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## 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

June 12, 2023  
5:30 PM

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

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**NOTICE TO THE PUBLIC:** If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. 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. **RESOLUTION:** Concurring with the Parish Administration to approve the piggyback purchase of a Sandbagging Machine from Truck and Transportation Equipment.
2. **RESOLUTION:** Concurring with the Parish Administration to approve the purchase of gaming computers from Dell Technologies through the LA State Contract # 4400002525.
3. **RESOLUTION:** Concurring with the Parish Administration to award the RFP #23-AHAS-25 to provide After

Hours Answering Service for TPCG to Coast Professional Inc.

4. **RESOLUTION:** Concurring with the Parish Administration to award the RFQ to provide Professional Services for the DPW-South Campus Facility to ACSW Architects.
5. **RESOLUTION:** Concurring with the Parish Administration to award the Request for Bids (rebid) received for the Government Tower Roof Repair due to damage from Hurricane Ida to Roofing Solutions, LLC.
6. **RESOLUTION:** Concurring with the Parish Administration to award the RFBs for the Women's CJC repairs due to damages from Hurricane Ida to Grand Isle Shipyard, LLC.
7. **RESOLUTION:** Concurring with the Parish Administration to award Bid 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract) to the lowest qualified bidders, Ferguson Waterworks, Coburn's Supply, and John H. Carter.
8. Introduce an ordinance to authorize the acquisition of revised lots D-2 and D-3 for the expansion of the Bayou Country Sports Park and call a public hearing on Wednesday, June 28, 2023, at 6:30 p.m.
9. Introduce an ordinance to amend the 2023 Adopted Operating Budget and Budgeted Positions of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

I. Houma Police Dept., \$2,443

II. General Fund-Office of Emergency Preparedness-2021 Cities Readiness Initiative, \$23,839

III. Houma Police Department-LCLE Grant, \$118,440

IV. Houma Police Department-LCLE Grant, \$75,933

V. Houma Police Department-LCLE Grant, \$65,933

VI. Flood Mitigation Assistance Program, \$953,245

VII. Housing & Human Services-Head Start HVAC Systems, \$27,687

VIII. Housing & Human Services-Head Start HVAC Systems, \$10,000

IX. Head Start-Camera System, \$55,733

X. Head Start, \$32,332

a. Add one full time Program Specialist, Grade 206

and call a public hearing on said matter on Wednesday, June 28, 2023 at 6:30 p.m.

10. Adjourn



Category Number:  
Item Number:



Monday, June 12, 2023

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**Item Title:**  
INVOCATION

**Item Summary:**  
INVOCATION

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Category Number:  
Item Number:



Monday, June 12, 2023

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Category Number:  
Item Number: 1.



Monday, June 12, 2023

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**Item Title:**

Resolution approving the piggyback purchase from the Jefferson Parish Contract.

**Item Summary:**

**RESOLUTON:** Concurring with the Parish Administration to approve the piggyback purchase of a Sandbagging Machine from Truck and Transportation Equipment.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Exec Summary	6/2/2023	Executive Summary
Resolution	6/2/2023	Resolution
back up	6/2/2023	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

**RESOLUTION:** approving the piggyback purchase from the Jefferson Parish Contract.

### PROJECT SUMMARY (200 WORDS OR LESS)

Approving the piggyback purchase of one TTE Sandbagging Machine for the R&B Division from Truck & Transportation Equipment Co., Inc.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The machine will be used for daily operations within the division.

### TOTAL EXPENDITURE

**\$34,890.00**

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/Warehouse Manager

6/2/2023  
Date

**OFFERED BY:**  
**SECONDED BY:**

**RESOLUTION NO.** \_\_\_\_\_

WHEREAS on August 19, 2021, bids were obtained by the Jefferson Parish Department of Purchasing for the purpose of purchasing Vehicles Bodies and Accessories. The contract is effective from January 1, 2022, to January 27, 2024, and

WHEREAS, after careful review by Alissia Brown-Smith, Superintendent and David Rome, Public Works Director, it has been determined that the price of Thirty-four Thousand, Eight Hundred Ninety Dollars and Zero Cents (\$34,890.00) be accepted and award be made to Truck & Transportation to provide a TTE Sandbagging Machine should be accepted per the Jefferson Parish Contract #55-00019940, and

WHEREAS, the Parish Administration has recommended the acceptance of the price for the aforementioned TTE Sandbagging Machine at a cost of Thirty-four Thousand, Eight Hundred Ninety Dollars and Zero Cents (\$34,890.00) as per the attached documents.

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

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

251-310-8915-06

VN:31900

# TRUCK AND TRANSPORTATION EQUIPMENT CO., INC.

260 INDUSTRIAL AVE.  
P. O. BOX 10455  
NEW ORLEANS, LA. 70121

## EMAIL TRANSMITTAL SHEET

TO:	FROM:
Alessia B. Smith	Brian J. McAdam
COMPANY:	DATE:
Terrebonne Parish Consolidated Government	November 7, 2022
EMAIL:	TOTAL NO. OF PAGES INCLUDING COVER:
absmith@TPCG.org	Two
PHONE NUMBER:	SENDER'S REFERENCE NUMBER:
985-873-6734	Quote # 221107BJM-36
RE: New equipment items for your municipal owned truck chassis for one of your 10 / 12yard dump trucks. One new TTE sandbagging machine installed on your 10 / 12yard dump truck. <b>From this current state approved contract 55-00019940 from Jefferson Parish</b>	

☐ URGENT ☒ FOR REVIEW ☐ PLEASE COMMENT ☐ PLEASE REPLY ☐ PLEASE RECYCLE

### NOTES/COMMENTS:

Good morning Mrs., Alessia B Smith,

Many thanks once again for your time & interest at the LSPE fall conference on our sandbagging machine. You can purchase this machine off the current state approved contract with Jefferson Parish. I have your equipment proposal for the new 2022 equipment for two (2) machines as per our conversation with your public works director Mr. David Rome at the conference.

**Please consider the following from this current state approved contract Number 55-00019940 from Jefferson Parish.**

Two (2) Commodity Code 070.08.01005-0189 AUTOMATED SANDBAG SYSTEM TO BE INSTALLED ON REAR OF EXISTING DUMP TRUCK BODY, 3,000 BAG PER HOUR CAPACITY, COMPLETE WITH AUXILIARY 8 GPM HYDRAULIC SYSTEM TO POWER SANDBAGGER SYSTEM, DUAL DISPENSING HOPPERS, TWO SPEED ELECTRIC/HYDRAULIC DRIVE MOTORS, DUAL MICRO-SWITCH LOAD CONTROL BARS, DUAL CONVEYOR BELTS PRODUCT MOVEMENT SYSTEM CAPABLE OF HANDLING SAND, MUD, OR ROCKS, SYSTEM CAPABLE OF INSTALLATION OR REMOVAL AUTOMATED SANDBAG SYSTEM FROM REAR OF DUMP BODY IN 30 MINUTES OR LESS. For the sum of.....\$34,890.00each x 2 = \$69,780.00

MOBILE 504-289-3276  
E-MAIL: BMCADAM@TRUCKANDTRANSPORTATION.COM

TELEPHONE 504 / 834 - 8065

If the above proposal is within your budget, simply give a requisition for the above equipment for Truck & Transportation to your purchasing dept. & have them send an authorization letter request for piggy back purchase to Jefferson Parish Purchasing Dept. **off the current state approved contract number 55-00019940**. Then your purchasing dept. will issue the appropriate purchase order for this complete equipment quote in a ready to work condition installed on your municipal owned dump truck chassis.

If you have any other questions or any other truck equipment requirements, please do not hesitate to call me.

Sincerely,  
TRUCK & TRANSPORTATION EQUIPMENT CO., INC.

Brian J. McAdam  
Sales Manager

## Sharon Ellis

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**From:** Alissia Brown-Smith  
**Sent:** Thursday, January 19, 2023 8:12 AM  
**To:** Sharon Ellis  
**Subject:** FW: TTE Sandbagger Quote for two machines as per our conversation with Mr. David Rome at the LPESA Conference  
**Attachments:** 221107BJM 36 TPCG 2022 Sandbagger quote installed in ready to work condition.docx; 2020 TTE Sandbagger Machine.jpg; Marketing Flyer - Sandbagging System2.pdf

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**From:** Brian McAdam <BMCADAM@TRUCKANDTRANSPORTATION.COM>  
**Sent:** Monday, November 7, 2022 9:08 AM  
**To:** Alissia Brown-Smith <absmith@tpcg.org>  
**Cc:** David Rome <drome@tpcg.org>; Sharon Ellis <sellis@tpcg.org>  
**Subject:** RE: TTE Sandbagger Quote for two machines as per our conversation with Mr. David Rome at the LPESA Conference

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### External Sender

This email is from a sender outside of Terrebonne Parish Consolidated Government's email system. **DO NOT** click on any links, open any attachments, or reply unless you trust the sender and know the content is safe. If you are unsure or have questions, please contact Information Technology for assistance.

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RE: TTE Sandbagger Quote for two machines as per our conversation with Mr. David Rome at the LPESA Conference

Good morning Mrs., Alissia B. Smith,

It was great speaking with & all the nice folks at TPCG last week. As per our conversations at the LPESA conference, I have the following new equipment quote for two machines installed in ready to work condition on your tandem axle dump trucks.

Once you are ready to move on this purchase, check with purchasing to see if you have a current approval letter from Jefferson Parish on file. *(You might because Rory (Drainage Dept.) just bought two dump beds from us in the past six months.)* If not, please have your purchasing dept. contact the Jefferson Parish Purchasing Dept. at the following number and email address below, and ask for an approval letter to purchase items off the current contract number 55-00019940

J.P. General Government Building  
200 Derbigny Street, Suite 4400  
Gretna, LA 70053  
Phone: 504-364-2678  
E-mail: [purchasing@jeffparish.net](mailto:purchasing@jeffparish.net)

Many thanks for your time this morning.



Please do not hesitate to call me with any other truck equipment questions you might have.

Sincerely,

*Brian McAdam*

*Sales Manager*

*Truck & Transportation Equipment Co., Inc.*

*260 Industrial Ave.*

*Jefferson, La 70121*

*Email: [bmcadam@truckandtransportation.com](mailto:bmcadam@truckandtransportation.com)*

*Website: [www.truckandtransportation.com](http://www.truckandtransportation.com)*

*Toll-Free: 800-299-8065*

*Office: 504-834-8065*

*Fax: 504-834-8485*

*Cell: 504-289-3276*

*"Providing truck body solutions for businesses since 1967"*

*The company is an Honor Roll Member of the*

*National Truck Equipment Association*

*(NTEA) 55-Year Member*



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

November 15, 2022

Ms. Sharon Ellis  
Purchasing/Warehouse Manager  
Terrebonne Parish Consolidated Government  
301 Plant Road  
Houma, LA 70363

RE: Request to utilize Jefferson Parish's Contract #55-19940 – Vehicle Bodies and Accessories

Dear Ms. Ellis:

We are in receipt of your request for a cooperative purchasing agreement (piggyback purchase) with Jefferson Parish. As a public entity within the State of Louisiana as defined in LSA-R.S. 38:2212.1F and/or 39:1701, et seq., and further expounded in LA R.S. 38:321.1, your request has been granted.

Please note that bids for the above referenced Contract #55-19940 were opened on 08/19/2021. Therefore, as stipulated by Jefferson Parish Resolution No. 95189 (attached) and with the concurrence of the vendor, approval is granted to utilize Jefferson Parish's above referenced contract which was approved by Council Resolution No. 138316 dated 10/06/2021. The contract is effective from 01/28/2022 to 01/27/2024. The contract cap was authorized for the not to exceed amount of \$6,017,940.00 and as of 11/15/2022 total expenditures are \$389,632.00.

If you require further assistance or have any questions, please call (504) 364-2678.

Sincerely,

A handwritten signature in blue ink that reads "Renny Simno".

Renny Simno  
Director, Purchasing Department

RS/nmw  
Attachments

Category Number:  
Item Number: 2.



Monday, June 12, 2023

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**Item Title:**

Resolution approving the purchase of gaming computers from Dell Technologies through the LA State Contract.

**Item Summary:**

**RESOLUTION:** Concurring with the Parish Administration to approve the purchase of gaming computers from Dell Technologies through the LA State Contract # 4400002525.

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**ATTACHMENTS:**

Description	Upload Date	Type
Exec Summary	6/5/2023	Executive Summary
Resolution	6/5/2023	Resolution
quote	6/5/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
RESOLUTION: approving the purchase of gaming computers from Dell Technologies through the Louisiana State Contract.

PROJECT SUMMARY (200 WORDS OR LESS)
The eSports Summer Camp is the first of its kind in Terrebonne Parish. It is a TPR Summer Camp program in collaboration with Nicholls State University’s Recreation Department and the Colonel eSports program. This is a week-long summer camp offered to up to 20 Terrebonne Parish residents 11-16 years old at no cost to the participant. The initial startup costs and operational costs for the program were approved as part of the FY 2023 budget. This is the pilot program that includes the purchasing of hardware (laptops, mice, and headsets) so programs in the years to come will cost less to operate. A resolution relative to a CEA with Nicholls St University is also being presented to the Council. The dates of the camp are July 10-15 with M-F at the Main Branch Library and Saturday at the eSports Arena in the Nicholls Student Union. Nicholls will be providing camp counselors, programming, software, lunch, and snacks as part of the program on behalf of TPR.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Recreation comes in all forms. eSports not only provides an opportunity for all skill level gaming, but also teaches valuable communication skills and life lessons as part of the curriculum. Campers will also have lectures from local professionals ranging from computer-based businesses to healthy food choices. On the last day of camp, parents/legal guardians are invited to attend to participate with their child which will also serve to increase their level of participation in eSports recreation with their child. The program is intended to not only increase the skill level of gaming but expose the camper to the computer-based curriculums offered at Nicholls which would further serve to provide an opportunity for the graduate to pursue a career in the computer industry which could also help to grow and diversify our economy while keeping the next generation of professionals in the area.

TOTAL EXPENDITURE				
\$55,037.60				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
<u>ACTUAL</u>			ESTIMATED	
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	<u>YES</u>	IF YES AMOUNT BUDGETED:	

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

Sharon Ellis  
Sharon Ellis, Purchasing/Warehouse Mgr.

June 5, 2023  
Date

OFFERED BY:  
SECONDED BY:

RESOLUTION NO.

**RESOLUTION** approving the purchase of gaming computers from Dell Technologies through the Louisiana State Contract # 4400002525.

WHEREAS, prices were obtained through the Louisiana State Commodity Catalog by the Terrebonne Parish Consolidated Government, I.T. Division for the purpose of purchasing gaming computers with Dell Technologies to be used at an upcoming summer camp under the Louisiana State Contract # 4400002525, and

WHEREAS, after careful review by the Information Technology Division, it has been determined that the total price of Fifty-five Thousand, Thirty-seven Dollars and Sixty Cents (\$55,037.60) from Dell Technologies for the purchase of gaming computers for the summer camp program should be accepted as per the State Contract Catalog #4400002525, and

WHEREAS, the Parish Administration has recommended the acceptance of the price for the aforementioned purchase at a total cost of Fifty-five Thousand, Thirty-seven Dollars and Sixty Cents (\$55,037.60) as per the attached quote.

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

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:



## A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

<b>Quote No.</b>	<b>3000154140072.2</b>	Sales Rep	Meredith Jeane
<b>Total</b>	<b>\$55,037.60</b>	Phone	(800) 456-3355, 6179183
Customer #	2075251	Email	Meredith_Jeane@Dell.com
Quoted On	May. 31, 2023	<b>Billing To</b>	ACCOUNTS PAYABLE
Expires by	Jun. 30, 2023		TERREBONNE PARISH
	Dell NASPO Computer		GOVERNMENT
Contract Name	Equipment PA - State of		PO BOX 2768
	Louisiana		CONSOLIDATED GOVERNMENT
Contract Code	C000000010742		HOUMA, LA 70361-2768
Customer Agreement #	MNWNC-108 / 4400002525		
Deal ID	18088608		

### Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you are ready to place an order. Thank you for shopping with Dell!

Regards,  
Meredith Jeane

### Shipping Group

Shipping To	Shipping Method
RECEIVING DEPT TERREBONNE PARISH GOVERNMENT 7868 MAIN ST CITY HALL HOUMA, LA 70360-4464 (985) 868-5050	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Alienware m16	\$2,597.65	20	\$51,953.00
Logitech G Pro X Gaming Headset - Wired - Black	\$114.24	20	\$2,284.80
Logitech G502 HERO Wired Gaming Mouse	\$39.99	20	\$799.80

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<b>Subtotal:</b>	<b>\$55,037.60</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Non-Taxable Amount:</b>	<b>\$55,037.60</b>
<b>Taxable Amount:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>

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<b>Total:</b>	<b>\$55,037.60</b>
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## Shipping Group Details

### Shipping To

RECEIVING DEPT  
TERREBONNE PARISH  
GOVERNMENT  
7868 MAIN ST  
CITY HALL  
HOUMA, LA 70360-4464  
(985) 868-5050

### Shipping Method

Standard Delivery

		Quantity		Subtotal
<b>Alienware m16</b>		<b>\$2,597.65</b>	<b>20</b>	<b>\$51,953.00</b>
Estimated delivery if purchased today: Jun. 14, 2023 Contract # C000000010742 Customer Agreement # MNWNC-108 / 4400002525				
Description	SKU	Unit Price	Quantity	Subtotal
13th Gen Intel Core i7 13700HX (16-Core, 30MB L3 Cache, up to 5.0GHz Max Turbo)	338-CHEU	-	20	-
Windows 11 Pro, English, French, Spanish	619-AQLP	-	20	-
NVIDIA GeForce RTX 4060 8GB GDDR6	490-BIEO	-	20	-
32GB, 2x16GB, DDR5, 4800MHz	370-AHLR	-	20	-
1TB, M.2, PCIe NVMe, SSD	400-BORF	-	20	-
16" QHD+ (2560 x 1600) 240Hz, 3ms, ComfortView Plus, NVIDIA G-SYNC + DDS, 100% DCI-P3, FHD IR Camera	391-BHCW	-	20	-
Dark Metallic Moon	320-BEYR	-	20	-
Alienware M Series 1-Zone AlienFX keyboard (English)	583-BJXX	-	20	-
Custom Configuration	817-BBBB	-	20	-
Alienware m16 R1	210-BFZH	-	20	-
Intel(R) Killer(TM) Wi-Fi 6E AX1675, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BHHQ	-	20	-
6-Cell Battery, 86WHr (Integrated)	451-BCPR	-	20	-
Regulatory Label	389-FCHT	-	20	-
Killer 1675i/1690i Driver	555-BIIT	-	20	-
US Power Cord	450-AAGO	-	20	-
Shipping Material	328-BFMM	-	20	-
330W Adapter	450-BBHG	-	20	-
System Software	631-ADQB	-	20	-
Game Pass	658-BFQH	-	20	-
Dell Limited Hardware Warranty Initial Year	801-2185	-	20	-
Premium Support with Onsite Service After Remote Diagnosis, 1 Year	803-1695	-	20	-
Premium Support with Onsite Service After Remote Diagnosis, 2 Year Extended	803-1697	-	20	-
Premium Support, 3 Years	803-1715	-	20	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	20	-
Accidental Damage Service, 3 Years	801-2219	-	20	-
No Microsoft Office License Included	658-BCSB	-	20	-



		Quantity	Subtotal
<b>Logitech G Pro X Gaming Headset - Wired - Black</b>	<b>\$114.24</b>	<b>20</b>	<b>\$2,284.80</b>
Estimated delivery if purchased today:			
Jun. 07, 2023			
Contract # C000000010742			
Customer Agreement # MNWNC-108 / 4400002525			

Description	SKU	Unit Price	Quantity	Subtotal
Logitech G Pro X Gaming Headset - Wired - Black	AA736020	-	20	-

		Quantity	Subtotal
<b>Logitech G502 HERO Wired Gaming Mouse</b>	<b>\$39.99</b>	<b>20</b>	<b>\$799.80</b>
Estimated delivery if purchased today:			
Jun. 07, 2023			
Contract # C000000010742			
Customer Agreement # MNWNC-108 / 4400002525			

Description	SKU	Unit Price	Quantity	Subtotal
Logitech G502 HERO Wired Gaming Mouse	AA324362	-	20	-

<b>Subtotal:</b>	<b>\$55,037.60</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$55,037.60</b>

## Important Notes

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### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm).

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringsspecificterms](http://www.dell.com/offeringsspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

**^DELL BUSINESS CREDIT (DBC):** Offered to business customers by WebBank, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. The Total Minimum Payment Due is the greater of either \$20 or 3% of the New Balance shown on the statement rounded up to the next dollar, plus all past due amounts. Dell and the Dell logo are trademarks of Dell Inc.

Category Number:  
Item Number: 3.



Monday, June 12, 2023

---

**Item Title:**

Resolution to award the Request for Proposal (RFP) #23-AHAS-25 to provide After Hours Answering Service for the TPCG.

**Item Summary:**

**RESOLUTION:** Concurring with the Parish Administration to award the RFP #23-AHAS-25 to provide After Hours Answering Service for TPCG to Coast Professional Inc.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Exec Summary	6/5/2023	Executive Summary
Resolution	6/5/2023	Resolution
Proposal Forms	6/5/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
RESOLUTION: to award the Request for Proposal #23-AHAS-25 After Hours Answering Service to Coast Professional Inc.

PROJECT SUMMARY (200 WORDS OR LESS)
Authorization to award RFP 23-AHAS-25 After Hours Answering Service to Coast Professional Inc.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The proposed work includes, but is not limited to, providing live operators that can forward messages and emails to designated staff and must have the ability to evaluate and prioritize the severity of important calls.

TOTAL EXPENDITURE				
\$43.83 per hour, per employee				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL	ESTIMATED			
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	<u>YES</u>	IF YES AMOUNT BUDGETED:	\$

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

Sharon Ellis  
Sharon Ellis, Purchasing/Warehouse Manager

June 5, 2023  
Date

**OFFERED BY:**  
**SECONDED BY:**

**RESOLUTION NO.** \_\_\_\_\_

**RESOLUTION** to award the Request for Proposal (RFP) # 23-AHAS-25 to provide After Hours Answering Services for the Terrebonne Parish Consolidated Government.

**WHEREAS**, on May 9, 2023, proposals were received by the Terrebonne Parish Consolidated Government, for RFP # 23-AHAS-23 for After Hours Answering Service, and

**WHEREAS**, after careful review by the Evaluation committee it has been determined that the proposal from Coast Professional Inc., should be accepted, and

**WHEREAS**, quantities stated are given as a general guide for bidding, Terrebonne Parish Consolidated Government reserves the right to increase or decrease quantities as needed at the same prices, and

**WHEREAS**, the effective date of this Contract is the date of execution of the contract by all parties. The initial term shall be three (3) years from the effective date. This Agreement shall automatically renew for consecutive one-year terms unless otherwise terminated in accordance with this Agreement, and

**WHEREAS**, the Parish Administration has concurred with the recommendation of the proposed RFP #23-AHAS-25 for After Hours Answering Service as per the attached forms, and

**NOW THEREFORE BE IT RESOLVED**, that the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, awards the above mentioned to Coast Professional, Inc., and that the Parish Administration and all other appropriate parties be and they are hereby, authorized to execute any and all contract documents associated therewith.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

Exhibit A (part of addendum 1)

OFFICIAL PROPOSAL FORM

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

**The fee(s) for providing the Services requested must be submitted on a separate pricing sheet provided by the Proposer.**

I HEREBY acknowledge receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Proposer is acknowledging): Addenda #1

SUBMITTED BY: Jonathan Prince, Chief Executive Officer

PROPOSER: Coast Professional, Inc.

SIGNED: 

NAME (PRINT): Jonathan Prince

TITLE: Chief Executive Officer

ADDRESS: 651 Downing Pines Road

CITY/STATE: West Monroe, Louisiana 71292

TELEPHONE: ( 585 ) 991-5200

FAX: ( 318 ) 807-5100

EMAIL ADDRESS: proposals@coastprofessional.com

**Exhibit A (part of addendum 1)**

**OFFICIAL PROPOSAL FORM**

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

**The fee(s) for providing the Services requested must be submitted on a separate pricing sheet provided by the Proposer.**

I HEREBY acknowledge receipt of the following Addenda: (Enter the number assigned to each of the addenda that the Proposer is acknowledging): Addendum 1

SUBMITTED BY: Gilson Software Solutions-PHA, LLC

PROPOSER: Gilson Software Solutions-PHA, LLC

SIGNED: 

NAME (PRINT): Matt Gilson

TITLE: President

ADDRESS: 1401 E Broward Blvd, Suite 205

CITY/STATE: Fort Lauderdale, FL, 33301

TELEPHONE: ( 888 ) 252-2338 x100

FAX: ( 954 ) 206-0301

EMAIL ADDRESS: matt@gilsonsoftware.com



Monday, June 12, 2023

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**Item Title:**

Resolution to award the Request for Qualifications (RFQ) to provide Professional Services for the DPW-South Campus Facility and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

**Item Summary:**

**RESOLUTION:** Concurring with the Parish Administration to award the RFQ to provide Professional Services for the DPW-South Campus Facility to ACSW Architects.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Exec Summary	6/5/2023	Executive Summary
Resolution	6/5/2023	Resolution
Recommendation	6/5/2023	Backup Material





## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: to award the Request for Qualifications to provide Professional Services for the Department of Public Works-South Campus Facility and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

### PROJECT SUMMARY (200 WORDS OR LESS)

To provide Professional Services for the Department of Public Works- South Campus Facility.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The Design Professional shall provide comprehensive services including, but not limited to, architectural services, civil, structural, mechanical, interior design, and interior/exterior signage, landscape architecture, construction administration; and all specialty consultants as required.

### TOTAL EXPENDITURE

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

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

<u>PARISHWIDE</u>	1	2	3	4	5	6	7	8	9
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*Sharon Ellis*

Signature, Purchasing/Warehouse Mgr.

June 5, 2023

Date

OFFERED BY:

SECONDED BY:

**RESOLUTION NO.**

**RESOLUTION**, to award the Request for Qualifications to provide Professional Services for the Department of Public Works-South Campus Facility and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

**WHEREAS**, Request for Qualifications were received on May 24, 2023, to provide Professional Services for the Department of Public Works-South Campus Facility, and

**WHEREAS**, the Evaluation Committee evaluated the proposals submitted, and recommends that the above-named RFQ be awarded to ACSW Architects, and

**WHEREAS**, the Parish Administration concurs with the recommendation to authorize the award of the RFQ to ACSW Architects for Professional Services for the South Campus Facility, and

**NOW THEREFORE BE IT RESOLVED**, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish Administration to award the Request for Qualifications to provide Professional Services to ACSW Architects, and

**BE IT FURTHER RESOLVED** that 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:



## Recommendation to Award Professional Services

June 1, 2023

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

RE: Recommendation to Award – Professional Services for Department of Public Works-  
South Campus Facility

Dear Ms. Ellis:

Terrebonne Parish Consolidated Government (TPCG) has received responses to an RFQ issued by the parish for Professional Services of the Department of Public Works- South Campus Facilities that sustained damages as a result of Hurricane Ida. Responsive qualifications were received by Ehlinger & Associates P.C. and ACSW Architects. Non-responsive qualifications were received by Chase Marshall Architects of which was irregular due to not submitting original copies. The responsive were reviewed and scored by a selection committee. After reviewing the selection committee's scores, Royal Engineers/Del Sol Consulting recommends an award be made to ACSW Architects for these services.

It is recommended that ACSW Architects enter into an approved and compliant contract based on disaster recovery reimbursement requirements for professional Services.

If there are any questions or concerns, please feel free to contact Chad Albert at (504) 259-1930.

Sincerely,

*Chad Albert*

Chad Albert  
Royal Engineers and Consultants

cc: Kandace Mauldin, TPCG-CFO  
David Rome – Public Works Director  
Scotty Dryden – Operations Manager of Pollution Control and Roads & Bridges

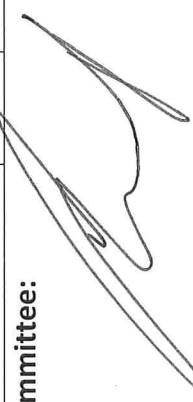
# Request for Qualifications (Score Sheet)

Hurricane Ida Damaged Facilities: DPW, South Campus Facility

Due Date: May 24, 2023, 2:00 pm

Firms			Ehlinger & Associates, P.C.	ACSW Architects
Evaluation Criteria	Points	Score	Score	Score
General Professional Impression	15	15	15	15
Quality and successful completion of Project w/similar size and cost	20	20	20	20
Firm's ability and capacity to perform the work	20	20	20	20
Time schedule and past experience at timely delivery of design documents	20	15	15	20
Firm's ability to demonstrate understanding of the project requirements (based on available info)	15	14	14	14
Familiarity w/TPCG facilities	10	0	0	0
<b>Total Possible Points</b>	<b>100</b>	<b>84</b>		<b>89</b>

Evaluation Committee:

 CHAS ACSENT  
 Sharon Ellis, TPCG  
 Scott Dryden, TPCG



Monday, June 12, 2023

---

**Item Title:**

Resolution to award the Request for Bids (rebid) received for Government Tower roof repair.

**Item Summary:**

**RESOLUTION:** Concurring with the Parish Administration to award the Request for Bids (rebid) received for the Government Tower Roof Repair due to damage from Hurricane Ida to Roofing Solutions, LLC.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Exec Summary	6/6/2023	Executive Summary
Resolution	6/6/2023	Resolution
Recommendation	6/6/2023	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: to award the Request for Re-bid to Roofing Solutions, LLC, and authorize the Parish President and/or his designee to execute the contract and provide for related matters.

### PROJECT SUMMARY (200 WORDS OR LESS)

Award bid received on May 23, 2023, to Roofing Solutions, LLC for the (rebid) Government Tower roof repair.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Repair to Government Tower roof due to damage from Hurricane Ida.

### TOTAL EXPENDITURE

\$559,000.00 (base bid)

\$112,000.00 (alternate #1)

\$671,000.00 (total bid)

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

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9

Sharon Ellis

Sharon Ellis, Purchasing/Warehouse Manager

June 5, 2023

Date

OFFERED BY:  
SECONDED BY:

**RESOLUTION NO. 23-**

**RESOLUTION**, to award the Request for Re-bids (RFBS) received for the Government Tower roof repair due to damage from Hurricane Ida to Roofing Solutions, LLC and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

**WHEREAS**, RFBs were received on May 23, 2023, Government Tower roof repair due to damage from Hurricane Ida, and

**WHEREAS**, based on the information provided GFP Architecture Interior Design (engineers assigned to this project) recommends awarding the contract to Roofing Solutions, LLC for a base bid **\$559,000.00**, and alternate #1 **\$112,000.00** for a total bid amount of **\$671,000.00** and

**WHEREAS**, the Parish Administration concurs with the recommendation to authorize the award of the RFB to Roofing Solutions, LLC for the repair to the re-bid of Government Tower roof 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 his designee to award the above mentioned for the roof repair damaged due to Hurricane Ida to Roofing Solutions, LLC, and

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

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:.

ABSENT:

**Sharon Ellis**

---

**From:** Jason Broussard <jbroussard@royalengineering.net>  
**Sent:** Monday, June 5, 2023 12:26 PM  
**To:** Kandace Mauldin; Sharon Ellis  
**Cc:** Chad Albert; Taylor Haley; Houston Lirette, Jr  
**Subject:** Government Tower Reroof  
**Attachments:** 20230523161640422.pdf; 20230523161442778.pdf

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---

The following project has been bid and awarded through GFP Architects and is over \$250K threshold thereby needing council approval through resolution.

1. Government Tower Reroof
  - a. Attached bid tab
  - b. Attached bid
  - c. Recommendation of award will follow once the alternate for the skylights is approved by Capital projects.

This was the rebid. Only one respondent. Let us know if you have any questions or need anything else.  
Thank you,



**JASON BROUSSARD** | Senior Project Manager

Royal Engineers & Consultants

1231 Camellia Blvd., Lafayette, LA 70508

○ (337) 456-5351 | C (337) 247-8871 | F (337) 456-5356 | [jbroussard@royalengineering.net](mailto:jbroussard@royalengineering.net)

[www.royalengineering.net](http://www.royalengineering.net) | [linkedin](https://www.linkedin.com/company/royal-engineering)





## BID TABULATION SHEET

<b>Project Name:</b>	Government Tower – Roof (Re-Bid)	<b>Bid Date/Time:</b>	May 23, 2023 @ 2:00 PM
<b>Owner:</b>	Terrebonne Parish Consolidated Government	<b>Bid Location:</b>	City of Houma Service Complex
<b>Owner's Project #:</b>	IDA-0043, FEMA 680836	<b>GFP Project #:</b>	2211A-1
		<b>Construction Estimate:</b>	\$503,353.00

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 & Address:	LA Lic. No.	Addenda Rec'd.	Bid Bond/ POA	Sign Auth.	Base Bid	Alternate #1	Alternate #2	Alternate #3
ROOFING SOLUTIONS	44190	✓	✓	✓	\$59,000	\$12,000	NA	NA
Total Bid Amount:								
Bid Remarks:								
Total Bid Amount:								
Bid Remarks:								
Total Bid Amount:								
Bid Remarks:								
Total Bid Amount:								
Bid Remarks:								
Total Bid Amount:								
Bid Remarks:								



Monday, June 12, 2023

---

**Item Title:**

Resolution to award the Request for Bids (RFBs) received for the Women's CJC repairs.

**Item Summary:**

**RESOLUTION:** Concurring with the Parish Administration to award the RFBs for the Women's CJC repairs due to damages from Hurricane Ida to Grand Isle Shipyard, LLC.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Exec Summary	6/6/2023	Executive Summary
Resolution	6/6/2023	Resolution
Recommendation	6/6/2023	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: to award the Request for Bids (RFBS) received for the Women's CJC repairs due to damages from Hurricane Ida to Grand Isle Shipyard, LLC and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

### PROJECT SUMMARY (200 WORDS OR LESS)

Award bids received to Grand Isle Shipyard, LLC.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Repairs to the Women's Correctional Justice Center due to damages from Hurricane Ida.

### TOTAL EXPENDITURE

\$2,383,900.00 base bid  
\$ 153,891.65 Alt # 1  
\$ 81,935.00 Alt # 2  
**\$2,619,726.65 (total bid)**

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

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**7**

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*Sharon Ellis*

Sharon Ellis, Purchasing/Warehouse Manager

June 5, 2023

Date

OFFERED BY:  
SECONDED BY:

**RESOLUTION NO. 23-**

**RESOLUTION**, to award the Request for Bids (RFBS) received for the Women's CJC repairs due to damages from Hurricane Ida to Grand Isle Shipyard, LLC and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

**WHEREAS**, RFBs were received on May 25, 2023, for Women's CJC repairs due to damages from Hurricane Ida, and

**WHEREAS**, based on the information provided by Cheramie+bruce Architects (engineers assigned to this project) recommends awarding the bid to Grand Isle Shipyard, LLC for a base bid **\$2,383,900.00**, alternate #1(HVAC upgrades) **\$153,891.65** and alternate #2 (Epoxy Floors) **\$81,935.00** for a total bid amount of **\$2,619,726.65**, and

**WHEREAS**, the Parish Administration concurs with the recommendation to authorize the award of the RFBs to Grand Isle Shipyard, LLC for the Women's CJC repairs due to damages 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 his designee to award the above mentioned for the Women's CJC repairs due to Hurricane Ida to Grand Isle Shipyard, LLC, and

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

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:.

ABSENT:

**Sharon Ellis**

---

**From:** Jason Broussard <jbroussard@royalengineering.net>  
**Sent:** Monday, June 5, 2023 10:39 AM  
**To:** Kandace Mauldin; Sharon Ellis  
**Cc:** Chad Albert; Taylor Haley; Daniel Bruce  
**Subject:** Women's Correctional Justice Center - Ida Repairs Project  
**Attachments:** COR-GIS-001 NOTICE OF CONSIDERATION OF AWARD.pdf; COR-TPCG-002 BID RECOMMENDATION.pdf; BIDTAB.001.pdf

---

## External Sender

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---

The following project has been bid and awarded through Cheramie Bruce Architects, and is over \$250K threshold thereby needing council approval through resolution.

1. Women's Correctional Justice Center Repairs
  - a. Attached notice of consideration
  - b. Attached bid recommendation
  - c. Attached bid tab

Let us know if you have any questions or need anything else.  
Thank you,



**JASON BROUSSARD** | Senior Project Manager

Royal Engineers & Consultants

1231 Camellia Blvd., Lafayette, LA 70508

O (337) 456-5351 | C (337) 247-8871 | F (337) 456-5356 | [jbroussard@royalengineering.net](mailto:jbroussard@royalengineering.net)

[www.royalengineering.net](http://www.royalengineering.net) | [linkedin](#)

**cheramie+bruce architects**  
**professional corporation**

May 25, 2023

Terrebonne Parish Consolidated Government  
P.O. Box 6097  
Houma, Louisiana 70361-6097

**Attention: Jason Broussard, TPCG Project Manager, Royal Engineering**

RE: **TPCG Hurricane Ida – Women’s Correctional Justice Center Repairs**  
**3181 Grand Caillou Road**  
**Houma, Louisiana**  
**Architect’s Project Number: T667B-0622**

Dear Jason:

Based upon the review of the bids received and contingent on review of Post Bid information to be submitted by the apparent low bid contractor and review by the TPCG’s FEMA Consultant in conjunction with GOHSEP and FEMA, please accept this letter as our recommendation, barring any exceptions taken by the TPCG, to award the Base Bid, Alternate Number One (1) and Alternate Number (2) to the apparent low bidder, as follows:

Brad Pregeant, Vice President  
Grand Isle Shipyard, LLC  
18838 Highway 3235  
Galliano, LA 70354  
Louisiana Contractor’s License: 8656

<u>Architect’s Opinion of Cost (OPC) Base Bid:</u>	<u>\$ 2,213,302.00</u>
Base Bid:	\$ 2,383,900.00
Alternate Number One (1) – HVAC Upgrades:	\$ 153,891.65
Alternate Number Two (2) – Epoxy Floors:	<u>\$ 81,935.00</u>
<b>Total Contract Award:</b>	<b>\$ 2,619,726.65</b>

**Contract Time:**

Phase 1: Re-roofing	<b>240 Days</b>
Phase 2: HVAC and Interior Repairs	<b>300 Days (concurrent with Phase 1)</b>

Enclosed please find copies of the following data:

- Bid Tabulation of the Bids received @ 2:00 PM, Thursday, May 25, 2023

We request this recommendation be placed as an agenda item on the **June 12, 2023** Public Services Committee of the Terrebonne Parish Council.

We trust this meets with your approval, but should there be any questions, please do not hesitate

to call.

Sincerely,

**cheramie+bruce architects**  
**professional corporation**



Daniel M. Bruce, Jr., AIA  
Project Architect

DMB/bdb

cc : Ms. Joan Schexnayder, PE TPCG  
Ms. Jeanne P. Bray, Capital Project Administrator  
Kandace Mauldin, CPA

#2/ T667B  
COR-TPCG-002 BID RECOMMENDATION

Post Office Box 1247  
Houma, Louisiana 70361  
Tel. 985/868-5020  
Email: daniel@cb-arch.com

**cheramie+bruce architects**  
professional corporation

May 25, 2023

Brad Pregeant, Vice President  
Grand Isle Shipyard, LLC  
18838 Highway 3235  
Galliano, LA 70354

RE: **TPCG Hurricane Ida – Women's Correctional Justice Center Repairs**  
**3181 Grand Caillou Road**  
**Houma, Louisiana**  
**Architect's Project Number: T667B-0622**

Dear Pregeant:

Please accept this correspondence as written "Notice of Consideration for Bid Award" for the apparent low bid submitted by Grand Isle Shipyard, LLC for the referenced project.

Please submit the following information to this office, within ten (10) days, so we may evaluate the bid and make our final recommendation to the Owner.

1. Criminal Attestation Affidavit
2. E-Verification Form
3. FEMA Forms

An email transmittal in .pdf format of the above post bid documentation will be acceptable with originals sent via US Mail.

Sincerely,

**cheramie+bruce architects,**  
**professional corporation**



Daniel M. Bruce, Jr., AIA  
Principal

Transmitted by Email  
Original will not be mailed.

cc: Jason Broussard, Project Manager, Royal Engineering

#3/T667B  
COR-GIS-001 NOTICE OF CONSIDERATION OF AWARD

Post Office Box 1247  
Houma, Louisiana 70361  
Tel. 985-868-5020  
email: daniel@cb-arch.com



**cheramie+bruce architects**  
professional corporation

May 25, 2023

PROJECT: **TPCG Hurricane Ida – Women's Correctional Justice Center Repairs**  
**3181 Grand Caillou Road**  
**Houma, Louisiana**  
**Architect's Project Number: T667B-0622**

RE: **BID TABULATION 2:00 PM**  
**BASE BID BUDGET: \$2,213,302.00**

BIDDERS	LIC. NO.	A A	S S	C R	B B	BASE BID	ALTERNATE #1	ALTERNATE #2	ALTERNATE #3
<b>Group Contractors</b>	31838	X	X	X	X	2,969,500.00	164,500.00	52,000.00	N/A
<b>Tasch, LLC</b>	45736	X	X	X	X	2,547,000.00	298,000.00	56,000.00	N/A
<b>TBT Contractors</b>	67045	X	X	X	X	3,064,000.00	118,350.00	55,970.00	N/A
<b>Foret Group</b>	44882	X	X	X	X	2,750,000.00	176,400.00	74,400.00	N/A
<b>Grand Isle Shipyard</b>	8656	X	X	X	X	2,383,900.00	153,891.65	81,935.00	N/A

AA-ACKNOWLEDGE ADENDA  
S-SIGNED  
CR-CORPORATE RESOLUTION SIGNED EVIDENCE  
BB-BID BOND

#4/T667B  
BIDTAB

Post Office Box 1247  
Houma, Louisiana 70361  
Tel. 985-868-5020  
email: daniel@cb-arch.com



Monday, June 12, 2023

---

**Item Title:**

RESOLUTION Award Bid 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract)

**Item Summary:**

**RESOLUTION:** Concurring with the Parish Administration to award Bid 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract) to the lowest qualified bidders, Ferguson Waterworks, Coburn's Supply, and John H. Carter.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	6/7/2023	Executive Summary
Resolution	6/7/2023	Resolution
Support Material	6/7/2023	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

RESOLUTION: Bid 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract)

### PROJECT SUMMARY (200 WORDS OR LESS)

Award to the lowest qualified bidders, Ferguson Waterworks, Coburns Supply and John H. Carter and reject the bid of Stuart C. Irby.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide gas material for new installations and the maintenance/repair of existing gas meters and lines to ensure the safe distribution of natural gas throughout the parish

### TOTAL EXPENDITURE

This is considered Warehouse inventory. Quantities may increase or decrease within a six (6) month period.

#### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

#### IS PROJECTALREADY BUDGETED: (CIRCLE ONE)

☒ N/A

☐ NO

☐ YES

IF YES AMOUNT  
BUDGETED:

Warehouse Inventory - No Budget  
Given

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

Sharon Ellis, Purchasing/Warehouse Manager

6-7-2023

Date

OFFERED BY:  
SECONDED BY:

RESOLUTION NO.

**WHEREAS**, on May 15, 2023, bids were received electronically via Central Auction House by the Terrebonne Parish Consolidated Government (TPCG) for Bid 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6-Month Requirements Contract) for Warehouse inventory, and

**WHEREAS**, after careful review by the Purchasing/Warehouse Division and the Gas Distribution Division it has been determined that the bids of Ferguson Waterworks, Coburns Supply and John H. Carter are the lowest qualified bids for the items on the attached listings, and the bid of Stuart C. Irby must be rejected for failure to provide the signature authorization as required by LA R.S. 38:2212(B)(5), and

**WHEREAS**, should the awarded vendor be unable to supply the Warehouse with the required gas material, the division shall be authorized to award the item(s) to the next lowest qualified bidder, and

**WHEREAS**, Parish Administration has concurred with the recommendation to award Bid 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract) to the aforementioned bidders as per the attached documents.

**NOW, THEREFORE BE IT RESOLVED** by the Terrebonne Parish Council (Budget & Finance Committee), on behalf of the Terrebonne Parish Consolidated Government that the recommendation of Parish Administration be accepted for the purchase of gas distribution material for warehouse inventory.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared the resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

## Bid Cover Sheet

**Bid Name:** BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract)

**Bid(s) Received:** 3

**Bid Date:** 05/15/2023

**Bids Opened By:** Gina Bergeron

---

<u>Bidder's Name:</u>	<u>Amount:</u>	<u>Check:</u>	<u>Bond:</u>
Coburn's	\$0.00		0.00
Ferguson Waterworks	\$0.00		0.00
John C. Carter	\$0.00		0.00

**Award Bid To:**

**Amount:** .00

**Purshasing Department Comments:**

Four bids were submitted. John H. Carter, Ferguson Waterworks, and Coburn's provided the proper documentation as required by the "Instructions for Bidders." The bid of Stuart C. Irby must be rejected for failure to provide the Signature Authorization as required by LA R.S. 38:2212(B)(5) and taking exception to required bid \* terms. The file is being forwarded to the requesting Division for review of compliance with the specifications and award recommendations. Specifications are available upon request by the Purchasing Division.



## Purchasing Bid Form Listing &gt; Maintenance Bid: '7989'

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

Bid Form Id: 7989

Bid Name: BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Ma

\* Bids Opened By: Gina Bergeron

\* Department: Finance

\* Division:

Bid Type: Bid Cover Sheet

Approval Sequence:

1. Division Head - approved on 05/16/2023 by purh08
2. Department Head - approved on 05/21/2023 by kmauldin
3. Chief Financial Officer - approved on 05/21/2023 by kmauldin
4. Parish Manager - approved on 05/22/2023 by mctoups
5. Parish President - approved on 05/22/2023 by ladams
6. Purchasing Manager - approved on 05/22/2023 by purh08

\* Date: 05/15/2023 (mm/dd/yyyy)

Related RFB: Purchase New/Unused Gas Distribution Material

Charge Account: 380-000-1151-00

Estimated Price: 180000.00

Amount Budgeted: .00

Status: Complete

Comments: Four bids were submitted. John H. Carter, Ferguson Waterworks, and Coburn's provided the proper documentation as required by the "Instructions for Bidders." The bid of Stuart C. Irby must be rejected for failure to provide the Signature Authorization as required by LA R.S. 38:2212(B)(5) and taking exception to required bid \* terms. The file is being forwarded to the requesting Division for review of compliance with the specifications and award recommendations. Specifications are available upon request by the

Award Bid To:

Award Amount: .00

## Bidders:

\* Name: Coburn's

\* Amount:

[Remove Bidder Entry](#)



\* Check: 0  
\* Bond: 0.00

\* Name: Ferguson Waterworks  
\* Amount: .00  
\* Check: 0  
\* Bond: 0.00

Remove Bidder Entry

\* Name: John C. Carter  
\* Amount: .00  
\* Check: 0  
\* Bond: 0.00

Remove Bidder Entry

Add New Bidder

### Additional Departments

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

#### Documents:

DOC051623-003.pdf - Added By Gina Bergeron (purh05)

Bid  
Documents

Edit

Delete

23-WHSE-27 Gas Mat CAH Tabs.xls - Added By Gina Bergeron  
(purh05)

Bid  
Tabulations

Edit

Delete

Add New Document

Save Changes

\* Denotes required fields.

Bid added by Gina Bergeron on 05/16/2023

BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract) - Coburn's				
Item 15	Tee1" X 1/2" X 1" Test EDP 2444200 Domestic Galvanized onlyAnvil Figure 1105Ro	Qty:50	\$	12.29
Item 16	Elbow1-1/4" X 1-1/2" Galvanized Domestic Galvanized only Anvil Figure 1101Ror e	Qty:50	\$	17.34
Item 17	Elbow3/4" Galvanized Domestic Galvanized only Anvil Figure 1101 or equal	Qty:12	\$	2.90
Item 18	Nipple 1 1/4 X 12 Galvanized Domestic Galvanized only	Qty:12	\$	19.62
Item 19	Nipple 1 1/4 X 10 Galvanized Domestic Galvanized only	Qty:25	\$	16.36
Item 20	Nipple 1" x 2" Galvanized Domestic Galvanized only	Qty:25	\$	3.15
Item 21	Nipple1 X 2 1/2Galvanized Domestic Galvanized only	Qty:25	\$	3.99
Item 23	Nipple1 X 4Galvanized Domestic Galvanized only	Qty:50	\$	4.79
Item 24	Nipple1 X 5 Galvanized Domestic Galvanized only	Qty:100	\$	5.88
Item 25	Nipple1 X 5-1/2 Galvanized Domestic Galvanized only	Qty:50	\$	6.68
Item 26	Nipple1 X 8Galvanized Domestic Galvanized only	Qty:100	\$	11.16
Item 27	Nipple1 X 10Galvanized Domestic Galvanized only	Qty:100	\$	12.74
Item 28	Nipple1 X 12Galvanized Domestic Galvanized only	Qty:100	\$	14.84
Item 32	Plug3/8" HEX Galvanized	Qty:15	\$	1.34
Item 33	Plug1/2" HEX Galvanized Domestic Galvanized only	Qty:25	\$	0.76
Item 34	Plug1/4" Galvanized Domestic Galvanized only	Qty:10	\$	0.33
Item 37	Bushing1-1/2 X 1 Galvanized Domestic Galvanized only Class 150 or equal	Qty:50	\$	9.99
Item 39	Collar1" Galvanized Domestic Galvanized only Anvil Figure 1121 or equal	Qty:50	\$	6.53
Item 40	Collar 1-1/4" Galvanized Domestic Galvanized only Anvil Figure 1121 or equal	Qty:50	\$	9.21
Item 44	Tape 2" Gas Detecto Yellow Terra-Tape 620 or equal	Qty:15	\$	23.27
Item 57	Anode-1 LB. Corpro Co. Cathodic Protection Galvomag 32# W/ 10 Wireor equal	Qty:5	\$	60.68
Item 67	Tape Pipe Wrap 2" Temflex 1100 or equal	Qty:12	\$	7.33



BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract) - Ferguson			
Item 2	Coupling 1"IPS X 1"IPS COMP. Continental Industries 5657-52-1014-00 or equal	Qty:12	\$ 55.00
Item 3	Adapter-1"MPTX1"IPS Compression Continental Industries 1442-00-0914-00or equal	Qty:1	\$ 70.00
Item 4	Valve 1" Non-Insulated GAS GalvanizedMueller H-11175-G- 1"or equal	Qty:200	\$ 36.00
Item 5	Valve 1-1/4"GAS Galvanized Mueller H-1175-G 1 1/4" or equal	Qty:12	\$ 80.00
Item 6	Valve 2"GAS Galvanized Mueller H-11175-G-2"or equal	Qty:12	\$ 90.00
Item 7	Valve 2"POLY-PE3408/SDR11 Poly Valve2-89211or equal	Qty:1	\$ 75.00
Item 8	Valve 4"POLY-PE3408/SDR11 Poly Valve4-89111or equal	Qty:1	\$ 250.00
Item 9	CLAMP 2" (CI & ST) X 15" 2.35 - 2.63 O.D. Full Circle Clamp Smith Blair 225-10023815-000or equal	Qty:6	\$ 135.00
Item 10	Clamp 2" SS Full Circle Collar LeakSmith Blair 269-0263807-000or equal	Qty:3	\$ 130.00
Item 11	Clamp4" SS Full Circle Collar Leak Smith Blair 269-045007-000 or equal	Qty:3	\$ 165.00
Item 12	Tee 1" Galvanized Domestic Galvanized only Anvil Figure 1105 or equal	Qty:50	\$ 8.00
Item 13	Tee2" P.E.3408/68M020110TSTRB Performance 1006426 or equal	Qty:6	\$ 6.00
Item 14	Tee4" P.E. Butt Fused 68M040110TSTRB Performance 1006434 or equal	Qty:6	\$ 22.00
Item 22	Nipple1 X 4-1/2 Galvanized Domestic Galvanized only	Qty:25	\$ 7.00
Item 29	Plug1" Galvanized Domestic Galvanized only	Qty:150	\$ 3.25
Item 30	Plug3/4" CTS Continental Industries 3259-53-1006-00or equal	Qty:20	\$ 40.00
Item 31	Plug 1" IPS Continental Industries 5657-53-1014-00 or equal	Qty:25	\$ 55.00
Item 35	Cap 1"IPS PLASTIC END DRISCOPLEX 6800 Performance 1007908 or equal	Qty:50	\$ 3.00
Item 36	Cap 3/4"IPS PLASTIC END DRISCOPLEX 6800* Performance 100545 or equal	Qty:15	\$ 2.25
Item 38	Bushing1/2 X 3/8 Galvanized Domestic Galvanized only Class 150 or equal	Qty:50	\$ 1.25
Item 41	Collar1" Steel 3000# Anvil Figure 2117 or equal	Qty:50	\$ 8.25
Item 42	Reducer 2"PE TO WELD END Steel Adapter to Performance PipeCentral Plastics 650020200800or equal	Qty:15	\$ 59.00
Item 43	Reducer 4"PE TO WELD END Steel APAPTER to Performance Pipe Central Plastics 650040400810or equal	Qty:15	\$ 135.00
Item 45	Cast Iron 2" Riser Opelika Foundry6016 B-2"or equal	Qty:24	\$ 30.00
Item 46	Cast Iron 4" Riser Opelika Foundry 6016 B-4"or equal	Qty:10	\$ 50.00
Item 47	Plastic Valve Box Bottom 105 2" or 4"Valve 24" Fig. P-500-B Screw Type Brigham & Taylor 105 or equal	Qty:48	\$ 155.00
Item 48	Plastic Valve Box Top-5 1/4" Screw Type Bigham & Taylor 105 or equal	Qty:30	\$ 95.00
Item 49	Cast Iron 5-1/4" "GAS" Cap Standard round Drop-in Lid Bingham & Taylor Figure P-500 (GAS) GRESLGRD or equal	Qty:15	\$ 35.00
Item 50	Pipe 2" PE Yellow Stripe DRISCO 6800 Performance SDR11-3408 or equal	Qty:5000	\$ 1.55
Item 51	Pipe 1" IPS Tubing Performance SDR11-3408 or equal	Qty:10	\$ 1.10
Item 52	Saddle 3/4" IPS X 1" PE IPS SteelTap Continental Industries 1302-13-1014-00or equal	Qty:6	\$ 305.00
Item 53	Saddle 2" IPS X1" IPS Steel Tap Continental Industries 1302-17-1014-00or equal	Qty:15	\$ 375.00
Item 54	Saddle 4" IPS X 1" IPS Steel Tap Continental Industries 1302-21-1014-00or equal	Qty:10	\$ 485.00
Item 55	Saddle 4" X 1" IPS Electrofuse Tapping Central Plastic 5750814 or equal	Qty:60	\$ 85.00
Item 56	Saddle 2" X 1" IPS Electrofuse Tapping Central Plastic 5750812 or equal	Qty:60	\$ 25.00
Item 61	Regulator Type CS800IR 4B Body 1 1/2 Orifice 1/2 Spring 5.5 - 8.5 IN WC Max in 100 PSI Relief INT or equal	Qty:2	\$ 525.00
Item 62	Regulator Type CS800IR 3BBody 1 1/2 Orifice 3/8 Spring 5.5 - 8.5 IN WC Max in 100 PSI Relief INT or equal	Qty:2	\$ 525.00
Item 63	Regulator 1 1/2" NPT 2.5-5.5 PSI Range 1/2" Orifice Internal relief Fisher CS-2780-600304 or equal	Qty:2	\$ 525.00
Item 65	Riser 1"IPS X 1"MPT(Drisco 6800) Long with Performance PIPE Central Plastic 632-0101 CP 36V x 24H or equal	Qty:60	\$ 60.00
Item 66	Riser 1"IPS X 1"MPT (DRISCO 6800) Short With Performance Pipe Central Plastic 638-0222 24V x 24Hor equal	Qty:100	\$ 50.00
Item 68	Pipeline Marker #3YC7YT00BCPD Dome Marker PM-303 or equal	Qty:50	\$ 200.00
Item 69	Splice Kit Direct Bury 3M DBR/Y-6 or equal	Qty:50	\$ 10.00
Item 70	Swedge 2"X1 1/2" standard Anvil Domestic Only or equal	Qty:10	\$ 65.00
Item 71	Swedge 1"X1 1/2"XH Anvil Domestic Only or equal	Qty:10	\$ 50.00
Item 72	Collar 2" IPS Electrofuse Coupling C5750642 or equal	Qty:12	\$ 10.00
Item 73	Collar 4" IPS Electrofuse Coupling F128030 or equal	Qty:12	\$ 20.00
Item 74	Class 415 Meter including all accessories	Qty:150	\$ 545.00
Item 75	Class Sonix 880 Meter including all accessories	Qty:100	\$ 1,425.00
Item 78	Tee 3/4" Galvinize Domestic only	Qty:25	\$ 6.00
Item 79	Elbow 2" PE Butt Fused 68M020110L90DB or eaequal	Qty:25	\$ 6.50
Item 80	Nipple 3/4" x Close Galvanized Domestic	Qty:50	\$ 1.25

1/2

Item 81	Nipple 1-1/4 X 8 Galvanized Domestic Galvanized only	Qty:50	\$ 16.00
Item 82	Nipple 1-1/4 X 4-1/2 Galvanized Domestic Galvanized only	Qty:50	\$ 8.50
Item 83	Nipple 1-1/4 X 5 Galvanized Domestic Galvanized only	Qty:50	\$ 8.50
Item 84	Nipple 1-1/4 X 6 Galvanized Domestic Galvanized only	Qty:50	\$ 10.00
Item 85	Nipple 1-1/4 X 2 Galvanized Domestic Galvanized only	Qty:50	\$ 6.00
Item 86	Nipple 1-1/4 X 3 Galvanized Domestic Galvanized only	Qty:50	\$ 6.00
Item 87	Nipple 1-1/4 X 3-1/2 Galvanized Domestic Galvanized only	Qty:50	\$ 6.00
Item 88	Cap 2" Galvanized Domestic Only	Qty:20	\$ 12.00
Item 89	Cap 3/4" Galvanized Domestic Only	Qty:20	\$ 4.00
Item 90	Cap 1/2" Galvanized Domestic Only	Qty:25	\$ 3.00
Item 91	Cap 2" PE Drisco # 2PE8300CA Performance 1006420 or equal	Qty:25	\$ 8.00
Item 92	Cap 1" IPS Plastic EndPerformance E1014430 or equal	Qty:25	\$ 8.00
Item 93	Bushing 2" x 1 1/2" Galvanized domestic only	Qty:25	\$ 12.00
Item 94	Meter 275 CFH Gas Sensus including all accessories	Qty:150	\$ 165.00
Item 95	SADDLE 2"IPS X 1"IPS PLASTIC TAP Continental 5361-17-1014-00 or equal	Qty:25	\$ 82.00
Item 96	SADDLE 4"IPS X 1"IPS PLASTIC TAP Continental 5361-21-1014-00 or equal	Qty:25	\$ 125.00

2/2

**BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract) John H. Carter**

Item 58	Regulator1" Straight Body 3/16" Orifice 5- 8.5" W.C. Spring Internal Relief Valve 4 oz Fisher HSR 1" or equal			Qty:360	\$ 68.40
Item 59	Regulator3/4" X 1"Fisher FSHSRDCBAMYN or equal			Qty:12	\$ 73.53
Item 60	Regulator 1" (small) HSR COBAMYN J2 Body 1 x 1 Spring 6-8 WC Orifice 1/4" or equal			Qty:24	\$ 73.53
Item 64	Regulator Type CS400IR Body 1 1/2 Orifice 1/2 Spring 1-2 PSI Max in 40 PSIFisher CS-2389-204211 or equal			Qty:2	\$ 503.44
Item 76	Class 3000 Rotary Meter			Qty:2	\$ 2,100.00
Item 77	Class 5,000 Rotary Meter			Qty:2	\$ 1,810.00

OFFICIAL BID FORM

SECTION "A"

(Must be completed and uploaded as an attachment with bid)

**BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract)**

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

The quantities referenced are estimated, TPCG reserves the right to increase, or decrease quantities, at the unit price stated in the bid within a six-month period.

.....

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the materials as specified herein, all in strict accordance with the bid documents prepared by: TPCG Purchasing Division and dated April 2023

**NAME OF BIDDER:** Coburns Supply

**ADDRESS OF BIDDER:** 5186 Highway 311, Houma, LA 70360

**NAME OF AUTHORIZED SIGNATORY BIDDER:** *(Printed or Typed)* Matthew Thames

**SIGNATURE OF AUTHORIZED SIGNATORY BIDDER** 

**TITLE OF AUTHORIZED SIGNATORY BIDDER:** Estimator

**DATE:** 5-15-2023

**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)

## **CORPORATE RESOLUTION**

**BE IT RESOLVED** by the Board of Directors of Coburn Supply Company Inc. (Coburn), in a meeting duly assembled, that Matthew Thames (Agent) be and he is hereby authorized, empowered, and directed to act for and on behalf of Coburn in all negotiations, bidding, concerns, and transactions and sign any and all documents which, in Agent's sole discretion, he deems necessary for Coburn to transact and conduct business with the Terrebonne Parish Consolidated Government (Government) relative to Coburn submitting a bid to Government in connection with Government's Bid 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract).

## **CERTIFICATE**

I, James J. Adams, Secretary of Coburn Supply Company, Inc., do hereby certify that the above and foregoing is a true and correct copy of a Resolution unanimously adopted at a meeting of the Board of Directors of Coburn Supply Company, Inc., at which meeting at least a majority of the Board of Directors were present and voted thereon, and that said Resolution has been spread upon the minute books of Coburn Supply Company, Inc., and same is now in full force and effect.

**WITNESS MY SIGNATURE** on May 5, 2023 at Lafayette, Louisiana.

  
James J. Adams, Secretary of  
Coburn Supply Company, Inc.

CORPORATE SEAL

OFFICIAL BID FORM

SECTION "A"

(Must be completed and uploaded as an attachment with bid)

BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract)

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

The quantities referenced are estimated, TPCG reserves the right to increase, or decrease quantities, at the unit price stated in the bid within a six-month period.

.....

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the materials as specified herein, all in strict accordance with the bid documents prepared by: TPCG Purchasing Division and dated April 2023

NAME OF BIDDER: Ferguson Waterworks

ADDRESS OF BIDDER: 2056 Sorrel Ave  
Baton Rouge LA 70802

NAME OF AUTHORIZED SIGNATORY BIDDER: (Printed or Typed) Cathy McCarthy

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER Cathy McCarthy

TITLE OF AUTHORIZED SIGNATORY BIDDER: Branch Manager

DATE: 5/12/23

**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)

## SECRETARIAL CERTIFICATE OF AUTHORIZATION

The undersigned Assistant Secretary of Ferguson Enterprises, LLC, duly organized and existing under the laws of Virginia (the "Company"), hereby designates and certifies that the following employee of the Company, is authorized, on behalf of the Company to take the action(s) designated herein and to execute any and all documents necessary to further such actions:

Individual Name: Cathy McCarthy

Title: Branch Manager II

Authorized Action(s):

1. To enter into contracts, agreements or other documents, and to execute such documents and undertake all such acts as may deemed in the best interest of the Company.
2. To prepare and submit bids and proposals to the Company's customers.

This certificate of authorization shall be effective from the date hereof until December 15, 2023 unless withdrawn sooner in writing. The provisions of this Certificate are in conformity with a Resolution adopted by the Board of Directors of the Company effective .

In witness whereof, I have hereunto subscribed my name and affixed the seal of the Company, effective December 16, 2022.



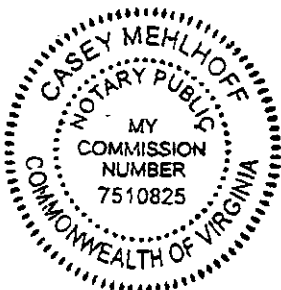
(Company Seal)

Ferguson Enterprises, LLC

Wesley E. Rice  
Assistant Secretary

Commonwealth of Virginia  
City of Newport News

Sworn to subscribe and acknowledged before me on December 16, 2022, by Wesley E. Rice, personally known to me, in his capacity as Assistant Secretary of Ferguson Enterprises, LLC, a Virginia LLC, on behalf of such Company.



(Notary Seal)

Notary - Casey Mehlhoff  
My commission expires: July 31, 2026



OFFICIAL BID FORM

SECTION "A"

(Must be completed and uploaded as an attachment with bid)

BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract)

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

The quantities referenced are estimated, TPCG reserves the right to increase, or decrease quantities, at the unit price stated in the bid within a six-month period.

.....

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the materials as specified herein, all in strict accordance with the bid documents prepared by: TPCG Purchasing Division and dated April 2023

NAME OF BIDDER: John H. Carter Co, Inc.

ADDRESS OF BIDDER: 17630 Perkins Road

Baton Rouge, LA 70810

NAME OF AUTHORIZED SIGNATORY BIDDER: (Printed or Typed) Todd Zirkle

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER 

TITLE OF AUTHORIZED SIGNATORY BIDDER: Vice President

DATE: 5.15.23

**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)**



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

**July 9, 2021**

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

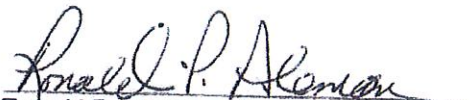
**WHEREAS**, the Board has determined that it is advisable and in the best interests of the Corporation to authorize Robert Wagnon, Dan Childress, Richard Lewis, Stan Sellers, Tim Walker, Kelli Conerly, and Todd Zirkle to execute contracts, purchase order acknowledgements, and any other documents as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

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

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

  
Todd E. Gilbertson, Chairman

  
Charles D. Fournier, Director

  
Ronald P. Aleman, Director

  
Robert G. Wagnon, Director

Toggle navigation

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**Central Bidding Time:** Tue May 16 2023 09:35:49 GMT-0500 (Central Daylight Time)

Location: **Jackson > Mississippi > USA**  
Name: **Chelsi Brown**  
Email: **cbrown@irby.com**  
Address: **815 Irby Drive**  
Zip code: **39201**  
Contact number: **5398428214**  
Official Company/Business Name: **Stuart C. Irby**

Is your company/organization  
registered as a Disadvantaged Business  
Enterprise (DBE)?: **No**

Is your company owned my a female?: **No**

Is your company owned by a  
minority?: **No**

Contractor's License  
Number/Certificate of Responsibility  
Requirement Number::

NIGP Codes: (Commodity code categories) **03125 - Controls: Limit Switches,  
Relays, Thermostats, Gas Valves, etc.**  
**67014 - Gas Meters, Indicating and  
Recording**

**Where To?**

 [Main Menu](#)

OFFICIAL BID FORM

SECTION "A"

(Must be completed and uploaded as an attachment with bid)

**BID 23-WHSE-27 Purchase of New/Unused Gas Distribution Material (6 Month Requirements Contract)**

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

The quantities referenced are estimated, TPCG reserves the right to increase, or decrease quantities, at the unit price stated in the bid within a six-month period.

.....

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) hereby proposes to provide the materials as specified herein, all in strict accordance with the bid documents prepared by: TPCG Purchasing Division and dated April 2023

NAME OF BIDDER: Stuart C. Irby

ADDRESS OF BIDDER: 815 Irby Drive

Jackson, MS 39201

NAME OF AUTHORIZED SIGNATORY BIDDER: (Printed or Typed) Chelsi Brown

SIGNATURE OF AUTHORIZED SIGNATORY BIDDER Chelsi Brown

TITLE OF AUTHORIZED SIGNATORY BIDDER: Strategic Accounts Coordinator

DATE: 05/15/2023

**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)



<input checked="" type="checkbox"/>	84	50	each	Nipple 1-1/4 X 6 Galvanized Domestic Galvanized only	3310300	ANVIL	4.97	248.5000
<input checked="" type="checkbox"/>	85	50	each	Nipple 1-1/4 X 2 Galvanized Domestic Galvanized only	3310284	ANVIL	2.67	133.5000
<input checked="" type="checkbox"/>	86	50	each	Nipple 1-1/4 X 3 Galvanized Domestic Galvanized only	3310288	ANVIL	2.91	145.5000
<input checked="" type="checkbox"/>	87	50	each	Nipple 1-1/4 X 3-1/2 Galvanized Domestic Galvanized only	3310290	ANVIL	3.45	172.5000
<input checked="" type="checkbox"/>	88	20	each	Cap 2" Galvanized Domestic Only	3199007	ANVIL	9.56	191.2000
<input checked="" type="checkbox"/>	89	20	each	Cap 3/4" Galvanized Domestic Only	3199005	ANVIL	3.26	65.2000
<input checked="" type="checkbox"/>	90	25	each	Cap 1/2" Galvanized Domestic Only	3199005	ANVIL	2.35	58.7500
<input checked="" type="checkbox"/>	91	25	each	Cap 2" PE Drisco # 2PE8300CA Performance 1006420 or equal	1006420	PERFOF	2.61	65.2500
<input type="checkbox"/>	92	25	each	Cap 1" IPS Plastic EndPerformance E1014430 or equal				
<input checked="" type="checkbox"/>	93	25	each	Bushing 2" x 1 1/2" Galvanized domestic only	3199076	ANVIL	9.27	231.7500
<input type="checkbox"/>	94	150	each	Meter 275 CFH Gas Sensus including all accessories				
<input type="checkbox"/>	95	25	each	SADDLE 2"IPS X 1"IPS PLASTIC TAP Continental 5361-17-1014-00 or equal				
<input type="checkbox"/>	96	25	each	SADDLE 4"IPS X 1"IPS PLASTIC TAP Continental 5361-21-1014-00 or equal				
<b>Total Extended Price:</b>								133,745.1900

Vendor Contractor Number \_\_\_\_\_

*S.C. Ioby*

Enter all information required on the outside of the sealed envelope in the box below \_\_\_\_\_

ALL ITEMS ARE FOB: SHIPPING POINT - FREIGHT TO BE ADDED AT TIME OF SHIPMENT.  
 ALL PRICES AND LEAD TIMES ARE SUBJECT TO CHANGE AT ANY TIME WITHOUT PRIOR NOTICE  
 CERTAIN MATERIAL IS SUBJECT TO PACKAGE QTY; TO BE ADVISED AT TIME OF ORDER

Bid Bond # \_\_\_\_\_

Category Number:  
Item Number: 8.



Monday, June 12, 2023

---

**Item Title:**

BCSP Property

**Item Summary:**

Introduce an ordinance to authorize the acquisition of revised lots D-2 and D-3 for the expansion of the Bayou Country Sports Park and call a public hearing on Wednesday, June 28, 2023, at 6:30 p.m.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	6/7/2023	Executive Summary
Ordinance	6/7/2023	Ordinance
Backup	6/7/2023	Backup Material
Backup	6/7/2023	Backup Material



**EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Danos Property (BCSP)

PROJECT SUMMARY (200 WORDS OR LESS)
An ordinance to authorize the acquisition of revised lost D-2 and D-3 for the expansion of the Bayou Country Sports Park

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

TOTAL EXPENDITURE		
\$2,750,000		
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)		
ACTUAL		<u>ESTIMATED</u>
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)		
N/A	NO	<u>YES</u>
IF YES AMOUNT BUDGETED:		\$2,750,000

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

\_\_\_\_\_  
Signature s/Kandace M. Mauldin, CFO

\_\_\_\_\_  
Date 6/7/2023

**OFFERED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**ORDINANCE NO.** \_\_\_\_\_

AN ORDINANCE TO AUTHORIZE THE ACQUISITION OF REVISED LOTS D-2 AND D-3 BELONGING TO DANOS PROPERTIES, LLC AND LOCATED IN SECTION 74, TOWNSHIP 17 SOUTH, RANGE 16 EAST, FRONTING VALHI BOULEVARD IN TERREBONNE PARISH, LOUISIANA AND CONTAINING APPROXIMATELY 25 ACRES MORE OR LESS, FOR THE EXPANSION OF THE BAYOU COUNTRY SPORTS PARK; AND TO PROVIDE FOR OTHER MATTERS RELATIVE THERETO.

WHEREAS, Section 2-11 (11) of the Terrebonne Parish Charter requires an ordinance to or convey any land or property on behalf of the Parish Government; and

WHEREAS, the property described as Revised Lots D-2 and D-3 belonging to Danos Properties, LLC and located in Section 74, Township 17 South, Range 16 East, fronting Valhi Boulevard in Terrebonne Parish, Louisiana and more fully depicted in that certain plat entitled “Plan Showing Revised Tract D-4 Belonging to Danos Properteis, L.L.C. Located in Sections 71, 74 & 94, Terrebonne Parish Louisiana” prepared on August 13, 2015 by Keneth L. Rembert, Surveyor, is necessary for the expansion of the Bayou Country Sports Park;

WHEREAS, Revised Lots D-2 and D-3 comprise approximately 25 acres, are listed for sale by Danos Properties, LLC, and appraise for a total of \$2,750,000.00;

WHEREAS, copies of the appraisals are attached hereto and made a part of this Ordinance; and

WHEREAS, the TPCG wishes to obtain the necessary studies, abstracts, and surveys for the acquisition of said tracts and then acquire said property at appraisal value for the purposes of expanding the Bayou Country Sports Park; and

NOW THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council that

### **SECTION I**

Terrebonne Parish Consolidated Government is hereby authorized to obtain the surveys, abstracts, and studies reasonable and necessary for due diligence in acquiring, and is authorized to acquire, the immovable property described as Revised Lots D-2 and D-3 belonging to Danos Properties, LLC and located in Section 74, Township 17 South, Range 16 East, fronting Valhi Boulevard in Terrebonne Parish, Louisiana and more fully depicted in that certain plat entitled “Plan Showing Revised Tract D-4 Belonging to Danos Properteis, L.L.C. Located in Sections 71, 74 & 94, Terrebonne Parish Louisiana” prepared on August 13, 2015 by Keneth L. Rembert, Surveyor, in full ownership to facilitate the expansion of the Bayou Country Sports Park and for all other necessary and/or accompanying public facilities and the Terrebonne Parish President or his duly authorized designee is hereby authorized and empowered for and on behalf of the Terrebonne Parish Consolidated Government to execute documents necessary to acquire the property in full ownership for the above stated purpose for consideration he deems just and reasonable, not to exceed the appraisal value.

### **SECTION II**

The construction of the above-described project(s) will be conducive to the public interest, convenience and safety and will enable Terrebonne Parish Consolidated Government (TPCG) to properly fulfill the functions imposed upon it by law.

### **SECTION III**

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other

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

SECTION IV

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

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

THERE WAS RECORDED:  
YEAS: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
NOT VOTING: \_\_\_\_\_  
ABSTAINING: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

The Chairman declared the ordinance adopted on this, the \_\_\_\_\_ day \_\_\_\_\_, 2023.

\_\_\_\_\_  
\_\_\_\_\_, CHAIRMAN  
TERREBONNE PARISH COUNCIL

\_\_\_\_\_  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*

Date and Time Delivered to Parish President:

\_\_\_\_\_

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

Date and Time Returned to Council Clerk:

\_\_\_\_\_

\* \* \* \* \*

I, \_\_\_\_\_, Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on \_\_\_\_\_, 2023, at which meeting a quorum was present.

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

\_\_\_\_\_  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL





# THE McENERY COMPANY

## VALUATION & ADVISORY SERVICES

### PREPARED FOR:

Mr. Hank Danos and Mr. Travis David  
Danos Properties, LLC

### PREPARED BY:

P.M. McEnery, MAI, CRE  
Baldwin R. Justice  
The McEnery Company  
810 Union Street,  
Fourth Floor  
New Orleans, LA 70112  
mceneryco.com

1766 Valhi Boulevard  
Houma, LA 70360

EFFECTIVE DATE OF  
MARKET VALUE: March 27, 2023



FILE # | 23-1190

*Tract D-2 (4.491 Acres)*

APPRAISAL REPORT





## SUBJECT PHOTOGRAPHS







Exterior



Exterior



Exterior



Exterior



Exterior



Exterior

April 17, 2023

Mr. Hank Danos and Mr. Travis David  
Danos Properties, LLC

Re: 1766 Valhi Boulevard  
Houma, LA 70360

**Our File Number:**23-1190

Dear Mr. Danos:

In accordance with the terms outlined in your engagement letter, we have conducted an examination of the subject property and analyzed factors relevant to the determination of the requested market value(s). Attached is our report, which outlines our methodology and presents the data gathered and used to arrive at a final value estimate. This appraisal report comprises a total of 50 pages.

**Summary of Subject Property:**

The subject of this report is a 4.49-acre tract of vacant land situated along the easterly corner of Valhi Boulevard and Bayou Country Parkway in Houma, Louisiana. The purpose of this appraisal is to determine the market value of the Fee Simple Interest in and to the subject property.

**Values Reported:**

- As Is Market Value

**Approaches to Value Employed:**

- Land/Site Valuation

Integral to the conclusions herein are the inferences drawn from the included level A market and marketability analysis.

Mr. Danos  
Page Two  
April 17, 2023

**USPAP Requirements Note:**

This appraisal complies with the reporting requirements mandated by the 2022-2023 Edition of the United Standards of Professional Appraisal Practice (USPAP) adopted by the Appraisal Standards Board of The Appraisal Foundation. Additionally, as per Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) minimum appraisal standards, we HAVE completed previous appraisals of commercial properties similar to the subject property in this area.

**Client & Intended User:**

The client and intended user of this report is Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David. We are not responsible for the unauthorized use of this report.

**Property Taxes Note:**

According to the Terrebonne Parish Sheriff's Office, the 2022 ad valorem taxes of the property have been paid. Assessment information can be found in the *Scope of the Appraisal* section of this report.

The following table summarizes our opinion(s) of market value based on the data and analyses contained herein.

VALUE TYPE	INTEREST	DATE OF VALUE	VALUE CONCLUSION
As Is Market Value	Fee Simple	March 27, 2023	\$800,000

This is to certify that we have no interest, present or contemplated, in the appraised property. Our opinions of value are subject to the General and Special Assumptions and Limiting Conditions, Certification, and Restriction Upon Disclosure and Use which are stated in the body of the report.

Respectfully submitted,



P.M. McEnery, MAI, CRE  
Louisiana State Certified  
General Real Estate Appraiser #G1102



Baldwin R. Justice  
Louisiana State Certified  
General Real Estate Appraiser #G3000

## SUMMARY OF SALIENT FACTS AND CONCLUSIONS

### GENERAL

Property Address:	1766 Valhi Boulevard Houma, LA 70360
Property Type:	Vacant Land
Client:	Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
Ownership:	Danos Properties, LLC
Interest Appraised:	Fee Simple
Type of Value:	Market Value
Date of Report:	April 17, 2023
Property Inspected By:	Louis P. LeBourgeois
Intended Use:	The intended use is for internal company use for potential sale.
Intended User(s):	The intended user is Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
Sale History:	The subject property has not changed ownership within the past three years. To the best of our knowledge, the subject property has not been recently marketed for sale, nor is it known to be encumbered by a pending sale/purchase agreement. Except for the ongoing operations and potential mortgage loan considerations, we are unaware of any other transactions that may affect the property.

Land Summary				
Parcel ID	Gross Land Area (Acres)	Gross Land Area (Sq Ft)	Topography	Shape
Main Site	4.49	195,628	Varying	Irregular

Legal Description:	Tract D-2, Section 74, Township 17 South, Range 16 East, Terrebonne Parish, State of Louisiana
--------------------	--

**Zoning:** C-3, Neighborhood Commercial  
Terrebonne Parish Planning and Zoning

**Flood Zone:** AE

**Highest and Best Use (As Vacant):** Speculative Hold – Interim

Complementary Commercial Development for  
Bayou Country Sports Park

**Estimated Marketing and Exposure Time:** Less than 12 months

VALUE INDICATIONS	
Land Value:	\$880,000
Less: Site Costs	(\$80,000)

VALUE TYPE	INTEREST	DATE OF VALUE	VALUE CONCLUSION
As Is Market Value	Fee Simple	March 27, 2023	\$800,000

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## CERTIFICATION

We certify that to the best of our knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- We have no present or prospective interest in the property that is the subject of this appraisal report and we have no personal interest or bias with respect to the parties involved.
- We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
- Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- We **have** performed **no** other services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
- Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
- The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- No one other than associates in this office or outside consultants as noted provided significant professional assistance in the preparation of this report.
- Louis P. LeBourgeois made a personal inspection of the property that is the subject of this report.
- P.M. McEnery, MAI, CRE and Baldwin R. Justice did not make a personal inspection of the property that is the subject of this report.
- Louis P. LeBourgeois has provided significant real property appraisal assistance to the persons signing this certification. A summary of this assistance may be found within the Scope of the Appraisal.
- Louis P. LeBourgeois provided significant professional assistance in the preparation of this report. A summary of this assistance may be found within the Scope of the Appraisal.
- As of the date of this report, P. M. McEnery, MAI, CRE has completed the continuing education program for Designated Members of the Appraisal Institute.
- P. M. McEnery, MAI, CRE is a licensed real estate broker and is active in the buying and selling of real estate.

Date Signed: April 17, 2023




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P.M. McEnery, MAI, CRE  
Louisiana State Certified  
General Real Estate Appraiser #G1102




---

Baldwin R. Justice  
Louisiana State Certified  
General Real Estate Appraiser #G3000



## SCOPE OF WORK

According to the Uniform Standards of Professional Appraisal Practice, it is our responsibility to develop and report a scope of work that results in credible results that are appropriate for the appraisal problem and intended user(s). Therefore, we must identify and consider:

- the client and intended users;
- the intended use of the report;
- the type and definition of value;
- the effective date of value;
- assignment conditions;
- typical client expectations; and
- typical appraisal work by peers for similar assignments.

### Appraisal Report Details

The purpose of the appraisal is to estimate the current 'As Is' market value for asset management purposes of the Fee Simple Interest in and to the subject property.

<b>Client:</b>	Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
<b>Intended Use:</b>	The intended use is for internal company use for potential sale.
<b>Intended User(s):</b>	The intended user is Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
<b>Type of Value:</b>	Market Value
<b>Effective Date of Value:</b>	March 27, 2023
<b>Report Type:</b>	This is an Appraisal Report as defined by Uniform Standards of Professional Appraisal Practice under Standards Rule 2-2(a). This format provides a summary or description of the appraisal process, subject and market data and valuation analyses.
<b>Inspection:</b>	An exterior inspection of the subject property has been made, and photographs taken.
<b>Market Analysis Level:</b>	Level A



## Valuation Summary

Land/Site Valuation:	A land/site valuation was developed as it is the only applicable approach to value is a land/site valuation.
Cost Approach:	A cost approach was not applied as it is not necessary to produce credible results with respect to the intended use and intended user.
Sales Comparison Approach: (As Improved)	A sales comparison approach was not applied as it is not necessary to produce credible results with respect to the intended use and intended user.
Income Approach:	An income approach was not applied as the subject is not an income producing property and this approach does not reflect market behavior for this property type.
Hypothetical Conditions:	➤ There are no hypothetical conditions for this appraisal.
Extraordinary Assumptions:	➤ There are no extraordinary assumptions for this appraisal.



### Marketing and Exposure Time:

The definition of Market Value is based on a reasonable time allowed for exposure to the market. A reasonable time is a subjective period and will vary depending on the type of property, marketing effort, and price. Marketing Time is a prospective perspective or provides a perspective that is futuristic for the date of valuation with a presumed sale of the property under the assumption the property will sell at market value. Exposure Time is an opinion, based on supporting market data, of the length of time that the property interest being appraised would have been offered on the open market before the hypothetical consummation of a sale at market value on the effective date of the appraisal. For purposes of this appraisal, it is assumed that the property would be reasonably priced and aggressively marketed.

- Less than 12 months if priced to the market and aggressively marketed.

### Inspection Note:

Louis P. LeBourgeois visited the subject property on March 27, 2023. An exterior inspection of the subject property has been made, and photographs taken.

### Analysis Note:

In the process of determining the market value, the undersigned appraisers have gathered and analyzed comparable sales. The assignment's scope is further expanded by the utilization of various approaches to value, resulting in value conclusion(s) that are contingent upon all known information about the subject property, market conditions, and available market data.

### Assistance Note:

Louis P. LeBourgeois is a licensed appraiser trainee in the State of Louisiana (#T4932) and provided significant professional assistance in the preparation of this report. This includes the following:

- Marketing and sales history
- Ad Valorem taxes, zoning designation, legal description, flood zone
- Assistance with subject photos, sketch, aerial imagery
- Real Property Assistance in preparation of the report
- Comparable data research and confirmation
- Research on current market conditions and assistance in the determination of market value by the signatory appraiser

All pertinent property data has been verified by a signatory appraiser.



## ASSESSMENT AND TAXES

Taxing Authority      Terrebonne Parish Sheriff's Office

Assessment Year      2022

Real Estate Assessment and Taxes					
Tax ID	Land	Improvements	Total Assessment	Tax Rate	Taxes
61741	\$1,117	\$0	\$1,117	97.0546	\$108

Notes:

According to the Terrebonne Parish Sheriff's Office, the 2022 ad valorem taxes of the subject property have been paid.

**Parcel#**

61741

[View on Map](#)

**Primary Owner**

DANOS PROPERTIES, L.L.C.

**Mailing Address**

C/O HANK DANOS  
3878 WEST MAIN ST  
GRAY LA 70359

**Ward**

02

**Type**

REAL

**Legal**

TRACT 4-B-2 CONTAINING 238.276 ACRES AS SHOWN ON A MAP ENTITLED "RAW LAND SALE SURVEY OF TRACT 4-B-1 AND TRACT 4-B A REDIVISION OF TRACT 4-B HOLLYWOOD - CRESCENT PLANTATION IN SECTIONS 71, 72, 74, 75, 81 & 94, T17S - R16E."  
ALSO TRACT "B" CONTAINING 4.431 ACRES AS SHOWN ON "RAW LAND PLAT SHOWING TRACTS A & B, LOCATED IN SECTIONS 75 & 74, T17S R16E." LESS TRACT V-U-W-X-BB-EE-FF-V AND TRACT CC-Y-Z-DD-CC DONATED TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT. CB 2254/309. LESS TRACT D-1 SOLD TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT. CB 2313/326. LESS TRACT D-4 SOLD TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT CB 2451/875

**Physical Address**

378 A LAKE MECHANT CT

**Parcel Items**

Property Class	Assessed Value	Market Value	Units	Homestead
WOODLAND	1,170	11,700	117.00	0
<b>TOTAL</b>	<b>1,170</b>	<b>11,700</b>	<b>117.00</b>	<b>0</b>



**Terrebonne Parish - Tax Notice Inquiry**  
**3/28/2023 3:43:03 PM**

**Tax Notice#** 124092

Print

**Tax Year** 2022

**Taxpayer**

DANOS PROPERTIES, L.L.C.

C/O HANK DANOS

\*\*\*\*\* WEST MAIN ST

GRAY LA \*\*\*\*\*\_\*\*\*\*\*

---

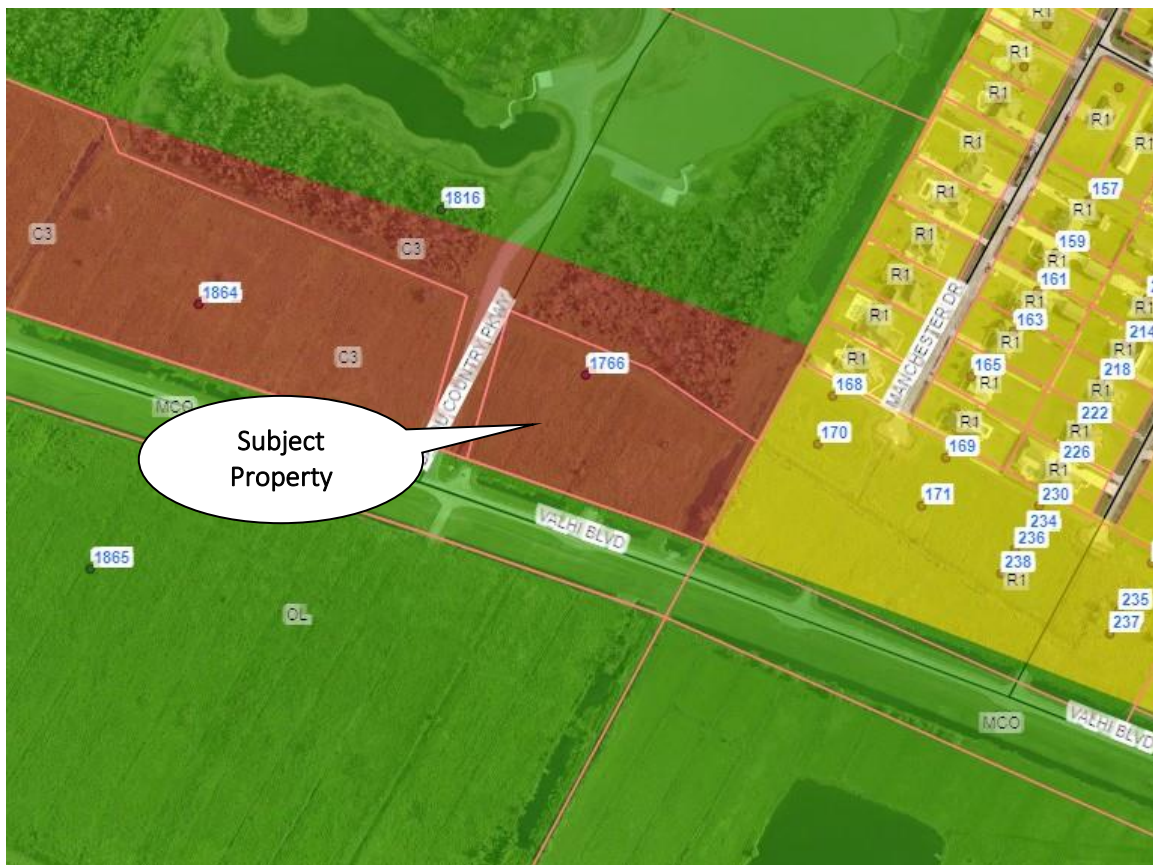
<b>Taxes</b>	<b>Interest</b>	<b>Cost</b>	<b>Other</b>	<b>Paid</b>	<b>Balance</b>
108.41	0.00	0.00	0.00	108.41	0.00

---



## ZONING

According to the Terrebonne Parish Planning and Zoning Department, the subject property is situated in a C-3, Neighborhood Commercial. These districts are composed of land and structures occupied by or suitable for furnishing the retail goods, such as groceries and drugs, and the services, such as barbering and shoe repairing, to satisfy the daily household needs of the surrounding residential neighborhoods. Often located on one (1) or more thoroughfares, these districts are small and are within convenient walking distance of most of the areas they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional neighborhood commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve new residential areas. To insure that such new districts are actually developed to supply the business needs of the neighborhoods, the amendment creating the district may set a time limit for its development. The current use of the subject property is a conforming use. A copy of the district regulations is located in the *Addenda* to this report. A zoning map is below.



## SUBJECT PROPERTY DESCRIPTION



### SITE ANALYSIS

<b>Location:</b>	The subject property is located along the corner of Valhi Boulevard and Bayou Country Parkway in Houma, Louisiana
<b>Current Use of Property:</b>	Vacant Land
<b>Site Size:</b>	Total: 4.49 acres; 195,628 square feet
<b>Shape:</b>	Irregular
<b>Frontage/Access:</b>	<p>The subject property has Good access with frontage as follows:</p> <ul style="list-style-type: none"> <li>Valhi Boulevard: 591 feet</li> <li>Bayou Country Parkway: 348 feet</li> </ul> <p>The site has an average depth of 303 feet. It is a corner lot.</p>
<b>Topography:</b>	Varying
<b>Utilities:</b>	<p>Electricity: Entergy</p> <p>Sewer: City sewer</p> <p>Water: Municipal Supply</p> <p>Natural Gas: Entergy</p> <p>Underground Utilities: The site is serviced by above-ground and underground utilities.</p> <p>Adequacy: The subject's utilities are typical and adequate for the market area.</p>





<b>Flood Zone:</b>	<p>The subject is located in FEMA flood zone AE, which is classified as a flood hazard area.</p> <p>FEMA Map Number: 22109C0235E</p> <p>FEMA Map Date: October 8, 2021</p> <p>Zone AE is a special flood hazard area in undated by 100-year floodplains, and includes areas in which base flood elevations are determined. Mandatory flood insurance requirements apply.</p>
<b>Wetlands/Watershed:</b>	<p>The subject site does not appear to be encumbered by areas of wetlands based on the US Fish &amp; Wildlife Service National Wetlands Inventory Map included in this report's Addenda.</p>
<b>Environmental Issues:</b>	<p>We were not provided a Phase I Environmental Impact Assessment. However, no adverse environmental conditions were noted upon inspection.</p>
<b>Encumbrance/Easements:</b>	<p>There are no known adverse encumbrances or easements. Please reference Limiting Conditions and Assumptions.</p>
<b>Opportunity Zone</b>	<p>The subject property is not located in an opportunity zone.</p>
<b>Comments/Conclusions:</b>	<p>The site has average and typical utility. The site is of adequate size and shape to accommodate a variety of medium scale uses.</p>



## MARKET AREA ANALYSIS

The market area analysis is a crucial component of the appraisal process, as it allows us to evaluate the economic health of the subject property's surrounding neighborhood, local, and regional markets. The analysis involves reviewing relevant economic and demographic data to assess the potential for economic growth, stability, or decline within the local market. By quantifying these changes and identifying trends, we can better predict shifts in demand for housing, office, and retail space within specific market segments.

### Market Area Definition:

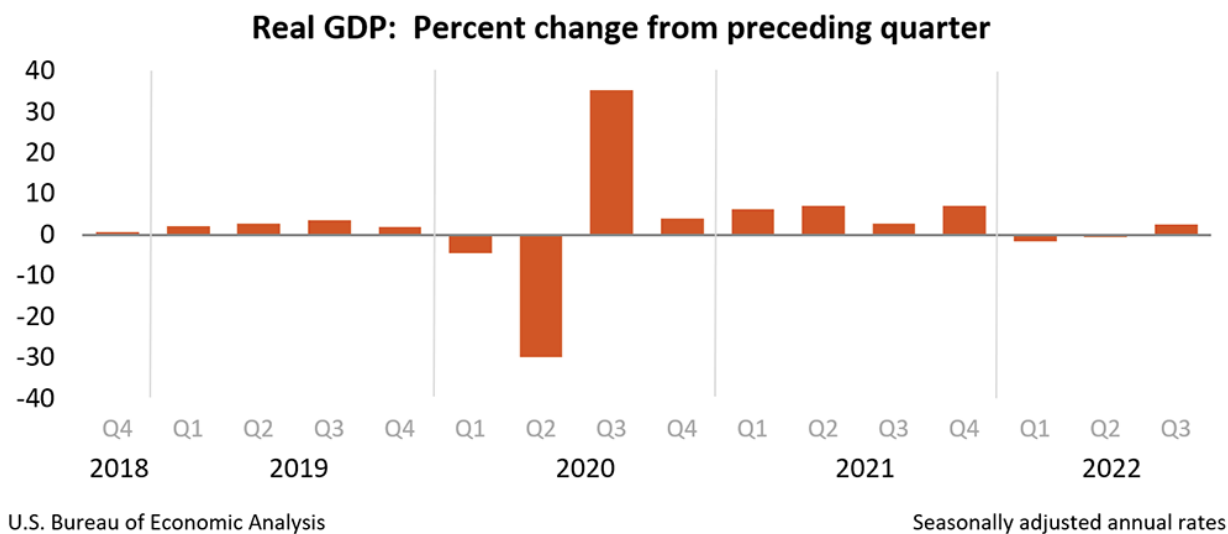
A "market area analysis" is defined as: "The objective analysis of observable or quantifiable data indicating discernible patterns of urban growth, structure, and change that may detract from or enhance property values; focuses on four sets of considerations that influence value: social, economic, governmental, and environmental factors." Under the hedonic model testing for the market and the marketability of the subject property, the four sets of considerations that influence value are then analyzed using any of four analysis levels commonly known as Level A, B, C, or D.

Levels A and B are inferred analyses in which we may analyze fundamental data sets and draw inferences regarding value. Inferred analyses are applicable within a static data set or without significant shifts in trend lines. Levels C and D analyses are more complex. They are foundational because they draw on confirmed and verified data, which relates to the four considerations impacting value from which obvious conclusions result and are not dependent on inference alone. Based on the *Scope of Work*, we have performed a Level A Analysis.

### ***National Economic Trends - GDP***

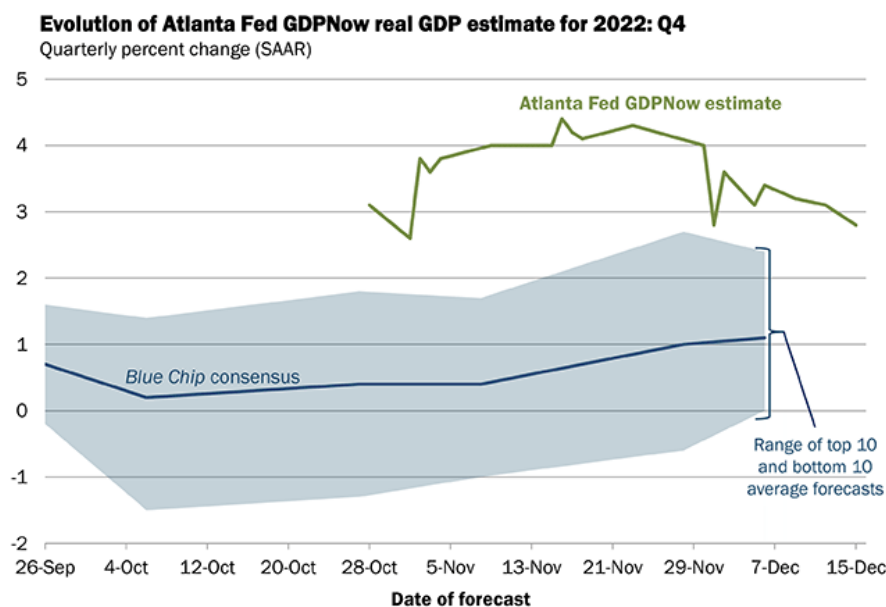
The COVID-19 pandemic resulted in a significant impact on real gross domestic product (GDP) growth, with a contraction of 30% observed from April to June 2020. However, there was a subsequent rebound in growth with a 35% increase in the following quarter. Despite this recovery, the U.S. economy experienced two consecutive quarters of negative growth in 2022, technically placing it in a recession during the first half of the year. Nevertheless, the real GDP growth rate improved to 2.9% in Q3 2022. While it may be subject to debate whether the current market can be classified as a recession, the available economic data does not indicate a strong economy. The most recent GDP growth rates are presented in the figures below.





Q3 2022 (2nd)	+2.9%
Q2 2022 (3rd)	-0.6%

The Atlanta Federal Reserve has recently projected a 4<sup>th</sup> Quarter GDP growth rate of 2.8%, which continues the economy's pivot out of a recession.



Sources: Blue Chip Economic Indicators and Blue Chip Financial Forecasts

Note: The top (bottom) 10 average forecast is an average of the highest (lowest) 10 forecasts in the Blue Chip survey.

When looking at 2022's overall GDP growth, the modest rates are associated with the global implications of the Ukraine-Russia war, the waning impacts of reopening and pandemic fiscal support, and increasing interest rates.



Looking towards 2023—recession or soft landing? Some forecasters predict a recession in 2023, although many do not think the reset will be a severe recessionary event. This readjustment is perceived as an effect of the excesses of the pandemic. Many industries, such as tech, are poised to be in the crosshairs of recessionary trends and experience the most significant contractions.

We note the following GDP forecasts by the Congressional Budget Office (CBO) in their November 2022 report:

Source	Date of Forecast	Change in Real GDP	
		2023	2024
CBO's Likely Range <sup>b</sup>	Nov. 2022	-2.0 to 1.8	0.7 to 4.2
Survey of Professional Forecasters' Middle Two-Thirds <sup>c</sup>	Nov. 2022	-0.4 to 1.8	n.a.
Federal Reserve's Central Tendency <sup>d</sup>	Sept. 2022	0.5 to 1.5	1.4 to 2.0
<b>Memorandum:</b>			
CBO's Most Recent Baseline	May 2022	2.2	1.5

CBO expects real GDP growth in 2023 to be between -2.0% to 1.8%, which is a more conservative projection than previous reports in 2022. CBO cites slower growth at the year's end and increasing interest rates as justification for their below-baseline GDP predictions.

### ***National Economic Trends – Stock Market Performance***

Following a crash at the onset of the pandemic, stocks soared in 2021 and 2022. The stock market has exhibited a volatile pattern, and many risks remain in 2023. A five-year trailing performance history of the S&P 500 is included below and illustrates the dramatic decline in 2020, followed by a strong bull run and several months of ups and downs.

Market Summary > S&P 500

**3,848.49**

+1,177.18 (44.03%) ↑ past 5 years

Dec 29, 12:39 PM EST • Disclaimer

+ Follow

1D | 5D | 1M | 6M | YTD | 1Y | **5Y** | Max



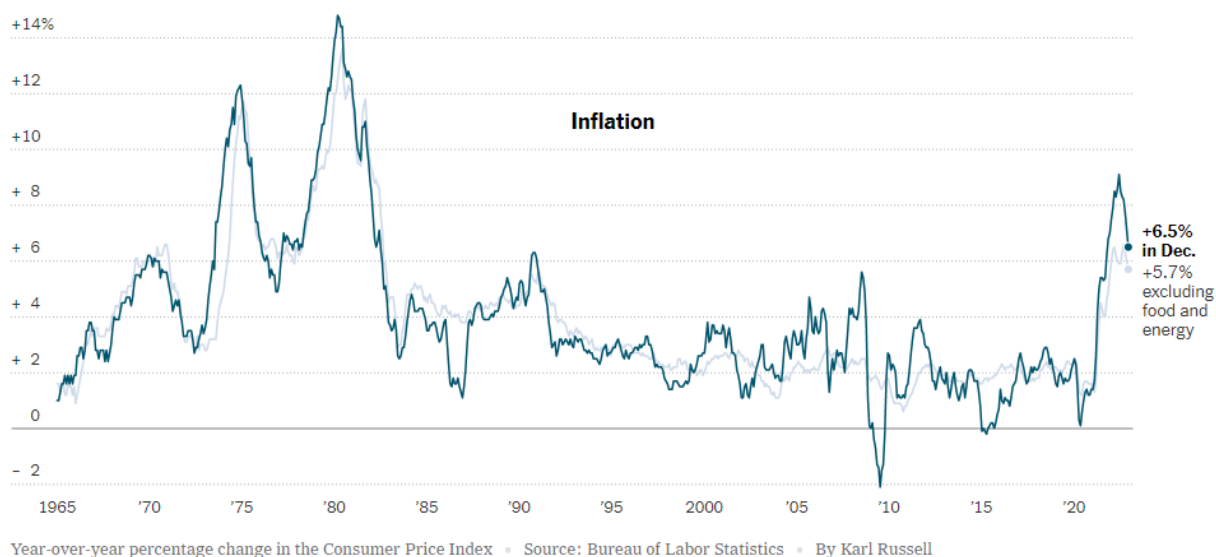
Market ups and downs are typical from the long-term perspective of returns, but financial assets have faced headwinds from interest rate hikes and inflation. Major benchmarks like the S&P 500 and the Dow Jones Industrial Average ended 2022 in the red.

*“This proverbial snowball should continue to gain momentum next year as consumers and [companies] more meaningfully cut discretionary spending and capital investments,” Dubravko Lakos-Brujas, global head of equity macro research at JPMorgan.*

Trends zig and zag before the bottom line becomes apparent, and some analysts are optimistic about the stock market's potential by the end of 2023. Investors with a long-term mindset may have a decent entry point during a downcycle with compelling pricing.

### **Inflation**

Over 2022, inflation and price instability were tempered but remained too high. The inflation problem expanded beyond the initial pandemic-driven instability to overheating, with labor demand exceeding supply. A press release from the Bureau of Labor Statistics in January 2023 noted that all items index increased 6.5% over the last 12 months before seasonal adjustment. Historical and current inflation growth rates are illustrated in the below graph as reported by the New York Times.



In a November 2022 speech outlining the path ahead for inflation, Fed chairman Jerome Powell highlighted the need to raise interest rates:

*"we anticipate that ongoing increases will be appropriate...for now, I will simply say that we have more ground to cover.*

*We are tightening the stance of policy to slow growth in aggregate demand. Slowing demand growth should allow supply to catch up with demand and restore the balance that will yield stable prices over time. Restoring that balance is likely to require a sustained period of below-trend growth."*

Price increases are not tempering across the board but moderating in critical services and goods like gas and meat. Many price-slowng categories are tied more to the pandemic and healing supply chains than to Fed policy. As inflation begins to curb, investors are wondering just how high the Fed will raise interest rates in 2023—and how long the cost to borrow will remain elevated.

Additionally, the CBO projects that inflation is likely to return to 2% targets in 2024.

### Inflation Projections

Percent

Source	Date of Forecast	PCE Inflation		Core PCE Inflation	
		2023	2024	2023	2024
CBO's Likely Range	Nov. 2022	2.2 to 4.7	1.3 to 4.2	3.6 to 5.8	2.1 to 6.2
Survey of Professional Forecasters' Middle Two-Thirds	Nov. 2022	2.5 to 4.3	n.a.	2.6 to 3.7	n.a.
Federal Reserve's Central Tendency	Sept. 2022	2.6 to 3.5	2.1 to 2.6	3.0 to 3.4	2.2 to 2.5
<b>Memorandum:</b>					
CBO's Most Recent Baseline	May 2022	2.3	2.1	2.5	2.2

The CBO expects the PCE and core PCE inflation rates in 2023 and 2024 to be greater than the rates the agency projected in May 2022. The revisions stem mainly from stronger growth in the prices of housing and other services than projected previously.



## Labor Market & Unemployment

Inflation is largely tied to rising wages and the steep drop in unemployment following the COVID-19 pandemic. The U.S. unemployment rate over the past 20 years is shown below.

From [Bureau of Labor Statistics, United States Department of Labor](#) via [Data Commons](#)

Unemployment rate

**3.5%**

Updated Dec 2022

Total unemployed people

**5.7M**

Updated Dec 2022

Unemployment insurance claims

**2.2M**

Updated Jan 7, 2023

Unemployment rate | Total unemployed people | Unemployment insurance claims



Unemployment rate is collected once a month · Numbers are seasonally adjusted

We returned to pre-pandemic unemployment in July 2022 and once again added jobs in December 2022.

Note that many of these job gains have come in the form of professional and business services which offset the continued losses in the leisure and hospitality, retail trade, healthcare, and transportation and warehousing sectors. Many economists argue that the unemployment statistic is somewhat misleading as it does not capture those that no longer wish to work or have given up trying to find a job.

Furthermore, the BLS stated in their most recent report in January 2023, “the labor force participation rate was little changed at 62.3 percent Both measures have shown little net change since early 2022. These measures are each 1.0 percentage point below their values in February 2020, prior to the coronavirus (COVID-19) pandemic.”





Though this trend appears to be in a positive direction, it does refute the narrative of a strong labor market, as indicated by the low unemployment rate.

The CBO had correctly projected the unemployment rate to fall to 3.6% - 3.8% in 2022 or 2023:

Source	Date of Forecast	Unemployment Rate <sup>a</sup>	
		2023	2024
CBO's Likely Range <sup>b</sup>	Nov. 2022	3.8 to 6.4	3.2 to 6.4
Survey of Professional Forecasters' Middle Two-Thirds <sup>c</sup>	Nov. 2022	4.0 to 5.0	n.a.
Federal Reserve's Central Tendency <sup>d</sup>	Sept. 2022	4.1 to 4.5	4.0 to 4.6
<b>Memorandum:</b>			
CBO's Most Recent Baseline	May 2022	3.6	3.8

The unemployment rate, CBO currently expects, is more likely to be above the ranges of projections from the Survey of Professional Forecasters and the Federal Reserve than below them. CBO expects the unemployment rate in 2023 and 2024 to be greater than the rate the agency projected in May 2022. The revision stems mainly from the estimate of slower economic growth in 2023.

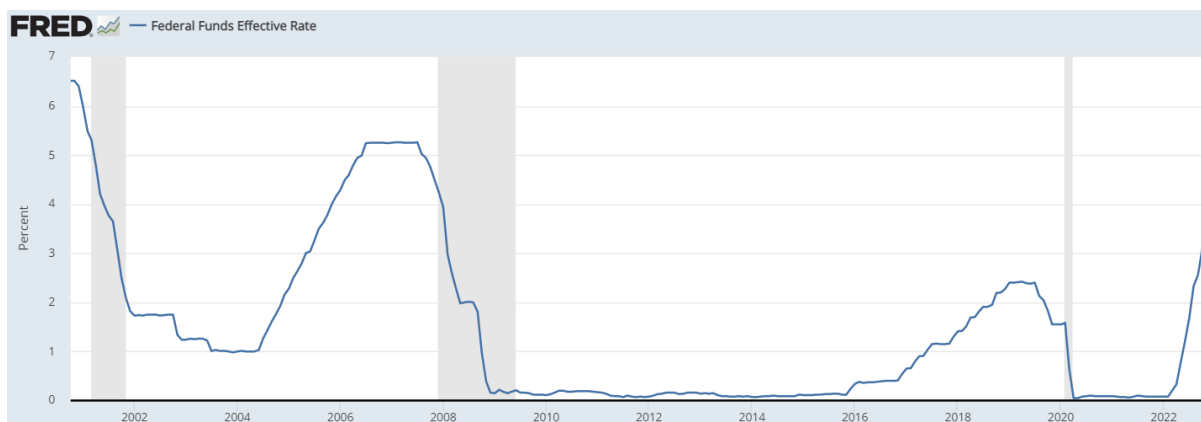
### **Interest Rates**

Over the past decade, interest rates have remained relatively low with intermitted increases until the Federal Reserve lowered the Fed Funds Rate in 2019 to 2.0%. The Fed then slashed rates to a range of 0%-0.25% in Q1 2020 due to the economy shutdown amid the COVID-19 pandemic. During 2020, the Fed repeatedly indicated that they intend to keep rates near 0% through at least 2023. Instead, the Fed raised interest rates in 2022 at the most aggressive pace in the past 15 years. The Fed did this in an escalating effort to slow 40-year high inflation.

FOMC Meeting Date	Rate Change (bps)	Federal Funds Rate
Dec 14, 2022	+50	4.25% to 4.50%
Nov 2, 2022	+75	3.75% to 4.00%
Sept 21, 2022	+75	3.00% to 3.25%
July 27, 2022	+75	2.25% to 2.5%
June 16, 2022	+75	1.5% to 1.75%
May 5, 2022	+50	0.75% to 1.00%
March 17, 2022	+25	0.25% to 0.50%

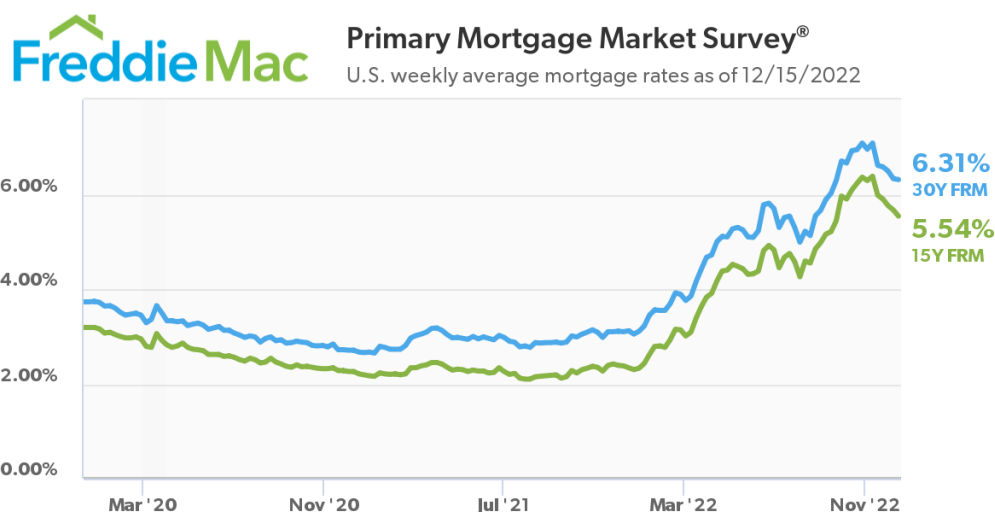


Below is the target federal funds rate since 2000, which demonstrates the historically low interest rates set in 2020 and the recent uptick in interest rates.



Initially, residential and commercial real estate loan mortgage rates remained leveled following the slashing of rates in 2020 due to the sheer volume of refinancing requests by local, regional, and national banks. In the immediate short-term, the supply and demand were commanding the mortgage yield rate. This trend was also due to the significant lift that community and regional banks had to make to service the Paycheck Protection Program enacted by congress.

Once banks could catch their breath, the cost of borrowing did elevate. The image below is taken from Freddie Mac and shows average rates through mid-December 2022. The cost of borrowing has increased dramatically within just a short period.

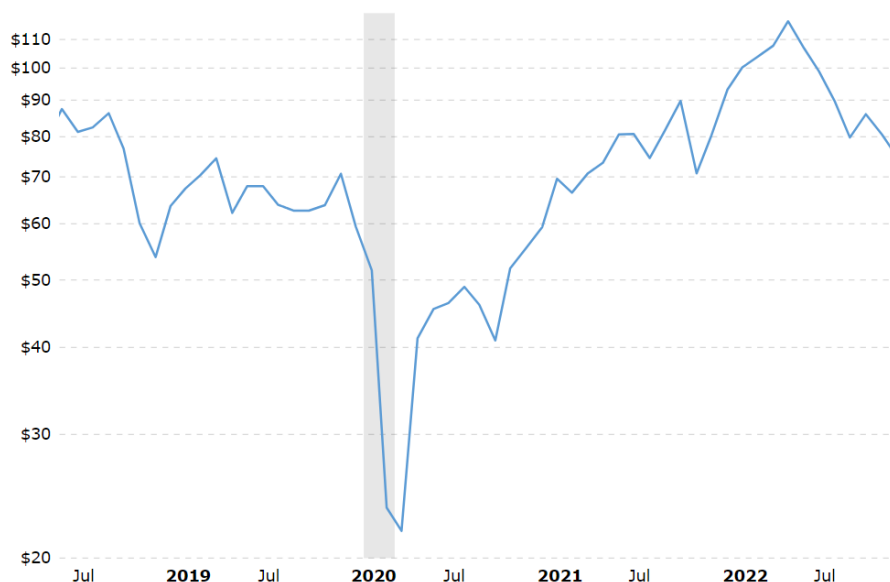


The rise in interest rates has resulted in a significant slowdown in the residential home construction market, which has historically remained a bellwether for the trend of the national housing economy. As pricing and sales have declined, economists view this as a negative trend in the overall economy.



### Oil Prices

Oil plunged to its lowest price level in more than 17 years amid concerns about the economic impact of the COVID-19 outbreak in April 2020 and was further weakened due to production level due to the oversupply, lack of storage, and lack of demand given global economic shutdowns. Oil prices spiked in early 2022 as part of a reopening economy and war in Ukraine and hovered around \$75 per barrel at the year's end.



Russia's invasion of Ukraine and the barrage of sanctions left oil traders anticipating price escalations; however, new sanctions on Russia have not initially proven to be as big a hit on crude supplies. Sanctions have not removed Russia from the market but encouraged them to produce and sell at market-low prices.

Analysts calculate that global oil demand may decline as central bank interest rate hikes could stifle global economic growth and reduce oil demand. This theory is tied to the assumption that the world's largest energy importer, China, will only gradually rev up and reopen its economy. Another potentially destabilizing concern surrounds the extension of E.U. embargos to Russian-refined products, including diesel, in February 2023.

In the U.S., the Strategic Petroleum Reserves (SPR) sold nearly 200 million barrels of oil in 2022, leaving SPR with the least amount of crude oil since December 1983. But the Biden administration announced plans to acquire three million barrels of crude for the reserve, signaling an end to the administration's effort to bolster the supply and control prices following February's bottoming out.

Russian oil sanctions could still result in a sizeable decline in Russian production, and Moscow may become less receptive to accepting lower prices and consider actions to push them higher. The perceptions of oil markets are altering daily.



## Consumer Debt

According to the Federal Reserve of New York report dated November 2022, aggregate household debt balances increased by \$351 billion in the third quarter of 2022 with a total aggregate debt of \$16.51 trillion, a \$2.36 trillion increase from the late 2019 recession.

Other pertinent information is shown below:

### Housing Debt

- There was \$633 billion in newly originated mortgage debt in 2022Q3. After two years of historically high volumes of mortgage originations, the Q3 volume more closely resembles pre-pandemic volumes.
- Although the foreclosure moratoria have been lifted nationally, new foreclosures have stayed very low since the CARES Act moratorium was put into place. About 28,500 individuals had new foreclosure notations on their credit reports.

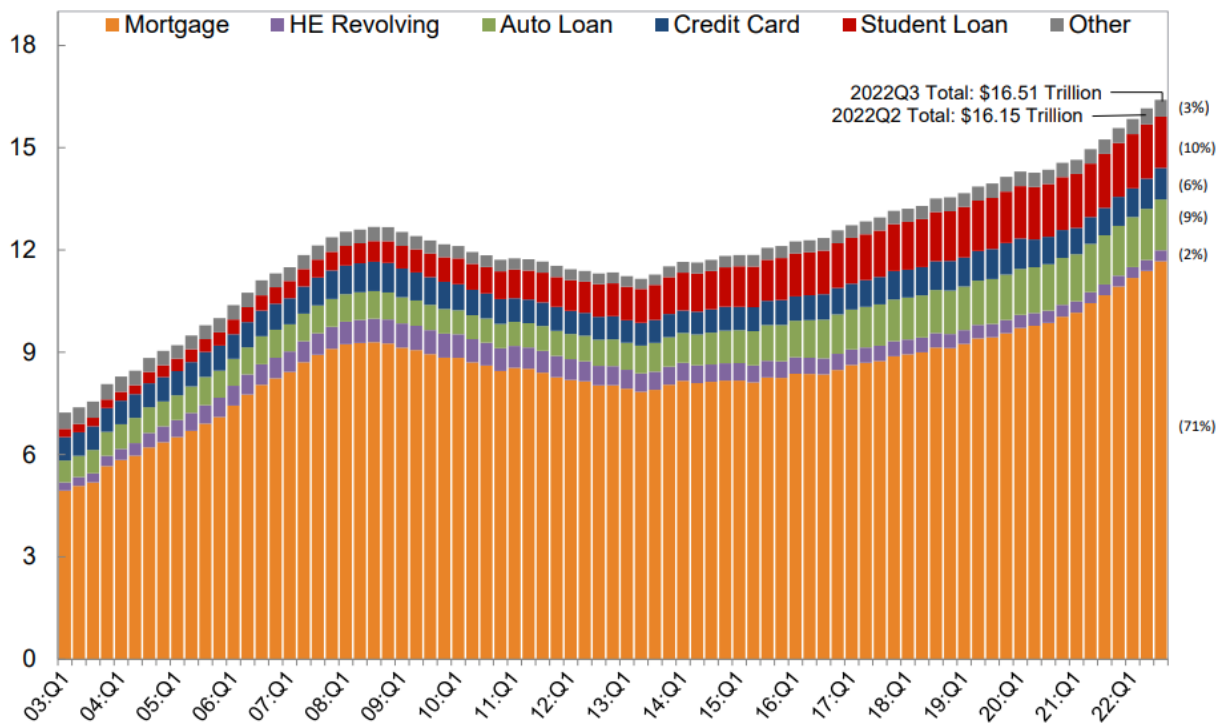
### Student Loans

- Outstanding student loan debt stood at \$1.57 trillion in the 2022Q3. The decline likely reflects some of the discharged debt due to Closed School Discharge and Public Service Loan Forgiveness offsetting the typical seasonal academic year originations
- About 4% of aggregate student debt was 90+ days delinquent or in default in 2022Q3.<sup>2</sup> The lower level of student debt delinquency reflects the continued repayment pause on student loans, which is scheduled to end on January 1, 2023.

Below is a graph depicting household debt through Q3 2022:

## Total Debt Balance and its Composition

Trillions of Dollars



3



As of November 2022, mortgage balances, the largest component of household debt, shown on consumer credit reports stood at \$11.67 trillion, a \$282 billion increase from September 2022. Balances on home equity lines of credit (HELOC) increased, reversing a downward trend for two consecutive quarters – a trend that had been in place since 2009. These loans now stand at \$322 billion.

A note from the Federal Reserve May of 2022 report states the following on delinquencies:

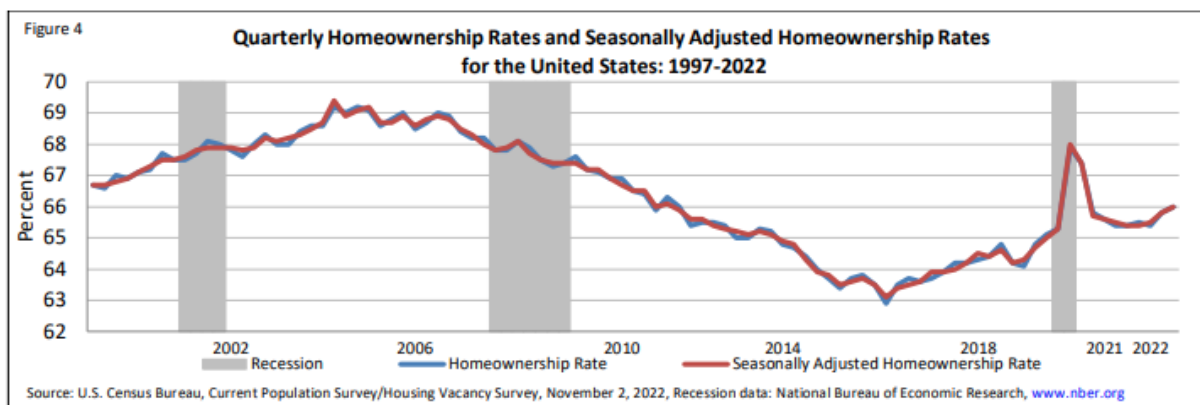
#### **Delinquency & Public Records**

Aggregate delinquency rates were unchanged in the third quarter of 2022 and remained very low, after declining sharply through the beginning of the pandemic. As of September, 2.7% of outstanding debt was in some stage of delinquency, a 2.1 percentage point decrease from the last quarter of 2019, just before the COVID-19 pandemic hit the United States

The share of debt newly transitioning into delinquency increased for nearly all debt types, following two years of historically low delinquency transitions. Transition rates into early delinquency for credit cards and auto loans have increased by about a half of a percentage point, following similarly sized increases in the second quarter.

About 99,000 consumers had a bankruptcy notation added to their credit reports in 2022Q3. New bankruptcy notations dipped below 100,000 for the first time one year ago have remained at historical lows since. The share of consumers with a 3rd party collection declined slightly from 2022Q2 and is at a historic low; approximately 6% of consumers have a 3rd party collection account on their credit report, with an average balance of \$1,266.

According to the US Census Bureau, the 3Q 2022 homeownership rate of 66.0% was a slight increase from the Q2 2022 rate of 65.8%, and a decline from 2020 numbers hovering around 67.9%



#### **Conclusion**

Our analysis points to significant and persistent adverse effects of the pandemic, rapid inflation, and rising interest rates on the world economy, with no market area escaping unscathed. Employment and the stock market were quick to rebound after COVID; however, as time has gone on – these figures have been revised downwards, while other metrics, like GDP, will likely remain depressed. The rising interest rates, persistent inflation, and lower labor participation rate could be a bellwether for a forthcoming recession – if not already here. Low homeownership rates and rising consumer debt also suggest negative market conditions. We currently view the macroeconomic outlook with cautious optimism, given the recessionary trends, which could result in a slowdown in our market's commercial real estate sector.



## MARKET AND MARKETABILITY ANALYSIS (Level A Analysis)

In 2021 and 2022, the U.S. economy experienced a somewhat unpredictable recovery, characterized by lowered expectations and forecasts for GDP growth and employment, as well as inflationary trends across the country. Despite these fluctuations, the commercial real estate market remained strong, with historic low interest rates, stable pricing, and growth in asset values across most sectors. As we move into 2023, optimism has given way to concerns of an impending recession, due to the widespread inflation affecting the national economy, which has led to an increase in the federal funds rate and the cost of borrowing. In Louisiana, the overall outlook is cautious, with a slow rise in tourism; however, the expansion of the port sector and oil and gas market provide some level of optimism.

Over the past few years, the energy sector has shown signs of recovery, which has been further strengthened by the increase in oil and gas prices. Our analysis focuses on the market for comparable commercial properties in the Houma market. To properly contextualize the national economic landscape, it is essential to consider the regional economic foundation. Given the cautiously optimistic yet delicate outlook for the economy, it is crucial to focus on the historical characteristics of the regional base, which is closely linked to the public employment sector, natural resources, agriculture, port industry, and tourism.

*The subject property is located in the Houma market area. The region is a beneficiary of the region's ties to viable extractive industries such as off-shore oil and gas exploration, production, and support as well as commercial fisheries. The dependence on off-shore related activities, including oil and gas exploration, is the primary reason for the buoyed status of the Houma market, though the recent drop in crude prices worldwide has resulted in an increase in the unemployment rate and has resulted in a dramatic slow-down of the industrial real estate market in Houma.*

The methodology employed to evaluate the market and marketability of the subject property includes the following five steps:

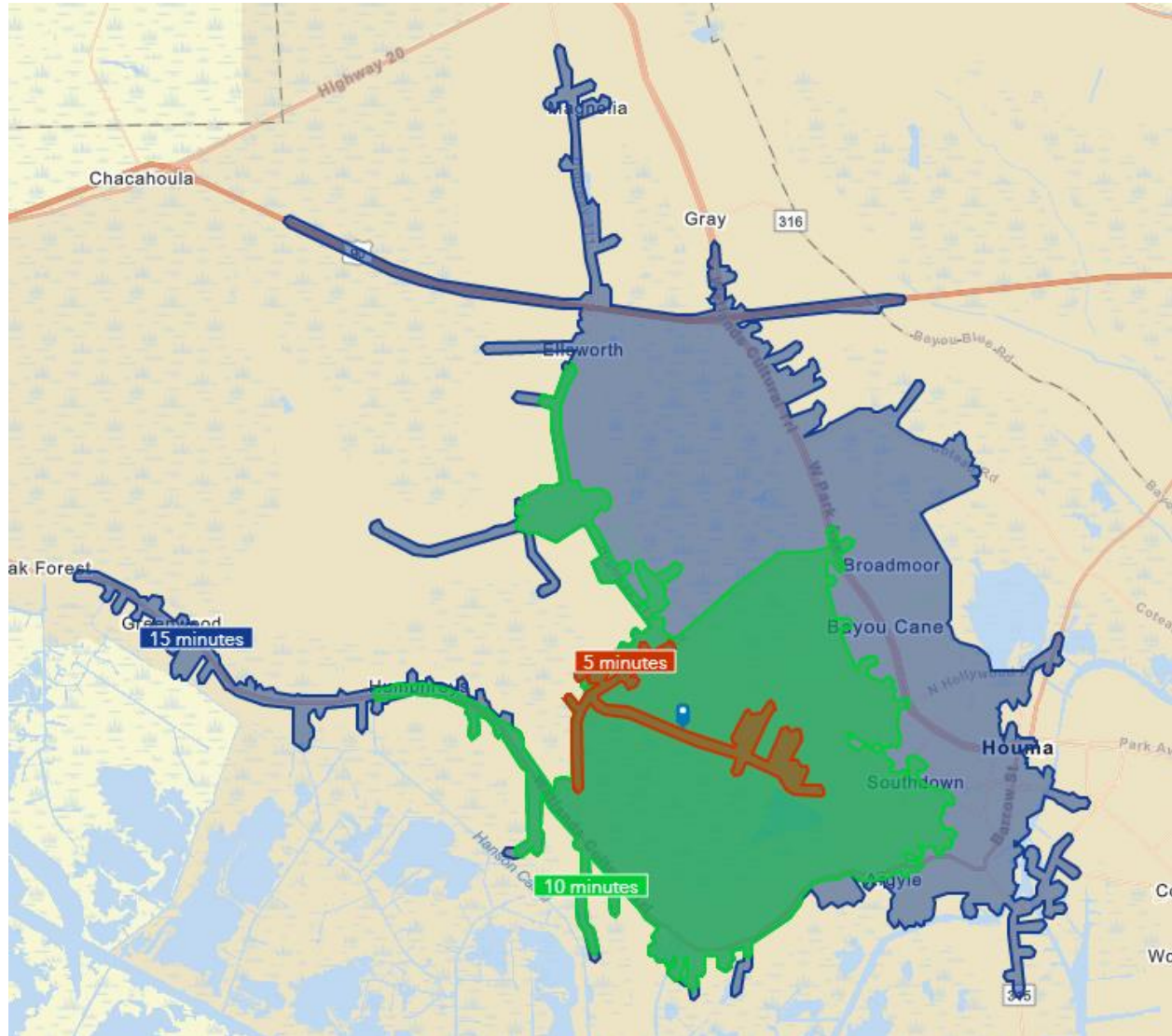
- *Market Area Delineation*
- *Property Productivity Analysis*
- *Supply and Demand Analysis*
- *Interaction of Supply and Demand*
- *Forecast of Subject Capture*

The analysis is presented in three main categories, following the truncation of the data sets. These categories include: market area delineation, assessment of the property's productivity and competitive strengths and weaknesses, and an analysis of supply and demand, including an estimation of absorption and capture rate for the subject property.





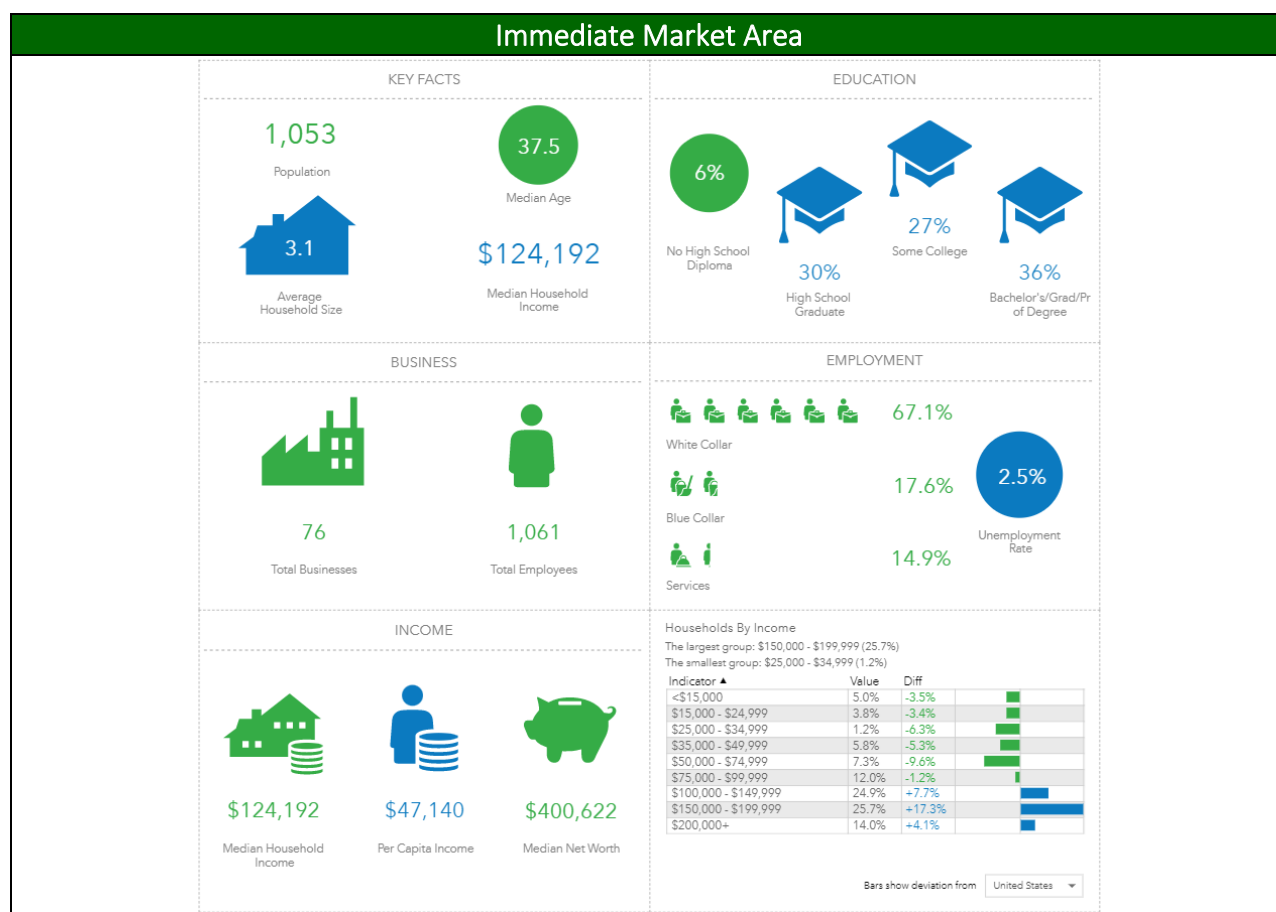
The following pages present an in-depth analysis of the subject's market area, focusing on key demographic and income statistics, as well as other relevant data, within 5, 10, and 15-minute drive times from the subject property. The demographic data presented is extracted from a report generated using the Site to do Business ([www.STDBonline.com](http://www.STDBonline.com)) software.





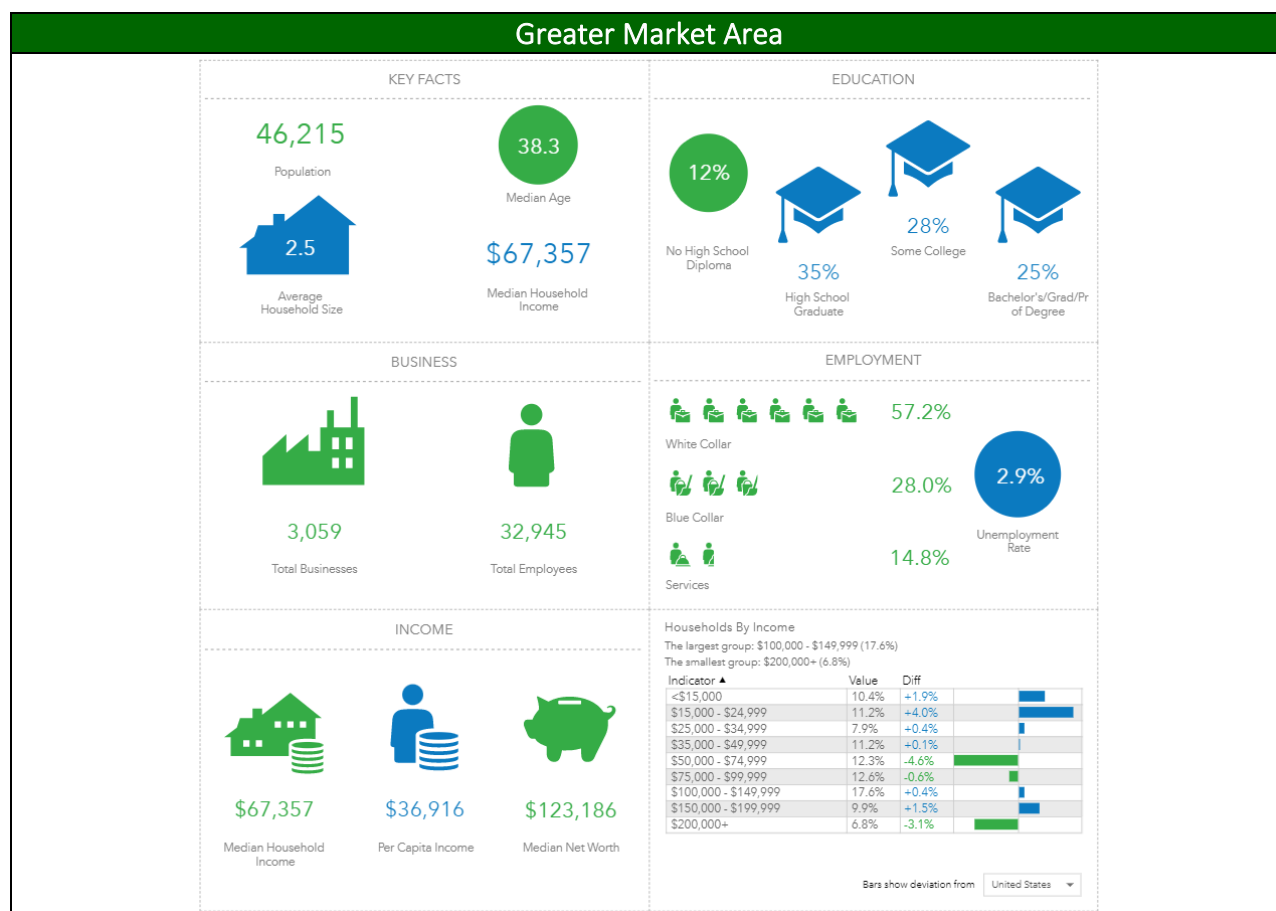
## Market Area Delineation:

The subject property's market area has been delineated as a fifteen-minute drive time area that encompasses most of Houma and parts of Terrebonne Parish. As a land property, we consider a fifteen-minute drive time to be an applicable delineated market area. The neighborhood surrounding the subject property is bounded by Highway 311 to the north, Valhi Boulevard to the south, S. Hollywood Road to the east, and Savanne Road to the west. The pertinent demographic information for this delineated market area is presented in the infographic below.



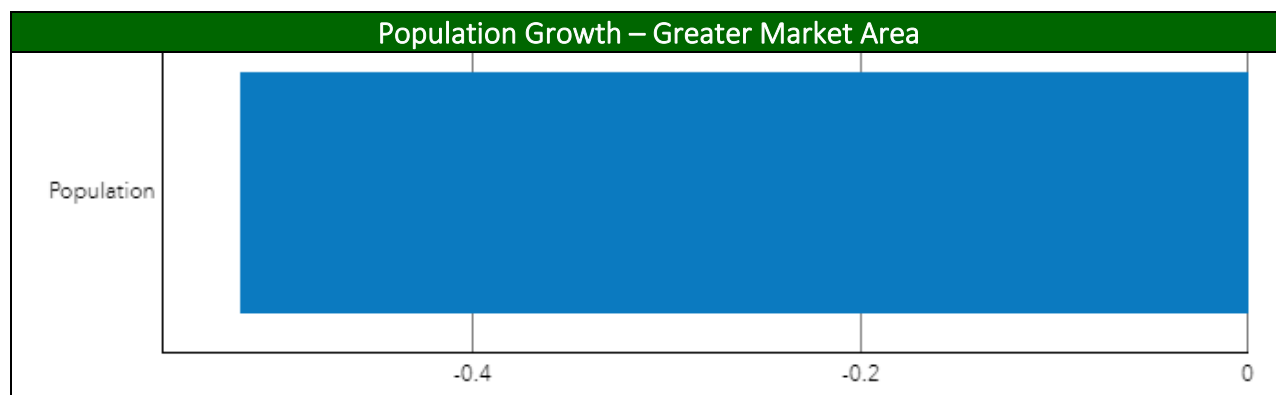
Overall, the subject's immediate market area features a population of 1,053, a median age of 37.5, an unemployment rate of 2.5%, and a median household income of \$124,192, ahead of the national median household income of \$68,703.





The subject's greater market area features a population of 46,215, a median age of 38.3, an unemployment rate of 2.9%, and a median household income of \$67,357, behind the national median household income of \$68,703.

Furthermore, the historic annual growth rate for the population in the subject's greater market area is -0.5%.



Although a small community, the health of the local economy is evidenced by the median and average household income figures for the area, which are competitive with state and national averages. As stated previously, the economy in the Houma-Thibodaux MSA is largely tied to the offshore oil and gas industry and spillover sectors, resulting in a higher number of high-salary employment opportunities when compared with many areas in the state.

South Louisiana provides a good location for hemispheric trade due to the largest river system in North America, 26 ports, numerous waterways, trunk-line rail systems, a skilled workforce and readily available land. Louisiana is the leader in oil and gas service and manufacturing which is supported by the Port of Terrebonne, located on a 680-acre site on Industrial Blvd. The tract is one mile west of LA Highway 57 and the Houma-Terrebonne Airport and is located on the Houma Navigation Canal within one-half mile of its intersection with the Gulf Intracoastal Waterway.

This location puts the port in a position to take advantage of significant cargo flows and marine traffic on both waterways. The Houma Navigation Canal is a direct route to the Gulf of Mexico and ties the Port of Terrebonne with Port Fourchon, which at one point was one of the fastest-growing ports in the U.S.; however, this development slowed heavily due to the contraction in the industrial market due to the downturn in the oil & gas market at the end of 2014. The Port of Terrebonne is developing a cooperative relationship with Port Fourchon, a relationship that is being fostered by connectivity via the East-West Channel through Terrebonne Bay and Port of Terrebonne's ready availability of land and building sites.

Each year the Gulf Intracoastal Waterway transports a huge amount of cargo and the most significant segment of this waterway, in terms of tonnage, flows through Houma. The strategic location gives the port a competitive advantage against other medium and shallow draft ports in Louisiana not only for capturing a significant share of cargo to be generated by growing Latin American trade flows but in distributing these cargoes throughout the rest of the U.S. via the Gulf Intracoastal Waterway and connecting waterways.

Also of note is the historic unemployment rate in the market area, namely the Houma – Thibodaux MSA, which at one point was among the lowest in the country at 2.8% in February 2014. After jumping as high as 7.5% in June 2015, the most recently reported unemployment rate was 3.2% in December 2022. These fluctuations coincide with the downturn in the oil and gas markets and are largely tied to layoffs associated with the drop in the price of oil which was at well over \$100 per barrel before dropping below \$30 per barrel in early 2015 and bottoming out around \$11 in April 2020.

The contraction of the oil market has had the greatest impact on shale drillers, inland water drillers, and those in the shallow waters of the Gulf of Mexico. The service companies that help drill, produce, and take oil to market have also been hit especially hard; however, due to the required investment in time and capital for deep-water projects to commence, the deep-water oil and gas sector remained relatively stable although there have certainly been cutbacks. There have been strong signs of recovery and as of February 2023, the price is \$75.29 per barrel.





Overall, the price of oil has strengthened, which will increase inland oil and gas activity and services. However, deep-water exploration is remaining on a halt for the foreseeable future. This market is largely tied to offshore oil and gas activity and despite the increase in price of oil there are still headwinds associated with this industry and the economic health of the region.

### Property Productivity:

Specifically speaking, the subject property is located along Valhi Boulevard, which is a secondary traffic corridor in the Houma market. Valhi Boulevard runs east to west through the southwestern portion of Houma and has been primarily developed with single-family residential subdivisions. There is also a large industrial node nearby. Local and Parish Governments plan to expand and enlarge the Valhi Boulevard corridor from Highway 90 to Highway 311 in the coming years, which should make the subject property even more desirable.

The subject property is located adjacent to the Bayou Country Sports Park, a large recreational facility developed by the Terrebonne Parish Consolidated Government. The park opened in 2019 and has since operated as the premier recreational sporting venue in the area. The parish has announced plans to expand the park, with a \$2.9M addition coming to the rear of the park, adjacent to the subject. If the parish chooses to further expand, the subject property would be primed for development. Overall, the subject property greatly benefits from its proximity to such a well-backed, promising development such as the Bayou Country Sports Park.

In terms of productivity, the subject is a 4.49-acre tract of cleared, vacant land fronting nearly 600 feet along Valhi Boulevard. The subject also features frontage along Bayou Country Parkway, which is an ingress/egress of the sports park. In order to be improved, the subject would need to be filled and elevated. The land in this area is naturally low, with the soil being made up of primarily clay. See the following page for a breakdown of the nearby Bayou Country Sports Park site prior to development taken from the TPCG Master Plan:





Overall, the primary driver of value in this case is the subject's frontage along the expanding Valhi Boulevard corridor, and its proximity to the Bayou Country Sports Park. The subject's highest and best use is for recreational development.

### Supply and Demand Analysis:

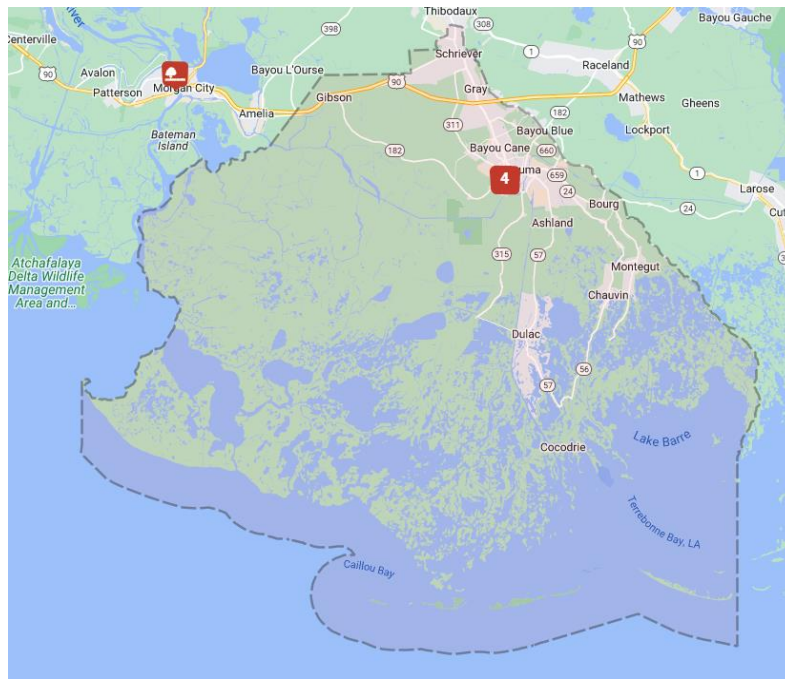
In order to ascertain the current levels of supply and demand for similar vacant land properties, we have utilized LACDB, the most prominent listing service in this market for this property type. In order to determine current supply, we have searched the market for active vacant land listings. We have limited the market to Terrebonne Parish. We have also searched for parcels between 1.5 and 10 acres, in line with the subject property. Based on these criteria, there are currently 25 active listings.







### Closed Sales



While we acknowledge that this study is not reflective of every current listing or sale within this time frame, the results are nonetheless indicative of broader themes at play in the market, namely that there is an oversupply of vacant land tracts in the subject's market.

### **Forecast for Subject Capture:**

The subject is a 4.49-acre tract of vacant land situated along Valhi Boulevard. The property benefits from future development of and along the corridor, as well as its proximity to the Bayou Country Sports Park. Overall, the subject site is large enough to accommodate a variety of occupants and users but is best suited for recreational development.



## Conclusion:

Based on the above discussion and data, the inferences that can be drawn are as follows:

- *The subject property is located in the Houma market area. The region is a beneficiary of the region's ties to viable extractive industries such as off-shore oil and gas exploration, production, and support as well as commercial fisheries.*
- *The subject property is located on Valhi Boulevard, a secondary but expanding corridor in the Houma market. This corridor is primarily defined by single-family developments, with spotted industrial development as well. The subject is situated adjacent to the Bayou Country Sports Park. This recreational development continues to grow and absorption as a complimentary land use to the park represents the highest and best use of the subject.*
- *There is an overall oversupply of similar vacant land properties to the subject in the Terrebonne Parish market area. That said, the subject benefits from its location next to prominent developments on the Valhi Boulevard corridor.*
- *The market participant(s) likely to purchase the subject property would be an investor/developer.*
- *The most likely exposure and marketing time is estimated to be less than 12 months if the property was priced appropriately and aggressively marketed.*



## HIGHEST AND BEST USE

The most recent interpretation of this concept which defines value in use in real estate defines the highest and best use of a property according to The Appraisal of Real Estate, The Fourteenth Edition, Page 332, as "the reasonably probable use of property that results in the highest value." The Fourteenth Edition goes on to say "to be reasonably probable, a use must meet certain conditions:

- The use must be *physically possible* (or it is reasonably probable to render it so).
- The use must be *legally permissible* (or it is reasonably probable to render it so).
- The use must be *financially feasible*.

Uses that meet the three criteria of reasonably probable uses are tested for economic *productivity*, and the reasonably probable use with the highest value is the highest and best use." The level of analysis under the Highest and Best Use for the subject site is a level "A" analysis.

### As Vacant:

When determining the highest and best use of the subject property, four factors must be tested; they are as follows:

- *Legal Permissibility*: the first consideration relative to the determination of the highest and best use "as vacant" is to determine whether or not a proposed use would be allowed under the zoning designation in which the subject property is situated. The subject property is zoned C-3, Neighborhood Commercial. These districts are composed of land and structures occupied by or suitable for furnishing the retail goods, such as groceries and drugs, and the services, such as barbering and shoe repairing, to satisfy the daily household needs of the surrounding residential neighborhoods. Often located on one (1) or more thoroughfares, these districts are small and are within convenient walking distance of most of the areas they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional neighborhood commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve new residential areas. To insure that such new districts are actually developed to supply the business needs of the neighborhoods, the amendment creating the district may set a time limit for its development.
- *Physical Possibility*: the next consideration relative to the determination of the highest and best use "as vacant" determines whether or not a proposed use would be physically possible relative to the shape and size of the subject site. The subject property contains 4.49 acres or 195,628 square feet. It can potentially accommodate a variety of medium scale uses.



- *Financial Feasibility:* this consideration is integral in determining the proposed use of a vacant site. This test determines whether or not construction costs and land acquisition are justified by the anticipated cash flows associated with a proposed subject property. The subject is located along the Valhi Boulevard corridor, southwest of the City of Houma. The subject's immediate area is defined by single family residential, industrial, and recreational development. Given its immediate proximity to the Bayou Country Sports Park, development for a complimentary land use to the noted park is financially feasible. That said, current market conditions may require a holding period until the market improves in terms of lowering the cost to borrow capital and reduced property insurance expenses.
- *Maximum Productivity:* this test determines the land use that would attribute the highest value to the land. The maximally productive use of the subject site is for a complimentary land use to the existing Bayou Country Sports Park. As noted, current market conditions likely preclude immediate development.

Thus, the highest and best use of the subject site is for a modest speculative hold with long-term development of the subject acreage for a complimentary land use to the Bayou Country Sports Pak.

The market participant(s) likely to purchase the subject property would be an investor/developer. The most likely exposure and marketing time is estimated to be less than 12 months.



## LAND/SITE VALUATION

The subject's land value has been developed via the sales comparison approach.

### Sales Comparison Approach – Land Valuation

The Sales Comparison Approach is premised on the idea that a buyer would not pay more for a specific property than the cost of acquiring a property with the same quality, utility, and perceived benefits of ownership. It is based on the principles of supply and demand, equilibrium, substitution, and externalities. The following steps outline the process of the Sales Comparison Approach as applied.

- The market in which the subject property competes is investigated; comparable sales, contracts for sale, and current offerings are reviewed.
- The most pertinent data is further analyzed, and the quality of the transaction is determined.
- The most meaningful unit of value for the subject property is determined.
- Each comparable sale is analyzed and where appropriate, adjusted to equate with the subject property.
- The value indication of each comparable sale is analyzed, and the data reconciled for a final indication of value via the Sales Comparison Approach.



### Land Comparables

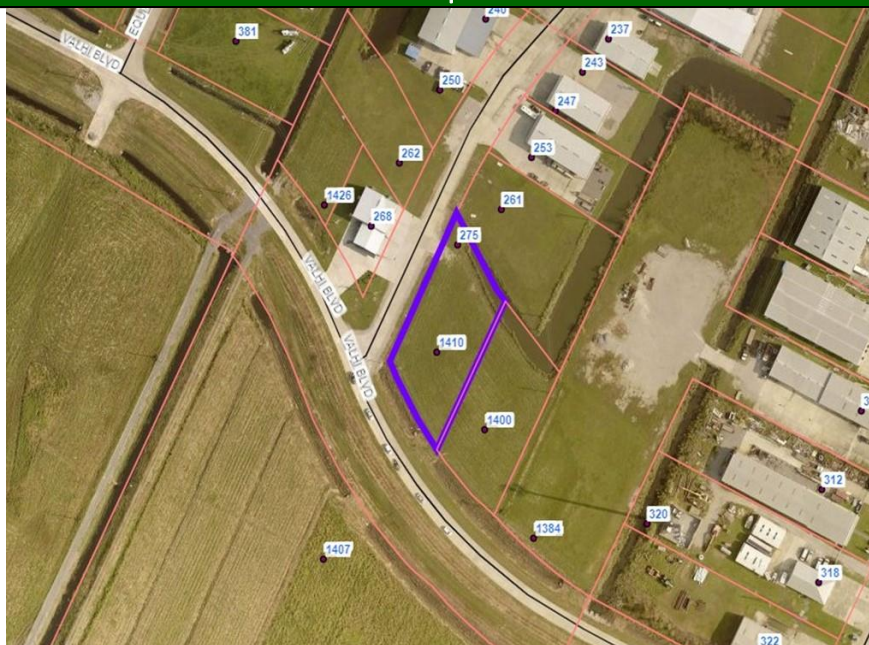
We have researched eight comparables for this analysis; these are documented on the following pages followed by a location map and analysis grid. All sales have been researched through numerous sources and verified by a party to the transaction unless otherwise noted.

Comp	Address	Date	Acres	Land SF
	City	Price	Price per Acre	Price Per Land SF
<b>Subject</b>	1766 Valhi Boulevard		4.49	195,628
	Houma			
<b>1</b>	275 Capital Boulevard	8/5/2022	0.77	33,541
	Houma	\$149,000	\$193,506	\$4.44
<b>2</b>	287 S. Hollywood Road	8/11/2022	1.62	70,750
	Houma	\$366,500	\$225,650	\$5.18
<b>3</b>	358 Ravensaide Drive	2/23/2022	0.32	13,939
	Houma	\$58,000	\$181,250	\$4.16
<b>4</b>	1495 Valhi Boulevard	2/18/2022	26.80	1,167,452
	Houma	\$2,383,800	\$88,944	\$2.04
<b>5</b>	1241 Valhi Boulevard	7/2/2020	1.23	53,579
	Houma	\$225,000	\$182,927	\$4.20
<b>6</b>	631 S. Hollywood Road	11/8/2019	0.89	38,768
	Houma	\$270,000	\$303,371	\$6.96
<b>7</b>	648 South Hollywood Road	7/27/2018	2.47	107,776
	Houma	\$750,000	\$303,128	\$6.96
<b>8</b>	593 Enterprise Drive	12/19/2017	5.72	249,163
	Houma	\$1,250,000	\$218,531	\$5.02





## Land Comparable 1



Transaction			
ID	47861	Date	8/5/2022
Address	275 Capital Boulevard	Price	\$149,000
City	Houma	Price Per Land SF	\$4.44
State	LA	Price Per Acre	\$193,506
Zip	70360	Transaction Type	Closed Sale
Grantor	Terre South Investments,	Property Rights	Fee Simple
Grantee	Xtreme Athletix	Book/Page or Reference	2683/514
Legal Description	Lot 2, Block 6, Phase 4C of the Capital Commercial Development, Terrebonne Parish, State of Louisiana		
Confirmation	Terrebonne Parish Clerk of Court		
Site			
Acres	0.77	Zoning	I1
Land SF	33,541	Flood Zone	X
Shape	Irregular		
Comments			
The 0.77 acre property was purchased by Xtreme Athletix, LLC for \$149,000. The property sits on the corner of Valhi and Capital Blvd at 275 Capital Boulevard. This tract is zoned I1. The \$149,000 purchase price equates to \$4.44/SF.			



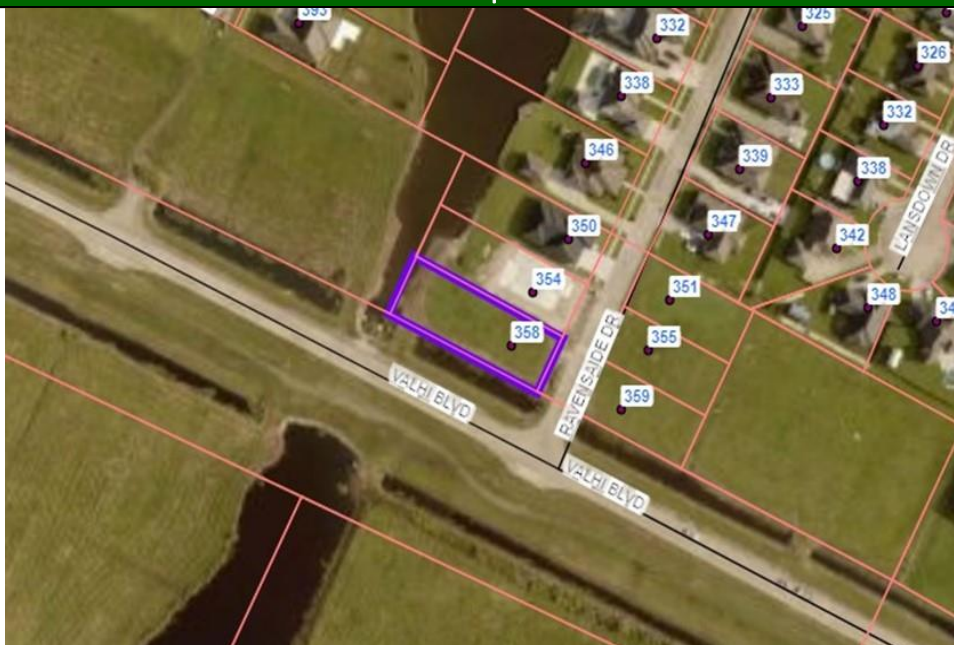
## Land Comparable 2



Transaction			
ID	43602	Date	8/11/2022
Address	287 S. Hollywood Road	Price	\$366,500
City	Houma	Price Per Land SF	\$5.18
State	LA	Price Per Acre	\$225,650
Zip	70360	Transaction Type	Closed Sale
Grantor	Peter and Sandra Hebert	Property Rights	Fee Simple
Grantee	Talbot Everett	Book/Page or Reference	2685/570
Legal Description	Tract M-R, Section 101, Township 17 South, Range 17 East, Parish of Terrebonne, State of Louisiana		
Confirmation	Listing Agent Edgar Bice 985-872-4597		
Site			
Acres	1.62	Zoning	I1
Land SF	70,750	Flood Zone	X
Shape	Irregular		
Comments			
287 South Hollywood Road recently sold for \$366,500 after 97 days on the market. This figure comes out to \$5.20 on a per square foot basis. The site features 180' of road frontage, and sits between MLK Boulevard and Highway 311. Listing Broker Edgar Bice was unavailable for confirmation, but we have confirmed the sale in the Terrebonne Parish Land Records.			



### Land Comparable 3



Transaction			
ID	47860	Date	2/23/2022
Address	358 Ravensaide Drive	Price	\$58,000
City	Houma	Price Per Land SF	\$4.16
State	LA	Price Per Acre	\$181,250
Zip	70360	Transaction Type	Closed Sale
Grantor	Sugar Lake, LLC	Property Rights	Fee Simple
Grantee	Barry Harper	Book/Page or Reference	2662/260

**Legal Description** Lot 1C, Block 2, Sugar Pointe Commercial Park, Terrebonne Parish, State of Louisiana

**Confirmation** Terrebonne Parish Clerk of Court

Site			
Acres	0.32	Zoning	C4
Land SF	13,939	Flood Zone	AE
Shape	Rectangular		

Comments	
Barry Harper purchased this vacant parcel from Sugar Lake, LLC on February 23, 2022. The property is situated along the corner of Valhi Boulevard and Ravensaide Drive in Houma, Louisiana. The property is zoned C4. This parcel is a part of a larger residential development extending north from Valhi. The final purchase price was \$58,000 for 0.32 acres, \$4.16/SF.	





## Land Comparable 4



Transaction			
ID	47859	Date	2/18/2022
Address	1495 Valhi Boulevard	Price	\$2,383,800
City	Houma	Price Per Land SF	\$2.04
State	LA	Price Per Acre	\$88,944
Zip	70360	Transaction Type	Closed Sale
Grantor	North Hollywood	Property Rights	Fee Simple
Grantee	SLECA	Book/Page or Reference	2661 / 627
Legal Description	A certain 26.801 acre tract of land situated in Sections 85 and 86, Township 17 South, Range 17 East, Parish of Terrebonne, State of Louisiana		
Confirmation	Terrebonne Parish Clerk of Court		
Site			
Acres	26.80	Zoning	I1
Land SF	1,167,452	Flood Zone	X
Shape	Irregular		
Comments			
SLECA purchased 26.801 Acres for \$2,383,800. The property is located at 1495 Valhi Blvd, and zoned I1. Property was cleared but contained 5.52 Acres of dug out pond. Effective usable land = 21.281 acres netting \$2.57/SF.			



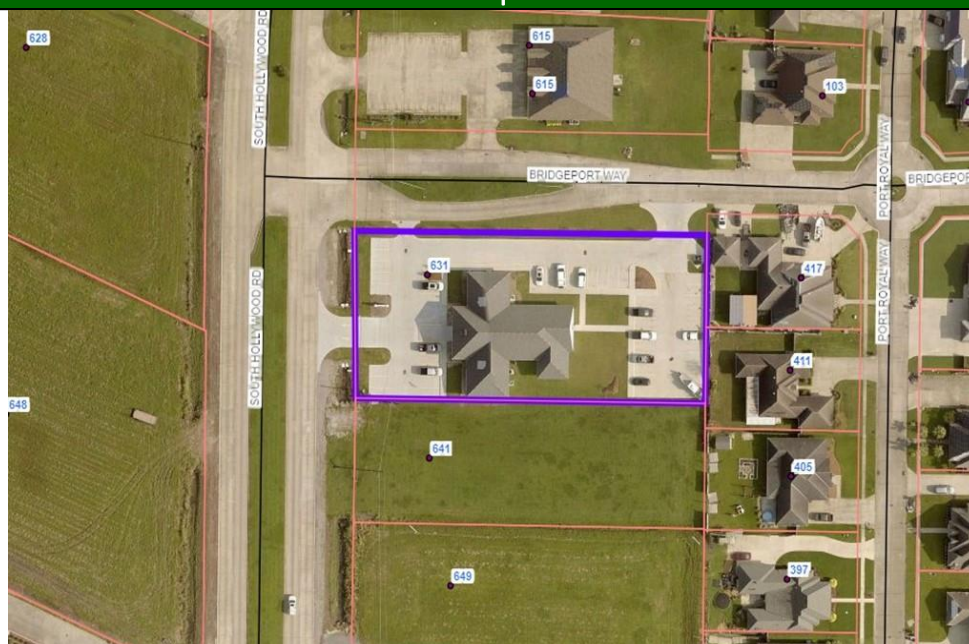
## Land Comparable 5



Transaction			
ID	47862	Date	7/2/2020
Address	1241 Valhi Boulevard	Price	\$225,000
City	Houma	Price Per Land SF	\$4.20
State	LA	Price Per Acre	\$182,927
Zip	70360	Transaction Type	Closed Sale
Grantor	Terrebonne Land	Property Rights	Fee Simple
Grantee	Shockwave Electric, LLC	Book/Page or Reference	2607/831
Legal Description	Revised Lot8 of Block1, Valhi Commercial Park, Terrebonne Parish, State of Louisiana		
Confirmation	Terrebonne Parish Clerk of Court		
Site			
Acres	1.23	Zoning	I1
Land SF	53,579	Flood Zone	AE
Shape	Rectangular		
Comments			
Shockwave Investment Group, LLC purchased the 1.23 acre property located at 1241 Valhi Blvd lot for \$225,000. The parcel is zoned I1. The purchase price equates to \$4.19/SF. They built a new building on the parcel that was recently damaged during Hurricane Ida - it has since been rebuilt.			



## Land Comparable 6



Transaction			
ID	47863	Date	11/8/2019
Address	631 S. Hollywood Road	Price	\$270,000
City	Houma	Price Per Land SF	\$6.96
State	LA	Price Per Acre	\$303,371
Zip	70360	Transaction Type	Closed Sale
Grantor	G & VC Investments, LLC	Property Rights	Fee Simple
Grantee	Penchant Properties, LLC	Book/Page or Reference	2590 / 663
Legal Description	Lot 1, Block Two, South Hollywood Commercial Park Phase 1, Terrebonne Parish, State of Louisiana		
Confirmation	Terrebonne Parish Clerk of Court		
Site			
Acres	0.89	Zoning	C3
Land SF	38,768	Flood Zone	X
Shape	Rectangular		
Comments			
Penchant Properties, LLC purchased this vacant 0.89-acre lot at 631 South Hollywood Road for \$270,000 or \$6.96 per square foot. The property is zoned C3, and is now the home of Delta Coast engineers office.			





## Land Comparable 7



Transaction			
ID	31341	Date	7/27/2018
Address	648 South Hollywood	Price	\$750,000
City	Houma	Price Per Land SF	\$6.96
State	LA	Price Per Acre	\$303,128
Zip	70360	Transaction Type	Closed Sale
Grantor	TD Land Development LLC	Property Rights	Fee Simple
Grantee	648 LLC	Book/Page or Reference	Book 2545 Page 280
Legal Description	Lot 1, Block Two, South Hollywood Commercial Park Phase 1, Terrebonne Parish, State of Louisiana		
Confirmation	Marketing Material		
Site			
Acres	2.47	Zoning	I-1, Light Industrial District
Land SF	107,776	Flood Zone	X
Shape	--		
Comments			
This 2.47-acre tract of vacant, cleared land sold for \$750,000 on July 27, 2018. This figure equates to \$6.96 on a per square foot basis.			



## Land Comparable 8

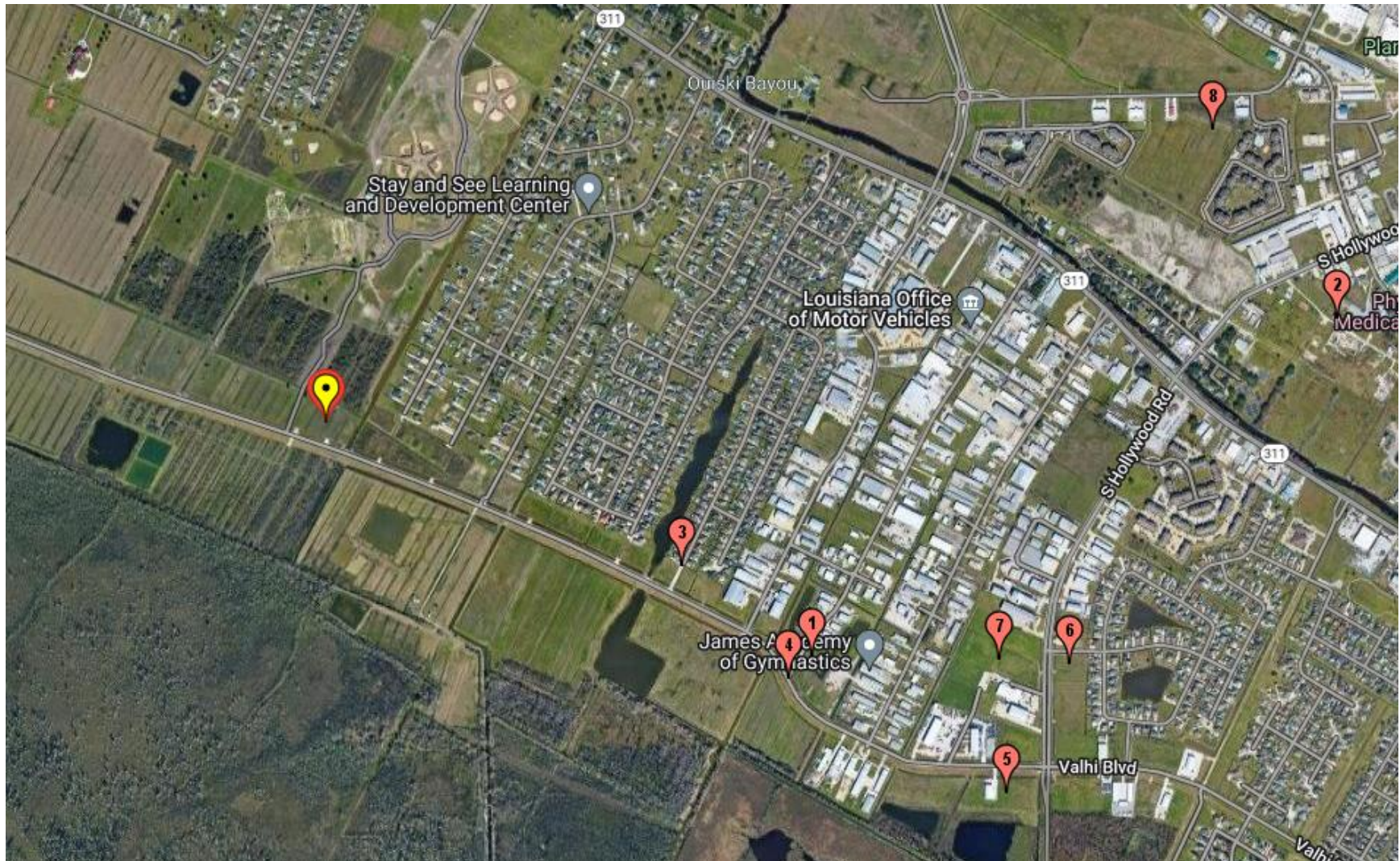


Transaction			
ID	29059	Date	12/19/2017
Address	593 Enterprise Drive	Price	\$1,250,000
City	Houma	Price Per Land SF	\$5.02
State	LA	Price Per Acre	\$218,531
Zip	70360	Transaction Type	Closed Sale
Grantor	H4, LLC	Property Rights	Fee Simple
Grantee	South Louisiana Medical	Book/Page or Reference	Book 2522, Page 457
Legal Description	A certain parcel of land situated in Sections 5, 101, & 102, Township 17 South, Range 17 East, Parish of Terrebone, State of Louisiana		
Confirmation	Listing Broker, Edgar Bice, 985-872-4597		
Site			
Acres	5.72	Zoning	C-2, General Commercial
Land SF	249,163	Flood Zone	C
Shape	--		
Comments			
This 5.72 acre tract sold for \$1,250,000 on December 19, 2017. The buyer is a medical group with locations in Houma, Morgan City and Galliano. The site is an interior fronting parcel located on the south side of Enterprise Drive in Houma.			





## Land Comparables Map



## Land Comparables Analysis Grid

Analysis Grid	Subject	1	2	3	4	5	6	7	8
Date		8/5/2022	8/11/2022	2/23/2022	2/18/2022	7/2/2020	11/8/2019	7/27/2018	12/19/2017
Address	1766 Valhi Boulevard	275 Capital	287 S. Hollywood	358 Ravensaide Drive	1495 Valhi Boulevard	1241 Valhi Boulevard	631 S. Hollywood	648 South	593 Enterprise Drive
City	Houma	Houma	Houma	Houma	Houma	Houma	Houma	Houma	Houma
Sales Price		\$149,000	\$366,500	\$58,000	\$2,383,800	\$225,000	\$270,000	\$750,000	\$1,250,000
Land SF	195,628	33,541	70,750	13,939	927,000	53,579	38,768	107,776	249,163
Acres	4.49	0.77	1.62	0.32	21.28	1.23	0.89	2.47	5.72
Flood Zone	AE	X	X	AE	X	AE	X	X	C
Zoning	C-3	I1	I1	C4	I1	I1	C3	I-1, Light Industrial	C-2, General
Land SF Unit Price		\$4.44	\$5.18	\$4.16	\$2.57	\$4.20	\$6.96	\$6.96	\$5.02
COS/Market Adj.		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>Adjusted Land SF Unit Price</b>		<b>\$4.44</b>	<b>\$5.18</b>	<b>\$4.16</b>	<b>\$2.57</b>	<b>\$4.20</b>	<b>\$6.96</b>	<b>\$6.96</b>	<b>\$5.02</b>
<b>Physical Adjustments</b>									
Size		-10.00%	-5.00%	-15.00%	10.00%	-5.00%	-10.00%	-2.50%	0.00%
Location		0.00%	2.50%	0.00%	0.00%	0.00%	0.00%	0.00%	2.50%
Flood Zone		-5.00%	-5.00%	0.00%	-5.00%	0.00%	-5.00%	-5.00%	-5.00%
Zoning		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Utility		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	2.50%	0.00%
<b>Gross Adjustment</b>		<b>15.00%</b>	<b>12.50%</b>	<b>15.00%</b>	<b>15.00%</b>	<b>5.00%</b>	<b>15.00%</b>	<b>10.00%</b>	<b>7.50%</b>
<b>Composite Adjustment</b>		<b>-15.00%</b>	<b>-7.50%</b>	<b>-15.00%</b>	<b>5.00%</b>	<b>-5.00%</b>	<b>-15.00%</b>	<b>-5.00%</b>	<b>-2.50%</b>
<b>Adjusted Land SF Unit Price</b>		<b>\$3.78</b>	<b>\$4.79</b>	<b>\$3.54</b>	<b>\$2.70</b>	<b>\$3.99</b>	<b>\$5.92</b>	<b>\$6.61</b>	<b>\$4.89</b>



## COMPARABLE SALE ADJUSTMENTS

The sales data has been analyzed and compared to the subject property. Adjustments were made in the following areas:

- Property Rights Sold
- Financing
- Conditions of Sale
- Market Trends
- Location
- Physical Characteristics

### Conditions of Sale

All of the comparable sales were confirmed to be arm's length transactions and no adjustments were necessary for conditions of sale.

### Market Trends

In recent months, the national economy has begun to face recessionary trending due to the significant rise in interest rates. This increased cost to borrow funds has had a cooling effect on high levels of inflation and overall demand for commercial real estate sectors. Despite these noted macro trends, we have not seen a significant decline in pricing for vacant land properties such as the subject property. In light of this, we have opted not to apply any level of adjustment for market conditions but have considered the current economic trending in our opinion of market value.

### Size

Adjustments have been applied based on the principle of *economies of scale*.

### Location

Comparable sales 1 through 6 in this dataset are in close proximity to one another, and feature frontage along Valhi Boulevard or equivalent roadways. Comparable 8, while being in close proximity to the subject, is situated along Enterprise Drive. This is a slightly inferior location compared to the subject and we have adjusted accordingly. Sale #7 also required an upwards adjustment for its inferior location.

### Flood Zone

The subject property is situated in a Coastal Flood Plain, like comparable sales 3 and 5. Comparable sales 1, 2, 4, 6, 7 and 8 required downward adjustments as they are not situated in a flood zone.

### Zoning

Like the subject, all of the comparable sales are zoned commercial or light industrial. No adjustments were necessary for zoning considerations.



### Utility

Comparable sale 7 required a slight adjustment for utility as the sale is made up of two distinct land tracts.





## LAND/SITE VALUATION RECONCILIATION AND CONCLUSION

Land Value Ranges & Reconciled Value				
Number of Comparables:	8	Unadjusted	Adjusted	% Δ
Low:		\$2.57	\$2.70	5%
High:		\$6.96	\$6.61	-5%
Average:		\$4.94	\$4.53	-8%
Median:		\$4.73	\$4.39	-7%
St. Dev.		\$1.48	\$1.29	-13%
Reconciled Value/Unit Value:			\$4.50	
Subject Size:			195,628	
Indicated Value:			\$880,326	
Reconciled Final Value:			<b>\$880,000</b>	
<b>Eight Hundred Eighty Thousand Dollars</b>				

The eight sale comparables utilized in the analysis provide an adjusted range of value indicators that suggest a value conclusion between \$2.70 per SF and \$6.61 per SF. All sales feature comparable vacant land properties in the immediate area. Adjustments were considered for discrepancies in location, size, flood zoning, zoning, and utility.

Following the application of adjustments, the range has tightened, and the standard deviation has decreased from \$1.48 to \$1.29 per square foot. The adjusted dataset supports a mean of \$4.53. Given the subject's location and size, the subject would most likely trade in line with the mean of the dataset.

Given the nearby location of the land sales in the dataset, and the overall volume of sales utilized in the dataset, the adjusted mean of the dataset has been given the most weight of any indicator. As seen in the MAA of this report, land in the Houma market area has sparsely traded as of late. There is no direct link between size or location when considering the value of these land sales. In these instances, the value is derived by the user of the land, whether it's an owner-occupant planning to build out their main office or a regional medical group with plans to construct their fourth brick and mortar location.

In the case of the subject, its value is derived from its proximity to the neighboring Bayou Country Sports Park, and its seemingly inevitable absorption into the site. The Valhi corridor is primed for development with expansion plans in place, making the subject property a worthy investment. As such, we point to the adjusted mean of a dataset full of land sales in close proximity to the subject. These are sales of vacant land sites along Valhi, or in neighboring residential, retail, and industrial developments. Given the blend of sites utilized in this dataset, the adjusted mean becomes a viable indicator of value for the subject.



All of the value indications have been considered, and in the final analysis, the adjusted mean of the dataset has been given most weight in arriving at our final reconciled per land sf value of \$4.50. Applying this figure to the subject's 195,628 square feet of land equates to \$880,326 – rounded to \$880,000

**INDICATION OF MARKET VALUE OF SUBJECT SITE:**

**\$880,000**



### As Is VALUE CONCLUSION

The client notes the subject property would need to be filled and elevated prior to development. According to Google Earth, the property needs approximately one to two feet of fill across the site. We have consulted with reputable market participants on a cost estimate to fill the site, and he concluded a cost of \$7.50 per cubic yard to fill and elevate the subject property. Due to a lack of necessary data, we have assumed an 18" average fill requirement for the site, and at 195,628 square feet, the site is 10,868.22 cubic yards. With that in mind, we estimate a total cost of \$81,511.65 – rounded to \$80,000 or \$0.41 per square foot to fill the site.

We have deducted this cost from our overall land value to come to an As Is Complete Value Conclusion. See below for a breakdown:

As Is Market Value Conclusion	
As Complete Value	\$880,000
Less: Site Costs	(\$80,000)
<b>As Is Market Value</b>	<b>\$800,000</b>



## FINAL RECONCILIATION AND VALUE CONCLUSION

The reconciliation process involves a thorough analysis of each approach to value, considering factors such as the quality of data used, the relevance of each approach to market conditions, and the ability to defend each approach. The final step is to evaluate each approach individually and in relation to the others, in order to arrive at a comprehensive and well-supported conclusion.

	<b>Value Indications</b>
<b>Land Value:</b>	\$880,000
<b>Less: Site Costs</b>	(\$80,000)

### Land/Site Valuation via Sales Comparison Approach

The Sales Comparison Approach is based on the analysis of recent sales of similar properties in the subject's market area. In addition to these transactions, we also reviewed several other sales and concluded the data provided is representative of recent historic value indicators for the subject property. In this case, the Sales Comparison Approach is a reliable approach based on the quality of the data and the relatively tight range of unit values as adjusted.

The following table summarizes our opinion(s) of market value based on the data and analyses developed in this appraisal:

VALUE TYPE	INTEREST	DATE OF VALUE	VALUE CONCLUSION
As Is Market Value	Fee Simple	March 27, 2023	\$800,000



## ASSUMPTIONS AND LIMITING CONDITIONS

This report is subject to the following conditions and such specifications and limiting conditions that also might be outlined in this report. These conditions affect the analyses; opinions, and value conclusions contained in this report.

1. It is assumed that the property is owned in Fee Simple Title. Fee Simple Title implies that the property is owned free and clear, unencumbered and unless otherwise specified. There are to be no leases, liens, easements, encroachments, or other encumbrances on the subject property that have not been specified in this report.
2. No responsibility is assumed for matters of a legal nature affecting the appraised property or title. This appraisal assumes that the subject property is presented with a good and marketable title unless otherwise specified. The appraiser has not rendered an opinion as to the title and does not have the expertise to do so. Data on ownership and legal descriptions were obtained from sources generally considered reliable.
3. The property is appraised assuming it is to be under responsible ownership and competent management. Unless otherwise specified, the property is assumed to be available for its highest and best use.
4. Any survey contained in this report is assumed to be true and correct, and it is also assumed that there are no hidden encroachments upon the property appraised except as noted. Any sketch prepared by the appraiser and included in this report may show approximate dimensions and is included to assist the reader in visualizing the property only. The appraiser has not surveyed the property and does not warrant any surveys or other presented plans or sketches.
5. The appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or other structures, which would render it more or less valuable. The appraiser assumes no responsibility for such conditions or for engineering which might be required to discover these factors. This includes the presence of unusual/extraordinary mineral deposits or subsurface rights not typically transferred with normal comparable data (i.e., valuable mineral rights associated with oil/gas production, etc., are not part of this assignment).
6. Any distributions of the valuation of the report between land and improvements apply only under the existing program of utilization. The separate valuation for land and building must not be used in conjunction with any other appraisal and are invalid if used in conjunction with any other appraisal.
7. No responsibility is assumed for changes in matters that are legal, political, social, or economic which could affect real estate values that take place after the effective date of this evaluation.

8. Information, estimates, and opinions furnished to the appraiser, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for the accuracy of such information furnished to the appraiser during the appraisal process is warranted by the appraiser. The appraiser assumes no responsibility for the accuracy of such information as measurements, survey, title information, and other information furnished by comparable sales data found in courthouse records and information obtained from Realtors and other parties during any type of comparable survey.

9. This report is predicated upon the assumption that the property has reached a stabilized occupancy as of the date of valuation unless otherwise noted.

10. On all appraisals, subject to satisfactory completion, repairs, or alterations, the appraisal report and value conclusion are contingent upon completion of the improvements in a workmanlike manner and in accord with the referred to plans and specifications.

11. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question unless required to do so by a court.

12. Disclosure of the contents of this appraisal report is governed by the By-Laws and Regulations of the Appraisal Institute.

13. Neither all nor any part of the contents of this report, especially any conclusions as to value, the identity of the appraiser or the firm with which he (they) is connected or any reference to the Appraisal Institute shall be disseminated to the public through advertising media, public relations media, news media, sales media, or any other public means of communication without the prior consent of the undersigned.

14. Unless otherwise stated in this report, the existence of hazardous material, which may or may not be present on the property, was not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, or other potentially hazardous materials or gases may affect the value of the property. The value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field if desired. This report further assumes that there are no under/above ground storage tanks of any kind on the property (unless otherwise noted). Possible leakage problems have not been addressed. The site history of the subject property has not been explored, nor has the historical land-use patterns of surrounding properties been investigated. Again, the appraiser has not addressed any environmental issues that might affect value. This report assumes that no such issues of any kind are present or affecting the Fee Simple Value in any manner (unless otherwise noted). The appraiser urges the client to retain an outside environmental expert to determine the subject property's status from this perspective.



15. We have personally inspected the property and found no obvious evidence of structural deficiencies except as stated in the report. However, no responsibility for hidden or unnoticed defects is assumed. No responsibility for conformity to specific governmental requirements (such as fire, building, and safety, earthquake, or occupancy codes) can be assumed without provisions of specific professional or governmental inspections.

16. We have personally inspected the subject property and found no evidence of termite damage or infestation (unless otherwise noted). No termite inspection report was made available to the appraiser; the appraiser is not responsible for damages resulting from any type of insect infestation whatsoever. This is beyond the scope of the appraisal assignment.

ACCEPTANCE OF AND USE OF THIS APPRAISAL REPORT CONSTITUTES ACCEPTANCE OF ABOVE

## **ADDENDA**

Letter of Engagement  
Environmental Inspection Checklist  
Qualifications of the Appraisers  
Legal Description  
Survey  
Zoning Ordinance  
Flood Map  
Wetlands Map  
Regional Map  
Neighborhood Map  
Subject Photos

## Letter of Engagement



[www.mceneryco.com](http://www.mceneryco.com)

March 15, 2023

P. M. McEnery, MAI, CRE and Baldwin R. Justice  
The McEnery Company  
8130 Union Street, Fourth Floor  
New Orleans, Louisiana 70112

**Client:** Danos Properties, LLC

**Property Location:** 2 Tracts of Land along Valhi Boulevard, Houma,

**Property Contact:** Louisiana Mr. Hank Babin, 985-872-4597,

**Intended Use:** hank@loganbabin.com Determine Market Value for

**Intended User:** Potential Acquisition Client

**Report Due Date:** Two (2) weeks from Engagement

**Retainer / Appraiser's Fee:** \$2,400 (Due Upon Acceptance of Engagement)

Dear Mr. Babin:

This letter is to confirm our conversation concerning the referenced appraisal assignments. We understand fully that Danos Properties, LLC., is the named client for this assignment.

This letter is put forth in order to confirm our request that you prepare (3) USPAP compliant appraisal reports for the referenced property under the following scope of work:

810 Union Street, Fourth Floor | Telephone: 504-274-2701  
New Orleans, Louisiana 70112 | Facsimile: 504-274-2702

170 Moores Road | Telephone: 985-246-3900  
Mandeville, Louisiana 70471 | Facsimile: 985-246-3901

Real Estate Licenses and Certifications held in Louisiana, Mississippi, Alabama, Florida, and Texas

## Letter of Engagement

March 15, 2023

Page Two

### Scope of Work

- The appraisals will be USPAP compliant, and the dates of value will be as of the dates of inspection.
- Site visits will be performed by the McEnery Company and the surrounding neighborhoods will be analyzed.
- Comparable data will be confirmed and verified with easily identifiable maps, as well as analysis grids. A sales comparison be employed within the land/site valuation of each appraisal report, which will provide reliable and credible opinions of market value

All documents furnished to the appraiser from this client are to be considered confidential information to the appraiser pursuant to the disclosure requirements in the confidentiality section of USPAP's Ethics Rule.


Sincerely,

Mr. Hank Danos and Mr. Travis David  
Danos Properties, LLC

x 

I accept and agree with the terms of this engagement letter,

Appraiser's Signature:




Date: March 15, 2023

810 Union Street, Fourth Floor  
New Orleans, Louisiana 70112

Telephone: 504-274-2701  
Facsimile: 504-274-2702

170 Moores Road  
Mandeville, Louisiana 70471

Telephone: 985-246-3900  
Facsimile: 985-246-3901

 Real Estate Licenses and Certifications held in Louisiana, Mississippi, Alabama, Florida, and Texas

## **Curriculum Vitae of Peter M. McEnery, MAI, CRE**

### ***Business Affiliations:***

- Farnsworth-Samuel, Ltd. - Commercial Sales Manager (1976 – 1980)
- Murphy, McEnery, and Company, LLC – Member-Manager (2002 - March 2010)
- The McEnery Company, Incorporated, President (1980 - Present)

### ***Related Business Experience:***

- First Financial Bank, FSB, New Orleans, Louisiana – Banking Officer (1986 - 1988)

### ***Real Estate Practical Experience:***

- Appraisal of all types of commercial properties including:
  - Acreage (timber, swamp, marsh, agricultural)
  - Land Mitigation Banks
  - USWF – NWR (environmentally sensitive large acreage tracts – LA, MS, AL, AR)
  - Subdivision Analysis
  - Shopping and Retail Centers
  - Convenience Stores/Truck Stops/Casinos
  - Office
  - Industrial
  - Multi-family
  - Historic Restorations
  - Deep Water Port Facilities
  - Hotels/Nursing Homes/Hospitals
  - Expropriation (condemnation): Louisiana DOTD; Louisiana Timed Managers
- Litigation Support Services
  - Qualified as Expert Witness: Federal District Court; Federal Bankruptcy Court; State District Courts
- Brokerage/Development:
  - The McEnery Company Incorporated - brokerage and development interests
- Finance and Consulting:
  - Industrial Revenue Bonds (historic restoration financing)
  - Tax Credit Consulting
  - General Real Estate Consulting
- Banking:
  - Managed Commercial REO Portfolio

### ***Memberships, Licenses, Etcetera:***

- Member – The Counselors of Real Estate ®, awarded the designation of CRE
- Member – The Appraisal Institute ®, awarded the designation of MAI
- Member – The National Association of Realtors ®
  
- State of Louisiana Certified General Real Estate Appraiser No.: G-1102
- State of Mississippi Certified General Real Estate Appraiser No.: GA-802
- State of Alabama Certified General Real Property Appraiser No.: G00778
  
- Louisiana Real Estate Broker License-Broker No.: 23772
- Mississippi Real Estate Broker License-Broker No.: B17298
- Alabama Real Estate Broker License-Broker No.: 95787-0

- Louisiana DOTD: Real Estate Agent Consultant Panel
- Louisiana DOTD: Real Estate Appraiser Panel
- Southeastern Louisiana University, Instructor, REP, and P (2001)
- LREC approved instructor: Special Seminar CE instructor (2003)
- Land Use Committee, New Direction 2025, St. Tammany Parish, Louisiana
- Central St. Tammany Land Owner's Association
  
- Member/Manager – M<sup>c</sup>Enery Management, LLC
- Member/Manager-M<sup>c</sup>Enery Properties, LLC
- Member/Manager-Iolar Holdings, LLC

### **Education:**

#### Real Estate Continuing Education-thru 2016

##### Appraisal Institute – Chicago, Illinois

- Course 00A (1-A): Basic Appraisal Principles, Methods, and Techniques
- Course 00B (1-B): Capitalization Theory and Techniques
- Course 410-A: Standards of Professional Appraisal Practice
- Course 420-B: Standard of Professional Appraisal Practice
- Course 510: Advanced Income Capitalization
- Course 520: Highest and Best Use and Market Analysis
- Course 530: Advanced Sales Comparison and Cost Approaches
- Course 540: Report Writing
- Course 550: Advanced Applications
- Course/Seminar – Partial Interest Valuation – Divided
- Course/Seminar – Appraisal Consultation
- Course/Seminar – Real Estate Disclosure
- Course/Seminar – Scope of the Work
- Course/Seminar – Appraising Convenience Stores
- Course/Seminar – Valuation of Conservation Easements
- Course/Seminar - Analyzing the Effects of Environmental Contamination on Real Property
- Course - The Appraiser as an Expert Witness
- Course - Litigation Appraising: Specialized Topics and Applications
- Course - Condemnation Appraising: Principles & Applications
- USPAP – 2016-2017

##### International Right of Way Association

- Course 501-Residential Relocation Assistance
- Course 502-Business Relocation
- Course 505-Advanced Relocation Assistance I (Residential)

##### Commercial Investment Real Estate Institute Chicago, Illinois

- Course CI 101: Financial Analysis for Commercial Real Estate
- Course CI 202: Market Analysis for Commercial Real Estate
- Course CI 301: Decision Analysis for Commercial Real Estate
- Course CI 404: Advanced Tax Planning for Commercial Real Estate
- Course CI 405/406: Selling/Negotiation Analysis for Commercial Real Estate

##### Tulane University – New Orleans, Louisiana

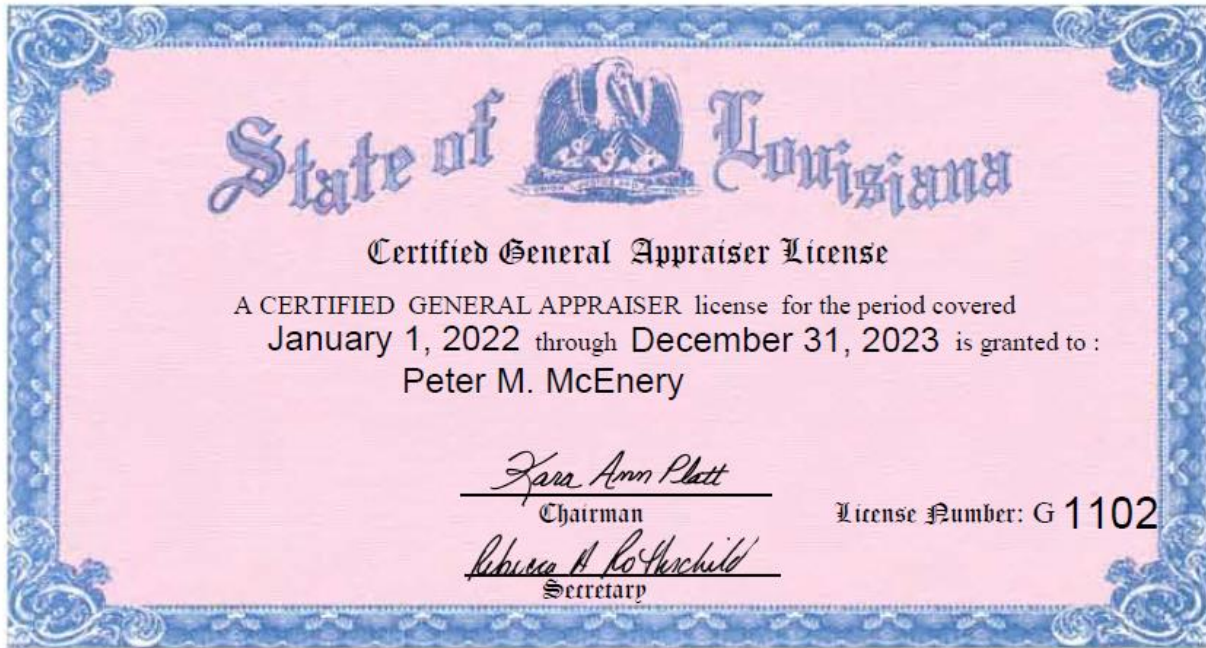
- College of Arts and Sciences, Bachelor of Arts Degree – 1976

##### Saint Stanislaus College – Bay St. Louis, Mississippi – 1971



*Client Summary:*

- Private individuals, corporate clients, institutional lenders, public jurisdictions
- (References available upon request)



CURRICULUM VITAE  
BALDWIN R. JUSTICE

*Primary Real Estate Business Experience:*

- The McEnery Company, Inc., New Orleans, Louisiana – Director of Valuation Services  
(April 2010 - Present)

*Practical Real Estate Experience - Institutional Lending/Private Client Appraisal:*

- Medical and Office Buildings
- Mixed-Use Buildings
- Industrial Warehouses, Office Warehouses, Warehouse Condominiums
- Land – Commercial Lots, Bulk Acreage and Subdivision Analyses
- Multi-family Buildings
- Special Use Properties (Marinas, RV Parks, Shipyards, Bowling Centers)
- Net Leased Properties
- Bed and Breakfast Properties/Hotel Properties
- Convenience Stores-Gasoline Stations
- Self-Storage Facilities
- Funeral Homes
- Subdivisions
- Acreage tracts
- Timberland
- Industrial Shipyards
- High-Rise Office Buildings

*Memberships, Licenses, Etcetera:*

- State of Louisiana Certified General Real Estate Appraiser #G3000
- State of Mississippi Certified General Real Estate Appraiser #GA-1208
- State of Alabama Certified General Real Estate Appraiser #G01336
- State of Florida Certified General Real Estate Appraiser #RZ4260
- State of Texas Certified General Real Estate Appraiser #TX1381113G
- Candidate for MAI Designation

*Primary Education:*

- University of Alabama – Tuscaloosa, Al
  - Culverhouse College of Commerce and Business Administration – (August 2005 – December 2009)
    - Department of Economics, Finance, and Legal Studies
  - Bachelor of Science (December 2009)
  - Major: Finance / Concentration Areas: Real Estate

- Real Estate Related Courses: FI 331/Principles of Real Estate; FI 334/Introduction to Real Estate Property Management; FI 432/Real Estate Appraisal; FI 436/ Real Estate Finance

***Real Estate Related Education:***

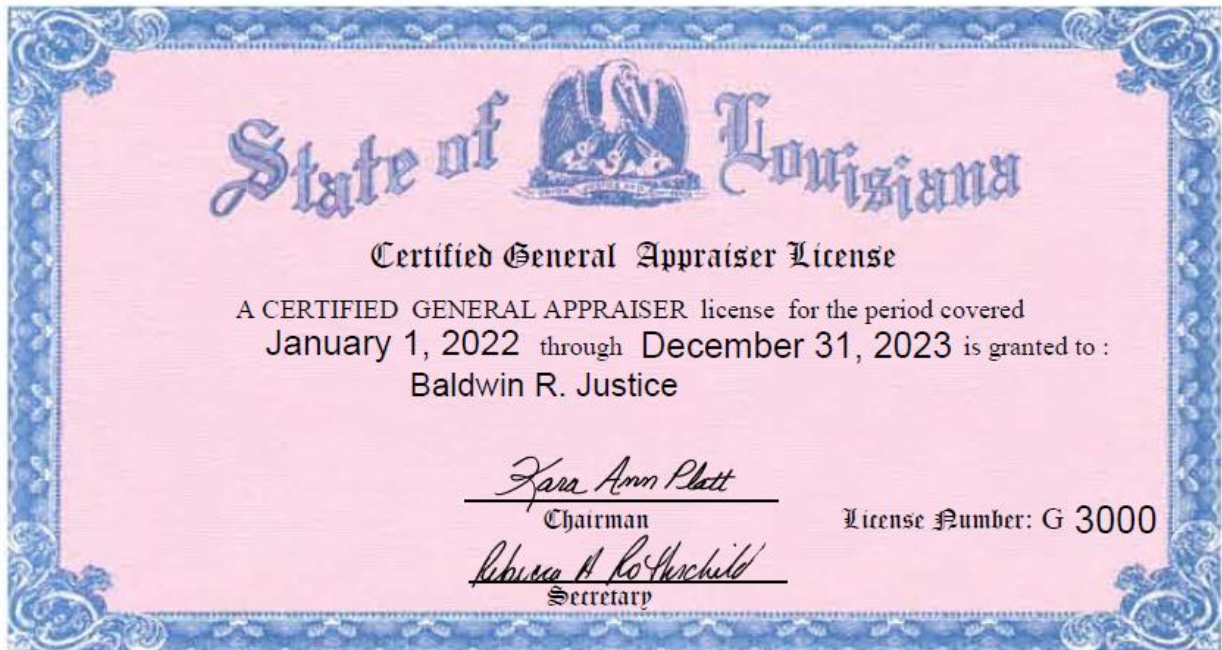
- Appraisal Institute – Chicago, Illinois – 2010 – Present
  - Course 110 - Appraisal Principles (Nashville, TN – 2010)
  - Course 120 - Appraisal Procedures (Nashville, TN – 2010)
  - 15 Hour National USPAP (Nashville, TN – 2010)
  - Course 300 - Real Estate Finance, Statistics, and Valuation Modeling (Online – 2012)
  - Course 401G - General Appraiser Sales Comparison Approach (Dallas, TX – 2012)
  - Course 400G - General Appraiser Market Analysis and H & B Use (Ft. Lauderdale, FL – 2012)
  - Course 402G - General Appraiser Site Valuation & Cost Approach (Online – 2014)
  - Course 403G - General Appraiser Income Approach/Part 1 (Online - 2014)
  - General Appraiser Report Writing and Case Studies (Online - 2014)
  - General Appraiser Income Approach/ Part 2 (Online - 2015)
  - Advanced Market Area Analysis and Highest and Best Use (Atlanta, GA – September 2015)
  - Advanced Income Capitalization (Atlanta, GA – April 2018)
  - Quantitative Analysis (Houston, TX – August 2019)
  - Advanced Concepts & Case Studies (New Orleans, LA – February 2022)

- Appraisal of Self-storage facilities – McKissock Learning (2017)
- Basic Hotel Appraising - McKissock (2017)
- Appraisal of Land Subject to Ground Leases - McKissock (2017)
- Appraisal of Fast-Food Facilities – McKissock (2021)
- Appraisal of REO & Foreclosure Properties - McKissock (2021)
- Complex Properties - McKissock (2021)

***Qualified as Expert Witness in Real Estate Appraising:***

- United States District Court Eastern District of Louisiana
- United States Bankruptcy Court for the Southern District of Mississippi
- 24<sup>th</sup> Judicial District Court for the Parish of Jefferson, Louisiana
- 19<sup>th</sup> Louisiana Judicial District Court, Parish of East Baton Rouge
- 22<sup>nd</sup> Judicial District Court Parish of St. Tammany

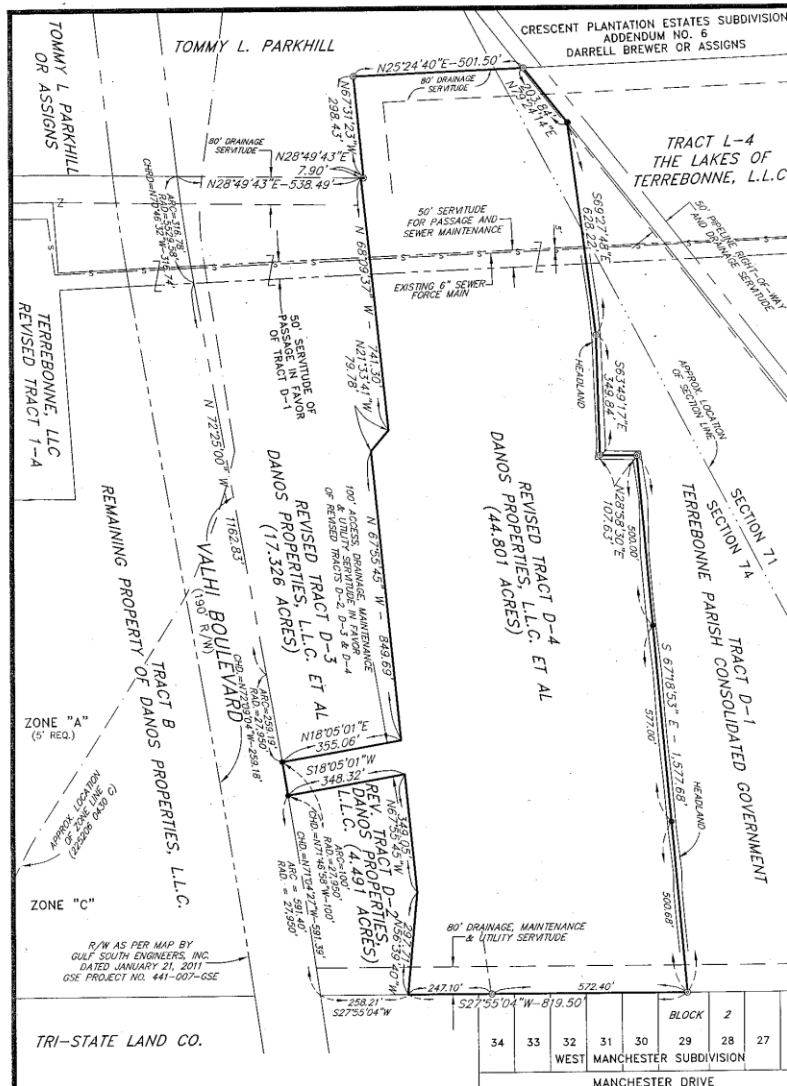
Email: [Baldwin@mceneryco.com](mailto:Baldwin@mceneryco.com)



### Legal Description

revised October 19, 2012 and entitled "PLAN SHOWING REVISED LOTS 1 & 2, ADDENDUM NO. 3 TO THE LAKES SUBDIVISION AND REVISED TRACT 1-A, TRACTS B, D-1, D-2, D-3, D-4, L-1, L-2, L-3 & L-4 BELONGING TO DANOS PROPERTIES, L.L.C. ET AL LOCATED IN SECTIONS 71, 74 & 94, T17S-R16E, TERREBONNE PARISH, LOUISIANA".

# Survey



PLAN SHOWING REVISED TRACT D-4  
BELONGING TO DANOS PROPERTIES, L.L.C.  
LOCATED IN SECTIONS 71, 74 & 94, T17S-R16E,  
TERREBONNE PARISH, LOUISIANA

AUGUST 13, 2015

SCALE: 1" = 300'

## LEGEND:

- 5/8" IRON ROD PREV. SET WITH 1"x1"x6" WOODEN STAKE
- 5/8" IRON ROD PREV. FOUND WITH 1"x1"x6" WOODEN STAKE

JOB NO. : 416 FIELD BOOK : ADDRESS : HWY 311 VALH EXT. CAD NAME : LAKES, REV. TRACT D-4  
DRAWN BY : AP/JM PAGES : SURVEY FILE : LAKES-83 FOLDER : THE LAKES SUBDIVISION

**KENETH L. REMBERT, SURVEYOR**  
635 SCHOOL ST., HOUMA, LA.







## Zoning Ordinance

### Sec. 28-48. Commercial districts.

- (a) *C-1 District: Central Business District.* This district is composed of land and structures used to furnish, in addition to all of the retail goods and services required by transients and by residents of the metropolitan area and of the trade area, certain wholesale and limited manufacturing in support of the main uses. Located at the convergence of the principal thoroughfares and highways, the Central Business District is surrounded by nonresidential districts and multiple-family residential districts. The district regulations are designed to permit the further development of the district for its purpose, subject to limitations designed to prevent the further congestion of the area that would result from overly intensive development.

- (1) *Permitted uses.* In the C-1 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified (see definitions in section 28-1):

Accessory use.

Administrative and business offices.

Amusement arcade.

Art and craft studio.

Automotive and equipment repair.

Automotive, fuel station.

Automotive, service station.

Bar, tavern, lounge.

Bed and breakfast.

Business support services.

Business or trade school.

City hall, police station, courthouse, federal building, other governmental buildings.

Clinic.

Club or lodge (private).

Communications services.

Construction sales and services.

Consumer repair services.

Convenience store.

Financial services.

Food sales.

Gambling or gaming establishments.

Garage, parking.

Golf course.

Health club.

Hospital (general).

Hotel/motel.

Laboratory, medical or dental.

Liquor sales, not to be consumed on premises.

Marine services-marinas.

Medical services.

Microbrewery/microdistillery.

Outdoor general advertising structure (need not be enclosed within structure).

Parking facilities.

Personal services.

Postal and parcel delivery services.

Public safety services.

Recreation, indoor sports.

Recreation, indoor entertainment.

Residential, accessory.

Residential/single-family residential.

Residential/duplex residential.

Residential/two-family residential.

Residential/townhouse residential.

Residential/condominium residential.

Residential/multiple-family residential.

Restaurants, sit-down.

Retail sales, convenience.

Retail sales, general.

Schools, public and private primary and middle educational facilities.

Telecommunications tower.

Theatre.

Utilities, minor including gas regulator stations (need not be enclosed within structure, but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission and/or historic district commission, as applicable, as being equally satisfactory for meeting enclosure requirements).

Electric substations (need not be enclosed within structure, but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission and/or historic district commission, as applicable, as being equally satisfactory for meeting enclosure requirements).

Wholesale trade.

Wireless facility.

- b. *Prohibited uses*—In addition to those uses disallowed under the provisions of (a)(1) of this section, the following uses are expressly prohibited in a C-1 district:

Mobile homes for residential and/or commercial purposes.

- c. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Ambulance service.

Armories—military (reserve or national guard).

Church, religious assembly, including parish house, community house and educational buildings.

Cultural services.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

- d. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustment, in accordance with the provisions of Article IX governing special exceptions:

None.

- (2) *Building site area*. There is no minimum building site within the C-1 District.

- (3) *Building height limit*. Except as provided in Article IV, no structure shall be erected or altered to exceed one hundred (100) feet (may be reduced if fire hazard).

- (4) *Yards required*. No yards are required for any buildings in the C-1 District.

- (b) *C-2 Districts: General Commercial Districts*. These districts are composed of land and structures used to furnish, in addition to the retail goods and services found in neighborhood districts, such less frequently needed goods as clothing and automobiles and such less frequently needed services as banking and theaters, the wider range of retail goods and services to satisfy all of the household and personal needs of the residents of a group or community of neighborhoods. Usually located on a thoroughfare or near the intersection of two (2) thoroughfares, these districts are large and are within convenient driving distance of the group of neighborhoods they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional general commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve groups of new neighborhoods. To insure that such districts are actually developed to supply the business needs of the groups of neighborhoods, the amendment creating the district may set a time limit for its development.

- (1) *Permitted uses*. In the C-2 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified:

All uses allowed in the C-1 District.

Accessory use.

Adult nightclub.

Adult uses/materials.

Agricultural sales and services.

Ambulance services.

Animal kennels.

Animal sales and services (limited).

Apartments.

Armories—military (reserve or national guard).

Automotive sales and rentals.

Boarding houses.

Campgrounds.

Car wash.

Clinic, animal.

College and university facilities.

Concrete statues, handiwork.

Congregate housing.

Country club.

Day care centers, preschools, nursery schools.

Dormitory.

Exterminating services.

Farm equipment sales and service.

Flea markets.

Fraternity/sorority residence.

Funeral home.

Garage, public.

Garden center.

Governmental buildings (local, state, federal).

Laundry services, coin-operated.

Laundry services, commercial.

Marine services, boat sales/service.

Marine services, commercial and charter fishing.

Marine services, retail.

Marine services, yacht clubs.

Microbrewery/microdistillery.

Nursery, plant.

Nursing home.

Outdoor general advertising structure (need not be enclosed within structure).

Public safety services.

Recreation, commercial outdoor sports.

Residential/townhouse residential.

Residential/condominium residential.

Residential/multiple-family residential.

Restaurants, drive-in.

Restaurants, fast food.

Restaurants, outdoor fast food.

Schools, public and private secondary educational facilities.

Schools, vocational-technical, community, trade or industrial.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

Shopping center, major.

Stable, private.

Taxidermy.

Truck and heavy equipment sales/rental/service.

- b. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, religious assembly, including parish house, community house and educational buildings.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

Revival church (temporary), as a temporary use on a permit issued by the zoning administrator, such permit to be good for a period not exceeding one week and renewable for not more than three (3) such periods.

Theater, outdoor (need not be enclosed within structure).

- c. *Prohibited uses:*

Commercial—Mobile homes/trailers.

Residential/mobile home park.

Residential—Mobile homes/trailers.



Gambling or gaming establishments.

- d. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustment, in accordance with the provisions of Article IX governing special exceptions:

Recreation, outdoor entertainment, but not car racing tracks/facilities.

Radio and television broadcasting transmitter and studio.

- (2) *Building site area.* There is no minimum building site area required for commercial businesses. For residential uses, the area required will be same as in the R-3 District.
- (3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.
- (4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards for commercial businesses shall be:

*Feet*

Front yard 25

Side yard 5

Rear yard 20

For residential use, the yards are the same as for the R-3 District.

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as a rear yard required in the abutting district.

- (c) *C-3 Districts: Neighborhood Commercial Districts.* These districts are composed of land and structures occupied by or suitable for furnishing the retail goods, such as groceries and drugs, and the services, such as barbering and shoe repairing, to satisfy the daily household needs of the surrounding residential neighborhoods. Often located on one (1) or more thoroughfares, these districts are small and are within convenient walking distance of most of the areas they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional neighborhood commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve new residential areas. To insure that such new districts are actually developed to supply the business needs of the neighborhoods, the amendment creating the district may set a time limit for its development.

- (1) *Permitted uses.* In C-3 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified:

All uses permitted in C-2 Districts, except as prohibited in b. below.

Accessory use.

Restaurant liquor sales (to be consumed on premises) provided that eighty (80) percent of structure usage is for the preparation and consumption of food.

- b. *Prohibited uses:*

Adult night clubs.

Adult uses/materials.

Agricultural sales and services.

All marine services (see definitions).

Campgrounds.

Commercial—Mobile homes/trailers.

Farm equipment and sales.

Gambling or gaming establishments.

Garages, public.

Microbrewery/microdistillery.

Nursery, plant.

Residential—Mobile homes/trailers.

Residential/mobile home park.

Shopping center, major.

Stables, private.

Taverns, bars or lounges.

Truck and heavy equipment sales/rental/service.

- c. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, religious assembly, including parish house, community house and educational buildings.

Animal sales and services (limited).

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

- d. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustment, in accordance with the provisions of Article VIII governing special exceptions:

Armories—military (reserve or national guard).

College fraternity and sorority houses.

Liquor sales not to be consumed on the premises.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

- (2) *Building site area.* There is no minimum required building site area for commercial businesses. For residential areas, the area must be the same as for R-3 Districts.
- (3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

(4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

*Feet*

Front yard 25

Side yard 5

Rear yard 20

Residential yard requirements are the same as for the R-3 District.

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as the rear yard required in the abutting district.

- (d) *C-4 Districts: Transition-Commercial Districts.* These districts are composed of land and structures occupied by or suitable for such uses as dwellings, offices, studios and a very limited number of uses involving sales of merchandise. Although usually located between residential areas and business areas, these districts are in some instances freestanding in residential areas or they may include hospital or college groups and related uses. The district regulations are designed to protect abutting and surrounding residential districts by limiting the commercial uses rather stringently. The construction of new residences in these districts, while permitted, is not encouraged. For the protection of residential uses within and residential areas abutting the district, certain minimum yard and area standards comparable to those called for in the residential districts are required to be met.

(1) *Permitted uses.* In the C-4 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified:

Accessory use.

Antique shop.

Apothecary, limited to the sale of pharmaceuticals and medical supplies.

Art gallery or museum.

Clinic

Club or lodge, private, not including one in which the chief activity is a service customarily carried on as a business.

College or university.

Convalescent home.

Dwelling, one-family, two-family and multiple-family.

Electric substation (need not be enclosed within a structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Farming, truck gardening and greenhouses, including only the sale of products raised on the premises.

Fire station.

Floral shop.

Gas regulator station (need not be enclosed within a structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a

fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Gift shop.

Hospital or sanitarium.

Institution for children or the aged.

Interior decorating shop.

Library or reading room.

Nameplate, not exceeding one square foot in area (need not be enclosed within structure).

Nursery, day care center or kindergarten.

Office.

Park or playground, public, including recreation center (need not be enclosed within structure).

Radio and television broadcasting studio.

Studio for professional work or teaching of any form of fine arts, photography, music, drama, dance.

Telephone exchange.

Underground petroleum storage tanks.

Water or sewage pumping station.

Water storage (need not be enclosed within structure).

YMCA, YWCA and similar institutions.

- b. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, religious assembly, including parish houses, community house and educational buildings.

College fraternity or sorority house.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

- c. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments. In accordance with the provisions of Article IX governing special exceptions.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

- d. *Prohibited uses.*

Commercial—Mobile homes/trailers.

Residential—Mobile homes/trailers.

(2) *Building site area.* Except as provided in Article IV, the minimum building site area shall be:

For a one-family dwelling: Six thousand (6,000) square feet.

For a two-family dwelling: Seven thousand two hundred (7,200) square feet.

For a multiple-family dwelling:

First two (2) dwelling units—Seven thousand two hundred (7,200) square feet.

Each additional dwelling unit—Two thousand (2,000) square feet.

For electric substation, gas regulator station, water or sewage pump station: No minimum requirement.

For any other permitted use: Ten thousand (10,000) square feet.

(3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

(4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

*Feet*

Front yard 20

Side yard 5

Rear yard 20

(e) *C-5 Districts: Commercial Business Park Districts.* These districts are similar to the C-2 general commercial districts in that they are composed of land and structures used to furnish, in addition to some of the retail goods and services found in neighborhood commercial districts, many of the less frequently needed goods and services found in the general commercial districts. Usually easily accessible from thoroughfares, but not strung out along thoroughfares, these districts contain buildings that are freestanding on large, well-landscaped sites with off-street parking. Uses that are noisy, unsightly or otherwise objectionable or unattractive are seldom found in these districts, and the districts are not intended to accommodate such uses. The district regulations are designed to permit the development of the districts for their purpose in an open, spacious arrangement and to protect the abutting and surrounding residential area by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional commercial business park districts will be created in accordance with the amendment procedure set forth herein, as they are needed. To insure that such districts are actually developed to supply the business needs of the urban area, the amendment creating the district may set a time limit for its development.

(1) *Permitted uses.* In the C-5 Districts only the following uses are permitted:

a. Uses by right—The uses listed below are permitted subject to the conditions specified:

Accessory use.

Air-conditioning sales and services.

Ambulance service.

Amusement, commercial, miniature golf course and golf driving range (need not be enclosed within structure).

Animal sales and services (limited).

Antique store.

Apparel and accessory store.

Appliance store.

Apothecary, limited to the sale of pharmaceuticals and medical supplies.

Armory.

Art gallery and museum.

Artificial limb manufacture.

Auditorium.

Automobile and truck salesroom, where the primary function is the retail sale of new automobiles and the retail sale of used automobiles, accessories, tires and batteries is a secondary function only and where services are limited to installation of items sold, making minor mechanical adjustments and washing and polishing (may not rebuild or overhaul engines, repair bodies, repaint automobiles, recap tires, clean automobiles or motors, reupholster automobiles or conduct dismantling; may display and store automobiles only within completely enclosed structures).

Automobile filling station, where the primary function is the retail sale of gasoline, oil, grease, tires, batteries and accessories and where services are limited to installation of items sold, washing, polishing and greasing (fuel pumps need not be enclosed within structure).

Bank.

Barber and beauty supplies and equipment sales.

Barbershop or beauty shop.

Bookstore.

Business machines store.

Camera and photographic supplies store.

City hall, police station, courthouse, federal building.

Clinic, dental or medical.

Club or lodge, private.

Drugstore.

Electric substation (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Fire station.

Floral shop.

Funeral home, mortuary or undertaking establishment.

Furniture store, retail.

Gas regulator station (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Gift shop.

Glass store.  
 Gymnasium, commercial.  
 Interior decorating shop.  
 Jewelry store.  
 Laboratory, dental or medical.  
 Laundry and/or dry-cleaning pickup station.  
 Library, public.  
 Liquor sales, for consumption on the premises.  
 Liquor sales, not to be consumed on the premises.  
 Medical offices.  
 Music store.  
 Office equipment and supplies, retail.  
 Optician.  
 Picture framing and/or mirror silvering.  
 Police substation.  
 Post office.  
 Radio and television broadcasting studio.  
 Restaurant.  
 Sporting goods store, retail.  
 Studio for professional work or teaching of any form of fine arts, photography, music, drama, dance.  
 Surgical or dental supplies store.  
 Telephone exchange, but not including shops or garages.  
 Underground petroleum storage tanks.  
 Water or sewage pumping station.  
 Water storage (need not be enclosed within structure).  
 YMCA, YWCA and similar institutions.

- b. Uses requiring planning approval—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, including parish house, community house and educational buildings.  
 Pipeline or electric transmission line (need not be enclosed within structure).  
 Railroad right-of-way, but not including shops, yard and team tracks (need not be enclosed within structure).



- c. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments, in accordance with the provisions of Article IX governing special exceptions.

Convalescent home.

Hospital or sanitarium.

Hotel, motel, tourist home, all for transient occupancy, except that not more than one-third of the gross floor area may be used for apartments for permanent occupancy.

Institution for children or the aged.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

Passenger depot, railway or bus.

- d. *Prohibited uses.*

Commercial—Mobile homes/trailers.

Residential—Mobile homes/trailers.

- (2) *Building site area.* The minimum building site area shall be:

For electric substation, gas regulator station, water or sewage pumping station: No minimum requirements.

For any other permitted use: Ten thousand (10,000) square feet.

- (3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

- (4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

*Feet*

Front yard20

Side yard5

Rear yard20

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as a rear yard required in the abutting district.

- (f) *C-6 Districts: Light Commercial Districts.* These districts are composed of land areas and structures which possess unique characteristics suitable for highly restrictive light commercial development such as offices, studios, and other very limited light commercial uses involving the sale of specialty merchandise. Although always located directly abutting or adjacent to residential subdivision(s), these areas are not conducive to continued development of the surrounding residential neighborhood because of their proximity to heavily traveled roadways. In order to facilitate the special need to preserve the sensitive neighborhood setting of the surrounding residential districts, the C-6 zoning regulations incorporate provisions which limit commercial use rather stringently; control access; establish use limitations and design standards; control on-premise signage; and, require limited aesthetic considerations in the design and development of individual building sites within these districts. All in all, the C-6 District regulations are designed to permit the location of certain types of professional and retail activities on a limited basis in a residential neighborhood whenever it is found to be necessary and desirable for the public health, safety, morals and general welfare.

- (1) *Permitted uses.* In the C-6 Districts only the following uses are permitted:

- a. *Uses by right.* The uses listed below are permitted subject to the conditions specified:

Altering and repairing of wearing apparel/seamstress/tailor.

Antique shop, for resale purposes only/refinishing services prohibited.

Apparel and accessory shop.

Art gallery or museum.

Bank.

Barber shop/beauty salon.

Book store.

Camera shop.

Clinic, dental or medical.

Dwelling, one-family.

Floral shop.

Gift shop.

Interior decorating shop.

Jewelry store.

Library or reading room.

Office.

Park or playground (public), not including recreation center.

Studio for professional work or teaching of any form of fine arts, photography, music, drama and/or dance.

- b. *Uses requiring planning approval.* The uses listed below are permitted upon the approval of the location and site plan thereof by the zoning commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection, and other public facilities, as not causing undue traffic congestion or creating a traffic hazard, and as being in harmony with the orderly and appropriate development of the district in which the use is located.

Church, including parish houses, community house and educational buildings directly associated with church functions.

- c. *Special exception uses.* The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments in accordance with the provisions of Article IX governing special exceptions:

None

- d. *Prohibited uses.* In addition to those uses disallowed under the provisions of (a)(1) of this section, the following uses are expressly prohibited in a C-6 district:

Restaurants.

Sale of alcoholic beverages and gaming devices.

Laundry, dry cleaning, dyeing establishments, including self-service operations.

Substance abuse, blood donor, abortion, and communicable disease clinics.

Outdoor storage of motor vehicles.

Outdoor storage of any kind.

Off-premise outdoor advertising.

Mobile homes for residential or commercial use.

Multi-family dwellings.

Gas stations.

Water or sewage pumping stations.

Open drainage detention and/or retention ponds.

- (2) *Conformance.* It is recognized that the commercial activities, which are permitted in this section, will be in close proximity to established residential neighborhoods. It is mandatory that the operation and performance of all uses in the C-6 District shall be subservient to and compatible with the peace and tranquility of a general residential environment. In addition to the excluded uses specified herein, no operations or activities shall be allowed in the C-6 District which disturb or annoy the residential inhabitants of the surrounding area, including but not limited to the following:

The operation of any instrument or device which creates interference with radio or television reception.

Outdoor displays or merchandise or article for sale.

The transacting of any business or activity on an outside or open-air basis.

The burning of refuse or operation of any incinerator.

Pole signs of any type.

The emitting of smells, odors, or aromas, including cooking outdoors.

Outdoor storage of refuse except in authorized receptacles.

The production of any vibration, smoke, dust, or fumes.

The causing of any glare from outside lighting devices.

Any operation or business activity occurring between the hours of 9:00 p.m. and 7:00 a.m.

Any loud, excessive, or unusual noise resulting from the business activity or operations conducted in the district, including noises caused by the performance of service functions such as deliveries from motor vehicles and garbage pickup service.

- (3) *Building site area.* Except as provided in Article IV, the minimum building site area shall be:

For a one-family dwelling (square feet) 6,000

For other permitted uses (square feet) 10,000

- (4) *Building height limit.* No structure shall be erected or altered to exceed one-story or twenty (20) feet. Planning approval shall be required for structures being erected or altered in excess of twenty (20) feet in height.

- (5) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

Front Yard	20 feet
Side Yard	10 feet
Side Yard Abutting Residential Structure	25 feet with 5' Green Space

Rear Yard	30 feet with 5' Green Space
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- (6) *Accessory structures.* No accessory buildings or structures shall be erected or permitted in the C-6 Zoning District.
- (7) *Site development standards.* In the C-6 Zoning District, the following standards for the development of individual building sites shall apply:
- a. Each lot must abut a public street.
  - b. Building facades shall maintain a consistent street edge, with the exception of passages for pedestrian access and drives to parking areas.
  - c. Building facades shall be constructed of either traditional materials (masonry, wood, stone) or contemporary materials (vinyl siding, stucco/concrete). Building facades of exposed concrete block, metal siding, and reflective glass are expressly prohibited.
  - d. All rooftop equipment shall be enclosed in building materials that match the structure or which are visually compatible with the structure.
  - e. Parking facilities shall be hard surfaced.
  - f. Automobile driveway entrance(s) to all building site shall be provided and limited to a maximum of two (2) curb cuts per street frontage and shall be located in such a way as to maximize safety, maximize efficient traffic circulation, and minimize the impact on the surrounding area. The width, radius, spacing of curb cuts and size and amount of parking spaces required shall conform to the provisions contained in Article VII of this chapter.
- (8) *Landscaping.* All building sites in the C-6 District shall have landscaping along the front or street boundary.
- (9) *Sidewalks.* Sidewalks shall be constructed within the appropriate rights-of-way and subsequently dedicated to the Terrebonne Parish Consolidated Government for public access. They shall be concrete and no less than five (5) feet in width. Sidewalks outside of the public right-of-way shall be privately owned and maintained. They shall be comprised of concrete or pavers.
- (10) *On-premise signs.* To ensure that on-premise signs are visually compatible with the surrounding environment and to avoid inappropriate materials and design the following provisions shall apply.
- a. *Allowable signage.* The following on-premise signs are allowed in the C-6 Zoning District:
    - Freestanding monument (ground) sign(s) limited to only public or private place identification per building site.
    - Facade signs.
    - Directional signs.
  - b. *Prohibited signs.* The following signs shall be prohibited in the C-6 District:
    - Moving signs.
    - Flashing signs.
    - Temporary signs.
    - Animated signs.
    - Pennants/ribbons/logo flags.
    - Pylon signs.
    - Neon signs.

Backlit canopies.

- c. *Materials.* Monument signs shall be constructed with materials used in the main structure and shall be compatible with the area.
    - 1. Facade signs shall be made of wood or signboard, carved and/or sandblasted and finished with gold leaf or paint stains. Uniform material shall be used for signs on buildings that are connected by common walls, located in a common plaza or otherwise associated as a single group.
    - 2. Directional signs shall be of materials compatible with facade signs.
  - d. *Height.* Freestanding monument signs, as required in this section, shall be no greater than eight (8) feet in height above the finished grade.
  - e. *Size.* Freestanding monument signs, as required herein, shall have a maximum area of fifty (50) square feet per sign for the primary sign and twenty-four (24) square feet per sign face for any secondary signs. Double-faced signs are permitted.
  - f. *Illumination.* Sign lighting shall minimize glare and maintain the aesthetic character of the area; therefore, signs may not be internally lit. Raised lettering signs may be backlit. All other signs shall be externally lit. The illumination of signs shall be prohibited between the hours of 9:00 p.m. and 7:00 a.m.
  - g. *Setbacks.* Freestanding monument signs shall have a minimum setback of ten (10) feet from the right-of-way line and ten (10) feet from the side property line and shall be located in a manner that does not interfere with the required minimum sight distance at driveways and intersections.
  - h. *Number of signs.* A maximum of one (1) facade sign per use is permitted, except that a use fronting on two (2) streets may have one (1) sign for each building front. A maximum of one (1) freestanding monument sign is permitted per driveway up to a maximum of three (3) signs, except that for two (2) or more signs, driveways must be separated by a minimum of two hundred feet (200) as measured center line.
- (g) *MS Districts: Medical Service Districts.* These districts are designed to encourage an appropriate grouping of medical service facilities. In most cases, the district would include a hospital or group of hospitals as the center of such hospital-related services as offices, drugstores, restaurants and shops. Apartments are permitted in the district.
- (1) *Permitted uses.* In the MS District, only the following uses are permitted:
- a. Uses by right—The uses listed below are permitted subject to conditions specified:
    - Any use permitted in the R-1, R-2, R-3 districts.
    - Banks.
    - Barbershops.
    - Beauty parlors.
    - Clinics.
    - Dormitories.
    - Drugstores.
    - Flower shops.
    - Hospitals.
    - Hotels, motels, containing not more than one hundred (100) rooms.

Offices of physicians, surgeons, dentists, psychiatrists, physiotherapists or other practicing or related specialists.

Parking garages.

Parking lots.

Pharmacies.

Professional offices.

Restaurants, but not drive-in restaurants.

Retail shops, dispensing medical and surgical supplies.

Tourist homes.

- b. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Cemeteries.

Church, religious assembly, including parish house, community house and educational building.

Funeral parlors.

- c. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses required in planning approval. In addition, these uses are declared to possess such characteristics of unique or special form that each specified use shall be considered an individual case and shall be subject to approval by the board of adjustments, in accordance with provisions of Article IX covering special exceptions:

None.

When it has been determined by the parish council that such conditional uses will promote the public welfare, public safety and public health, and that the proposal is in general compatible with adjacent or nearby drainage systems, applications for approval shall be transmitted to the zoning and land use commission for a public hearing and action in accordance with provisions of the public hearing.

- d. *Prohibited uses.*

Commercial—Mobile homes/trailers.

Residential—Mobile homes/trailers.

- (2) *Building site area.* There is no minimum building site area required.
- (3) *Building height limit.* In the case of a hospital in this district there is no height limit. For all other structures in the area, no structure shall be erected or altered to exceed thirty-five (35) feet.
- (4) *Yards required.* Except as provided in Article IV, the minimum dimensions and yards shall be:

*Feet*

Front yard20

Side yard5

Rear yard20

Exceptions: When a rear yard abuts on a public alley or waterway (bayou or drainage servitude), it only needs to be ten (10) feet in depth, and a rear yard abutting on a residential or commercial district shall have the same minimum depth as a rear yard required in the abutting district.

(City Code 1965, App. A, art. III, § C; Ord. No. 4859, § I, 6-10-92; Ord. No. 5735, § I, 2-5-97; Ord. No. 5901, § I, 4-22-98; Ord. No. 6322, 10-11-00; Ord. No. 6964, § II, 2-23-05; Ord. No. 7067, § I, 12-7-05; Ord. No. 7350 § I, 9-12-07; Ord. No. 8117, § I(Att. A), 4-25-12; Ord. No. 8770, § I(Exh. A), 9-21-16; Ord. No. 8870, § II(Att. A), 8-9-17)

State law reference(s)—Business districts for purposes of motor vehicles and traffic regulation, R.S. 32:1(6).



## Flood Map



**Pt. 1 (29.5983, -90.7838)**

Community: Terrebonne Parish (and Houma)

Preliminary FIRM (Issued: 10/08/2021)

Flood Zone: AE-COASTAL FLOODPLAIN, EL 3

FIRM Panel ID: 22109C0235E

Preliminary FIRM Panel Date: 10/08/2021

Effective FIRM (Effective: 1992)

Flood Zone: No digital data. See panel.

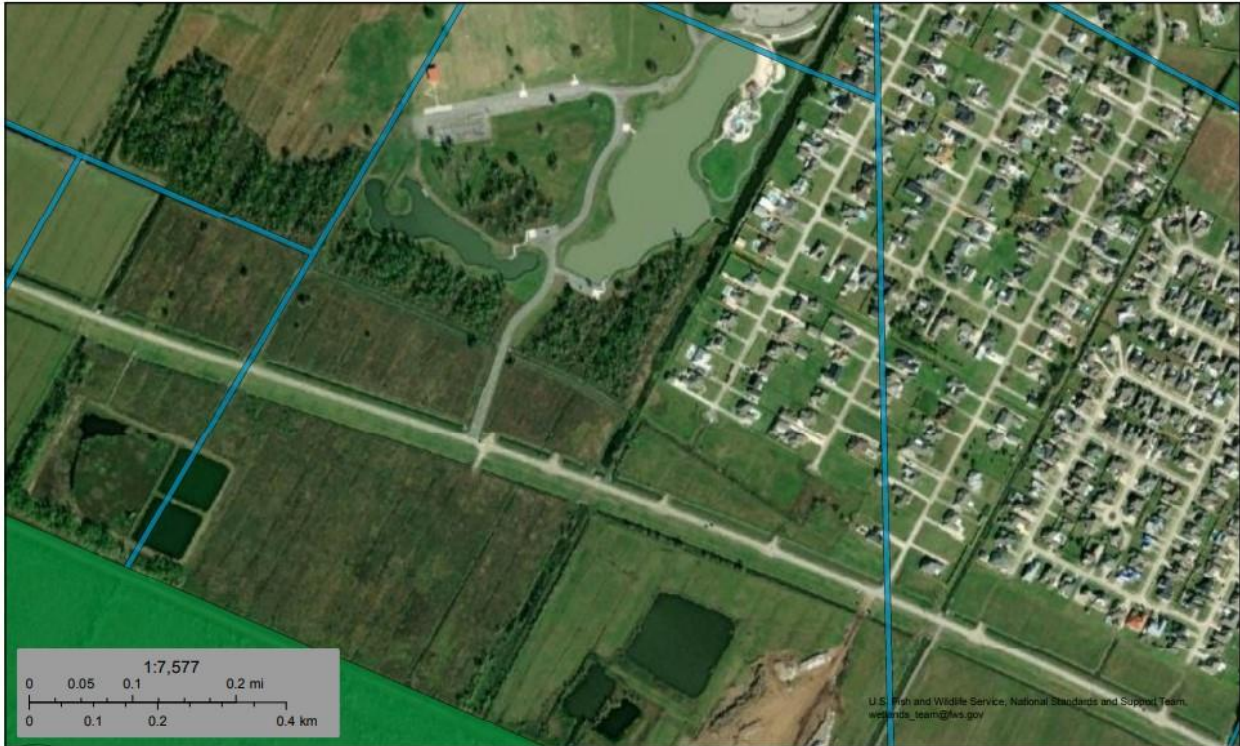
FIRM Panel ID: No Digital Data.

Ground Elevation<sup>1</sup>: 2.1 ft

Wetlands Map



Lot D-2, Valhi Boulevard



March 27, 2023

Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond

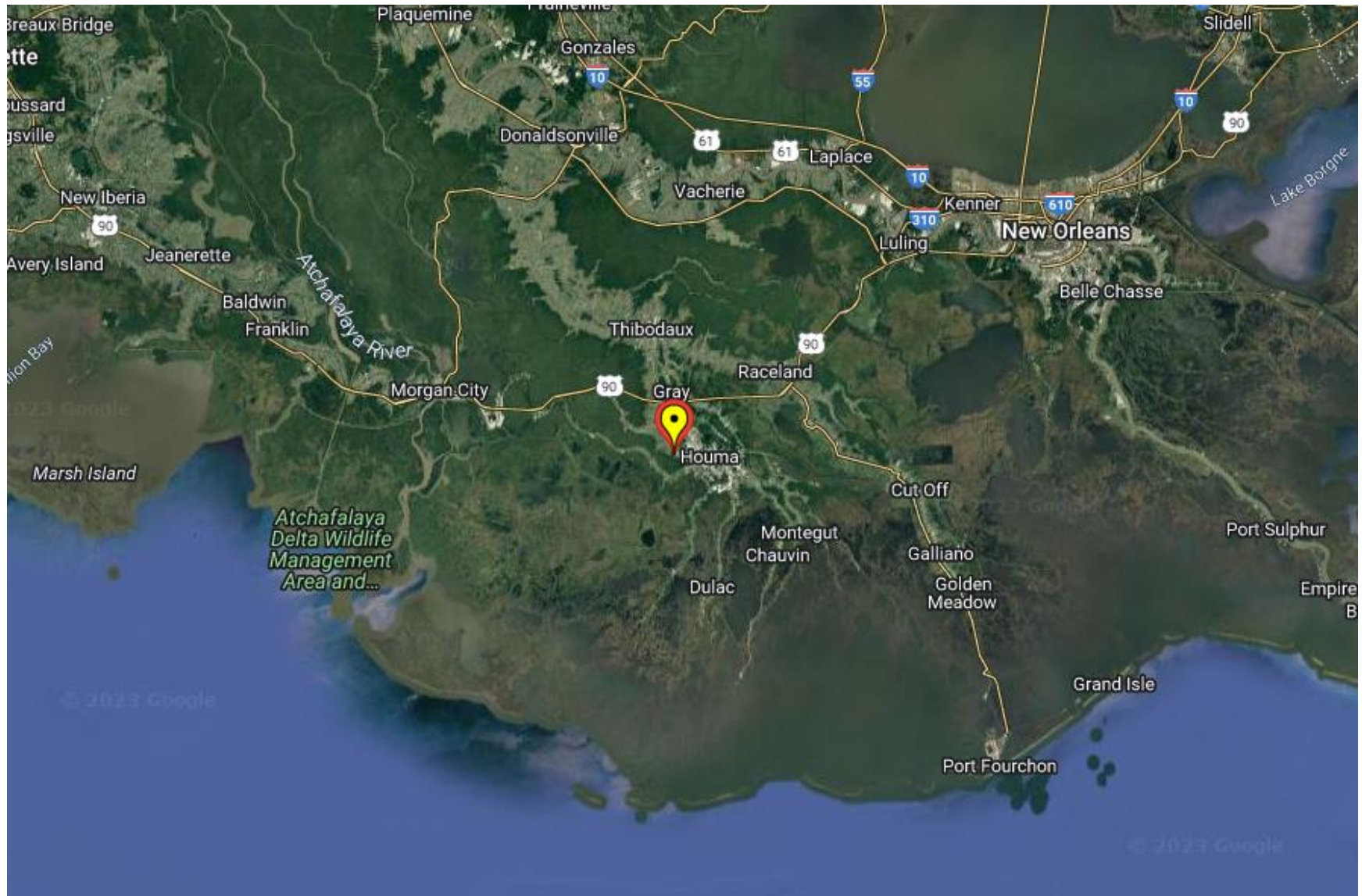
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

National Wetlands Inventory (NWI)  
This page was produced by the NWI mapper

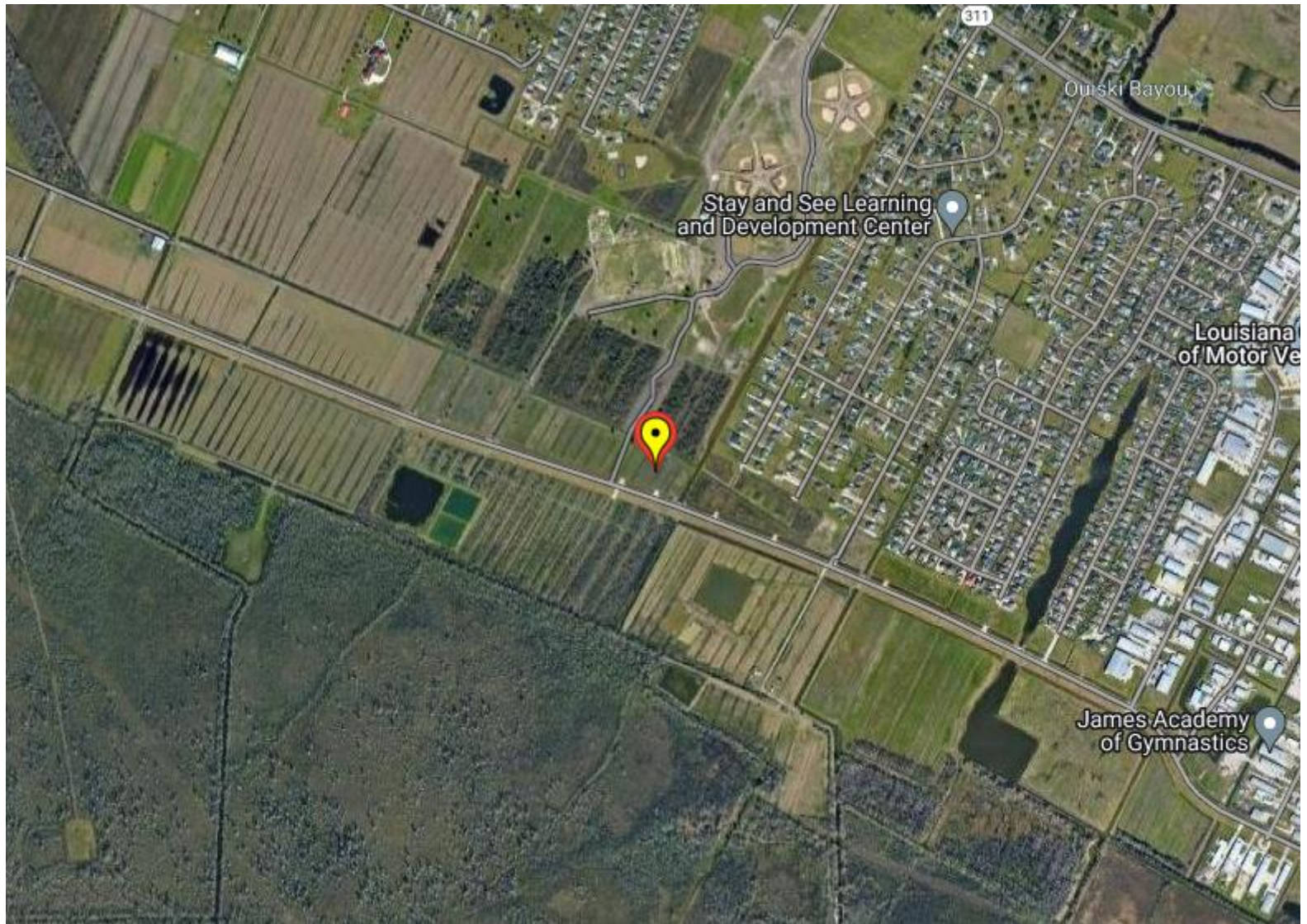


## Regional Map





## Neighborhood Map





## Subject Photographs











## GLOSSARY

This glossary contains the definitions of common words and phrases, used throughout the appraisal industry, as applied within this document. Please refer to the publications listed in the **Works Cited** section below for more information.

### Works Cited

- Appraisal Institute. *The Appraisal of Real Estate*. 13th ed. Chicago: Appraisal Institute, 2008. Print.
- Appraisal Institute. *The Dictionary of Real Estate Appraisal*. 7th ed. 2022. Print.

### Band of Investment

A technique in which the capitalization rates attributable to components of capital investment are weighted and combined to derive a weighted-average rate attributable to the total investment (i.e., debt and equity, land and improvements). (Dictionary, 7th Edition)

tenant pays for shared services and facilities such as electricity, security, and maintenance of parking lots. Items charged to common area maintenance may include cleaning services, parking lot sweeping and maintenances, snow removal, security, and upkeep. (ICSC) (Dictionary, 7th Edition)

### Common Area

1. The total area within a property that is not designed for sale or rental but is available for common use by all owners, tenants, or their invitees, e.g., parking and its appurtenances, malls, sidewalks, landscaped areas, recreation areas, public toilets, truck and service facilities.
2. In a shopping center, the walkways and areas onto which the stores face and which conduct the flow of customer traffic. (ICSC) (Dictionary, 7th Edition)

### Debt Coverage Ratio (DCR)

The ratio of net operating income to annual debt service ( $DCR = NOI/Im$ ), which measures the relative ability of a property to meet its debt service out of net operating income; also called debt service coverage ratio (DSCR). A larger DCR typically indicates a greater ability for a property to withstand a reduction of income, providing an improved safety margin for a lender. (Dictionary, 7th Edition)

### Common Area Maintenance (CAM)

1. The expense of operating and maintaining common areas; may or may not include management charges and usually does not include capital expenditures on tenant improvements or other improvements to the property.
2. The amount of money charged to tenants for their shares of maintaining a center's common area. The charge that a

### Discount Rate

A rate of return on capital used to convert future payments or receipts into present value; usually considered to be a synonym for *yield rate*. (Dictionary, 7th Edition)

### Effective Age

The age of property that is based on the amount of observed deterioration and obsolescence it has sustained, which may be

different from its chronological age. (Dictionary, 7th Edition)

### **Effective Date**

1. The date to which an appraiser's analyses, opinions, and conclusions apply; also referred to as the date of value. (2022-2023 USPAP)
2. The date that a lease goes into effect (Dictionary, 7th Edition)

### **Exposure Time**

An opinion, based on supporting market data, of the length of time that the property interest being appraised would have been offered on the open market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal. (2022–2023 USPAP)

### **Excess Land**

Land that is not needed to serve or support the existing use. The highest and best use of the excess land may or may not be the same as the highest and best use of the improved parcel. Excess land may have the potential to be sold separately and is valued separately. (Dictionary 7th Edition)

### **External Obsolescence**

A type of depreciation; a diminution in value caused by negative external influences and generally incurable on the part of the owner, landlord, or tenant. The external influence may be either temporary or permanent. There are two forms of external obsolescence: economic and locational (Dictionary, 7th Edition)

### **Extraordinary Assumption**

An assignment-specific assumption as of the effective date regarding uncertain Information used in an analysis which, if

found to be false, could alter the appraiser's opinions or conclusions. Comment: Uncertain information might include physical, legal, or economic characteristics of the subject property, or conditions external to the property, such as market conditions or trends, or about the integrity of data used in an analysis. (USPAP, 2022-2023 ed.) (Dictionary, 7th Edition)

### **Fee Simple Estate**

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat. (Dictionary, 7th Edition)

### **Functional Obsolescence**

The impairment of functional capacity of improvements according to market tastes and standards. (Dictionary, 7th Edition)

### **Functional Utility**

The ability of a property or building to be useful and to perform the function for which it is intended according to current market tastes and standards; the efficiency of a building's use in terms of architectural style, design and layout, traffic patterns, and the size and type of rooms. (Dictionary, 7th Edition)

### **Going-Concern Value**

An outdated label for the market value of all the tangible and intangible assets of an established and operating business with an indefinite life, as if sold in aggregate; more accurately termed the market value of the going concern or market value of the total assets of the business. (Dictionary, 7th Edition)

### **Gross Building Area (GBA)**

1. Total floor area of a building, excluding unenclosed areas, measured from the exterior of the walls of the above-grade area. This includes mezzanines and basements if and when typically included in the market area of the type of property involved.
2. Gross leasable area plus all common areas.
3. For residential space, the total area of all floor levels measured from the exterior of the walls and including the super-structure and substructure basement; typically does not include garage space. (Dictionary, 7th Edition)

### **Gross Leasable Area (GLA)**

Total floor area designed for the occupancy and exclusive use of tenants, including basements and mezzanines; measured from the center of joint partitioning to the outside wall surfaces. (Dictionary, 7th Edition)

### **Highest & Best Use**

1. The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity.
2. The use of an asset that maximizes its potential and that is possible, legally permissible, and financially feasible. The highest and best use may be for continuation of an asset's existing use or for some alternative use. This is determined by the use that a market participant would have in mind for the asset when formulating the price that it would be willing to bid. (IVS)

3. [The] highest and most profitable use for which the property is adaptable and needed or likely to be needed in the reasonably near future. (Uniform Appraisal Standards for Federal Land Acquisitions)

4. [For fair value determination] The use of a nonfinancial asset by market participants that would maximize the value of the asset or the group of assets and liabilities (for example, a business) within which the asset would be used. (FASB Glossary) The highest and best use of a nonfinancial asset takes into account the use that is physically possible, legally permissible, and financially feasible. (FASB 820-10-35-10B). The highest and best use of a nonfinancial asset establishes the valuation premise used to measure the fair value of the asset, as follows: (a) The highest and best use of a nonfinancial asset might provide maximum value to market participants through its use in combination with other assets as a group (as installed or otherwise configured for use) or in combination with other assets and liabilities (for example, a business). (b) The highest and best use of the asset might provide maximum value to market participants on a standalone basis. (FASB 820-10-35-10E) (Dictionary, 7th Edition)

### **Highest and Best Use of Land or a Site as Though Vacant**

Among all reasonable, alternative uses, the use that yields the highest present land value, after payments are made for labor, capital, and coordination. The use of a property based on the assumption that the parcel of land is vacant or can be made vacant by demolishing any improvements. (Dictionary, 5th Edition)

### **Highest and Best Use of Property as Improved**

The use that should be made of a property as it exists. An existing improvement should be renovated or retained as is so long as it continues to contribute to the total market value of the property, or until the return from a new improvement would more than offset the cost of demolishing the existing building and constructing a new one. (Dictionary, 5th Edition)

### **Hypothetical Condition**

1. A condition that is presumed to be true when it is known to be false. (SVP)
2. A condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis. Comment: Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis. (USPAP, 2022-2023 ed.) (Dictionary, 7th Edition)

### **Investment Value**

1. The value of a property to a particular investor or class of investors based on the investor's specific requirements. Investment value may be different from market value because it depends on a set of investment criteria that are not necessarily typical of the market.
2. The value of an asset to the owner or a prospective owner for individual investment or operational objectives. (may also be known as worth) (IVS) (Dictionary, 7th Edition)

### **Leased Fee Interest**

The ownership interest held by the lessor, which includes the right to receive the contract rent specified in the lease plus the reversionary right when the lease expires. (Dictionary, 7th Edition)

### **Leasehold Estate**

The right held by the lessee to use and occupy real estate for a stated term and under the conditions specified in the lease. (Dictionary, 7th Edition)

### **Market Area**

The geographic region from which a majority of demand comes and in which the majority of competition is located. Depending on the market, a market area may be further subdivided into components such as primary, secondary, and tertiary market areas, or the competitive market area may be distinguished from the general market area. (Dictionary, 7th Edition)

### **Market Rent**

The most probable rent that a property should bring in a competitive and open market under all conditions requisite to a fair lease transaction, the lessee and lessor each acting prudently and knowledgeably, and assuming the rent is not affected by undue stimulus. Implicit in this definition is the execution market support of a lease as of a specified date under conditions whereby

- Lessee and lessor are typically motivated;
- Both parties are well informed or well advised, and acting in what they consider their best interests;
- Payment is made in terms of cash or in terms of financial arrangements comparable thereto; and

- The rent reflects specified terms and conditions typically found in that market, such as permitted uses, use restrictions, expense obligations, duration, concessions, rental adjustments and revaluations, renewal and purchase options, frequency of payments (annual, monthly, etc.), and tenant improvements (TIs). (Dictionary, 7th Edition)

## Market Value

A type of value that is the major focus of most real property appraisal assignments. Both economic and legal definitions of market value have been developed and refined, such as the following.

1. The most widely accepted components of market value are incorporated in the following definition: The most probable price, as of a specified date, in cash, or in terms of equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress.
2. Market value is described in the Uniform Standards of Professional Appraisal Practice (USPAP) as follows: A type of value, stated as an opinion, that presumes the transfer of a property (i.e., a right of ownership or a bundle of such rights), as of a certain date, under specific conditions set forth in the value definition that is identified by the appraiser as applicable in an appraisal. (USPAP, 2022-2023 ed.)

USPAP also requires that certain items be included in every appraisal report. Among

these items, the following are directly related to the definition of market value:

- Identification of the specific property rights to be appraised.
  - Statement of the effective date of the value opinion.
  - Specification as to whether cash, terms equivalent to cash, or other precisely described financing terms are assumed as the basis of the appraisal.
  - If the appraisal is conditioned upon financing or other terms, specification as to whether the financing or terms are at, below, or above-market interest rates and/or contain unusual conditions or incentives. The terms of above—or below-market interest rates and/or other special incentives must be clearly set forth; their contribution to, or negative influence on, the value must be described and estimated; and the market data supporting the opinion of value must be described and explained.
3. The following definition of market value is used by agencies that regulate federally insured financial institutions in the United States: The most probable price that a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and the seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:
    - Buyer and seller are typically motivated;

- Both parties are well informed or well advised, and acting in what they consider their best interests;
  - A reasonable time is allowed for exposure in the open market;
  - Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
  - The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale. (12 C.F.R. Part 34.42(g); 55 Federal Register 34696, August 24, 1990, as amended at 57 Federal Register 12202, April 9, 1992; 59 Federal Register 29499, June 7, 1994)
4. The International Valuation Standards Council defines market value for the purpose of international standards as follows: The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (International Valuation Standards, 8th ed., 2007)
  5. The Uniform Standards for Federal Land Acquisitions defines market value as follows: Market value is the amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold on the effective date of the appraisal, after a reasonable exposure of time on the open competitive market, from a willing

and reasonably knowledgeable seller to a willing and reasonably knowledgeable buyer, with neither acting under any compulsion to buy or sell, giving due consideration to all available economic uses of the property at the time of the appraisal. (Uniform Standards for Federal Land Acquisitions) (Dictionary, 7th Edition)

### **Marketing Time**

An opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value level during the period immediately after the effective date of an appraisal. Marketing time differs from exposure time, which is always presumed to precede the effective date of an appraisal. (Advisory Opinion 7 of the Appraisal Standards Board of The Appraisal Foundation and Statement on Appraisal Standards No. 6, "Reasonable Exposure Time in Real Property and Personal Property Market Value Opinions" address the determination of reasonable exposure and marketing time.) (Dictionary, 7th Edition)

### **Net Operating Income (NOI)**

The actual or anticipated net income that remains after all operating expenses are deducted from effective gross income but before mortgage debt service and book depreciation are deducted. Note: This definition mirrors the convention used in corporate finance and business valuation for EBITDA (earnings before interest, taxes, depreciation, and amortization). (Dictionary, 7th Edition)

### **Obsolescence**

One cause of depreciation; an impairment of desirability and usefulness caused by new inventions, changes in design, improved



processes for production, or external factors that make a property less desirable and valuable for a continued use; may be either functional or external. (Dictionary, 7th Edition)

### **Parking Ratio**

A ratio of parking area or parking spaces to an economic or physical unit of comparison. Minimum required parking ratios for various land uses are often stated in zoning ordinances. (Dictionary, 7th Edition)

### **Prospective Opinion of Value**

A value opinion effective as of a specified future date. The term does not define a type of value. Instead, it identifies a value opinion as being effective at some specific future date. An opinion of value as of a prospective date is frequently sought in connection with projects that are proposed, under construction, or under conversion to a new use, or those that have not yet achieved sellout or a stabilized level of long-term occupancy. (Dictionary, 7<sup>th</sup> Edition)

### **Rentable Area**

For office buildings, the tenant's pro-rata portion of the entire office floor, excluding elements of the building that penetrate through the floor to the areas below. The rentable area of a floor is computed by measuring to the inside finished surface of the dominant portion of the permanent building walls, excluding any major vertical penetrations of the floor. Alternatively, the amount of space on which the rent is based; calculated according to local practice (Dictionary, 7th Edition)

### **Replacement Cost**

The estimated cost to construct, at current prices as of a specific date, a substitute for a building or other improvement, using

modern materials and current standards, design, and layout. (Dictionary, 7th Edition)

### **Retrospective Value Opinion**

A value opinion effective as of a specified historical date. The term retrospective does not define a type of value. Instead, it identifies a value opinion as being effective at some specific prior date. Value as of a historical date is frequently sought in connection with property tax appeals, damage models, lease renegotiation, deficiency judgments, estate tax, and condemnation. Inclusion of the type of value with this term is appropriate, e.g., "retrospective market value opinion." (Dictionary, 7<sup>th</sup> Edition)

### **Scope of Work**

1. The type of data and the extent of research and analyses. (SVP)
2. The type and extent of research and analyses in an appraisal or appraisal review assignment. (USPAP, 2022-2023 ed.) (Dictionary, 7th Edition)

### **Stabilized Occupancy**

1. The occupancy of a property that would be expected at a particular point in time, considering its relative competitive strength and supply and demand conditions at the time, and presuming it is priced at market rent and has had reasonable market exposure. A property is at stabilized occupancy when it is capturing its appropriate share of market demand.
2. An expression of the average or typical occupancy that would be expected for a property over a specified projection period or over its economic life. (Dictionary, 7th Edition)

**Surplus Land**

Land that is not currently needed to support the existing use but cannot be separated from the property and sold off for another use. Surplus land does not have an independent highest and best use and may or may not contribute value to the improved parcel. (Dictionary 7th Edition)

**Tenant Improvements (TIs)**

1. Fixed improvements to the land or structures installed and paid for use by a lessee.
2. The original installation of finished tenant space in a construction project; subject to periodic change for succeeding tenants. (Dictionary, 7th Edition)

**Vacancy and Collection Loss**

A deduction from potential gross income (PGI) made to reflect income reductions due to vacancies, tenant turnover, and nonpayment of rent; also called vacancy and credit loss or vacancy and contingency loss. (Dictionary, 7th Edition).



# THE McENERY COMPANY

## VALUATION & ADVISORY SERVICES

The McEnery Company  
810 Union Street,  
Fourth Floor  
New Orleans, LA 70112  
[mceneryco.com](http://mceneryco.com)



# THE McENERY COMPANY

## VALUATION & ADVISORY SERVICES

### PREPARED FOR:

Mr. Hank Danos and Mr. Travis David  
Danos Properties, LLC

### PREPARED BY:

P.M. McEnery, MAI, CRE  
Baldwin R. Justice  
The McEnery Company  
810 Union Street,  
Fourth Floor  
New Orleans, LA 70112  
mceneryco.com

1864 Valhi Blvd.  
Houma, LA 70360

EFFECTIVE DATE OF  
MARKET VALUE: March 27, 2023



FILE # | 23-1191

*Tract D-3 (17.326 Acres)*

APPRAISAL REPORT



## SUBJECT PHOTOGRAPHS







Exterior



Exterior



Exterior



Exterior



Exterior



Exterior

April 17, 2023

Mr. Hank Danos and Mr. Travis David  
Danos Properties, LLC

Re: 1864 Valhi Blvd.  
Houma, LA 70360

**Our File Number:**23-1191

Dear Mr. Danos:

In accordance with the terms outlined in your engagement letter, we have conducted an examination of the subject property and analyzed factors relevant to the determination of the requested market value(s). Attached is our report, which outlines our methodology and presents the data gathered and used to arrive at a final value estimate. This appraisal report comprises a total of 46 pages.

**Summary of Subject Property:**

The subject of this report is a 17.326-acre tract of vacant land situated along the westerly corner of Valhi Boulevard and Bayou Country Parkway in Houma, Louisiana. The purpose of this appraisal is to determine the market value of the Fee Simple Interest in and to the subject property.

**Values Reported:**

- As Is Market Value

**Approaches to Value Employed:**

- Land/Site Valuation

Integral to the conclusions herein are the inferences drawn from the included level A market and marketability analysis.



Mr. Danos  
Page Two  
April 17, 2023

#### USPAP Requirements Note:

This appraisal complies with the reporting requirements mandated by the 2022-2023 Edition of the United Standards of Professional Appraisal Practice (USPAP) adopted by the Appraisal Standards Board of The Appraisal Foundation. Additionally, as per Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) minimum appraisal standards, we HAVE completed previous appraisals of commercial properties similar to the subject property in this area.

#### Client & Intended User:

The client and intended user of this report is Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David. We are not responsible for the unauthorized use of this report.

#### Property Taxes Note:

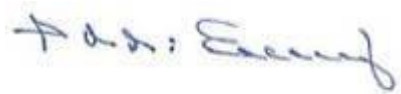
According to the Terrebonne Parish Sheriff's Office, the 2022 ad valorem taxes of the property have been paid. Assessment information can be found in the *Scope of the Appraisal* section of this report.

The following table summarizes our opinion(s) of market value based on the data and analyses contained herein.

VALUE TYPE	INTEREST	DATE OF VALUE	VALUE CONCLUSION
As Is Market Value	Fee Simple	March 27, 2023	\$1,950,000

This is to certify that we have no interest, present or contemplated, in the appraised property. Our opinions of value are subject to the General and Special Assumptions and Limiting Conditions, Certification, and Restriction Upon Disclosure and Use which are stated in the body of the report.

Respectfully submitted,



P.M. McEnery, MAI, CRE  
Louisiana State Certified  
General Real Estate Appraiser #G1102



Baldwin R. Justice  
Louisiana State Certified  
General Real Estate Appraiser #G3000

## SUMMARY OF SALIENT FACTS AND CONCLUSIONS

### GENERAL

Property Address:	1864 Valhi Blvd. Houma, LA 70360
Property Type:	Vacant Land
Client:	Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
Ownership:	Danos Properties, LLC
Interest Appraised:	Fee Simple
Type of Value:	Market Value
Date of Report:	April 17, 2023
Property Inspected By:	Louis P. LeBourgeois
Intended Use:	The intended use is for internal company use.
Intended User(s):	The intended user is Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
Sale History:	The subject property has not changed ownership within the past three years. To the best of our knowledge, the subject property has not been recently marketed for sale, nor is it known to be encumbered by a pending sale/purchase agreement. Except for the ongoing operations and potential mortgage loan considerations, we are unaware of any other transactions that may affect the property.

Land Summary				
Parcel ID	Gross Land Area (Acres)	Gross Land Area (Sq Ft)	Topography	Shape
Main Site	17.33	754,721	Varying	Irregular

**Legal Description:** Tract D-3, Section 74, Township 17 South, Range 16 East, Terrebonne Parish, State of Louisiana

**Zoning:** C-3, Neighborhood Commercial  
Terrebonne Parish Planning and Zoning

**Flood Zone:** AE

**Highest and Best Use (As Vacant):** Recreational development

**Estimated Marketing and Exposure Time:** Less than 12 months

VALUE INDICATIONS	
Land Value:	\$2,265,000
Less: Site Costs	(\$315,000)

VALUE TYPE	INTEREST	DATE OF VALUE	VALUE CONCLUSION
As Is Market Value	Fee Simple	March 27, 2023	\$1,950,000

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## CERTIFICATION

We certify that to the best of our knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- We have no present or prospective interest in the property that is the subject of this appraisal report and we have no personal interest or bias with respect to the parties involved.
- We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
- Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- We **have** performed **no** other services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
- Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
- The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- No one other than associates in this office or outside consultants as noted provided significant professional assistance in the preparation of this report.
- Louis P. LeBourgeois made a personal inspection of the property that is the subject of this report.
- P.M. McEnery, MAI, CRE and Baldwin R. Justice did not make a personal inspection of the property that is the subject of this report.
- Louis P. LeBourgeois has provided significant real property appraisal assistance to the persons signing this certification. A summary of this assistance may be found within the Scope of the Appraisal.
- Louis P. LeBourgeois provided significant professional assistance in the preparation of this report. A summary of this assistance may be found within the Scope of the Appraisal.
- As of the date of this report, P. M. McEnery, MAI, CRE has completed the continuing education program for Designated Members of the Appraisal Institute.
- P. M. McEnery, MAI, CRE is a licensed real estate broker and is active in the buying and selling of real estate.

Date Signed: April 17, 2023




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P.M. McEnery, MAI, CRE  
Louisiana State Certified  
General Real Estate Appraiser #G1102




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Baldwin R. Justice  
Louisiana State Certified  
General Real Estate Appraiser #G3000



## SCOPE OF WORK

According to the Uniform Standards of Professional Appraisal Practice, it is our responsibility to develop and report a scope of work that results in credible results that are appropriate for the appraisal problem and intended user(s). Therefore, we must identify and consider:

- the client and intended users;
- the intended use of the report;
- the type and definition of value;
- the effective date of value;
- assignment conditions;
- typical client expectations; and
- typical appraisal work by peers for similar assignments.

### *Appraisal Report Details*

The purpose of the appraisal is to estimate the current 'As Is' market value for asset management purposes of the Fee Simple Interest in and to the subject property.

<b>Client:</b>	Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
<b>Intended Use:</b>	The intended use is for internal company use for potential sale.
<b>Intended User(s):</b>	The intended user is Danos Properties, LLC, as represented by Mr. Hank Danos and Mr. Travis David
<b>Type of Value:</b>	Market Value
<b>Effective Date of Value:</b>	March 27, 2023
<b>Report Type:</b>	This is an Appraisal Report as defined by Uniform Standards of Professional Appraisal Practice under Standards Rule 2-2(a). This format provides a summary or description of the appraisal process, subject and market data and valuation analyses.
<b>Inspection:</b>	An exterior inspection of the subject property has been made, and photographs taken.
<b>Market Analysis Level:</b>	Level A





## Valuation Summary

**Land/Site Valuation:** A land/site valuation was developed as it is the only applicable approach to value is a land/site valuation.

**Cost Approach:** A cost approach was not applied as it is not necessary to produce credible results with respect to the intended use and intended user.

**Sales Comparison Approach:  
(As Improved)** A sales comparison approach was not applied as it is not necessary to produce credible results with respect to the intended use and intended user.

**Income Approach:** An income approach was not applied as the subject is not an income producing property and this approach does not reflect market behavior for this property type.

**Hypothetical Conditions:** ➤ There are no hypothetical conditions for this appraisal.

**Extraordinary Assumptions:** ➤ There are no extraordinary assumptions for this appraisal.



### Marketing and Exposure Time:

The definition of Market Value is based on a reasonable time allowed for exposure to the market. A reasonable time is a subjective period and will vary depending on the type of property, marketing effort, and price. Marketing Time is a prospective perspective or provides a perspective that is futuristic for the date of valuation with a presumed sale of the property under the assumption the property will sell at market value. Exposure Time is an opinion, based on supporting market data, of the length of time that the property interest being appraised would have been offered on the open market before the hypothetical consummation of a sale at market value on the effective date of the appraisal. For purposes of this appraisal, it is assumed that the property would be reasonably priced and aggressively marketed.

- Less than 12 months if priced to the market and aggressively marketed.

### Inspection Note:

Louis P. LeBourgeois visited the subject property on March 27, 2023. An exterior inspection of the subject property has been made, and photographs taken.

### Analysis Note:

In the process of determining the market value, the undersigned appraisers have gathered and analyzed comparable sales data. The assignment's scope is further expanded by the utilization of various approaches to value, resulting in value conclusion(s) that are contingent upon all known information about the subject property, market conditions, and available market data.

### Assistance Note:

Louis P. LeBourgeois is a licensed appraiser trainee in the State of Louisiana (#T4932) and provided significant professional assistance in the preparation of this report. This includes the following:

- Marketing and sales history
- Ad Valorem taxes, zoning designation, legal description, flood zone
- Assistance with subject photos, sketch, aerial imagery
- Real Property Assistance in preparation of the report
- Comparable data research and confirmation
- Research on current market conditions and assistance in the determination of market value by the signatory appraiser

All pertinent property data has been verified by a signatory appraiser.



## ASSESSMENT AND TAXES

Taxing Authority      Terrebonne Parish Sheriff's Office

Assessment Year      2022

Real Estate Assessment and Taxes					
Tax ID	Land	Improvements	Total Assessment	Tax Rate	Taxes
61741	\$1,117	\$0	\$1,117	97.0546	\$108

Notes:

According to the Terrebonne Parish Sheriff's Office, the 2022 ad valorem taxes of the subject property have been paid.

**Parcel#**

61741

[View on Map](#)

**Primary Owner**

DANOS PROPERTIES, L.L.C.

**Mailing Address**

C/O HANK DANOS  
3878 WEST MAIN ST  
GRAY LA 70359

**Ward**

02

**Type**

REAL

**Legal**

TRACT 4-B-2 CONTAINING 238.276 ACRES AS SHOWN ON A MAP ENTITLED "RAW LAND SALE SURVEY OF TRACT 4-B-1 AND TRACT 4-B A REDIVISION OF TRACT 4-B HOLLYWOOD - CRESCENT PLANTATION IN SECTIONS 71, 72, 74, 75, 81 & 94, T17S - R16E."  
ALSO TRACT "B" CONTAINING 4.431 ACRES AS SHOWN ON "RAW LAND PLAT SHOWING TRACTS A & B, LOCATED IN SECTIONS 75 & 74, T17S R16E." LESS TRACT V-U-W-X-BB-EE-FF-V AND TRACT CC-Y-Z-DD-CC DONATED TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT. CB 2254/309. LESS TRACT D-1 SOLD TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT. CB 2313/326. LESS TRACT D-4 SOLD TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT CB 2451/875

**Physical Address**

378 A LAKE MECHANT CT

**Parcel Items**

Property Class	Assessed Value	Market Value	Units	Homestead
WOODLAND	1,170	11,700	117.00	0
<b>TOTAL</b>	<b>1,170</b>	<b>11,700</b>	<b>117.00</b>	<b>0</b>



**Terrebonne Parish - Tax Notice Inquiry**  
**3/28/2023 3:43:03 PM**

**Tax Notice#** 124092

Print

**Tax Year** 2022

**Taxpayer**

DANOS PROPERTIES, L.L.C.

C/O HANK DANOS

\*\*\*\*\* WEST MAIN ST

GRAY LA \*\*\*\*\*\_\*\*\*\*\*

---

<b>Taxes</b>	<b>Interest</b>	<b>Cost</b>	<b>Other</b>	<b>Paid</b>	<b>Balance</b>
108.41	0.00	0.00	0.00	108.41	0.00

---



## ZONING

According to the Terrebonne Parish Planning and Zoning Department, the subject property is situated in a C-3, Neighborhood Commercial. These districts are composed of land and structures occupied by or suitable for furnishing the retail goods, such as groceries and drugs, and the services, such as barbering and shoe repairing, to satisfy the daily household needs of the surrounding residential neighborhoods. Often located on one (1) or more thoroughfares, these districts are small and are within convenient walking distance of most of the areas they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional neighborhood commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve new residential areas. To insure that such new districts are actually developed to supply the business needs of the neighborhoods, the amendment creating the district may set a time limit for its development. The current use of the subject property is a conforming use. A copy of the district regulations is located in the *Addenda* to this report. A zoning map is below.







<b>Flood Zone:</b>	<p>The subject is located in FEMA flood zone AE, which is classified as a flood hazard area.</p> <p>FEMA Map Number: 22109C0235E</p> <p>FEMA Map Date: October 8, 2021</p> <p>Zone AE is a special flood hazard area in undated by 100-year floodplains, and includes areas in which base flood elevations are determined. Mandatory flood insurance requirements apply.</p>
<b>Wetlands/Watershed:</b>	<p>The subject site does not appear to be encumbered by areas of wetlands based on the US Fish &amp; Wildlife Service National Wetlands Inventory Map included in this report's Addenda.</p>
<b>Environmental Issues:</b>	<p>We were not provided a Phase I Environmental Impact Assessment. However, no adverse environmental conditions were noted upon inspection.</p>
<b>Encumbrance/Easements:</b>	<p>There are no known adverse encumbrances or easements. Please reference Limiting Conditions and Assumptions.</p>
<b>Opportunity Zone</b>	<p>The subject property is not located in an opportunity zone.</p>
<b>Comments/Conclusions:</b>	<p>The site has average and typical utility. The site is of adequate size and shape to accommodate a variety of medium scale uses.</p>



## MARKET AREA ANALYSIS

The market area analysis is a crucial component of the appraisal process, as it allows us to evaluate the economic health of the subject property's surrounding neighborhood, local, and regional markets. The analysis involves reviewing relevant economic and demographic data to assess the potential for economic growth, stability, or decline within the local market. By quantifying these changes and identifying trends, we can better predict shifts in demand for housing, office, and retail space within specific market segments.

### Market Area Definition:

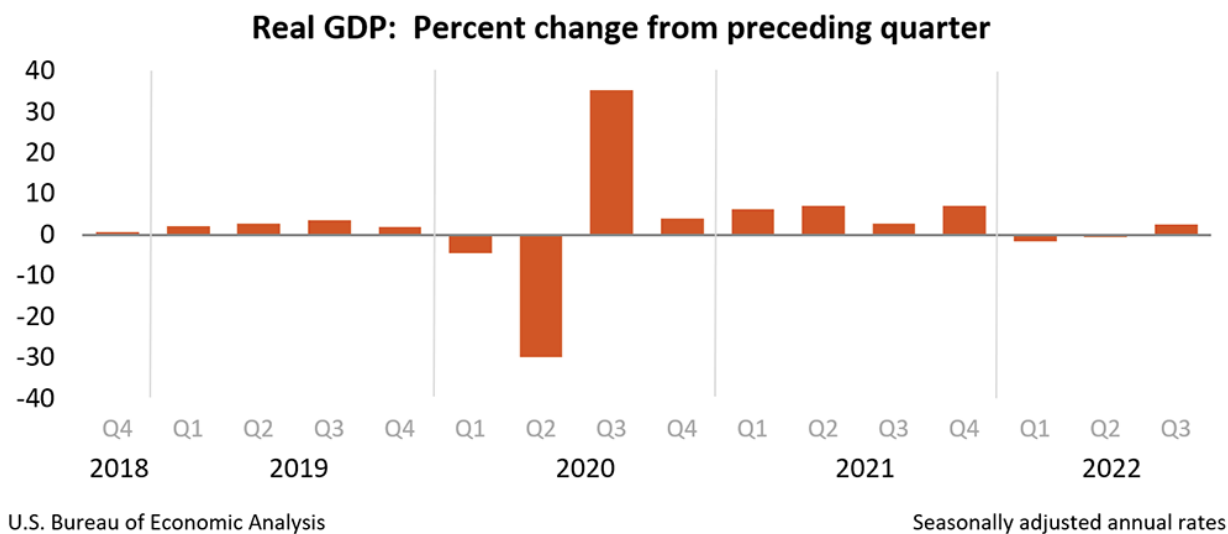
A "market area analysis" is defined as: "The objective analysis of observable or quantifiable data indicating discernible patterns of urban growth, structure, and change that may detract from or enhance property values; focuses on four sets of considerations that influence value: social, economic, governmental, and environmental factors." Under the hedonic model testing for the market and the marketability of the subject property, the four sets of considerations that influence value are then analyzed using any of four analysis levels commonly known as Level A, B, C, or D.

Levels A and B are inferred analyses in which we may analyze fundamental data sets and draw inferences regarding value. Inferred analyses are applicable within a static data set or without significant shifts in trend lines. Levels C and D analyses are more complex. They are foundational because they draw on confirmed and verified data, which relates to the four considerations impacting value from which obvious conclusions result and are not dependent on inference alone. Based on the *Scope of Work*, we have performed a Level A Analysis.

### ***National Economic Trends - GDP***

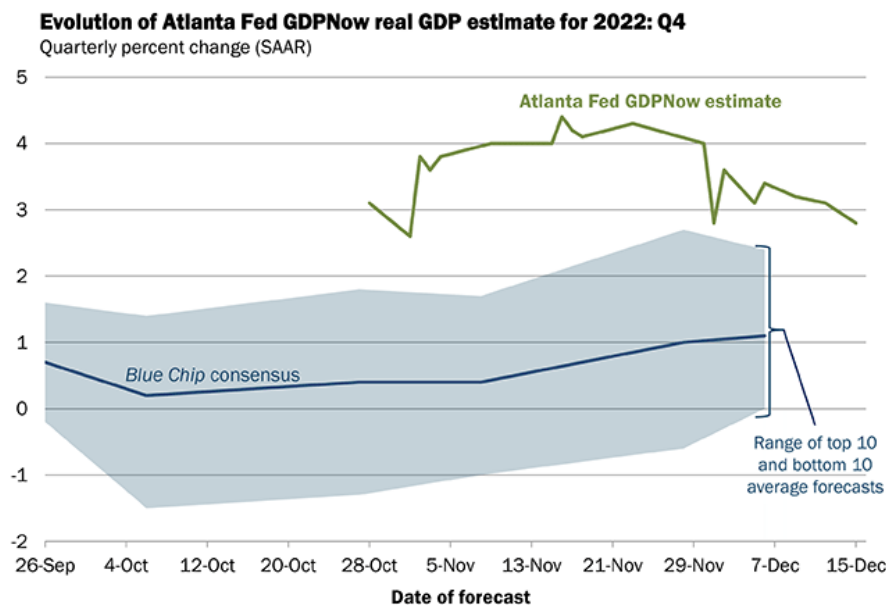
The COVID-19 pandemic resulted in a significant impact on real gross domestic product (GDP) growth, with a contraction of 30% observed from April to June 2020. However, there was a subsequent rebound in growth with a 35% increase in the following quarter. Despite this recovery, the U.S. economy experienced two consecutive quarters of negative growth in 2022, technically placing it in a recession during the first half of the year. Nevertheless, the real GDP growth rate improved to 2.9% in Q3 2022. While it may be subject to debate whether the current market can be classified as a recession, the available economic data does not indicate a strong economy. The most recent GDP growth rates are presented in the figures below.





Q3 2022 (2nd)	+2.9%
Q2 2022 (3rd)	-0.6%

The Atlanta Federal Reserve has recently projected a 4<sup>th</sup> Quarter GDP growth rate of 2.8%, which continues the economy's pivot out of a recession.



Sources: Blue Chip Economic Indicators and Blue Chip Financial Forecasts

Note: The top (bottom) 10 average forecast is an average of the highest (lowest) 10 forecasts in the Blue Chip survey.

When looking at 2022's overall GDP growth, the modest rates are associated with the global implications of the Ukraine-Russia war, the waning impacts of reopening and pandemic fiscal support, and increasing interest rates.



Looking towards 2023—recession or soft landing? Some forecasters predict a recession in 2023, although many do not think the reset will be a severe recessionary event. This readjustment is perceived as an effect of the excesses of the pandemic. Many industries, such as tech, are poised to be in the crosshairs of recessionary trends and experience the most significant contractions.

We note the following GDP forecasts by the Congressional Budget Office (CBO) in their November 2022 report:

Source	Date of Forecast	Change in Real GDP	
		2023	2024
CBO's Likely Range <sup>b</sup>	Nov. 2022	-2.0 to 1.8	0.7 to 4.2
Survey of Professional Forecasters' Middle Two-Thirds <sup>c</sup>	Nov. 2022	-0.4 to 1.8	n.a.
Federal Reserve's Central Tendency <sup>d</sup>	Sept. 2022	0.5 to 1.5	1.4 to 2.0
<b>Memorandum:</b>			
CBO's Most Recent Baseline	May 2022	2.2	1.5

CBO expects real GDP growth in 2023 to be between -2.0% to 1.8%, which is a more conservative projection than previous reports in 2022. CBO cites slower growth at the year's end and increasing interest rates as justification for their below-baseline GDP predictions.

### ***National Economic Trends – Stock Market Performance***

Following a crash at the onset of the pandemic, stocks soared in 2021 and 2022. The stock market has exhibited a volatile pattern, and many risks remain in 2023. A five-year trailing performance history of the S&P 500 is included below and illustrates the dramatic decline in 2020, followed by a strong bull run and several months of ups and downs.

Market Summary > S&P 500

**3,848.49**

+1,177.18 (44.03%) ↑ past 5 years

Dec 29, 12:39 PM EST • Disclaimer

+ Follow

1D | 5D | 1M | 6M | YTD | 1Y | **5Y** | Max



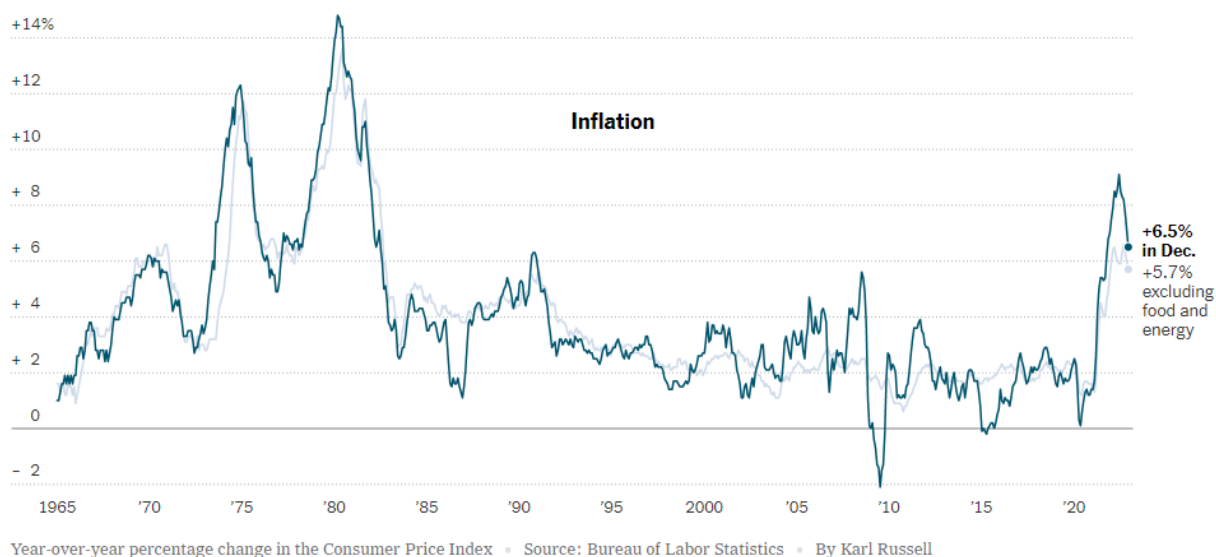
Market ups and downs are typical from the long-term perspective of returns, but financial assets have faced headwinds from interest rate hikes and inflation. Major benchmarks like the S&P 500 and the Dow Jones Industrial Average ended 2022 in the red.

*“This proverbial snowball should continue to gain momentum next year as consumers and [companies] more meaningfully cut discretionary spending and capital investments,” Dubravko Lakos-Brujas, global head of equity macro research at JPMorgan.*

Trends zig and zag before the bottom line becomes apparent, and some analysts are optimistic about the stock market's potential by the end of 2023. Investors with a long-term mindset may have a decent entry point during a downcycle with compelling pricing.

### ***Inflation***

Over 2022, inflation and price instability were tempered but remained too high. The inflation problem expanded beyond the initial pandemic-driven instability to overheating, with labor demand exceeding supply. A press release from the Bureau of Labor Statistics in January 2023 noted that all items index increased 6.5% over the last 12 months before seasonal adjustment. Historical and current inflation growth rates are illustrated in the below graph as reported by the New York Times.



In a November 2022 speech outlining the path ahead for inflation, Fed chairman Jerome Powell highlighted the need to raise interest rates:

*"we anticipate that ongoing increases will be appropriate...for now, I will simply say that we have more ground to cover.*

*We are tightening the stance of policy to slow growth in aggregate demand. Slowing demand growth should allow supply to catch up with demand and restore the balance that will yield stable prices over time. Restoring that balance is likely to require a sustained period of below-trend growth."*

Price increases are not tempering across the board but moderating in critical services and goods like gas and meat. Many price-slowing categories are tied more to the pandemic and healing supply chains than to Fed policy. As inflation begins to curb, investors are wondering just how high the Fed will raise interest rates in 2023—and how long the cost to borrow will remain elevated.

Additionally, the CBO projects that inflation is likely to return to 2% targets in 2024.

### Inflation Projections

Percent

Source	Date of Forecast	PCE Inflation		Core PCE Inflation	
		2023	2024	2023	2024
CBO's Likely Range	Nov. 2022	2.2 to 4.7	1.3 to 4.2	3.6 to 5.8	2.1 to 6.2
Survey of Professional Forecasters' Middle Two-Thirds	Nov. 2022	2.5 to 4.3	n.a.	2.6 to 3.7	n.a.
Federal Reserve's Central Tendency	Sept. 2022	2.6 to 3.5	2.1 to 2.6	3.0 to 3.4	2.2 to 2.5
<b>Memorandum:</b>					
CBO's Most Recent Baseline	May 2022	2.3	2.1	2.5	2.2

The CBO expects the PCE and core PCE inflation rates in 2023 and 2024 to be greater than the rates the agency projected in May 2022. The revisions stem mainly from stronger growth in the prices of housing and other services than projected previously.





## Labor Market & Unemployment

Inflation is largely tied to rising wages and the steep drop in unemployment following the COVID-19 pandemic. The U.S. unemployment rate over the past 20 years is shown below.

From [Bureau of Labor Statistics, United States Department of Labor](#) via [Data Commons](#)

Unemployment rate

**3.5%**

Updated Dec 2022

Total unemployed people

**5.7M**

Updated Dec 2022

Unemployment insurance claims

**2.2M**

Updated Jan 7, 2023

Unemployment rate | Total unemployed people | Unemployment insurance claims



Unemployment rate is collected once a month · Numbers are seasonally adjusted

We returned to pre-pandemic unemployment in July 2022 and once again added jobs in December 2022.

Note that many of these job gains have come in the form of professional and business services which offset the continued losses in the leisure and hospitality, retail trade, healthcare, and transportation and warehousing sectors. Many economists argue that the unemployment statistic is somewhat misleading as it does not capture those that no longer wish to work or have given up trying to find a job.

Furthermore, the BLS stated in their most recent report in January 2023, “the labor force participation rate was little changed at 62.3 percent Both measures have shown little net change since early 2022. These measures are each 1.0 percentage point below their values in February 2020, prior to the coronavirus (COVID-19) pandemic.”



Though this trend appears to be in a positive direction, it does refute the narrative of a strong labor market, as indicated by the low unemployment rate.

The CBO had correctly projected the unemployment rate to fall to 3.6% - 3.8% in 2022 or 2023:

Source	Date of Forecast	Unemployment Rate <sup>a</sup>	
		2023	2024
CBO's Likely Range <sup>b</sup>	Nov. 2022	3.8 to 6.4	3.2 to 6.4
Survey of Professional Forecasters' Middle Two-Thirds <sup>c</sup>	Nov. 2022	4.0 to 5.0	n.a.
Federal Reserve's Central Tendency <sup>d</sup>	Sept. 2022	4.1 to 4.5	4.0 to 4.6
<b>Memorandum:</b>			
CBO's Most Recent Baseline	May 2022	3.6	3.8

The unemployment rate, CBO currently expects, is more likely to be above the ranges of projections from the Survey of Professional Forecasters and the Federal Reserve than below them. CBO expects the unemployment rate in 2023 and 2024 to be greater than the rate the agency projected in May 2022. The revision stems mainly from the estimate of slower economic growth in 2023.

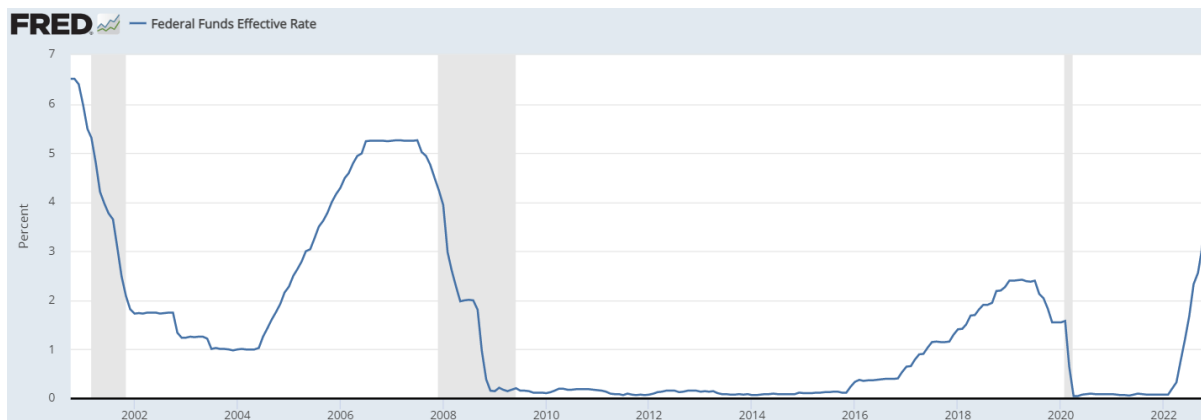
### Interest Rates

Over the past decade, interest rates have remained relatively low with intermittent increases until the Federal Reserve lowered the Fed Funds Rate in 2019 to 2.0%. The Fed then slashed rates to a range of 0%-0.25% in Q1 2020 due to the economy shutdown amid the COVID-19 pandemic. During 2020, the Fed repeatedly indicated that they intend to keep rates near 0% through at least 2023. Instead, the Fed raised interest rates in 2022 at the most aggressive pace in the past 15 years. The Fed did this in an escalating effort to slow 40-year high inflation.

FOMC Meeting Date	Rate Change (bps)	Federal Funds Rate
Dec 14, 2022	+50	4.25% to 4.50%
Nov 2, 2022	+75	3.75% to 4.00%
Sept 21, 2022	+75	3.00% to 3.25%
July 27, 2022	+75	2.25% to 2.5%
June 16, 2022	+75	1.5% to 1.75%
May 5, 2022	+50	0.75% to 1.00%
March 17, 2022	+25	0.25% to 0.50%

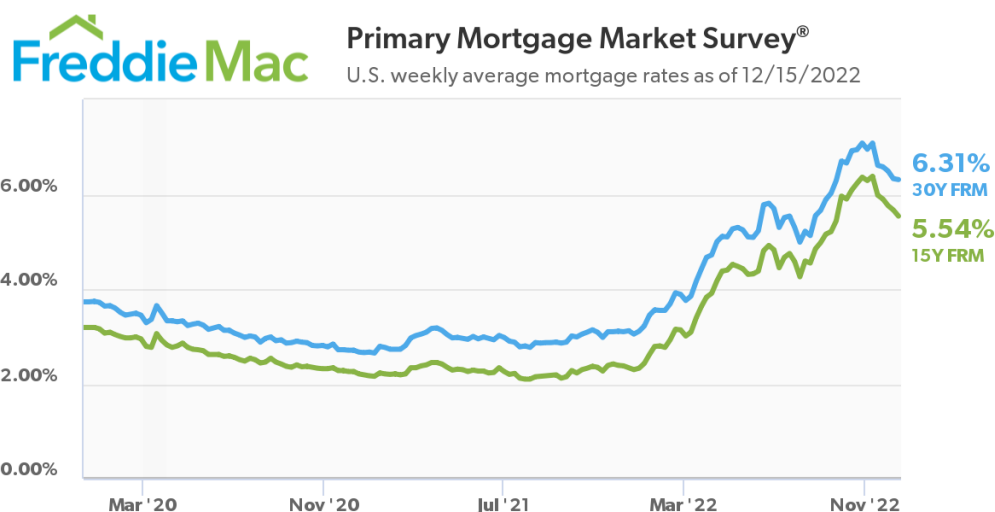


Below is the target federal funds rate since 2000, which demonstrates the historically low interest rates set in 2020 and the recent uptick in interest rates.



Initially, residential and commercial real estate loan mortgage rates remained leveled following the slashing of rates in 2020 due to the sheer volume of refinancing requests by local, regional, and national banks. In the immediate short-term, the supply and demand were commanding the mortgage yield rate. This trend was also due to the significant lift that community and regional banks had to make to service the Paycheck Protection Program enacted by congress.

Once banks could catch their breath, the cost of borrowing did elevate. The image below is taken from Freddie Mac and shows average rates through mid-December 2022. The cost of borrowing has increased dramatically within just a short period.

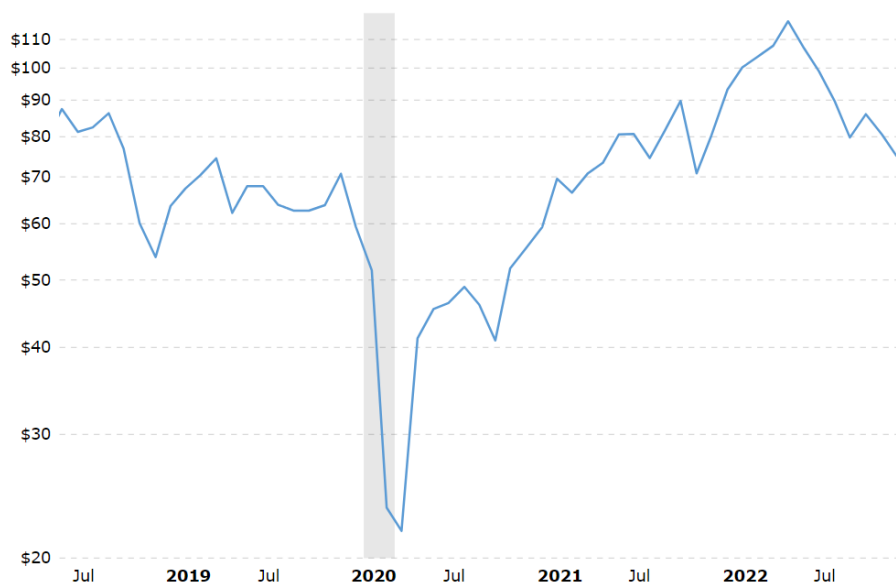


The rise in interest rates has resulted in a significant slowdown in the residential home construction market, which has historically remained a bellwether for the trend of the national housing economy. As pricing and sales have declined, economists view this as a negative trend in the overall economy.



### Oil Prices

Oil plunged to its lowest price level in more than 17 years amid concerns about the economic impact of the COVID-19 outbreak in April 2020 and was further weakened due to production level due to the oversupply, lack of storage, and lack of demand given global economic shutdowns. Oil prices spiked in early 2022 as part of a reopening economy and war in Ukraine and hovered around \$75 per barrel at the year's end.



Russia's invasion of Ukraine and the barrage of sanctions left oil traders anticipating price escalations; however, new sanctions on Russia have not initially proven to be as big a hit on crude supplies. Sanctions have not removed Russia from the market but encouraged them to produce and sell at market-low prices.

Analysts calculate that global oil demand may decline as central bank interest rate hikes could stifle global economic growth and reduce oil demand. This theory is tied to the assumption that the world's largest energy importer, China, will only gradually rev up and reopen its economy. Another potentially destabilizing concern surrounds the extension of E.U. embargos to Russian-refined products, including diesel, in February 2023.

In the U.S., the Strategic Petroleum Reserves (SPR) sold nearly 200 million barrels of oil in 2022, leaving SPR with the least amount of crude oil since December 1983. But the Biden administration announced plans to acquire three million barrels of crude for the reserve, signaling an end to the administration's effort to bolster the supply and control prices following February's bottoming out.

Russian oil sanctions could still result in a sizeable decline in Russian production, and Moscow may become less receptive to accepting lower prices and consider actions to push them higher. The perceptions of oil markets are altering daily.



## Consumer Debt

According to the Federal Reserve of New York report dated November 2022, aggregate household debt balances increased by \$351 billion in the third quarter of 2022 with a total aggregate debt of \$16.51 trillion, a \$2.36 trillion increase from the late 2019 recession.

Other pertinent information is shown below:

### Housing Debt

- There was \$633 billion in newly originated mortgage debt in 2022Q3. After two years of historically high volumes of mortgage originations, the Q3 volume more closely resembles pre-pandemic volumes.
- Although the foreclosure moratoria have been lifted nationally, new foreclosures have stayed very low since the CARES Act moratorium was put into place. About 28,500 individuals had new foreclosure notations on their credit reports.

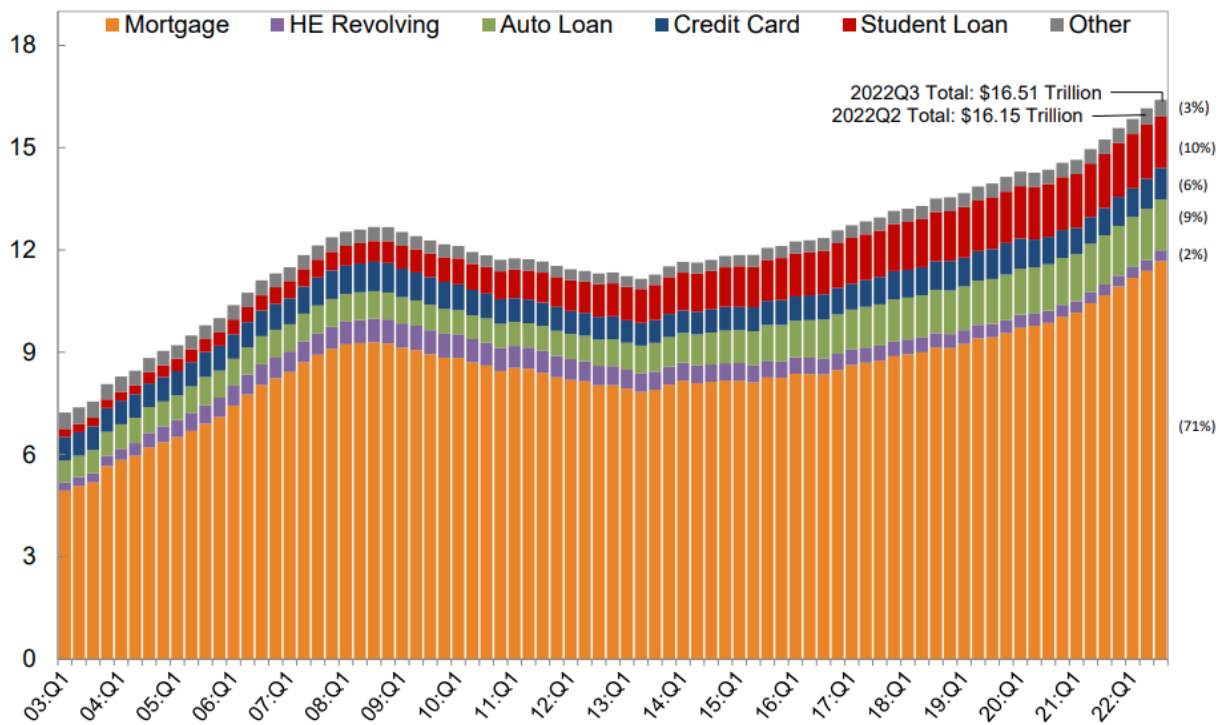
### Student Loans

- Outstanding student loan debt stood at \$1.57 trillion in the 2022Q3. The decline likely reflects some of the discharged debt due to Closed School Discharge and Public Service Loan Forgiveness offsetting the typical seasonal academic year originations
- About 4% of aggregate student debt was 90+ days delinquent or in default in 2022Q3.<sup>2</sup> The lower level of student debt delinquency reflects the continued repayment pause on student loans, which is scheduled to end on January 1, 2023.

Below is a graph depicting household debt through Q3 2022:

## Total Debt Balance and its Composition

Trillions of Dollars



3



As of November 2022, mortgage balances, the largest component of household debt, shown on consumer credit reports stood at \$11.67 trillion, a \$282 billion increase from September 2022. Balances on home equity lines of credit (HELOC) increased, reversing a downward trend for two consecutive quarters – a trend that had been in place since 2009. These loans now stand at \$322 billion.

A note from the Federal Reserve May of 2022 report states the following on delinquencies:

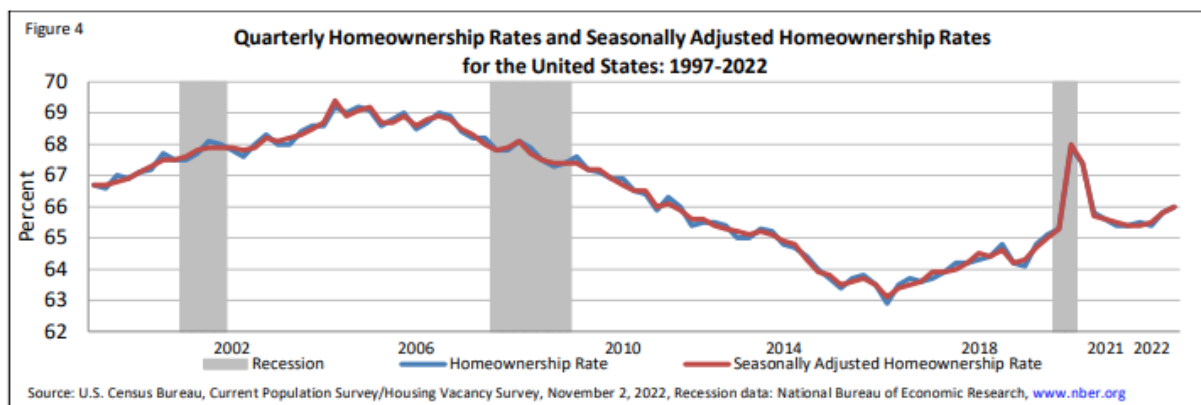
#### **Delinquency & Public Records**

Aggregate delinquency rates were unchanged in the third quarter of 2022 and remained very low, after declining sharply through the beginning of the pandemic. As of September, 2.7% of outstanding debt was in some stage of delinquency, a 2.1 percentage point decrease from the last quarter of 2019, just before the COVID-19 pandemic hit the United States

The share of debt newly transitioning into delinquency increased for nearly all debt types, following two years of historically low delinquency transitions. Transition rates into early delinquency for credit cards and auto loans have increased by about a half of a percentage point, following similarly sized increases in the second quarter.

About 99,000 consumers had a bankruptcy notation added to their credit reports in 2022Q3. New bankruptcy notations dipped below 100,000 for the first time one year ago have remained at historical lows since. The share of consumers with a 3rd party collection declined slightly from 2022Q2 and is at a historic low; approximately 6% of consumers have a 3rd party collection account on their credit report, with an average balance of \$1,266.

According to the US Census Bureau, the 3Q 2022 homeownership rate of 66.0% was a slight increase from the Q2 2022 rate of 65.8%, and a decline from 2020 numbers hovering around 67.9%



#### **Conclusion**

Our analysis points to significant and persistent adverse effects of the pandemic, rapid inflation, and rising interest rates on the world economy, with no market area escaping unscathed. Employment and the stock market were quick to rebound after COVID; however, as time has gone on – these figures have been revised downwards, while other metrics, like GDP, will likely remain depressed. The rising interest rates, persistent inflation, and lower labor participation rate could be a bellwether for a forthcoming recession – if not already here. Low homeownership rates and rising consumer debt also suggest negative market conditions. We currently view the macroeconomic outlook with cautious optimism, given the recessionary trends, which could result in a slowdown in our market's commercial real estate sector.





## MARKET AND MARKETABILITY ANALYSIS (Level A Analysis)

In 2021 and 2022, the U.S. economy experienced a somewhat unpredictable recovery, characterized by lowered expectations and forecasts for GDP growth and employment, as well as inflationary trends across the country. Despite these fluctuations, the commercial real estate market remained strong, with historic low interest rates, stable pricing, and growth in asset values across most sectors. As we move into 2023, optimism has given way to concerns of an impending recession, due to the widespread inflation affecting the national economy, which has led to an increase in the federal funds rate and the cost of borrowing. In Louisiana, the overall outlook is cautious, with a slow rise in tourism; however, the expansion of the port sector and oil and gas market provide some level of optimism.

Over the past few years, the energy sector has shown signs of recovery, which has been further strengthened by the increase in oil and gas prices. Our analysis focuses on the market for comparable commercial properties in the Houma market. To properly contextualize the national economic landscape, it is essential to consider the regional economic foundation. Given the cautiously optimistic yet delicate outlook for the economy, it is crucial to focus on the historical characteristics of the regional base, which is closely linked to the public employment sector, natural resources, agriculture, port industry, and tourism.

*The subject property is located in the Houma market area. The region is a beneficiary of the region's ties to viable extractive industries such as off-shore oil and gas exploration, production, and support as well as commercial fisheries. The dependence on off-shore related activities, including oil and gas exploration, is the primary reason for the buoyed status of the Houma market, though the recent drop in crude prices worldwide has resulted in an increase in the unemployment rate and has resulted in a dramatic slow-down of the industrial real estate market in Houma.*

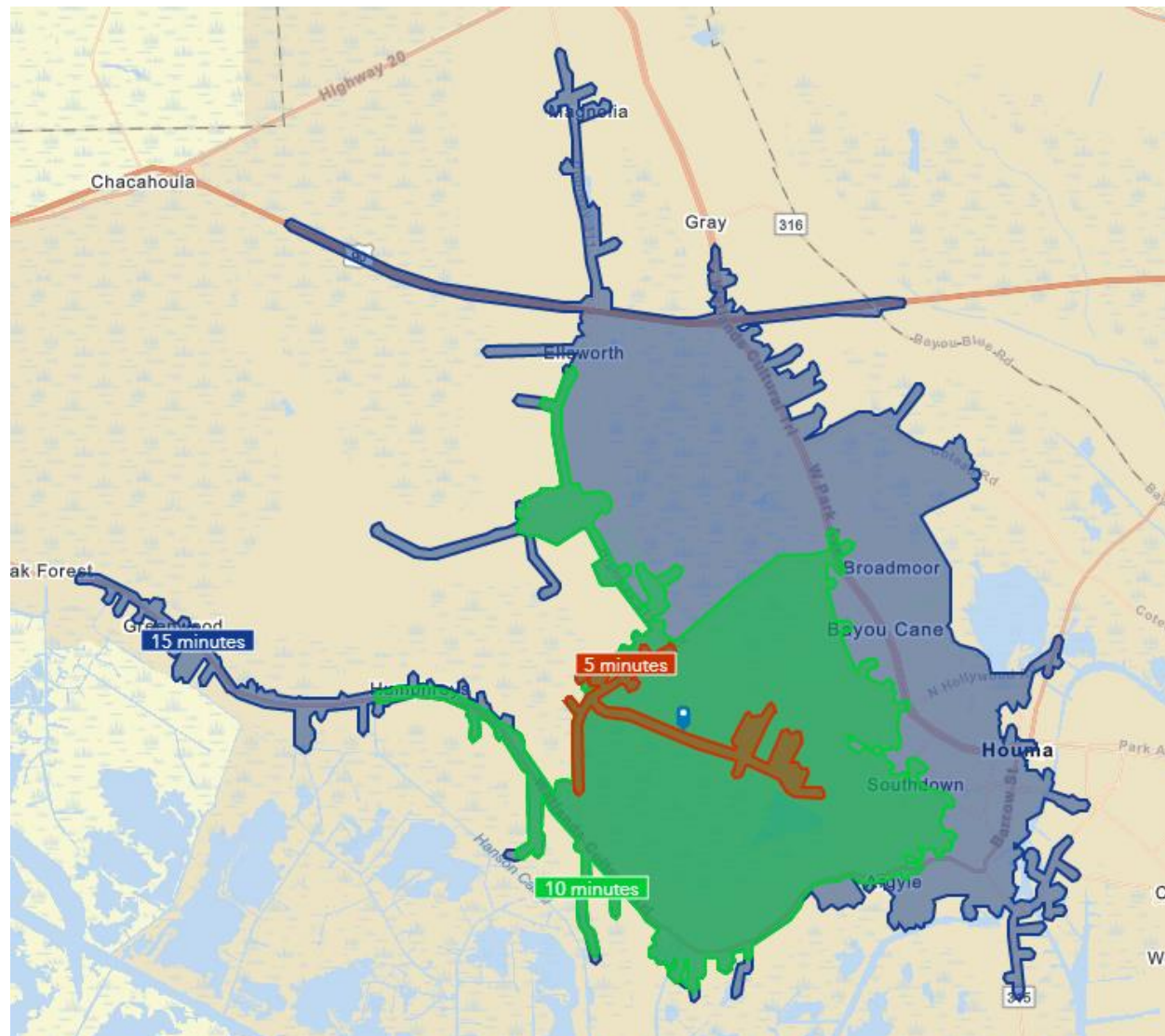
The methodology employed to evaluate the market and marketability of the subject property includes the following five steps:

- *Market Area Delineation*
- *Property Productivity Analysis*
- *Supply and Demand Analysis*
- *Interaction of Supply and Demand*
- *Forecast of Subject Capture*

The analysis is presented in three main categories, following the truncation of the data sets. These categories include: market area delineation, assessment of the property's productivity and competitive strengths and weaknesses, and an analysis of supply and demand, including an estimation of absorption and capture rate for the subject property.

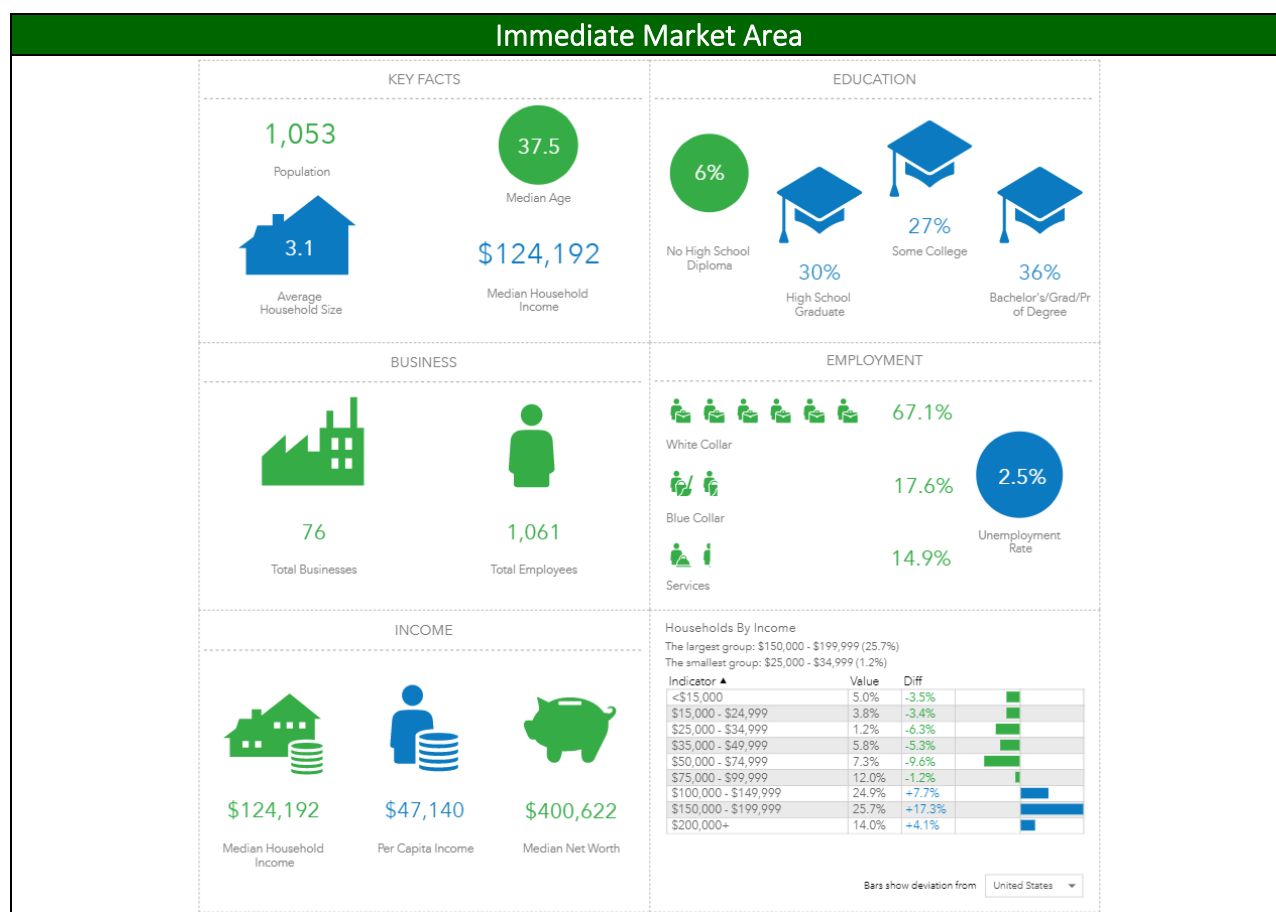


The following pages present an in-depth analysis of the subject's market area, focusing on key demographic and income statistics, as well as other relevant data, within 5, 10, and 15-minute drive times from the subject property. The demographic data presented is extracted from a report generated using the Site to do Business ([www.STDBonline.com](http://www.STDBonline.com)) software.



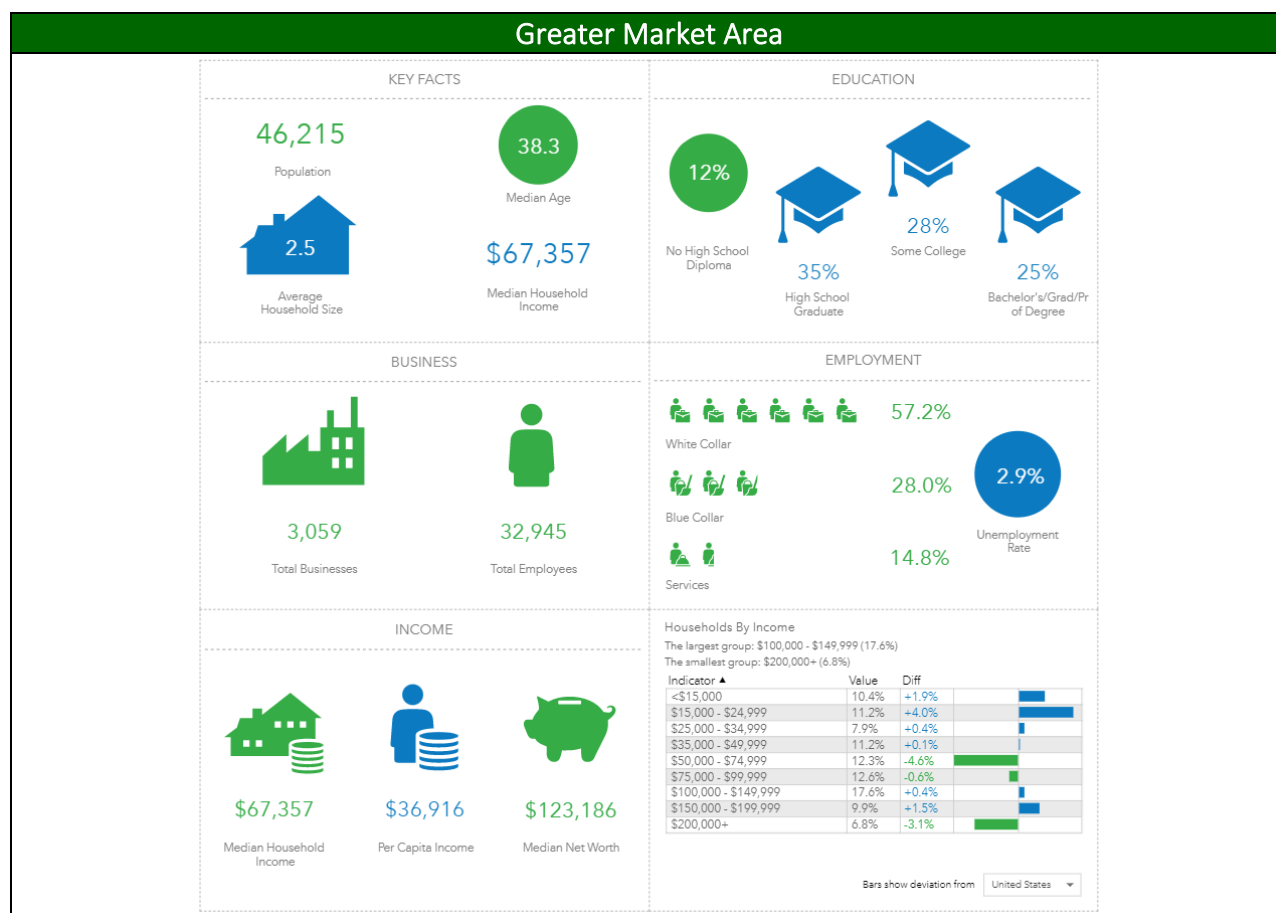
## Market Area Delineation:

The subject property's market area has been delineated as a fifteen-minute drive time area that encompasses most of Houma and parts of Terrebonne Parish. As a land property, we consider a fifteen-minute drive time to be an applicable delineated market area. The neighborhood surrounding the subject property is bounded by Highway 311 to the north, Valhi Boulevard to the south, S. Hollywood Road to the east, and Savanne Road to the west. The pertinent demographic information for this delineated market area is presented in the infographic below.



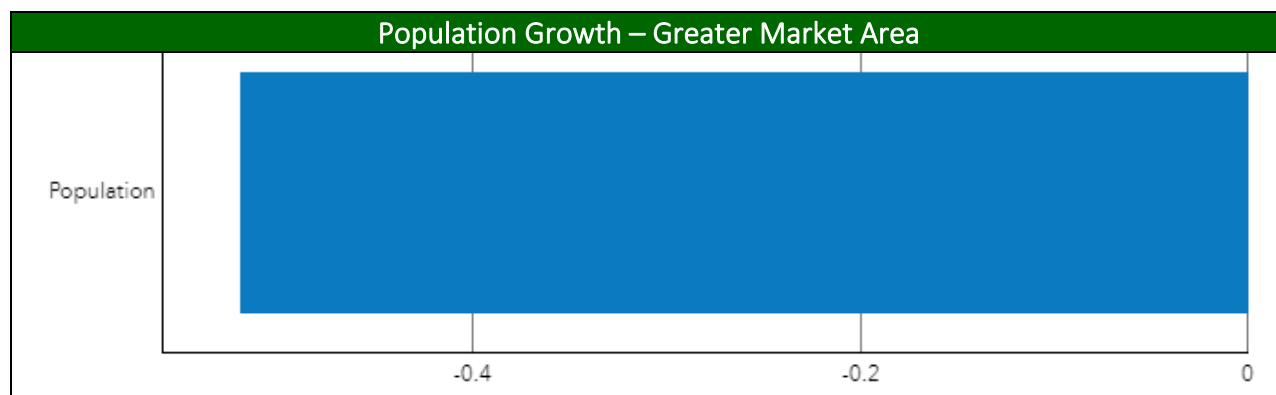
Overall, the subject's immediate market area features a population of 1,053, a median age of 37.5, an unemployment rate of 2.5%, and a median household income of \$124,192, ahead of the national median household income of \$68,703.





The subject's greater market area features a population of 46,215, a median age of 38.3, an unemployment rate of 2.9%, and a median household income of \$67,357, behind the national median household income of \$68,703.

Furthermore, the historic annual growth rate for the population in the subject's greater market area is -0.5%.



Although a small community, the health of the local economy is evidenced by the median and average household income figures for the area, which are competitive with state and national averages. As stated previously, the economy in the Houma-Thibodaux MSA is largely tied to the offshore oil and gas industry and spillover sectors, resulting in a higher number of high-salary employment opportunities when compared with many areas in the state.

South Louisiana provides a good location for hemispheric trade due to the largest river system in North America, 26 ports, numerous waterways, trunk-line rail systems, a skilled workforce and readily available land. Louisiana is the leader in oil and gas service and manufacturing which is supported by the Port of Terrebonne, located on a 680-acre site on Industrial Blvd. The tract is one mile west of LA Highway 57 and the Houma-Terrebonne Airport and is located on the Houma Navigation Canal within one-half mile of its intersection with the Gulf Intracoastal Waterway.

This location puts the port in a position to take advantage of significant cargo flows and marine traffic on both waterways. The Houma Navigation Canal is a direct route to the Gulf of Mexico and ties the Port of Terrebonne with Port Fourchon, which at one point was one of the fastest-growing ports in the U.S.; however, this development slowed heavily due to the contraction in the industrial market due to the downturn in the oil & gas market at the end of 2014. The Port of Terrebonne is developing a cooperative relationship with Port Fourchon, a relationship that is being fostered by connectivity via the East-West Channel through Terrebonne Bay and Port of Terrebonne's ready availability of land and building sites.

Each year the Gulf Intracoastal Waterway transports a huge amount of cargo and the most significant segment of this waterway, in terms of tonnage, flows through Houma. The strategic location gives the port a competitive advantage against other medium and shallow draft ports in Louisiana not only for capturing a significant share of cargo to be generated by growing Latin American trade flows but in distributing these cargoes throughout the rest of the U.S. via the Gulf Intracoastal Waterway and connecting waterways.

Also of note is the historic unemployment rate in the market area, namely the Houma – Thibodaux MSA, which at one point was among the lowest in the country at 2.8% in February 2014. After jumping as high as 7.5% in June 2015, the most recently reported unemployment rate was 3.2% in December 2022. These fluctuations coincide with the downturn in the oil and gas markets and are largely tied to layoffs associated with the drop in the price of oil which was at well over \$100 per barrel before dropping below \$30 per barrel in early 2015 and bottoming out around \$11 in April 2020.

The contraction of the oil market has had the greatest impact on shale drillers, inland water drillers, and those in the shallow waters of the Gulf of Mexico. The service companies that help drill, produce, and take oil to market have also been hit especially hard; however, due to the required investment in time and capital for deep-water projects to commence, the deep-water oil and gas sector remained relatively stable although there have certainly been cutbacks.



There have been strong signs of recovery and as of February 2023, the price is \$75.29 per barrel.



Overall, the price of oil has strengthened, which will increase inland oil and gas activity and services. However, deep-water exploration is remaining on a halt for the foreseeable future. This market is largely tied to offshore oil and gas activity and despite the increase in price of oil there are still headwinds associated with this industry and the economic health of the region.

### Property Productivity:

Specifically speaking, the subject property is located along Valhi Boulevard, which is a secondary traffic corridor in the Houma market. Valhi Boulevard runs east to west through the southwestern portion of Houma and has been primarily developed with single-family residential subdivisions. There is also a large industrial node nearby. Local and Parish Governments plan to expand and enlarge the Valhi Boulevard corridor from Highway 90 to Highway 311 in the coming years, which should make the subject property even more desirable.

The subject property is located adjacent to the Bayou Country Sports Park, a large recreational facility developed by the Terrebonne Parish Consolidated Government. The park opened in 2019 and has since operated as the premier recreational sporting venue in the area. The parish has announced plans to expand the park, with a \$2.9M addition coming to the rear of the park, adjacent to the subject. If the parish chooses to further expand, the subject property would be primed for development. Overall, the subject property greatly benefits from its proximity to such a well-backed, promising development such as the Bayou Country Sports Park.

In terms of productivity, the subject is a 17.236-acre tract of cleared, vacant land fronting 1,163 feet along Valhi Boulevard. The subject also features frontage along Bayou Country Parkway, which is an ingress/egress of the sports park.





In order to be improved, the subject would need to be filled and elevated. The land in this area is naturally low, with the soil being made up of primarily clay. See the following page for a breakdown of the nearby Bayou Country Sports Park site prior to development taken from the TPCG Master Plan:



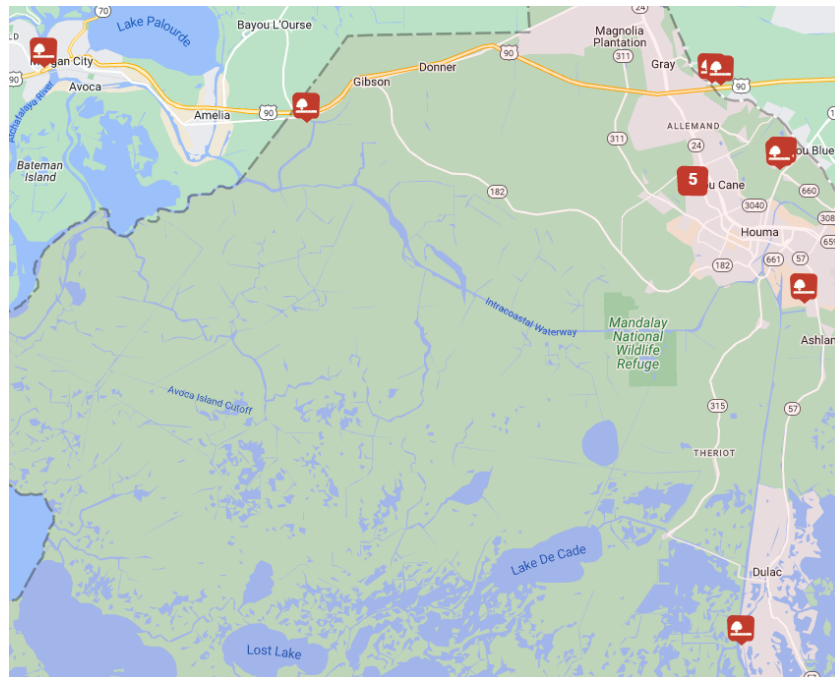
Overall, the primary driver of value in this case is the subject's frontage along the expanding Valhi Boulevard corridor, and its proximity to the Bayou Country Sports Park. The subject's highest and best use is for recreational development.

### Supply and Demand Analysis:

In order to ascertain the current levels of supply and demand for similar vacant land properties, we have utilized LACDB, the most prominent listing service in this market for this property type. In order to determine current supply, we have searched the market for active vacant land listings. We have limited the market to Terrebonne Parish. We have also searched for parcels between 7.5 and 25 acres, in line with the subject property. Based on these criteria, there are currently 14 active listings.



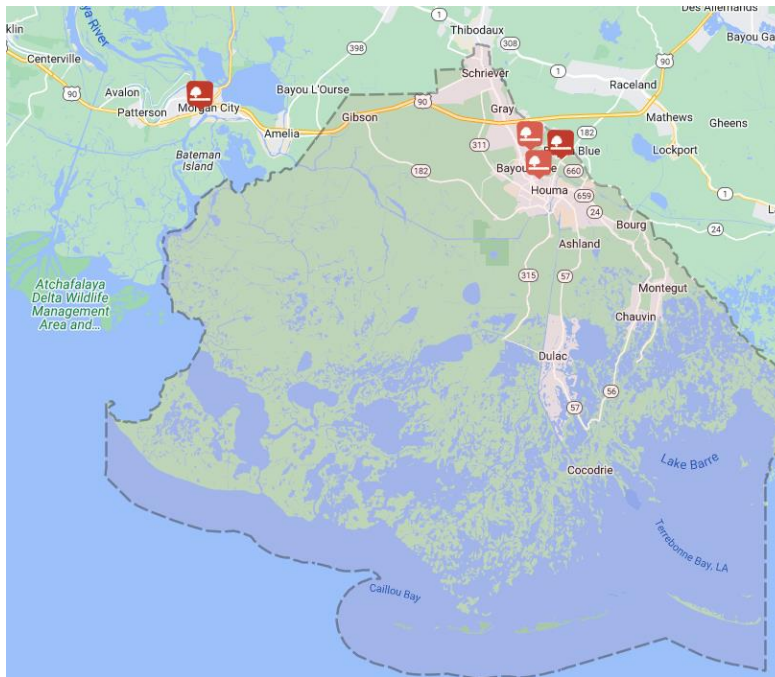
### Active Listings



In order to determine demand, we have performed the same search as above, but this time for closed sales over the past two years. This search yielded 4 closed sales. This does illustrate an over-supply of vacant land within the market, however, it should be noted that the subject property has a strong location along a growing commercial corridor with recent new developments and land trades. This indicates an appetite for commercial land within the subject's immediate market area, despite the overall macro trending for commercial land in the greater market area.



### Closed Sales



While we acknowledge that this study is not reflective of every current listing or sale within this time frame, the results are nonetheless indicative of broader themes at play in the market, namely that there is an oversupply of vacant land tracts in the subject's market.

### **Forecast for Subject Capture:**

The subject is a 17.326-acre tract of vacant land situated along Valhi Boulevard. The property benefits from future development of and along the corridor, as well as its proximity to the Bayou Country Sports Park. Overall, the subject site is large enough to accommodate a variety of occupants and users but is best suited for recreational development.



## Conclusion:

Based on the above discussion and data, the inferences that can be drawn are as follows:

- *The subject property is located in the Houma market area. The region is a beneficiary of the region's ties to viable extractive industries such as offshore oil and gas exploration, production, and support as well as commercial fisheries.*
- *The subject property is located on Valhi Boulevard, a secondary but expanding corridor in the Houma market. This corridor is primarily defined by single-family developments, with spotted industrial development as well. The subject is situated adjacent to the Bayou Country Sports Park. This recreational development continues to grow and absorption as a complimentary land use to the the park represents the highest and best use of the subject.*
- *There is an overall oversupply of similar vacant land properties to the subject in the Terrebonne Parish market area. That said, the subject benefits from its location next to prominent developments on the Valhi Boulevard corridor.*
- *The market participant(s) likely to purchase the subject property would be an investor/developer.*
- *The most likely exposure and marketing time is estimated to be less than 12 months if the property was priced appropriately and aggressively marketed.*



## HIGHEST AND BEST USE

The most recent interpretation of this concept which defines value in use in real estate defines the highest and best use of a property according to The Appraisal of Real Estate, The Fourteenth Edition, Page 332, as "the reasonably probable use of property that results in the highest value." The Fourteenth Edition goes on to say "to be reasonably probable, a use must meet certain conditions:

- The use must be *physically possible* (or it is reasonably probable to render it so).
- The use must be *legally permissible* (or it is reasonably probable to render it so).
- The use must be *financially feasible*.

Uses that meet the three criteria of reasonably probable uses are tested for economic *productivity*, and the reasonably probable use with the highest value is the highest and best use." The level of analysis under the Highest and Best Use for the subject site is a level "A" analysis.

### As Vacant:

When determining the highest and best use of the subject property, four factors must be tested; they are as follows:

- *Legal Permissibility*: the first consideration relative to the determination of the highest and best use "as vacant" is to determine whether or not a proposed use would be allowed under the zoning designation in which the subject property is situated. The subject property is zoned C-3, Neighborhood Commercial. These districts are composed of land and structures occupied by or suitable for furnishing the retail goods, such as groceries and drugs, and the services, such as barbering and shoe repairing, to satisfy the daily household needs of the surrounding residential neighborhoods. Often located on one (1) or more thoroughfares, these districts are small and are within convenient walking distance of most of the areas they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional neighborhood commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve new residential areas. To insure that such new districts are actually developed to supply the business needs of the neighborhoods, the amendment creating the district may set a time limit for its development.
- *Physical Possibility*: the next consideration relative to the determination of the highest and best use "as vacant" determines whether or not a proposed use would be physically possible relative to the shape and size of the subject site. The subject property contains 17.33 acres or 754,721 square feet. It can potentially accommodate a variety of medium scale uses.



- *Financial Feasibility:* this consideration is integral in determining the proposed use of a vacant site. This test determines whether or not construction costs and land acquisition are justified by the anticipated cash flows associated with a proposed subject property. The subject is located along the Valhi Boulevard corridor, southwest of the City of Houma. The subject's immediate area is defined by single family residential, industrial, and recreational development. Given its immediate proximity to the Bayou Country Sports Park, development for a complimentary land use to the noted park is financially feasible. That said, current market conditions may require a holding period until the market improves in terms of lowering the cost to borrow capital and reduced property insurance expenses.
- *Maximum Productivity:* this test determines the land use that would attribute the highest value to the land. The maximally productive use of the subject site is for a complimentary land use to the existing Bayou Country Sports Park. As noted, current market conditions likely preclude immediate development.

Thus, the highest and best use of the subject site is for a modest speculative hold with long-term development of the subject acreage for a complimentary land use to the Bayou Country Sports Pak.

The market participant(s) likely to purchase the subject property would be an investor/developer. The most likely exposure and marketing time is estimated to be less than 12 months.





## LAND/SITE VALUATION

The subject's land value has been developed via the sales comparison approach.

### Sales Comparison Approach – Land Valuation

The Sales Comparison Approach is premised on the idea that a buyer would not pay more for a specific property than the cost of acquiring a property with the same quality, utility, and perceived benefits of ownership. It is based on the principles of supply and demand, equilibrium, substitution, and externalities. The following steps outline the process of the Sales Comparison Approach as applied.

- The market in which the subject property competes is investigated; comparable sales, contracts for sale, and current offerings are reviewed.
- The most pertinent data is further analyzed, and the quality of the transaction is determined.
- The most meaningful unit of value for the subject property is determined.
- Each comparable sale is analyzed and where appropriate, adjusted to equate with the subject property.
- The value indication of each comparable sale is analyzed, and the data reconciled for a final indication of value via the Sales Comparison Approach.



### Land Comparables

We have researched four comparables for this analysis; these are documented on the following pages followed by a location map and analysis grid. All sales have been researched through numerous sources and verified by a party to the transaction unless otherwise noted.

Comp	Address City	Date Price	Acres Price per Acre	Land SF Price Per Land SF
<b>Subject</b>	Valhi Blvd.  Houma			
<b>1</b>	1495 Valhi Boulevard  Houma	2/18/2022  \$2,383,800	26.80  \$88,944	1,167,452  \$2.04
<b>2</b>	West side of Tregre Lane  Thibodaux	1/4/2021  \$454,680	25.05  \$18,150	1,091,222  \$0.42
<b>3</b>	Forum Drive  Broussard	4/19/2018  \$445,000	5.00  \$89,000	217,800  \$2.04
<b>4</b>	593 Enterprise Drive  Houma	12/19/2017  \$1,250,000	5.72  \$218,531	249,163  \$5.02



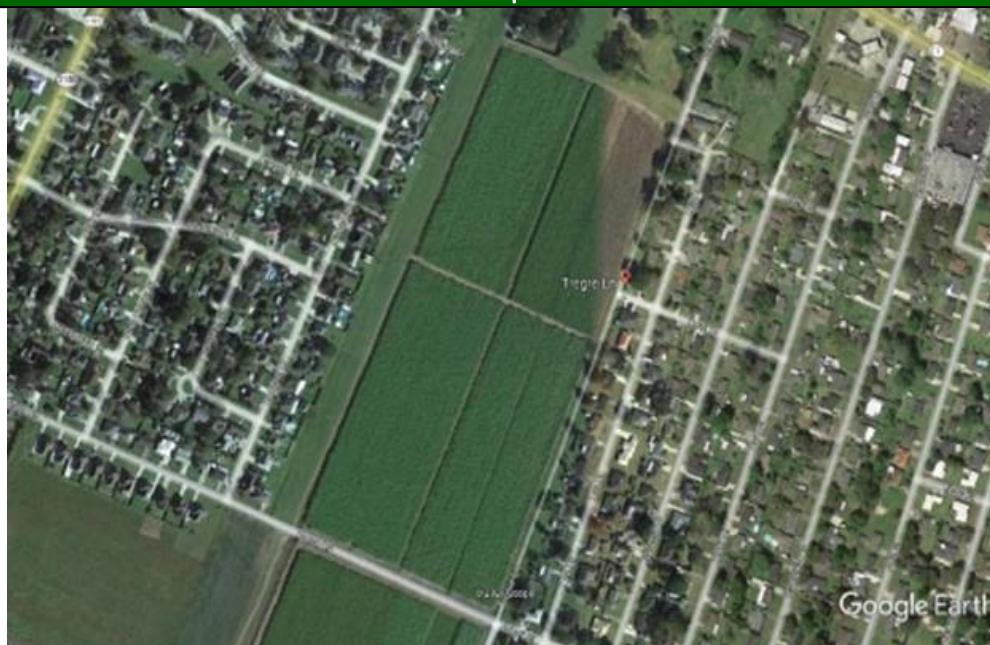
## Land Comparable 1



Transaction			
ID	47859	Date	2/18/2022
Address	1495 Valhi Boulevard	Price	\$2,383,800
City	Houma	Price Per Land SF	\$2.04
State	LA	Price Per Acre	\$88,944
Zip	70360	Transaction Type	Closed Sale
Grantor	North Hollywood	Property Rights	Fee Simple
Grantee	SLECA	Book/Page or Reference	2661 / 627
Days On Market	N/A	Proposed Use	--
Legal Description	A certain 26.801 acre tract of land situated in Sections 85 and 86, Township 17 South, Range 17 East, Parish of Terrebonne, State of Louisiana		
Confirmation	Terrebonne Parish Clerk of Court		
Site			
Acres	26.80	Zoning	I1
Land SF	1,167,452	Flood Zone	AE
Shape	Irregular	Road Frontage	--
Comments			
SLECA purchased 26.801 Acres for \$2,383,800. The property is located at 1495 Valhi Blvd, and zoned I1. Property was cleared but contained 5.52 Acres of dug out pond. Effective usable land = 21.281 acres netting \$2.57/SF.			



## Land Comparable 2



Transaction			
<b>ID</b>	40365	<b>Date</b>	1/4/2021
<b>Address</b>	West side of Tregre Lane	<b>Price</b>	<b>\$454,680</b>
<b>City</b>	Thibodaux	<b>Price Per Land SF</b>	<b>\$0.42</b>
<b>State</b>	LA	<b>Price Per Acre</b>	<b>\$18,150</b>
<b>Zip</b>	70301	<b>Transaction Type</b>	Closed Sale
<b>Grantor</b>	Karen T. Cordell, Nolen &	<b>Property Rights</b>	Fee Simple
<b>Grantee</b>	West Thibodaux	<b>Book/Page or Reference</b>	Book 2186, Page 665
<b>Days On Market</b>	--	<b>Proposed Use</b>	Subdivision Development
<b>Legal Description</b>	3 certain tracts of land situated in Sections 14 and 15, Township 15 South, Range 16 East, Parish of Lafourche, State of Louisiana		
<b>Confirmation</b>	Prior McEneryCo. Appraisal, Property Owner		

Site			
<b>Acres</b>	25.05	<b>Zoning</b>	None
<b>Land SF</b>	1,091,222	<b>Flood Zone</b>	X
<b>Shape</b>	--	<b>Road Frontage</b>	--

Comments	
This sale consists of the first take-down of three total acquisitions along Tregre Lane. The entire tract is 52 acres, but this write up pertains to 25.26 acres. (1st Takedown). The entire property is being developed with a high density residential subdivision that will eventually be a DR Horton development.	



### Land Comparable 3



Transaction			
<b>ID</b>	34858	<b>Date</b>	4/19/2018
<b>Address</b>	Forum Drive	<b>Price</b>	<b>\$445,000</b>
<b>City</b>	Broussard	<b>Price Per Land SF</b>	<b>\$2.04</b>
<b>State</b>	LA	<b>Price Per Acre</b>	<b>\$89,000</b>
<b>Zip</b>	70518	<b>Transaction Type</b>	Closed Sale
<b>Grantor</b>	Schaefer Realty Holdings,	<b>Property Rights</b>	Fee Simple
<b>Grantee</b>	Advanced Tool & Supply	<b>Book/Page or Reference</b>	Book 1781, Page 340
<b>Days On Market</b>	--	<b>Proposed Use</b>	--
<b>Legal Description</b>	Lot 2-A, Schaefer Industrial Park, Section 23, Township 11 South, Range 5 East, St. Martin Parish, State of Louisiana		
<b>Confirmation</b>	Listing Agent - Dewitt David 337-298-6169		

Site			
<b>Acres</b>	5.00	<b>Zoning</b>	I-2, Industrial Enterprise
<b>Land SF</b>	217,800	<b>Flood Zone</b>	X
<b>Shape</b>	--	<b>Road Frontage</b>	--

Comments	
<p>The property was originally listed for \$445,000 and sat on the market for over two years before selling for asking price which equates to \$89,000 per acre. According to the listing agent, the buyer plans to build a large office warehouse for owner-occupied use. The buyer operates an oil-field related business. This was an arm's length transaction.</p>	





## Land Comparable 4



Transaction			
<b>ID</b>	29059	<b>Date</b>	12/19/2017
<b>Address</b>	593 Enterprise Drive	<b>Price</b>	\$1,250,000
<b>City</b>	Houma	<b>Price Per Land SF</b>	\$5.02
<b>State</b>	LA	<b>Price Per Acre</b>	\$218,531
<b>Zip</b>	70360	<b>Transaction Type</b>	Closed Sale
<b>Grantor</b>	H4, LLC	<b>Property Rights</b>	Fee Simple
<b>Grantee</b>	South Louisiana Medical	<b>Book/Page or Reference</b>	Book 2522, Page 457
<b>Days On Market</b>	--	<b>Proposed Use</b>	--
<b>Legal Description</b>	A certain parcel of land situated in Sections 5, 101, & 102, Township 17 South, Range 17 East, Parish of Terrebone, State of Louisiana		
<b>Confirmation</b>	Listing Broker, Edgar Bice, 985-872-4597		

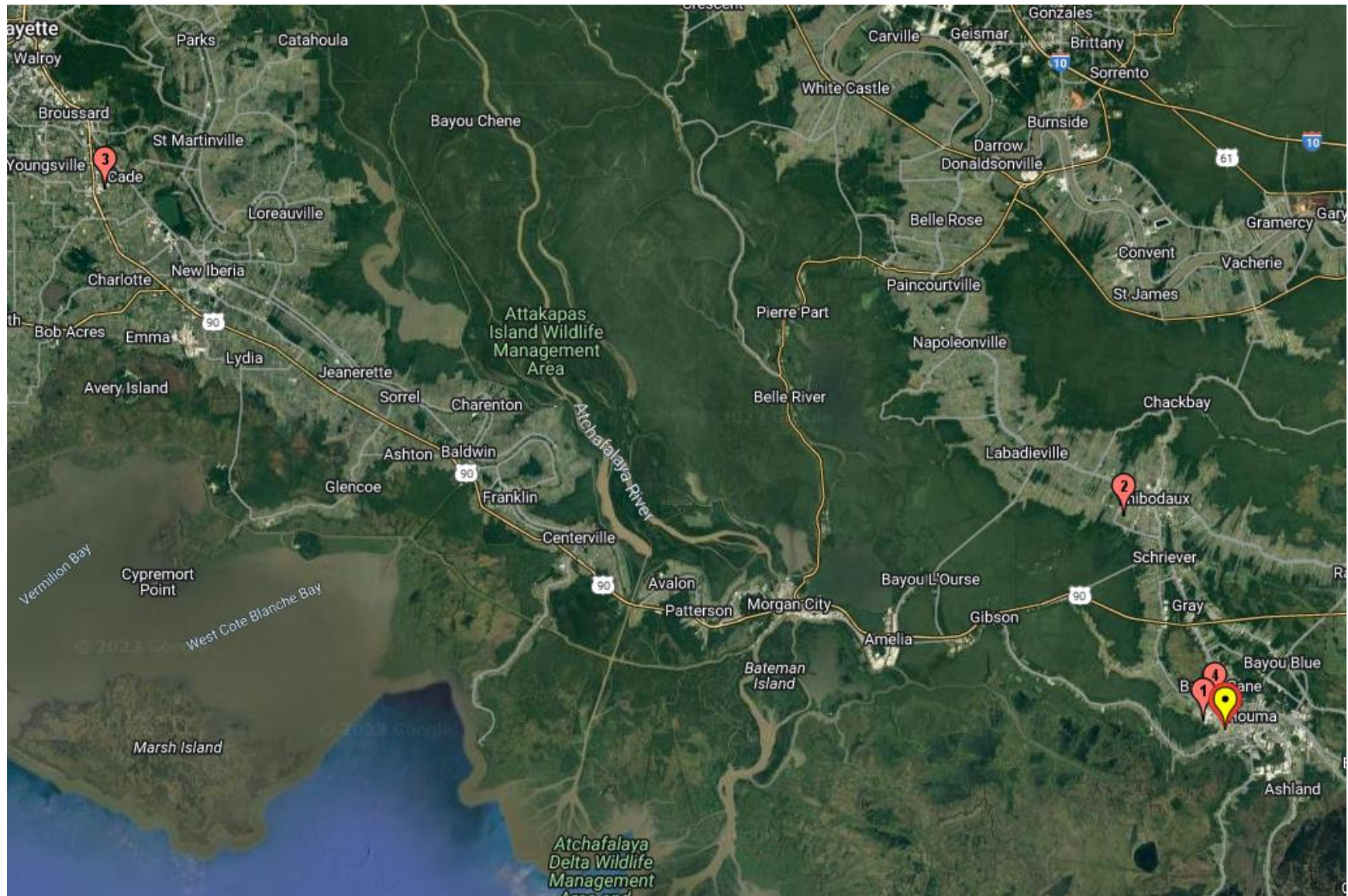
Site			
<b>Acres</b>	5.72	<b>Zoning</b>	C-2, General Commercial
<b>Land SF</b>	249,163	<b>Flood Zone</b>	C
<b>Shape</b>	--	<b>Road Frontage</b>	--

Comments	
This 5.72 acre tract sold for \$1,250,000 on December 19, 2017. The buyer is a medical group with locations in Houma, Morgan City and Galliano. The site is an interior fronting parcel located on the south side of Enterprise Drive in Houma.	





## Land Comparables Map



## Land Comparables Analysis Grid

Analysis Grid	Subject	1	2	3	4
Date		2/18/2022	1/4/2021	4/19/2018	12/19/2017
Address	Valhi Blvd.	1495 Valhi Boulevard	West side of Tregre	Forum Drive	593 Enterprise Drive
City	Houma	Houma	Thibodaux	Broussard	Houma
Sales Price		\$2,383,800	\$454,680	\$445,000	\$1,250,000
Land SF	754,721	927,000	1,091,222	217,800	249,163
Acres	17.33	21.28	25.05	5.00	5.72
Flood Zone	AE	AE	X	X	C
Zoning	C-3	I1	None	I-2, Industrial	C-2, General
Land SF Unit Price		\$2.57	\$0.42	\$2.04	\$5.02
COS/Market Adj.		0.00%	0.00%	0.00%	0.00%
<b>Adjusted Land SF Unit Price</b>		<b>\$2.57</b>	<b>\$0.42</b>	<b>\$2.04</b>	<b>\$5.02</b>
<b>Physical Adjustments</b>					
Size		5.00%	5.00%	-10.00%	-10.00%
Location		0.00%	15.00%	5.00%	2.50%
Flood Zone		0.00%	-5.00%	-5.00%	-5.00%
Zoning		0.00%	0.00%	0.00%	0.00%
Utility		0.00%	0.00%	0.00%	0.00%
<b>Gross Adjustment</b>		<b>5.00%</b>	<b>25.00%</b>	<b>20.00%</b>	<b>17.50%</b>
<b>Composite Adjustment</b>		<b>5.00%</b>	<b>15.00%</b>	<b>-10.00%</b>	<b>-12.50%</b>
<b>Adjusted Land SF Unit Price</b>		<b>\$2.70</b>	<b>\$0.48</b>	<b>\$1.84</b>	<b>\$4.39</b>



## COMPARABLE SALE ADJUSTMENTS

The sales data has been analyzed and compared to the subject property. Adjustments were made in the following areas:

- Property Rights Sold
- Financing
- Conditions of Sale
- Market Trends
- Location
- Physical Characteristics

### Conditions of Sale

All of the comparable sales were confirmed to be arm's length transactions and no adjustments were necessary for conditions of sale.

### Market Trends

In recent months, the national economy has begun to face recessionary trending due to the significant rise in interest rates. This increased cost to borrow funds has had a cooling effect on high levels of inflation and overall demand for commercial real estate sectors. Despite these noted macro trends, we have not seen a significant decline in pricing for vacant land properties such as the subject property. In light of this, we have opted not to apply any level of adjustment for market conditions but have considered the current economic trending in our opinion of market value.

### Size

Adjustments have been applied based on the principle of *economies of scale*.

### Location

Sale 2 is located in Thibodaux along Tregre Lane. Overall, the Thibodaux market and this location is inferior to the subject property. Sale 4 is situated along Enterprise Drive. This is a slightly inferior location compared to the subject and we have adjusted accordingly. This is directly tied to the subject's location proximate to the Bayou Country Sports Park.

### Flood Zone

The subject property is situated in a flood zone designated area of AE, like comparable sale 1. Comparable sales 2, 3 and 4 required downward adjustments as they are situated in superior flood zone designated areas.

### Zoning

No adjustments pertaining to zoning were necessary. We recognize that Sales #1 and 3 are zoned for industrial purposes, while the subject has a commercial zoning designation. The reality is that the subject's corridor has historically been comprised of residential, commercial, and industrial applications. It is currently transitioning towards a more commercial/office corridor.

Sale #1 is located along the same corridor and zoned for industrial purposes, but it was acquired for an office development. This is generally consistent with the highest and best use of the



subject and suggests no adjustment is necessary. Sale #3 features an industrial zoning designation and is located within an industrial node. This property could likely achieve a change in zoning in short order, however, we note its inferior location in an industrial node. This has been accounted for in our location adjustments and our value conclusion.



## LAND/SITE VALUATION RECONCILIATION AND CONCLUSION

Land Value Ranges & Reconciled Value				
Number of Comparables:	4	Unadjusted	Adjusted	% Δ
Low:		\$0.42	\$0.48	15%
High:		\$5.02	\$4.39	-13%
Average:		\$2.51	\$2.35	-6%
Median:		\$2.31	\$2.27	-2%
St. Dev.		\$1.91	\$1.64	-14%
Reconciled Value/Unit Value:			\$3.00	
Subject Size:			754,721	
Indicated Value:			\$2,264,162	
Reconciled Final Value:			\$2,265,000	
Two Million Two Hundred Sixty Five Thousand Dollars				

The four sale comparables utilized in the analysis provide an adjusted range of value indicators that suggest a value conclusion between \$0.48 per SF and \$4.39 per SF. All sales feature comparable vacant land properties in the immediate area. Adjustments were considered for discrepancies in location, size, flood zoning, zoning, and utility.

Following the application of adjustments, the range has tightened, and the standard deviation has decreased from \$1.92 to \$1.64 per square foot. The adjusted dataset supports a mean of \$2.35. Given the subject's location near Bayou Country Sports Park and along Valhi Boulevard, the subject would most likely trade above the mean of the dataset.

Immediately comparable sale 1 stands out as the most viable indicator in the dataset. This sale is closest to subject along Valhi Boulevard, and traded just over a year ago. This sale featured roughly five acres of non-usable land, and when only considering the usable site area, the site is valued at just over \$2.50 per square foot. The adjusted price per square foot of this indicator is \$2.70 per square foot. We have given this sale consideration in the conclusion of value contained within this report.

Sale #4 is also a strong indicator of value, despite its somewhat dated nature. This is a similarly located commercial acreage tract from the Houma market.

The mean of these two indicators supports an average price of \$3.50 per square foot. With primary weight assigned to Sale #1, the data supports an opinion of value of \$3.00 per square foot.

Additionally, we have included five sales of vacant land tracts located within the subject property's immediate market area. These sales support our lower value conclusion for the subject as they are significantly smaller in size, which places upwards pressure on pricing due to economies of scale. See the following page for a breakdown:



Analysis Grid	1	2	3	4
Date	2/23/2022	8/5/2022	7/2/2020	11/8/2019
Address	358 Ravensaide Drive	275 Capital Boulevard	1241 Valhi Boulevard	631 S. Hollywood
City	Houma	Houma	Houma	Houma
Sales Price	\$58,000	\$149,000	\$225,000	\$270,000
Land SF	13,939	33,541	53,579	38,768
Acres	0.32	0.77	1.23	0.89
Flood Zone	AE	AE	AE	AE
Zoning	C4	I1	I1	C3
Land SF Unit Price	\$4.16	\$4.44	\$4.20	\$6.96
COS/Market Adj.	0.00%	0.00%	0.00%	0.00%
<b>Adjusted Land SF Unit Price</b>	<b>\$4.16</b>	<b>\$4.44</b>	<b>\$4.20</b>	<b>\$6.96</b>

All of the value indications have been considered, and in the final analysis, comparable #1 has been given most weight in arriving at our final reconciled per land sf value of \$3.00. Applying this figure to the subject's 754,721 square feet of land equates to \$2,264,162 – rounded to \$2,265,000

**INDICATION OF MARKET VALUE OF SUBJECT SITE:**

**\$2,265,000**





### As Is VALUE CONCLUSION

The borrower notes the subject property would need to be filled and elevated prior to development. According to Google Earth, the property needs approximately one to two feet of fill across the site. We have consulted with reputable market participants on a cost estimate to fill the site, and he concluded a cost of \$7.50 per cubic yard to fill and elevate the subject property. Due to a lack of necessary data, we have assumed an 18" average fill requirement for the site, and at 754,721 square feet, the site is 41,928.94 cubic yards.

With that in mind, we estimate a total cost of \$314,467.05 – rounded to \$315,000 or \$0.42 per square foot to fill the site.

We have deducted this cost from our overall land value to come to an As Is Complete Value Conclusion. See below for a breakdown:

As Is Market Value Conclusion	
As Complete Value	\$2,265,000
Less: Site Costs	(\$315,000)
<b>As Is Market Value</b>	<b>\$1,950,000</b>



## FINAL RECONCILIATION AND VALUE CONCLUSION

The reconciliation process involves a thorough analysis of each approach to value, considering factors such as the quality of data used, the relevance of each approach to market conditions, and the ability to defend each approach. The final step is to evaluate each approach individually and in relation to the others, in order to arrive at a comprehensive and well-supported conclusion.

	Value Indications
Land Value:	\$2,265,000
Less: Site Costs	(\$315,000)

### Land/Site Valuation via Sales Comparison Approach

The Sales Comparison Approach is based on the analysis of recent sales of similar facilities in the subject's market area. In addition to these transactions, we also reviewed several other sales and concluded the data provided is representative of recent historic value indicators for the subject property. In this case, the Sales Comparison Approach is a reliable approach based on the quality of the data and the relatively tight range of unit values as adjusted.

The following table summarizes our opinion(s) of market value based on the data and analyses developed in this appraisal:

VALUE TYPE	INTEREST	DATE OF VALUE	VALUE CONCLUSION
As Is Market Value	Fee Simple	March 27, 2023	\$1,950,000



## ASSUMPTIONS AND LIMITING CONDITIONS

This report is subject to the following conditions and such specifications and limiting conditions that also might be outlined in this report. These conditions affect the analyses; opinions, and value conclusions contained in this report.

1. It is assumed that the property is owned in Fee Simple Title. Fee Simple Title implies that the property is owned free and clear, unencumbered and unless otherwise specified. There are to be no leases, liens, easements, encroachments, or other encumbrances on the subject property that have not been specified in this report.
2. No responsibility is assumed for matters of a legal nature affecting the appraised property or title. This appraisal assumes that the subject property is presented with a good and marketable title unless otherwise specified. The appraiser has not rendered an opinion as to the title and does not have the expertise to do so. Data on ownership and legal descriptions were obtained from sources generally considered reliable.
3. The property is appraised assuming it is to be under responsible ownership and competent management. Unless otherwise specified, the property is assumed to be available for its highest and best use.
4. Any survey contained in this report is assumed to be true and correct, and it is also assumed that there are no hidden encroachments upon the property appraised except as noted. Any sketch prepared by the appraiser and included in this report may show approximate dimensions and is included to assist the reader in visualizing the property only. The appraiser has not surveyed the property and does not warrant any surveys or other presented plans or sketches.
5. The appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or other structures, which would render it more or less valuable. The appraiser assumes no responsibility for such conditions or for engineering which might be required to discover these factors. This includes the presence of unusual/extraordinary mineral deposits or subsurface rights not typically transferred with normal comparable data (i.e., valuable mineral rights associated with oil/gas production, etc., are not part of this assignment).
6. Any distributions of the valuation of the report between land and improvements apply only under the existing program of utilization. The separate valuation for land and building must not be used in conjunction with any other appraisal and are invalid if used in conjunction with any other appraisal.
7. No responsibility is assumed for changes in matters that are legal, political, social, or economic which could affect real estate values that take place after the effective date of this evaluation.

8. Information, estimates, and opinions furnished to the appraiser, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for the accuracy of such information furnished to the appraiser during the appraisal process is warranted by the appraiser. The appraiser assumes no responsibility for the accuracy of such information as measurements, survey, title information, and other information furnished by comparable sales data found in courthouse records and information obtained from Realtors and other parties during any type of comparable survey.

9. This report is predicated upon the assumption that the property has reached a stabilized occupancy as of the date of valuation unless otherwise noted.

10. On all appraisals, subject to satisfactory completion, repairs, or alterations, the appraisal report and value conclusion are contingent upon completion of the improvements in a workmanlike manner and in accord with the referred to plans and specifications.

11. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question unless required to do so by a court.

12. Disclosure of the contents of this appraisal report is governed by the By-Laws and Regulations of the Appraisal Institute.

13. Neither all nor any part of the contents of this report, especially any conclusions as to value, the identity of the appraiser or the firm with which he (they) is connected or any reference to the Appraisal Institute shall be disseminated to the public through advertising media, public relations media, news media, sales media, or any other public means of communication without the prior consent of the undersigned.

14. Unless otherwise stated in this report, the existence of hazardous material, which may or may not be present on the property, was not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, or other potentially hazardous materials or gases may affect the value of the property. The value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field if desired. This report further assumes that there are no under/above ground storage tanks of any kind on the property (unless otherwise noted). Possible leakage problems have not been addressed. The site history of the subject property has not been explored, nor has the historical land-use patterns of surrounding properties been investigated. Again, the appraiser has not addressed any environmental issues that might affect value. This report assumes that no such issues of any kind are present or affecting the Fee Simple Value in any manner (unless otherwise noted). The appraiser urges the client to retain an outside environmental expert to determine the subject property's status from this perspective.

15. We have personally inspected the property and found no obvious evidence of structural deficiencies except as stated in the report. However, no responsibility for hidden or unnoticed defects is assumed. No responsibility for conformity to specific governmental requirements (such as fire, building, and safety, earthquake, or occupancy codes) can be assumed without provisions of specific professional or governmental inspections.

16. We have personally inspected the subject property and found no evidence of termite damage or infestation (unless otherwise noted). No termite inspection report was made available to the appraiser; the appraiser is not responsible for damages resulting from any type of insect infestation whatsoever. This is beyond the scope of the appraisal assignment.

ACCEPTANCE OF AND USE OF THIS APPRAISAL REPORT CONSTITUTES ACCEPTANCE OF ABOVE

## **ADDENDA**

Letter of Engagement  
Environmental Inspection Checklist  
Qualifications of the Appraisers  
Legal Description  
Survey  
Sketch  
Zoning Ordinance  
Flood Map  
Wetlands Map  
Regional Map  
Neighborhood Map  
Subject Photos



## Letter of Engagement



[www.mceneryco.com](http://www.mceneryco.com)

March 15, 2023

P. M. McEnery, MAI, CRE and Baldwin R. Justice  
The McEnery Company  
8130 Union Street, Fourth Floor  
New Orleans, Louisiana 70112

**Client:** Danos Properties, LLC

**Property Location:** 2 Tracts of Land along Valhi Boulevard, Houma,

**Property Contact:** Louisiana Mr. Hank Babin, 985-872-4597,

**Intended Use:** hank@loganbabin.com Determine Market Value for

**Intended User:** Potential Acquisition Client

**Report Due Date:** Two (2) weeks from Engagement

**Retainer / Appraiser's Fee:** \$2,400 (Due Upon Acceptance of Engagement)

Dear Mr. Babin:

This letter is to confirm our conversation concerning the referenced appraisal assignments. We understand fully that Danos Properties, LLC., is the named client for this assignment.

This letter is put forth in order to confirm our request that you prepare (3) USPAP compliant appraisal reports for the referenced property under the following scope of work:

810 Union Street, Fourth Floor  
New Orleans, Louisiana 70112

Telephone: 504-274-2701  
Facsimile: 504-274-2702

170 Moores Road  
Mandeville, Louisiana 70471

Telephone: 985-246-3900  
Facsimile: 985-246-3901

Real Estate Licenses and Certifications held in Louisiana, Mississippi, Alabama, Florida, and Texas

## Letter of Engagement

March 15, 2023

Page Two

### Scope of Work

- The appraisals will be USPAP compliant, and the dates of value will be as of the dates of inspection.
- Site visits will be performed by the McEnery Company and the surrounding neighborhoods will be analyzed.
- Comparable data will be confirmed and verified with easily identifiable maps, as well as analysis grids. A sales comparison be employed within the land/site valuation of each appraisal report, which will provide reliable and credible opinions of market value

All documents furnished to the appraiser from this client are to be considered confidential information to the appraiser pursuant to the disclosure requirements in the confidentiality section of USPAP's Ethics Rule.

Sincerely,

Mr. Hank Danos and Mr. Travis David  
Danos Properties, LLC

x 

I accept and agree with the terms of this engagement letter,

Appraiser's Signature:




Date: March 15, 2023

810 Union Street, Fourth Floor  
New Orleans, Louisiana 70112

Telephone: 504-274-2701  
Facsimile: 504-274-2702

170 Moores Road  
Mandeville, Louisiana 70471

Telephone: 985-246-3900  
Facsimile: 985-246-3901

 Real Estate Licenses and Certifications held in Louisiana, Mississippi, Alabama, Florida, and Texas

## **Curriculum Vitae of Peter M. McEnery, MAI, CRE**

### ***Business Affiliations:***

- Farnsworth-Samuel, Ltd. - Commercial Sales Manager (1976 – 1980)
- Murphy, McEnery, and Company, LLC – Member-Manager (2002 - March 2010)
- The McEnery Company, Incorporated, President (1980 - Present)

### ***Related Business Experience:***

- First Financial Bank, FSB, New Orleans, Louisiana – Banking Officer (1986 - 1988)

### ***Real Estate Practical Experience:***

- Appraisal of all types of commercial properties including:
  - Acreage (timber, swamp, marsh, agricultural)
  - Land Mitigation Banks
  - USWF – NWR (environmentally sensitive large acreage tracts – LA, MS, AL, AR)
  - Subdivision Analysis
  - Shopping and Retail Centers
  - Convenience Stores/Truck Stops/Casinos
  - Office
  - Industrial
  - Multi-family
  - Historic Restorations
  - Deep Water Port Facilities
  - Hotels/Nursing Homes/Hospitals
  - Expropriation (condemnation): Louisiana DOTD; Louisiana Timed Managers
- Litigation Support Services
  - Qualified as Expert Witness: Federal District Court; Federal Bankruptcy Court; State District Courts
- Brokerage/Development:
  - The McEnery Company Incorporated - brokerage and development interests
- Finance and Consulting:
  - Industrial Revenue Bonds (historic restoration financing)
  - Tax Credit Consulting
  - General Real Estate Consulting
- Banking:
  - Managed Commercial REO Portfolio

### ***Memberships, Licenses, Etcetera:***

- Member – The Counselors of Real Estate ®, awarded the designation of CRE
- Member – The Appraisal Institute ®, awarded the designation of MAI
- Member – The National Association of Realtors ®
  
- State of Louisiana Certified General Real Estate Appraiser No.: G-1102
- State of Mississippi Certified General Real Estate Appraiser No.: GA-802
- State of Alabama Certified General Real Property Appraiser No.: G00778
  
- Louisiana Real Estate Broker License-Broker No.: 23772
- Mississippi Real Estate Broker License-Broker No.: B17298
- Alabama Real Estate Broker License-Broker No.: 95787-0

- Louisiana DOTD: Real Estate Agent Consultant Panel
- Louisiana DOTD: Real Estate Appraiser Panel
- Southeastern Louisiana University, Instructor, REP, and P (2001)
- LREC approved instructor: Special Seminar CE instructor (2003)
- Land Use Committee, New Direction 2025, St. Tammany Parish, Louisiana
- Central St. Tammany Land Owner's Association
- Member/Manager – M<sup>c</sup>Enery Management, LLC
- Member/Manager-M<sup>c</sup>Enery Properties, LLC
- Member/Manager-Iolar Holdings, LLC

### **Education:**

#### Real Estate Continuing Education-thru 2016

##### Appraisal Institute – Chicago, Illinois

- Course 00A (1-A): Basic Appraisal Principles, Methods, and Techniques
- Course 00B (1-B): Capitalization Theory and Techniques
- Course 410-A: Standards of Professional Appraisal Practice
- Course 420-B: Standard of Professional Appraisal Practice
- Course 510: Advanced Income Capitalization
- Course 520: Highest and Best Use and Market Analysis
- Course 530: Advanced Sales Comparison and Cost Approaches
- Course 540: Report Writing
- Course 550: Advanced Applications
- Course/Seminar – Partial Interest Valuation – Divided
- Course/Seminar – Appraisal Consultation
- Course/Seminar – Real Estate Disclosure
- Course/Seminar – Scope of the Work
- Course/Seminar – Appraising Convenience Stores
- Course/Seminar – Valuation of Conservation Easements
- Course/Seminar - Analyzing the Effects of Environmental Contamination on Real Property
- Course - The Appraiser as an Expert Witness
- Course - Litigation Appraising: Specialized Topics and Applications
- Course - Condemnation Appraising: Principles & Applications
- USPAP – 2016-2017

##### International Right of Way Association

- Course 501-Residential Relocation Assistance
- Course 502-Business Relocation
- Course 505-Advanced Relocation Assistance I (Residential)

##### Commercial Investment Real Estate Institute Chicago, Illinois

- Course CI 101: Financial Analysis for Commercial Real Estate
- Course CI 202: Market Analysis for Commercial Real Estate
- Course CI 301: Decision Analysis for Commercial Real Estate
- Course CI 404: Advanced Tax Planning for Commercial Real Estate
- Course CI 405/406: Selling/Negotiation Analysis for Commercial Real Estate

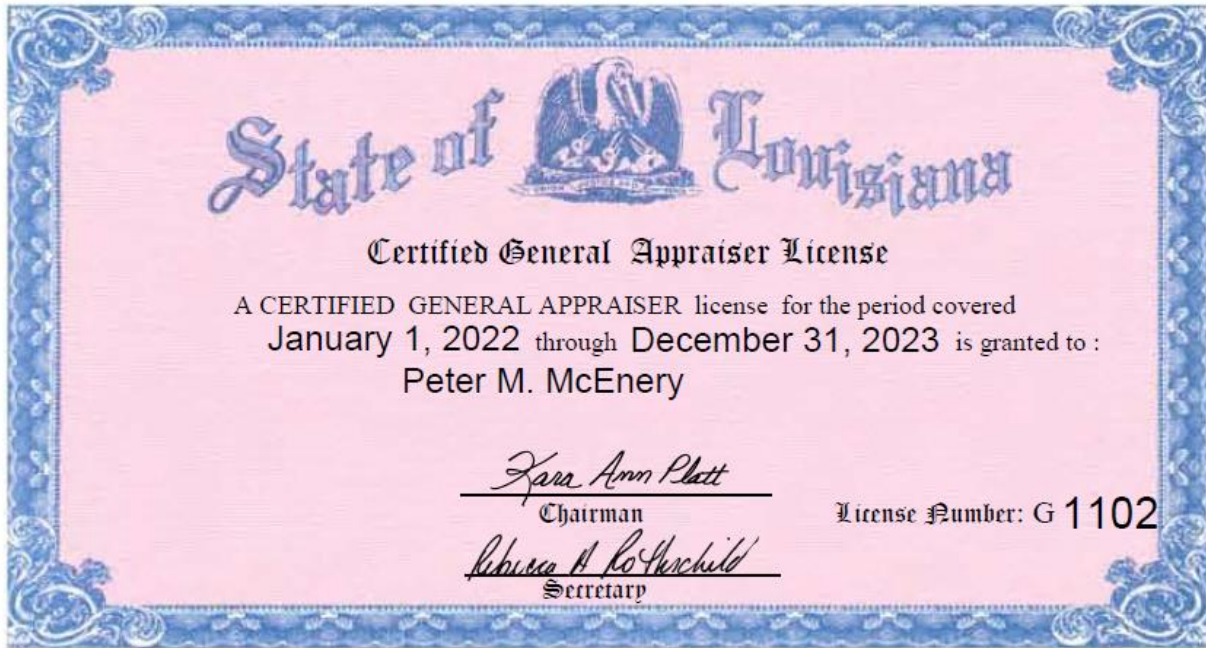
##### Tulane University – New Orleans, Louisiana

- College of Arts and Sciences, Bachelor of Arts Degree – 1976

##### Saint Stanislaus College – Bay St. Louis, Mississippi – 1971

*Client Summary:*

- Private individuals, corporate clients, institutional lenders, public jurisdictions
- (References available upon request)



CURRICULUM VITAE  
BALDWIN R. JUSTICE

*Primary Real Estate Business Experience:*

- The McEnery Company, Inc., New Orleans, Louisiana – Director of Valuation Services  
(April 2010 - Present)

*Practical Real Estate Experience - Institutional Lending/Private Client Appraisal:*

- Medical and Office Buildings
- Mixed-Use Buildings
- Industrial Warehouses, Office Warehouses, Warehouse Condominiums
- Land – Commercial Lots, Bulk Acreage and Subdivision Analyses
- Multi-family Buildings
- Special Use Properties (Marinas, RV Parks, Shipyards, Bowling Centers)
- Net Leased Properties
- Bed and Breakfast Properties/Hotel Properties
- Convenience Stores-Gasoline Stations
- Self-Storage Facilities
- Funeral Homes
- Subdivisions
- Acreage tracts
- Timberland
- Industrial Shipyards
- High-Rise Office Buildings

*Memberships, Licenses, Etcetera:*

- State of Louisiana Certified General Real Estate Appraiser #G3000
- State of Mississippi Certified General Real Estate Appraiser #GA-1208
- State of Alabama Certified General Real Estate Appraiser #G01336
- State of Florida Certified General Real Estate Appraiser #RZ4260
- State of Texas Certified General Real Estate Appraiser #TX1381113G
- Candidate for MAI Designation

*Primary Education:*

- University of Alabama – Tuscaloosa, Al
  - Culverhouse College of Commerce and Business Administration – (August 2005 – December 2009)
    - Department of Economics, Finance, and Legal Studies
  - Bachelor of Science (December 2009)
  - Major: Finance / Concentration Areas: Real Estate



- Real Estate Related Courses: FI 331/Principles of Real Estate; FI 334/Introduction to Real Estate Property Management; FI 432/Real Estate Appraisal; FI 436/ Real Estate Finance

***Real Estate Related Education:***

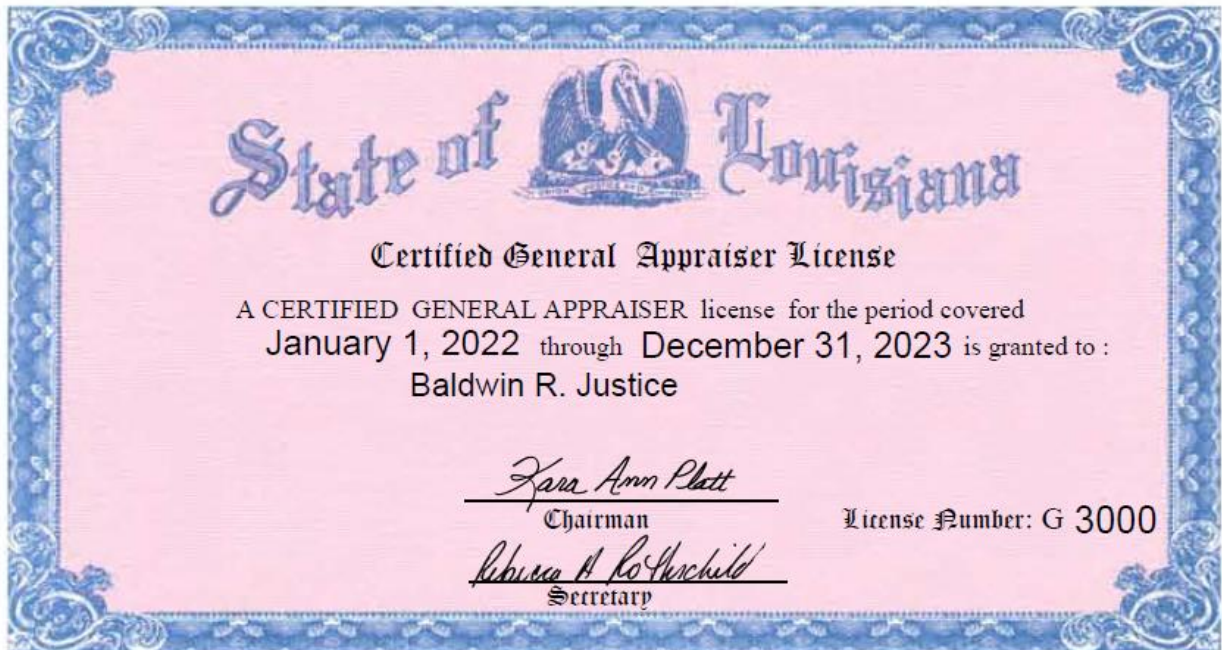
- Appraisal Institute – Chicago, Illinois – 2010 – Present
  - Course 110 - Appraisal Principles (Nashville, TN – 2010)
  - Course 120 - Appraisal Procedures (Nashville, TN – 2010)
  - 15 Hour National USPAP (Nashville, TN – 2010)
  - Course 300 - Real Estate Finance, Statistics, and Valuation Modeling (Online – 2012)
  - Course 401G - General Appraiser Sales Comparison Approach (Dallas, TX – 2012)
  - Course 400G - General Appraiser Market Analysis and H & B Use (Ft. Lauderdale, FL – 2012)
  - Course 402G - General Appraiser Site Valuation & Cost Approach (Online – 2014)
  - Course 403G - General Appraiser Income Approach/Part 1 (Online - 2014)
  - General Appraiser Report Writing and Case Studies (Online - 2014)
  - General Appraiser Income Approach/ Part 2 (Online - 2015)
  - Advanced Market Area Analysis and Highest and Best Use (Atlanta, GA – September 2015)
  - Advanced Income Capitalization (Atlanta, GA – April 2018)
  - Quantitative Analysis (Houston, TX – August 2019)
  - Advanced Concepts & Case Studies (New Orleans, LA – February 2022)

- Appraisal of Self-storage facilities – McKissock Learning (2017)
- Basic Hotel Appraising - McKissock (2017)
- Appraisal of Land Subject to Ground Leases - McKissock (2017)
- Appraisal of Fast-Food Facilities – McKissock (2021)
- Appraisal of REO & Foreclosure Properties - McKissock (2021)
- Complex Properties - McKissock (2021)

***Qualified as Expert Witness in Real Estate Appraising:***

- United States District Court Eastern District of Louisiana
- United States Bankruptcy Court for the Southern District of Mississippi
- 24<sup>th</sup> Judicial District Court for the Parish of Jefferson, Louisiana
- 19<sup>th</sup> Louisiana Judicial District Court, Parish of East Baton Rouge
- 22<sup>nd</sup> Judicial District Court Parish of St. Tammany

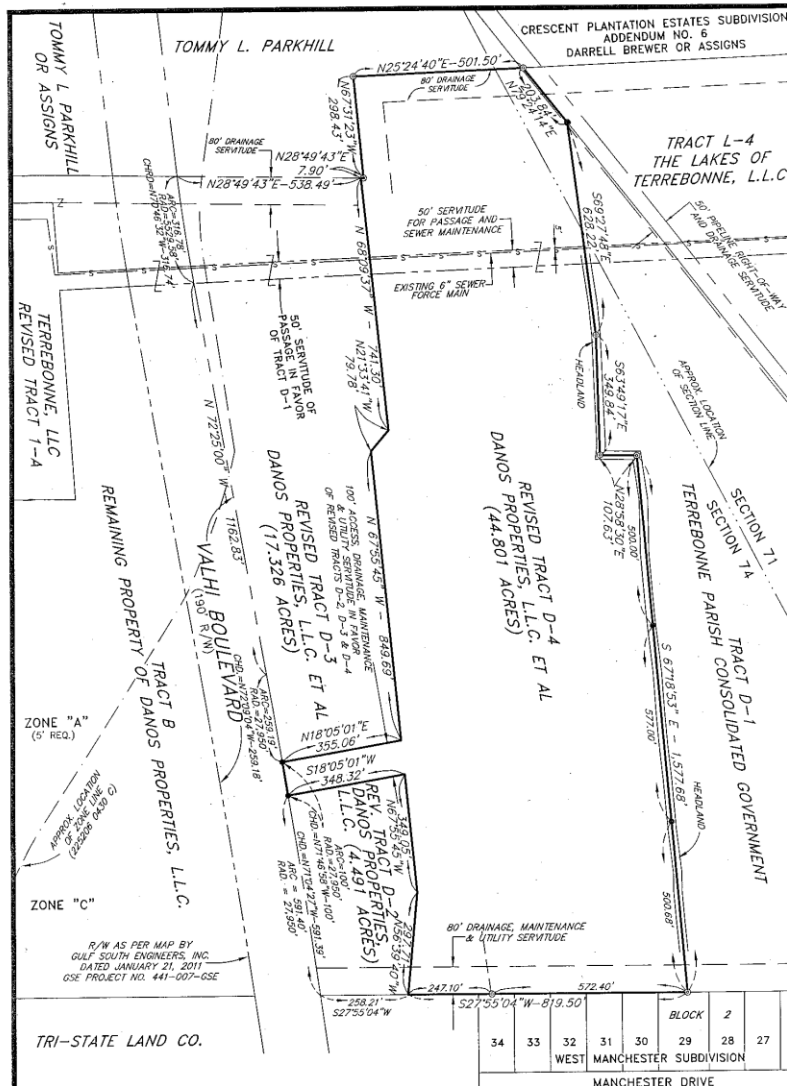
Email: [Baldwin@mceneryco.com](mailto:Baldwin@mceneryco.com)



### Legal Description

revised October 19, 2012 and entitled "PLAN SHOWING REVISED LOTS 1 & 2, ADDENDUM NO. 3 TO THE LAKES SUBDIVISION AND REVISED TRACT 1-A, TRACTS B, D-1, D-2, D-3, D-4, L-1, L-2, L-3 & L-4 BELONGING TO DANOS PROPERTIES, L.L.C. ET AL LOCATED IN SECTIONS 71, 74 & 94, T17S-R16E, TERREBONNE PARISH, LOUISIANA".

# Survey



PLAN SHOWING REVISED TRACT D-4  
BELONGING TO DANOS PROPERTIES, L.L.C.  
LOCATED IN SECTIONS 71, 74 & 94, T17S-R16E,  
TERREBONNE PARISH, LOUISIANA

AUGUST 13, 2015

SCALE: 1" = 300'

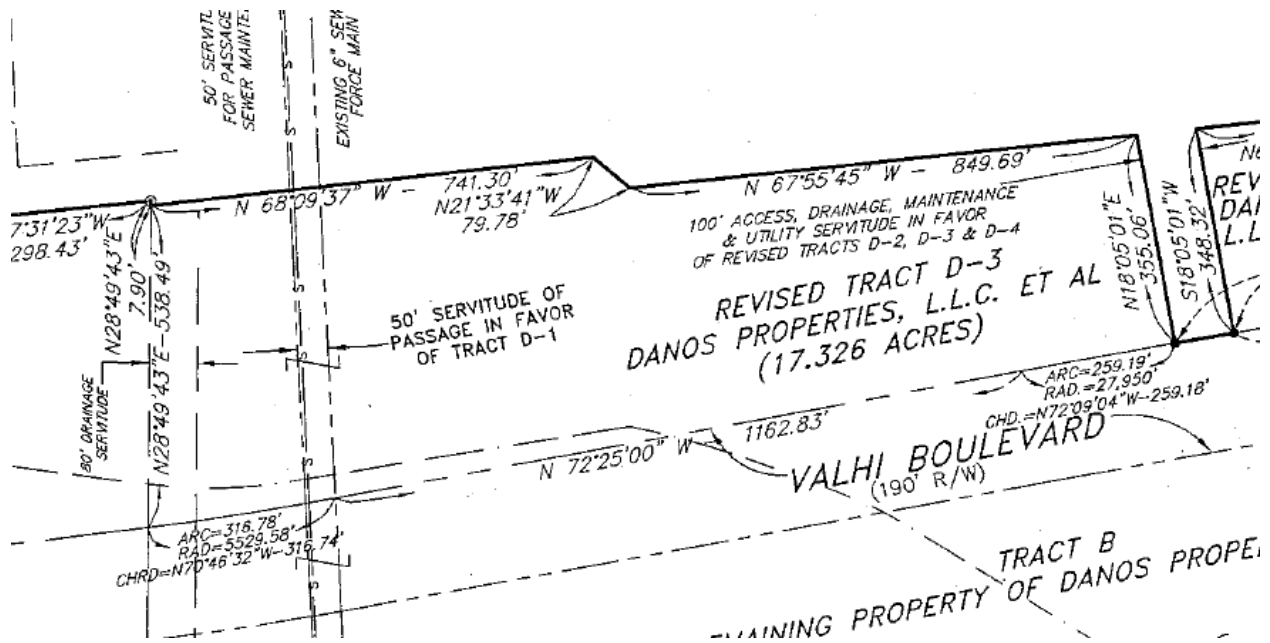
## LEGEND:

- 5/8" IRON ROD PREV. SET WITH 1"x1"x6" WOODEN STAKE
- 5/8" IRON ROD PREV. FOUND WITH 1"x1"x6" WOODEN STAKE

JOB NO. : 416 FIELD BOOK : ADDRESS : HWY 311 VALH EXT. CAD NAME : LAKES, REV. TRACT D-4  
DRAWN BY : AP/JM PAGES : SURVEY FILE : LAKES-83 FOLDER : THE LAKES SUBDIVISION

**KENETH L. REMBERT, SURVEYOR**  
635 SCHOOL ST., HOUMA, LA.





## Zoning Ordinance

### Sec. 28-48. Commercial districts.

- (a) *C-1 District: Central Business District.* This district is composed of land and structures used to furnish, in addition to all of the retail goods and services required by transients and by residents of the metropolitan area and of the trade area, certain wholesale and limited manufacturing in support of the main uses. Located at the convergence of the principal thoroughfares and highways, the Central Business District is surrounded by nonresidential districts and multiple-family residential districts. The district regulations are designed to permit the further development of the district for its purpose, subject to limitations designed to prevent the further congestion of the area that would result from overly intensive development.

- (1) *Permitted uses.* In the C-1 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified (see definitions in section 28-1):

Accessory use.

Administrative and business offices.

Amusement arcade.

Art and craft studio.

Automotive and equipment repair.

Automotive, fuel station.

Automotive, service station.

Bar, tavern, lounge.

Bed and breakfast.

Business support services.

Business or trade school.

City hall, police station, courthouse, federal building, other governmental buildings.

Clinic.

Club or lodge (private).

Communications services.

Construction sales and services.

Consumer repair services.

Convenience store.

Financial services.

Food sales.

Gambling or gaming establishments.

Garage, parking.

Golf course.

Health club.

Hospital (general).

Hotel/motel.

Laboratory, medical or dental.

Liquor sales, not to be consumed on premises.

Marine services-marinas.

Medical services.

Microbrewery/microdistillery.

Outdoor general advertising structure (need not be enclosed within structure).

Parking facilities.

Personal services.

Postal and parcel delivery services.

Public safety services.

Recreation, indoor sports.

Recreation, indoor entertainment.

Residential, accessory.

Residential/single-family residential.

Residential/duplex residential.

Residential/two-family residential.

Residential/townhouse residential.

Residential/condominium residential.

Residential/multiple-family residential.

Restaurants, sit-down.

Retail sales, convenience.

Retail sales, general.

Schools, public and private primary and middle educational facilities.

Telecommunications tower.

Theatre.

Utilities, minor including gas regulator stations (need not be enclosed within structure, but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission and/or historic district commission, as applicable, as being equally satisfactory for meeting enclosure requirements).

Electric substations (need not be enclosed within structure, but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission and/or historic district commission, as applicable, as being equally satisfactory for meeting enclosure requirements).



Wholesale trade.

Wireless facility.

- b. *Prohibited uses*—In addition to those uses disallowed under the provisions of (a)(1) of this section, the following uses are expressly prohibited in a C-1 district:

Mobile homes for residential and/or commercial purposes.

- c. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Ambulance service.

Armories—military (reserve or national guard).

Church, religious assembly, including parish house, community house and educational buildings.

Cultural services.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

- d. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustment, in accordance with the provisions of Article IX governing special exceptions:

None.

- (2) *Building site area*. There is no minimum building site within the C-1 District.

- (3) *Building height limit*. Except as provided in Article IV, no structure shall be erected or altered to exceed one hundred (100) feet (may be reduced if fire hazard).

- (4) *Yards required*. No yards are required for any buildings in the C-1 District.

- (b) *C-2 Districts: General Commercial Districts*. These districts are composed of land and structures used to furnish, in addition to the retail goods and services found in neighborhood districts, such less frequently needed goods as clothing and automobiles and such less frequently needed services as banking and theaters, the wider range of retail goods and services to satisfy all of the household and personal needs of the residents of a group or community of neighborhoods. Usually located on a thoroughfare or near the intersection of two (2) thoroughfares, these districts are large and are within convenient driving distance of the group of neighborhoods they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional general commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve groups of new neighborhoods. To insure that such districts are actually developed to supply the business needs of the groups of neighborhoods, the amendment creating the district may set a time limit for its development.

- (1) *Permitted uses*. In the C-2 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified:

All uses allowed in the C-1 District.

Accessory use.

Adult nightclub.

Adult uses/materials.

Agricultural sales and services.

Ambulance services.

Animal kennels.

Animal sales and services (limited).

Apartments.

Armories—military (reserve or national guard).

Automotive sales and rentals.

Boarding houses.

Campgrounds.

Car wash.

Clinic, animal.

College and university facilities.

Concrete statues, handiwork.

Congregate housing.

Country club.

Day care centers, preschools, nursery schools.

Dormitory.

Exterminating services.

Farm equipment sales and service.

Flea markets.

Fraternity/sorority residence.

Funeral home.

Garage, public.

Garden center.

Governmental buildings (local, state, federal).

Laundry services, coin-operated.

Laundry services, commercial.

Marine services, boat sales/service.

Marine services, commercial and charter fishing.

Marine services, retail.

Marine services, yacht clubs.

Microbrewery/microdistillery.

Nursery, plant.

Nursing home.

Outdoor general advertising structure (need not be enclosed within structure).

Public safety services.

Recreation, commercial outdoor sports.

Residential/townhouse residential.

Residential/condominium residential.

Residential/multiple-family residential.

Restaurants, drive-in.

Restaurants, fast food.

Restaurants, outdoor fast food.

Schools, public and private secondary educational facilities.

Schools, vocational-technical, community, trade or industrial.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

Shopping center, major.

Stable, private.

Taxidermy.

Truck and heavy equipment sales/rental/service.

- b. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, religious assembly, including parish house, community house and educational buildings.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

Revival church (temporary), as a temporary use on a permit issued by the zoning administrator, such permit to be good for a period not exceeding one week and renewable for not more than three (3) such periods.

Theater, outdoor (need not be enclosed within structure).

- c. *Prohibited uses:*

Commercial—Mobile homes/trailers.

Residential/mobile home park.

Residential—Mobile homes/trailers.

Gambling or gaming establishments.

- d. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustment, in accordance with the provisions of Article IX governing special exceptions:

Recreation, outdoor entertainment, but not car racing tracks/facilities.

Radio and television broadcasting transmitter and studio.

- (2) *Building site area.* There is no minimum building site area required for commercial businesses. For residential uses, the area required will be same as in the R-3 District.
- (3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.
- (4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards for commercial businesses shall be:

*Feet*

Front yard 25

Side yard 5

Rear yard 20

For residential use, the yards are the same as for the R-3 District.

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as a rear yard required in the abutting district.

- (c) *C-3 Districts: Neighborhood Commercial Districts.* These districts are composed of land and structures occupied by or suitable for furnishing the retail goods, such as groceries and drugs, and the services, such as barbering and shoe repairing, to satisfy the daily household needs of the surrounding residential neighborhoods. Often located on one (1) or more thoroughfares, these districts are small and are within convenient walking distance of most of the areas they will serve. The district regulations are designed to permit the development of the districts for their purpose and to protect the abutting and surrounding residential areas by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional neighborhood commercial districts will be created in accordance with the amendment procedure set forth herein, as they are needed to serve new residential areas. To insure that such new districts are actually developed to supply the business needs of the neighborhoods, the amendment creating the district may set a time limit for its development.

- (1) *Permitted uses.* In C-3 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified:

All uses permitted in C-2 Districts, except as prohibited in b. below.

Accessory use.

Restaurant liquor sales (to be consumed on premises) provided that eighty (80) percent of structure usage is for the preparation and consumption of food.

- b. *Prohibited uses:*

Adult night clubs.

Adult uses/materials.

Agricultural sales and services.

All marine services (see definitions).

Campgrounds.

Commercial—Mobile homes/trailers.

Farm equipment and sales.

Gambling or gaming establishments.

Garages, public.

Microbrewery/microdistillery.

Nursery, plant.

Residential—Mobile homes/trailers.

Residential/mobile home park.

Shopping center, major.

Stables, private.

Taverns, bars or lounges.

Truck and heavy equipment sales/rental/service.

- c. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, religious assembly, including parish house, community house and educational buildings.

Animal sales and services (limited).

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

- d. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustment, in accordance with the provisions of Article VIII governing special exceptions:

Armories—military (reserve or national guard).

College fraternity and sorority houses.

Liquor sales not to be consumed on the premises.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

- (2) *Building site area.* There is no minimum required building site area for commercial businesses. For residential areas, the area must be the same as for R-3 Districts.
- (3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

(4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

*Feet*

Front yard 25

Side yard 5

Rear yard 20

Residential yard requirements are the same as for the R-3 District.

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as the rear yard required in the abutting district.

- (d) *C-4 Districts: Transition-Commercial Districts.* These districts are composed of land and structures occupied by or suitable for such uses as dwellings, offices, studios and a very limited number of uses involving sales of merchandise. Although usually located between residential areas and business areas, these districts are in some instances freestanding in residential areas or they may include hospital or college groups and related uses. The district regulations are designed to protect abutting and surrounding residential districts by limiting the commercial uses rather stringently. The construction of new residences in these districts, while permitted, is not encouraged. For the protection of residential uses within and residential areas abutting the district, certain minimum yard and area standards comparable to those called for in the residential districts are required to be met.

(1) *Permitted uses.* In the C-4 Districts only the following uses are permitted:

- a. *Uses by right*—The uses listed below are permitted subject to the conditions specified:

Accessory use.

Antique shop.

Apothecary, limited to the sale of pharmaceuticals and medical supplies.

Art gallery or museum.

Clinic

Club or lodge, private, not including one in which the chief activity is a service customarily carried on as a business.

College or university.

Convalescent home.

Dwelling, one-family, two-family and multiple-family.

Electric substation (need not be enclosed within a structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Farming, truck gardening and greenhouses, including only the sale of products raised on the premises.

Fire station.

Floral shop.

Gas regulator station (need not be enclosed within a structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a

fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Gift shop.

Hospital or sanitarium.

Institution for children or the aged.

Interior decorating shop.

Library or reading room.

Nameplate, not exceeding one square foot in area (need not be enclosed within structure).

Nursery, day care center or kindergarten.

Office.

Park or playground, public, including recreation center (need not be enclosed within structure).

Radio and television broadcasting studio.

Studio for professional work or teaching of any form of fine arts, photography, music, drama, dance.

Telephone exchange.

Underground petroleum storage tanks.

Water or sewage pumping station.

Water storage (need not be enclosed within structure).

YMCA, YWCA and similar institutions.

- b. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, religious assembly, including parish houses, community house and educational buildings.

College fraternity or sorority house.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yards and team tracks (need not be enclosed within structure).

- c. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments. In accordance with the provisions of Article IX governing special exceptions.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

- d. *Prohibited uses.*

Commercial—Mobile homes/trailers.

Residential—Mobile homes/trailers.



(2) *Building site area.* Except as provided in Article IV, the minimum building site area shall be:

For a one-family dwelling: Six thousand (6,000) square feet.

For a two-family dwelling: Seven thousand two hundred (7,200) square feet.

For a multiple-family dwelling:

First two (2) dwelling units—Seven thousand two hundred (7,200) square feet.

Each additional dwelling unit—Two thousand (2,000) square feet.

For electric substation, gas regulator station, water or sewage pump station: No minimum requirement.

For any other permitted use: Ten thousand (10,000) square feet.

(3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

(4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

*Feet*

Front yard 20

Side yard 5

Rear yard 20

(e) *C-5 Districts: Commercial Business Park Districts.* These districts are similar to the C-2 general commercial districts in that they are composed of land and structures used to furnish, in addition to some of the retail goods and services found in neighborhood commercial districts, many of the less frequently needed goods and services found in the general commercial districts. Usually easily accessible from thoroughfares, but not strung out along thoroughfares, these districts contain buildings that are freestanding on large, well-landscaped sites with off-street parking. Uses that are noisy, unsightly or otherwise objectionable or unattractive are seldom found in these districts, and the districts are not intended to accommodate such uses. The district regulations are designed to permit the development of the districts for their purpose in an open, spacious arrangement and to protect the abutting and surrounding residential area by requiring certain minimum yard and area standards to be met, standards that are comparable to those called for in residential districts. It is intended that additional commercial business park districts will be created in accordance with the amendment procedure set forth herein, as they are needed. To insure that such districts are actually developed to supply the business needs of the urban area, the amendment creating the district may set a time limit for its development.

(1) *Permitted uses.* In the C-5 Districts only the following uses are permitted:

a. Uses by right—The uses listed below are permitted subject to the conditions specified:

Accessory use.

Air-conditioning sales and services.

Ambulance service.

Amusement, commercial, miniature golf course and golf driving range (need not be enclosed within structure).

Animal sales and services (limited).

Antique store.

Apparel and accessory store.

Appliance store.

Apothecary, limited to the sale of pharmaceuticals and medical supplies.

Armory.

Art gallery and museum.

Artificial limb manufacture.

Auditorium.

Automobile and truck salesroom, where the primary function is the retail sale of new automobiles and the retail sale of used automobiles, accessories, tires and batteries is a secondary function only and where services are limited to installation of items sold, making minor mechanical adjustments and washing and polishing (may not rebuild or overhaul engines, repair bodies, repaint automobiles, recap tires, clean automobiles or motors, reupholster automobiles or conduct dismantling; may display and store automobiles only within completely enclosed structures).

Automobile filling station, where the primary function is the retail sale of gasoline, oil, grease, tires, batteries and accessories and where services are limited to installation of items sold, washing, polishing and greasing (fuel pumps need not be enclosed within structure).

Bank.

Barber and beauty supplies and equipment sales.

Barbershop or beauty shop.

Bookstore.

Business machines store.

Camera and photographic supplies store.

City hall, police station, courthouse, federal building.

Clinic, dental or medical.

Club or lodge, private.

Drugstore.

Electric substation (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Fire station.

Floral shop.

Funeral home, mortuary or undertaking establishment.

Furniture store, retail.

Gas regulator station (need not be enclosed within structure but must be enclosed within a brick or perforated brick wall at least eight (8) feet high and adequate to obstruct view and passage of persons or materials, provided that the substitution of other masonry materials or a fencing material in lieu of brick may be approved by the zoning commission as being equally satisfactory for meeting enclosure requirements).

Gift shop.

Glass store.

Gymnasium, commercial.

Interior decorating shop.

Jewelry store.

Laboratory, dental or medical.

Laundry and/or dry-cleaning pickup station.

Library, public.

Liquor sales, for consumption on the premises.

Liquor sales, not to be consumed on the premises.

Medical offices.

Music store.

Office equipment and supplies, retail.

Optician.

Picture framing and/or mirror silvering.

Police substation.

Post office.

Radio and television broadcasting studio.

Restaurant.

Sporting goods store, retail.

Studio for professional work or teaching of any form of fine arts, photography, music, drama, dance.

Surgical or dental supplies store.

Telephone exchange, but not including shops or garages.

Underground petroleum storage tanks.

Water or sewage pumping station.

Water storage (need not be enclosed within structure).

YMCA, YWCA and similar institutions.

- b. Uses requiring planning approval—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Church, including parish house, community house and educational buildings.

Pipeline or electric transmission line (need not be enclosed within structure).

Railroad right-of-way, but not including shops, yard and team tracks (need not be enclosed within structure).

- c. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments, in accordance with the provisions of Article IX governing special exceptions.

Convalescent home.

Hospital or sanitarium.

Hotel, motel, tourist home, all for transient occupancy, except that not more than one-third of the gross floor area may be used for apartments for permanent occupancy.

Institution for children or the aged.

Self-storage warehouse containing rented storage spaces with individual unit area not exceeding seven hundred fifty (750) square feet.

Passenger depot, railway or bus.

- d. *Prohibited uses.*

Commercial—Mobile homes/trailers.

Residential—Mobile homes/trailers.

- (2) *Building site area.* The minimum building site area shall be:

For electric substation, gas regulator station, water or sewage pumping station: No minimum requirements.

For any other permitted use: Ten thousand (10,000) square feet.

- (3) *Building height limit.* Except as provided in Article IV, no structure shall be erected or altered to exceed thirty-five (35) feet.

- (4) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

*Feet*

Front yard20

Side yard5

Rear yard20

Exceptions: A rear yard abutting on a public alley or waterway (bayou or drainage servitude) need only be ten (10) feet in depth, and a rear yard abutting on a lot in a residential or C-4 District shall have the same minimum depth as a rear yard required in the abutting district.

- (f) *C-6 Districts: Light Commercial Districts.* These districts are composed of land areas and structures which possess unique characteristics suitable for highly restrictive light commercial development such as offices, studios, and other very limited light commercial uses involving the sale of specialty merchandise. Although always located directly abutting or adjacent to residential subdivision(s), these areas are not conducive to continued development of the surrounding residential neighborhood because of their proximity to heavily traveled roadways. In order to facilitate the special need to preserve the sensitive neighborhood setting of the surrounding residential districts, the C-6 zoning regulations incorporate provisions which limit commercial use rather stringently; control access; establish use limitations and design standards; control on-premise signage; and, require limited aesthetic considerations in the design and development of individual building sites within these districts. All in all, the C-6 District regulations are designed to permit the location of certain types of professional and retail activities on a limited basis in a residential neighborhood whenever it is found to be necessary and desirable for the public health, safety, morals and general welfare.

- (1) *Permitted uses.* In the C-6 Districts only the following uses are permitted:

- a. *Uses by right.* The uses listed below are permitted subject to the conditions specified:
- Altering and repairing of wearing apparel/seamstress/tailor.
  - Antique shop, for resale purposes only/refinishing services prohibited.
  - Apparel and accessory shop.
  - Art gallery or museum.
  - Bank.
  - Barber shop/beauty salon.
  - Book store.
  - Camera shop.
  - Clinic, dental or medical.
  - Dwelling, one-family.
  - Floral shop.
  - Gift shop.
  - Interior decorating shop.
  - Jewelry store.
  - Library or reading room.
  - Office.
  - Park or playground (public), not including recreation center.
  - Studio for professional work or teaching of any form of fine arts, photography, music, drama and/or dance.
- b. *Uses requiring planning approval.* The uses listed below are permitted upon the approval of the location and site plan thereof by the zoning commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection, and other public facilities, as not causing undue traffic congestion or creating a traffic hazard, and as being in harmony with the orderly and appropriate development of the district in which the use is located.
- Church, including parish houses, community house and educational buildings directly associated with church functions.
- c. *Special exception uses.* The uses listed below are subject to the same approval of location and site plan as uses requiring planning approval; in addition, these uses are declared to possess such characteristics of unique or special form that each specific use shall be considered an individual case and shall be subject to approval of the board of adjustments in accordance with the provisions of Article IX governing special exceptions:
- None
- d. *Prohibited uses.* In addition to those uses disallowed under the provisions of (a)(1) of this section, the following uses are expressly prohibited in a C-6 district:
- Restaurants.
  - Sale of alcoholic beverages and gaming devices.
  - Laundry, dry cleaning, dyeing establishments, including self-service operations.

Substance abuse, blood donor, abortion, and communicable disease clinics.

Outdoor storage of motor vehicles.

Outdoor storage of any kind.

Off-premise outdoor advertising.

Mobile homes for residential or commercial use.

Multi-family dwellings.

Gas stations.

Water or sewage pumping stations.

Open drainage detention and/or retention ponds.

- (2) *Conformance.* It is recognized that the commercial activities, which are permitted in this section, will be in close proximity to established residential neighborhoods. It is mandatory that the operation and performance of all uses in the C-6 District shall be subservient to and compatible with the peace and tranquility of a general residential environment. In addition to the excluded uses specified herein, no operations or activities shall be allowed in the C-6 District which disturb or annoy the residential inhabitants of the surrounding area, including but not limited to the following:

The operation of any instrument or device which creates interference with radio or television reception.

Outdoor displays or merchandise or article for sale.

The transacting of any business or activity on an outside or open-air basis.

The burning of refuse or operation of any incinerator.

Pole signs of any type.

The emitting of smells, odors, or aromas, including cooking outdoors.

Outdoor storage of refuse except in authorized receptacles.

The production of any vibration, smoke, dust, or fumes.

The causing of any glare from outside lighting devices.

Any operation or business activity occurring between the hours of 9:00 p.m. and 7:00 a.m.

Any loud, excessive, or unusual noise resulting from the business activity or operations conducted in the district, including noises caused by the performance of service functions such as deliveries from motor vehicles and garbage pickup service.

- (3) *Building site area.* Except as provided in Article IV, the minimum building site area shall be:

For a one-family dwelling (square feet) 6,000

For other permitted uses (square feet) 10,000

- (4) *Building height limit.* No structure shall be erected or altered to exceed one-story or twenty (20) feet. Planning approval shall be required for structures being erected or altered in excess of twenty (20) feet in height.

- (5) *Yards required.* Except as provided in Article IV, the minimum dimensions of yards shall be:

Front Yard	20 feet
Side Yard	10 feet
Side Yard Abutting Residential Structure	25 feet with 5' Green Space

Rear Yard	30 feet with 5' Green Space
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- (6) *Accessory structures.* No accessory buildings or structures shall be erected or permitted in the C-6 Zoning District.
- (7) *Site development standards.* In the C-6 Zoning District, the following standards for the development of individual building sites shall apply:
- a. Each lot must abut a public street.
  - b. Building facades shall maintain a consistent street edge, with the exception of passages for pedestrian access and drives to parking areas.
  - c. Building facades shall be constructed of either traditional materials (masonry, wood, stone) or contemporary materials (vinyl siding, stucco/concrete). Building facades of exposed concrete block, metal siding, and reflective glass are expressly prohibited.
  - d. All rooftop equipment shall be enclosed in building materials that match the structure or which are visually compatible with the structure.
  - e. Parking facilities shall be hard surfaced.
  - f. Automobile driveway entrance(s) to all building site shall be provided and limited to a maximum of two (2) curb cuts per street frontage and shall be located in such a way as to maximize safety, maximize efficient traffic circulation, and minimize the impact on the surrounding area. The width, radius, spacing of curb cuts and size and amount of parking spaces required shall conform to the provisions contained in Article VII of this chapter.
- (8) *Landscaping.* All building sites in the C-6 District shall have landscaping along the front or street boundary.
- (9) *Sidewalks.* Sidewalks shall be constructed within the appropriate rights-of-way and subsequently dedicated to the Terrebonne Parish Consolidated Government for public access. They shall be concrete and no less than five (5) feet in width. Sidewalks outside of the public right-of-way shall be privately owned and maintained. They shall be comprised of concrete or pavers.
- (10) *On-premise signs.* To ensure that on-premise signs are visually compatible with the surrounding environment and to avoid inappropriate materials and design the following provisions shall apply.
- a. *Allowable signage.* The following on-premise signs are allowed in the C-6 Zoning District:
    - Freestanding monument (ground) sign(s) limited to only public or private place identification per building site.
    - Facade signs.
    - Directional signs.
  - b. *Prohibited signs.* The following signs shall be prohibited in the C-6 District:
    - Moving signs.
    - Flashing signs.
    - Temporary signs.
    - Animated signs.
    - Pennants/ribbons/logo flags.
    - Pylon signs.
    - Neon signs.



Backlit canopies.

- c. *Materials.* Monument signs shall be constructed with materials used in the main structure and shall be compatible with the area.
    - 1. Facade signs shall be made of wood or signboard, carved and/or sandblasted and finished with gold leaf or paint stains. Uniform material shall be used for signs on buildings that are connected by common walls, located in a common plaza or otherwise associated as a single group.
    - 2. Directional signs shall be of materials compatible with facade signs.
  - d. *Height.* Freestanding monument signs, as required in this section, shall be no greater than eight (8) feet in height above the finished grade.
  - e. *Size.* Freestanding monument signs, as required herein, shall have a maximum area of fifty (50) square feet per sign for the primary sign and twenty-four (24) square feet per sign face for any secondary signs. Double-faced signs are permitted.
  - f. *Illumination.* Sign lighting shall minimize glare and maintain the aesthetic character of the area; therefore, signs may not be internally lit. Raised lettering signs may be backlit. All other signs shall be externally lit. The illumination of signs shall be prohibited between the hours of 9:00 p.m. and 7:00 a.m.
  - g. *Setbacks.* Freestanding monument signs shall have a minimum setback of ten (10) feet from the right-of-way line and ten (10) feet from the side property line and shall be located in a manner that does not interfere with the required minimum sight distance at driveways and intersections.
  - h. *Number of signs.* A maximum of one (1) facade sign per use is permitted, except that a use fronting on two (2) streets may have one (1) sign for each building front. A maximum of one (1) freestanding monument sign is permitted per driveway up to a maximum of three (3) signs, except that for two (2) or more signs, driveways must be separated by a minimum of two hundred feet (200) as measured center line.
- (g) *MS Districts: Medical Service Districts.* These districts are designed to encourage an appropriate grouping of medical service facilities. In most cases, the district would include a hospital or group of hospitals as the center of such hospital-related services as offices, drugstores, restaurants and shops. Apartments are permitted in the district.
- (1) *Permitted uses.* In the MS District, only the following uses are permitted:
- a. Uses by right—The uses listed below are permitted subject to conditions specified:
    - Any use permitted in the R-1, R-2, R-3 districts.
    - Banks.
    - Barbershops.
    - Beauty parlors.
    - Clinics.
    - Dormitories.
    - Drugstores.
    - Flower shops.
    - Hospitals.
    - Hotels, motels, containing not more than one hundred (100) rooms.

Offices of physicians, surgeons, dentists, psychiatrists, physiotherapists or other practicing or related specialists.

Parking garages.

Parking lots.

Pharmacies.

Professional offices.

Restaurants, but not drive-in restaurants.

Retail shops, dispensing medical and surgical supplies.

Tourist homes.

- b. *Uses requiring planning approval*—The uses listed below are permitted upon approval of the location and site plan thereof by the zoning and land use commission as being appropriate with regard to transportation and access, water supply, waste disposal, fire and police protection and other public facilities, as not causing undue traffic congestion or creating a traffic hazard and as being in harmony with the orderly and appropriate development of the district in which the use is located:

Cemeteries.

Church, religious assembly, including parish house, community house and educational building.

Funeral parlors.

- c. *Special exception uses*—The uses listed below are subject to the same approval of location and site plan as uses required in planning approval. In addition, these uses are declared to possess such characteristics of unique or special form that each specified use shall be considered an individual case and shall be subject to approval by the board of adjustments, in accordance with provisions of Article IX covering special exceptions:

None.

When it has been determined by the parish council that such conditional uses will promote the public welfare, public safety and public health, and that the proposal is in general compatible with adjacent or nearby drainage systems, applications for approval shall be transmitted to the zoning and land use commission for a public hearing and action in accordance with provisions of the public hearing.

- d. *Prohibited uses.*

Commercial—Mobile homes/trailers.

Residential—Mobile homes/trailers.

- (2) *Building site area.* There is no minimum building site area required.
- (3) *Building height limit.* In the case of a hospital in this district there is no height limit. For all other structures in the area, no structure shall be erected or altered to exceed thirty-five (35) feet.
- (4) *Yards required.* Except as provided in Article IV, the minimum dimensions and yards shall be:

*Feet*

Front yard20

Side yard5

Rear yard20

Exceptions: When a rear yard abuts on a public alley or waterway (bayou or drainage servitude), it only needs to be ten (10) feet in depth, and a rear yard abutting on a residential or commercial district shall have the same minimum depth as a rear yard required in the abutting district.

(City Code 1965, App. A, art. III, § C; Ord. No. 4859, § I, 6-10-92; Ord. No. 5735, § I, 2-5-97; Ord. No. 5901, § I, 4-22-98; Ord. No. 6322, 10-11-00; Ord. No. 6964, § II, 2-23-05; Ord. No. 7067, § I, 12-7-05; Ord. No. 7350 § I, 9-12-07; Ord. No. 8117, § I(Att. A), 4-25-12; Ord. No. 8770, § I(Exh. A), 9-21-16; Ord. No. 8870, § II(Att. A), 8-9-17)

State law reference(s)—Business districts for purposes of motor vehicles and traffic regulation, R.S. 32:1(6).

## Flood Map



**Pt. 1 (29.5983, -90.7838)**

Community: Terrebonne Parish (and Houma)

Preliminary FIRM (Issued: 10/08/2021)

Flood Zone: AE-COASTAL FLOODPLAIN, EL 3

FIRM Panel ID: 22109C0235E

Preliminary FIRM Panel Date: 10/08/2021

Effective FIRM (Effective: 1992)

Flood Zone: No digital data. See panel.

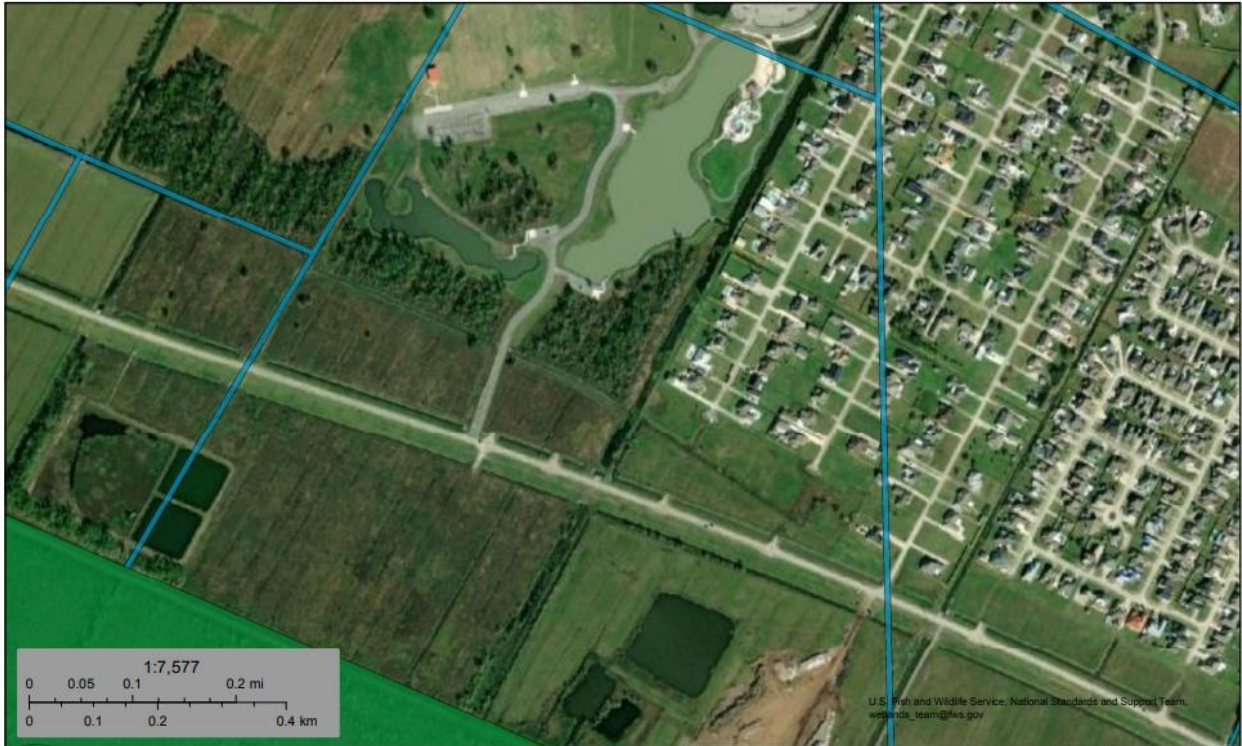
FIRM Panel ID: No Digital Data.

Ground Elevation<sup>1</sup>: 2.1 ft

Wetlands Map



Lot D-2, Valhi Boulevard



March 27, 2023

Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond

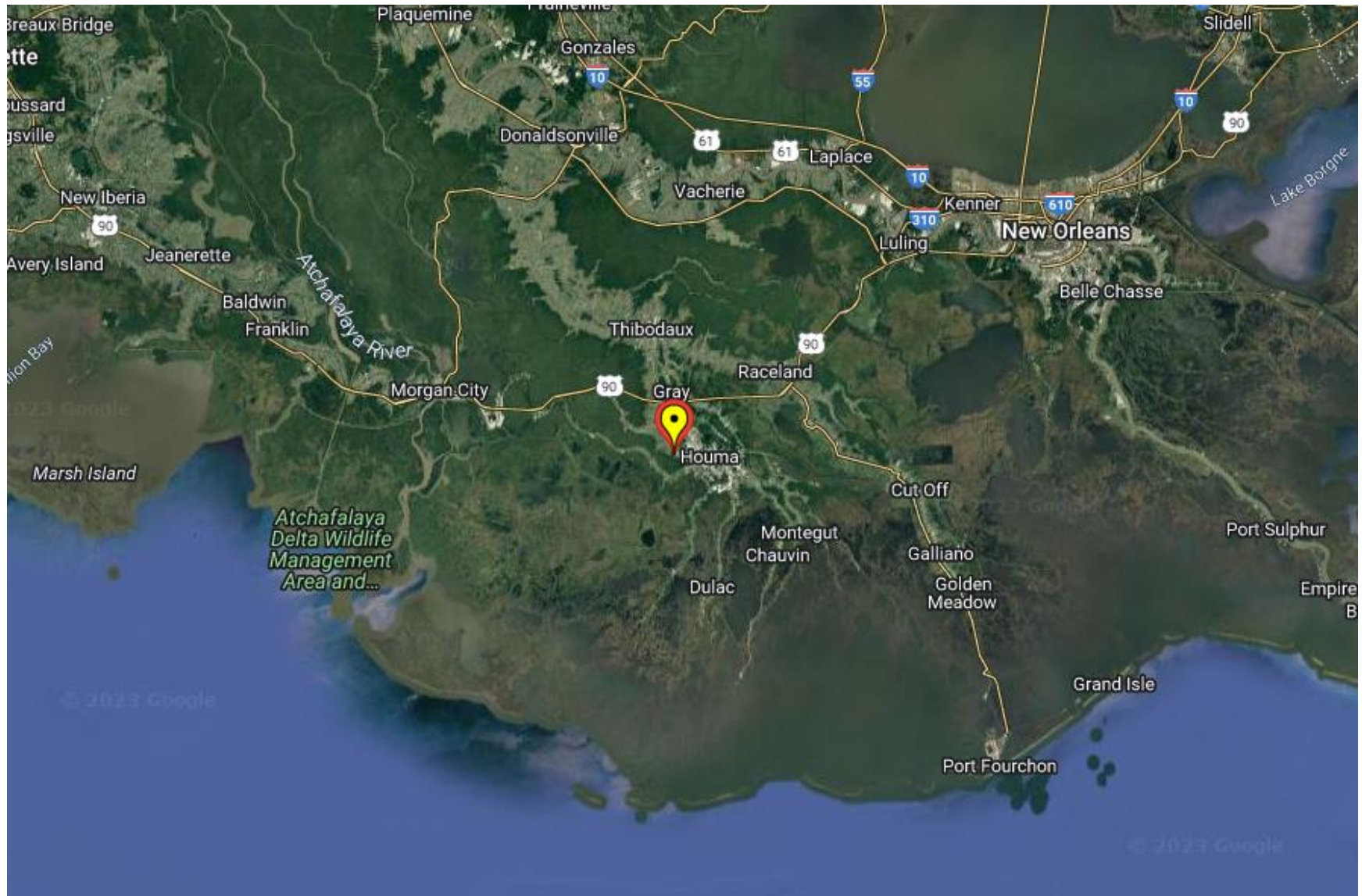
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

National Wetlands Inventory (NWI)  
This page was produced by the NWI mapper



## Regional Map





## Neighborhood Map





## Subject Photographs









## GLOSSARY

This glossary contains the definitions of common words and phrases, used throughout the appraisal industry, as applied within this document. Please refer to the publications listed in the **Works Cited** section below for more information.

### Works Cited

- Appraisal Institute. *The Appraisal of Real Estate*. 13th ed. Chicago: Appraisal Institute, 2008. Print.
- Appraisal Institute. *The Dictionary of Real Estate Appraisal*. 7th ed. 2022. Print.

### Band of Investment

A technique in which the capitalization rates attributable to components of capital investment are weighted and combined to derive a weighted-average rate attributable to the total investment (i.e., debt and equity, land and improvements). (Dictionary, 7th Edition)

tenant pays for shared services and facilities such as electricity, security, and maintenance of parking lots. Items charged to common area maintenance may include cleaning services, parking lot sweeping and maintenances, snow removal, security, and upkeep. (ICSC) (Dictionary, 7th Edition)

### Common Area

1. The total area within a property that is not designed for sale or rental but is available for common use by all owners, tenants, or their invitees, e.g., parking and its appurtenances, malls, sidewalks, landscaped areas, recreation areas, public toilets, truck and service facilities.
2. In a shopping center, the walkways and areas onto which the stores face and which conduct the flow of customer traffic. (ICSC) (Dictionary, 7th Edition)

### Debt Coverage Ratio (DCR)

The ratio of net operating income to annual debt service ( $DCR = NOI/Im$ ), which measures the relative ability of a property to meet its debt service out of net operating income; also called debt service coverage ratio (DSCR). A larger DCR typically indicates a greater ability for a property to withstand a reduction of income, providing an improved safety margin for a lender. (Dictionary, 7th Edition)

### Common Area Maintenance (CAM)

1. The expense of operating and maintaining common areas; may or may not include management charges and usually does not include capital expenditures on tenant improvements or other improvements to the property.
2. The amount of money charged to tenants for their shares of maintaining a center's common area. The charge that a

### Discount Rate

A rate of return on capital used to convert future payments or receipts into present value; usually considered to be a synonym for *yield rate*. (Dictionary, 7th Edition)

### Effective Age

The age of property that is based on the amount of observed deterioration and obsolescence it has sustained, which may be

different from its chronological age. (Dictionary, 7th Edition)

### **Effective Date**

1. The date to which an appraiser's analyses, opinions, and conclusions apply; also referred to as the date of value. (2022-2023 USPAP)
2. The date that a lease goes into effect (Dictionary, 7th Edition)

### **Exposure Time**

An opinion, based on supporting market data, of the length of time that the property interest being appraised would have been offered on the open market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal. (2022–2023 USPAP)

### **Excess Land**

Land that is not needed to serve or support the existing use. The highest and best use of the excess land may or may not be the same as the highest and best use of the improved parcel. Excess land may have the potential to be sold separately and is valued separately. (Dictionary 7th Edition)

### **External Obsolescence**

A type of depreciation; a diminution in value caused by negative external influences and generally incurable on the part of the owner, landlord, or tenant. The external influence may be either temporary or permanent. There are two forms of external obsolescence: economic and locational (Dictionary, 7th Edition)

### **Extraordinary Assumption**

An assignment-specific assumption as of the effective date regarding uncertain Information used in an analysis which, if

found to be false, could alter the appraiser's opinions or conclusions. Comment: Uncertain information might include physical, legal, or economic characteristics of the subject property, or conditions external to the property, such as market conditions or trends, or about the integrity of data used in an analysis. (USPAP, 2022-2023 ed.) (Dictionary, 7th Edition)

### **Fee Simple Estate**

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat. (Dictionary, 7th Edition)

### **Functional Obsolescence**

The impairment of functional capacity of improvements according to market tastes and standards. (Dictionary, 7th Edition)

### **Functional Utility**

The ability of a property or building to be useful and to perform the function for which it is intended according to current market tastes and standards; the efficiency of a building's use in terms of architectural style, design and layout, traffic patterns, and the size and type of rooms. (Dictionary, 7th Edition)

### **Going-Concern Value**

An outdated label for the market value of all the tangible and intangible assets of an established and operating business with an indefinite life, as if sold in aggregate; more accurately termed the market value of the going concern or market value of the total assets of the business. (Dictionary, 7th Edition)

### **Gross Building Area (GBA)**

1. Total floor area of a building, excluding unenclosed areas, measured from the exterior of the walls of the above-grade area. This includes mezzanines and basements if and when typically included in the market area of the type of property involved.
2. Gross leasable area plus all common areas.
3. For residential space, the total area of all floor levels measured from the exterior of the walls and including the super-structure and substructure basement; typically does not include garage space. (Dictionary, 7th Edition)

### **Gross Leasable Area (GLA)**

Total floor area designed for the occupancy and exclusive use of tenants, including basements and mezzanines; measured from the center of joint partitioning to the outside wall surfaces. (Dictionary, 7th Edition)

### **Highest & Best Use**

1. The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity.
2. The use of an asset that maximizes its potential and that is possible, legally permissible, and financially feasible. The highest and best use may be for continuation of an asset's existing use or for some alternative use. This is determined by the use that a market participant would have in mind for the asset when formulating the price that it would be willing to bid. (IVS)

3. [The] highest and most profitable use for which the property is adaptable and needed or likely to be needed in the reasonably near future. (Uniform Appraisal Standards for Federal Land Acquisitions)

4. [For fair value determination] The use of a nonfinancial asset by market participants that would maximize the value of the asset or the group of assets and liabilities (for example, a business) within which the asset would be used. (FASB Glossary) The highest and best use of a nonfinancial asset takes into account the use that is physically possible, legally permissible, and financially feasible. (FASB 820-10-35-10B). The highest and best use of a nonfinancial asset establishes the valuation premise used to measure the fair value of the asset, as follows: (a) The highest and best use of a nonfinancial asset might provide maximum value to market participants through its use in combination with other assets as a group (as installed or otherwise configured for use) or in combination with other assets and liabilities (for example, a business). (b) The highest and best use of the asset might provide maximum value to market participants on a standalone basis. (FASB 820-10-35-10E) (Dictionary, 7th Edition)

### **Highest and Best Use of Land or a Site as Though Vacant**

Among all reasonable, alternative uses, the use that yields the highest present land value, after payments are made for labor, capital, and coordination. The use of a property based on the assumption that the parcel of land is vacant or can be made vacant by demolishing any improvements. (Dictionary, 5th Edition)

### **Highest and Best Use of Property as Improved**

The use that should be made of a property as it exists. An existing improvement should be renovated or retained as is so long as it continues to contribute to the total market value of the property, or until the return from a new improvement would more than offset the cost of demolishing the existing building and constructing a new one. (Dictionary, 5th Edition)

### **Hypothetical Condition**

1. A condition that is presumed to be true when it is known to be false. (SVP)
2. A condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis. Comment: Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis. (USPAP, 2022-2023 ed.) (Dictionary, 7th Edition)

### **Investment Value**

1. The value of a property to a particular investor or class of investors based on the investor's specific requirements. Investment value may be different from market value because it depends on a set of investment criteria that are not necessarily typical of the market.
2. The value of an asset to the owner or a prospective owner for individual investment or operational objectives. (may also be known as worth) (IVS) (Dictionary, 7th Edition)

### **Leased Fee Interest**

The ownership interest held by the lessor, which includes the right to receive the contract rent specified in the lease plus the reversionary right when the lease expires. (Dictionary, 7th Edition)

### **Leasehold Estate**

The right held by the lessee to use and occupy real estate for a stated term and under the conditions specified in the lease. (Dictionary, 7th Edition)

### **Market Area**

The geographic region from which a majority of demand comes and in which the majority of competition is located. Depending on the market, a market area may be further subdivided into components such as primary, secondary, and tertiary market areas, or the competitive market area may be distinguished from the general market area. (Dictionary, 7th Edition)

### **Market Rent**

The most probable rent that a property should bring in a competitive and open market under all conditions requisite to a fair lease transaction, the lessee and lessor each acting prudently and knowledgeably, and assuming the rent is not affected by undue stimulus. Implicit in this definition is the execution market support of a lease as of a specified date under conditions whereby

- Lessee and lessor are typically motivated;
- Both parties are well informed or well advised, and acting in what they consider their best interests;
- Payment is made in terms of cash or in terms of financial arrangements comparable thereto; and



- The rent reflects specified terms and conditions typically found in that market, such as permitted uses, use restrictions, expense obligations, duration, concessions, rental adjustments and revaluations, renewal and purchase options, frequency of payments (annual, monthly, etc.), and tenant improvements (TIs). (Dictionary, 7th Edition)

## **Market Value**

A type of value that is the major focus of most real property appraisal assignments. Both economic and legal definitions of market value have been developed and refined, such as the following.

1. The most widely accepted components of market value are incorporated in the following definition: The most probable price, as of a specified date, in cash, or in terms of equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress.
2. Market value is described in the Uniform Standards of Professional Appraisal Practice (USPAP) as follows: A type of value, stated as an opinion, that presumes the transfer of a property (i.e., a right of ownership or a bundle of such rights), as of a certain date, under specific conditions set forth in the value definition that is identified by the appraiser as applicable in an appraisal. (USPAP, 2022-2023 ed.)

USPAP also requires that certain items be included in every appraisal report. Among

these items, the following are directly related to the definition of market value:

- Identification of the specific property rights to be appraised.
  - Statement of the effective date of the value opinion.
  - Specification as to whether cash, terms equivalent to cash, or other precisely described financing terms are assumed as the basis of the appraisal.
  - If the appraisal is conditioned upon financing or other terms, specification as to whether the financing or terms are at, below, or above-market interest rates and/or contain unusual conditions or incentives. The terms of above—or below-market interest rates and/or other special incentives must be clearly set forth; their contribution to, or negative influence on, the value must be described and estimated; and the market data supporting the opinion of value must be described and explained.
3. The following definition of market value is used by agencies that regulate federally insured financial institutions in the United States: The most probable price that a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and the seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:
    - Buyer and seller are typically motivated;

- Both parties are well informed or well advised, and acting in what they consider their best interests;
  - A reasonable time is allowed for exposure in the open market;
  - Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
  - The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale. (12 C.F.R. Part 34.42(g); 55 Federal Register 34696, August 24, 1990, as amended at 57 Federal Register 12202, April 9, 1992; 59 Federal Register 29499, June 7, 1994)
4. The International Valuation Standards Council defines market value for the purpose of international standards as follows: The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (International Valuation Standards, 8th ed., 2007)
  5. The Uniform Standards for Federal Land Acquisitions defines market value as follows: Market value is the amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold on the effective date of the appraisal, after a reasonable exposure of time on the open competitive market, from a willing

and reasonably knowledgeable seller to a willing and reasonably knowledgeable buyer, with neither acting under any compulsion to buy or sell, giving due consideration to all available economic uses of the property at the time of the appraisal. (Uniform Standards for Federal Land Acquisitions) (Dictionary, 7th Edition)

### **Marketing Time**

An opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value level during the period immediately after the effective date of an appraisal. Marketing time differs from exposure time, which is always presumed to precede the effective date of an appraisal. (Advisory Opinion 7 of the Appraisal Standards Board of The Appraisal Foundation and Statement on Appraisal Standards No. 6, "Reasonable Exposure Time in Real Property and Personal Property Market Value Opinions" address the determination of reasonable exposure and marketing time.) (Dictionary, 7th Edition)

### **Net Operating Income (NOI)**

The actual or anticipated net income that remains after all operating expenses are deducted from effective gross income but before mortgage debt service and book depreciation are deducted. Note: This definition mirrors the convention used in corporate finance and business valuation for EBITDA (earnings before interest, taxes, depreciation, and amortization). (Dictionary, 7th Edition)

### **Obsolescence**

One cause of depreciation; an impairment of desirability and usefulness caused by new inventions, changes in design, improved

processes for production, or external factors that make a property less desirable and valuable for a continued use; may be either functional or external. (Dictionary, 7th Edition)

### **Parking Ratio**

A ratio of parking area or parking spaces to an economic or physical unit of comparison. Minimum required parking ratios for various land uses are often stated in zoning ordinances. (Dictionary, 7th Edition)

### **Prospective Opinion of Value**

A value opinion effective as of a specified future date. The term does not define a type of value. Instead, it identifies a value opinion as being effective at some specific future date. An opinion of value as of a prospective date is frequently sought in connection with projects that are proposed, under construction, or under conversion to a new use, or those that have not yet achieved sellout or a stabilized level of long-term occupancy. (Dictionary, 7<sup>th</sup> Edition)

### **Rentable Area**

For office buildings, the tenant's pro-rata portion of the entire office floor, excluding elements of the building that penetrate through the floor to the areas below. The rentable area of a floor is computed by measuring to the inside finished surface of the dominant portion of the permanent building walls, excluding any major vertical penetrations of the floor. Alternatively, the amount of space on which the rent is based; calculated according to local practice (Dictionary, 7th Edition)

### **Replacement Cost**

The estimated cost to construct, at current prices as of a specific date, a substitute for a building or other improvement, using

modern materials and current standards, design, and layout. (Dictionary, 7th Edition)

### **Retrospective Value Opinion**

A value opinion effective as of a specified historical date. The term retrospective does not define a type of value. Instead, it identifies a value opinion as being effective at some specific prior date. Value as of a historical date is frequently sought in connection with property tax appeals, damage models, lease renegotiation, deficiency judgments, estate tax, and condemnation. Inclusion of the type of value with this term is appropriate, e.g., "retrospective market value opinion." (Dictionary, 7<sup>th</sup> Edition)

### **Scope of Work**

1. The type of data and the extent of research and analyses. (SVP)
2. The type and extent of research and analyses in an appraisal or appraisal review assignment. (USPAP, 2022-2023 ed.) (Dictionary, 7th Edition)

### **Stabilized Occupancy**

1. The occupancy of a property that would be expected at a particular point in time, considering its relative competitive strength and supply and demand conditions at the time, and presuming it is priced at market rent and has had reasonable market exposure. A property is at stabilized occupancy when it is capturing its appropriate share of market demand.
2. An expression of the average or typical occupancy that would be expected for a property over a specified projection period or over its economic life. (Dictionary, 7th Edition)

**Surplus Land**

Land that is not currently needed to support the existing use but cannot be separated from the property and sold off for another use. Surplus land does not have an independent highest and best use and may or may not contribute value to the improved parcel. (Dictionary 7th Edition)

**Tenant Improvements (TIs)**

1. Fixed improvements to the land or structures installed and paid for use by a lessee.
2. The original installation of finished tenant space in a construction project; subject to periodic change for succeeding tenants. (Dictionary, 7th Edition)

**Vacancy and Collection Loss**

A deduction from potential gross income (PGI) made to reflect income reductions due to vacancies, tenant turnover, and nonpayment of rent; also called vacancy and credit loss or vacancy and contingency loss. (Dictionary, 7th Edition).



THE McENERY COMPANY

## VALUATION & ADVISORY SERVICES

The McEnery Company  
810 Union Street,  
Fourth Floor  
New Orleans, LA 70112  
[mceneryco.com](http://mceneryco.com)



Monday, June 12, 2023

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**Item Title:**

2023 Various Items for Budget Amendment

**Item Summary:**

Introduce an ordinance to amend the 2023 Adopted Operating Budget and Budgeted Positions of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

- I. Houma Police Dept., \$2,443
  - II. General Fund-Office of Emergency Preparedness-2021 Cities Readiness Initiative, \$23,839
  - III. Houma Police Department-LCLE Grant, \$118,440
  - IV. Houma Police Department-LCLE Grant, \$75,933
  - V. Houma Police Department-LCLE Grant, \$65,933
  - VI. Flood Mitigation Assistance Program, \$953,245
  - VII. Housing & Human Services-Head Start HVAC Systems, \$27,687
  - VIII. Housing & Human Services-Head Start HVAC Systems, \$10,000
  - IX. Head Start-Camera System, \$55,733
  - X. Head Start, \$32,332
    - a. Add one full time Program Specialist, Grade 206
- and call a public hearing on said matter on Wednesday, June 28, 2023 at 6:30 p.m.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
2023 Various Items for Budget Amendment	6/8/2023	Executive Summary
2023 Various Items for Budget Amendment	6/8/2023	Budget Amendment
2023 Various Items for Budget Amendment	6/8/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Ordinance for a Budget Amendment

PROJECT SUMMARY (200 WORDS OR LESS)
AN ORDINANCE TO AMEND THE 2023 ADOPTED OPERATING BUDGET AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.  <div><div>I.</div><div>Houma Police Dept., \$2,443</div></div> <div><div>II.</div><div>General Fund-Office of Emergency Preparedness-2021 Cities Readiness Initiative, \$23,839</div></div> <div><div>III.</div><div>Houma Police Department-LCLE Grant, \$118,440</div></div> <div><div>IV.</div><div>Houma Police Department-LCLE Grant, \$75,933</div></div> <div><div>V.</div><div>Houma Police Department-LCLE Grant, \$65,933</div></div> <div><div>VI.</div><div>Flood Mitigation Assistance Program, \$953,245</div></div> <div><div>VII.</div><div>Housing &amp; Human Services-Head Start HVAC Systems, \$27,687</div></div> <div><div>VIII.</div><div>Housing &amp; Human Services-Head Start HVAC Systems, \$10,000</div></div> <div><div>IX.</div><div>Head Start-Camera System, \$55,733</div></div> <div><div>X.</div><div>Head Start, \$32,332</div></div> <div><div>a.</div><div>Add one full time Program Specialist, Grade 206</div></div>

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

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

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

/s/ Kayla Dupre  
Signature

June 7, 2023  
Date



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE 2023 ADOPTED OPERATING BUDGET AND BUDGETED POSITIONS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Houma Police Dept., \$2,443
- II. General Fund-Office of Emergency Preparedness-2021 Cities Readiness Initiative, \$23,839
- III. Houma Police Department-LCLE Grant, \$118,440
- IV. Houma Police Department-LCLE Grant, \$75,933
- V. Houma Police Department-LCLE Grant, \$65,933
- VI. Flood Mitigation Assistance Program, \$953,245
- VII. Housing & Human Services-Head Start HVAC Systems, \$27,687
- VIII. Housing & Human Services-Head Start HVAC Systems, \$10,000
- IX. Head Start-Camera System, \$55,733
- X. Head Start, \$32,332
  - a. Add one full time Program Specialist, Grade 206

#### SECTION I

WHEREAS, the Houma Police Department received \$2,443 reimbursement for damages that occurred to Unit #378, and

WHEREAS, this reimbursement needs to be reflected in the Motor Vehicles account.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Houma Police Department. (Attachment A)

#### SECTION II

WHEREAS, the Louisiana Department of Health and Hospitals, Office of Public Health has requested to participate in contracts with designated Parishes for the purpose of aiding cities and increasing their capacity to deliver medication and medical supplies during a large-scale public health emergency, and

WHEREAS, this initiative focuses on a very specific element of preparedness, the ability to provide antibiotics to the entire population within forty-eight hours of the decision to do so, and

WHEREAS, Terrebonne Parish is one of the designated Parishes with whom the Office of Public Health has contracted to fulfill the grant requirements of the Public Health Emergency Preparedness (PHEP) Program for \$23,839.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended to recognize the funding for the 2023 Cities Readiness Initiative Budget. (Attachment B)

#### SECTION III

WHEREAS, the Parish receives funds from Louisiana Commission on Law Enforcement (LCLE) and the Administration of Criminal Justice Fiscal Year 2023-2024 Grant #6899 Crime Victim Assistance funding for \$118,440, and

WHEREAS, the 2023-2024 Crime Victim Assistance Fund will provide funding for assistance, referrals, and direct immediate crisis services to victims through the utilization of several different law enforcement agencies and victim advocates, and

WHEREAS, the grant funding is for the Houma Police Department and consultant agencies including Assumption Parish Sheriff's Office and the Haven.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended to reflect the funding of the Crime Victim Assistance Grant. (Attachment C)

#### SECTION IV

WHEREAS, the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice Project, period 7/1/2022-3/31/2023, provides funding of \$75,933 to the Terrebonne Parish Consolidated Government, and

WHEREAS, the funding is for the 2022-2023 Region 11 SANE Coordinator Project 8 Grant (Grant #6708), and

WHEREAS, the grant provides funding of 9 months for a SANE Nurse Coordinator that will provide leadership and coordinator of the development and activities of a pool of SANE nurses for a 7-parish region.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended to reflect the funding of the Region 11 SANE Coordinator Project 8 Grant Award. (Attachment D)

#### SECTION V

WHEREAS, the Louisiana Commission on Law Enforcement and the Administration of Criminal Justice Project Period 4/1/2023-9/30/2023 provides funding of \$65,933 to the Terrebonne Parish Consolidated Government, and

WHEREAS, the funding is for the 2023 Region 11 SANE Coordinator Project 8 Grant (Grant #6708), and

WHEREAS, the grant provides funding of 6 months for a SANE Nurse Coordinator that will provide leadership and coordinator of the development and activities of a pool of SANE nurses for a 7-parish region.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended to reflect the funding of the Region 11 SANE Coordinator Project 8 Grant Award. (Attachment E)

#### SECTION VI

WHEREAS, Terrebonne Parish Consolidated Government has been approved funding of \$953,245 allocated as a result of the yearly Flood Mitigation Assistance (FMA) program through the Federal Emergency Management Agency (FEMA) and the National Flood Insurance Program (NFIP), and

WHEREAS, the approved funding will be used to elevate approximately three (3) flood damaged structures in the Parish.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Flood Mitigation Assistance Program. (Attachment F)

#### SECTION VII

WHEREAS, the Terrebonne Parish Consolidated Government has received additional funding of \$27,687 allocated by the state for improvements to the HVAC systems for low to moderate income publicly owned community facilities from the Office of Community Development (OCD), and

WHEREAS, it has been reported that the Schriever, Gibson, and Church Street Head Start facilities are in dire need of new/upgraded HVAC systems, and

WHEREAS, each of these items can be obtained through the Parish on behalf of these facilities utilizing CARES act funding from OCD.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Head Start HVAC Program. (Attachment G)

#### SECTION VIII

WHEREAS, Administration is requesting additional funding of \$10,000 for professional services for the HVAC project for Head Start, and

WHEREAS, the funding source for the professional services is from the Engineering Department Engineering Fees account.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for Head Start. (Attachment H)

#### SECTION IX

WHEREAS, Administration is requesting funding of \$55,733 for the camera system for the four open Head Start Centers, and

WHEREAS, the funding source for the camera system is from the Head Start fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for Head Start. (Attachment I)

#### SECTION X

WHEREAS, Administration is requesting to amend the Budgeted Positions, adding one full time Program Specialist, Grade 206 for Head Start, and

WHEREAS, the budgeted dollars for the change is \$32,332 and is from the Head Start fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget and Budgeted Positions be amended to recognize the necessary change for Head Start. (Attachment J)

#### SECTION XI

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

#### SECTION XII

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

### SECTION XIII

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

Prepared By: Finance Department  
PC File: 2023-Various Items – I  
Date Prepared: 6/7/23 BA #9

**ATTACHMENT A - Houma Police Dept.**

	2023		
	Adopted	Change	Amended
Compensation Property Damage	919	(2,443)	(1,524)
Motor Vehicles	1,299,317	2,443	1,301,760

**ATTACHMENT B - Office of Emergency Preparedness**

	2023		
	Adopted	Change	Amended
OPH-CRI (OEP)	-	(23,839)	(23,839)
Fund Balance (increase)	n/a	23,839	n/a

**ATTACHMENT C - Houma Police Department**

	2023		
	Adopted	Change	Amended
LCLE Victims Assistance	(114,718)	(118,440)	(233,158)
Overtime Pay-2nd Grant	8,869	20,001	28,870
Other Fees	105,700	98,439	204,139
Crime Victims Assistance		(20,001)	(20,001)
Fund Balance (increase)	n/a	20,001	n/a

**ATTACHMENT D - Houma Police Department**

	2023		
	Adopted	Change	Amended
SANE	(35,157)	(75,933)	(111,090)
Other Fees	204,139	75,933	280,072

**ATTACHMENT E - Houma Police Department**

	2023		
	Adopted	Change	Amended
SANE	(111,090)	(65,933)	(177,023)
Other Fees	280,072	65,933	346,005

**ATTACHMENT F - FMA Flood Mitigation**

	2023		
	Adopted	Change	Amended
FMA-2020-03 Elevation SRL Property		(953,245)	(953,245)
FMA-2020-03 Elevation SRL Property		953,245	953,245

**ATTACHMENT G - Housing & Human Services**

	2023		
	Adopted	Change	Amended
HVAC Renovations	(530,500)	(27,687)	(558,187)
HVAC Renovations	530,500	27,687	558,187

**ATTACHMENT H - Housing & Human Services**

	2023		
	Adopted	Change	Amended
Other Fees	10,000	10,000	20,000
Engineering Fees	90,000	(10,000)	80,000

**ATTACHMENT I - Head Start**

	2023		
	Adopted	Change	Amended
Machinery & Equipment	-	55,733	55,733
Fund Balance (decrease)	n/a	(55,733)	n/a

**ATTACHMENT J - Head Start**

	2023		
	Adopted	Change	Amended
Salaries & Wages	1,143,119	21,851	1,164,970
FICA	70,873	1,355	72,228
Medicare	16,575	317	16,892
Pension	73,580	1,639	75,219
Unemployment Compensation	17,147	328	17,475
Workmen's Compensation	17,941	343	18,284
Group Insurance	418,300	6,500	424,800
Fund Balance (decrease)	n/a	(32,333)	n/a

**ATTACHMENT J - Head Start**

	2023						
	Adopted	Change	Amended	Level	MIN	MID	MAX
Program Specialist	0	1	1	206	43,701	56,139	68,578

## Kayla Dupre

---

**From:** Brooke Hidalgo  
**Sent:** Wednesday, May 31, 2023 1:58 PM  
**To:** Kayla Dupre; Bobbie O'Bryan  
**Subject:** RE: Recovery of damages to HPD unit #378

Ms. Kayla,  
Capt. Advised to use account # 204-211-8914-01

*Thank you,*

*Brooke Hidalgo #418  
Purchasing Division/Property Clerk  
Houma Police Department  
Ph# (985) 219-4025  
Email: [bhidalgo@tpcg.org](mailto:bhidalgo@tpcg.org)*



**From:** Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
**Sent:** Wednesday, May 31, 2023 9:43 AM  
**To:** Bobbie O'Bryan <[bobryan@tpcg.org](mailto:bobryan@tpcg.org)>  
**Cc:** Brooke Hidalgo <[bhidalgo@tpcg.org](mailto:bhidalgo@tpcg.org)>  
**Subject:** FW: Recovery of damages to HPD unit #378

I am working on budget amendments and need to know which account the funds need to be recognized?

Thanks,

*Kayla Dupre*

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



## Kayla Dupre

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**From:** Louellen Pellegrin  
**Sent:** Tuesday, May 30, 2023 8:25 AM  
**To:** Kayla Dupre; Kandace Mauldin; Donna Wedgeworth; Bobbie O'Bryan  
**Subject:** Recovery of damages to HPD unit #378  
**Attachments:** Untitled.PDF - Adobe Acrobat Pro.pdf

Please see attached memo and copy of check for damages to HPD unit #378. The check will be deposited into HPD account.

Thank you and have a great day,

***LowEllen Pellegrin***

*Insurance Technician/Risk Management Department  
Terrebonne Parish Consolidated Government  
985-873-6470 Office  
985-873-6473 Fax  
[lpellegrin@tpcg.org](mailto:lpellegrin@tpcg.org)*

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**Saltwater Fishing Capital of the World**

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FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 204-211-8914-01

PUBLIC SAFETY FUND

POLICE

MOTOR VEHICLES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	1,849,461	554,361.89	0	1,295,099
2023	1,299,317	938,729.29	345,192	15,396
CLOSED:				
2016	517,117	472,426.94	N/A	44,690
2017	154,536	109,755.26	N/A	44,781
2018	781	.00	N/A	781
2019	39,696	.00	N/A	39,696
2020	332,715	301,984.95	N/A	30,730
2021	53,230	68,037.93	N/A	14,808--

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 204-000-6912-00

PUBLIC SAFETY FUND

NO DEPARTMENT NAME

COMPENSATION PROPERTY DAMAGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	44,432	49,457.24-	0	5,025
2023	919	32,861.39-	0	31,942
CLOSED:				
2016	42,175	42,174.55-	N/A	0
2017	56,348	48,611.37-	N/A	7,737-
2018	12,970	17,309.08-	N/A	4,339
2019	1,566	20,953.28-	N/A	19,387
2020	11,474	24,434.58-	N/A	12,961
2021	9,293	12,698.61-	N/A	3,406

ENTER = CONTINUE

CF05 = DSP INV JE

CF01 = EXIT

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF02 = INPUT SCR

CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government  
Office of Emergency Preparedness  
OPH - CRI  
Budget Amendment  
5/25/2023

		Current	Adjustment	Final
151-000-6318-12	OPH-CRI (OEP)	-	(23,839)	(23,839)
151-000-5111-00	Fund Balance	N/A	23,839	N/A

Budget for FY 2023 CRI Revenue.

Section II

CONTRACT BETWEEN STATE OF LOUISIANA  
LOUISIANA DEPARTMENT OF HEALTH

OPH

LaGov # 2000684151

OFFICE OF PUBLIC HEALTH

Agency # 328

Bureau of Community Preparedness

AND

Terrebonne Parish Consolidated Government

FOR

Personal Service Professional Service Consulting Services Social Services Governmental (State/Agency) Governmental (Local) ✓  
RFP NUMBER (if applicable)

1) Contractor (Highlighted Legal Name)	Terrebonne Parish Consolidated Government	5) Vendor Supplier #	\$10100880	5a) State LDR Account # (if applicable)	5840335001
2) Street Address	101 Government St.	6) Fiscal (es) Served	55		
City	Greay	State	LA	Zip Code	70369
7) License or Certification #					
3) Telephone Number	(855) 873-6357	8) Contractor Status			
		Subrecipient	Yes	No	X
		Corporation	Yes	No	X
		For Profit	Yes	No	X
		Publicly Traded	Yes	No	X
4) Mailing Address (if different) P.O. BOX 2768					
City	HOUMA	State	LA	Zip Code	70361
9) CDTAM (Federal Oversight)	93.069				

## 8) Brief Description Of Services To Be Provided:

Develop a written 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan with a completed signature page.  
Facilitation of at least four (4) joint parish planning meetings by March 31, 2023, supported by agendas, meetings, minutes, and sign-in sheets for each meeting and any other supporting documentation to meet the deliverables of the CRI Program.  
Facilitation and participation in three (3) Point of Dispensing Site Drills, to be supported by data collection spreadsheets and an AAR/Corrective Action Plan. Drills included are facility set-ups, staff activation and assembly, and site activation (anthrax and pandemic influenza scenarios). Participation in one Table-top exercise to demonstrate readiness for Anthrax.

10) Effective Date	8/1/2022	11) Termination Date	3/31/2023
12) Maximum Contract Amount	\$ 23,839.00		
13) Estimated Amount by Fiscal Year	FY 2023: \$23,839.00		
14) Terms of Payment			

If progress and/or completion of services are provided to the satisfaction of the initiating Office/Facility, payments are to be made as follows:

If progress and/or completion of services are provided to the satisfaction of BCP, then payments are to be made. Submission of the 48 hour mass antibiotic dispensing plan 3-31-23. The plan will be reflective of the following: 1) discussion & identification of processes for 48 hour mass antibiotic dispensing; 2) list of participants & minutes of conference calls and local planning meeting; 3) documentation identifying parish/jurisdiction's planning leads & those authorized to sign off on the SNS/CRI annex plan; 4) appropriate documentation of implementation and/or participation in staff call down, site activation, facility set-up & mass dispensing tabletop exercise.

Contractor obligated to submit final invoices to Agency within fifteen (15) days after termination of contract.

## 14a) PAYMENT WILL BE MADE

ONLY UPON APPROVAL OF:	First Name	Last Name
	Dr. Edita	Bouffe
	Title	Phone Number
	Pharmacist	(225) 364-3689

15) Special or Additional Provisions which are incorporated herein, if any (IF NECESSARY, ATTACH SEPARATE SHEET AND REFERENCE):

List all required Attachments

Attachment A: Statement of Work  
Attachment B: Fee Schedule  
Attachment C: OIG Addendum

List all required Exhibits

Exhibit 1: Board Resolution/Signature Authority  
Exhibit 2: Rate Letter

Types of Attachments and Exhibits

## ATTACHMENTS

- Statement of Work
- Fee Schedule/Proposal
- Special Provisions
- Standard Provisions

## EXHIBITS

- Board Resolution/Signature of Authority
- Disclosure of Ownership
- Certificate of Authority
- Model Year Letter
- Rate Letter
- One of State Jurisdiction Letter
- Insurance
- Terms

**During the performance of this contract, the Contractor hereby agrees to the following terms and conditions:**

1. **Discrimination Clause:** Contractor hereby agrees to abide by the requirements of the following, as applicable: Section 1657 of the Patient Protection and Affordable Care Act (42 U.S.C. §18116); Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d, et seq.); Title VII of the Civil Rights Act of 1964 (42 U.S.C. §2000e, et seq.); Title IX of the Education Amendments of 1972 (20 U.S.C. §1681, et seq.); the Age Discrimination Act of 1975 (42 U.S.C. §6101, et seq.); Section 504 of the Rehabilitation Act of 1973 (28 U.S.C. §794); Section 508 of the Rehabilitation Act of 1973 (28 U.S.C. §794); the Americans with Disabilities Act of 1990 (42 U.S.C. §12101, et seq.); the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. §4212); the Fair Housing Act of 1968 (42 U.S.C. §801, et seq.); and Federal Executive Order 11246; and all applicable requirements imposed by or pursuant to the regulations of the U. S. Department of Health and Human Services.  
  
Contractor agrees not to discriminate in the rendering of services to and/or employment of individuals because of race, color, religion, sex, sexual orientation, age, national origin, disability, political affiliation, veteran status, or any other non-work factor. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of this Contract.
2. **Confidentiality:** Contractor shall abide by the laws and regulations concerning confidentiality which safeguard information and patient/client confidentiality. Information obtained under this Contract shall not be used in any manner except as necessary for the proper discharge of Contractor's obligations. (Contractor shall establish, subject to review and approval of the Department, confidentiality rules and facility access procedures.)
3. **Right to Audit:** The Louisiana Legislative Auditor, Office of the Governor, Division of Administration, and Department auditors or those designated by the Department shall have the option of auditing all accounts pertaining to this Contract during the Contract and for a period of five (5) years following final payment. Contractor grants to the State of Louisiana, through the Office of the Louisiana Legislative Auditor, Louisiana Department of Health, and State Inspector General's Office, Federal Government and/or other such officially designated body the right to inspect and review all books and records pertaining to services rendered under this contract, and further agrees to guidelines for fiscal administration as may be promulgated by the Department. Records will be made available during normal working hours.
- Contractor shall comply with federal and state laws and/or Department policy requiring an audit of Contractor's operation as a whole or of specific program activities. Audit reports shall be sent within thirty (30) days after the completion of the audit, but no later than six (6) months after the end of the audit period. If an audit is performed within the term of this contract, for any period, four (4) copies of the audit report shall be sent to the Louisiana Department of Health, Attention: Division of Fiscal Management, P.O. Box #9117, Baton Rouge, LA 70821-3737 and one (1) copy of this audit shall be sent to the originating offices within the Department.
4. **Record Retention:** Contractor agrees to retain all books, records, and other documents relevant to the Contract and funds expended thereunder for at least four (4) years after final payment or as prescribed in 45 CFR 76.361, whichever is longer.  
  
Contractor shall make available to the Department such records within thirty (30) days of the Department's written request and shall deliver such records to the Department's central office in Baton Rouge, Louisiana, at without expense to the Department. Contractor shall allow the Department to inspect, audit, or copy records at Contractor's site, without expense to the Department.
5. **Record Ownership:** All records, reports, documents, and other material delivered or transmitted to Contractor by the Department shall remain the property of the Department, and shall be returned by Contractor to the Department, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this Contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of the Department, and shall, upon request, be returned by Contractor to the Department, at Contractor's expense, at termination or expiration of this contract.
6. **Nonassignment:** Contractor shall not assign any interest in this Contract and shall not transfer any interest in the same (whether by assignment or novation), without written consent of the Department thereof; provided, however, that claims for money due or to become due to Contractor from the Department under this Contract may be assigned to a bank, trust company, or other financial institution without advanced approval. Notice of any such assignment or transfer shall be promptly furnished to the Department and the Division of Administration, Office of State Procurement.
7. **Taxes:** Contractor hereby agrees that the responsibility for payment of taxes from the funds received under this Contract shall be Contractor's. Contractor assumes responsibility for its personnel providing services hereunder and shall make all deductions for withholding taxes, and contributions for unemployment compensation funds.
8. **Insurance:** Contractor shall obtain and maintain during the term of this Contract all necessary insurances including automobile insurance, workers' compensation insurance, and general liability insurance. The required insurances shall protect Contractor, the Louisiana Department of Health, and the State of Louisiana from all claims related to Contractor's performance of this contract. Certificates of insurance shall be filed with the Department for approval. Said policies shall not be cancelled, permitted to expire, or be changed without thirty (30) days advance written notice to the Department. Commercial General Liability insurance shall provide protection during the performance of work covered by the Contract from claims or damages for personal injury, including accidental death, as well as claims for property damages, with combined single limits prescribed by the Department.
9. **Travel:** In cases where travel and related expenses are required to be identified separately from the fee for services, such costs shall be in accordance with State Travel Regulations. The Contract contains a maximum compensation that shall be inclusive of all charges including fees and travel expenses.
10. **Political Activities:** No funds provided herein shall be used to urge any elector to vote for or against any candidate or proposition on an election ballot nor shall such funds be used to lobby for or against any proposition or matter having the effect of law being considered by the Legislature or any local governing authority. This provision shall not prevent the normal dissemination of factual information relative to a proposition or any election ballot or a proposition or matter having the effect of law being considered by the Legislature or any local governing authority. Contracts with individuals shall be exempt from this provision.
11. **State Employment:** Should Contractor become an employee of the classified or unclassified service of the State of Louisiana during the term of the contract, Contractor must notify his/her appointing authority of any existing Contract with the State of Louisiana and notify the contracting office with the Department of any additional State employment. This is applicable only to contracts with individuals.
12. **Ownership of Proprietary Data:** All non-third party software and source code, records, reports, documents, and other material delivered or transmitted to Contractor by the State shall remain the property of the State, and shall be returned by Contractor to the State, at Contractor's expense, at termination or expiration of this contract. All non-third party software and source code, records, reports, documents, or other material related to this Contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of the State, and shall be returned by Contractor to the State, at Contractor's expense, at termination or expiration of this contract.

13. Subcontracting: Contractor shall not enter into any subcontract for work or services contemplated under this Contract without obtaining prior written approval of the Department. Any subcontracts approved by the Department shall be subject to conditions and provisions as the Department may deem necessary; provided, however, that notwithstanding the foregoing, unless otherwise provided in this contract, such prior written approval shall not be required for the purchase by Contractor of items and services that are incidental but necessary for the performance of the work required under this contract.

No subcontract shall relieve Contractor of the responsibility for the performance of contractual obligations described herein.

14. Conflict of Interest: Contractor acknowledges that the Code of Governmental Ethics, La. R.S. 42:1101, et seq., applies to Contractor in the performance of services under this contract. Contractor warrants that no person and no entity providing services pursuant to this Contract on behalf of Contractor or any subcontractor is prohibited from providing such services by the provisions of La. R.S. 42:1113. Contractor agrees to immediately notify the Department if potential violations of the Code of Governmental Ethics arise at any time during the term of the contract.

15. Unauthorized Services: No claim for services furnished or requested for reimbursement by Contractor, not provided for in this contract, shall be allowed by the Department. In the event the Department determines that certain costs that have been reimbursed to Contractor pursuant to this or previous contracts are not allowable, the Department shall have the right to offset and withhold said amounts from any amount due to Contractor under this Contract for costs that are allowable.

16. Fiscal Funding: This Contract is subject to and conditioned upon the availability and appropriation of federal and/or state funds; and no liability or obligation for payment will develop between the parties until the Contract has been approved by required authorities of the Department; and, if Contract exceeds \$2,000, the Division of Administration, Office of State Procurement.

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

17. State and Federal Funding Requirements: Contractor shall comply with all applicable requirements of state or federal laws or regulations relating to Contractor's receipt of state or federal funds under this contract.

If Contractor is a "subrecipient" of federal funds under this contract, as defined in 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), Contractor shall comply with all applicable requirements of 2 CFR Part 200, including but not limited to the following:

- Contractor must disclose any potential conflict of interest to the Department and the federal awarding agency as required by 2 CFR §200.112.
  - Contractor must disclose to the Department and the federal awarding agency, timely and in writing, all violations of federal criminal laws that may affect the federal award, as required by 2 CFR §200.113.
  - Contractor must safeguard protected personally identifiable information and other sensitive information, as required by 2 CFR §200.503.
  - Contractor must have and follow written procurement standards and procedures in compliance with federally approved methods of procurement as required by 2 CFR §§200.317 - 200.326.
  - Contractor must comply with the audit requirements set forth in 2 CFR §§200.501 - 200.521, as applicable, including but not limited to:
    - Electronic submission of data and reports to the Federal Audit Clearinghouse (FAC) (2 CFR §200.512(d)).
    - Ensuring that reports do not include protected personally identifiable information (2 CFR §200.512(a)(2)).
- Notwithstanding the provisions of paragraph 3 (Auditors) of these Terms and Conditions, copies of audit reports for audits conducted pursuant to 2 CFR Part 200 shall not be required to be sent to the Department.

18. Amendments: Any alteration, variation, modification, or waiver of provisions of this Contract shall be valid only when reduced to writing, as an amendment duly signed, and approved by required authorities of the Department; and, if the Contract exceeds \$5,000, by the Division of Administration, Office of State Procurement. Budget revisions approved by both parties in cost reimbursement contracts do not require an amendment if the revision only involves the realignment of monies between originally approved cost categories.

19. Non-Infringement: Contractor will warrant all materials, products, and/or services produced hereunder will not infringe upon or violate any patent, copyright, trade secret, or other proprietary right of any third party. In the event of any such claim by any third party against the Department, the Department shall promptly notify Contractor in writing, and Contractor shall defend such claim in the Department's name, but at Contractor's expense and shall indemnify and hold the Department harmless against any loss, expense, or liability arising out of such claim, whether or not such claim is successful. This provision is not applicable to contracts with physicians, psychiatrists, psychologists, or other allied health providers solely for medical services.

20. Purchased Equipment: Any equipment purchased under this Contract remains the property of Contractor for the period this Contract and future continuing contracts for the provision of the same services. Contractor must submit a vendor invoice with the reimbursement request. For the purpose of this contract, equipment is defined as any tangible, durable property having a useful life of at least (1) year and acquisition cost of one thousand dollars (\$1,000.00) or more. Contractor has the responsibility to submit to the Contract Monitor an inventory list of equipment items when acquired under the Contract and any additions to the listing as they occur. Contractor will submit an updated, complete inventory list on a quarterly basis to the Contract Monitor. Contractor agrees that upon termination of the contracted services, the equipment purchased under this Contract reverts to the Department. Contractor agrees to deliver any such equipment to the Department within thirty (30) days of termination of services.

21. Indemnity: Contractor agrees to protect, indemnify, and hold harmless the State of Louisiana and the Department from all claims for damages, costs, expenses, and attorney fees arising in Contract or from any acts or omissions of Contractor's agents, subcontractors, employees, officers, or clients, including, but not limited to, premises liability and any claim based on any theory of strict liability. This provision does not apply to actions or omissions for which La. R.S. 40:1237.1, et seq. provides malpractice coverage to Contractor, nor claims related to treatment and performance of evaluations of persons when such persons cause harm to third parties (La. R.S. 13:5108.1(E)). Further, it does not apply to premises liability when the services are being performed on premises owned and operated by the Department.



22. **Severability:** Any provision of this Contract is severable if that provision is in violation of the laws of the State of Louisiana or the United States, or becomes inoperative due to changes in state or federal law, or applicable state or federal regulations.
23. **Entire Agreement:** Contractor agrees that the current Contract supersedes all previous contracts, negotiations, and all other communications between the parties with respect to the subject matter of this contract.
24. **Ex-Orty:** Contractor acknowledges and agrees to comply with the provision of La. R.S. 38:2212.10 and federal law pertaining to E-Verify in the performance of services under this contract.
25. **Remedies for Default:** Any claim or controversy arising out of this Contract shall be resolved by the provisions of La. R.S. 38:1672.2-1672.4.
- Other Remedies:** If the Contractor fails to perform in accordance with the terms and conditions of this Contract, or if any lien or claim for damages, penalties, cost and the like is asserted by or against the State, then, upon notice to the Contractor, the State may pursue all remedies available to it at law or equity, including retaining monies from amounts due the Contractor and proceeding against any surety of the Contractor.
26. **Governing Law:** This Contract shall be governed by and interpreted in accordance with the laws of the State of Louisiana, including but not limited to La. R.S. 39:1561-1735; rules and regulations; executive orders; standard terms and conditions, and specifications listed in the Request for Proposals (RFP), if applicable; and this contract.
27. **Contractor's Cooperation:** Contractor has the duty to fully cooperate with the State and provide any and all requested information, documentation, etc. to the State, when requested. This applies even if this Contract is terminated and/or a lawsuit is filed. Specifically, Contractor shall not limit or impede the State's right to audit or shall not withhold State owned documents.
28. **Continuing Obligations:** Contractor has a continuing obligation to disclose to the Department any suspension or debarment by any government entity, including, but not limited to, the General Services Administration (GSA). Failure to disclose may constitute grounds for suspension and/or termination of this Contract and debarment from future contracts.
29. **Eligibility Status:** Contractor and each tier of subcontractors, shall certify that it is not excluded, disqualified, debarred, or suspended from contracting with or receiving Federal funds or grants from the Federal Government. Contractor and each tier of subcontractors shall certify that it is not on the List of Parties Excluded from Federal Procurement and Nonprocurement Programs promulgated in accordance with Executive Orders 12549 and 12889, and "Nonprocurement Debarment and Suspension" set forth at 2 CFR Part 376.
30. **Act 211 Taxex Clause:** In accordance with La. R.S. 39:1624(A)(10), the Louisiana Department of Revenue must determine that Contractor is current in the filing of all applicable tax returns and reports and in payment of all taxes, interest, penalties, and fees owed to the State and collected by the Louisiana Department of Revenue prior to the approval of this Contract by the Office of State Procurement. Contractor hereby attests to its current and/or prospective compliance, and agrees to provide its seven-digit LDR Account Number to the Department so that Contractor's tax payment compliance status may be verified. Contractor further acknowledges understanding that issuance of a tax clearance certificate by the Louisiana Department of Revenue is a necessary precondition to the approval and effectiveness of this Contract by the Office of State Procurement. The Department reserves the right to withdraw its consent to this Contract without penalty and proceed with alternate arrangements should Contractor fail to resolve any identified apparent outstanding tax compliance discrepancies with the Louisiana Department of Revenue within seven (7) business days of such notification.
31. **Termination for Cause:** The Department may terminate this Contract for cause based upon the failure of Contractor to comply with the terms and/or conditions of this contract; provided that the Department shall give Contractor written notice specifying Contractor's failure, if within thirty (30) days after receipt of such notice, Contractor shall not have either corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the Department may, at its option, place Contractor in default and the Contract shall terminate on the date specified in such notice. Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the Department to comply with the terms and conditions of this contract; provided that Contractor shall give the Department written notice specifying the Department's failure and a reasonable opportunity for the State to cure the defect.
32. **Termination for Convenience:** The Department may terminate this Contract at any time by giving thirty (30) days written notice to Contractor. Contractor shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.
33. **Confidentiality:** Contractor shall protect from unauthorized use and disclosure all information relating to the State's operations and data (e.g. financial, statistical, personal, technical, etc.) that becomes available to the Contractor in carrying out this Contract. Contractor shall use protecting measures that are the same or more effective than those used by the State. Contractor is not required to protect information or data that is publicly available outside the scope of this Contract, already rightly in the Contractor's possession, independently developed by the Contractor outside the scope of this Contract, or rightfully obtained from third parties. Under no circumstance shall the Contractor discuss and/or release information to the media concerning this project without prior express written approval of the State.
34. **Prohibition of Discriminatory Boycotts of Israel:** In accordance with La. R.S. 38:1602.1, any Contract for \$100,000 or more and for any contractor with five (5) or more employees, Contractor, and any subcontractor, shall certify it is not engaging in a boycott of Israel, and shall, for the duration of this Contract, refrain from a boycott of Israel. The State reserves the right to terminate this Contract if Contractor, or any subcontractor, engages in a boycott of Israel during the term of the contract.
35. **Cybersecurity Training:** In accordance with La. R.S. 42: 1287 (B)(3) and the State of Louisiana's Information Security Policy, if the Contractor, any of its employees, agents, or subcontractors will have access to State government information technology assets, the Contractor's employees, agents, or subcontractors with such access must complete cybersecurity training annually, and the Contractor must present evidence of such compliance annually and upon request. The Contractor may use the cybersecurity training course offered by the Louisiana Department of State Civil Service without additional cost.
- For purposes of this Section, "access to State government information technology assets" means the possession of credentials, equipment, or authorization to access the internal workings of State information technology systems or networks. Examples would include but not be limited to State-issued laptops, VPN credentials to credentials to access the State network, bidding to access the State's telecommunications closets or systems, or permissions to maintain or modify IT systems used by the State. Final determination of scope exclusions or exclusions relative to access to State government information technology assets will be made by the Office of Technology Services.

38. **Code of Ethics:** The Contractor acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (R.S. 42:101 et seq., Code of Governmental Ethics) applies to the Contracting Party in the performance of services called for in this Contract. The Contractor agrees to immediately notify the state if potential violations of the Code of Governmental Ethics arise at any time during the term of this Contract.

37. **CounterSignature:** This Contract may be executed in two or more counterparts, each of which shall be deemed an original, but all of which, when together, shall constitute one and the same instrument.

36. **No Employment Relationship:** Nothing in this Contract shall be construed to create an employment or agency relationship, partnership, or joint venture between the employees, agents, or subcontractors of Contractor and the State of Louisiana.

39. **Venue:** Venue for any action brought with regard to this Contract shall be in the Nineteenth Judicial District Court, Parish of East Baton Rouge, State of Louisiana.

40. **Commissioner's Statements:** Statements, acts, and omissions made by or on behalf of the Commissioner of Administration regarding the RFP or RFP process, this contract, Contractor, and/or any subcontractor of Contractor shall not be deemed a conflict of interest when the Commissioner is discharging his duties and responsibilities under law, including, but not limited, to the Commissioner of Administration's authority in procurement matters.

41. **Order of Precedence Clause:** In the event of any inconsistent or incompatible provisions in a Contract which resulted from an RFP, this signed Contract (excluding the RFP and Contractor's proposal) shall take precedence, followed by the provisions of the RFP, and then by the terms of Contractor's proposal. *This Order of Precedence Clause applies only to contracts that resulted from an RFP.*

42. **Contractor must comply with the Office of Technology Services (OTS) Information Security Policy,** <https://www.ots.la.gov/Pages/InformationSecurity.aspx>.

a. Contractor must report to the State any known breach of security no later than forty-eight (48) hours after confirmation of the event. Notify the Information Security Team ("IST") by calling the Information Security Hotline at 1-844-682-8019 and emailing the security team at [infosec@ls.gov](mailto:infosec@ls.gov).

b. Contractor must follow OTS Information Security Policy for Data Sanitization requirements for any equipment replaced during the Contract and at the end of the contract, for all equipment which houses confidential/restricted data provided by the State.

c. Contractor must ensure appropriate protections of data is in accordance with HIPAA Rules and HITECH Acts.

d. If Contractor will have access to data originating from the Centers for Medicare and Medicaid Services (CMS), then Contractor must ensure their computer system is in compliance with CMS latest version of the Minimum Accessible Risk Standards for Exchanges (MARS-E) Document Suite, currently MARS-E 2.0. The CMS MARS-E 2.0 requirements include but are not limited to the below listed requirements:

- a. Multi-factor authentication is a CMS requirement for all remote users, privileged accounts and non-privileged accounts. In this context, a "remote user" is referencing staff accessing the network from outside, normally with a client virtual private network with the ability to access CMS data.
- a. Perform criminal history check for all staff prior to granting access to CMS data. All employees and contractors requiring access to Patient Protection and Affordable Care Act (PL 111-148) sensitive information must meet personnel suitability standards. These suitability standards are based on a valid need-to-know, which cannot be assumed from position or title, and favorable results from a background check. The background checks for prospective and existing employees (if not previously completed) should include, at a minimum, contacting references provided by the employee as well as the local law enforcement agency or agencies.

#### 43. HIPAA Business Associate Provisions

If Contractor is a Business Associate of the Department, as that term is defined herein, because Contractor either: (a) creates, receives, maintains, or transmits protected health information (PHI) for or on behalf of the Department or (b) provides legal, actuarial, accounting, consulting, data aggregation, management, administrative, accreditation, or financial services for the Department involving the disclosure of PHI, the following provisions will apply.

a. Definitions: As used in these provisions -

- i. The term "HIPAA Rules" refers to the federal regulations known as the HIPAA Privacy, Security, Enforcement, and Breach Notification Rules, found at 45 CFR Parts 160 and 164, which were originally promulgated by the U. S. Department of Health and Human Services (HHS) pursuant to the Health Insurance Portability and Accountability Act ("HIPAA") of 1996 and were subsequently amended pursuant to the Health Information Technology for Economic and Clinical Health ("HITECH") Act of the American Recovery and Reinvestment Act of 2009.
- a. The terms "Business Associate", "Covered Entity", "disclosure", "electronic protected health information" ("electronic PHI"), "health care provider", "health information", "health plan", "protected health information" ("PHI"), "subcontractor", and "user" have the same meaning as set forth in 45 CFR §160.103.
- ii. The term "security incident" has the same meaning as set forth in 45 CFR §164.304.
- iv. The terms "breach" and "unsecured protected health information" ("unsecured PHI") have the same meaning as set forth in 45 CFR §164.402.

b. Contractor and its agents, employees and subcontractors shall comply with all applicable requirements of the HIPAA Rules and shall maintain the confidentiality of all PHI obtained by them pursuant to this Contract as required by the HIPAA Rules and by this Contract.

c. Contractor shall use or disclose PHI solely: (a) for meeting its obligations under the contract; or (b) as required by law, rule, regulation (including the HIPAA Rules), or as otherwise required or permitted by this Contract.

d. Contractor shall implement and utilize all appropriate safeguards to prevent any use or disclosure of PHI not required or permitted by this Contract, including administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic protected health information that it creates, receives, maintains, or transmits on behalf of the Department.

e. In accordance with 45 CFR §164.502(a)(1)(ii) and (if applicable) §164.506(b)(2), Contractor shall ensure that any agents, employees, subcontractors, or others that create, receive, maintain, or transmit PHI on behalf of Contractor agree to the same restrictions, conditions, and requirements that apply to Contractor with respect to such information, and it shall

ensure that they implement reasonable and appropriate safeguards to protect such information. Contractor shall take all reasonable steps to ensure that its agents', employees', or subcontractors' actions or omissions do not cause Contractor to violate this Contract.

- f. Contractor shall, within three (3) days of becoming aware of any use or disclosure of PHI, other than as permitted by this Contract, report such disclosure in writing to the person(s) named in Terms of Payment on page 1 of this document. Disclosures which must be reported by Contractor include, but are not limited to, any security incident, any breach of unsecured PHI, and any "breach of the security system" as defined in the Louisiana Data Breach Security Breach Notification Law, La. R.S. 51:3071 et seq. At the option of the Department, any harm or damage resulting from any use or disclosure which violates this Contract shall be mitigated, to the extent practicable, either: (a) by Contractor at its own expense; or (b) by the Department, in which case Contractor shall reimburse the Department for all expenses that the Department is required to incur in undertaking such mitigation activities.
- g. To the extent that Contractor is to carry out one or more of the Department's obligations under 45 CFR Part 164, Subpart E, Contractor shall comply with the requirements of Subpart E that apply to the Department in the performance of such obligation(s).
- h. Contractor shall make available such information in its possession which is required for the Department to provide an accounting of disclosures in accordance with 45 CFR §164.528. In the event that a request for accounting is made directly to Contractor, Contractor shall forward such request to the Department within two (2) days of such receipt. Contractor shall implement an appropriate record keeping process to enable it to comply with the requirements of this provision. Contractor shall maintain data on all disclosures of PHI for which accounting is required by 45 CFR §164.528 for at least six (6) years after the date of the last such disclosure.
- i. Contractor shall make PHI available to the Department upon request in accordance with 45 CFR §164.524.
- j. Contractor shall make PHI available to the Department upon request for amendment and shall incorporate any amendments to PHI in accordance with 45 CFR §164.528.
- k. Contractor shall make its internal practices, books, and records relating to the use and disclosure of PHI received from or created or received by Contractor on behalf of the Department available to the Secretary of the DHHS for purposes of determining the Department's compliance with the HIPAA Rules.
- l. Contractor shall indemnify and hold the Department harmless from and against any and all liabilities, claims for damages, costs, expenses and attorneys' fees resulting from any violation of this provision by Contractor or by its agents, employees or subcontractors, without regard to any limitation or exclusion of damages provision otherwise set forth in the contract.
- m. The parties agree that the legal relationship between the Department and Contractor is strictly an independent contractor relationship. Nothing in this Contract shall be deemed to create a joint venture, agency, partnership, or employer-employee relationship between the Department and Contractor.
- n. Notwithstanding any other provision of the contract, the Department shall have the right to terminate the Contract immediately if the Department determines that Contractor has violated any provision of the HIPAA Rules or any material term of this contract.
- o. At the termination of the contract, or upon request of the Department, whichever occurs first, Contractor shall return or destroy (at the option of the Department) all PHI received or created by Contractor that Contractor still maintains in any form and retain no copies of such information; or if such return or destruction is not feasible, Contractor shall extend this confidentiality protections of the Contract to the information and limit further uses and disclosures to those purposes that make the return or destruction of the information infeasible.

**SIGNATURES TO FOLLOW ON THE NEXT PAGE**

THIS CONTRACT CONTAINS OR HAS ATTACHED HERETO ALL THE TERMS AND CONDITIONS AGREED UPON BY THE CONTRACTING PARTIES. IN WITNESS THEREOF, THIS CONTRACT IS SIGNED ON THE DATE INDICATED BELOW.

**CONTRACTOR**

**STATE OF LOUISIANA, LOUISIANA  
DEPARTMENT OF HEALTH**

*Gordon E Dove* 10/19/2022

<u>SIGNATURE</u>	<u>DATE</u>
Gordon Dove	
<u>NAME</u>	
Parish President	
<u>TITLE</u>	

<u>SIGNATURE</u>	<u>DATE</u>
Dr. Courtney N. Phillips	
<u>NAME</u>	
Secretary, Louisiana Department of Health or Designee	
<u>TITLE</u>	

**Bureau of Community Preparedness**

**OFFICE OF PUBLIC HEALTH**

*Dr. Winder* 10/20/22

<u>SIGNATURE</u>	<u>DATE</u>
Dr. Sundée Winder	
<u>NAME</u>	
Public Health Executive Director	
<u>TITLE</u>	

*Doris G. Brown* 11/18/22

<u>SIGNATURE</u>	<u>DATE</u>
Doris G. Brown, MEd, MS, APRN, CNS	
<u>NAME</u>	
Assistant Secretary	
<u>TITLE</u>	

## STATEMENT OF WORK

### OBJECTIVES/GOALS:

Each Parish Office of Homeland Security and Emergency Preparedness (the contractor) in receipt of Cities Readiness Initiative (CRI) related funds will agree to meet the Cities Readiness Initiative deliverables by increasing capabilities to provide medications to 100% of the designated population in less than 48 hours.

Contractors will be awarded funds based on meeting the deliverables outlined below and in accordance with the allocation model developed for FY 2022-2023, Budget Period 4 (July 1, 2022 – June 30, 2023). In order for funds associated with population to be received, the contractor must participate and meet all other contract deliverables.

### OUTCOMES:

- The Parish will participate in local Strategic National Stockpile (SNS) and 48 Hour Mass Antibiotic Dispensing collaborative planning which includes discussing processes for a 48 Hour Mass Antibiotic Mass Dispensing response with Parish partners, response partners, and possibly neighboring parishes, that will enhance 48 Hour Mass Antibiotic Mass Dispensing response capabilities and foster partnerships which will in turn meet the requirements of the Cities Readiness Initiative Program deliverables through planning meetings, conference calls, etc.
- The Parish, with identified Parish planning leads and in collaboration with the Louisiana Department of Health (LDH) Office of Public Health (OPH), will develop or further develop and/or strengthen a written draft of the 48 Hour Mass Antibiotic Mass Dispensing plan annex to the existing Parish All Hazards plans that meet the Cities Readiness Initiative program deliverables. Planning leads will be further identified, verified and documented, and will participate in planning.
- Through planning with parish partners, possibly neighboring parishes and the Office of Public Health (OPH), the Parish will participate in the planning and implementation of three Point of Dispensing Site (POD) Drills in each CRI planning jurisdiction between August 1, 2022 and March 31, 2023. Suggested/Tentative schedule is as follows:
  - POD Drill #1 (Staff Call Down) to be conducted no later than March 31, 2023.
  - POD Drill #2 (Site Activation) to be conducted no later than March 31, 2023.
  - POD Drill #3 (Facility Set up) to be conducted no later than March 31, 2023.
- Through planning with Parish partners, possibly neighboring parishes and the Office of Public Health, the Parish should participate in the planning and implementation of one (1) Table-top Exercise to walk through the mass dispensing response plan no later than March 31, 2023.
- Identified Parish planning leads should participate in the Medical Countermeasure Operational Readiness Review evaluation for BP4 when scheduled.

### DELIVERABLES:

The contractor will provide:

- Written 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan.
- Facilitation of at least four (4) joint parish planning meetings to meet the deliverables of the CRI program and contract by March 31, 2023, supported by agendas, meetings, minutes, and sign-in sheets for each meeting and any other supporting documentation.

**Attachment A**  
**LAGOV 2000684151**

- Facilitation and participation in a total of three (3) Point of Dispensing Site Drills, the first no earlier than August 1, 2022, with the remaining drills completed no later than March 31, 2023, which will be supported by data collection spreadsheets for the call downs and data collection spreadsheets for drill based tools to assess staff call-downs, facility set up, staff activation and assembly and site activation and shall include an AAR/corrective action plan.
- Participation in a table-top exercise no later than March 31, 2023, which will may be supported by agendas, sign in sheets, notes, after action reports, and improvement plans.
- Invoice for all deliverables completed and submitted no later than March 31, 2023.
- 1 TTX to demonstrate readiness for Anthrax
- 1 FSE/Real Event to demonstrate readiness for Pandemic Influenza (MVE)

**PERFORMANCE MEASURES:**

The contractor shall provide and maintain:

- By March 31, 2023 the Parish/Jurisdiction will facilitate and implement a staff notification, acknowledgement and assembly (staff call down) POD Drill that Parishes will conduct individually. The data collection spreadsheet for assessing call down capability will be completed no later than March 31, 2023 and this documentation shall be submitted once complete. An after action report and improvement plan should be completed as part of the exercise review.
- No later than March 31, 2023, the Parish/Jurisdiction will facilitate and implement a site activation notification acknowledgment and assembly POD Drill that each parish will conduct individually. The data collection spreadsheet for assessing site call down capability will be completed no later than March 31, 2023. This documentation shall be submitted by each parish once complete. An after action report and improvement plan should be completed as part of the exercise review.
- No later than March 31, 2023, the Parish/Jurisdiction will facilitate and implement a facility set up POD Drill that Parishes will conduct individually. The data collection spreadsheet for the drill based tool to assess facility set up will be completed no later than March 31, 2023 and this documentation shall be submitted once complete. An after action report and corrective action plan should be completed as part of the exercise review.

- No later than March 31, 2023, the parish/jurisdiction will provide a written copy of its 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan. The 48 Hour Mass Antibiotic Mass Dispensing will be reflective of collaborative planning which will include the following:

- the discussion and identification of processes for a local 48 Hour Mass Antibiotic Mass Dispensing response;
- list of participants, minutes and sign in sheets of conference calls and/or local planning meetings; and
- documentation of identifying parish/jurisdiction's planning leads.

**MONITORING PLAN:**

The BCP SNS Coordinator or designee/successor will act as the contract monitor. Karmen Torrence currently holds the position of BCP SNS Coordinator. The contract monitor will:

**Attachment A**  
**LAGOV 2000684151**

- Provide technical support and assistance to the Parish(s) during the development, revision, and finalization of the plan and exercise design.
- Review all documentation submitted by Parish planning leads and teams.
- Oversee the Public Health Emergency Response Coordinator (PHERC), who will coordinate and facilitate all contract deliverables.
- Oversee the PHERC that will provide monitoring of the contract deliverables and report to the state's contract monitor.
- Receive and review Parish 48 Hour Mass Antibiotic Mass Dispensing plan annexes and all supporting documents including data collection spreadsheets, After Action Reports, and improvement plans prior to March 31, 2023 to assure that all components are included.

**FEE FOR SERVICE:**

The contractor is to be paid upon submission of invoice with the following documentation:

- 48 hr. Mass Antibiotic Dispensing plan;
- Local planning meetings (agendas and sign in sheets) identifying parish/jurisdiction's planning leads; and
- Implementation and/or participation in staff call down, site activation, and facility set up, table-top exercise and appropriate documentation submitted by March 31, 2023.

Upon availability of Cities Readiness Initiative funding the next program year; funding will be allocated according to the allocation model which will rank factors such as participation, performance and other criteria.



**Fee Schedule**

<b>Deliverable</b>	<b>Performance Measure</b>	<b>Amount Due</b>
Written 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan.	By March 31, 2023, the Parish/Jurisdiction will facilitate Written 48 Hour Mass Antibiotic Mass Dispensing plan annex to the Parish All Hazards Plan with a completed signature page.	\$5,959.75
Facilitation of at least four (4) joint parish planning meetings.	No later than March 31, 2023, the Parish will facilitate at least 4 joint parish planning meetings (1 per quarter) to meet the deliverables of the CRI program and contract by March 31, 2023, supported by agendas, meetings, minutes, and sign-in sheets for each meeting and any other supporting documentation	\$5,959.75
Participation in FSE planning meetings (JP, MP, and FP) for FSE scheduled for October 2023.		
Facilitation and participation in a total of three (3) Point of Dispensing Site Drills.	Facilitation and participation in three (3) Point of Dispensing Site Drills, to be supported by data collection spreadsheets and an AAR/Corrective Action Plan. Drills included are facility set-ups, staff activation and assembly, and site activation. Drills are to be completed no earlier than August 1, 2022 and no later than March 31, 2023 with an anthrax and pandemic influenza scenarios.	\$5,959.75
Participation in one Table-top exercise to demonstrate readiness for Anthrax.	Participation in one Table-top exercise to demonstrate readiness for Anthrax no later than March 31, 2023, which will be supported by sign in sheets, agendas, hand-outs, minutes/notes, after action reports and improvement plans.	\$5,959.75
Participation in one Full-scale exercise/Real World Event to demonstrate readiness for Pandemic Influenza (MVE).	Participation in one Full-scale exercise/Real World Event to demonstrate readiness for Pandemic Influenza (MVE) no later than March 31, 2023, which will be supported by sign in sheets, agendas, hand-outs, minutes/notes, after action reports and improvement plans.	

**Total: \$ 23,839**

**ADDENDUM TO CONTRACT:**  
**ADDITIONAL REQUIREMENTS FOR OIG COMPLIANCE**

The Louisiana Department of Health ("LDH") has entered into a State Agency Compliance Agreement ("Compliance Agreement") with the Office of Inspector General ("OIG") of the United States Department of Health and Human Services ("HHS") to promote compliance with the statutes, regulations, and written directives of Medicare, Medicaid, and all other Federal health care programs (as defined in 42 U.S.C. § 1320a-7b(f)) (Federal health care program requirements). The Compliance Agreement includes requirements that are applicable to LDH and to certain of its contractors and subcontractors who meet the definition of "Covered Person" as provided below, and this Addendum is attached to all LDH contracts with such "Covered Person" contractors.

1. *Definitions.* For purposes of this Addendum:

- a. "Covered Person" shall include any contractor, subcontractor, agent, or other person who furnishes patient care items or services or who performs billing or coding functions on behalf of LDH, excluding vendors whose sole connection with LDH is selling or otherwise providing medical supplies or equipment to LDH.
- i. "Individual Covered Person" means a Covered Person who is a natural person and includes any individual who is an officer, employee, member, or partner of a Corporate Covered Person, as defined below, and who participates in the performance of any work or services under the contract.
- ii. "Corporate Covered Person" means any Covered Person that is not an Individual Covered Person, including but not limited to a corporation, limited liability company (LLC), partnership, or other legal entity.
- b. "Ineligible Person" shall include an individual or entity who:
  - i. is currently excluded from participation in any Federal health care program; or
  - ii. has been convicted of a criminal offense that falls within the scope of 42 U.S.C. § 1320a-7(a), but has not yet been excluded.
- c. "Exclusion List" means the HHS/OIG List of Excluded Individuals/Entities (LEIE) (available through the Internet at <http://www.oig.hhs.gov>).

2. *Training Requirements.* In accordance with the written Training Plan developed by LDH, Covered Persons must receive at least annual training regarding LDH's Compliance Agreement requirements and the applicable Federal health care program requirements, including the requirements of the Anti-Kickback Statute and the Stark Law. A Corporate Covered Person shall be responsible for ensuring that all Individual Covered Persons within its organization receive the required training.

3. *Screening and Disclosure Requirements.*

- a. Before LDH enters into a contract with a prospective Covered Person, it will screen that prospective Covered Person against the Exclusion List, and a Corporate Covered Person shall be responsible for screening all Individual Covered Persons within its organization against the Exclusion List. Thereafter, LDH and all current Corporate Covered Persons shall continue to perform such screening on a monthly basis.
- b. Both during and after the contracting process, all prospective and current Covered Persons shall immediately disclose in writing to LDH as soon as they discover that that they are, or have become, an Ineligible Person. A Corporate Covered Person shall be responsible for

**Terrebonne Parish Consolidated Government**

**PO 2000684151**

**Attachment "C"**

facilitating and expediting such disclosures to LDH with regard to any Individual Covered Person within its organization who is an Ineligible Person.

**4. *Removal Requirements.***

- a. If LDH receives actual notice that a Covered Person has become an Ineligible Person, it shall remove such Covered Person from responsibility for, or involvement with, LDH's business operations related to the Federal health care program(s) from which such Covered Person has been excluded and shall remove such Covered Person from any position for which the Covered Person's compensation or the items or services furnished, ordered, or prescribed by the Covered Person are paid in whole or part, directly or indirectly, by any Federal health care program(s) from which the Covered Person has been excluded at least until such time as the Covered Person is reinstated into participation in such Federal health care program(s).
- b. If LDH receives actual notice that a Covered Person is charged with a criminal offense that falls within the scope of 42 U.S.C. §§ 1320a-7(a), 1320a-7(b)(1)-(3), or is proposed for exclusion during the Covered Person's employment or contract term, LDH shall take all appropriate actions to ensure that the responsibilities of that Covered Person have not and shall not adversely affect the quality of care rendered to any beneficiary or the accuracy of any claims submitted to any Federal health care program.
- c. A Corporate Covered Person shall be responsible for facilitating and expediting the removal of any Individual Covered Person within its organization who is an Ineligible Person.

5. *Flowdown of Requirements.* A Covered Person shall be responsible for ensuring that any subcontractor, agent, or other person to whom it delegates the performance of any work or services under the contract shall comply with all requirements contained in this Addendum that are applicable to the subcontractor, agent, or other person as a Covered Person.



TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361  
985.858.5050 • WWW.TPCG.ORG



September 20, 2022

Ms. Glennis Gray  
**Louisiana Department of Health**  
Bureau for Community Preparedness  
8453 Veterans Memorial Blvd.  
Baton Rouge, LA 70807

**RE: Signature of Authority for Cities Readiness Initiative Contract**

Dear Ms. Gray,

Please be advised based on Terrebonne Parish Consolidated Government's structure, the Parish President, Mr. Gordon Dove, and the Parish Manager, Mr. Mike Toups, has the authority to sign the Cities Readiness Initiative contract. Please be advised that Mr. Gordon Dove, Parish President of Terrebonne Parish Consolidated Government, and/or Mr. Mike Toups, Parish Manager of Terrebonne Parish Consolidated Government, are the legal signing authority for any documents relative to the Terrebonne Parish Consolidated Government. If I can be of further assistance, please feel free to contact me at (985) 873-6459.

Sincerely,

Kandace Mauldin,  
Chief Financial Officer  
Terrebonne Parish Consolidated Government

John Bel Edwards  
GOVERNOR



Exhibit 2  
Dr. Courtney N. Phillips  
SECRETARY

**State of Louisiana**  
Louisiana Department of Health  
Office of Public Health

September 2, 2022

Ms. Pamela Bartfay Rice  
Director, Professional Contracts  
DOA-Office of State Procurement  
P.O. Box 94095  
Baton Rouge, Louisiana 70804-9095

RE: Justification for Late Contract Submittal – PO 2000684151

Dear Ms. Rice,

The contract with **Terrebonne Parish Consolidated Government** is for the purpose of aiding cities and increasing their capacity to deliver medication and medical supplies during a large-scale public health emergency. This initiative focuses on a very specific element of preparedness, the ability to provide antibiotics to the entire population within 48 hours of the decision to do so. The Office of Public Health is requesting to participate in contracts with the designated parishes; these contracts are to fulfill grant requirements.

This contract is late because of administrative delays and the significant amount of time it takes to negotiate contracts with the Parishes. Your approval of this contact is appreciated. If any additional information is necessary, please call (225)354-3500.

Sincerely,

A handwritten signature in blue ink that reads "Sandra Harris".

Sandra L. Harris, Ph.D.  
Administration and Finance Program Manager  
Bureau of Community Preparedness



TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
CUSTOMER SERVICE DIVISION  
8026 Main Street (Lobby) - Houma, Louisiana 70360

**OFFICIAL RECEIPT**  
ACCOUNTING COPY  
Phone (985) 873-6462

Receipt No. 0131362

Date 04/20/2023 11:27 AM

Name/Address	STATE OF LOUISIANA - DEPARTMENT OF THE TREASURY BATON ROUGE, LA 70804	REFERENCE NUMBERS
Reference	#6 LEPETIT THEATRE CRI FY2023	U/B Account No. A/R Invoice No. License/Registration No.

FEES AND PAYMENTS				
Description	GA Account	Fees	Electronic Pmt.	Regular Pmt.
OPH - CRI (OEP)	151-000-6318-12	23,839.00		
FP&C LE PETIT	659-000-6342-09	39,950.00		
CHECK #53528				63,789.00
Total		63,789.00	.00	63,789.00

FOR INTERNAL USE ONLY	
Received by Ami. Rec'd. L NGUYEN	Notes (OT) \$63,789.00 CK #53528

STATE OF LOUISIANA - DEPARTMENT OF TREASURY									
CALL THE AGENCY PHONE NUMBERS(S) PROVIDED HERE FOR QUESTIONS REGARDING THIS PAYMENT.									
AGY	AGENCY NAME	AGY PH NO.	AGY DOC NO.	PO NO.	VENDOR DOC NO.	COMMENT	AMOUNT		
326	OFFICE OF PUBLIC HEALTH	225-342-9500	5101820817	2006684151	200311243	2023 S4400013317006R	23839.00		
115	FACILITY PLANNING AND CON	225-342-0841	5101819681	200311243	S4400013317007	50-155-14-01	33950.00		
115	FACILITY PLANNING AND CON	225-342-0841	5101819685	200311243		50-155-14-01	6000.00		
<div style="display: flex; justify-content: space-between;"> <div> <p>659-000-09 LeReche Theatre</p> <p>39,950.00</p> </div> <div> <p>151-000-0318-12 CRI</p> <p>23,839.00</p> </div> </div>									
							TOTAL	63,789.00	

CALL DOA (225) 342-1097 FOR EFT DIRECT PAYMENT ENROLLMENT INFORMATION

STUB AND CHECK CLEARANCE INFO AT <https://agooverpventor.doe.louisiana.gov/furl/portal>

CHECK NO: 853528 PAY METH: V  
Pay Doc: 2001214161

VENDOR: TERREBONNE PARISH CONS GOVT  
DATE: 01-14-23



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2023 - MONTH LAST CLOSED

5/31/23

ACCT: 151-000-6318-12

GENERAL FUND

NO DEPARTMENT NAME

OPH - CRI (OEP)

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	23,839	23,839.00-	0	0
2023	0	23,839.00-	0	23,839
CLOSED:				
2016	21,707	21,707.00-	N/A	0
2017	18,147	18,147.00-	N/A	0
2018	19,657	19,657.00-	N/A	0
2019	18,417	18,417.00-	N/A	0
2020	19,511	19,511.00-	N/A	0
2021	14,396	14,396.00-	N/A	0

ENTER = CONTINUE

CF01 = EXIT    CF02 = INPUT SCR    CF04 = DSP DETAIL    CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE  
CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government  
LCLE  
Victim's Assistance Grant #6899  
Budget Amendment  
5/23/2023

		Current	Adjustment	Final
216-000-6342-02	Revenue	(114,718)	(118,440)	(233,158)
216-215-8112-02	Overtime Pay	8869	20,001	20,001 28870
216-215-8349-01	Consultants	105,700	98,439	204,139
204-211-8172-15	Allocation	-	(20,001)	(20,001)
204-000-5111-00	Fund Balance		20,001	-

The grant provides funding for assistance, referrals and direct immediate crisis services to victims through the utilization of several different law enforcement agencies and victim advocates.

Grant funding is for Houma Police Department and consultant agencies including Assumption Parish Sheriff's Office, and The Haven.

	80% Federal	20% Cash Match	Total
Houma PD	20,001	5,000	25,001
The Haven	90,438	22,609	113,047
Assumption Parish SO	8,001	2,000	10,001
	118,440	29,609	148,049

**LOUISIANA COMMISSION ON LAW  
ENFORCEMENT**

Applicant Hereby Applies to the LCLE for Financial  
Support for the Within-Described Project:

**LCLE USE ONLY**

Receipt Date	Award Date	Subgrant Number(s)
8/4/2022	2/8/2023	2021-VA-01/03/04 6899

<b>1. Type of Funds for which you are applying</b>		Victims Of Crime Act- Victims Assistance (Federal 16.575 VOCA)	
<b>2. Applicant</b>		Name Of Applicant: Terrebonne Parish Consolidated Government - Houma Police Department	
Federal I.D: 726001390		Parish: Terrebonne	
Street Address Line 1: 8026 Main Street		Address Line 3: PO Box 2768	
Address Line 2:		State: LA	
City: Houma		Zip: 70360-2768	
<b>3. Recipient Agency</b>		Terrebonne Parish Consolidated Government - Houma Police Department	
<b>4. Project Director</b>		Name: Captain Bobbie O'Bryan	
Street Address Line 1: 500 Honduras Street		Title: Administrator	
Address Line 2:		Agency: Terrebonne Parish Consolidated Government - Houma	
City: Houma		Address Line 3: PO Box 2768	
Phone: 985-873-6308		State: LA	
Fax: 985-872-4670		Zip: 70360-2788	
Email: bobbryan@tpcg.org		Title: Accountant I	
<b>5. Financial Officer</b>		Name: Mrs. Jordan Kelly	
Street Address Line 1: 8026 W Main St.		Agency:	
Address Line 2:		Address Line 3:	
City: Houma		State: LA	
Phone: 985-873-6446 x1326		Zip: 70360	
Fax:		Email: jkelly@tpcg.org	
<b>6. Contact</b>		Name: Captain Bobbie O'Bryan	
Street Address Line 1: 500 Honduras Street		Title: Administrator	
Address Line 2:		Agency: Terrebonne Parish Consolidated Government - Houma	
City: Houma		Address Line 3: PO Box 2768	
Phone: 985-873-6308		State: LA	
Fax: 985-872-4670		Zip: 70360-2788	
Email: bobbryan@tpcg.org		Title: Administrator	
<b>7. Brief Summary of Project</b>		Short Title (May not exceed 50 characters)	
Victim Assistance Program 7		Title: Administrator	
(Do Not Exceed Space Provided)		Agency: Terrebonne Parish Consolidated Government - Houma	
The VOCAL Project will focus on giving referral and direct immediate crisis services to victims by using crime victim advocates from several different law enforcement agencies and victim advocates from The Haven		Address Line 3: PO Box 2768	
		State: LA	
		Zip: 70360-2788	
		Email: bobbryan@tpcg.org	

**8. Subgrant Budget TOTAL BUDGET BY CATEGORY**

BUDGET CATEGORY	AMOUNT
PERSONNEL	25,001.00
EMPLOYEE BENEFITS	0.00
TRAVEL (INCLUDING TRAINING)	0.00
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	123,048.00
CONSTRUCTION	0.00
OTHER	0.00
<b>TOTAL</b>	<b>148,049.00</b>

**9. TOTAL BUDGET BY FUND SOURCE**

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	118,439.00	80%
STATE	0.00	
PROJECT INCOME	0.00	
INTEREST	0.00	
STATE MATCH	0.00	
CASH MATCH (NEW APPROP.)	29,610.00	20%
IN-KIND MATCH	0.00	
PROJECT INCOME MATCH	0.00	
<b>TOTAL</b>	<b>148,049.00</b>	<b>100%</b>

**10. Project Start Date:** 4/1/2023 **Project End Date:** 3/31/2024

**SUBGRANT:** 6899

**Short Title:** Victim Assistance Program 7

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and sealed by its proper officials, pursuant to legal action authorizing the same to be done.

_____	_____
DATE	Terrebonne Parish Consolidated Government - Houma Police Department
	NAME OF APPLICANT AGENCY

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED OFFICIAL

\_\_\_\_\_  
TITLE OF AUTHORIZED OFFICIAL

(SEAL)

NOTE: The original copy must be signed in ink.  
Titles of all signatories must be inserted.

**LACLE USE ONLY**

In response to this application, LACLE funds are hereby obligated for the project described by the subgrantee in the referenced application, subject to applicant acceptance.

\_\_\_\_\_  
EXECUTIVE DIRECTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Louisiana Commission on Law Enforcement

**12. BUDGET DETAILS****A. AGENCY BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Terrebonne Parish Consolidated Government - Houma Police Department	148,049.00	148,049.00
<b>Total:</b>	<b>148,049.00</b>	<b>148,049.00</b>

**Recipient Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	25,001.00	25,001.00
EMPLOYEE BENEFITS	0.00	0.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	0.00	0.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00
CONSULTANTS	123,048.00	123,048.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
<b>Total:</b>	<b>148,049.00</b>	<b>148,049.00</b>

**Applicant Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY SOURCE	YEAR 1	TOTAL
FEDERAL	118,439.00	118,439.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	29,610.00	29,610.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
<b>Total:</b>	<b>148,049.00</b>	<b>148,049.00</b>

**12. BUDGET DETAILS****A. AGENCY BUDGETS**

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department

**YEAR 1****PERSONNEL****Justification:** Funding will be used to pay Overtime for the Houma Police Department to a Group of crime victims' advocates

				<u>COST</u>
<b>Position:</b>	Group of Crime Victim Advocates			
<b>Name:</b>	TPCG-Houma Police Department			
	<b># Budgeted Hours / Week</b>	<b># Weeks</b>	<b>Hourly Pay Rate</b>	
	8.086	x 52	x 59.46	25,001.00
	<b>Standard working hours per week: 8.086 hrs.</b>		<b>% Budgeted Hours: 100</b>	
<b>Personnel - Year 1 Total:</b>				<b>25,001.00</b>

**CONSULTANTS - CONSULTANT****Justification:** Funding will be used to pay Overtime for the Assumption Sheriff Office to a Group of crime victims' advocates at their office.

The Haven will pay for advocates, SART Coordinator and SANE nurses stand by time

				<u>COST</u>
<b>Name / Position:</b>	Group of Advocates			
<b>Service Provided:</b>	The Haven			
	<b>Cost per</b>	<b>Duration</b>		
	30.00 per Hour	x 3768.24 Hour(s)		113,047.00
<b>Name / Position:</b>	Group of Crime Victim Advocates			
<b>Service Provided:</b>	Assumption Parish Sheriff Office			
	<b>Cost per</b>	<b>Duration</b>		
	59.46 per Hour	x 168.197107 Hour(s)		10,001.00
<b>Consultants - Consultant - Year 1 Total:</b>				<b>123,048.00</b>

**YEAR 1 TOTAL: 148,049.00**



### 13. SECTIONS:

#### A. LCLE Budget Summary With Cash & InKind Match

1. Itemize the Budget Category expenditures.

(Verify that the Total Amount equals the Calculated Paid Amount and these totals must equal the Budget Section totals.)

ID	Budget Category	Total Amount	Amount Paid with Federal Dollars	Amount Paid with Match	Amount Paid with Cash	Amount Paid with In-Kind Match	Calculated Paid Amounts
1.1	Personnel	25,001	20,001		5,000	0	25,001
1.2	Consultants	123,048	98,439		24,609	0	123,048
Total: Σ		148,049	118,440		29,609	0	148,049

JOHN BEL EDWARDS  
GOVERNOR

State of Louisiana  
Office of the Governor  
Louisiana Commission on Law Enforcement  
and Administration of Criminal Justice



ORIGINAL

JIM CRAFT  
EXECUTIVE DIRECTOR



February 10, 2023

Mr. Gordon Dove  
Parish President  
Terrebonne Parish Consolidated Government -  
Houma Police Department  
8026 Main Street  
PO Box 2768  
Houma, Louisiana 70360-2768

Dear Mr. Dove:

I am pleased to inform you that the Louisiana Commission on Law Enforcement (LCLE) approved the application for federal/state funds. Identifying information for this award is as follows:

Subgrant Number:	2021-VA-01/03/04-6899 (Use on all correspondence)
Project Title:	"Victim Assistance Program 7"
Project Period:	2021-VA: 4/1/2023 - 3/31/2024 2021-VA: 4/1/2023 - 3/31/2024 2021-VA: 4/1/2023 - 3/31/2024
Federal Funds:	2021-VA: \$61,588.00
CFDA No:	16.575
Federal Award No.:	15POVC-21-GG-00628-ASSI
2021-VA:	\$14,213.00
CFDA No:	16.575
Federal Award No.:	15POVC-21-GG-00628-ASSI
2021-VA:	\$42,638.00
CFDA No:	16.575
Federal Award No.:	15POVC-21-GG-00628-ASSI
Total Subgrant:	\$118,439.00

Mr. Gordon Dove

2

February 10, 2023

This is one time funding.

This subgrant is hereby offered on the condition that Terrebonne Parish Consolidated Government - Houma Police Department complies in administering the program, with all the representations contained in its application, as amended, including the standard subgrant conditions that have been incorporated by reference.

Certified Assurances accepted at the time of application outline the requirements for implementation of this project within a prescribed period of time. If this project is not operational within the prescribed period, written notification should be given to LCLE stating reasons for failure to begin on the anticipated start date. Projects remaining not operational for a prescribed period thereafter will require an additional written statement explaining the delay. Where warranted, the LCLE may extend the implementation date further; however, it retains the right to cancel any project not implemented within the prescribed period rather than approve the extension. The award does not obligate the Louisiana Commission on Law Enforcement to fund this project beyond the current period.

Your prompt attention to the condition(s) will ensure the timely release of subgrant funds; however, failure to satisfy the condition(s) may result in cancellation of this subgrant.

The reporting requirements for this subgrant may be found by navigating to the Reporting Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements may cause an interruption in receipt of subgrant funds.

The award of this subgrant will become effective when LCLE receives this letter with your signature (blue ink) as the authorized official of Terrebonne Parish Consolidated Government - Houma Police Department.

Mr. Gordon Dove

3

February 10, 2023

It is vital for designated project staff to review the Applicant's Manual to ensure that this program will be conducted in accordance with all applicable guidelines. Future funding is contingent not only on the availability of funding, but proper grant management, which includes meeting the goals and objectives and submitting timely and accurate quarterly, interim and annual reports.

Our staff welcomes questions regarding subgrant matters. If you have programmatic questions, please contact the program manager. Should you have fiscal questions, please contact the Grants Section staff. Their contact information can be obtained via our website, [www.lcle.la.gov](http://www.lcle.la.gov). The LCLE and its staff wish you success in conducting this project.

Sincerely,



Jim Craft  
Executive Director

#### SPECIAL CONDITION(S)

This award is subject to compliance with the following condition(s), in addition to the applicable Standard Subgrant Conditions that have been incorporated by reference:

- (1) If a project is not operational within 60 days of the original starting date of the subgrant period, the subgrantee must report by letter to the State (Louisiana Commission on Law Enforcement) the steps taken to initiate the project, the reasons for delay and the expected starting date.

If a project is not operational within 90 days of the original starting date of the subgrant period, the subgrantee must submit a second statement to the Louisiana Commission on Law Enforcement, explaining the implementation delay. Upon receipt of the 90-day letter, the Louisiana Commission on Law Enforcement may cancel the project and request grantor agency approval to redistribute the funds to other project areas. The Louisiana Commission on Law Enforcement may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period. When this occurs, the appropriate subgrant files and records must so note the extension.

- (2) The applicant agrees to comply with the organizational audit requirements of 2 CFR 200: Uniform Guidance – Uniform Administrative Requirements, Cost Principles, and Audit Requirements – Subpart F Audit Requirements, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) (and any other audits of OJP grants funds) are not satisfactorily and promptly addressed, as further described in the current edition of the DOJ Grants Financial Guide.

If you have expended \$750,000 or more during the non-Federal entity's fiscal year in Federal awards, you must have a single or program specific audit conducted in that year in accordance with provisions of this part.

If an audit discloses findings or recommendations, then a corrective action plan must be submitted along with the audit report and it must include the name(s) of the contact person(s) responsible for corrective action, the corrective action planned, and the anticipated completion date. If the auditee does not agree with the audit findings or believes corrective action is not required, then the corrective action plan must include an explanation and specific reasons. LCLE also requires a timetable for performance and/or implementation dates for each recommendation and a description of monitoring to be conducted to ensure implementation.

Agencies receiving these funds may be subject to LA R.S. 24:513, which requires the submission of financial statements to the Louisiana Legislative Auditor (LLA). To determine the level of engagement and reports required please contact your accounting professional and/or the office of the LLA ([www.lla.la.gov](http://www.lla.la.gov))

A copy of the reports/statements/letters submitted as part of the reporting package must be forwarded to the LCLE to [auditor@lcle.la.gov](mailto:auditor@lcle.la.gov) no later than six (6) months after the agency's fiscal year end. Agencies who fail to submit timely audit reports to LCLE are subject to funds being withheld until this requirement is met.

- (3) The subgrantee agrees to comply with all certified assurances made at the time of application.
- (4) Ten percent (10%) of federal funds will be withheld by Louisiana Commission on Law Enforcement until a monitoring review is performed, documented and subsequently approved by Louisiana Commission on Law Enforcement for release of this special condition. Agency will be notified in writing of any deficiencies noted during the monitoring visit. These deficiencies will delay final release until cleared.
- (5) Subgrantee agrees that it will review pertinent information regarding this subgrant award via the website, [www.lcle.la.gov](http://www.lcle.la.gov). This website contains miscellaneous reporting forms, instructions as well as links to state and federal guidelines that are necessary for compliance as set forth in the Certified Assurances agreed upon at the time of application.
- (6) Reimbursement for any budget line item listed as "TBD" will not be paid until a modification has been submitted to and approved by LCLE specifying the identification of the "TBD" line item.

- (7) The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The applicant also agrees to comply with applicable restrictions on awards to first-tier subrecipients that do not acquire and provide a Unique Entity Identifier (UEI). The details of applicant obligations are posted on the Office of Justice Programs website at <http://www.ojp.gov/funding/sam.html>. (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and re incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name.)

All applicants must have a Unique Entity Identifier (UEI). Information can be obtained at [sam.gov](http://sam.gov).

The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (Or with a successor government-wide system officially designated by OMB and OJP). Information can be obtained at [www.sam.gov](http://www.sam.gov).

SAM renewals completed during an open project period must be forwarded to the appropriate LCLE program manager. Printout must contain the renewal expiration date as well as the Exclusion Yes/No answer.

- (8) No release of funds by Louisiana Commission on Law Enforcement until prior project, 6505, is finalized.
- (9) Supporting documents must accompany your designated quarter's fiscal report. Examples of supporting documents are, but are not limited to:
1. Personnel and Fringe – A payroll register that identifies employee, position, applicable pay period, gross salary, and if any, associated fringe benefits. Time Sheets or time and effort certifications must also be provided.
  2. Travel - Mileage logs, lodging invoices, conference agenda, airline receipts, etc.
  3. Equipment – Copies of invoices. These invoices should include the vendor's name, invoice number, item description, serial numbers for equipment (if applicable), quantity purchased and invoice amounts.
  4. Supplies & Operating Expenses Costs – Invoices or other documents demonstrating an obligation of payment to the vendor. Invoices/documents must identify vendor, item description and invoice amount.
  5. Contract Services – signed executed contract, copies of invoices for services. Invoices should include a description of the services billed to the subrecipient. (A duplicate contract is not needed for each fiscal report).

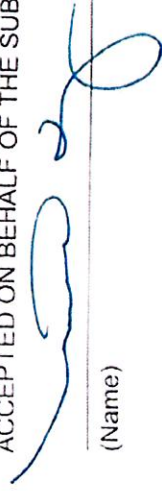
Expenditures will not be approved when expenditure supporting documents are not submitted with a fiscal report.

- (10) Subgrantee agrees to submit all required data to the State's Louisiana Information Based Reporting System (LIBRS)/Uniform Crime Reporting (UCR) Program in accordance with the requirements of the applicable program and to submit all required arrest, fingerprinting cards, and related data to the Bureau of Criminal Identification in the time and manner specified by the Bureau.



- (11) Anticipated merit increases during the project period must be factored into the personnel budget at the time of application submission. Requests for increases to the personnel budget after application approval will be denied.
- (12) All systems developed or purchased and under this subgrant shall meet all specifications for Louisiana Information Based Reporting System (LIBRS) criminal history system reporting as are in effect at the time of the subgrant award.
- (13) Signed, executed contract(s) for services or consultants shall be submitted to the Louisiana Commission on Law Enforcement at the time the contract is executed, for approval. Expenditures will not be approved unless this condition is satisfied for each consultant or service approved in the project budget.
- (14) Subgrantee assures that it shall submit, at such times and in such form as may be prescribed, such reports as LCLE may require, including quarterly and final fiscal reports, quarterly and final program reports, quarterly program income reports, and annual performance reports. Quarterly Program Reports and Fiscal Reports are due within 15 days of the close of the reporting period. Fiscal Reports are due quarterly. However, if the subgrantee needs to report more frequently, it may submit Fiscal Reports on an interim, "monthly" basis.
- (15) Consultant rate not to exceed \$81.25 per hour or \$650 per 8-hour day unless justified and approved by Louisiana Commission on Law Enforcement prior to obligation or expending of such funds.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:

  
(Name) Mike Touss 2/15/23 (Date)  
Peace Manager  
Authorized Designee  
License #162738 (Title)

bo

CC: MasterFile



# **ADDENDUM VOCA 2021 AWARD LETTERS**

Federal award date:  
September 16, 2021

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Total federal amount awarded - \$14,643,360

Total federal amount obligated - \$13,263,198

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Approved federal and match budget is available for review within LCLE  
grants management system.

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These federal funds are not used for Research and Development.

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 204-211-8172-15

PUBLIC SAFETY FUND

POLICE

CRIME VICTIMS ASSISTANCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	99,928-	91,059.49-	0	8,869-
2023	0	19,528.42-	0	19,528
CLOSED:				
2016	43,244-	20,793.86-	N/A	22,450-
2017	146,622-	62,584.88-	N/A	84,037-
2018	59,869-	77,774.57-	N/A	17,906
2019	125,000-	123,926.73-	N/A	1,073-
2020	120,537-	39,110.87-	N/A	81,426-
2021	66,320-	88,101.99-	N/A	21,782

		ACCOUNT EXCEEDS BUDGET AMOUNT	
ENTER = CONTINUE	CF04 = DSP DETAIL	CF05 = DSP INV JE	
CF01 = EXIT	CF02 = INPUT SCR	CF06 = DSP ENCUMBRANCE	CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2023 - MONTH LAST CLOSED

5/31/23

ACCT: 216-215-8349-01

LCLE

VICTIMS ASSISTANCE

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	291,073	151,215.05	0	139,858
2023	105,700	.00	0	105,700
CLOSED:				
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	77,270	78,193.00	N/A	923--
2020	179,463	67,508.00	N/A	111,955
2021	326,955	248,118.00	N/A	78,837

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 216-215-8112-02

LCLE

VICTIMS ASSISTANCE

OVERTIME PAY-2ND GRANT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	99,928	91,059.49	0	8,869
2023	8,869	19,528.42	0	10,659-
CLOSED:				
2016	0	.00	N/A	0
2017	125,000	40,131.03	N/A	84,869
2018	59,869	59,897.27	N/A	28-
2019	100,000	99,144.19	N/A	856
2020	120,537	53,596.04	N/A	66,941
2021	133,261	88,101.99	N/A	45,159

		ACCOUNT EXCEEDS	BUDGET AMOUNT
ENTER = CONTINUE	CF04 = DSP DETAIL		CF05 = DSP INV JE
CF01 = EXIT	CF02 = INPUT SCR	CF06 = DSP ENCUMBRANCE	CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2023 - MONTH LAST CLOSED

5/31/23

ACCT: 216-000-6342-02

LCLE

NO DEPARTMENT NAME

LCLE VICTIMS ASSISTANCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	362,785	189,383.00-	0	173,402-
2023	114,718	.00	0	114,718-
CLOSED:				
2016	0	.00	N/A	0
2017	186,773	62,661.00-	N/A	124,112-
2018	184,940	185,712.00-	N/A	772
2019	177,271	177,271.00-	N/A	0
2020	300,000	119,114.00-	N/A	180,886-
2021	388,891	247,178.00-	N/A	141,713-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government  
LCLE  
Region 11 SANE Coordinator Project 8  
Budget Amendment  
5/23/2023  
SANE # 6708

		Current	Adjustment	Final
216-000-6342-04	Revenue	(35,157)	(75,933)	(111,090)
216-215-8349-01	Consultants	105,700	75,933	181,633

This grant provides funding for a SANE Nurse Coordinator. The SANE Coordinator provides leadership and coordination of the development and activities of a pool of SANE nurses for a 7 parish region. The Coordinator meets all SANE qualifications to participate in on-call rotation. The Coordinator will interact with persons/departments to ensure the program runs smoothly.

9 months 7-1-22 through 3-31-23

Section IV

**LOUISIANA COMMISSION ON LAW  
ENFORCEMENT**

**LCLE USE ONLY**

Applicant Hereby Applies to the LCLE for Financial  
Support for the Within-Described Project:

Receipt Date	Award Date	Subgrant Numbers
2/14/2022	12/1/2022	2020-VA-01 6708

<b>1. Type of Funds for which you are applying</b>	Victims Of Crime Act- Victims Assistance (Federal 16.575 VOCA)		
<b>2. Applicant</b>	<b>Name Of Applicant:</b> Terrebonne Parish Consolidated Government - Houma Police Department <b>Federal I.D:</b> 726001390 <b>Parish:</b> Terrebonne <b>Street Address Line 1:</b> 8026 Main Street <b>Address Line 2:</b> <b>Address Line 3:</b> PO Box 2768 <b>City:</b> Houma <b>State:</b> LA <b>Zip:</b> 70360-2768 Terrebonne Parish Consolidated Government - Houma Police Department		
<b>3. Recipient Agency</b>	<b>Name:</b> Captain Bobbie O'Bryan <b>Title:</b> Administrator <b>Street Address Line 1:</b> 500 Honduras Street <b>Agency:</b> Terrebonne Parish Consolidated Government - Houma <b>Address Line 2:</b> <b>Address Line 3:</b> PO Box 2768 <b>City:</b> Houma <b>State:</b> LA <b>Zip:</b> 70360-2788 <b>Phone:</b> 985-873-6308 <b>Fax:</b> 985-872-4670 <b>Email:</b> bobryan@tpcg.org <b>Name:</b> Mrs. Jordan Kelly <b>Title:</b> Accountant I <b>Street Address Line 1:</b> 8026 W Main St. <b>Agency:</b> <b>Address Line 2:</b> <b>Address Line 3:</b> <b>City:</b> Houma <b>State:</b> LA <b>Zip:</b> 70360 <b>Phone:</b> 985-873-6446 x1326 <b>Fax:</b> <b>Email:</b> jkelly@tpcg.org		
<b>5. Financial Officer</b>	<b>Name:</b> Captain Bobbie O'Bryan <b>Title:</b> Administrator <b>Street Address Line 1:</b> 500 Honduras Street <b>Agency:</b> Terrebonne Parish Consolidated Government - Houma <b>Address Line 2:</b> <b>Address Line 3:</b> PO Box 2768 <b>City:</b> Houma <b>State:</b> LA <b>Zip:</b> 70360-2788 <b>Phone:</b> 985-873-6308 <b>Fax:</b> 985-872-4670 <b>Email:</b> bobryan@tpcg.org		
<b>6. Contact</b>	<b>Name:</b> Captain Bobbie O'Bryan <b>Title:</b> Administrator <b>Street Address Line 1:</b> 500 Honduras Street <b>Agency:</b> Terrebonne Parish Consolidated Government - Houma <b>Address Line 2:</b> <b>Address Line 3:</b> PO Box 2768 <b>City:</b> Houma <b>State:</b> LA <b>Zip:</b> 70360-2788 <b>Phone:</b> 985-873-6308 <b>Fax:</b> 985-872-4670 <b>Email:</b> bobryan@tpcg.org		
<b>7. Brief Summary of Project</b> (Do Not Exceed Space Provided)	<b>Short Title (May not exceed 50 characters)</b> Region 11 SANE Coordinator Project 8 The SANE Coordinator provides leadership and coordination of the development and activities of a pool of SANE nurses for a 7-parish region. The Coordinator meets all SANE qualifications to participate in on-call rotation. The coordinator will interact w/persons/departments to ensure the program runs smoothly		

**8. Subgrant Budget TOTAL BUDGET BY CATEGORY**

BUDGET CATEGORY	AMOUNT
PERSONNEL	0.00
EMPLOYEE BENEFITS	0.00
TRAVEL (INCLUDING TRAINING)	0.00
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	94,916.00
CONSTRUCTION	0.00
OTHER	0.00
<b>TOTAL</b>	<b>94,916.00</b>

**9. TOTAL BUDGET BY FUND SOURCE**

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	75,933.00	80%
STATE	0.00	
PROJECT INCOME	0.00	
INTEREST	0.00	
STATE MATCH	0.00	
CASH MATCH (NEW APPROP.)	18,983.00	20%
IN-KIND MATCH	0.00	
PROJECT INCOME MATCH	0.00	
<b>TOTAL</b>	<b>94,916.00</b>	<b>100%</b>

**10. Project Start Date:** 7/1/2022 **Project End Date:** 3/31/2023



**SUBGRANT:** 6708

**Short Title:** Region 11 SANE Coordinator Project 8

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and sealed by its proper officials, pursuant to legal action authorizing the same to be done.

_____	Terrebonne Parish Consolidated Government - Houma Police Department
DATE	NAME OF APPLICANT AGENCY

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED OFFICIAL

\_\_\_\_\_  
TITLE OF AUTHORIZED OFFICIAL

(SEAL)

NOTE: The original copy must be signed in ink.  
Titles of all signatories must be inserted.

**LCLE USE ONLY**

In response to this application, LCLE funds are hereby obligated for the project described by the subgrantee in the referenced application, subject to applicant acceptance.

\_\_\_\_\_  
EXECUTIVE DIRECTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Louisiana Commission on Law Enforcement

**12. BUDGET DETAILS****A. AGENCY BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Terrebonne Parish Consolidated Government - Houma Police Department	94,916.00	94,916.00
<b>Total:</b>	<b>94,916.00</b>	<b>94,916.00</b>

**Recipient Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	0.00	0.00
EMPLOYEE BENEFITS	0.00	0.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	0.00	0.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00
CONSULTANTS	94,916.00	94,916.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
<b>Total:</b>	<b>94,916.00</b>	<b>94,916.00</b>

**Applicant Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY SOURCE	YEAR 1	TOTAL
FEDERAL	75,933.00	75,933.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	18,983.00	18,983.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
<b>Total:</b>	<b>94,916.00</b>	<b>94,916.00</b>

12. BUDGET DETAILS

A. AGENCY BUDGETS

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department

YEAR 1

CONSULTANTS - CONSULTANT

Justification: The budget will be used to pay the SANE coordinator for the 9 months of the grant.

COST

Name /	SANE Nurse Coordinator		
Position:			
Service	SANE Nurse Coordinator for Region 11		
Provided:			
	Cost per	Duration	
	30.00 per Hour	x 3163.86667 Hour(s)	94,916.00
Consultants - Consultant - Year 1 Total:			94,916.00

YEAR 1 TOTAL: 94,916.00

13. **SECTIONS:**

A. **LACLE Budget Summary With Cash & InKind Match**

1. Itemize the Budget Category expenditures.

(Verify that the Total Amount equals the Calculated Paid Amount and these totals must equal the Budget Section totals.)

ID	Budget Category	Total Amount	Amount Paid with Federal Dollars	Amount Paid with Federal Match	Amount Paid with Cash Match	Amount Paid with In-Kind Match	Calculated Paid Amounts
1.1	Consultants	94,916	75,933		18,983	0	94,916
Total: Σ		94,916	75,933		18,983	0	94,916

**JOHN BEL EDWARDS**  
GOVERNOR

**State of Louisiana**  
Office of the Governor  
**Louisiana Commission on Law Enforcement  
and Administration of Criminal Justice**

**ORIGINAL**

**JIM CRAFT**  
EXECUTIVE DIRECTOR



December 6, 2022

Honorable Gordon Dove  
Parish President  
Terrebonne Parish Consolidated Government - Houma Police Department  
8026 Main Street  
PO Box 2768  
Houma, Louisiana 70360-2768

Dear Mr. Dove:

I am pleased to inform you that the Louisiana Commission on Law Enforcement (LCLE) approved the application for federal/state funds. Identifying information for this award is as follows:

Subgrant Number:	2020-VA-01-6708 (Use on all correspondence)
Project Title:	"Region 11 SANE Coordinator Project 8"
Project Period:	7/1/2022 - 3/31/2023
Award:	Federal Funds: 2020-VA: \$75,933.00 CFDA No: 16.575
	Federal Award No.: 2020-V2-GX-0010

This is one time funding.

This subgrant is hereby offered on the condition that Terrebonne Parish Consolidated Government - Houma Police Department complies in administering the program, with all the representations contained in its application, as amended, including the standard subgrant conditions that have been incorporated by reference.

Certified Assurances accepted at the time of application outline the requirements for implementation of this project within a prescribed period of time. If this project is not operational within the prescribed period, written notification should be given to LCLE stating reasons for failure to begin on the anticipated start date. Projects remaining not operational for a prescribed period thereafter will require an additional written statement explaining the delay. Where warranted, the LCLE may extend the implementation date further; however, it retains the right to cancel any project not implemented within the prescribed period rather than approve the extension. The award does not obligate the Louisiana Commission on Law Enforcement to fund this project beyond the current period.

Your prompt attention to the condition(s) will ensure the timely release of subgrant funds, however, failure to satisfy the condition(s) may result in cancellation of this subgrant.


The reporting requirements for this subgrant may be found by navigating to the Reporting Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements may cause an interruption in receipt of subgrant funds.

The award of this subgrant will become effective when LCLE receives this letter with your signature (blue ink) as the authorized official of Terrebonne Parish Consolidated Government - Houma Police Department.

It is vital for designated project staff to review the Applicant's Manual to ensure that this program will be conducted in accordance with all applicable guidelines. Future funding is contingent not only on the availability of funding, but proper grant management, which includes meeting the goals and objectives and submitting timely and accurate quarterly, interim and annual reports.

Our staff welcomes questions regarding subgrant matters. If you have programmatic questions, please contact the program manager. Should you have fiscal questions, please contact the Grants Section staff. Their contact information can be obtained via our website, [www.lcle.la.gov](http://www.lcle.la.gov). The LCLE and its staff wish you success in conducting this project.

Sincerely,



Jim Craft  
Executive Director

**SPECIAL CONDITION(S)**

This award is subject to compliance with the following condition(s), in addition to the applicable Standard Subgrant Conditions that have been incorporated by reference:

- (1) If a project is not operational within 60 days of the original starting date of the subgrant period, the subgrantee must report by letter to the State (Louisiana Commission on Law Enforcement) the steps taken to initiate the project, the reasons for delay and the expected starting date.

If a project is not operational within 90 days of the original starting date of the subgrant period, the subgrantee must submit a second statement to the Louisiana Commission on Law Enforcement, explaining the implementation delay. Upon receipt of the 90-day letter, the Louisiana Commission on Law Enforcement may cancel the project and request grantor agency approval to redistribute the funds to other project areas. The Louisiana Commission on Law Enforcement may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period. When this occurs, the appropriate subgrant files and records must so note the extension.



- (2) The applicant agrees to comply with the organizational audit requirements of 2 CFR 200: Uniform Guidance – Subpart F Audit Requirements, Cost Principles, and Audit Requirements – Subpart F Audit Requirements, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) (and any other audits of OJP grants funds) are not satisfactorily and promptly addressed, as further described in the current edition of the DOJ Grants Financial Guide.
- If you have expended \$750,000 or more during the non-Federal entity's fiscal year in Federal awards, you must have a single or program specific audit conducted in that year in accordance with provisions of this part.
- If an audit discloses findings or recommendations, then a corrective action plan must be submitted along with the audit report and it must include the name(s) of the contact person(s) responsible for corrective action, the corrective action planned, and the anticipated completion date. If the auditee does not agree with the audit findings or believes corrective action is not required, then the corrective action plan must include an explanation and specific reasons. LCLE also requires a timetable for performance and/or implementation dates for each recommendation and a description of monitoring to be conducted to ensure implementation.
- Agencies receiving these funds may be subject to LA R.S. 24:513, which requires the submission of financial statements to the Louisiana Legislative Auditor (LLA). To determine the level of engagement and reports required please contact your accounting professional and/or the office of the LLA ([www.la.la.gov](http://www.la.la.gov))
- A copy of the reports/statements/letters submitted as part of the reporting package must be forwarded to the LCLE to [auditor@lcle.la.gov](mailto:auditor@lcle.la.gov) no later than six (6) months after the agency's fiscal year end. Agencies who fail to submit timely audit reports to LCLE are subject to funds being withheld until this requirement is met.
- (3) The subgrantee agrees to comply with all certified assurances made at the time of application.

- (4) The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The applicant also agrees to comply with applicable restrictions on awards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of applicant obligations are posted on the Office of Justice Programs website at <http://www.ojp.gov/funding/sam.html>. (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and re incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name.)
- All applicants must have a Data Universal Numbering System (DUNS Number). Information can be obtained at [www.dnb.com](http://www.dnb.com) or 1-866-705-5711.
- The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (Or with a successor government-wide system officially designated by OMB and OJP). Information can be obtained at [www.sam.gov](http://www.sam.gov).
- SAM renewals completed during an open project period must be forwarded to the appropriate LCLE program manager. Printout must contain the renewal expiration date as well as the Exclusion Yes/No answer.
- (5) Ten percent (10%) of federal funds will be withheld by Louisiana Commission on Law Enforcement until a monitoring review is performed, documented and subsequently approved by Louisiana Commission on Law Enforcement for release of this special condition.
- (6) Subgrantee agrees that it will review pertinent information regarding this subgrant award via the website, [www.lcle.la.gov](http://www.lcle.la.gov). This website contains miscellaneous reporting forms, instructions as well as links to state and federal guidelines that are necessary for compliance as set forth in the Certified Assurances agreed upon at the time of application.
- (7) Reimbursement for any budget line item listed as "TBD" will not be paid until a modification has been submitted to and approved by LCLE specifying the identification of the "TBD" line item.
- (8) The Louisiana State Travel Guidelines stipulate that mileage reimbursement is limited to a 99-mile round trip to attend meetings, trainings, conferences, etc., along with the mandatory use of a rental car using the approved Louisiana state rate. However, there is a state-approved exception to this guideline to receive reimbursement of actual mileage accrued if a subgrantee agency does not have an agency vehicle and/or rental vehicle available to provide direct services to victims of crime.

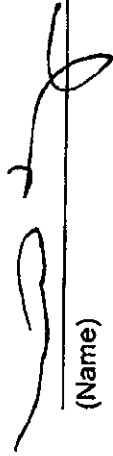
(9) Pre-award costs for the purpose of this condition means: "Costs or expenses incurred from the start date of this project but before LCLE's issuance of the award letter."

Supporting documents must accompany the first quarter's fiscal report. Examples of supporting documents are, but are not limited to:

1. Personnel and Fringe – A payroll register that identifies employee, position, applicable pay period, gross salary, and if any, associated fringe benefits. In addition, time sheets or time and effort certification supporting time devoted to the project (including volunteers log sheets, if applicable).
2. Travel - Mileage logs, lodging invoices, conference agenda, airline receipts, etc.
3. Equipment – Copies of invoices. These invoices should include the vendor's name, invoice number, item description, serial numbers for equipment (if applicable), quantity purchased and invoice amounts.
4. Supplies & Operating Expenses Costs – Invoices or other documents demonstrating an obligation of payment to the vendor. Invoices/documents must identify vendor, item description and invoice amount.
5. Contract Services – signed executed contract, copies of invoices for services. Invoices should include a description of the services billed to the subrecipient. (A duplicate contract is not needed for each fiscal report).

Expenditures reported for the approved pre-award period (start date) will not be approved when expenditure supporting documents are not uploaded with the first fiscal report.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:

 Mike Toups  
Parish Manager  
Authorized Designee  
Record #1627089  
(Name) 12/9/22 (Date)  
(Title)

bo

CC: MasterFile

# **ADDENDUM VOCA 2020 AWARD LETTERS**

Federal award date:  
October 1, 2020

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Total federal amount awarded - \$23,490,366

Total federal amount obligated - \$23,012,619

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Approved federal and match budget is available for review within LCLE  
grants management system.

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These federal funds are not used for Research and Development.

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 216-215-8349-01

LCLE

VICTIMS ASSISTANCE

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	291,073	151,215.05	0	139,858
2023	105,700	.00	0	105,700
CLOSED:				
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	77,270	78,193.00	N/A	923-
2020	179,463	67,508.00	N/A	111,955
2021	326,955	248,118.00	N/A	78,837

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 216-000-6342-04

LCLE

NO DEPARTMENT NAME

SANE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	111,000	75,843.00-	0	35,157-
2023	35,157	.00	0	35,157-
CLOSED:				
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	81,000	91,029.00-	N/A	10,029

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government  
LCLE  
Region 11 SANE Coordinator Project 8  
Budget Amendment  
5/23/2023  
SANE # 7098

		Current	Adjustment	Final
216-000-6342-04	Revenue	(35,157)	(65,933)	(101,090)
216-215-8349-01	Consultants	105,700	65,933	171,633

This grant provides funding for a SANE Nurse Coordinator. The SANE Coordinator provides leadership and coordination of the development and activities of a pool of SANE nurses for a 7 parish region. The Coordinator meets all SANE qualifications to participate in on-call rotation. The Coordinator will interact with persons/departments to ensure the program runs smoothly.

6 mths 4-1-23 through 9-30-23

Section II



**LOUISIANA COMMISSION ON LAW  
ENFORCEMENT**

Applicant Hereby Applies to the LCLE for Financial  
Support for the Within-Described Project.

**LCLE USE ONLY**

Receipt Date	Award Date	Subgrant Number(s)
10/20/2022	2/8/2023	2021-VA-01 7098

<b>1. Type of Funds for which you are applying</b>		Victims Of Crime Act- Victims Assistance (Federal 16.575 VOCA)	
<b>2. Applicant</b>		Name Of Applicant: Terrebonne Parish Consolidated Government - Houma Police Department	
Federal I.D: 726001390		Parish: Terrebonne	
Street Address Line 1: 8026 Main Street		Address Line 3: PO Box 2768	
Address Line 2:		State: LA	
City: Houma		Zip: 70360-2768	
<b>3. Recipient Agency</b>		Terrebonne Parish Consolidated Government - Houma Police Department	
<b>4. Project Director</b>		Name: Captain Bobbie O'Bryan Title: Administrator Agency: Terrebonne Parish Consolidated Government - Houma	
Street Address Line 1: 500 Honduras Street		Address Line 3: PO Box 2768	
Address Line 2:		State: LA	
City: Houma		Zip: 70360-2788	
Phone: 985-873-6308		Email: bobbryan@tpcg.org	
Fax: 985-872-4670		Title: Accountant I Agency:	
<b>5. Financial Officer</b>		Name: Mrs. Jordan Kelly	
Street Address Line 1: 8026 W Main St.		Address Line 3:	
Address Line 2:		State: LA	
City: Houma		Zip: 70360	
Phone: 985-873-6446 x1326		Email: jkelly@tpcg.org	
Fax:		Title: Administrator Agency: Terrebonne Parish Consolidated Government - Houma	
<b>6. Contact</b>		Name: Captain Bobbie O'Bryan	
Street Address Line 1: 500 Honduras Street		Address Line 3: PO Box 2768	
Address Line 2:		State: LA	
City: Houma		Zip: 70360-2788	
Phone: 985-873-6308		Email: bobbryan@tpcg.org	
Fax: 985-872-4670		Title: Administrator Agency: Terrebonne Parish Consolidated Government - Houma	
<b>7. Brief Summary of Project</b>		Short Title (May not exceed 50 characters) Region 11 SANE Coordinator Project 8	
The SANE Coordinator provides leadership and coordination of the development and activities of a pool of SANE nurses for a 7-parish region. The coordinator meets all SANE qualifications to participate in an on-call rotation. The coordinator will interact with persons/departments to ensure the program runs smoothly.			

**8. Subgrant Budget TOTAL BUDGET BY CATEGORY**

BUDGET CATEGORY	AMOUNT
PERSONNEL	0.00
EMPLOYEE BENEFITS	0.00
TRAVEL (INCLUDING TRAINING)	0.00
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	82,416.00
CONSTRUCTION	0.00
OTHER	0.00
<b>TOTAL</b>	<b>82,416.00</b>

**9. TOTAL BUDGET BY FUND SOURCE**

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	65,933.00	80%
STATE	0.00	
PROJECT INCOME	0.00	
INTEREST	0.00	
STATE MATCH	0.00	
CASH MATCH (NEW APPROP.)	16,483.00	20%
IN-KIND MATCH	0.00	
PROJECT INCOME MATCH	0.00	
<b>TOTAL</b>	<b>82,416.00</b>	<b>100%</b>

**10. Project Start Date:** 4/1/2023      **Project End Date:** 9/30/2023

**SUBGRANT:** 7098

**Short Title:** Region 11 SANE Coordinator Project 8

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and ensealed by its proper officials, pursuant to legal action authorizing the same to be done.

_____	Terrebonne Parish Consolidated Government - Houma Police Department
DATE	NAME OF APPLICANT AGENCY

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED OFFICIAL

\_\_\_\_\_  
TITLE OF AUTHORIZED OFFICIAL

(SEAL)

NOTE: The original copy must be signed in ink.  
Titles of all signatories must be inserted.

**LACLE USE ONLY**

In response to this application, LCLE funds are hereby obligated for the project described by the subgrantee in the referenced application, subject to applicant acceptance.

\_\_\_\_\_  
EXECUTIVE DIRECTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Louisiana Commission on Law Enforcement

**12. BUDGET DETAILS****A. AGENCY BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Terrebonne Parish Consolidated Government - Houma Police Department	82,416.00	82,416.00
<b>Total:</b>	<b>82,416.00</b>	<b>82,416.00</b>

**Recipient Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	0.00	0.00
EMPLOYEE BENEFITS	0.00	0.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	0.00	0.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00
CONSULTANTS	82,416.00	82,416.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
<b>Total:</b>	<b>82,416.00</b>	<b>82,416.00</b>

**Applicant Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY SOURCE	YEAR 1	TOTAL
FEDERAL	65,933.00	65,933.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	16,483.00	16,483.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
<b>Total:</b>	<b>82,416.00</b>	<b>82,416.00</b>

SUBGRANT: 7098

Short Title: Region 11 SANE Coordinator Project 8

12. BUDGET DETAILS

A. AGENCY BUDGETS

Line Item Details for: Terrebonne Parish Consolidated Government – Houma Police Department

YEAR 1

CONSULTANTS-CONSULTANT

**Justification:** The budget will be used to pay the SANE coordinator for the 5 months of the grant.

COST

<b>Name / Position:</b>	SANE Nurse Coordinator		
<b>Service Provided:</b>	SANE Nurse Coordinator for Region 11	<b>Cost per</b> 30.00 per Hour	<b>Duration</b> x 2747.2 Hour(s)  82,416.00
		<b>Consultants - Consultant - Year 1 Total:</b>	<b>82,416.00</b>

YEAR 1 TOTAL: 82,416.00

13. SECTIONS:

A. LCLE Budget Summary With Cash & InKind Match

1. Itemize the Budget Category expenditures.

(Verify that the Total Amount equals the Calculated Paid Amount and these totals must equal the Budget Section totals.)

ID	Budget Category	Total Amount	Amount Paid with Federal Dollars	Amount Paid with Federal Match	Amount Paid with Cash Match	Amount Paid with In-Kind Match	Calculated Paid Amounts
1.1	Consultants	82,416	65,933		16,483	0	82,416
Total: Σ		82,416	65,933		16,483	0	82,416

**State of Louisiana**  
Office of the Governor  
Louisiana Commission on Law Enforcement  
and Administration of Criminal Justice

**JOHN BEL EDWARDS**  
GOVERNOR



ORIGINAL

**JIM CRAFT**  
EXECUTIVE DIRECTOR



February 10, 2023

Honorable Gordon Dove  
Parish President  
Terrebonne Parish Consolidated Government -  
Houma Police Department  
8026 Main Street  
PO Box 2768  
Houma, Louisiana 70360-2768

Dear Mr. Dove:

I am pleased to inform you that the Louisiana Commission on Law Enforcement (LCLE) approved the application for federal/state funds. Identifying information for this award is as follows:

Subgrant Number:	2021-VA-01-7098 (Use on all correspondence)
Project Title:	"Region 11 SANE Coordinator Project 8"
Project Period:	4/1/2023 - 9/30/2023
Federal Funds:	2021-VA: \$65,933.00
Award:	CFDA No: 16.575
	Federal Award No.: 15POVC-21-GG-00628-ASSI

This is one time funding.

This subgrant is hereby offered on the condition that Terrebonne Parish Consolidated Government - Houma Police Department complies in administering the program, with all the representations contained in its application, as amended, including the standard subgrant conditions that have been incorporated by reference.

Certified Assurances accepted at the time of application outline the requirements for implementation of this project within a prescribed period of time. If this project is not operational within the prescribed period, written notification should be given to LCLE stating reasons for failure to begin on the anticipated start date. Projects remaining not operational for a prescribed period thereafter will require an additional written statement explaining the delay. Where warranted, the LCLE may extend the implementation date further; however, it retains the right to cancel any project not implemented within the prescribed period rather than approve the extension. The award does not obligate the Louisiana Commission on Law Enforcement to fund this project beyond the current period.

Your prompt attention to the condition(s) will ensure the timely release of subgrant funds, however, failure to satisfy the condition(s) may result in cancellation of this subgrant.

The reporting requirements for this subgrant may be found by navigating to the Reporting Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements may cause an interruption in receipt of subgrant funds.

The award of this subgrant will become effective when LCLE receives this letter with your signature (blue ink) as the authorized official of Terrebonne Parish Consolidated Government - Houma Police Department.

It is vital for designated project staff to review the Applicant's Manual to ensure that this program will be conducted in accordance with all applicable guidelines. Future funding is contingent not only on the availability of funding, but proper grant management, which includes meeting the goals and objectives and submitting timely and accurate quarterly, interim and annual reports.

Our staff welcomes questions regarding subgrant matters. If you have programmatic questions, please contact the program manager. Should you have fiscal questions, please contact the Grants Section staff. Their contact information can be obtained via our website, [www.lcle.la.gov](http://www.lcle.la.gov). The LCLE and its staff wish you success in conducting this project.



Sincerely,



Jim Craft  
Executive Director

SPECIAL CONDITION(S)

This award is subject to compliance with the following condition(s), in addition to the applicable Standard Subgrant Conditions that have been incorporated by reference:

- (1) If a project is not operational within 60 days of the original starting date of the subgrant period, the subgrantee must report by letter to the State (Louisiana Commission on Law Enforcement) the steps taken to initiate the project, the reasons for delay and the expected starting date.

If a project is not operational within 90 days of the original starting date of the subgrant period, the subgrantee must submit a second statement to the Louisiana Commission on Law Enforcement, explaining the implementation delay. Upon receipt of the 90-day letter, the Louisiana Commission on Law Enforcement may cancel the project and request grantor agency approval to redistribute the funds to other project areas. The Louisiana Commission on Law Enforcement may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period. When this occurs, the appropriate subgrant files and records must so note the extension.

- (2) The applicant agrees to comply with the organizational audit requirements of 2 CFR 200: Uniform Guidance – Uniform Administrative Requirements, Cost Principles, and Audit Requirements – Subpart F Audit Requirements, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) (and any other audits of OJP grants funds) are not satisfactorily and promptly addressed, as further described in the current edition of the DOJ Grants Financial Guide.

if you have expended \$750,000 or more during the non-Federal entity's fiscal year in Federal awards, you must have a single or program specific audit conducted in that year in accordance with provisions of this part.

If an audit discloses findings or recommendations, then a corrective action plan must be submitted along with the audit report and it must include the name(s) of the contact person(s) responsible for corrective action, the corrective action planned, and the anticipated completion date. If the auditee does not agree with the audit findings or believes corrective action is not required, then the corrective action plan must include an explanation and specific reasons. LCLE also requires a timetable for performance and/or implementation dates for each recommendation and a description of monitoring to be conducted to ensure implementation.

Agencies receiving these funds may be subject to LA R.S. 24:513, which requires the submission of financial statements to the Louisiana Legislative Auditor (LLA). To determine the level of engagement and reports required please contact your accounting professional and/or the office of the LLA ([www.la.la.gov](http://www.la.la.gov))

A copy of the reports/statements/letters submitted as part of the reporting package must be forwarded to the LCLE to [auditor@lcle.la.gov](mailto:auditor@lcle.la.gov) no later than six (6) months after the agency's fiscal year end. Agencies who fail to submit timely audit reports to LCLE are subject to funds being withheld until this requirement is met.

- (3) The subgrantee agrees to comply with all certified assurances made at the time of application.
- (4) Ten percent (10%) of federal funds will be withheld by Louisiana Commission on Law Enforcement until a monitoring review is performed, documented and subsequently approved by Louisiana Commission on Law Enforcement for release of this special condition. Agency will be notified in writing of any deficiencies noted during the monitoring visit. These deficiencies will delay final release until cleared.
- (5) Subgrantee agrees that it will review pertinent information regarding this subgrant award via the website, [www.lcle.la.gov](http://www.lcle.la.gov). This website contains miscellaneous reporting forms, instructions as well as links to state and federal guidelines that are necessary for compliance as set forth in the Certified Assurances agreed upon at the time of application.
- (6) Reimbursement for any budget line item listed as "TBD" will not be paid until a modification has been submitted to and approved by LCLE specifying the identification of the "TBD" line item.

- (7) The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The applicant also agrees to comply with applicable restrictions on awards to first-tier subrecipients that do not acquire and provide a Unique Entity Identifier (UEI). The details of applicant obligations are posted on the Office of Justice Programs website at <http://www.ojp.gov/funding/sam.html>. (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and re incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name.)

All applicants must have a Unique Entity Identifier (UEI). Information can be obtained at [sam.gov](http://sam.gov).

The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (Or with a successor government-wide system officially designated by OMB and OJP). Information can be obtained at [www.sam.gov](http://www.sam.gov).

SAM renewals completed during an open project period must be forwarded to the appropriate LCLE program manager. Printout must contain the renewal expiration date as well as the Exclusion Yes/No answer.

- (8) Subgrantee assures that it shall submit, at such times and in such form as may be prescribed, such reports as LCLE may require, including quarterly and final fiscal reports, quarterly and final program reports, quarterly program income reports, and annual performance reports. Quarterly Program Reports and Fiscal Reports are due within 15 days of the close of the reporting period. Fiscal Reports are due quarterly. However, if the subgrantee needs to report more frequently, it may submit Fiscal Reports on an interim, "monthly" basis.

- (9) Supporting documents must accompany your designated quarter's fiscal report.



Examples of supporting documents are, but are not limited to:

1. Personnel and Fringe – A payroll register that identifies employee, position, applicable pay period, gross salary, and if any, associated fringe benefits. Time Sheets or time and effort certifications must also be provided.
2. Travel - Mileage logs, lodging invoices, conference agenda, airline receipts, etc.
3. Equipment – Copies of invoices. These invoices should include the vendor's name, invoice number, item description, serial numbers for equipment (if applicable), quantity purchased and invoice amounts.
4. Supplies & Operating Expenses Costs – Invoices or other documents demonstrating an obligation of payment to the vendor. Invoices/documents must identify vendor, item description and invoice amount.
5. Contract Services – signed executed contract, copies of invoices for services. Invoices should include a description of the services billed to the subrecipient. (A duplicate contract is not needed for each fiscal report).

Expenditures will not be approved when expenditure supporting documents are not submitted with a fiscal report.

- (10) The Louisiana State Travel Guidelines stipulate that mileage reimbursement is limited to a 99-mile round trip to attend meetings, trainings, conferences, etc., along with the mandatory use of a rental car using the approved Louisiana state rate. However, there is a state-approved exception to this guideline to receive reimbursement of actual mileage accrued if a subgrantee agency does not have an agency vehicle and/or rental vehicle available to provide direct services to victims of crime.
- (11) All systems developed or purchased and under this subgrant shall meet all specifications for Louisiana Information Based Reporting System (LIBRS) criminal history system reporting as are in effect at the time of the subgrant award.
- (12) Subgrantee agrees to submit all required data to the State's Louisiana Information Based Reporting System (LIBRS)/Uniform Crime Reporting (UCR) Program in accordance with the requirements of the applicable program and to submit all required arrest, fingerprinting cards, and related data to the Bureau of Criminal Identification in the time and manner specified by the Bureau.
- (13) Consultant rate not to exceed \$81.25 per hour or \$650 per 8-hour day unless justified and approved by Louisiana Commission on Law Enforcement prior to obligation or expending of such funds.
- (14) No release of funds by Louisiana Commission on Law Enforcement until prior project, 6708, is finalized.
- (15) Anticipated merit increases during the project period must be factored into the personnel budget at the time of application submission. Requests for increases to the personnel budget after application approval will be denied.
- (16) Signed, executed contract(s) for services or consultants shall be submitted to the Louisiana Commission on Law Enforcement at the time the contract is executed, for approval. Expenditures will not be approved unless this condition is satisfied for each consultant or service approved in the project budget.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:

 (Name)  (Date) 2/15/23

Mike Toups  
Parish Manager  
Authorized Designation  
Record #1627089

bo

CC: MasterFile

# **ADDENDUM VOCA 2021 AWARD LETTERS**

Federal award date:  
September 16, 2021

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Total federal amount awarded - \$14,643,360

Total federal amount obligated - \$13,263,198

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Approved federal and match budget is available for review within LCLE grants management system.

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These federal funds are not used for Research and Development.



Section VI

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**Felicia Aubert**

**From:** Jennifer Gerbasi  
**Sent:** Friday, May 12, 2023 7:03 AM  
**To:** Felicia Aubert  
**Cc:** Kandace Mauldin; Jonnie Dunn  
**Subject:** FMA-2020 SRL Elevation grant  
**Attachments:** FMA-2020 SRL Mitigation Assistance Elevation Program.pdf; Terrobonne Resolution No. 23-178 Flood Mitigation Assistance Elevation Program.pdf; EMT-2020-FM-053 - 0003 Parish EMT-2020-FM-053-0003 State Approval Letter.pdf; EMT-2020-FM-053 - 0003 \_Terrobonne Parish\_Award Package (005) 3.pdf

Greetings,  
Please find attached the approval of the FMA 2020 SRL Elevation program. There is no match from the Parish, it is my understanding that finance still recognizes the budget for reimbursable expenses. We will send you the signed subgrantee agreement when it comes back from the state.

Cheers,  
Jennifer

Jennifer C. Gerbasi  
Terrobonne Parish Consolidated Government  
Recovery Assistance and Mitigation Planning  
8026 Main Street, Second Floor  
Houma, Louisiana 70360  
P: 985-873-6565



223-676-8353-20-053,245  
223-000 6318-20 (953,245)

OFFERED BY: MR. D. J. GUIDRY  
SECONDED BY: MR. C. HARDING

**RESOLUTION NO. 23-178**

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO A SUBGRANTEE AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND THE GOVERNOR'S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS (GOHSEP) TO IMPLEMENT THE FLOOD MITIGATION ASSISTANCE PROGRAM FMA-PI-06-LA-2020-0003.

**WHEREAS**, the Terrebonne Parish Consolidated Government has applied for funding allocated as a result of the yearly Flood Mitigation Assistance (FMA) program through the Federal Emergency Management agency (FEMA) and the National Flood Insurance Program (NFIP), and

**WHEREAS**, by communication from the GOHSEP dated May 2, 2023, the Terrebonne Parish Consolidated Government has been notified that its application for federal assistance allocated to elevate repetitive loss structures was approved by FEMA September 1, 2022; and

**WHEREAS**, the approved funding for the elevation of approximately three (3) flood damaged structures in the Parish is as follows:

Federal Share (100%)	\$ 953,245.00
Non Federal Share (0%)	\$ 0
TOTAL PROJECT AWARD:	\$ 953,245.00

**WHEREAS**, the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) is the grantee under this Hazard Mitigation Assistance Program; and

**WHEREAS**, Terrebonne Parish Consolidated Government is a subgrantee;

**NOW, THEREFORE, BE IT RESOLVED** by the Terrebonne Parish Council that the Parish President is hereby authorized to enter into the appropriate subgrantee agreement with GOHSEP in order to receive funding and implement the FMA Elevation Program.

**THERE WAS RECORDED:**

YEAS: S. Trosclair, B. Pledger, C. Harding, G. Michel, J. Amedée, J. Domangue, D. W. Guidry, Sr., D. Babin, and D. J. Guidry.

NAYS: None.

NOT VOTING: None.

ABSTAINING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this the 8<sup>th</sup> day of May 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 Assembled Council in Regular Session on May 10<sup>th</sup>, 2023, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 11<sup>TH</sup> DAY OF MAY 2023.

  
TAMMY E. TRIGGS  
COUNCIL CLERK





## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

**PROJECT TITLE**  
Resolution authorizing the President to enter into agreement for the Flood Mitigation Assistance Elevation Program.

**PROJECT SUMMARY (200 WORDS OR LESS)**  
Resolution authorizing the Parish President to enter into the appropriate subgrantee agreement with the Governor's Office of Homeland Security and Emergency Preparedness in order to receive funding and implement the Flood Mitigation Assistance Severe Repetitive Loss Elevation Program.

**PROJECT PURPOSE & BENEFITS**  
To enter into an agreement to accept \$253,456.00 of FEMA Hazard Mitigation Assistance funding to elevate two (2) severe repetitive loss structures under the FMA-PJ-06-LA-2020-0003 grant.

TOTAL FUNDING		
\$0		
ACTUAL -- N/A		ESTIMATED
N/A	<u>NO</u>	YES
IF YES AMOUNT BUDGETED:		

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

Chris Pulaski 5/3/2023

Signature Date

May 2, 2023

MEMO TO: Hon. Gordon E. Dove  
Parish President

FROM: Chris Pulaski  
Planning and Zoning Department

SUBJECT: Request for Agenda Item May 8<sup>th</sup> and 10<sup>th</sup>, 2023

---

Please find the following items for your review:

- A resolution authorizing the Parish President to enter into a subgrantee agreement between Terrebonne Parish Consolidated Government and The Governor's Office of Homeland Security and Emergency Preparedness to implement the Flood Mitigation Assistance Program.

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

OFFERED BY:  
SECONDED BY:

RESOLUTION NO. 23-

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO A SUBGRANTEE AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND THE GOVERNOR'S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS (GOHSEP) TO IMPLEMENT THE FLOOD MITIGATION ASSISTANCE PROGRAM FMA-PJ-06-LA-2020-0003.

WHEREAS, the Terrebonne Parish Consolidated Government has applied for funding allocated as a result of the yearly Flood Mitigation Assistance (FMA) program through the Federal Emergency Management agency (FEMA) and the National Flood Insurance Program (NFIP), and

WHEREAS, by communication from the GOHSEP dated May 2, 2023, the Terrebonne Parish Consolidated Government has been notified that its application for federal assistance allocated to elevate repetitive loss structures was approved by FEMA September 1, 2022; and

WHEREAS, the approved funding for the elevation of approximately three (3) flood damaged structures in the Parish is as follows:

Federal Share (100%)	\$ 953,245.00
Non Federal Share (0%)	\$ 0
TOTAL PROJECT AWARD:	\$ 953,245.00

WHEREAS, the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) is the grantee under this Hazard Mitigation Assistance Program; and

WHEREAS, Terrebonne Parish Consolidated Government is a subgrantee;

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council that the Parish President is hereby authorized to enter into the appropriate subgrantee agreement with GOHSEP in order to receive funding and implement the FMA Elevation Program.

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

JOHN BEL EDWARDS  
GOVERNOR



CASEY TINGLE  
DIRECTOR

May 2, 2023

Honorable Gordon Dover  
Parish President  
Terrebonne Parish Consolidated Government  
8026 Main Street  
Houma, Louisiana 70360

ATTN: Jennifer Gerbasi

RE: Approval and Funding  
Terrebonne Parish - SRL Elevation Project  
FMA- EMT-2020-FM-053-0003

Dear President Dove:

On behalf of Governor John Bel Edwards, I am pleased to inform you that your application for Federal assistance, under the Flood Mitigation Assistance (FMA) Program, was approved by FEMA on September 1, 2022 (see enclosures) for the above referenced project. The approved funding for eligible project activities is as follows:

Title	Total Project Cost
Federal Share	\$ 953,245.00
Non – Federal Share	\$ 0.00
Total Project Cost	\$ 953,245.00

A Subrecipient briefing is required for this grant award. The following information will be explained members of your staff:

- Project Performance Period of August 30, 2022 – August 29, 2025
- Reporting Requirements
- Procurement Process
- Process for requesting reimbursement of funds
- Information on Sub-Recipient Management Costs
- Subrecipient Agreement Review
- Closeout Procedures
- Record Retention

Honorable Gordon Dove  
May 2, 2023  
Page 2

If you have any questions, please contact your assigned State Applicant Liaison, Elba Cintron-Meador, at (407) 463-5377 or [elba.cintron-meador@iem.com](mailto:elba.cintron-meador@iem.com)

Sincerely,

A handwritten signature in blue ink, appearing to read "Sean Wyatt", with a large, stylized loop at the end.

Sean Wyatt  
Assistant Deputy Director  
Hazard Mitigation Assistance Division

SW:ecm

Enclosures (4)

Obligation Number:	EMT-2020-FM-053 (0)
Recipient:	Governor's Office of Homeland Security and Emergency Preparedness
Program:	Flood Mitigation Assistance Program

Award of funds is based on the application for Federal Assistance submitted by recipient with the following contingencies:

Terms and conditions of this grant are specified in the attached Agreement Articles.

is established by FEMA in a letter signed by the FEMA Assistance Officer or through issuance of a new FEMA Form 76-10a.

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

1.1 Introduction

1.2 The Federal Emergency Management Agency ("Grantor") has made federal funds available to the State of Louisiana under the Flood Mitigation Assistance Grant Program ("FMA"). CFD 97.029.

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

2.1 Applicable Laws, Regulations and Policies

2.2 Federal

National Flood Insurance Act of 1968 Section 1366 (42 U.S.C. 4104c)  
as amended by the National Flood Insurance Reform Act of 1994, Public Law 103-325  
The Bunning -Bereuter-Blumenauer Flood Insurance Reform Act of 2004, Public Law 108-264  
The Biggert-Waters Flood Insurance Reform Act of 2012, Public Law 112-141

31 United States Code Section 1352

2 Code of Federal Regulations 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

OMB Circular A-102 (Standard Form 424B (Rev. 7-97))

OMB Circular 110

2.3 State

Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721 et seq.

La. R.S. 33:4773(D)

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

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

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

*Louisiana Hazard Mitigation Strategy* (4 volumes)

3.1 Concept of Agreement

3.2 In order to elevate eighteen (18) structures and acquire one (1) structure in the Terrebonne Parish, the Grantor has provided funds to Sub-Recipient through Recipient's FMA Grant Program. Sub-Recipient shall perform the necessary tasks, meet the required milestones, and stay within the FEMA approved scope of work, and budgetary parameters as outlined in the application for this project. (FMA-PJ-06-LA-2020-0003, EMT-2020-FM-E053 (0))

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

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

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

3.4.2 Any changes to the scope of work, or budget shall comply with 2 C.F.R. §200

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



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

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

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

#### 4.1 Summary of Statement of Work

4.2 Pursuant to FMA-PJ-06-LA-2020-0003, EMT-2020-FM-E053 (0), Sub-Recipient shall perform the following tasks within the approved timeframes:

##### 4.2.1 Elevate Five (5) SRL Properties

#### 5.1 Summary of Budget

##### 5.2 Estimated costs per task:

5.2.1 For tasks 4.2.1	\$953,245.00
5.2.2 Total Project Cost	\$953,245.00

##### 5.3 Funding Sources

5.3.1 Federal share	\$953,245.00
5.3.2 Non-Federal share	\$ 0.00

#### 6.1 Liability of Parties

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

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

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

#### 7.1 Legal Authorization

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

#### 8.1 Notice and Contact

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

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


Sean Wyatt  
Assistant Deputy Director, Hazard Mitigation Assistance Division  
Governor's Office of Homeland Security and Emergency Preparedness  
7667 Independence Boulevard  
Baton Rouge, Louisiana 70806

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

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


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

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

BY:  \_\_\_\_\_  
Casey Tingle  
Director

GOVERNOR'S OFFICE OF HOMELAND  
SECURITY AND EMERGENCY PREPAREDNESS

DATE: 5/20/2023

BY:  \_\_\_\_\_  
Hon. Gordon E. Dove  
Parish President  
Mike Toups  
Parish Manager  
Authorized Designee  
DATE: 5/20/2023  
TERREBONNE PARISH CONSOLIDATED GOVERNMENT

DATE: 5/15/23

JESSICA DOMANGUE, CHAIRWOMAN

DISTRICT 1  
BRIEN PLEDGER  
DISTRICT 3  
GERALD MICHEL  
DISTRICT 5  
JESSICA DOMANGUE  
DISTRICT 7  
DANIEL BABIN  
DISTRICT 9  
STEVE TROSCLAIR



JOHN AMEDÉE, VICE-CHAIRMAN

DISTRICT 2  
CARL A. HARDING  
DISTRICT 4  
JOHN P. AMEDÉE  
DISTRICT 6  
DARRIN W. GUIDRY, SR.  
DISTRICT 8  
DIRK J. GUIDRY  
COUNCIL CLERK  
TAMMY E. TRIGGS

Post Office Box 2768 • Houma, LA 70361  
Government Tower Building • 8026 Main Street, Suite 600 • Houma, LA 70360  
Telephone: (985) 873-6519 • FAX: (985) 873-6521  
ttriggs@tpcg.org www.tpcg.org

May 11, 2023

MEMO TO: Chris Pulaski  
Planning & Zoning Director

FROM: Tammy E. Triggs  
Council Clerk

RE: Flood Mitigation Assistance Elevation Program

Attached is an original copy of Resolution No. 23-178 which authorizes Parish President Gordon E. Dove to enter into a subgrantee agreement between the Terrebonne Parish Consolidated Government and the Governor's Office of Homeland Security & Emergency Preparedness (GOHSEP) to implement the Flood Mitigation Assistance Program FMA-PJ-06-LA-2020-0003.

Should you have any questions regarding the Council's action, please feel free to contact me.

/tet

Attachments

cc: Ms. Kandace Mauldin, Chief Financial Officer  
Mrs. Kayla Dupre, Comptroller  
Ms. Jennifer Gerbasi, Recovery Planner  
Mrs. Leilani Adams, Parish President Executive Secretary  
Council Reading File

Section VII

**Kayla Dupre**

**From:** Jeanne Bray  
**Sent:** Friday, May 19, 2023 10:36 AM  
**To:** Felicia Aubert; Kandace Mauldin; Kayla Dupre  
**Cc:** Madeleine Bodin  
**Subject:** RE: HVAC - Need to recognize additional funding

Agreed. Please proceed.

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



**From:** Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>  
**Sent:** Friday, May 19, 2023 7:59 AM  
**To:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>; Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
**Cc:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>; Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** RE: HVAC - Need to recognize additional funding

This additional funding \$27,687.00 needs to be recognized in 151-653-8915-05, this account was short for the Construction. 151-653-8349-01 will need \$10,000 to cover the engineering that amount can come from account 151-302-8342-01.

Thanks,

*Felicia Aubert*

Contract Accountant  
Terrebonne Parish Consolidated Government  
8026 Main Street  
Houma, LA 70360  
985-873-6733 email: [faubert@tpcg.org](mailto:faubert@tpcg.org)

**From:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Sent:** Thursday, May 18, 2023 10:32 AM

151-000-6348-10 (27687)  
151-653-8915-05 27687  
151-653-8349-01 10,000

To: Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
Cc: Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>

Subject: FW: HVAC - Need to recognize additional funding

See the highlighted section at the bottom, this needs to be a budget amendment at the next committee meeting.

From: Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
Sent: Wednesday, May 17, 2023 8:30 AM  
To: Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
Cc: Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>; Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
Subject: HVAC - Need to recognize additional funding

Kandace/Felicia,

Two items:

1. Please recognize the additional funding in the amount of \$27,687 from OCD for this project.
2. As previously discussed with Kandace, we need to issue the execute and record the contract by May 26<sup>th</sup>, so if Felicia can sign off on the construction contract that she is holding we would surely appreciate it!!!

Thanks!!!

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



From: Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
Sent: Thursday, May 4, 2023 8:43 AM  
To: Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
Cc: Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
Subject: RE: HVAC Budget

**Warning: This email and any attachments are UNCLASSIFIED//FOR OFFICIAL USE ONLY (U//FOUO).** because we want to keep the engineering and construction separate. We it done later.

From: Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
Sent: Tuesday, May 2, 2023 10:06 AM  
To: Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
Cc: Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
Subject: FW: HVAC Budget



Kandace,

IF, Leslie nor Kelli, are able to secure the funding from OCD for this project, [REDACTED] to (151-653-8915-05) in the amount of \$28,000 for this week's agenda. If it's possible to do a line item adjustment that would be even better!

Per State Law we have to execute this construction contract by May 29<sup>th</sup>, 2023, so the budget amendment would need to be done this week, so that the public hearing is on May 22<sup>nd</sup>.

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



**From:** Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Sent:** Tuesday, May 2, 2023 9:58 AM  
**To:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
**Subject:** HVAC Budget

Madeleine M Bodin, E.I.  
Engineer In Training  
Terrebonne Parish Consolidated Government  
Engineering Division

Phone: 985-873-6720



Office of Community Development  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

May 16, 2023

151-653-8915-05-27,687.  
151-000-6348-10 27,687.

Honorable Gordon Dove  
President, Terrebonne Parish Consolidated Government  
Post Office Box 2768  
Houma, Louisiana 70361

RE: Request for Additional Funding  
FY 2021 LCDBG-CV HVAC Program  
Contract Number 2000687571

Dear Mr. Dove:

The Parish's request for additional funding for the FY 2021 LCDBG-CV HVAC program, due to the effects of the COVID-19 pandemic on construction bids, has been received and reviewed. The request to increase the construction amount by an additional \$27,687 is approved. This approval is contingent upon the Parish completing a program amendment and submitting the correct, complete documents to our office. Program amendment guidance can be found in the Program Changes and Amendments section of the FY 2021 Grantee Handbook beginning on page 72. Because there is no change in national objective, scope, or beneficiaries, a public hearing will not be required.

Please send the completed program amendment to our office for review by June 16, 2023. If you have any questions, please contact Janelle Dickey at (225) 342-7412.

Sincerely,

Traci Watts  
Director, Local Government Assistance  
Office of Community Development

c: Leslie Jones, Grant Consultant  
Heather Paul, Office of Community Development  
Fenishia Favorite, Office of Community Development  
Denease McGee, Local Government Representative  
File: FY 2021, LCDBG-CV HVAC, Financial Management



## Felicia Aubert

**From:** Jeanne Bray  
**Sent:** Friday, May 19, 2023 10:36 AM  
**To:** Felicia Aubert; Kandace Mauldin; Kayla Dupre  
**Cc:** Madeleine Bodin  
**Subject:** RE: HVAC - Need to recognize additional funding

LIA: from 151-302-8342-01 ~~\$~~10,000.  
to: 151-653-8349-01 \$10,000.

Agreed. Please proceed.

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



**From:** Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>  
**Sent:** Friday, May 19, 2023 7:59 AM  
**To:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>; Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
**Cc:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>; Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** RE: HVAC - Need to recognize additional funding

This additional funding \$27,687.00 needs to be recognized in 151-653-8915-05, this account was short for the Construction. 151-653-8349-01 will need \$10,000 to cover the engineering that amount can come from account 151-302-8342-01.

Thanks,

*Felicia Aubert*

Contract Accountant  
Terrebonne Parish Consolidated Government  
8026 Main Street  
Houma, LA 70360  
985-873-6733 email: [faubert@tpcg.org](mailto:faubert@tpcg.org)

**From:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Sent:** Thursday, May 18, 2023 10:32 AM

Kandace,

IF, Leslie nor Kelli, are able to secure the funding from OCD for this project, I suggest that you do the budget amendment from Engineering Fees (151-302-8342-01) to (151-653-8915-05) in the amount of \$28,000 for this week's agenda. If it's possible to do a line item adjustment that would be even better!

Per State Law we have to execute this construction contract by May 29<sup>th</sup>, 2023, so the budget amendment would need to be done this week, so that the public hearing is on May 22<sup>nd</sup>.

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



**From:** Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Sent:** Tuesday, May 2, 2023 9:58 AM  
**To:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
**Subject:** HVAC Budget

Madeleine M Bodin, E.I.  
Engineer In Training  
Terrebonne Parish Consolidated Government  
Engineering Division  
Phone: 985-873-6720



**To:** Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
**Cc:** Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>  
**Subject:** FW: HVAC - Need to recognize additional funding

See the highlighted section at the bottom, this needs to be a budget amendment at the next committee meeting.

---

**From:** Jeanne Bray <[jbrav@tpcg.org](mailto:jbrav@tpcg.org)>  
**Sent:** Wednesday, May 17, 2023 8:30 AM  
**To:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Cc:** Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>; Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** HVAC - Need to recognize additional funding

Kandace/Felicia,

Two items:

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Thanks!!!

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbrav@tpcg.org](mailto:jbrav@tpcg.org)



---

**From:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Sent:** Thursday, May 4, 2023 8:43 AM  
**To:** Jeanne Bray <[jbrav@tpcg.org](mailto:jbrav@tpcg.org)>  
**Cc:** Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** RE: HVAC Budget

**We are actually going to do it to 151-653-8349-01 (instead of 151-653-8915-05)** because we want to keep the engineering and construction separate. We it done later.

---

**From:** Jeanne Bray <[jbrav@tpcg.org](mailto:jbrav@tpcg.org)>  
**Sent:** Tuesday, May 2, 2023 10:06 AM  
**To:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Cc:** Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** FW: HVAC Budget



Section VIII

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## Kayla Dupre

**From:** Jeanne Bray  
**Sent:** Friday, May 19, 2023 10:36 AM  
**To:** Felicia Aubert; Kandace Mauldin; Kayla Dupre  
**Cc:** Madeleine Bodin  
**Subject:** RE: HVAC - Need to recognize additional funding

Agreed. Please proceed.

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



151-653-8915-05 27,687  
151-653-8349-01 10,000  
151-302-8342-01 (10,000)

---

**From:** Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>  
**Sent:** Friday, May 19, 2023 7:59 AM  
**To:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>; Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
**Cc:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>; Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** RE: HVAC - Need to recognize additional funding

This additional funding \$27,687.00 needs to be recognized in 151-653-8915-05, this account was short for the Construction. 151-653-8349-01 will need \$10,000 to cover the engineering that amount can come from account 151-302-8342-01.

Thanks,

*Felicia Aubert*

Contract Accountant  
Terrebonne Parish Consolidated Government  
8026 Main Street  
Houma, LA 70360  
985-873-6733 email: [faubert@tpcg.org](mailto:faubert@tpcg.org)

---

**From:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Sent:** Thursday, May 18, 2023 10:32 AM

**To:** Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
**Cc:** Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>  
**Subject:** FW: HVAC - Need to recognize additional funding

See the highlighted section at the bottom, this needs to be a budget amendment at the next committee meeting.

**From:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
**Sent:** Wednesday, May 17, 2023 8:30 AM  
**To:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Cc:** Felicia Aubert <[faubert@tpcg.org](mailto:faubert@tpcg.org)>; Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** HVAC - Need to recognize additional funding

Kandace/Felicia,

Two items:

1. Please recognize the additional funding in the amount of \$27,687 from OCD for this project.
2. As previously discussed with Kandace, we need to issue the execute and record the contract by May 26<sup>th</sup>, so if Felicia can sign off on the construction contract that she is holding we would surely appreciate it!!!

Thanks!!!

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



**From:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Sent:** Thursday, May 4, 2023 8:43 AM  
**To:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
**Cc:** Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** RE: HVAC Budget

**We are actually going to do it to 151-653-8349-01 (instead of 151-653-8915-05)** because we want to keep the engineering and construction separate. We it done later.

**From:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
**Sent:** Tuesday, May 2, 2023 10:06 AM  
**To:** Kandace Mauldin <[kmauldin@tpcg.org](mailto:kmauldin@tpcg.org)>  
**Cc:** Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Subject:** FW: HVAC Budget

Kandace,

IF, Leslie nor Kelli, are able to secure the funding from OCD for this project, I suggest that you do the budget amendment from Engineering Fees (151-302-8342-01) to (151-653-8915-05) in the amount of \$28,000 for this week's agenda. If it's possible to do a line item adjustment that would be even better!

Per State Law we have to execute this construction contract by May 29<sup>th</sup>, 2023, so the budget amendment would need to be done this week, so that the public hearing is on May 22<sup>nd</sup>.

Jeanne P. Bray  
Capital Projects Administrator  
Terrebonne Parish Consolidated Government  
Phone: (985) 873-6720  
Email: [jbray@tpcg.org](mailto:jbray@tpcg.org)



**From:** Madeleine Bodin <[mbodin@tpcg.org](mailto:mbodin@tpcg.org)>  
**Sent:** Tuesday, May 2, 2023 9:58 AM  
**To:** Jeanne Bray <[jbray@tpcg.org](mailto:jbray@tpcg.org)>  
**Subject:** HVAC Budget

Madeleine M Bodin, E.I.  
Engineer In Training  
Terrebonne Parish Consolidated Government  
Engineering Division

Phone: 985-873-6720



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 151-000-6348-10

GENERAL FUND

NO DEPARTMENT NAME

HVAC RENOVATIONS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	530,500	.00	0	530,500-
2023	0	.00	0	0
CLOSED:				
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 151-653-8915-05

GENERAL FUND

HOUSING & HUMAN SERVICE

HVAC RENOVATIONS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	530,500	.00	0	530,500
2023	530,500	.00	0	530,500
CLOSED:				
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2023 - MONTH LAST CLOSED

5/31/23

ACCT: 151-653-8349-01

GENERAL FUND  
HOUSING & HUMAN SERVICE  
OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	56,286	52,163.54	0	4,122
2023	10,000	1,624.59	7,621	754
CLOSED:				
2016	500-	848.73	N/A	1,349-
2017	900	350.69	N/A	549
2018	900	3,836.51	N/A	2,937-
2019	250	234.09	N/A	16
2020	500	302.72	N/A	197
2021	2,300	5,737.89	N/A	3,438-

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2023 - MONTH LAST CLOSED

5/31/23

ACCT: 151-302-8342-01

GENERAL FUND  
ENGINEERING  
ENGINEERING FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	90,000	34,593.49	0	55,407
2023	90,000	5,492.90	0	84,507
CLOSED:				
2016	169,500	43,889.30	N/A	125,611
2017	111,000	18,946.72	N/A	92,053
2018	109,987	79,104.69	N/A	30,882
2019	90,000	35,418.48	N/A	54,582
2020	90,000	57,405.97	N/A	32,594
2021	90,000	40,887.40	N/A	49,113

ENTER = CONTINUE

CF01 = EXIT    CF02 = INPUT SCR    CF04 = DSP DETAIL    CF05 = DSP INV JE  
CF06 = DSP ENCUMBRANCE    CF08 = PRT DETAIL

*Section IX*

**Kayla Dupre**

---

**From:** Diane Powell  
**Sent:** Wednesday, May 24, 2023 9:51 AM  
**To:** Kayla Dupre  
**Cc:** Kelli Varnado; Sharon Ellis  
**Subject:** Head Start camera system  
**Attachments:** Terrebonne Head Start Camera 4 Camera Locations.pdf

Kayla,

Here is the quote for the camera system for the four open Head Start Centers. I need your help with approval to move the \$55,733.24 out of the fund balance to pay for this project.

I will let Sharon know you would like a resolution. Thank you for your help.

*Diane*



*229-193-8915-06*

Head Start Administrator  
Terrebonne Parish Head Start  
4800 Hwy 311  
Houma, LA 70360  
985-219-2915 office  
985-856-9525 cell  
985-219-2921 fax





*PROPOSAL TO:*

Terrebonne Parish Consolidated Government – Head Start

*FOR:*

Surveillance Camera System

American Integration Contractors, LLC (AIC)  
Your Source for Custom Integration Services  
[www.getAIC.com](http://www.getAIC.com)

**AIC Consultant, Len Marie**  
504-239-2468  
[Len.Marie@getaic.com](mailto:Len.Marie@getaic.com)





PROPOSAL				
Customer Name	Terrebonne Parish Consolidated Government – Head Start	Date	05/10/2023	Quote No. 230510LM001
Customer Address	Terrebonne Parish Consolidated Government – Head Start Attn.: Diane Powell, Head Start Administrator 985-219-2918; 4800 Hwy 311 Houma, LA 70360 dpowell@tpcg.org	Project Reference	Surveillance Camera System	
		AIC Point of Contact:	Len Marie 504-239-2468 Len.Marie@getaic.com	
State of Louisiana LAPS Contract Number 4400021458 Description: AIC Brand Name Surveillance Equipment				







QTY	PART NUMBER	DESCRIPTION	LIST	DISCOUNT	REVISED/ DISCOUNTED UNIT PRICE	LINE TOTAL
1	102227	Aware Cloud camera - Dome white. 5MP resolution. 30 days retention. AI-powered, IR and advanced microphone array, indoor and outdoor, up to 10 year warranty with an active license.	\$999.00	4.29%	\$956.14	\$956.14
11	102231	Aware Cloud camera - 360 White. 9MP resolution. 30 days retention. AI-powered, IR and advanced microphone array, indoor and outdoor, up to 10 year warranty with an active Aware license.	\$1,299.00	4.29%	\$1,243.27	\$13,675.97
5	102241	Quad black with 30 days retention, multi-sensor camera with four varifocal 5MP camera modules (20MP), IR and HDR capable, with advanced microphone array, indoor and outdoor with IP66 and IK10 rating.	\$3,099.00	4.29%	\$2,966.05	\$14,830.25
12	101977	Pendant mounting cap for Dome and 360 cameras. White.	\$44.00	4.29%	\$42.11	\$505.32
3	102291	Quad Corner bracket	\$139.00	4.29%	\$133.03	\$399.09
5	102297	Quad Wall mount bracket	\$87.00	4.29%	\$83.26	\$416.30
17	101937	Aware 3 year license (per camera, real time video analytics, including 30 days of cloud storage)	\$499.00	4.29%	\$477.59	\$8,119.03
4	200021	AIC 8 port Gigabit easy smart switch with 4-Port PoE	\$472.00	5.00%	\$448.40	\$1,793.60
4	200062	Buddy Powerpack	\$137.41	10.00%	\$123.66	\$494.64
78	600000	Labor - IT - On-site Installation - American Integration Contractors on site installation to include unpacking inventory, assembly of components, rack mounting of chassis, patch cord/cross connects and powering up of equipment. NOTE: Vertical and horizontal wiring and cabling, materials, equipment room, patch panels/frames/racks, etc. and labor. Charges are specifically excluded from the contract Brand Name: American Integration Contractors.	\$166.75	11.00%	\$148.40	\$11,575.20
20	600001	Labor - IT - On-site Software Configuration - American Integration Contractors initial software configuration: The configuration of software to support the routing, switching, feature/function assignments and/or security parameters required on the initial turn up of the equipment and software to deliver a functioning network product to the customer. NOTE: Consulting services of any type to include but not limited to system design, capacity analysis, network performance evaluation as well as any ongoing technical support are specifically excluded Brand Name: American Integration Contractors.	\$166.75	11.00%	\$148.40	\$2,968.00
					<b>TOTAL</b>	<b>\$55,733.54</b>

#### PROPOSAL NOTES:

- Proposal does not include electrical service beyond connection to the electrical service provided by others.
- Proposal assumes electrical and network access will be provided by the agency and available at the time of installation.
- Labor and installation includes travel to and from job site and 2 AIC technicians. Proposal assumes labor for all 4 locations will be scheduled together. If jobs are separated and not done congruent with each other, additional labor costs will be applied in a separate quote.
- 3 year camera license is included in this proposal. The camera license options are available as a 1, 3, and 5 year license per camera.

P.O Box 92996

Lafayette, LA 70509-2996

Page 3 of 5



888-829-8534

[www.getAIC.com](http://www.getAIC.com)





- 162 Hwy 311 Shriever Location – 1 quad cam (Exterior centered above door); 1 quad mount arm, 3 360 cams (2 classrooms and 1 hallway); 4 licenses, 1 PoE; 1 Powerpack
- 1116 Church St Location – 1 quad cam (Exterior corner facing play area, alley and rear of second bldg. next door); 1 quad mount arm, 1 quad mount corner, 3 360 cams (2 classrooms and 1 lunchroom); 4 licenses, 1 PoE, 1 Powerpack
- 5575 N. Bayou Black Dr Gibson Location – 2 quad cams (Exterior play area and rear of building); 2 quad mount arm, 2 quad mount corner; 2 360 cams (1 classroom and 1 admin office); 4 licenses, 1 PoE, 1 Powerpack
- Holy Rosary Church Location – 1 quad cam (Exterior corner of rear building facing play area and rectangle quad area towards bathrooms); 1 quad mount arm, 3 360 cams (2 classrooms and 1 lunchroom); 1 Dome cam (Exterior facing bathrooms to side gate entrance/exit); 5 licenses; 1 PoE; 1 Powerpack

## GENERAL TERMS AND CONDITIONS

- **Applicable Terms:** These General Terms and Conditions govern the purchase and sale of items and services described in an American Integration Contractors, LLC quotation, proposal or similar document (quotation) defining equipment, material and/or services to be provided by American Integration Contractors, LLC.
- **Validity:** Terms and conditions in executed and currently valid Master Service Agreements, Contracts, Subcontracts and/or Blanket Purchase Orders with the Customer named in this quotation supersede these General Terms and Conditions.
- **Firm Offer:** Unless otherwise stated in the quotation, all pricing shall be firm for a period of thirty (30) days from proposal date. American Integration Contractors, LLC reserves the right to revise pricing after the 30-day period for any anticipated or actual increased material, subcontract, labor, or other costs.
- **Sales Tax, Tariffs, Duties:** Unless otherwise stated in the quotation, costs for sales taxes, tariffs, and/or duties are not included in pricing. If applicable, American Integration Contractors, LLC will invoice for same as an additional, separate line item unless American Integration Contractors, LLC is provided with the applicable sales tax exemption certificate which properly relieves American Integration Contractors, LLC' obligation to collect and/or pay subject taxes.
- **Bonding:** Unless otherwise stated in the quotation, costs for performance and payment (P&P) and/or maintenance bonds are not included in our pricing. Requested bonds may be provided at industry standard rates and will be invoiced as an additional, separate line item.
- **Payment:** Unless otherwise stated in the quotation: (i) invoicing shall be progressive and include payment for properly stored material. A proposed schedule of values shall be submitted for approval prior to first invoice to establish progressive values. (ii) Payment terms to be net thirty (30) days. (iii) Price is in US Dollars. (iv) Credit card payments subject to additional 5% fee.
- **Warranty:** Warranty shall include repair or replacement of items furnished by American Integration Contractors, LLC found to be defective due to a manufacturing defect and/or improper workmanship. Unless otherwise stated in the proposal, warranty shall be for a period of twelve (12) months from "Substantial Completion" (date when products are utilized for intended purposes) or eighteen (18) months from delivery, whichever occurs first. Damages as a result of acts of God (lightning, etc.), theft, vandalism or improper care and/or maintenance by Buyer/Customer are excluded from this warranty.
- **Ownership of Materials and Intellectual Property:** All devices, designs (including drawings, plans, specifications, etc.) estimates, prices, notes, electronic data and other documents or information prepared or disclosed by American Integration Contractors, LLC, and all related intellectual property (software, etc.) shall remain American Integration Contractors, LLC' property. With the execution of a Contract, Work Order, Purchase Order, or similar document, American Integration Contractors, LLC grants Buyer/Customer a perpetual non-exclusive, non-transferrable





- license to use application software for its intended purposes. Buyer/Customer shall not disclose such material to third parties without American Integration Contractors, LLC' written consent.
- **Non-Solicitation of Employees:** It is mutually agreed that neither American Integration Contractors, LLC nor Buyer/Customer shall directly or indirectly employ, solicit for employment, advise or recommend to any other persons that such other person employ or solicit for employment any person employed by either party during the term of performance of the work proposed and for a period of one (1) year thereafter.
  - **Cancellation:** If an order based on the quotation is cancelled or suspended following American Integration Contractors, LLC' receipt of an order, Buyer/Customer shall promptly pay American Integration Contractors, LLC for work performed prior to cancellation or suspension and any other incurred direct costs as a result of such cancellation or suspension.
  - **Force Majeure:** American Integration Contractors, LLC shall not be liable for any losses, damages or delays due to causes beyond our reasonable control, including without limitations, acts of God, extreme weather events, fire, delays by others, etc.

American Integration Contractors, LLC  
LA SFM #1242  
LA Statewide Electrical #52406

ACCEPTANCE OF PROPOSAL

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_





*Section I*

---

**Kayla Dupre**

**From:** Diane Powell  
**Sent:** Tuesday, May 30, 2023 9:48 AM  
**To:** Kayla Dupre  
**Cc:** Kelli Varnado  
**Subject:** RE: new position  
**Attachments:** 2022 Disabilities Specialist.doc

Kayla,  
Here is the job description. The grade is 206 for a Program Specialist. Please let me now if you need anything else.  
Thanks for your help.

*Diane*



*239-193*

**Head Start Administrator**  
**Terrebonne Parish Head Start**  
**4800 Hwy 311**  
**Houma, LA 70360**  
**985-219-2915 office**  
**985-856-9525 cell**  
**985-219-2921 fax**



**From:** Kayla Dupre <kdupre@tpcg.org>  
**Sent:** Tuesday, May 30, 2023 9:24 AM  
**To:** Diane Powell <dpowell@tpcg.org>  
**Cc:** Kelli Varnado <kvarnado@tpcg.org>; Krystal Tipton <ktipton@tpcg.org>; J. Dana Ortego <jdortego@tpcg.org>  
**Subject:** RE: new position

Send me the job description and the grade that the new position will be listed.

Thanks,

*Kayla Dupre*

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

**JUNE 15 3 - 8 PM**  
**COASTAL DAY**  
**CIVIC CENTER**  
**TPCG.ORG/COASTAL**

**From:** Diane Powell <[dpowell@tpcg.org](mailto:dpowell@tpcg.org)>  
**Sent:** Friday, May 26, 2023 12:24 PM  
**To:** Kayla Dupre <[kdupre@tpcg.org](mailto:kdupre@tpcg.org)>  
**Cc:** Kelli Varnado <[kvarnado@tpcg.org](mailto:kvarnado@tpcg.org)>; Krystal Tipton <[ktipton@tpcg.org](mailto:ktipton@tpcg.org)>; J. Dana Ortego <[jdortego@tpcg.org](mailto:jdortego@tpcg.org)>  
**Subject:** FW: new position

Kayla,

I want to add a Program Specialist position to the Head Start budget. Rayanna had told me last year that I could afford to do this. Human Resources has approved the job description. I need a budget amendment to add this position. Can you help me with this?

*Diane*



**Head Start Administrator**  
**Terrebonne Parish Head Start**  
**4800 Hwy 311**  
**Houma, LA 70360**  
**985-219-2915 office**  
**985-856-9525 cell**  
**985-219-2921 fax**



**From:** Tammy Triggs <[ttriggs@tpcg.org](mailto:ttriggs@tpcg.org)>  
**Sent:** Friday, May 26, 2023 10:52 AM  
**To:** Diane Powell <[dpowell@tpcg.org](mailto:dpowell@tpcg.org)>  
**Cc:** Tammy Triggs <[ttriggs@tpcg.org](mailto:ttriggs@tpcg.org)>; Keith Hampton <[khampton@tpcg.org](mailto:khampton@tpcg.org)>; Charlie Howard <[choward@tpcg.org](mailto:choward@tpcg.org)>; Elisha Smith <[esmith@tpcg.org](mailto:esmith@tpcg.org)>  
**Subject:** RE: new position

Good Morning Ms. Diane. If you are referring to a budget amendment, it usually comes from the Finance Department and then it is added to the agenda.

**From:** Diane Powell <[dpowell@tpcg.org](mailto:dpowell@tpcg.org)>  
**Sent:** Friday, May 26, 2023 10:39 AM  
**To:** Tammy Triggs <[ttriggs@tpcg.org](mailto:ttriggs@tpcg.org)>  
**Subject:** new position

Tammy,  
I need to add a new position within the Head Start Program. I need to send it to Parish Council for approval to add it to my budget. Do you have a resolution that I could use to help me create mine?

*Diane*



**Head Start Administrator  
Terrebonne Parish Head Start  
4800 Hwy 311  
Houma, LA 70360  
985-219-2915 office  
985-856-9525 cell  
985-219-2921 fax**



TERREBONNE PARISH CONSOLIDATED GOVERNMENT

**JOB DESCRIPTION**

**POSITION TITLE .....** Disabilities Specialist  
**DEPARTMENT .....** Housing & Human Services  
**DIVISION .....** Head Start  
**GRADE .....** 206  
**REVISED .....** 4/04/2022  
**REPORTS TO .....** Head Start Administrator  
**REVIEWED .....**  
**WAGES.....** Salary/Exempt

**SUMMARY:**

Under the supervision of the Head Start Administrator, the Disabilities Specialist will be responsible for the overall direction, administration and coordination of the Disabilities content area as required by the Office of Head Start's Performance Standards. Will coordinate with the local education agency and other appropriate agencies to ensure that each child with special needs obtains the necessary services to succeed developmentally in the Head Start Program and beyond.

**BASIC FUNCTIONS:**

Perform the duties required to address the special education needs of the Head Start children, develop Head Start individual intervention plans for each child with special needs and/or behavioral needs in the Head Start Program.

**JOB REQUIREMENTS:**

1. Must sign and adhere to the TPCG/Head Start Standards of Conduct while employed within the Terrebonne Parish Consolidated Government's Head Start Program.
2. Provides behavioral strategies to individual children with social/emotional behavioral concerns.
3. Coordinates with Education Specialist, the development of Individual Program Plans (IPP) for the children with special needs; attends IEP meetings. Attends all Early Childhood Education meeting meetings to ensure that any Head Start child referred obtains the necessary services to meet his/her needs or family's needs.
4. Coordinates with teaching staff to support with the Case Management Team to review the needs of Head Start children and families with disabilities/special needs to determine intervention plans and any professional development training needs of the teaching staff members.
5. Coordinates with all other Program Specialists to ensure that the proper services to children and families in the Head Start Program have been coordinated.
6. Assists with the preparation of the PIR, Self-Assessment, Community Assessment, and budget planning throughout the program year.
7. Assists with the preparation of annual budget related to assigned areas of responsibility.
8. Performs other duties as assigned by Supervisor.

**OTHER REQUIREMENTS:**

1. The ability to effectively communicate with others, including giving and receiving feedback on the quality of services.
- 2.
3. Attends workshops, conferences, and seminars as related to content areas assigned.

4. Attends meetings as assigned by the supervisor.
5. Assists in recruitment, registration, etc., as necessary.

**EDUCATION/EXPERIENCE:**

1. At a minimum, a baccalaureate degree, preferably related to Early Childhood Education, Special Education, or related field (HSPPS 1302.91 (d) (1)).
2. Requires a minimum of (2) years experience in the field of early childhood education and/or special education.
3. Must have some knowledge of computers.
4. Must possess a valid Louisiana Driver's License.
5. Must be able to effectively communicate with different socio-economic individuals and families.
6. Must possess good writing skills.
7. Must be flexible in job assignments and work hours.

I have reviewed and understand the job requirements for the position of Social Services Specialist. I accept these responsibilities and will carry out these job duties that are assigned.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date



## 2023 SALARIES & FRINGES WORKSHEET

Head Start

				ESTIMATED ANNUAL AMOUNT	6 MONTHS
A. Current Salaries				43,701	21,851
FICA	6.20%	2,709	8121-01		1,355
MEDICARE	1.45%	634	8121-02		317
PENSION - Use Applicable % below	7.50%	3,278	8122-01		1,639
UNEMPLOYMENT COMPENSATION	1.50%	656	8132-01		328
WORKER'S COMPENSATION	1.57%	686	8133-01		343
GROUP INSURANCE		13,000	8131-01		6,500
				<u>64,663</u>	<u>32,333</u>

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 239-193-8131-01

HUD HEAD START PROGRAM

PLANNING

GROUP INSURANCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	353,800	174,530.50	0	179,270
2023	418,300	88,789.83	0	329,510
CLOSED:				
2016	260,800	265,123.70	N/A	4,324-
2017	329,800	262,868.07	N/A	66,932
2018	322,500	271,766.92	N/A	50,733
2019	330,576	265,889.12	N/A	64,687
2020	302,800	258,943.78	N/A	43,856
2021	320,050	250,314.55	N/A	69,735

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 239-193-8133-01

HUD HEAD START PROGRAM

PLANNING

WORKMEN'S COMPENSATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	10,790	9,550.06	0	1,240
2023	17,941	2,922.73	0	15,018
CLOSED:				
2016	13,436	11,214.95	N/A	2,221
2017	13,477	11,971.64	N/A	1,505
2018	13,683	10,487.28	N/A	3,196
2019	15,435	10,172.22	N/A	5,263
2020	12,674	10,378.57	N/A	2,295
2021	12,848	10,870.08	N/A	1,978

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 239-193-8132-01

HUD HEAD START PROGRAM

PLANNING

UNEMPLOYMENT COMPENSATION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	16,288	12,849.53	0	3,438
2023	17,147	3,499.34	0	13,648
CLOSED:				
2016	13,019	14,931.24	N/A	1,912-
2017	13,023	15,249.20	N/A	2,226-
2018	15,866	15,084.25	N/A	782
2019	16,191	15,438.16	N/A	753
2020	16,388	16,176.83	N/A	211
2021	16,614	15,207.24	N/A	1,407

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

5/31/23

APRIL 30, 2023 - MONTH LAST CLOSED

ACCT: 239-193-8122-01

HUD HEAD START PROGRAM

PLANNING

PENSION

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	70,754	55,960.96	0	14,793
2023	73,580	25,373.71	0	48,206
CLOSED:				
2016	74,310	69,584.12	N/A	4,726
2017	72,100	71,525.54	N/A	574
2018	68,656	64,504.58	N/A	4,151
2019	69,911	67,631.85	N/A	2,279
2020	75,042	70,954.32	N/A	4,088
2021	72,386	64,333.73	N/A	8,052

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2023 - MONTH LAST CLOSED

5/31/23

ACCT: 239-193-8121-02

HUD HEAD START PROGRAM

PLANNING

MEDICARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	15,745	11,480.02	0	4,265
2023	16,575	5,081.42	0	11,494
CLOSED:				
2016	15,102	13,560.41	N/A	1,542
2017	15,107	13,850.09	N/A	1,257
2018	15,337	13,693.18	N/A	1,644
2019	15,651	14,039.67	N/A	1,611
2020	15,842	14,789.12	N/A	1,053
2021	16,060	13,901.86	N/A	2,158

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2023 - MONTH LAST CLOSED

5/31/23

ACCT: 239-193-8121-01

HUD HEAD START PROGRAM

PLANNING

FICA

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	67,323	49,087.32	0	18,236
2023	70,873	21,727.87	0	49,145
CLOSED:				
2016	64,576	57,982.87	N/A	6,593
2017	64,596	59,221.78	N/A	5,374
2018	65,580	58,550.94	N/A	7,029
2019	66,923	60,030.80	N/A	6,892
2020	67,738	63,236.43	N/A	4,502
2021	68,671	59,442.90	N/A	9,228

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



ACCT: 239-193-8111-01

HUD HEAD START PROGRAM

PLANNING

SALARIES & WAGES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2022	1,085,849	861,695.97	0	224,153
2023	1,143,119	402,479.38	0	740,640
CLOSED:				
2016	1,041,547	998,828.43	N/A	42,719
2017	1,041,873	1,017,177.80	N/A	24,695
2018	1,053,291	1,003,854.76	N/A	49,436
2019	1,079,397	1,031,590.64	N/A	47,806
2020	1,092,552	1,056,162.66	N/A	36,389
2021	1,190,952	1,011,930.24	N/A	179,022

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL