARTICLE VIII: Funding Contingency

The continuation of this Agreement is contingent upon the appropriation of funds by the Louisiana State Legislature to the **DOTD** to fulfill the requirements of this Agreement. If the Legislature fails to appropriate sufficient monies to provide the

continuation of this Agreement, or if such appropriation is reduced by veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of this Agreement, this Agreement shall be reduced or terminate on the date said funds are no longer available.

ARTICLE IX: Limitation On Use of State Funds

The **Parish** agrees to use the funds provided by the State through **DOTD** only for the services authorized in this Agreement and in accordance with constitutional and statutory restrictions on the use of State funds for public purposes.

ARTICLE X: Term and Cancellation

This Agreement shall begin on **July 1, 2023**, and shall end on **June 30, 2024**, but may be terminated earlier under any or all of the following conditions:

By mutual agreement and consent of the parties hereto.

By the **DOTD** as a consequence of the failure of the **Parish** to comply with the terms or quality of work in a satisfactory manner.

By either party upon failure of the other party to fulfill its obligations as set forth in this Agreement.

By either party giving thirty (30) days written notice to the other party.

By the **DOTD** upon withdrawal or reduction of funding by the Louisiana Legislature or by any other lawful manner.

By either party as the result of an Act of God that prohibits performance, by either party, of duties proscribed in this Agreement.

If termination is made under condition four (4), above, after work has begun, the **Parish** will be paid for all services rendered to date of termination.

DOTD may, at its option, suspend the services performed pursuant to this Agreement, without penalty of any kind, and without terminating the Agreement. Should the **DOTD** desire to exercise this right of suspension, it may do so by providing the **Parish** with prior written notice of its intent to suspend the Agreement, thirty (30) days in advance of the effective date of suspension. The Agreement may be reinstated and resumed in full force and effect by **DOTD** by providing the **Parish** with sixty (60) days written notice to that effect.

ARTICLE XI: Claims for Liens

The **Parish** shall hold the **DOTD** harmless from any and all claims for liens for labor, services or materials furnished to the **Parish** in connection with the performance of his obligations under this Agreement.

ARTICLE XII: Compliance With Laws

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

ARTICLE XIII: Agreement Modifications

Any changes or modifications to the terms of this Agreement must be made by a fully executed Supplemental Agreement.

ARTICLE XIV: Disputes

Any dispute concerning a question of fact in connection with the work not disposed of by this Agreement or by agreement of the parties shall be referred to the **DOTD's** Secretary or his duly authorized representative for determination, whose decision in the matter shall be final and conclusive on the parties to this Agreement.

ARTICLE XV: Record Keeping, Reporting and Audits

The **Parish** shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred relative to this project and shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under this Agreement, for inspection by the **DOTD** Audit Control Section, the Legislative Auditor, and/or the Office of the Governor, Division of Administration Auditors under State and Federal Regulations effective as of the date of this Agreement and copies thereof shall be furnished if requested.

ARTICLE XVI: Covenant Against Contingent Fees

The **Parish** warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the **Parish** to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the **Parish**, any fee, commission, percentage,

brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. The **DOTD** shall have the right to annul this Agreement without liability or, in its discretion, deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee if the **Parish** breaches or violates this warranty.

No member of or delegate to Congress or resident commissioner shall be entitled to any share or part of this Agreement or to any benefit that may arise there from, but this provision shall not be construed to extend to a contract if made with a corporation for its general benefit.

ARTICLE XVII: Subletting, Assignment or Transfer

The **Parish** shall not subcontract any of his duties or responsibilities under this Agreement without the express written consent of DOTD.

The **Parish** shall not assign any interest in this Agreement and shall not transfer any interest in same, whether by assignment or novation, without prior written consent of the DOTD, provided however, that claims for money due or to become due to the **Parish** from DOTD may be assigned to a bank, trust company, or other financial institution without prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the DOTD.

ARTICLE XVIII: Successors and Assigns

This Agreement shall be binding upon the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their respective officers, thereunto duly authorized as of the day and year first above written.

THUS DONE AND SIGNED at _____, Louisiana, this ____ day of

_____.

WITNESSES

Terrebonne Parish

BY: _____
(Signed Name)

(Printed Name)

Parish _____

Address _____
() _____ (Phone)
() _____ (Fax)

Tax ID. # _____

THUS DONE AND SIGNED at Bridge City, Louisiana, this ____ day of

_____, _____.

WITNESSES:

DOTD

BY: _____
Scott G. Boyle, P.E., PTOE
District 02 Engineer Administrator

Exhibit “A”

Terrebonne Parish

<u>ROUTE NAME</u>	<u>DIVIDED ROUTE</u>
LA 3040 (West Tunnel Blvd) from Hollywood Road to the Tunnel	2.53 miles
LA 3040 (East Tunnel Blvd) from the Tunnel to LA 661 (Howard Ave)	1.00 miles
LA 24 (Park Ave) from St. George Rd to Schriever Overpass	0.58 miles
LA 20 (Park Ave) from Schriever Overpass to LA 3185	0.60 miles
LA 3087 (Prospect Blvd) from the Overpass to LA 316	0.72 miles
Total	5.43 miles

DAILY WORK REPORT
Exhibit "B"

Municipality Name: _____
Service Provider Other than Municipality: _____

Work Order#: _____
Day: _____
Date: _____
Weather: _____
Working Conditions: _____

From	Location	To	Route
	To		
	To		
	To		
	To		
	To		
	To		
	To		
	To		
	To		

Force & Equipment

Operation Started:	AM/PM
Operation Stopped:	AM/PM

Municipality Representative

Signature: _____

FOR DOTD USE ONLY



District: 02

Parish:

Function 440-21

City Maintenance Contract Work Required

	<u>Check List</u>	<u>Supt. Initial</u>
Litter/Trash Pickup	<input type="checkbox"/>	
Mowing	<input type="checkbox"/>	
Trimming/Edging	<input type="checkbox"/>	

Remarks: _____

Approximate Work Accomplished

Acres Mowed =
Trash, CY =



Monday, May 8, 2023

Item Title:

Resolution accepting & approving the LA. Compliance Questionnaire, as required for the 2022 Audited Financial Reports.

Item Summary:

RESOLUTION: Accepting and approving the Louisiana Compliance Questionnaire, as required for the 2022 Audited Financial Reports.

ATTACHMENTS:

Description	Upload Date	Type
Resolution accepting and approving the Louisiana Compliance Questionnaire, as required for the 2022 Audited Financial Reports.	5/1/2023	Executive Summary
Resolution accepting and approving the Louisiana Compliance Questionnaire, as required for the 2022 Audited Financial Reports.	5/1/2023	Resolution
Resolution accepting and approving the Louisiana Compliance Questionnaire, as required for the 2022 Audited Financial Reports.	5/1/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Resolution accepting and approving the Louisiana Compliance Questionnaire, as required for the 2022 Audited Financial Reports.

PROJECT SUMMARY (200 WORDS OR LESS)
In connection with your audit of the financial statements of the Terrebonne Parish Consolidated Government as of December 31, 2022 and for the year then ended, for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with generally accepted accounting principles in the United States, to assess our system of internal control as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of April 24, 2023.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
January 1, 2022 – December 31, 2022 La Compliance Questionnaire

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/Kandace M. Mauldin, CFO

April 24, 2023

Signature

Date

RESOLUTION NO. 23-_____

WHEREAS, the Louisiana Compliance Questionnaire is a required part of a financial audit of Louisiana governmental units, and

WHEREAS, upon completion, the questionnaire must be presented to and adopted by the governing body by means of a formal resolution in an open meeting, and

WHEREAS, the completed questionnaire and a copy of the adoption instrument, must be given to the auditor, and

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the Louisiana Compliance Questionnaire for Fiscal Year 2022 as presented by the Parish Administration, be hereby accepted, and approved and that a certified copy of this resolution be forwarded to the firm of Bourgeois, Bennett, L.L.C.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The _____ declared the resolution adopted on this, the _____ day of _____, 2023.

* * * * *

I, Suzette Thomas, 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 _____, 2023 and subsequently ratified by the Assembled Council in Regular Session on _____, 2023 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2023.

April 24, 2023

Bourgeois Bennett, L.L.C.
P.O. Box 2168
Houma, Louisiana 70361

Gentlemen:

In connection with your audit of the financial statements of the Terrebonne Parish Consolidated Government as of December 31, 2022 and for the year then ended, for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with generally accepted accounting principles in the United States, to assess our system of internal control as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of April 24, 2023.

PART I. AGENCY PROFILE

1. Name and address of the organization.

Terrebonne Parish Consolidated Government
Post Office Box 2768
Houma, Louisiana 70361

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

2020 –109,580, U.S. Census Bureau (<https://data.census.gov/cedsci/profile?g=05000000US22109>)

3. List names, addresses, and telephone numbers of entity officials. (Include elected/appointed members of the governing board, chief executive and fiscal officer and legal counsel).

See Attachment No. 1

4. Period of time covered by this questionnaire.

From January 1, 2022 to December 31, 2022.

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (LSA-RS) and, if applicable, local resolutions/ordinances.

Home Rule Charter form of government effective January 1984.

6. Briefly describe the public services provided.

Parish Government

7. Expiration date of current elected/appointed officials' terms.

January, 2024 (Parish President and Parish Council)

LEGAL COMPLIANCE

PART II. PUBLIC BID LAW

8. The provisions of the public bid law, LSA-RS Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with.
All public works purchases exceeding \$250,000 have been publicly bid.
A. All material and supply purchases exceeding \$30,000 have been publicly bid.

Yes [X] No []

PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes [X] No []

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes [X] No []

PART IV. LAWS AFFECTING BUDGETING

11. We have complied with the budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-15) RS 39:33 or RS 39:1331-1342, as applicable.

A. Local Budget Act

1. We have adopted a budget for the General Fund and all special revenue funds (LSA-RS 39:1305).
2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the General Fund and each special revenue fund, and a budget adoption instrument that specified the chief executive's authority to make budgetary amendments without approval of the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (LSA-RS 39:1305).
3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (LSA-RS 39:1306).
4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (LSA-RS 39:1307).
5. If required, the proposed budget was made available for public inspection at the location required by LSA-RS 39:1308.
6. All action necessary to adopt and finalize the budget was completed prior to to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (LSA-RS 39:1309).
7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (LSA-RS 39:1309).

8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (LSA-RS 39:1311).

9. The governing authority has amended its budget when notified, as provided by LSA-RS 39:1311.

(Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes ☒ No ☐

B. State Budget Requirements

1. The state agency has complied with the budgetary requirements of LSA-RS 39:33.

Yes ☐ No ☐ N/A

C. Licensing Boards

1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

Yes ☐ No ☐ N/A

PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with LSA-RS 24:514, 24:515, and/or 33:463.

Yes ☒ No ☐

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

14. We have filed our annual financial statements in accordance with LSA-RS 24:514 and 33:463 where applicable.

Yes ☐ No ☐ N/A

15. We have had our financial statements audited in a timely manner in accordance with LSA-RS 24:513.

Yes ☒ No ☐

16. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes ☒ No ☐

17. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [X] No []

18. We have remitted all fees, fines, and court costs collected on behalf of other entities, in compliance with applicable Louisiana Revised Statutes or other laws.

Yes [X] No []

19. We have complied with R.S. 24:515:2 regarding reporting of pre- and post-adjudication court costs, fines and fees assessed or imposed; the amount collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [X] No []

PART VI. MEETINGS

20. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes [X] No []

PART VII. ASSET MANAGEMENT LAWS

21. We have maintained records of our general fixed assets and movable property, as required by LSA-RS 24:515 and/or 30:321-332, as applicable.

Yes [X] No []

PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS

22. We have complied with the fiscal agency and cash management requirements of LSA-RS 39:1211-45 and 49:301-327, as applicable.

Yes [X] No []

PART IX. DEBT RESTRICTION LAWS

23. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65

Yes [X] No []

24. We have complied with the debt limitation requirements of state law (LSA-RS 39:562).

Yes [X] No []

25. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (LSA-RS 39:1351).

Yes [X] No []

PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS

26. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes ☒ No ☐

27. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII., Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes ☒ No ☐

28. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14, or the 1974 Louisiana Constitution.

Yes ☒ No ☐

PART XI. ISSUERS OF MUNICIPAL SECURITIES

29. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes ☐ No ☐ N/A

PART XII. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS

30. We have adopted a system of road administration that provides as follows:

- A. Approval of the governing authority of all expenditures, LSA-RS 48:755 (A).
- B. Development of a capital improvement program on a selective basis, LSA-RS 48:755.
- C. Centralized purchasing of equipment and supplies, LSA-RS 48:755.
- D. Centralized accounting, LSA-RS 48:755.
- E. A construction program based on engineering plans and inspections, LSA-RS 48:755.
- F. Selective maintenance program, LSA-RS 48:755.
- G. Annual certification of compliance to the Legislative auditor, LSA-RS 48:758.

Yes ☒ No ☐

Municipalities

31. Minutes are taken at all meetings of the governing authority; LSA-RS 42:7.1 (Act 665 of 1976).

Yes ☒ No ☐

32. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal. LSA-RS 43:143-144 and A.G. 86-528.

Yes ☒ No ☐

33. All official action taken by the municipality is conducted at public meetings. LSA-RS 42:4.1-13.

Yes ☒ No ☐

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you, documentation relating to the foregoing laws and regulations. We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you and the Legislative Auditor any known noncompliance that may occur after the issuance of your report.

Respectfully,

Gordon E. Dove, Parish President

Kandace M. Mauldin, Chief Financial Officer

Darrin W. Guidry, Sr., Council Chairman

GD/KM/DG/rl

cc: Council Reading Files
Administration File
Finance File

Category Number:
Item Number: 5.



Monday, May 8, 2023

Item Title:

RESOLUTION Award Bid 23-OEPTRK-15 Purchase of One (1) New/Unused $\frac{3}{4}$ Ton 4WD Crew Cab Truck

Item Summary:

RESOLUTION: Concurring with Parish Administration to award Bid 23-OEPTRK-15 Purchase of One (1) New/Unused $\frac{3}{4}$ Ton 4WD Crew Cab Truck to the lowest qualified bidder, Southland Dodge, and reject the bid of Trapp Chevrolet.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	5/3/2023	Executive Summary
Resolution	5/3/2023	Resolution
Support Material	5/3/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Bid 23-OEPTRK-15 Purchase of One (1) New/Unused ¾ Ton 4WD Crew Cab Truck

PROJECT SUMMARY (200 WORDS OR LESS)

To award to the lowest qualified bidder, Southland Dodge and reject the bid of Trapp Chevrolet for non-compliance with the "Instructions for Bidders"

PROJECT PURPOSE & BENEFIT (150 WORDS OR LESS)

Replacement of aging unit. The new vehicle will be used for the daily operations and during emergency events for the Office Homeland Security and Emergency Preparedness.

TOTAL EXPENDITURE

\$59,630.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

☒ ACTUAL

☐ ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☐ N/A

☐ NO

☒ YES

IF YES AMOUNT BUDGETED:

\$50,000.00 money moved to accommodate overage

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

Sharon Ellis, Purchasing/Warehouse Manager

5-3-2023

Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO. _____

WHEREAS, on March 29, 2023 the Terrebonne Parish Consolidated Government (TPCG) received bids for Bid 23-OEPTRK-15 Purchase of One (1) New/Unused $\frac{3}{4}$ Ton 4WD Crew Cab for the Office Homeland Security and Emergency Preparedness, and

WHEREAS, after careful review by the Purchasing Division, and the Director of the Office Homeland Security and Emergency Preparedness it has been determined that the bid of Southland Dodge should be accepted in the amount of Fifty-Nine Thousand, Six Hundred Thirty Dollars (\$59,630.00) and the bid of Trapp Chevrolet must be rejected for non-compliance with the "Instructions for Bidders", and

WHEREAS, Parish Administration concurs with the recommendation to award Bid 23-OEPTRK-15 Purchase of One (1) New/Unused $\frac{3}{4}$ Ton 4WD Crew Cab Truck to Southland Dodge at the aforementioned 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 truck for the Office Homeland Security and Emergency Preparedness.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared this resolution adopted this _____ day of

_____ 2023.

Bid 23-OEPTRK-15 Purchase of One (1) New/Unused ¾ Ton 4WD Crew Cab Truck

DATE: March 29, 2023 @ 2:00 P.M. CST

Bidder	Bid Amount
Southland Dodge	<u>\$59,630.00</u>
Trapp Chevrolet	<u>\$55,859.00</u>

Bid Cover Sheet

Bid Name: Bid 23-OEPTRK-15 Purchase of One (1) New/Unused ¾ Ton 4WD Crew Cab Truck

Bid(s) Received: 1

Bid Date: 03/29/2023

Bids Opened By: Gina Bergeron

<u>Bidder's Name:</u>	<u>Amount:</u>	<u>Check:</u>	<u>Bond:</u>
Southland Dodge	\$59,630.00		0.00

Award Bid To:

Amount: .00

Purshasing Department Comments:

Two bids were submitted. Southland Dodge provided all the proper documentation as required by the "Instruction for Bidders". The bid of Trapp Cadillac Chevrolet must be rejected for failure to comply with the "Instructions for Bidders." The file is being forwarded to the requesting Division for review of compliance with the specifications for award recommendation. Additional specifications are available from the bidder upon request.



Purchasing Bid Form Listing > Maintenance Bid: '7973'

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

Bid Form Id: 7973

Bid Name: Bid 23-OEPTRK-15 Purchase of One (1) New/Unused ¾ Ton 4W

* Bids Opened By: Gina Bergeron

* Department: Public Safety

* Division:

Bid Type: Bid Cover Sheet

Approval Sequence:

1. Department Head - approved on 04/17/2023 by emgp02
2. Chief Financial Officer - approved on 05/02/2023 by kmauldin
3. Parish Manager - approved on 05/02/2023 by mctoups
4. Parish President - approved on 05/02/2023 by ladams
5. Purchasing Manager - approved on 05/02/2023 by purh08

* Date: 03/29/2023 (mm/dd/yyyy)

Related RFB: Purchase of One (1) New/Unused 3/4 Ton 4WD Crew Cab Truck

Charge Account: 151-912-8914-01

Estimated Price: 50000.00

Amount Budgeted: .00

Status: Complete

Comments: Two bids were submitted. Southland Dodge provided all the proper documentation as required by the "Instruction for Bidders". The bid of Trapp Cadillac Chevrolet must be rejected for failure to comply with the "Instructions for Bidders." The file is being forwarded to the requesting Division for review of compliance with the specifications for award recommendation. Additional specifications are available from the bidder upon request.

Award Bid

To:

Award Amount: .00

Bidders:

* Name: Southland Dodge

* Amount: 59630.00

[Remove Bidder Entry](#)

* Check: 0

* Bond: 0.00

Add New Bidder

Additional Departments

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

Documents:

DOC032923-005.pdf - Added By Gina Bergeron
(purh05)

Bid Documents and
Tabulation

Edit

Delete

Add New Document

Save Changes

* Denotes required fields.

Bid added by Gina Bergeron on 03/29/2023

OFFICIAL BID FORM
SECTION "A"

TO: TPCG
Office of Emergency Preparedness
Post Office Box 2768
Houma, LA 70361

FROM: Southland Dodge Chrysler Jeep LLC
6161 W Park Ave
Houma LA 70364
PHONE: 985 8761817
EMAIL: FrankTD@southlanddodge.com

Bid 23-OEPTRK-15 Purchase of One (1) New/Unused ¾ Ton 4WD Crew Cab Truck

Delivery shall be within 90-120 calendar days after receipt of order (ARO)

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 vehicle specified herein, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated March 2023.

Item No.	Quantity	Item Description	Year/Make/Model	Unit Price
1	1	Purchase of One (1) New/Unused ¾ Ton 4WD Crew Cab Truck	2023 Ram 2500 Crew Cab	\$59630.00
Unit Price Written in Words <u>Fifty nine thousand six hundred</u> <u>thirty and 00/100</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 Received

NAME OF BIDDER: Southland Dodge Chrysler Jeep LLC

ADDRESS OF BIDDER: 6161 West Park Ave
Houma LA 70364

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): Frank Tenton Jr

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER [Signature]

TITLE OF AUTHORIZED SIGNATORY BIDDER: President

DATE: 3/29/23

* 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)



SECRETARY OF STATE

(<https://www.sos.la.gov/Pages/default.aspx>)

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Name	Type	City	Status
SOUTHLAND DODGE CHRYSLER JEEP, L.L.C.	Limited Liability Company	HOUMA	Active

Previous Names

SOUTHLAND DODGE CHRYSLER, LLC (Changed: 7/20/2007)
SOUTHLAND DODGE CHRYSLER, INC. (Changed: 12/22/2006)
SOUTHLAND DODGE CHRYSLER PLYMOUTH, INC. (Changed: 5/5/2003)
PARK AVENUE MOTORS, INC. (Changed: 3/9/1978)
TIDELAND MOTORS, INC. (Changed: 12/15/1976)

Business: SOUTHLAND DODGE CHRYSLER JEEP, L.L.C.

Charter Number: 25306840K

Registration Date: 2/15/1961

Domicile Address

6161 WEST PARK AVE.
HOUMA, LA 70364

Mailing Address

6161 WEST PARK AVE
HOUMA, LA 70364

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 2/15/1961

Last Report Filed: 3/23/2023

Type: Limited Liability Company

Registered Agent(s)

Agent: FRANK TEUTON JR
Address 1: 6161 WEST PARK AVE
City, State, Zip: HOUMA, LA 70364
Appointment Date: 3/5/2018

Officer(s)

Additional Officers: No

Officer: FRANK TEUTON JR
Title: Member
Address 1: 6161 WEST PARK AVE
City, State, Zip: HOUMA, LA 70364

Mergers (3)

Filed Date	Effective Date:	Type	Charter#	Charter Name	Role
12/10/1976	12/10/1976	MERGE	25306840K	SOUTHLAND DODGE CHRYSLER JEEP, L.L.C.	SURVIVOR
			25100540D	PARK AVENUE MOTORS, INC.	NON-SURVIVOR
5/22/1978	5/22/1978	MERGE	25306840K	SOUTHLAND DODGE CHRYSLER JEEP, L.L.C.	SURVIVOR
			28306410D	SOUTHLAND DODGE, INC.	NON-SURVIVOR
12/24/1986	12/24/1986	MERGE	25306840K	SOUTHLAND DODGE CHRYSLER JEEP, L.L.C.	SURVIVOR
			29815220D	SOUTHLAND LEASING, INC.	NON-SURVIVOR

Amendments on File (15)

Description	Date
Amendment	12/3/1976
Merger	12/10/1976
Name Change	12/15/1976
Name Change	3/9/1978
Merger	5/22/1978
Domicile, Agent Change or Resign of Agent	5/22/1978
Amendment	6/10/1982
Merger	12/24/1986
Domicile, Agent Change or Resign of Agent	5/21/1991
Domicile, Agent Change or Resign of Agent	9/17/1992

1 2

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License No. N - 2021-00269
DPS Code: NHSM

2021-2023

Not Transferable
Valid Only at Address Below

Louisiana Motor Vehicle Commission

This Certifies that

Southland Dodge Chrysler Jeep, L.L.C.

6161 West Park Avenue
Houma, LA 70364

Frank Jeffrey Teuton Jr., Dealer-Operator

is duly licensed as a

New Motor Vehicle Dealer

of the following make or makes

Chrysler, Dodge, FIAT, Jeep, RAM

For the period ending October 31, 2023, unless license is sooner revoked.

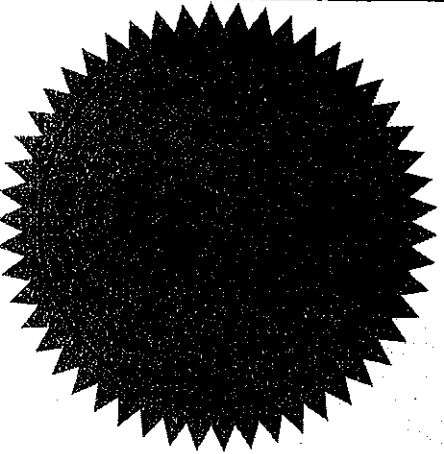
In Witness whereof, LOUISIANA MOTOR VEHICLE COMMISSION, under and by virtue of the authority vested in it by the laws of the State of Louisiana, has caused this license to be issued with its seal imprinted hereon.

LOUISIANA MOTOR VEHICLE COMMISSION

Dated November 1, 2021

Signed, Sealed and Attested


Executive Director



(To be prominently displayed in place of business)

OFFICIAL BID FORM
SECTION "A"

TO: TPCG
Office of Emergency Preparedness
Post Office Box 2768
Houma, LA 70361

FROM: Trapp Cadillac Chevrolet, Inc.
200 South Hollywood Road
Houma, LA 70360
PHONE: 985-876-6570
EMAIL: shornsby@trappauto.net

Bid 23-OEPTRK-15 Purchase of One (1) New/Unused ¾ Ton 4WD Crew Cab Truck

Delivery shall be within 243 calendar days after receipt of order (ARO)

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 vehicle specified herein, all in strict accordance with the Bidding Documents prepared by: TPCG Purchasing Division and dated March 2023.

Item No.	Quantity	Item Description	Year/Make/Model	Unit Price
1	1	Purchase of One (1) New/Unused ¾ Ton 4WD Crew Cab Truck	2024 Chevrolet Silverado 2500 Work Truck 4WD Crew Cab with 8 foot bed	\$ 55,859
Unit Price Written in Words <u>Fifty five thousand, eight hundred, fifty nine dollars and no cents</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)**

NAME OF BIDDER: Trapp Cadillac Chevrolet, Inc.

ADDRESS OF BIDDER: 200 South Hollywood Road
Houma, LA 70360

NAME OF AUTHORIZED SIGNATORY BIDDER (type or print): Heinke Trapp

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER 

TITLE OF AUTHORIZED SIGNATORY BIDDER: President

DATE: March 27, 2023

* 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)

License No. N -2021-00231
DPS Code: NHTD

2021-2023

Not Transferable
Valid Only at Address Below

Louisiana Motor Vehicle Commission

This Certifies that

Trapp Cadillac Chevrolet, Inc.
DBA Trapp Chevrolet, Trapp Cadillac
200 South Hollywood Road
Houma, LA 70360

Heinke E. Trapp, Jr., Dealer-Operator

is duly licensed as a

New Motor Vehicle Dealer

of the following make or makes

Cadillac (Passenger Cars), Cadillac (Light Duty Trucks), Chevrolet (Light Duty Trucks)
Chevrolet (Passenger Cars)

For the period ending October 31, 2023, unless license is sooner revoked.

In Witness whereof, **LOUISIANA MOTOR VEHICLE COMMISSION**, under and by virtue of the authority vested in it by the laws of the State of Louisiana, has caused this license to be issued with its seal imprinted hereon.



LOUISIANA MOTOR VEHICLE COMMISSION

Dated November 1, 2021

Signed, Sealed and Attested


Executive Director

(To be prominently displayed in place of business)



Monday, May 8, 2023

Item Title:

Resolution to award the Request for Bids received for the Street Sign Replacement (Parish-wide) to Professional Traffic Solutions, LLC.

Item Summary:

RESOLUTION: Concurring with Parish Administration to award the Request for Bids (RFBS) received for the Street Sign Replacement (Parish Wide) due to damages from Hurricane Ida to Professional Traffic Solutions, LLC.

ATTACHMENTS:

Description	Upload Date	Type
Exec Summary	5/3/2023	Executive Summary
Resolution	5/3/2023	Resolution
Recommendation	5/3/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: to award the Request for Bids (RFBS) received for the Street Sign Replacement (Parish Wide) due to damages from Hurricane Ida to Professional Traffic Solutions, LLC and authorizing the Parish President and/or Parish Administration to execute the contract and to provide for related matters.

PROJECT SUMMARY (200 WORDS OR LESS)

Award bids received to Professional Traffic Solution, LLC.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Parish-wide Street Sign Replacement due to damage from Hurricane Ida.

TOTAL EXPENDITURE

\$712,030.13

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

Sharon Ellis

Sharon Ellis, Purchasing Manager

5/3/2023

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 23-

RESOLUTION, to award the Request for Bids (RFBS) received for the Street Sign Replacement (Parish-wide) due to damages from Hurricane Ida to Professional Traffic Solutions, LLC and authorizing the Parish President and/or Parish Administration to execute the contract and to provide for related matters.

WHEREAS, RFBs were received on April 25, 2023, for Street Sign Replacement due to damages from Hurricane Ida, and

WHEREAS, based on the information provided by Royal Engineering (engineers assigned to this project) recommends awarding the bid to Professional Traffic Solutions, LLC for a base bid \$634,298.54 and alternate 1 \$77,731.59 for a total bid amount of **\$712,030.13**, and

WHEREAS, the Parish Administration concurs with the recommendation to authorize the award of the RFB to Professional Traffic Solutions, LLC for the Street Sign Replacement due to damage from Hurricane Ida, and

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish President and/or Parish Administration to award the above mentioned for the sign replacement damaged due to Hurricane Ida to Professional Traffic Solutions, LLC, and

BE IT FURTHER RESOLVED that the Parish President and/or the Parish Administration and all other appropriate parties be hereby authorized to execute any and all contract documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:.

ABSENT:



April 26, 2023

Terrebonne Parish Consolidated Government (TPCG)
Sharon Ellis, Purchasing Manager
8026 W. Main St.
Houma, LA 70360

RE: Recommendation to Award – Hurricane Ida Street Sign Replacement – Parish Wide

Dear Ms. Ellis:

Royal Engineering has received quotes in response to a Request for Bid on behalf of TPCG for the above-mentioned item. Attached, please find the bid tabulation results and the written quotes submitted.

Professional Traffic Solutions, LLC was the lowest responsive bidder with a base bid of \$634,298.54 and an alternate bid of \$77,731.59 for a total project cost of \$712,030.13. Royal Engineering recommends to award accordingly.

The awarded contractor must enter into an approved and compliant contract based on disaster recovery reimbursement requirements.

If there are any questions or concerns, please feel free to contact Bruce DiMartino at (985) 590-8892.

Sincerely,

Bruce DiMartino

Bruce DiMartino
Royal Engineers and Consultants

cc: Kandace Mauldin, TPCG-CFO
David Rome, TPCG – Public Works Director

BID TABULATION
TPCG PROJECT NO.: IDA-0071

TPCG PROJECT NAME: Hurricane Ida – Street Sign Replacement

OWNER: TERREBONNE PARISH CONSOLIDATED GOVERNMENT

BID RECEIVED:

ENGINEER: Royal Engineering

Engineer's Estimate of Probable Construction Cost:

	BIDDER	STATE LIC NO	BASE BID	ALT 1	Total
1	Professional Traffic Services, LLC	74457	\$634,298.54	\$77,731.59	\$712,030.13
2	TLP Construction, LLC	74077	\$752,365.00	\$79,845.00	\$832,210.00
3	Superior Traffic Control, LLC	75631	\$869,338.00	No Bid	Irregular
4					
5					

Terrebonne Parish Consolidated Government

Itemized Bid Tabulation

Hurricane Ida Street Sign Replacement

Bid Date April 25, 2023

Ref No.	Item Description	Quantity	Units	Professional Traffic Services, LLC		TLP Construction, LLC		Superior Traffic Control, LLC	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	REMOVE AND RELOCATE SIGN	842.0	EA	\$75.00	\$63,150.00	\$50.00	\$42,100.00	\$20.00	\$16,840.00
2	Remove and Dispose Sign Pole	915.0	EA	\$25.00	\$22,875.00	\$15.00	\$13,725.00	\$20.00	\$18,300.00
3	Remove and Dispose Sign	144.0	EA	\$25.00	\$3,600.00	\$15.00	\$2,160.00	\$20.00	\$2,880.00
4	REPLACE PIPE SIGN POLE	20.0	EA	\$200.00	\$4,000.00	\$1,000.00	\$20,000.00	\$450.00	\$9,000.00
5	REPLACE U-CHANNEL SIGN POLE	2232	EA	\$100.00	\$223,200.00	\$100.00	\$223,200.00	\$155.00	\$345,960.00
6	REPLACE DO NOT ENTER SIGN (30x30)	16.0	EA	\$95.52	\$1,528.32	\$100.00	\$1,600.00	\$145.00	\$2,320.00
7	REPLACE NO LEFT TURN SIGN	1.0	EA	\$81.11	\$81.11	\$100.00	\$100.00	\$145.00	\$145.00
8	REPLACE NO PARKING ANY TIME LEFT ARROW SIGN (24x24)	1	EA	\$87.02	\$87.02	\$100.00	\$100.00	\$40.00	\$40.00
9	REPLACE NO PARKING ANY TIME NO ARROW SIGN (24x24)	16	EA	\$87.02	\$1,392.32	\$100.00	\$1,600.00	\$40.00	\$640.00
10	REPLACE NO TRUCK ROUTE SIGN	4.0	EA	\$87.02	\$348.08	\$100.00	\$400.00	\$145.00	\$580.00
11	REPLACE ONE WAY LEFT SIGN (36x12)	17.0	EA	\$72.31	\$1,229.27	\$100.00	\$1,700.00	\$60.00	\$1,020.00
12	REPLACE ONE WAY RIGHT SIGN (36x12)	24.0	EA	\$72.31	\$1,735.44	\$100.00	\$2,400.00	\$60.00	\$1,440.00
13	REPLACE SCHOOL ZONE SIGN	1.0	EA	\$116.72	\$116.72	\$100.00	\$100.00	\$180.00	\$180.00
14	REPLACE SPEED LIMIT SIGN (24x30)	505.0	EA	\$87.08	\$43,975.40	\$100.00	\$50,500.00	\$180.00	\$90,900.00
15	REPLACE SPEED LIMIT SIGN (30x36)	1.0	EA	\$109.20	\$109.20	\$100.00	\$100.00	\$180.00	\$180.00
16	REPLACE STOP SIGN (30x30)	140	EA	\$94.19	\$13,186.60	\$100.00	\$14,000.00	\$125.00	\$17,500.00
17	REPLACE STREET NAME SIGN	1927	EA	\$75.15	\$144,814.05	\$90.00	\$173,430.00	\$62.00	\$119,474.00
18	UNKNOWN CONDITION OF STREET NAME SIGN	2	EA	\$75.15	\$150.30	\$150.00	\$300.00	\$180.00	\$360.00
19	REPLACE UNKNOWN SIGN TYPE	86	EA	\$134.69	\$11,583.34	\$150.00	\$12,900.00	\$170.00	\$14,620.00
20	UNKNOWN CONDITION OF UNKNOWN SIGN TYPE	4	EA	\$134.69	\$538.76	\$150.00	\$600.00	\$170.00	\$680.00
21	Replace 500 FT Sign	2	EA	\$76.02	\$152.04	\$100.00	\$200.00	\$75.00	\$150.00
22	Replace AHEAD Sign	9	EA	\$65.81	\$592.29	\$100.00	\$900.00	\$75.00	\$675.00
23	Replace AHEAD PLAQUE Sign	1	EA	\$65.81	\$65.81	\$100.00	\$100.00	\$75.00	\$75.00
24	Replace ALL WAY Sign	81	EA	\$57.33	\$4,643.73	\$100.00	\$8,100.00	\$75.00	\$6,075.00
25	Replace BICYCLE SYMBOL SHARE THE ROADWAY Sign	2	EA	\$117.82	\$235.64	\$100.00	\$200.00	\$95.00	\$190.00
26	Replace BOURG RECREATION CENTER Sign	1.0	EA	\$120.48	\$120.48	\$100.00	\$100.00	\$185.00	\$185.00
27	Replace BRIDGE CLOSED TO TRAFFIC Sign	1	EA	\$148.65	\$148.65	\$100.00	\$100.00	\$145.00	\$145.00
28	Replace BRIDGE MAY ICE IN COLD WEATHER Sign	2	EA	\$150.96	\$301.92	\$100.00	\$200.00	\$145.00	\$290.00
29	Replace CATTLE GUARD Sign	3	EA	\$106.98	\$320.94	\$100.00	\$300.00	\$145.00	\$435.00
30	Replace CAUTION CHILDREN AT PLAY Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$105.00	\$105.00
31	Replace CAUTION HEARING IMPAIRED RESIDENT Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$105.00	\$105.00
32	Replace CAUTION PEDESTRIANS MUST YIELD TO MOTORISTS Sign	1	EA	\$104.34	\$104.34	\$100.00	\$100.00	\$105.00	\$105.00
33	Replace CAUTION RECREATIONAL AREA Sign	1	EA	\$104.34	\$104.34	\$100.00	\$100.00	\$105.00	\$105.00
34	Replace CAUTION RESIDENTIAL AREA Sign	5	EA	\$104.34	\$521.70	\$100.00	\$500.00	\$105.00	\$525.00
35	Replace CAUTION SPEED BREAKER AHEAD Sign	1	EA	\$86.08	\$86.08	\$100.00	\$100.00	\$105.00	\$105.00
36	Replace CAUTION SPEED BUMP Sign	1	EA	\$72.30	\$72.30	\$100.00	\$100.00	\$105.00	\$105.00
37	Replace CHEVRON ALIGNMENT (LEFT) Sign	14	EA	\$72.30	\$1,012.20	\$100.00	\$1,400.00	\$88.00	\$1,232.00
38	Replace CHEVRON ALIGNMENT (RIGHT) Sign	9	EA	\$72.30	\$650.70	\$100.00	\$900.00	\$88.00	\$792.00
39	Replace CHILDREN AT PLAY Sign	8	EA	\$72.31	\$578.48	\$100.00	\$800.00	\$105.00	\$840.00
40	Replace CHURCH Sign	8	EA	\$95.52	\$764.16	\$100.00	\$800.00	\$105.00	\$840.00
41	Replace COMBON BRIDGE w/ LEFT ARROW Sign	1	EA	\$120.48	\$120.48	\$100.00	\$100.00	\$60.00	\$60.00
42	Replace CROSS ROAD SYMBOL Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$145.00	\$145.00
43	Replace DEAD END Sign	112	EA	\$95.52	\$10,698.24	\$100.00	\$11,200.00	\$145.00	\$16,240.00
44	Replace DO NOT LITTER \$500 FINE Sign	18	EA	\$90.18	\$1,623.24	\$100.00	\$1,800.00	\$88.00	\$1,584.00
45	Replace DO NOT PASS Sign	2	EA	\$87.08	\$174.16	\$100.00	\$200.00	\$88.00	\$176.00
46	Replace DRUG FREE ZONE Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$88.00	\$88.00
47	Replace EMERGENCY VEHICLE SYMBOL Sign	3	EA	\$95.52	\$286.56	\$100.00	\$300.00	\$145.00	\$435.00
48	Replace EQUIPMENT CROSSING Sign	2	EA	\$106.98	\$213.96	\$100.00	\$200.00	\$145.00	\$290.00
49	Replace FIRE STATION Sign	3	EA	\$94.75	\$284.25	\$100.00	\$300.00	\$105.00	\$315.00
50	Replace HANDS FREE ZONE Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$50.00	\$50.00
51	Replace HEARING AND SIGHT IMPAIRED Sign	1	EA	\$107.28	\$107.28	\$100.00	\$100.00	\$105.00	\$105.00
52	Replace HEARING IMPAIRED Sign	3	EA	\$107.28	\$321.84	\$100.00	\$300.00	\$105.00	\$315.00
53	Replace HEARING IMPAIRED RESIDENT Sign	17	EA	\$107.28	\$1,823.76	\$100.00	\$1,700.00	\$105.00	\$1,785.00
54	Replace HILL SYMBOL Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$145.00	\$145.00
55	Replace KEEP RIGHT Sign	3	EA	\$87.08	\$261.24	\$100.00	\$300.00	\$88.00	\$264.00
56	Replace LEFT ARROW Sign	1	EA	\$83.44	\$83.44	\$100.00	\$100.00	\$130.00	\$130.00
57	Replace LEFT CURVE AHEAD SYMBOL Sign	8	EA	\$95.52	\$764.16	\$100.00	\$800.00	\$145.00	\$1,160.00
58	Replace LEFT DIAGONAL ARROW Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$50.00	\$50.00
59	Replace LEFT DIAGONAL ARROW PLAQUE Sign	7	EA	\$65.81	\$460.67	\$100.00	\$700.00	\$50.00	\$350.00
60	Replace LEFT TURN AHEAD SYMBOL Sign	10	EA	\$95.52	\$955.20	\$100.00	\$1,000.00	\$145.00	\$1,450.00
61	Replace LIGHT TRAFFIC ONLY Sign	1	EA	\$95.82	\$95.82	\$100.00	\$100.00	\$145.00	\$145.00
62	Replace LOCAL TRAFFIC ONLY Sign	2	EA	\$95.82	\$191.64	\$100.00	\$200.00	\$145.00	\$290.00
63	Replace NO DOUBLE PARKING Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$45.00	\$45.00
64	Replace NO DUMPING Sign	6	EA	\$61.87	\$371.22	\$100.00	\$600.00	\$45.00	\$270.00
65	Replace NO DUMPING \$500 FINE Sign	3	EA	\$61.87	\$185.61	\$100.00	\$300.00	\$45.00	\$135.00
66	Replace NO DUMPING PERMIT CODE LITTERING PROHIBITED Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$45.00	\$45.00
67	Replace NO DUMPING VIOLATORS WILL BE PROSECUTED Sign	1	EA	\$61.87	\$61.87	\$100.00	\$100.00	\$45.00	\$45.00
68	Replace NO LITTERING \$500 FINE Sign	2	EA	\$74.05	\$148.10	\$100.00	\$200.00	\$45.00	\$90.00

69	Replace NO LOITERING Sign	1	EA	\$61.87	\$61.87	\$100.00	\$100.00	\$45.00	\$45.00
70	Replace NO OUTLET Sign	5	EA	\$95.52	\$477.60	\$100.00	\$500.00	\$145.00	\$725.00
71	Replace NO OVERWEIGHT VEHICLES Sign	3	EA	\$120.48	\$361.44	\$100.00	\$300.00	\$105.00	\$315.00
72	Replace NO PARKING Sign	14	EA	\$61.87	\$866.18	\$100.00	\$1,400.00	\$45.00	\$630.00
73	Replace NO PARKING BETWEEN 7:00 AM & 2:30 PM Sign	1	EA	\$70.31	\$70.31	\$100.00	\$100.00	\$45.00	\$45.00
74	Replace NO PARKING BETWEEN SIGNS Sign	10	EA	\$61.87	\$618.70	\$100.00	\$1,000.00	\$45.00	\$450.00
75	Replace NO PARKING BETWEEN SIGNS LEFT ARROW Sign	1	EA	\$61.87	\$61.87	\$100.00	\$100.00	\$45.00	\$45.00
76	Replace NO PARKING BUS TURNAROUND Sign	1	EA	\$78.31	\$78.31	\$100.00	\$100.00	\$45.00	\$45.00
77	Replace NO PARKING EMERGENCY LANE Sign	1	EA	\$78.31	\$78.31	\$100.00	\$100.00	\$45.00	\$45.00
78	Replace NO PARKING FIRE LANE Sign	3	EA	\$61.87	\$185.61	\$100.00	\$300.00	\$45.00	\$135.00
79	Replace NO PARKING HERE TO CORNER Sign	4	EA	\$61.87	\$247.48	\$100.00	\$400.00	\$45.00	\$180.00
80	Replace NO PARKING IN BUS TURN AROUND Sign	3	EA	\$78.31	\$234.93	\$100.00	\$300.00	\$45.00	\$135.00
81	Replace NO PARKING NO STOPPING NO FISHING ALONG ROADWAY Sign	1	EA	\$95.82	\$95.82	\$100.00	\$100.00	\$105.00	\$105.00
82	Replace NO PARKING ON GRASS Sign	3	EA	\$61.87	\$185.61	\$100.00	\$300.00	\$45.00	\$135.00
83	Replace NO PARKING ON NEUTRAL GROUND Sign	7	EA	\$66.20	\$463.40	\$100.00	\$700.00	\$45.00	\$315.00
84	Replace NO PARKING THIS SIDE OF STREET Sign	52	EA	\$61.87	\$3,217.24	\$100.00	\$5,200.00	\$45.00	\$2,340.00
85	Replace NO PARKING TOW AWAY ZONE Sign	2	EA	\$66.20	\$132.40	\$100.00	\$200.00	\$45.00	\$90.00
86	Replace NO PASSING ZONE Sign	2	EA	\$82.39	\$164.78	\$100.00	\$200.00	\$75.00	\$150.00
87	Replace NO SWIMMING ALLOWED Sign	1	EA	\$70.47	\$70.47	\$100.00	\$100.00	\$40.00	\$40.00
88	Replace NO THRU TRAFFIC Sign	1	EA	\$72.31	\$72.31	\$100.00	\$100.00	\$28.00	\$28.00
89	Replace NO THRU TRUCKS Sign	2	EA	\$72.31	\$144.62	\$100.00	\$200.00	\$80.00	\$160.00
90	Replace NO TRUCKS Sign	11	EA	\$79.72	\$876.92	\$100.00	\$1,100.00	\$80.00	\$880.00
91	Replace NO TRUCKS SYMBOL Sign	1	EA	\$81.11	\$81.11	\$100.00	\$100.00	\$80.00	\$80.00
92	Replace NO VEHICULAR TRAFFIC Sign	1	EA	\$78.31	\$78.31	\$100.00	\$100.00	\$60.00	\$60.00
93	Replace OBJECT MARKER Sign	373	EA	\$72.31	\$26,971.63	\$100.00	\$37,300.00	\$50.00	\$18,650.00
94	Replace ONE DIRECTION LARGE ARROW (LEFT) Sign	7	EA	\$108.27	\$757.89	\$100.00	\$700.00	\$96.00	\$672.00
95	Replace ONE DIRECTION LARGE ARROW (RIGHT) Sign	9	EA	\$108.27	\$974.43	\$100.00	\$900.00	\$96.00	\$864.00
96	Replace PAVEMENT ENDS Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$105.00	\$105.00
97	Replace PED XING PLAQUE Sign	1	EA	\$90.18	\$90.18	\$100.00	\$100.00	\$40.00	\$40.00
98	Replace PEDESTRIAN CROSSING AHEAD PLAQUE Sign	1	EA	\$65.81	\$65.81	\$100.00	\$100.00	\$40.00	\$40.00
99	Replace PEDESTRIAN CROSSING SYMBOL Sign	4	EA	\$95.50	\$382.00	\$100.00	\$400.00	\$105.00	\$420.00
100	Replace PLAYGROUND Sign	11	EA	\$95.52	\$1,050.72	\$100.00	\$1,100.00	\$80.00	\$880.00
101	Replace RECREATION AREA Sign	1	EA	\$78.35	\$78.35	\$100.00	\$100.00	\$80.00	\$80.00
102	Replace RECREATIONAL AREA Sign	2	EA	\$78.35	\$156.70	\$100.00	\$200.00	\$80.00	\$160.00
103	Replace REDUCE SPEED AHEAD Sign	2	EA	\$89.67	\$179.34	\$100.00	\$200.00	\$80.00	\$160.00
104	Replace REDUCED SPEED AHEAD Sign	1	EA	\$89.67	\$89.67	\$100.00	\$100.00	\$105.00	\$105.00
105	Replace RESERVED PARKING FOR PERSONS WITH DISABILITIES Sign	2	EA	\$62.47	\$124.94	\$100.00	\$200.00	\$40.00	\$80.00
106	Replace RESIDENTIAL Sign	1	EA	\$60.99	\$60.99	\$100.00	\$100.00	\$40.00	\$40.00
107	Replace REVERSE CURVE AHEAD SYMBOL Sign	10	EA	\$95.52	\$955.20	\$100.00	\$1,000.00	\$105.00	\$1,050.00
108	Replace REVERSE TURN Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$105.00	\$105.00
109	Replace REVERSE TURN AHEAD SYMBOL Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$105.00	\$105.00
110	Replace REVERSE TURN SYMBOL Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$105.00	\$105.00
111	Replace RIGHT ARROW Sign	1	EA	\$67.24	\$67.24	\$100.00	\$100.00	\$105.00	\$105.00
112	Replace RIGHT CURVE AHEAD SYMBOL Sign	6	EA	\$95.52	\$573.12	\$100.00	\$600.00	\$105.00	\$630.00
113	Replace RIGHT LANE MUST TURN RIGHT Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$80.00	\$80.00
114	Replace RIGHT TURN AHEAD SYMBOL Sign	6	EA	\$95.52	\$573.12	\$100.00	\$600.00	\$105.00	\$630.00
115	Replace ROAD CLOSED NEXT 500FT. Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$120.00	\$120.00
116	Replace SCHOOL Sign	10	EA	\$65.24	\$652.40	\$100.00	\$1,000.00	\$75.00	\$750.00
117	Replace SCHOOL AREA/CROSSING SYMBOL Sign	22	EA	\$145.87	\$3,209.14	\$100.00	\$2,200.00	\$55.00	\$1,210.00
118	Replace SCHOOL BUS TURN AROUND Sign	4	EA	\$133.45	\$533.80	\$100.00	\$400.00	\$90.00	\$360.00
119	Replace SCHOOL SPEED LIMIT 15 WHEN FLASHING Sign	1	EA	\$124.51	\$124.51	\$100.00	\$100.00	\$110.00	\$110.00
120	Replace SIDE ROAD AHEAD SYMBOL (LEFT) Sign	2	EA	\$95.52	\$191.04	\$100.00	\$200.00	\$80.00	\$160.00
121	Replace SIDE ROAD AHEAD SYMBOL (RIGHT) Sign	3	EA	\$95.52	\$286.56	\$100.00	\$300.00	\$80.00	\$240.00
122	Replace SIGHT IMPAIRED RESIDENT Sign	5	EA	\$106.98	\$534.90	\$100.00	\$500.00	\$105.00	\$525.00
123	Replace SIGNAL AHEAD Sign	6	EA	\$74.25	\$445.50	\$100.00	\$600.00	\$105.00	\$630.00
124	Replace SIGNAL AHEAD SYMBOL Sign	7	EA	\$103.45	\$724.15	\$100.00	\$700.00	\$105.00	\$735.00
125	Replace SLOW CHILDREN AT PLAY Sign	5	EA	\$72.31	\$361.55	\$100.00	\$500.00	\$80.00	\$400.00
126	Replace SLOW LIMITED SIGHT DISTANCE Sign	1	EA	\$106.98	\$106.98	\$100.00	\$100.00	\$36.00	\$36.00
127	Replace SLOW SPEED BREAKER AHEAD Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	\$105.00	\$105.00
128	Replace SMALL ONE DIRECTIONAL ARROW (LEFT) Sign	1	EA	\$83.45	\$83.45	\$100.00	\$100.00	\$65.00	\$65.00
129	Replace SMALL TWO DIRECTIONAL ARROW Sign	1	EA	\$83.45	\$83.45	\$100.00	\$100.00	\$65.00	\$65.00
130	Replace SMITHRIDGE BRIDGE Sign	1	EA	\$95.82	\$95.82	\$100.00	\$100.00	\$70.00	\$70.00
131	Replace SPEED BREAKER AHEAD Sign	1	EA	\$79.72	\$79.72	\$100.00	\$100.00	\$105.00	\$105.00
132	Replace SPEED BUMP Sign	1	EA	\$99.33	\$99.33	\$100.00	\$100.00	\$80.00	\$80.00
133	Replace SPEED CHECKED BY RADAR Sign	1	EA	\$74.25	\$74.25	\$100.00	\$100.00	\$42.00	\$42.00
134	Replace SPEED REDUCTION Sign	1	EA	\$134.46	\$134.46	\$100.00	\$100.00	\$105.00	\$105.00
135	Replace STOP AHEAD Sign	34	EA	\$72.31	\$2,458.54	\$100.00	\$3,400.00	\$105.00	\$3,570.00
136	Replace STOP AHEAD SYMBOL Sign	36	EA	\$103.45	\$3,724.20	\$100.00	\$3,600.00	\$105.00	\$3,780.00
137	Replace STOP FOR PEDESTRIAN IN CROSSWALK Sign	6	EA	\$72.31	\$433.86	\$100.00	\$600.00	\$36.00	\$216.00
138	Replace STOP SIGN AHEAD SYMBOL Sign	1	EA	\$126.52	\$126.52	\$100.00	\$100.00	\$105.00	\$105.00
139	Replace TERREBONE PARISH 115 Sign	1	EA	\$94.19	\$94.19	\$100.00	\$100.00	\$80.00	\$80.00
140	Replace TERREBONE PARISH 61 Sign	3	EA	\$94.19	\$282.57	\$100.00	\$300.00	\$80.00	\$240.00
141	Replace TERREBONNE PARISH Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$80.00	\$80.00
142	Replace TERREBONNE PARISH 111 Sign	1	EA	\$94.19	\$94.19	\$100.00	\$100.00	\$80.00	\$80.00
143	Replace TERREBONNE PARISH 19 Sign	1	EA	\$94.19	\$94.19	\$100.00	\$100.00	\$80.00	\$80.00
144	Replace TERREBONNE PARISH 59 Sign	1	EA	\$94.19	\$94.19	\$100.00	\$100.00	\$80.00	\$80.00
145	Replace TERREBONNE PARISH 29 Sign	1	EA	\$94.19	\$94.19	\$100.00	\$100.00	\$80.00	\$80.00
146	Replace TRUCK ROUTE PALM AVE TO HWY 182 RIGHT ARROW Sign	1	EA	\$120.48	\$120.48	\$100.00	\$100.00	\$100.00	\$100.00
147	Replace TRUCK WEIGHT LIMITS Sign	6	EA	\$91.42	\$548.52	\$100.00	\$600.00	\$78.00	\$468.00
148	Replace TWO DIRECTION LARGE ARROW Sign	5	EA	\$108.27	\$541.35	\$100.00	\$500.00	\$96.00	\$480.00

149	Replace TWO WAY TRAFFIC Sign	1	EA	\$115.32	\$115.32	\$100.00	\$100.00	\$105.00	\$105.00
150	Replace VISION IMPAIRED Sign	1	EA	\$94.75	\$94.75	\$100.00	\$100.00	\$105.00	\$105.00
151	Replace VISION IMPAIRED RESIDENT Sign	1	EA	\$110.93	\$110.93	\$100.00	\$100.00	\$105.00	\$105.00
152	Replace WATCH FOR CHILDREN Sign	1	EA	\$81.61	\$81.61	\$100.00	\$100.00	\$105.00	\$105.00
153	Replace WATCH FOR CHILDREN PLAYING Sign	1	EA	\$110.93	\$110.93	\$100.00	\$100.00	\$105.00	\$105.00
154	Replace WATER ON ROAD AHEAD Sign	1	EA	\$106.98	\$106.98	\$100.00	\$100.00	\$105.00	\$105.00
155	Replace WEIGHT LIMIT 10 TONS Sign	35	EA	\$88.22	\$3,087.70	\$100.00	\$3,500.00	\$78.00	\$2,730.00
156	Replace WEIGHT LIMIT 15 TONS Sign	1	EA	\$91.42	\$91.42	\$100.00	\$100.00	\$78.00	\$78.00
157	Replace WEIGHT LIMIT 3 TONS Sign	3	EA	\$91.42	\$274.26	\$100.00	\$300.00	\$78.00	\$234.00
158	Replace WEIGHT LIMIT 5 TONS Sign	5	EA	\$91.42	\$457.10	\$100.00	\$500.00	\$78.00	\$390.00
159	Replace unknown Sign	1	EA	\$134.69	\$134.69	\$150.00	\$150.00	\$300.00	\$300.00
160	Mobilization	1	LS	\$2,000.00	\$2,000.00	\$75,000.00	\$75,000.00	\$135,000.00	\$135,000.00
totals					\$634,298.54		\$752,365.00		\$869,338.00
* Unit Price dictates revised extended price									

Terrebonne Parish Consolidated Government

Itemized Bid Tabulation

Hurricane Ida Street Sign Replacement

Bid Date April 25, 2023

Ref No.	Item Description	Quantity	Units	Professional Traffic Services, LLC		TLP Construction, LLC		Superior Traffic Control, LLC	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
A-1	REMOVE AND RELOCATE SIGN	112	EA	\$75.00	\$8,400.00	\$50.00	\$5,600.00	N/A	N/A
A-2	REMOVE AND DISPOSE OF SIGN	6	EA	\$25.00	\$150.00	\$15.00	\$90.00	N/A	N/A
A-3	REMOVE AND DISPOSE OF SIGN POLE	125	EA	\$25.00	\$3,125.00	\$15.00	\$1,875.00	N/A	N/A
A-4	REPLACE PIPE SIGN POLE	3	EA	\$200.00	\$600.00	\$1,000.00	\$3,000.00	N/A	N/A
A-5	REPLACE U-CHANNEL SIGN POLE	255	EA	\$100.00	\$25,500.00	\$100.00	\$25,500.00	N/A	N/A
A-6	REPLACE DO NOT ENTER SIGN	10	EA	\$95.52	\$955.20	\$100.00	\$1,000.00	N/A	N/A
A-7	REPLACE NO LEFT TURN SIGN (36x36)	1	EA	\$81.11	\$81.11	\$100.00	\$100.00	N/A	N/A
A-8	REPLACE NO PARKING ANY TIME NO ARROW SIGN	4	EA	\$61.87	\$247.48	\$100.00	\$400.00	N/A	N/A
A-9	REPLACE NO TRUCK ROUTE SIGN	2	EA	\$117.74	\$235.48	\$100.00	\$200.00	N/A	N/A
A-10	REPLACE ONE WAY LEFT SIGN (36x12)	6	EA	\$72.31	\$433.86	\$100.00	\$600.00	N/A	N/A
A-11	REPLACE ONE WAY LEFT SIGN (54x18)	1	EA	\$99.38	\$99.38	\$100.00	\$100.00	N/A	N/A
A-12	REPLACE ONE WAY RIGHT SIGN (36x12)	4	EA	\$72.31	\$289.24	\$100.00	\$400.00	N/A	N/A
A-13	REPLACE ONE WAY RIGHT SIGN (54x18)	1	EA	\$99.36	\$99.36	\$100.00	\$100.00	N/A	N/A
A-14	REPLACE SPEED LIMIT SIGN (24x30)	36	EA	\$87.08	\$3,134.88	\$100.00	\$3,600.00	N/A	N/A
A-15	REPLACE SPEED LIMIT SIGN (30x36)	12	EA	\$104.62	\$1,255.44	\$100.00	\$1,200.00	N/A	N/A
A-16	UNKNOWN CONDITION OF SPEED LIMIT SIGN	1	EA	\$104.62	\$104.62	\$150.00	\$150.00	N/A	N/A
A-17	REPLACE STOP SIGN (36x36)	1	EA	\$114.35	\$114.35	\$100.00	\$100.00	N/A	N/A
A-18	REPLACE STOP SIGN (30x30)	3	EA	\$94.19	\$282.57	\$100.00	\$300.00	N/A	N/A
A-19	REPLACE STREET NAME SIGN	122	EA	\$87.73	\$10,703.06	\$90.00	\$10,980.00	N/A	N/A
A-20	UNKNOWN CONDITION OF UNKNOWN SIGN TYPE SIGN	1	EA	\$87.73	\$87.73	\$150.00	\$150.00	N/A	N/A
A-21	REPLACE YIELD SIGN (48x48x48)	2	EA	\$114.71	\$229.42	\$100.00	\$200.00	N/A	N/A
A-22	Replace 6:30-9:00 AM 2:00-4:30 PM SCHOOL DAYS Sign	1	EA	\$66.31	\$66.31	\$100.00	\$100.00	N/A	N/A
A-23	Replace ADVANCE INTERSECTION LANE CONTROL Sign	9	EA	\$156.46	\$1,408.14	\$100.00	\$900.00	N/A	N/A
A-24	Replace AHEAD Sign	3	EA	\$80.81	\$242.43	\$100.00	\$300.00	N/A	N/A
A-25	Replace AHEAD PLAQUE Sign	1	EA	\$67.39	\$67.39	\$100.00	\$100.00	N/A	N/A
A-26	Replace ALL WAY Sign	4	EA	\$58.06	\$232.24	\$100.00	\$400.00	N/A	N/A
A-27	Replace BICYCLE MAY USE FULL LANE Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	N/A	N/A
A-28	Replace BIKE ROUTE Sign	1	EA	\$74.25	\$74.25	\$100.00	\$100.00	N/A	N/A
A-29	Replace CHEVRON ALIGNMENT (LEFT) Sign	5	EA	\$87.08	\$435.40	\$100.00	\$500.00	N/A	N/A
A-30	Replace CHEVRON ALIGNMENT (RIGHT) Sign	3	EA	\$87.08	\$261.24	\$100.00	\$300.00	N/A	N/A
A-31	Replace CHURCH Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	N/A	N/A
A-32	Replace CROSS ROAD SYMBOL Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	N/A	N/A
A-33	Replace DIRECTIONAL ARROW Sign	1	EA	\$108.27	\$108.27	\$100.00	\$100.00	N/A	N/A
A-34	Replace DIRECTIONAL ARROW AUXILIARY (RIGHT) Sign	1	EA	\$68.98	\$68.98	\$100.00	\$100.00	N/A	N/A
A-35	Replace DO NOT LITTER! \$500 FINE Sign	5	EA	\$66.20	\$331.00	\$100.00	\$500.00	N/A	N/A
A-36	Replace EMERGENCY VEHICLE SYMBOL Sign	3	EA	\$115.32	\$345.96	\$100.00	\$300.00	N/A	N/A
A-37	Replace EMERGENCY VEHICLES ONLY Sign	1	EA	\$70.31	\$70.31	\$100.00	\$100.00	N/A	N/A
A-38	Replace FIRE STATION Sign	2	EA	\$94.75	\$189.50	\$100.00	\$200.00	N/A	N/A
A-39	Replace HANDS FREE ZONE Sign	3	EA	\$82.16	\$246.48	\$100.00	\$300.00	N/A	N/A
A-40	Replace HILL Sign	1	EA	\$85.32	\$85.32	\$100.00	\$100.00	N/A	N/A
A-41	Replace HOSPITAL SYMBOL Sign	1	EA	\$79.72	\$79.72	\$100.00	\$100.00	N/A	N/A
A-42	Replace INTERSECTION LANE CONTROL Sign	1	EA	\$150.96	\$150.96	\$100.00	\$100.00	N/A	N/A
A-43	Replace KEEP RIGHT Sign	2	EA	\$87.08	\$174.16	\$100.00	\$200.00	N/A	N/A
A-44	Replace LANE CONTROL Sign	1	EA	\$119.25	\$119.25	\$100.00	\$100.00	N/A	N/A
A-45	Replace LEFT CURVE AHEAD SYMBOL Sign	1	EA	\$119.25	\$119.25	\$100.00	\$100.00	N/A	N/A
A-46	Replace LEFT DIAGONAL ARROW PLAQUE Sign	8	EA	\$80.81	\$646.48	\$100.00	\$800.00	N/A	N/A
A-47	Replace LEFT TURN AHEAD SYMBOL Sign	2	EA	\$115.32	\$230.64	\$100.00	\$200.00	N/A	N/A
A-48	Replace NO DUMPING Sign	1	EA	\$72.31	\$72.31	\$100.00	\$100.00	N/A	N/A
A-49	Replace NO DUMPING \$500 FINE Sign	1	EA	\$78.31	\$78.31	\$100.00	\$100.00	N/A	N/A
A-50	Replace NO PARKING BETWEEN SIGNS LEFT ARROW Sign	1	EA	\$63.08	\$63.08	\$100.00	\$100.00	N/A	N/A
A-51	Replace NO PARKING HERE TO CORNER Sign	1	EA	\$63.08	\$63.08	\$100.00	\$100.00	N/A	N/A
A-52	Replace NO PARKING ON GRASS Sign	3	EA	\$63.08	\$189.24	\$100.00	\$300.00	N/A	N/A
A-53	Replace NO PARKING THIS SIDE OF STREET Sign	15	EA	\$61.87	\$928.05	\$100.00	\$1,500.00	N/A	N/A
A-54	Replace NO PASSING ZONE Sign	3	EA	\$100.41	\$301.23	\$100.00	\$300.00	N/A	N/A
A-55	Replace NO TRUCKS Sign (24x24)	9	EA	\$84.99	\$764.91	\$100.00	\$900.00	N/A	N/A
A-56	Replace NO TRUCKS Sign (36x36)	1	EA	\$124.94	\$124.94	\$100.00	\$100.00	N/A	N/A
A-57	Replace OBJECT MARKER Sign	25	EA	\$72.31	\$1,807.75	\$100.00	\$2,500.00	N/A	N/A
A-58	Replace OPTIONAL MOVEMENT LANE CONTROL Sign	1	EA	\$156.46	\$156.46	\$100.00	\$100.00	N/A	N/A
A-59	Replace PED XING Sign	1	EA	\$90.18	\$90.18	\$100.00	\$100.00	N/A	N/A
A-60	Replace PEDESTRIAN CROSSING SYMBOL Sign	12	EA	\$95.52	\$1,146.24	\$100.00	\$1,200.00	N/A	N/A
A-61	Replace PLANT ENTRANCE Sign	1	EA	\$99.33	\$99.33	\$100.00	\$100.00	N/A	N/A
A-62	Replace PLAYGROUND Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	N/A	N/A
A-63	Replace RESERVED PARKING for persons with disabilities Sign	1	EA	\$63.86	\$63.86	\$100.00	\$100.00	N/A	N/A
A-64	Replace REVERSE CURVE AHEAD SYMBOL Sign	1	EA	\$121.54	\$121.54	\$100.00	\$100.00	N/A	N/A
A-65	Replace RIGHT LANE MUST TURN RIGHT Sign	1	EA	\$95.52	\$95.52	\$100.00	\$100.00	N/A	N/A
A-66	Replace SCHOOL Sign	3	EA	\$66.45	\$199.35	\$100.00	\$300.00	N/A	N/A
A-67	Replace SCHOOL AREA/CROSSING SYMBOL Sign	5	EA	\$121.13	\$605.65	\$100.00	\$500.00	N/A	N/A
A-68	Replace SIDE ROAD Sign	1	EA	\$121.13	\$121.13	\$100.00	\$100.00	N/A	N/A
A-69	Replace SIDE ROAD AHEAD SYMBOL (LEFT) Sign	3	EA	\$121.13	\$363.39	\$100.00	\$300.00	N/A	N/A
A-70	Replace SIGNAL AHEAD Sign	14	EA	\$72.31	\$1,012.34	\$100.00	\$1,400.00	N/A	N/A
A-71	Replace SIGNAL AHEAD SYMBOL Sign	19	EA	\$103.45	\$1,965.55	\$100.00	\$1,900.00	N/A	N/A
A-72	Replace STOP AHEAD Sign	13	EA	\$72.31	\$940.03	\$100.00	\$1,300.00	N/A	N/A
A-73	Replace STOP AHEAD SYMBOL Sign	16	EA	\$103.45	\$1,655.20	\$100.00	\$1,600.00	N/A	N/A

A-74	Replace STOP FOR PEDESTRIAN IN CROSSWALK Sign	5	EA	\$74.25	\$371.25	\$100.00	\$500.00	N/A	N/A
A-75	Replace STOP HERE ON RED Sign	2	EA	\$90.30	\$180.60	\$100.00	\$200.00	N/A	N/A
A-76	Replace TRUCK ROUTE Sign	1	EA	\$72.31	\$72.31	\$100.00	\$100.00	N/A	N/A
A-77	Replace UNMUFFLED COMPRESSION BRAKES Prohibited Sign	1	EA	\$120.48	\$120.48	\$100.00	\$100.00	N/A	N/A
A-78	Replace WATCH CHILDREN Sign	1	EA	\$110.93	\$110.93	\$100.00	\$100.00	N/A	N/A
A-79	Replace WATER ON ROAD Sign	1	EA	\$121.54	\$121.54	\$100.00	\$100.00	N/A	N/A
A-80	Replace WATER ON ROAD AHEAD Sign	1	EA	\$121.54	\$121.54	\$100.00	\$100.00	N/A	N/A
A-81	Replace WEIGHT LIMIT Sign	1	EA	\$91.42	\$91.42	\$100.00	\$100.00	N/A	N/A
A-82	Replace WEIGHT LIMIT 20T 35T 35T Sign	1	EA	\$98.48	\$98.48	\$100.00	\$100.00	N/A	N/A
A-83	Replace WEIGHT LIMIT 10 TONS Sign	5	EA	\$91.42	\$457.10	\$100.00	\$500.00	N/A	N/A
A-84	Replace Weight Limit 25T 30T 30T Sign	1	EA	\$98.48	\$98.48	\$100.00	\$100.00	N/A	N/A
A-85	Replace Weight Limit 25T 40T 40T Sign	1	EA	\$98.48	\$98.48	\$100.00	\$100.00	N/A	N/A
A-86	Replace WEIGHT LIMIT 5 TONS Sign	1	EA	\$91.42	\$91.42	\$100.00	\$100.00	N/A	N/A
A-87	Replace WEIGHT LIMIT 40T	1	EA	\$91.42	\$91.42	\$100.00	\$100.00	N/A	N/A
A-88	Replace WHEN FLASHING Sign	1	EA	\$74.25	\$74.25	\$100.00	\$100.00	N/A	N/A
A-89	Replace WINDING ROAD AHEAD Sign	1	EA	\$121.54	\$121.54	\$100.00	\$100.00	N/A	N/A
A-90	Replace YIELD HERE TO PEDESTRIANS Sign	1	EA	\$117.74	\$117.74	\$100.00	\$100.00	N/A	N/A
	totals				\$77,731.59		\$79,845.00	N/A	

Category Number:
Item Number: 7.



Monday, May 8, 2023

Item Title:

Resolution to award the Request for Bids received for the repairs to the East Park Fire Station to Sage Construction.

Item Summary:

RESOLUTION: Concurring with Parish Administration to award the Request for Bids (RFBS) received for the Repairs to the East Park Fire Station due to damages from Hurricane Ida to Sage Construction.

ATTACHMENTS:

Description	Upload Date	Type
Exec Summary	5/3/2023	Executive Summary
Resolution	5/3/2023	Resolution
Recommendation	5/3/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: to award the Request for Bids (RFBS) received for the Repairs to the East Park Fire Station due to damages from Hurricane Ida to Sage Construction and authorizing the Parish President and/or Parish Administration to execute the contract and to provide for related matters.

PROJECT SUMMARY (200 WORDS OR LESS)

Award bids received to Sage Construction.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Repairs to East Park Fire Station due to damage from Hurricane Ida.

TOTAL EXPENDITURE

\$238,520.25

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

Sharon Ellis

Sharon Ellis, Purchasing Manager

5/3/2023

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 23-

RESOLUTION, to award the Request for Bids (RFBS) received for the Repairs to the East Park Fire Station due to damages from Hurricane Ida to Sage Construction and authorizing the Parish President and/or Parish Administration to execute the contract and to provide for related matters.

WHEREAS, RFBs were received on April 18, 2023, for Repairs to the East Park Fire Station for damage due to Hurricane Ida, and

WHEREAS, based on the information provided Duplantis Design Group (DDG) (engineers assigned to this project) recommends awarding the contract to Sage Construction in the amount of Two Hundred Thirty-eight Thousand, Five Hundred Twenty Dollars and twenty-five cents (**\$238,520.25**), and

WHEREAS, the Parish Administration concurs with the recommendation to authorize the award of the RFB to Sage Construction for the Repairs to the East Park Fire Station due to damage from Hurricane Ida, and

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish President and/or Parish Administration to award the above mentioned for the repairs damaged due to Hurricane Ida to Sage Construction, and

BE IT FURTHER RESOLVED that the Parish President and/or the Parish Administration and all other appropriate parties be hereby authorized to execute any and all contract documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:.

ABSENT:

April 21, 2023

Kandace Mauldin
Chief Financial Officer
Terrebonne Parish Consolidated Government
8026 W. Main St. #101
Houma, LA 70360

RE: Hurricane Ida Repairs to the East Park Fire Station
Bid Recommendation
DDG PROJECT #: 22-1896

Dear Ms. Mauldin:

Bids were received on Tuesday, April 18th at Terrebonne Parish Government's Purchasing Office for the above referenced project. We received bids from two (2) bidders, and the results are included for your reference in the attached bid tabulation sheet.

Based on bids received, the apparent low bidder for the above referenced project, in all acceptance scenarios, was Sage Construction, with a total bid (Base Bid and one lump-sum Alternate) of \$238,520.25. In addition, they did submit a Unit Cost for per the instructions to bidders for the project. As standard procedure, we took all bids under advisement and later contacted the apparent low bidder to verify that they were confident of their bid, which they did confirm. We also advised them that they would need to submit their post-bid information to our office within ten (10) days of the bid.

At this time, DDG would recommend that the Base Bid as well as the Alternate be awarded to Sage Construction for a total of \$238,520.25.

If you have any questions or need any additional information, please do not hesitate to call.

Sincerely,
Duplantis Design Group, P.C.



Blaise M. Dufrene, AIA
BMD/s
Enclosures

BID TABULATION SHEET

**HURRICANE IDA REPAIRS TO THE
EAST PARK FIRE STATION
FOR TERREBONNE PARISH CONSOLIDATED GOVERNMENT**
DDG Project No. 22-1896

*Bid Date/Time: April 18, 2023; 2:00pm
Bid Location: TPCG – Purchasing Dept.
Construction Estimate: \$180,000.00 (base bid)*

In accordance with L.R.S. 38:2212(H), Any and all bidders' information shall be available upon request, either no sooner than fourteen days following the bid opening or after the recommendation of award by the public entity or the design professional, whichever occurs first, and the requester shall pay reasonable reproduction costs.

Bidder Name:	LA Lic. No.	Bid Bond/ Corp. Evid	Addenda Rec'd.	Base Bid	Alternate #1	Total Bid	Unit Price Provided
<i>Sage Construction</i>	<i>71684</i>	<i>Y/Y</i>	<i>Y</i>	<i>\$232,402.97</i>	<i>\$6,117.28</i>	<i>\$238,520.25</i>	<i>Y</i>
<i>Cotton Commercial USA, Inc.</i>	<i>42741</i>	<i>Y/Y</i>	<i>Y</i>	<i>\$241,476.35</i>	<i>\$2,581.01</i>	<i>\$244,057.36</i>	<i>N</i>

Bidder Name:	LA Lic. No.	Bid Bond/ Corp. Evid	Addenda Rec'd.	Base Bid	Alternate #1	Total Bid	Unit Price Provided

Category Number:
Item Number: 8.



Monday, May 8, 2023

Item Title:

RESOLUTION Award the Contract for RFP 22-GUARD-31 (Re-Ad) Security Guard Services for Various Parish Owned Locations

Item Summary:

RESOLUTION: Concurring with Parish Administration to authorize the Terrebonne Parish Consolidated Government (TPCG) to contract with Vets Securing America for RFP 22-GUARD-31 (Re-Ad) Security Guard Services for Various Parish Owned Locations.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	5/3/2023	Executive Summary
Resolution	5/3/2023	Resolution
Support Material	5/3/2023	Backup Material



EXECUTIVE SUMMARY
(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: RFP 22-GUARD-31 (Re-Ad) Security Guard Services for Various Parish Owned Locations

PROJECT SUMMARY (200 WORDS OR LESS)

To Award the contract for RFP 22-GUARD-31 (Re-Ad) Security Guard Services for Various Parish Owned Locations to Vets Securing America

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide uniformed, unarmed guard service to protect TPCG personnel and property from thieves, vandals, and other offenders

TOTAL EXPENDITURE

\$20.14 per hour regular time & \$29.21 per hour overtime

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT READY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

**IF YES AMOUNT
BUDGETED:**

Budgeted per using division

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

Sharon Ellis

5-3-2023

Sharon Ellis, Purchasing/Warehouse Manager

Date

OFFERED BY:

SECONDED BY:

RESOLUTION NO._____

A resolution authorizing the Terrebonne Parish Consolidated Government (TPCG) to contract with Vets Securing America for RFP 22-GUARD-31 (Re-Ad) Security Guard Services for Various Parish Owned Locations

WHEREAS, on April 5, 2023, the Terrebonne Parish Consolidated Government received proposals for security guard services for various Parish owned properties, and

WHEREAS, after careful evaluation by the Purchasing Division and Captain Bobbie O'Bryan, Houma Police Department, it has been determined that the proposal of Vets Securing America proved to be the most advantageous to TPCG and the contract should be awarded, and

WHEREAS, The term of this agreement shall be effective from the date of the Notice of Award, or the date noted therein and will be effective for one (1) year and shall be subject to two (2) additional one (1) year options provided there is no change in the terms, conditions, specifications, and pricing structure. Such extension may be granted if Contractor has adequately performed services during the initial term, and

WHEREAS, the Parish Administration has concurred with the recommendation that the contract for the above-mentioned proposal should be awarded to Vets Securing America.

NOW, THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of Parish Administration be accepted and hereby authorized to contract with Vets Securing America for security guard services as per attached documents.

BE IT FURTHER RESOLVED, that the Parish President and/or Parish Administration and all other appropriate parties be hereby authorized to execute any and all contract documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared this resolution adopted this _____ day of

_____ 2023.

Bid Cover Sheet

Bid Name: 22-GUARD-31 RFP (Re-Ad) Security Guard Services for Various Parish Owned Locations

Bid(s) Received: 1 **Bid Date:** 04/05/2023 **Bids Opened By:** Sharon Ellis

<u>Bidder's Name:</u>	<u>Amount:</u>	<u>Check:</u>	<u>Bond:</u>
Vets Securing America	\$0.00		0.00

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

Purshasing Department Comments:

Six submittals were received. Only three of the submittals provided the proper documentation as required by the RFP and were able to be scored by the evaluation committee. After careful review by the committee, it has been determined that Vets Securing America proved to be the most advantageous to the TPCG; therefore, it is recommended that an agreement with Vets Securing America be authorized for the provision of security guards services as per the terms of the RFP.



Purchasing Bid Form Listing > Maintenance Bid: '7980'

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

Bid Form Id: 7980

Bid Name: 22-GUARD-31 RFP (Re-Ad) Security Guard Services for Various

* Bids Opened By: Sharon Ellis

* Department: Public Safety

* Division:

Bid Type: Bid Cover Sheet

Approval Sequence:

1. Division Head - approved on 04/24/2023 by hpddet03
2. Department Head - approved on 04/27/2023 by hpdjuv09
3. Chief Financial Officer - approved on 05/02/2023 by kmauldin
4. Parish Manager - approved on 05/02/2023 by mctoups
5. Parish President - approved on 05/02/2023 by ladams
6. Purchasing Manager - approved on 05/02/2023 by purh08

* Date: 04/05/2023 (mm/dd/yyyy)

Related RFB: Requesting for Bid for Security Guard services at various TPCG locatio...

Charge Account: 8325-01

Estimated Price: 400857.00

Amount Budgeted: .00

Status: Complete

Comments: Six submittals were received. Only three of the submittals provided the proper documentation as required by the RFP and were able to be scored by the evaluation committee. After careful review by the committee, it has been determined that Vets Securing America proved to be the most advantageous to the TPCG; therefore, it is recommended that an agreement with Vets Securing America be authorized for the provision of security guards services as per the terms of the RFP.

Award Bid To:

Award Amount: .00

Bidders:

* Name: Vets Securing America

* Amount:

[Remove Bidder Entry](#)

* Check: 0

* Bond: 0.00

Add New Bidder

Additional Departments

Department	Division	ChargeAccount
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Documents:

[DOC042423.pdf](#) - Added By Gina Bergeron
(purh05)

RFP Documents and
Scores

Edit

Delete

Add New Document

Save Changes

* Denotes required fields.

Bid added by Sharon Ellis on 04/24/2023

Category / Description	Points Available	Vets Securing America	Inner Parish Security	Security Solutions of America
Approach, Operational Understanding and Response	25	25	15	25
Qualifications and Experience of Proposer	25	25	20	25
Qualifications and Experience of Key Personnel, and Availability of Hourly Personnel	30	30	20	28
Price Proposal	20	17	20	15
Total Points Available	100	97	75	93

x Sharon Ellis 4/21/2023

x Lisa M. Bergeron 4/21/2023

x STBROS #144 4/21/2023

x Brooke Udalge #418 4/21/2023

Gina Bergeron

From: Sharon Ellis
Sent: Tuesday, May 2, 2023 9:12 AM
To: Gina Bergeron
Subject: FW: TPCG - Purchasing Bid Form Request Approval Completion

Importance: High

Approved.

Sharon Ellis
Purchasing/Warehouse Manager
Terrebonne Parish Consolidated Government
301 Plant Road, Houma LA 70363
985 873 6821

From: Webmaster <webmaster@tpcg.org>
Sent: Tuesday, May 2, 2023 9:11 AM
To: Sharon Ellis <sellis@tpcg.org>
Subject: TPCG - Purchasing Bid Form Request Approval Completion
Importance: High

TPCG - Purchasing Bid Cover Sheet ID: 7980

You are being notified of a Bid request form approval process being completed.

Click on the link below to view form details

[View](#)

This is an automatic email notification sent to you by:

- Terrebonne Parish Consolidated Government
- P.O. Box 2768
- Houma, Louisiana 70361
- (985) 868-5050 or (985) 868-3000

"Official Price Proposal Form"

Main Courthouse, Courthouse Annex and Government Tower

Item	Service Locations	Estimated Quantity	Proposed Price
1.	Guard Service: Floater at Courthouse/Annex (Section 4.1)	Estimated 40.00 hours weekly	Price per hour \$ <u>20.14</u>
2.	Guard Service: Main Courthouse (Clerk of Court Entrance) (Section 4.1) 7856 Main Street Houma, LA 70360	Estimated 80.00 hours weekly	Price per hour \$ <u>20.14</u>
3.	Guard Service: Courthouse Annex (Verret and Church Street Entrance) (Section 4.2) 7856 Main Street Houma, LA 70360	Estimated 80.00 hours weekly	Price per hour \$ <u>20.14</u>
4.	Guard Service: TPCG Government Tower (Section 4.3) 8026 Main Street Houma, LA 70360	Estimated 120.00 hours weekly	Price per \$ <u>20.14</u>
5.	Over Time (OT) Rate: Guard(s) at TPCG Locations (as needed)	1.00 hour (for pricing purposes)	Price per hour \$ <u>29.21</u>
6.	Over Time Holiday Rate: Guard(s) at TPCG Locations (as needed)	1.00 hour (for pricing purposes)	Price per hour \$ <u>29.21</u>

Location

Terrebonne Parish Health Unit

Guard Service: Terrebonne Parish Health Unit 600 Polk Street Houma, LA 70360 (Section 4.4)	Estimated 40 hours weekly	Price per hour \$ <u>20.14</u>
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Location

Housing & Human Services (Beautiful Beginnings (BB))

Guard Service: Housing & Human Services 300 Bond Street Houma, LA 70360 (This location is waiting for renovations or relocation and may be added at a later date)	Estimated 84.00 hours weekly	Price per hour \$ <u>20.14</u>
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Specifications Specific to Location Above:

1. Sign In
2. Hourly Guard Report
3. Walk Through BB Hourly
4. Monitor Camera Activities
5. Enforce Policy Rules (Document Violations)
6. Close and Lock Gate Each Night at Curfew (8:00 p.m. Weekdays and 9:00 p.m. Friday/Saturday)
7. Open Gate If Residents Calls to Enter After Curfew
8. Unlock and Open Gate Each Morning between 6:00 a.m. & 7:00 a.m.
9. Sign Out

Wage Rates:

Use additional cells of table if wages differ per location

Position	Wage Rate/OT Wage Rate /Holiday Wage Rate		
Supervisors	\$15.00	\$21.75	\$21.75
Security Guards	\$13.00	\$18.85	\$18.85

Proposers must acknowledge all addenda. The proposer acknowledges receipt of the following
ADDENDA: (Enter the number assigned to each addendum on the following line)

Business Structure Form

SUBMITTED ON, March 30 2023

If Proposer is:

An Individual

By: _____ (SEAL)
(Firm's Name)

(Authorized Representative Name)

(Signature)

A Corporation

By: Vets Securing America (SEAL)
(Corporation's Name)

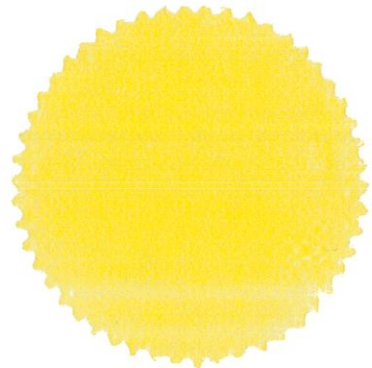
(State of Incorporation) Delaware

Gerald Gregory - President
(Authorized Representative Name and Title)

(Signature)

Attest: _____ (Corporate Seal)
(Secretary)

Date of qualification to do business is 7/3/2008



A Joint Venture or Partnership

By _____ (SEAL)
(Name)

(Signature)

(Address)

(Address)

Business Structure Form

By _____ (SEAL)

(Name)

(Signature)

(Address)

(Address)

Phone number, address, and email for receipt of official communications:

(800) 441-1808

1125 W 190th Street, Los Angeles, CA 90248

jerry@vetssecuringamerica.com / craig@vetssecuringamerica.com /

arlynn@vetssecuringamerica.com



LOUISIANA STATE BOARD OF PRIVATE SECURITY EXAMINERS

This is to certify that

Vets Securing America Inc

Has Been Awarded Company License # 798

EXPIRES: 09/30/2023

CHAIRMAN

A blue ink signature, appearing to read "J. J. F.", written over a horizontal line.



EXECUTIVE SECRETARY

A blue ink signature, appearing to read "J. J. F.", written over a horizontal line.

Category Number:
Item Number: 9.



Monday, May 8, 2023

Item Title:

Municipal Advisor

Item Summary:

RESOLUTION: Extending the engagement letter with Sisung Securities Corporation to serve as municipal advisors to Terrebonne Parish Consolidated Government.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	5/4/2023	Executive Summary
Resolution	5/4/2023	Resolution
Backup	5/4/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Municipal Advisor Agreement

PROJECT SUMMARY (200 WORDS OR LESS)
RESOLUTION , to extend the engagement letter with Sisung Securities Corporation to serve as municipal advisors to Terrebonne Parish Consolidated Government

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

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

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

Signature s/Kandace M. Mauldin, CFO

Date 5/4/2023

OFFERED BY:
SECONDED BY:

RESOLUTION NO. 23-

RESOLUTION, to extend the engagement letter with Sisung Securities Corporation to serve as municipal advisors to Terrebonne Parish Consolidated Government and authorizing the Parish President and/or Parish Administration to execute the agreement and to provide for related matters.

WHEREAS, as municipal advisors Sisung Securities Corporation provides services with respect to the issuance of municipal securities, financial produces and any additional matters deemed necessary, and

WHEREAS, Sisung Securities Corporation was initially engaged through Resolution 20-193 and the current agreement expires July 15, 2023, and

WHEREAS, the Parish Administration would like to extend this agreement through May 1, 2026.

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish President and/or Parish Administration to extend the agreement and execute any and all documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:.

ABSENT:

AMENDED AND RESTATED MUNICIPAL ADVISOR ENGAGEMENT LETTER #1

by and between

SISUNG SECURITIES CORPORATION

A Louisiana corporation and SEC registered municipal advisor
("Advisor" or "we")

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

A Louisiana political subdivision
("Client" or "you")

Advisor and Client have previously entered into a Municipal Advisor Engagement Letter effective as of July 15, 2022 through July 15, 2023 (the "Original Agreement"). This Amended and Restated Municipal Advisor Engagement Letter #1 (the "Amended Agreement" and together with the Original Agreement, the "Agreement") extends, amends and restates in its entirety the Original Agreement.

1. **Scope of Services.**

- (a) **Services to be Provided.** Advisor is engaged by Client as its municipal advisor to provide the services with respect to the municipal securities ("Issues"), municipal financial products ("Products") and additional matters ("Additional Matters") set forth in Appendix A (the "Scope of Services"). The Scope of Services is limited solely to those services described therein and is subject to the limitations set forth therein.
- (b) **Amendment to Scope of Services.** The Scope of Services may be changed only by written amendment or supplement to the Scope of Services described herein. The parties agree to amend or supplement the Scope of Services promptly to reflect any material changes to the Scope of Services.

2. **Fiduciary Duties.** Advisor owes certain fiduciary duties to Client ("Fiduciary Duties") as set forth in Appendix B.

3. **Term and Termination.** The term of this Agreement, subject to early termination, shall be as set forth in Appendix C.

4. **Compensation.** The fees due to Advisor hereunder shall be, and expenses incurred by Advisor in connection with any services provided hereunder shall be reimbursed, as set forth in Appendix D.

5. **Authorized Representatives.** Each party designates, and represents and warrants that, the individuals identified in Appendix E are their respective authorized representatives for purposes of implementing this Agreement. Notices concerning this Agreement shall be delivered to the primary authorized representative identified in Appendix E.

6. **Confidentiality, Ownership and Use of Deliverables.** The confidentiality, ownership and use of deliverables shall be as set forth in Appendix F.

7. **Certifications and Compliance With Applicable Law.** Advisor makes the certifications and shall comply with all applicable laws and regulations as set forth in Appendix G.

8. **Jurisdiction, Conflicts, Claims, Remedies, Limitations, Indemnification.** The applicable jurisdiction, procedures for resolving conflicts and claims, available remedies, limitations of liability, and indemnification shall be as set forth in Appendix H.

9. **Insurance Coverage.** Advisor will maintain insurance coverage as set forth in Appendix I.

10. **Co-Representation.** In connection with this Agreement and the Scope of Services, Advisor

- ☒ will not co-represent any other party.
- ☐ will co-represent other parties as set forth in Appendix J.

11. **Required Disclosures.** MSRB Rule G-42 requires that Advisor provide you with disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Such disclosures are provided in Advisor's Disclosure Statement attached to this Agreement.

12. **Force Majeure.** The obligations of either party may be suspended during any period in which performance is prevented by a cause beyond the reasonable control of the parties. Without limitation, such conditions may include acts of God, acts of war, commercial impossibility or impracticality, judicial or governmental restrictions, or the outbreak of communicable disease.

13. **Binding Effect, Assignment.** This Agreement shall be binding upon and inure to the benefit of Client and Advisor, their respective successors and permitted assigns. Neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party, except that Advisor may assign its right to receive payment from Client to a financial institution without Client's prior written consent.

14. **Entire Agreement.** This instrument, including all appendices hereto, contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. This Agreement may not be amended, supplemented or modified except by means of a written instrument executed by both parties.
15. **Severability.** If any provision of this Agreement is, or is held or deemed to be, invalid, inoperative or unenforceable for any reason, it shall be stricken and it shall not make the provision in question invalid, inoperative or unenforceable in any other case or circumstance, or make any other provision or provisions of this Agreement invalid, inoperative or unenforceable to any extent whatever.
16. **No Third-Party Beneficiary.** This Agreement is made solely for the benefit of the parties and their respective successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.
17. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original, but which taken together, shall constitute one and the same instrument.
18. **Electronic Signatures.**
- ☒ The parties consent to the execution of documents by electronic signature in accordance with the Louisiana Uniform Electronic Transactions Act (La. R.S. 9:2601 et seq.).
19. **Authority to Execute.**
- (a) **Advisor's Authority.** Advisor's undersigned signatory represents and warrants that the undersigned has full legal authority to execute this Agreement on behalf of Advisor pursuant to a resolution of the Advisor's board of directors, which was adopted on January 3, 2020.
- (b) **Client's Authority.** Client's undersigned signatory represents and warrants that *(select one only)*:
- ☒ The undersigned has full legal authority to execute this Agreement on behalf of Client pursuant to (i) law, charter, articles of incorporation, bylaws, general ordinance, general resolution or other similar standing authority, or (ii) a specific ordinance, specific resolution or other similar limited authorization of Client's governing authority, which was adopted on May 10, 2023.
- ☐ The execution of this Agreement by the undersigned on behalf of Client is subject to the ratification by a specific ordinance, specific resolution or similar limited authorization of Client's governing authority, which is expected to be received on or about _____.
20. **Attachments.** The following documents are attached to this Agreement and made a part hereof *(select all that apply)*:
- | | |
|--|--|
| <input checked="" type="checkbox"/> Advisor's Disclosure Statement | <input checked="" type="checkbox"/> Appendix G: Certifications and Compliance With Applicable Law |
| <input checked="" type="checkbox"/> Appendix A: Scope of Services | <input checked="" type="checkbox"/> Appendix H: Jurisdiction, Conflicts, Claims, Remedies, Limitations and Indemnification |
| <input checked="" type="checkbox"/> Appendix B: Fiduciary Duties | <input checked="" type="checkbox"/> Appendix I: Insurance Coverage |
| <input checked="" type="checkbox"/> Appendix C: Term and Termination | <input type="checkbox"/> Appendix J: Co-Representation |
| <input checked="" type="checkbox"/> Appendix D: Compensation | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> Appendix E: Authorized Representatives | |
| <input checked="" type="checkbox"/> Appendix F: Confidentiality, Ownership and Use of Deliverables | |

SISUNG SECURITIES CORPORATION		TERREBONNE PARISH CONSOLIDATED GOVERNMENT	
By:		By:	
Name:	John E. Mayeaux	Name:	Gordon E. Dove
Title:	Senior Vice President	Title:	Parish President
Date:		Date:	

ADVISOR'S DISCLOSURE STATEMENT

DATED MAY 10, 2023

Sisung Securities Corporation ("Advisor" or "we") is a municipal advisor registered with the Securities and Exchange Commission ("SEC"), the Municipal Securities Rulemaking Board ("MSRB"), and the Financial Industry Regulatory Authority ("FINRA"). Advisor and Terrebonne Parish Consolidated Government ("Client" or "you") have entered into an Amended and Restated Municipal Advisory Engagement Letter #1 effective May 10, 2023 (the "Agreement"). In accordance with certain regulatory requirements applicable to municipal advisors, we are hereby providing you with the following disclosures. This Disclosure Statement supplements our prior Disclosure Statement dated July 15, 2020.

1. Disclosures Concerning Role as Underwriter or Municipal Advisor (Rule G-23).

- (a) *Role of Advisor.*** MSRB Rule G-23 requires a broker dealer to clearly identify itself as an underwriter or municipal advisor at the earliest stages of its relationship with the issuer. Advisor is proposing to serve as your municipal advisor. We will not act as an underwriter and will not distribute any bonds to investors on your behalf.

2. Disclosures Concerning Conflicts of Interest (Rule G-42).

- (a) *Required Disclosures.*** MSRB Rule G-42 requires a municipal advisor to provide written disclosure of all material conflicts of interests that may be material to a client's evaluation of the municipal advisor.

- (b) *General Mitigation of Conflicts.*** The following factors provide a general mitigation to any potential conflicts of interest:

- (i) MSRB Rule G-42 and/or our voluntary commitments to you require us to adhere to certain fiduciary duties, including a Duty of Care and a Duty of Loyalty. The specific fiduciary duties we owe to you are set forth in Appendix B to the Agreement.
- (ii) MSRB Rule G-42 also requires us to inform you of the basis for our recommendations to you, including without limitation our evaluation of the material risks, potential benefits and other factors we considered in making such recommendations.
- (iii) Because we are a broker-dealer with significant owner invested capital due to the nature of our overall business, our success and profitability are not dependent on maximizing short-term revenue generated from individualized recommendations to our clients but instead are dependent on long-term profitability built on a foundation of integrity, quality of service and acting in the best interests of our clients.
- (iv) Our municipal advisory supervisory and compliance structure provides safeguards against our individual representatives potentially departing from their regulatory duties.

- (c) *Conflicts Regarding Advisor's Affiliates.*** Advisor has several affiliated companies which provide various financial and consulting services. We and our affiliates market ourselves under the name "The Sisung Group" and may share certain personnel and internal administrative functions. A list of our affiliates and a description of their lines of business is available upon request.

- ☒ Our affiliate Sisung Investment Management Services ("SIMS") provides or may offer to provide you investment advisory services that may or may not include investments directly or indirectly related to municipal securities issues or municipal financial products that are part of our municipal advisory services under the Agreement. SIMS acts only as an investment advisor, does not act as a principal to any securities trades, and does not custody any assets. SIMS's business with you could create an incentive for us to make recommendations which increase or sustain SIMS's level of business with you. In addition to the general mitigations described above, this conflict of interest is also mitigated by the fact that SIMS is subject to its own comprehensive regulatory regime as an SEC registered investment advisor.
- ☒ Our affiliate United Professionals Company ("UPC") provides you with consulting services in connection with your utilities system. UPC's services are not related to any municipal securities or municipal financial product. While the services provided by UPC are not directly or indirect related to our municipal advisory activities under the Agreement, we are providing this disclosure in the interest of transparency.

- (d) *Conflicts Regarding Other Securities Transactions.*** Advisor (a broker-dealer), our affiliate Sisung Investment Management Services (an investment advisor), our other affiliates, and our associated persons (collectively the "Advisor Affiliated Entities") may engage in a broad range of securities-related activities for our own accounts or on behalf of our clients. Such securities transactions may include without limitation the buying and selling of new issue and outstanding securities, including potentially securities of Client as permitted by MSRB Rules G-42 and G-23. Such securities transactions could be motivated by interests in conflict with yours and could potentially create an incentive for us to make recommendations contrary to your best interests. In addition to the general mitigations described above, we and our affiliates have policies requiring us to obtain your consent for any transactions of your securities during the term of

the Agreement and for 30 days thereafter if any of the Advisor Affiliated Entities have investment discretion in such transactions.

- (e) **Conflicts Regarding Duty to Other Clients.** Advisor serves as municipal advisor or underwriter for a wide variety of other clients that may have competing interests that may have a direct or indirect impact on your interests. In many cases we owe a regulatory duty to such other clients just as we do to you under this Agreement. In acting in the interests of our various clients, we could potentially face a conflict of interest arising from these competing client interests. Such conflicts are mitigated by the general mitigations described above.
- (f) **Conflicts Regarding Co-Representation.** Advisor's disclosures concerning co-representation of other parties, if any, are provided in Appendix J to the Agreement. Such conflicts, if any, are mitigated by the general mitigations described above.
- (g) **Conflicts Regarding Payments to be Retained.** Advisor does not anticipate making any payments, directly or indirectly, to obtain or retain your municipal advisory business.
- (h) **Conflicts Regarding Payments From Third Parties.** Advisor does not anticipate receiving any payments by third parties to recommend their services, transactions or products.
- (i) **Conflicts Regarding Fee Splitting Arrangements.** Advisor does not anticipate having any fee-splitting arrangement involving any provider of investments or services to you.
- (j) **Conflicts Regarding Compensation Structure.** Advisor's disclosures concerning compensation are provided in Appendix D to the Agreement. Such conflicts are mitigated by the general mitigations described above.
- (k) **No Impairment of Fiduciary Duties.** After reasonable inquiry and diligence, Advisor is not aware of any actual or potential conflicts or other engagements or relationships that might impair our ability to provide you with unbiased, competent advice or to fulfill our fiduciary duty to you.
- (l) **Update of Conflict Disclosures.** Advisor will update you of any material changes in the above disclosures during the term of the Agreement.

3. Disclosures Concerning Past Legal or Disciplinary Events (Rule G-42).

- (a) **Required Disclosures.** MSRB Rule G-42 requires a municipal advisor to provide written disclosure of any legal or disciplinary events that may be material to a client's evaluation of the municipal advisor.
- (b) **Past Legal or Disciplinary Events.** As a registered municipal advisor and broker dealer, Advisor is subject to regulation by various regulatory agencies including the US Securities and Exchange Commission (SEC), the Municipal Securities Rulemaking Board (MSRB), and the Financial Industry Regulatory Authority (FINRA). We, along with our employees, have been subject to past legal or disciplinary events from these regulatory agencies. We do not believe that any of these legal or disciplinary events are material to your evaluation of us or the integrity of our management or advisory personnel.
- (c) **Last Material Change.** The date of the last change to a legal or disciplinary event disclosure on Advisor's Form MA or Form MA-I was on 8-1-2014 (the date of initial filing of such forms). The event disclosed relates to a 2008 final decision by the SEC in a FINRA regulatory action started in 2003 whereby Advisor and its associated person Larry J. Sisung, Jr. were each fined \$10,000 for violations of the recordkeeping and reporting provisions of MSRB Rules G-8, G-9 and G-37(E). Further information is available at https://files.brokercheck.finra.org/firm/firm_25752.pdf. We do not believe that this event is material to your evaluation of us or the integrity of our management or advisory personnel due to the SEC's notation of the violations as "good faith" and "non-egregious", and the fact that such violations occurred many years ago and no repeat of such violations has occurred since then.
- (d) **Further Information.** Further details regarding these legal or regulatory events may be obtained on Forms MA and MA-I by searching for our firm name (Sisung Securities Corporation) at the SEC's EDGAR website at <https://www.sec.gov/edgar/searchedgar/companysearch.html>. Certain information on Forms MA and MA-I may be incorporated by reference to information on Forms BD and U4 by searching for our firm name (Sisung Securities Corporation) or the name of our employees at FINRA's Brokercheck website at <https://brokercheck.finra.org/>.

4. Disclosures Concerning Client Education and Protection (Rule G-10).

- (a) **Required Disclosures.** MSRB Rule G-10 requires a municipal advisor to provide certain written notices regarding client education and protection. These notices must be provided upon commencement of the municipal advisory relationship and at least annually thereafter.
- (b) **Advisor's Registration Status.** Advisor is a broker-dealer and municipal advisor registered with the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB).
- (c) **cMSRB Website.** The website for the MSRB is <http://msrb.org/>.

- (d) **MSRB Client Brochure.** The MSRB has prepared a municipal advisory client brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority. You may access the brochure at the MSRB's website at <http://www.msrb.org/~media/Files/Resources/MSRB-MA-Clients-Brochure.ashx>

APPENDIX A SCOPE OF SERVICES

1. Advisor's Provision of Services.

Advisor represents that it has prior experience in providing services similar to those contained in the Scope of Services.

Advisor shall use its best efforts and shall maintain appropriate staffing necessary to provide the Scope of Services.

2. Independent Contractor.

Advisor's role shall be that of an independent contractor and not an employee or agent of Client. Advisor will have the authority and responsibility to select the personnel, means, manner and method of performing the Scope of Services, consistent with other provisions of this Agreement.

3. Covered Issues. The following issuances of municipal securities ("Issues") are included in this Scope of Services:

(a) New Issues. Client's planned or potential issuance of

☒ General: All new municipal securities issued during the term of this Agreement.

☐ Specific: _____

(b) Outstanding Issues. Client's Outstanding Issues of

☒ General: All municipal securities outstanding during the term of this Agreement.

☐ Specific: _____

4. Covered Products. The following municipal financial products ("Products") are included in this Scope of Services:

(a) Types of Products. Eligible types of municipal financial products are

☐ Guaranteed investment contracts.

☐ Municipal derivatives (including swaps, caps, forward rate agreements).

☒ Investment strategies (including investment of bond proceeds or investment of escrows).

(b) New Products. Client's planned or potential transactions of

☐ General: municipal financial products entered into during the term of this Agreement.

☒ Specific: Investment of refunding bond escrows

(c) Outstanding Products. Client's outstanding transactions of

☐ General: All municipal financial products existing during the term of this Agreement

☐ Specific: _____

5. Covered Additional Matters.

(a) The following additional services ("Additional Matters") are included in this Scope of Services:

☒ Such additional financial advisory and consulting services as Client requests and Advisor agrees to provide.

☐ _____

(b) Such Additional Matters may not be directly or indirectly related to the issuance of municipal securities or municipal financial products. The inclusion of these Additional Matters under this Agreement is being done as a matter of contracting convenience and in a broad abundance of caution, but does not constitute any representation or stipulation by Advisor that its services with respect to such Additional Matters necessarily constitute municipal advisory activities within the meaning of Dodd Frank and MSRB Rule G-42.

6. **Activities.** Advisor shall or may undertake some or all of the following activities for or on behalf of Client with respect to the Issue, Product and Additional Services in carrying out this engagement, as requested and directed by Client.

(a) New Issues. Provide some or all of the following services with respect to Client's New Issue(s):

General

- ☒ Consult and meet with representatives of Client and its agents or consultants with respect to the New Issue
- ☒ Attend meetings of Client's governing body
- ☒ Attend meetings of other governing entities which must approve the New Issue (such as State Bond Commission)
- ☒ Consult with and/or advise Client on actual or potential changes in market place practices, market conditions, regulatory requirements or other matters that may have an impact on Client and its financing plans

Financing Alternatives

- ☒ Evaluate options or alternatives and assist in identifying financing opportunities for the proposed New Issue
- ☒ Review recommendations or proposals made by other parties to Client with respect to the New Issue
- ☒ Review financial and other information regarding Client, the proposed New Issue and any source of repayment of or security for the New Issue
- ☒ Prepare cash flow models, memorandums, presentations and other materials explaining financing alternatives

Elections

- ☒ Evaluate existing tax/bond authorizations and provide alternatives for referendums for new taxes or the New Issue
- ☒ Provide assistance as to scheduling, coordinating and meeting procedural requirements relating to any required bond referendum, other than through cash or in-kind contributions with respect to such referendum
- ☒ Attend public stakeholder meetings to answer questions regarding the referendum and the New Issue

Transaction Preparation

- ☒ Assist Client in establishing a plan of financing
- ☒ Assist Client in establishing the structure, timing, terms and other similar matters concerning the New Issue
- ☒ Advise Client on the manner of sale
- ☒ Prepare the financing schedule
- ☒ Assist Client in preparing materials, making application, and obtaining approvals of other governing entities which must approve the New Issue

Procurement

- ☒ Assist Client in selecting legal and other professionals (such as bond counsel, trustee, escrow agent, rebate analyst, feasibility consultant, etc.) to work on the New Issue
- ☒ Arrange and facilitate visits to, prepare materials for, and make recommendations to Client in connection with credit ratings agencies, insurers and other credit or liquidity providers
- ☒ In a negotiated sale, assist Client in the solicitation and selection of underwriters
- ☒ In a competitive sale, assist Client in advertising the sale, placing the sale on market calendars, and qualifying the New Issue for bidding platform services
- ☒ In a direct private placement, assist in identifying potential lenders for Client to solicit bids and/or proposals, provided that Advisor shall not act or be compensated for acting as a placement agent for any new Issue
- ☒ Make arrangements for printing, advertising and other vendor services necessary or appropriate in connection with the New Issue
- ☒ Advise Client as to reasonableness of costs of issuance, and assist in negotiation of fees

New Issue Disclosure

- ☒ Assist in the gathering of information with respect to financial, statistical and factual information relating to Client in connection with offering documents
- ☒ In a negotiated sale, assist in the preparation and/or review the preliminary and final official statement
- ☒ In a competitive sale, assist in the preparation and/or review the preliminary and final official statement and the bid package, obtain CUSIP numbers and provide an electronic version of the official statement to the winning underwriter
- ☒ In a direct private placement, assist in the preparation and/or review the solicitation documents, bid form, or proposed term sheet
- ☒ Advise Client with regard to any continuing disclosure undertaking or remedial disclosure required in connection with the New Issue, including advising on the selection of a dissemination agent
- ☒ Review required underwriter disclosures to Client

Bond Sale

- ☒ Respond to questions from bidders, underwriters or potential investors
- ☒ At the time of sale, provide Client with relevant data on comparable issues recently or currently being sold nationally and by comparable clients
- ☒ In a negotiated sale, coordinate pre-pricing discussions, supervise the sale process, advise Client on matters relating to retail or other order periods and syndicate priorities, review the order book, advise on the acceptability of the underwriter's pricing and offer to purchase
- ☒ In a competitive bid sale, assist Client in collecting and analyzing bids submitted by underwriters and in connection with Client's selection of a winning bidder
- ☒ In a direct private placement, assist Client in collecting and analyzing bids and/or proposals submitted by lenders, and in negotiation of final term sheet with selected lender
- ☒ Advise Client with respect to recommendations made by the underwriters or lenders and other interactions between Client and the underwriters or lenders

(b) Outstanding Issues. Provide some or all of the following services with respect to Client's Outstanding Issue(s):

General

- ☒ Review documentation of Outstanding Issue(s) with Client personnel and with Client's bond counsel and other consultants
- ☒ Consult with and/or advise Client on actual or potential changes in market place practices, market conditions, regulatory requirements or other matters that may have an impact on Client's Outstanding Issue(s)

Refunding / Restructuring

- ☒ Evaluate options or alternatives with respect to refunding or restructuring Outstanding Issues(s)
- ☒ Advise Client on potential exercise of optional or other call rights, or potential tender offers, for Outstanding Issue(s)
- ☒ Advise Client on potential refunding or other restructuring opportunities for Outstanding Issue(s)
- ☒ Review recommendations or proposals made by other parties to Client with respect to Outstanding Issue(s)
- ☒ Prepare cash flow models, memorandums, presentations and other materials explaining refunding or restructuring alternatives

Closing

- ☒ Work with bond counsel and other transaction participants to prepare and/or review necessary authorizing documentation
- ☒ Coordinate working group sessions and closing/delivery
- ☒ Prepare a closing memorandum or transaction summary,
- ☒ Provide Client with general guidance with respect to post-closing requirements relating to the use and investment of bond proceeds and the payment of debt service

Other**Continuing Disclosure**

- ☒ Assist Client in the preparation, review and revision of applicable policies and procedures, relating to Outstanding Issue(s)
- ☒ Advise Client on post-issuance disclosure compliance matters, including specific issues that may arise from time to time
- ☒ Assist Client in the preparation of annual filings or other continuing disclosures required under continuing disclosure undertakings for Outstanding Issue(s)
- ☒ Assist Client in making disclosure filings on EMMA.

Compliance / Covenants

- ☒ Advise Client on matters relating to compliance with, including testing and/or reporting on compliance with, bond or other covenants relating to Outstanding Issue(s)
- ☒ Assist Client in responding to inquiries from rating agencies, insurers, investors or other market participants in connection with Client's Outstanding Issue(s)

Other

(c) **Products.** Provide some or all of the following services with respect to Client's Product(s):

- ☒ Advise Client on the investment of proceeds of Client's Issue(s) or on municipal escrow investments relating to Client's Issue(s), including but not limited to advice on or brokerage of guaranteed investment contracts for the investment of proceeds of the Issue or for municipal escrow investments, or the recommendation and brokerage of municipal escrow investments in connection with the Issue(s)
- ☐ Advise Client on municipal derivatives
- ☐ _____

(d) **Additional Matters.** Provide some or all of the following services with respect to Client's Additional Matter(s):

- ☒ Provide such other financial advisory or consulting services as Client requests and Advisor agrees to provide.
- ☐ _____

7. Limitation on Scope of Services.

Unless otherwise provided in the Scope of Services described herein, Advisor is not responsible for preparing any preliminary or final official statement, or for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about Advisor provided by Advisor for inclusion in such documents.

The Scope of Services does not include tax, legal, accounting or engineering advice with respect to any Issue, Product, Additional Matter or in connection with any opinion or certificate rendered by counsel or any other person at closing, and does not include review or advice on any feasibility study, demand survey, market survey or similar report.

8. IRMA Designation. *(select one only)*

- ☒ Client designates Advisor as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption") with respect to the aspects of the Issues or Products described in this Appendix, subject to the limitations set forth herein.

Advisor is not responsible for verifying that it is independent (within the meaning of the IRMA exemption as interpreted by the SEC) from another party wishing to rely on the IRMA exemption.

Client agrees not to represent, publicly or to any specific person, that Advisor is Client's IRMA with respect to any aspect of municipal financial products or the issuance of municipal securities outside the Scope of Services without Advisor's prior written consent.

Client shall use the following form of notice as the written representation contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B), and any changes thereto are subject to prior approval by Advisor:

This notice is intended for receipt and use by market participants for purposes of the Independent Registered Municipal Advisor exemption to the Securities and Exchange Commission's Municipal Advisor Rule.

Terrebonne Parish Consolidated Government has retained Sisung Securities Corporation as its Independent Registered Municipal Advisor. Terrebonne Parish Consolidated Government is represented by and will rely on Sisung Securities Corporation to provide advice on proposals from financial services firms concerning proposed and outstanding municipal securities.

Proposals may be addressed as follows:

Terrebonne Parish Consolidated Government

Attn: Kandace M. Mauldin, Chief Financial Officer

Email: kmauldin@tpcg.org

Address: 8026 Main Street, 3rd Floor, Houma, LA 70360

Sisung Securities Corporation

Attn: John E. Mayeaux, Senior Vice President

Email: john@sisung.com

Address: 201 St. Charles Avenue, Suite 4240, New Orleans, LA 70170

- ☐ Client does not designate Advisor as its IRMA for purposes of the IRMA exemption.

10. **Limited IRMA Extension of Scope of Services for Certain Third-Party Recommendations.** In addition to the review of recommendations made by other parties as provided for elsewhere in this Appendix, Advisor agrees to provide the following services as Client's designated IRMA with regard to the following limited matters *(select all that apply)*:
- ☒ ***Review of Recommended Issues.*** Review recommendations made by other parties to Client with respect to any actual or potential issuance of municipal securities by Client other than an Issue as defined in this Appendix; provided that the review of a third-party recommendation relating to a particular actual or potential issuance of municipal securities not otherwise considered an Issue under this Appendix shall not result in the Scope of Services being expanded to include all actual or potential issuances of municipal securities that are not otherwise considered Issues hereunder
 - ☒ ***Review of Recommended Products.*** Review recommendations made by other parties to Client with respect to any actual or potential municipal financial product of Client other than a Product as defined in this Appendix; provided that the review of a third-party recommendation relating to a particular actual or potential municipal financial product not otherwise considered a Product under this Appendix shall not result in the Scope of Services being expanded to include all actual or potential municipal financial products that are not otherwise considered Products hereunder

APPENDIX B FIDUCIARY DUTIES

1. Definitions.

"**Dodd Frank**" means the Dodd-Frank Wall Street Reform and Consumer Protection Act (Public Law 111-203), which was adopted on July 21, 2010. Among other things, Dodd Frank amended the Securities and Exchange Act to provide for the regulation of municipal advisors.

"**SEC**" means the Securities and Exchange Commission, the federal agency primarily responsible for enforcing securities laws.

"**MSRB**" means the Municipal Securities Rulemaking Board, the self-regulatory organization primarily responsible for creating rules governing the conduct of certain financial institutions in the municipal securities industry.

"**Rule G-42**" means MSRB's Rule G-42, which provides for the regulation of municipal advisors.

"**Municipal advisor**" means, with certain exceptions, any person who provides advice to or on behalf of a municipal entity or obligated person with respect to the issuance of municipal securities or municipal financial products.

"**Municipal entity**" means (i) a state, political subdivision, municipal corporation, or similar agency; (ii) any investment plan, program or pool of assets of such entities; or (iii) any other issuer of municipal securities.

"**Issuer**" means a municipal entity that issues municipal securities.

"**Obligated person**" means any entity committed to supporting the payment of municipal securities, which can include the issuer or the municipal securities, the ultimate borrower in a conduit issuer transaction, or a guarantor.

2. Fiduciary Duties. Dodd Frank and Rule G-42 require a municipal advisor to adhere to certain fiduciary duties, including a duty of care ("Duty of Care") and a duty of loyalty ("Duty of Loyalty"). Advisor's fiduciary duties (the "Fiduciary Duties") to Client are as follows:

(a) **Duty of Care.** Under Rule G-42, the Duty of Care applies to all clients of a municipal advisor, including both municipal entities (whether acting as an issuer or an obligated person) and non-municipal entities (acting as an obligated person).

The Duty of Care requires that a municipal advisor must

- (i) possess the degree of knowledge and expertise needed to provide a client with informed advice,
- (ii) make a reasonable inquiry as to the facts that are relevant to a client's determination as to whether to proceed with a course of action or that form the basis for any advice provided to the client, and
- (iii) undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information.

Among other matters, the Duty of Care requires that a municipal advisor must have a reasonable basis for certain advice, representations and information it provides to or on behalf of a client. A municipal advisor is also required to use reasonable diligence to know the essential facts about a client and the authority of each person acting on a client's behalf.

☒ Advisor is obligated to a Duty of Care to Client pursuant to Dodd Frank and Rule G-42.

(b) **Duty of Loyalty.** Under Rule G-42, the Duty of Loyalty applies only to a municipal advisor's clients which are municipal entities (whether acting as an issuer or an obligated person), but not to clients which are non-municipal entities (acting as an obligated person).

The Duty of Loyalty requires that a municipal advisor must deal honestly and with the utmost good faith and act in a client's best interests without regard to the municipal advisor's own interests. A municipal advisor must also disclose any material conflicts of interest to the client and mitigate or manage any such conflicts. *(select one only)*

☒ Client is a municipal entity and Advisor is obligated to a Duty of Loyalty pursuant to Dodd Frank and Rule G-42.

☐ Client is not a municipal entity and Advisor is not obligated to a Duty of Loyalty pursuant to Dodd Frank and Rule G-42. However, Advisor voluntarily agrees to a Duty of Loyalty pursuant to this Agreement.

3. Client's Agreement to Cooperate. Client agrees to cooperate, and to cause its agents to cooperate, with Advisor in carrying out these Fiduciary Duties, including providing to Advisor accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties. In addition, Client agrees that, to the extent Client seeks to have Advisor provide advice with regard to any recommendation made by a third party, Client will provide to Advisor written direction to do so as well as any information it has received from such third party relating to its recommendation.

APPENDIX C
TERM AND TERMINATION

1. **Term.** The term of this Agreement begins on May 10, 2023 and ends *(select one only)*:
- ☐ at the close of business _____ days after the final closing date for the Issue(s) or Product(s).
- ☒ on May 1, 2026.
2. **Extension.** The term of this Agreement may be extended, provided that the aggregate term of this Agreement including all extensions shall not exceed 24 months, as follows *(select one only)*:
- ☒ automatically for 12 months if not cancelled by either party prior to 30 days before the end of its term.
- ☐ by mutual agreement of the parties.
3. **Termination.** This Agreement may be terminated prior to the end of its stated term as follows *(select all that apply)*.
- (a) Definitions.**
- "Terminating Party" means the party wishing to terminate this Agreement in a particular instance.
- "Other Party" means the party who is not the Terminating Party in the such particular instance.
- (b) Termination For Cause.** A Terminating Party may terminate this Agreement based upon a material breach of this Agreement by the Other Party, subject to the Other Party's right to notice and cure as follows. The Terminating Party shall give thirty (30) days written notice to the Other Party describing the breach by the Other Party and identifying a termination date. The Other Party shall have until the end of the thirty (30) day notice period to cure the breach. In the event that the breach cannot be corrected within thirty (30) days, but the Other Party is proceeding in good faith to correct such breach, then the deadline for curing such breach and the proposed termination date shall both be extended up to an additional thirty (30) days. If the breach is not cured by the end of the applicable notice period, then this Agreement shall terminate on the applicable termination date.
- ☒ Advisor may terminate this Agreement For Cause.
- ☒ Client may terminate this Agreement For Cause.
- (c) Termination For Convenience.** A Terminating Party may terminate this Agreement for convenience by giving thirty (30) days written notice to Other Party.
- ☒ Advisor may terminate this Agreement For Convenience.
- ☒ Client may terminate this Agreement For Convenience.
- (d) Termination For Non-Appropriation.** A Terminating Party may terminate this Agreement without notice in the event the Client's governing board does not appropriate sufficient funds for Client to fulfill its obligations under this Agreement.
- ☒ Advisor may terminate this Agreement For Non-Appropriation
- ☒ Client may terminate this Agreement For Non-Appropriation.

APPENDIX D COMPENSATION

1. **Fees.** Fees for the services provided by Advisor to Client under this Agreement shall be as follows *(select all that apply)*:

☒ **Per Bond Fee For New Issues:**

Not to exceed \$2.50/\$1,000 par amount of the New Issue (e.g. 0.25% of par), subject to a minimum of \$7,500 per New Issue. Payable and contingent upon closing.

This form of compensation is contingent upon the closing and size of the New Issue on which Advisor is advising you. Accordingly, we must disclose that such terms of compensation, while typical in the municipal advisory industry, present a conflict of interest, because it may create an incentive for us to recommend a transaction that it is unnecessary or otherwise not prudent, or larger than is necessary.

☒ **Fixed Fee For Continuing Disclosure:**

\$7,500 annually for Advisor filing continuing disclosure reports on EMMA. Billed upon contract execution and annual on each anniversary date thereafter.

This form of compensation is not dependent upon the number of hours spent by our personnel on activities within the Scope of Services. Accordingly, we must disclose that such terms of compensation, while typical in the municipal advisory industry, present a conflict of interest, because it may create an incentive for us to perform less work than is prudent for the engagement.

☒ **Hourly Fee:**

Staff Member	Hourly Fee
John E. Mayeaux	\$350
Kent M. Schexnayder	\$350
Courtney P. Gupton	\$150

Hourly fee shall apply to:

- (i) services related to elections on New Issues
- (ii) continuing disclosure services on Outstanding Issues
- (iii) all Additional Services

This form of compensation is dependent upon the number of hours spent by our personnel on activities within the Scope of Services. Accordingly, we must disclose that such terms of compensation, while typical in the municipal advisory industry, present a conflict of interest, because it may create an incentive for us to perform more work than is prudent for the engagement, or assign additional personnel which are not needed for the engagement.

☒ **Out of State Travel Fee:**

Staff Member	Daily Fee
All staff	At hourly rates capped at 8 hours per day

This form of compensation is dependent upon the amount of travel by our personnel on activities within the Scope of Services. Accordingly, we must disclose that such terms of compensation, while typical in the municipal advisory industry, present a conflict of interest, because it may create an incentive for us to perform more travel than is prudent for the engagement.

2. **Expenses.** Client shall compensate Advisor for its expenses in connection with this Agreement as follows *(select all that apply)*:

- ☒ Actual, reasonable and customary expenses (other than listed below) not to exceed \$2,000 annually.
- ☒ Agreed upon expenses (other than those listed below) in the amount of \$500 per New Issue.
- ☐ Automobile mileage at the IRS mileage rate then in effect.
- ☒ Travel shall be reimbursed in accordance with the Division of Administration State General Travel Regulations within the limits established for State Employees as defined in Division of Administration Policy and Procedure Memorandum No. 49. All out of state travel will be subject to prior approval by Client's primary authorized representative.

3. **Early Termination.**

In the event this Agreement is terminated prior to its stated term, Client shall pay Advisor a pro-rata amount of its fees and expenses based upon the portion of work completed to the date of termination.

4. Billing.

Advisor shall bill Client not less frequently than at closing for New Issues, annually for continuing disclosure, or quarterly for hourly fees

Invoices shall be due and payable within thirty (30) days of receipt.

Invoices shall contain sufficient detail to document the services provided and the corresponding compensation. Advisor shall provide reasonable additional supporting documentation upon Client's request.

5. Taxes.

Advisor shall be responsible for payment of all taxes related to compensation under this Agreement.

6. Non-Appropriation

- ☒ Client is a governmental entity and all amounts payable by Client to Advisor are subject to appropriation of funds for such purpose by Client's governing board, notwithstanding any other provisions of this Agreement.

APPENDIX E
AUTHORIZED REPRESENTATIVES

The parties designate the following individuals as their authorized representatives for purposes of implementing this Agreement. Advisor shall not remove or replace its below-listed authorized representatives without Client's consent, which shall not be unreasonably withheld provided a sufficiently qualified replacement is offered. Advisor may use additional personnel to assist in performance of this Agreement, provided that its above-listed authorized representatives remain primarily responsible to Client.

Advisor's Primary Authorized Representatives:

Name: John E. Mayeaux
Title: Senior Vice President
Email: john@sisung.com
Office#: 504-544-7753
Cell#: 504-913-4039
Address: 201 St. Charles Avenue, Suite 4240
New Orleans, LA 70170

Client's Primary Authorized Representatives:

Name: Gordon E. Dove
Title: Parish President
Email: gdove@tpcg.org
Office#: 985-873-6401
Cell#: 985-860-7755
Address: 8026 Main Street, 7th Floor
Houma, LA 70361

Advisor's Additional Authorized Representatives:

Name: Kent M. Schexnayder
Title: Senior Vice President
Email: kent@sisung.com
Office#: 504-544-7736
Cell#: 504-913-4225
Address: 201 St. Charles Avenue, Suite 4240
New Orleans, LA 70170

Name: Courtney P. Gupton
Title: Assistant Vice President
Email: courtney@sisung.com
Office#: 504-544-7732
Cell#: 504-352-7962
Address: 201 St. Charles Avenue, Suite 4240
New Orleans, LA 70170

Client's Additional Authorized Representatives:

Name: Jules P. Hebert, Jr.
Title: Attorney
Email: juleshebert@hmlawfirm.com
Office#: 985-876-4324
Cell#: [Click or tap here to enter text.](#)
Address: 4752 Highway 311, Suite 114
Houma, LA 70360

Name: Kandace M. Mauldin
Title: Chief Financial Officer
Email: kmauldin@tpcg.org
Office#: 985-873-6459
Cell#: 985-209-6610
Address: 8027 Main Street, 3rd Floor
Houma, LA 70361

APPENDIX F
CONFIDENTIALITY, OWNERSHIP AND USE OF DELIVERABLES

1. Definitions.

“Information” means all reports, documents, spreadsheets, models, data, records, information or other materials.

“Confidential Client Information” means Client specific Information that is not Public Information.

“General Industry Information” means any Information that is generally known or available in industries relating to the Scope of Services or in finance and business in general.

“Public Information” means any Information that is available to the general public. Without limitation, Public Information shall include any items available (i) due to applicable law such as the Louisiana Public Records Act (La. R.S. 44:1 et seq.), (ii) due to applicable regulation such as Rule 15c2-12 of the Securities and Exchange Commission (17 CFR 240.15c2-12), (iii) due to intentional disclosure by Client such as public statements or press releases, (iv) due to availability from third party sources, or (v) due to availability in the public domain.

“Third Party Owned Information” means any Information that is owned or copyrighted by a third-party.

“Work Product” means all Information developed, prepared or compiled by either party in connection with this Agreement, but excluding any General Industry Information, Public Information, or Third Party Owned Information.

“Client Produced Work Product” means all Work Product developed, prepared or compiled by Client.

“Advisor Produced Work Product” means all Work Product developed, prepared or compiled by Advisor excluding Advisor Retained Work Product.

“Advisor Retained Work Product” means all Work Product developed, prepared or compiled by Advisor (i) prior to the effective date of this Agreement, (ii) for Advisor’s other clients, (iii) for Advisor’s own internal use, (iv) that is subject to the attorney-client privilege between Advisor and its attorney, (v) that is subject to any confidentiality agreement between Advisor and a third party, or (vi) that is of such general nature or broad applicability as to render it non-unique to Client.

- 2. Client Produced Work Product.** Client shall retain ownership at all times of all Client Produced Work Product, and Advisor shall destroy all copies of Client Produced Work Product in its possession within 60 days after the expiration or termination of this Agreement.

3. Advisor Produced Work Product.

- (a)** Advisor shall own all Advisor Produced Work Product during the term of this Agreement and until such time as Client acquires ownership of all Advisor Produced Work Product by paying in full all amounts due to Advisor hereunder (without giving effect to the non-appropriation of funds provisions hereof).
- (b)** Client shall have a royalty-free, non-exclusive, non-transferrable, temporary right to retain and use Advisor Produced Work Product until the earlier of 60 days after the expiration or termination of this Agreement or the date on which Client makes payment in full all amounts due to Advisor hereunder (without giving effect to the non-appropriation of funds provisions hereof).
- (c)** If 60 days shall have passed after the expiration or termination of this Agreement and Client has not made payment in full of all amounts due to Advisor hereunder (without giving effect to the non-appropriation of funds provisions hereof), Client’s temporary right to Advisor Produced Work Product shall terminate, and Client shall destroy all copies of Advisor Produced Work Product in its possession within 60 days thereafter.
- (d)** If at any time after the expiration or termination of this Agreement Client makes payment in full of all amounts due to Advisor hereunder (without giving effect to the non-appropriation of funds provisions hereof), ownership of all Advisor Produced Work Product shall transfer from Advisor to Client, and Advisor shall destroy all copies of Advisor Produced Work Product in its possession within 60 days thereafter.

4. **Advisor Retained Work Product.**

- (a) Advisor shall own all Advisor Retained Work Product at all times.
- (b) Client shall have a royalty-free, non-exclusive, non-transferrable, temporary right to retain and use Advisor Retained Work Product until the earlier of 60 days after the expiration or termination of this Agreement or the date on which Client makes payment in full all amounts due to Advisor hereunder (without giving effect to the non-appropriation of funds provisions hereof).
- (c) If 60 days shall have passed after the expiration or termination of this Agreement and Client has not made payment in full of all amounts due to Advisor hereunder (without giving effect to the non-appropriation of funds provisions hereof), Client's temporary right to Advisor Retained Work Product shall terminate, and Client shall destroy all copies of Advisor Retained Work Product in its possession within 60 days thereafter.
- (d) If at any time after the expiration or termination of this Agreement Client makes payment in full of all amounts due to Advisor hereunder (without giving effect to the non-appropriation of funds provisions hereof), Client shall have a royalty-free, non-exclusive, non-transferrable, perpetual right to retain and use Advisor Retained Work Product.

5. **No Third Party Use.** The Client Produced Work Product and Advisor Produced Work Product are intended for Client's sole benefit and may not be used by any third party except as provided herein.

6. **Advisor to Maintain Confidentiality.** Advisor shall perpetually maintain the confidentiality of all Confidential Client Information, subject to the limitations set forth herein. Advisor shall implement appropriate policies, procedures and security measures to protect confidentiality.

7. **Use of General Industry Information.** Notwithstanding any of the foregoing, both parties shall have a perpetual right to retain and use for any purpose any General Industry Information.

8. **Use of Public Information.** Notwithstanding any of the foregoing, both parties shall have a perpetual right to retain and use for any purpose any Public Information.

9. **Use of Third Party Owned Information.** Notwithstanding any of the foregoing, both parties right to retain and use any Third Party Owned Information shall be limited to the rights and restrictions provided by the owner thereof.

10. **Exception for Certain Vendors.** Notwithstanding any of the foregoing, both parties shall have a perpetual right to provide access to any Work Product in its possession to its agents, subcontractors, suppliers or other vendors as such party deems necessary in connection with this Agreement or in connection with its operations generally, provided that any access by such third party entities shall be subject to the same restrictions and limitations applicable to such party as provided in this Agreement.

11. **Exception for Mandated Recordkeeping.** Notwithstanding any of the foregoing, both parties shall have a perpetual right to retain and use any Work Product in order to comply with applicable law, regulation, auditing or other contractual requirements.

APPENDIX G
CERTIFICATIONS AND COMPLIANCE WITH APPLICABLE LAW

1. **Status of Client and Payments.** Client represents as follows.

(a) Type of Client *(select one only):*

- ☐ Client is a state governmental entity.
- ☒ Client is a local governmental entity.
- ☐ Client is not a governmental entity.

(b) Use of Federal Funds *(select one only):*

- ☐ Client will not use any federal funds to make payments to Advisor hereunder.
- ☒ Client will or may use federal funds to make payments to Advisor hereunder.

2. **General Compliance With Law.** Advisor shall comply with all laws and regulations applicable to Advisor with respect to this Agreement and shall notify Client of any violation thereof.

3. **Licenses and Permits.** Advisor shall obtain and maintain all licenses and permits required in connection with this Agreement.

4. **Tax ID.** Advisor shall be responsible for payment of all taxes related to compensation under this Agreement. Advisor's federal tax ID is 72-1156248 and its state tax ID is 7025950001. Advisor shall provide a copy of its form W-9 to Client upon request.

5. **Audit of Records.** Advisor's records shall be subject to audit by (i) Client, (ii) any federal or state entity having the authority by law or regulation to audit Client with respect to contracts such as this Agreement, including without limitation the Louisiana Legislative Auditor, (iii) if Client is a state governmental entity, the Louisiana Division of Administration, and (iv) any third party auditor acting on the behalf of any such entities. Except as otherwise provided herein for the destruction of records, Advisor shall maintain all records relating to this Agreement for a period of at least 5 years after the expiration or termination of this Agreement.

6. **Non Discrimination.** Advisor shall not discriminate in its employment practices and will render services under this Agreement without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran status, political affiliation, disability, or age in any matter relating to employment. Without limitation, Advisor shall comply with the following laws and regulations, each as amended and as applicable:

- (a)** Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972
- (b)** Federal Executive Order 11246
- (c)** The Federal Rehabilitation Act of 1973
- (d)** The Vietnam Era Veteran's Readjustment Assistance Act of 1974
- (e)** Title IX of the Education Amendments of 1972
- (f)** The Age Discrimination Act of 1975
- (g)** The Fair Housing Act of 1968
- (h)** The Americans with Disabilities Act of 1990

7. **Federally Funded Contracts.** Without limitation, Advisor shall comply with the following related laws and regulations, each as amended and as applicable, but only if Client will or may use federal funds to make payments to Advisor hereunder:

- (a)** Anti-Lobbying Act (18 USC 1913)
- (b)** Byrd Anti-Lobbying Amendment (31 USC § 1352)
- (c)** Clean Air Act (42 USC 7401 et seq.)
- (d)** Clean Water Act (33 USC 1251 et seq.)
- (e)** Copeland "Anti-Kickback" Act (18 USC 874 and 40 USC 3145)
- (f)** Debarment laws and regulations (Executive Orders 12549 and 12689, 24 CFR 24, and other applicable law)

8. **State Government Contracts.** Without limitation, Advisor shall comply with the following related laws and regulations, each as amended and as applicable, but only if Client is a state governmental entity:
- (a) Louisiana debarment laws and regulations (including La. R.S. 39:1672)
 - (b) Filing of statement of ownership (La. R.S. 12:205(E))
- Advisor also certifies that:
- (c) Advisor is not engaging in a boycott of Israel and will, for the duration of the Agreement, refrain from a boycott of Israel (La. R.S. 39:1602.1 and Executive Order JB 2018-15).
9. **Good Standing Certification.** Advisor is a Louisiana corporation and certifies, to the best of its knowledge and belief, that:
- (a) Advisor is properly registered and in good standing with the Louisiana Secretary of State (La. R.S. 12:262.1).
 - (b) Advisor and its employees are properly registered with all securities industry regulatory entities as applicable, including without limitation the Securities and Exchange Commission (SEC), the Municipal Securities Rulemaking Board (MSRB), the Financial Industry Regulatory Authority (FINRA), and the Louisiana State Securities Commissioner.
10. **Debarment Certification.** Advisor certifies, to the best of its knowledge and belief, that Advisor and its principals (including officers, directors, owners, partners, primary managers or primary supervisors):
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) Have not within a three-year period preceding the effective date of this Agreement been convicted of a felony criminal violation under any federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or private agreement or transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the foregoing paragraph of this certification; and
 - (d) Have not within a three-year period preceding the effective date of this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
11. **No Third Party Solicitation.** Advisor warrants that it has not employed or retained any entity or person, other than a bona fide employee working solely for Client, to solicit or secure this Agreement, and that it has not paid or agreed to pay any entity or person, other than a bona fide employee working solely for Advisor, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, Client shall have the right to annul this Agreement without liability or, in Client's discretion, to deduct from the compensation due to Advisor, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
12. **Ethics.** Advisor shall at all times maintain high ethical standards and avoid conflicts of interest in performance of its obligations hereunder. Without limitation, Advisor shall comply with the following related laws and regulations, each as amended and as applicable:
- (a) The Louisiana Code of Governmental Ethics (La. R.S. 42:1101 et seq.), but only if Client is a governmental entity.
13. **Information Security.** Advisor shall implement appropriate measures designed to ensure the confidentiality and security of protected information, protect against any anticipated hazards or threats to the integrity or security of such information, and protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience. Advisor shall report to Client any security breaches or incidents affecting Client's information. Without limitation, Advisor shall comply with the following related laws and regulations, each as amended and as applicable:
- (a) The Louisiana Database Breach Notification Law (La. R.S. 51:3071 et seq.)

14. **Independent Contractor.** Advisor's role shall be that of an independent contractor and not an employee or agent of Client. Client shall not be liable to Advisor for any statutory benefits applicable to employees, including:
- (a) Louisiana Employment Security Law (La. R.S. 23:1471 et seq.)
 - (b) Louisiana Workers' Compensation Law (La. R.S. 23:1020 et seq.).
15. **Notice of Violations of Changes.** Advisor shall notify Client of any violations of the provisions or any changes in its representations contained in this Appendix.

APPENDIX H
JURISDICTION, CONFLICTS, CLAIMS, REMEDIES, LIMITATIONS, AND INDEMNIFICATION

1. Definitions.

"Advisor Entity" means Advisor and its parent, subsidiaries, affiliates, owners, members, officers, directors, employees, volunteers and agents.

"Client Entity" means Client and its parent, subsidiaries, affiliates, owners, members, officers, directors, employees, volunteers and agents.

"Claims" means losses, damages, costs, expenses, suits, actions, claims, judgments, demands, or other liabilities, including without limitation reasonable attorney fees.

"Indemnified Causes" means (i) a material breach of this Agreement by Advisor or negligent or intentional acts or omissions of an Advisor Entity which results in an Indemnified Claim.

"Indemnified Claims" means Claims incurred by a Client Entity due to Indemnified Causes in connection with (i) the injury or death to any person or (ii) the damage, loss or destruction of any property.

2. Choice of Law and Venue. This Agreement shall be construed and given effect in accordance with the laws of Louisiana. The venue of any suit filed in connection with this Agreement shall be the Louisiana district court of the judicial district in which Client is located.

3. Waiver of Jury Trial. Each party agrees to waive any right to a trial by jury with respect to any claim, counterclaim or action arising out of or in connection with this Agreement or the transactions contemplated hereby or the relationship between the parties.

4. Administrative Dispute Resolution.

- ☐ Client is a state governmental entity. The parties shall first attempt to resolve any claim or controversy relating to this Agreement pursuant to the administrative procedures of La. R.S. 39:1672.1 et seq.

5. Arbitration at Client's Request.

- (a)** In lieu of litigation, Client may elect to settle any claim or controversy relating to this Agreement through binding arbitration pursuant to the Louisiana Arbitration Law (La. R.S. 9:4201 et seq.), in which event the judgement of the arbitrator shall be binding upon the parties.
- (b)** Arbitration shall be held before an arbitration panel of the Financial Industry Regulatory Authority (FINRA) in New Orleans, Louisiana in accordance with the FINRA Code of Arbitration Procedure for Customer Disputes.

6. Waiver of Certain Damages. The parties agree to waive consequential and punitive damages.

7. Advisor's Limitation of Liability. In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties hereunder on the part of an Advisor Entity:

- (a) General.** The liability of Advisor to Client for any Claims resulting from any act or omission in the course of, or connected with, rendering services hereunder, or from any error of judgment or mistake of law, shall be limited to the fees paid or otherwise due and payable under this Agreement.
- (b) Client's Contrary Actions.** Advisor shall have no liability to Client for any Claims resulting from Client's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by Advisor to Client.
- (c) Inaccurate Information.** Advisor shall have no liability to Client for any Claims resulting from any advice or recommendation provided by Advisor, or based upon documents or analysis prepared by Advisor, which is based upon information provided by Client that is not accurate and complete in all material respects.
- (d) IRS Actions.** Advisor shall have no liability to Client for any Claims arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any Issue, Product or Additional Matter or otherwise relating to the tax treatment of any Issue, Product or Additional Matter, or in connection with any opinion or certificate rendered by counsel or any other party.

8. **Indemnification.**

- (a) **General.** Notwithstanding the general limitation of liability set forth above, Advisor shall defend, indemnify, save, and hold harmless Indemnified Client Entities from and against all Indemnified Claims. Advisor shall investigate, handle, respond to, and defend against any Indemnified Claims, even if the Indemnified Claim is groundless, false or fraudulent.
- (b) **Notice and Cooperation.** A Client Entity shall give prompt written notice to Advisor of any Indemnified Claim. Advisor and the Client Entity shall cooperative fully in all respects in connection with defending against any Indemnified Claim.
- (c) **Consent to Settlement.** A Client Entity shall not enter into any settlement of an Indemnified Claim or admit liability or fault on the part of an Advisor Entity without Advisor's written consent.
- (d) **Contribution.** If a Client Entity contributed to an Indemnified Claim, then Advisor shall only be liable for that portion of the Indemnified Claim not attributable to the Client Entity.

9. **Non-Exclusive Remedies.** Nothing in this Agreement shall constitute a waiver by either party to any of its legal rights under applicable law. The enumeration herein of specific remedies shall not be exclusive of any other remedies.

10. **No Waiver.** Any delay or failure by either party to exercise any right, power, remedy or privilege contained in this Agreement, or now or hereafter existing under any applicable law, shall not be construed to be a waiver of such right, power, remedy or privilege. No single, partial or other exercise of any such right, power, remedy or privilege shall preclude the further exercise of any other right, power, remedy or privilege.

11. **Survival.** The provisions of this Appendix shall survive the term of this Agreement.

**APPENDIX I
REQUIRED INSURANCE**

1. **Professional Liability:** minimum of \$1,000,000 per occurrence, \$1,000,000 aggregate
2. **Commercial General Liability:** minimum of \$1,000,000 combined single limit, \$2,000,000 aggregate
3. **Owned Auto:** minimum of \$1,000,000 combined single limit, but only in the event Advisor owns any vehicles
4. **Hired/Non-Owned Auto:** minimum of \$1,000,000 combined single limit
5. **Workers Compensation:** minimum of \$1,000,000 per accident/per employee/per disease
6. **Cyber Liability:** minimum \$1,000,000 per occurrence, \$1,000,000 aggregate
7. **Subcontractors:** In the event Advisor engages any subcontractors which are not covered under Advisor's own insurance policies, Advisor shall require such subcontractors to provide insurance of the same kind and amounts set forth above.
8. **Proof of Coverage:** Upon Client's request, Advisor shall provide proof of insurance and add Client as an additional insured.
9. **Ratings:** All insurers shall have an A.M. Best rating of no less than A-:VIII.

APPENDIX J
CO-REPRESENTATION

[NOT APPLICABLE]