
TERREBONNE PARISH COUNCIL

PUBLIC SERVICES COMMITTEE

Mr. Carl Harding	Chairman
Mr. Darrin W. Guidry, Sr.	Vice-Chairman
Mr. Brien Pledger	Member
Mr. Gerald Michel	Member
Mr. John Amedee	Member
Ms. Jessica Domangue	Member
Mr. Daniel Babin	Member
Mr. Dirk J. Guidry	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
5:40 PM

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

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. All comments must be addressed to the Council as a whole. Addressing individual Council Members or Staff is not allowed. Speakers should be courteous in their choice of words and actions and comments shall be limited to the issue and cannot involve individuals or staff related matters. Thank you.

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

CALL MEETING TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Informational update on the status of street light repairs following Hurricane Ida.
2. **RESOLUTION:** Ratifying the appointment of David A. Waitz Engineering and Surveying, Inc. to provide professional engineering services relative to the replacement of existing cast iron gas lines, project known as Cast Iron Gas Line Improvements, Highway 24 Area, Phase XXI, Project Number 23-GAS-28.

3. **RESOLUTION:** Providing for the acceptance of work performed by Berry Bros. General Contractors, Inc., in accordance with the Certificate of Substantial Completion for Parish Project 22-LOCK-49, Bayou Terrebonne Lock Emergency Repairs, Terrebonne Parish, Louisiana.
4. **RESOLUTION:** Authorizing the Parish President to amend the contract with SOBIS, Inc. for the Terrebonne Parish Hazard Mitigation Plan Update and associated research and data entry.
5. **RESOLUTION:** Authorizing the Parish President to amend the contract with T Baker Smith to continue work on the Oyster Bed Surge Protection System/Living Shoreline for Lakes Chien and Tambour.
6. **RESOLUTION:** Providing for the acceptance of work performed by Sealevel Construction Inc., in accordance with the Certificate of Substantial Completion for Parish Project No. 16-DRA-67, State No. H.011459, Lower Little Caillou Pump Station Replacement (D-04), Terrebonne Parish, Louisiana.
7. Introduce an ordinance to restructure Chapter 6 of the Terrebonne Parish Code of Ordinances by amending Sections 6-122 and 6-127 to regulate the use of advertisement signs and call a public hearing on said matter on Wednesday, June 28, 2023 at 6:30 p.m.
8. Introduce an Ordinance to authorize the relocation of a Terrebonne Parish Precinct Polling Location for the election of October 14, 2023, and all subsequent elections and call a public hearing on said matter on Wednesday, June 28, 2023, at 6:30 p.m.
9. Adjourn

Category Number:
Item Number:



Monday, June 12, 2023

Item Title:
INVOCATION

Item Summary:
INVOCATION

Category Number:
Item Number:



Monday, June 12, 2023

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE



Monday, June 12, 2023

Item Title:

Informational Update: Status of Street Light Repairs

Item Summary:

Informational update on the status of street light repairs following Hurricane Ida.

ATTACHMENTS:

Description

Executive Summary

Upload Date

5/31/2023

Type

Executive Summary

EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Informational Update: Status of Street Light Repairs

PROJECT SUMMARY (200 WORDS OR LESS)

Informational update on the status of street light repairs following Hurricane Ida.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

N/A

TOTAL EXPENDITURE

N/A

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECTALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

**IF YES AMOUNT
BUDGETED:**

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

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4

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6

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8

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Gerald Michel

05/31/2023

Signature

Date _____



Monday, June 12, 2023

Item Title:

Cast Iron Gas Line Improvement Hwy 24 Phase 21

Item Summary:

RESOLUTION: Ratifying the appointment of David A. Waitz Engineering and Surveying, Inc. to provide professional engineering services relative to the replacement of existing cast iron gas lines, project known as Cast Iron Gas Line Improvements, Highway 24 Area, Phase XXI, Project Number 23-GAS-28.

ATTACHMENTS:

Description	Upload Date	Type
Cast Iron Gas Line Improvement Hwy 24 Phase 21	6/1/2023	Executive Summary
Cast Iron Gas Line Improvement Hwy 24 Phase 21	6/1/2023	Resolution
Cast Iron Gas Line Improvement Hwy 24 Phase 21	6/1/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Cast Iron Gas Line Improvements, Highway 24 Area, Phase 21, Project Number 23-GAS-28

PROJECT SUMMARY (200 WORDS OR LESS)

A resolution appointing David A. Waitz Engineering & Surveying, Inc. to provide professional engineering services for the Cast Iron Gas Line Improvements, Highway 24 Area, Phase 21.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The project will upgrade and replace approximately 2,000 linear feet of cast iron with 4" PE along Highway 24. This upgrade will improve the flow and increase the operating pressure of the existing gas distribution system.

TOTAL EXPENDITURE

\$61,374.94

303-806-8917-04

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

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4

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6

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A handwritten signature in black ink, appearing to read "David A. Waitz".

Signature

A handwritten date "6/1/23" in black ink.

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A resolution ratifying the appointment of David A. Waitz Engineering and Surveying, Inc. to provide professional engineering services relative to the replacement of existing cast iron gas lines, project known as Cast Iron Gas Line Improvements, Highway 24 Area, Phase XXI, Project Number 23-GAS-28.

WHEREAS, David A. Waitz Engineering and Surveying, Inc. will provide professional engineering services relative to the replacement of existing cast iron gas lines, and

NOW THEREFORE BE IT RESOLVED, by the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, that the appointment of David A. Waitz Engineering and Surveying, Inc. to provide professional engineering and land surveying services, be and is hereby approved, and

BE IT FURTHER RESOLVED, that the Parish President 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:

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

* * * * *

I, TAMMY E. TRIGGS, Clerk of Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted and ratified by the Assembled Council in Regular Session on _____, 2023 at which meeting a quorum was present.

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

TAMMY E. TRIGGS, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

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



Jacob A. Waitz, P.E., L.S.I.

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

James M. Templeton, P.L.S.

May 22, 2023

VIA: E-Mail: ebrown@tpcg.org

Terrebonne Parish Consolidated Government
P.O. Box 2768
Houma, LA 70361

Attention: Mr. Ernest Brown, Jr., Utilities Director

RE: TRANSMITTAL OF REVISED PROBABLE COSTS – CAST IRON GAS LINE IMPROVEMENT,
HIGHWAY 24 AREA, PHASE 21 - TERREBONNE PARISH CONSOLIDATED GOVERNMENT –
ENGINEER'S PROJECT NO. 2023-046

Dear Ernest,

The purpose of this communication is to provide you with revised costs for cast iron gas line improvement, Highway 24 Area, Phase 21. The scope is to replace approximately 8,500 linear feet of cast iron gas line with 4" P.E. gas line. Following are the details for the project:

Estimated Project Cost.....\$ 377,935.70

This phase is to be constructed through the parish maintenance contract. We have attached to this letter a Summary of Estimated Quantities for Construction along with the Probable Cost including Basic Engineering and Additional Services for the project.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

DAVID A. WAITZ
ENGINEERING AND SURVEYING, INC.

Jacob A. Waitz, P.E., L.S.I.

JAW/dth

Attachments: Summary of Estimated Quantities
Probable Cost

Cc: Mr. Mike C. Toups, Parish Administrator – (mctoups@tpcg.org)
File (with attachments)

SUMMARY OF ESTIMATED QUANTITIES
AND PROBABLE COST
CAST IRON GAS LINE IMPROVEMENTS, HIGHWAY 24 AREA, PHASE 21
5/22/2023

A. ESTIMATED CONSTRUCTION COST \$316,560.76

B. BASIC COST

PRELIMINARY DESIGN	\$5,081.24
FINAL DESIGN	\$15,243.72
BIDDING	\$1,693.75
CONSTRUCTION ADMINISTRATION	<u>\$11,856.23</u>

TOTAL BASIC COST \$33,874.94

MEASURE EXISTING CONDITIONS	\$15,000.00
RIGHT-OF-WAY	\$2,500.00
PROJECT REPRESENTATIVE	\$5,000.00
PERMITS	\$3,500.00
REIMBURSABLE EXPENSES	<u>\$1,500.00</u>

TOTAL ADDITIONAL SERVICES \$27,500.00

TOTAL BASIC ENGINEERING SERVICES &
ADDITIONAL SERVICES \$61,374.94

TOTAL ESTIMATED PROJECT COST----- \$377,935.70

SUMMARY OF ESTIMATED QUANTITIES
AND PROBABLE COST
CAST IRON GAS LINE IMPROVEMENTS, HIGHWAY 24 AREA, PHASE 21
5/22/2023

ITEM NO.	DESCRIPTION	UNIT	APPROX. QUANTITY	UNIT PRICE	TOTAL
1(A)	2" SDR 11 PE GASLINE	LINEAR FEET	0	\$12.00	\$0.00
1(B)	4" SDR 11 PE GASLINE	LINEAR FEET	8,500	\$18.00	\$153,000.00
2(A)	2" PE VALVE/BOX	EACH	0	\$483.52	\$0.00
2(B)	4" PE VALVE/BOX	EACH	2	\$807.35	\$1,614.70
3(A)	2" TIE-IN TO EXISTING PE GAS MAIN	EACH	0	\$1,500.00	\$0.00
3(B)	2" TIE-IN TO EXISTING PVC GAS MAIN	EACH	0	\$3,105.19	\$0.00
3(C)	4" TIE-IN TO EXISTING PE GAS MAIN	EACH	0	\$634.35	\$0.00
3(D)	4" TIE-IN TO EXISTING CAST IRON GAS MAIN	EACH	2	\$2,000.00	\$4,000.00
4	ABANDON EXISTING GAS VALVES	EACH	2	\$288.34	\$576.68
5	1" GAS SERVICE PIPE	LINEAR FEET	7,300	\$10.00	\$73,000.00
6	1" SERVICE RISER	EACH	50	\$500.00	\$25,000.00
7	BORE 1" GAS SERVICE LINE	LINEAR FEET	7,300	\$0.00	\$0.00
8(A)	TUNNELING 2" GASLINE	LINEAR FEET	0	\$0.00	\$0.00
8(B)	TUNNELING 4" GASLINE	LINEAR FEET	0	\$0.00	\$0.00
8(C)	TUNNELING 1" GAS SERVICE LINE	LINEAR FEET	0	\$0.00	\$0.00
9(A)	BORE 2" GASLINE	LINEAR FEET	0	\$0.00	\$0.00
9(B)	BORE 4" GASLINE	LINEAR FEET	8,500	\$0.00	\$0.00
10(A)	CUT & PLUG EXISTING 2" CI GASLINE	EACH	0	\$221.80	\$0.00
10(B)	CUT & PLUG EXISTING 2" PE GASLINE	EACH	0	\$0.00	\$0.00
10(C)	CUT & PLUG EXISTING 4" CAST IRON GASLINE	EACH	2	\$182.98	\$365.96
11	SURFACE LIMESTONE HAULED & SPREAD	CUBIC YARD	50	\$75.41	\$3,770.50
12	CONCRETE SAW CUT	LINEAR FEET	100	\$9.76	\$976.00
13(A)	REMOVE & REPLACE ASPHALT STREET	SQUARE YARD	0	\$106.46	\$0.00
13(B)	REMOVE & REPLACE CONCRETE STREET	SQUARE YARD	0	\$106.46	\$0.00
13(C)	REMOVE & REPLACE CONCRETE DRIVEWAY (6" THICK)	SQUARE YARD	75	\$106.46	\$7,984.50
13(D)	REMOVE & REPLACE CONCRETE SIDEWALK (4" THICK)	SQUARE YARD	25	\$75.41	\$1,885.25
14	GRANULAR BACKFILL	CUBIC YARD	100	\$57.67	\$5,767.00
15	HANDICAP RAMP	EACH	0	\$942.65	\$0.00
16	SANITARY SEWER LINE CLEANING	LINEAR FEET	2,000	\$1.24	\$2,480.00
17	CLOSED CIRCUIT TELEVISION INSPECTION OF SANITARY SEWER LINE	LINEAR FEET	2,000	\$1.29	\$2,580.00
18	INSPECTION OF SEWER SERVICE LATERALS	EACH	22	\$195.18	\$4,293.96
19	RESET-UP FOR CLOSED CIRCUIT TELEVISION INSPECTION DUE TO BLOCKED SEWER LINE	EACH	2	\$243.98	\$487.96
20	BAYOU CROSSING	EACH	0	\$25,000.00	\$0.00
21	REMOVE AERIAL CROSSING	LUMP SUM	0	\$3,000.00	\$0.00
22	10% CONTINGENCY	PERCENT	10.0%	\$287,782.51	\$28,778.25

ESTIMATED CONSTRUCTION COST: \$316,560.76

Category Number:
Item Number: 3.



Monday, June 12, 2023

Item Title:

BT Lock Emergency Repairs SC

Item Summary:

RESOLUTION: Providing for the acceptance of work performed by Berry Bros. General Contractors, Inc., in accordance with the Certificate of Substantial Completion for Parish Project 22-LOCK-49, Bayou Terrebonne Lock Emergency Repairs, Terrebonne Parish, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	6/8/2023	Executive Summary
Resolution	6/8/2023	Resolution
Backup	6/8/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
22-LOCK-49	Bayou Terrebonne Lock Emergency Repairs

PROJECT SUMMARY (200 WORDS OR LESS)
Repairs to the Bayou Terrebonne Lock

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
This certificate of Substantial Completion applies to all Work that has been inspected and that the work is substantially completed in accordance with the Contract Documents.

TOTAL EXPENDITURE		
N/A		
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)		
ACTUAL	ESTIMATED	
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)		
N/A	NO	<u>YES</u>
IF YES AMOUNT BUDGETED:		\$1,178,950.00

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

Jeanne P. Bray

6/8/2023

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION

A resolution providing for the acceptance of work performed by Berry Bros. General Contractors, Inc., in accordance with the Certificate of Substantial Completion for Parish Project 22-LOCK-49, Bayou Terrebonne Lock Emergency Repairs, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated March 20, 2023 with Berry Bros. General Contractors, Inc., for Parish 22-LOCK-49, Bayou Terrebonne Lock Project, Terrebonne Parish, Louisiana, as will be seen by reference to said contract which is recorded under Entry No. 1668953 of the records of Terrebonne Parish, and

WHEREAS, the work performed has been inspected by authorized representatives of the Owner, Engineer, and Contractor and found to be substantially complete, and

WHEREAS, the Engineer for this project, GIS Engineering, LLC, recommends the acceptance of the substantial completion, and

NOW, THEREFORE BE IT RESOLVED that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby accept the work performed, effective as of the date of recording of this resolution, and does authorize and direct the Clerk of Court and Ex-Officio Recorder of Mortgages of Terrebonne Parish to note this acceptance thereof in the margin of the inscription of said contract under Entry No. 1668953 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be forwarded to the Engineer, GIS Engineering, LLC, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be recorded in the office of the Clerk of Court of Terrebonne Parish to commence a 45-day clear lien period, and

BE IT FURTHER RESOLVED that the Administration is authorized to make payment of retainage upon the presentation of a Clear Lien Certificate.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

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

I, TAMMY TRIGGS, Clerk of the Terrebonne Parish Council, Houma, Louisiana, do hereby certify that the foregoing is a true and correct copy of the RESOLUTION adopted by the Terrebonne Parish Council on _____, 2023, at which meeting a quorum was present.

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

TAMMY TRIGGS, CLERK
TERREBONNE PARISH COUNCIL



ENGINEERING LLC

Coastal Design & Infrastructure

197 Elysian Dr.
Houma, LA 70363
P: (985) 219-1000 | F: (985) 475-7014
www.gisyeng.com

June 7, 2023

Terrebonne Parish Consolidated Government
8026 Main St.,
Houma, LA 70360

Attention: Ms. Jeanne Bray, Capital Projects Administrator
Subject: Substantial Completion Recommendation
Reference: Bayou Terrebonne Lock Miter Gate Repairs
Parish Project No. 22-LOCK-49
GIS Project No. 39130-1379

Ms. Bray,

Based on the Inspection performed by GIS Engineering, LLC on May 31, 2023 in the presence of TPCG (Owner) and Berry Bros. General Contractors, Inc. (Contractor) Representatives, and according to the Contract Documents and Technical Specifications, we consider the project referenced above to be "Substantially Complete". Enclosed you will find the partially executed Substantial Completion Certificate inclusive of the punch list.

Upon review and approval of the Terrebonne Parish Council, please execute and retain one (1) copy for your records, record one (1) copy with the Terrebonne Parish Clerk of Court office, and return the remaining copies to GIS. Upon receipt of the fully executed and recorded certificate, we will distribute a copy to the Contractor.

If you have any questions or require any additional information, please contact me at (985) 219-1000.

Sincerely,

Austin P. Hebert, E.I.
Project Manager
Coastal Design & Infrastructure
GIS Engineering, LLC

Enclosures

Cc: Jules Hebert – TPCG Legal
Jeanne Bray - TPCG
David Rome – TPCG
Reggie Dupre – TLCD
Jacob Dagate – TLCD Legal
Chris Jeanice – GIS
Jacob Donnes – GIS
Trey Middleton - GIS

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT: **BAYOU TERREBONNE LOCK MITER GATE REPAIRS**

TPCG PROJECT NO.: **22-LOCK-49**

DATE OF ISSUANCE: **June 3, 2023**

OWNER: **TERREBONNE PARISH CONSOLIDATED GOVERNMENT**

OWNER'S CONTRACT NO. **22-LOCK-49**

CONTRACTOR: **BERRY BROS. GENERAL CONTRACTORS, INC.** ENGINEER: **GIS ENGINEERING, LLC**

This Certificate of Substantial Completion applies to all Work required as per the Contract Documents for the project above referenced.

TO: **TERREBONNE PARISH CONSOLIDATED GOVERNMENT**

OWNER

AND TO: **BERRY BROS, GENERAL CONTRACTORS, INC**

CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on:

May 31, 2023

DATE OF SUBSTANTIAL COMPLETION

From the date of Substantial Completion the responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

OWNER: As per Contract Documents

CONTRACTOR: As per Contract Documents

The following documents are attached to and made part of this Certificate:

- Punch List

A clear lien period, of no less than forty-five (45) consecutive calendar days, shall commence within twenty-one (21) days from the receipt of the present Certificate, as specified in Paragraph 14.11, Section I General Conditions of the Contract Documents.

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

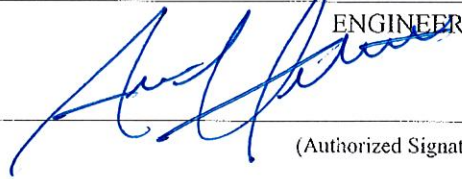
Executed by ENGINEER on:

June 7, 2023

GIS ENGINEERING, LLC

ENGINEER

By:



(Authorized Signature)

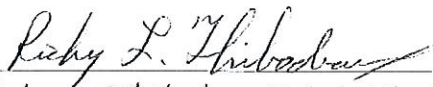
CONTRACTOR accepts this Certificate of Substantial Completion on :

June 7, 2023

BERRY BROS. GENERAL CONTRATORS, INC.

CONTRACTOR

By:


Ricky L. Thibodeaux (Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on:

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

OWNER

By:

(Authorized Signature)

DATE: Tuesday, June 6, 2023
PROJECT: Bayou Terrebonne Lock Miter Gate Repairs
PROJECT NO.: 22-LOCK-49
OWNER: Terrebonne Parish Consolidated Government
CONTRACTOR: Berry Bros. General Contractors, Inc.
ENGINEER: GIS Engineering, LLC

ITEM #	DESCRIPTION OF ITEM	DESCRIPTION OF COMPLETION/CORRECTION	VALUE*
1	Complete rip rap replacement along cofferdam location and confirm depth is not higher than -10 at any location		\$ 7,500.00
			\$ -
2	Complete painting of repaired handrails on east side and touch-ups on west side		\$ 1,000.00
			\$ -
3	Troubleshoot and repair camera system that is not functioning on east bay wall (4 cameras)		\$ 2,500.00
			\$ -
4	Complete topside grout repair on west side bay wall and paint		\$ 1,000.00
			\$ -
5	Complete timber repairs on southeast timber wall; change two bolts when they are delivered		\$ 2,500.00
			\$ -
6	Deliver needle girders, needle pins, and all associated material to Boudreaux Canal lock		\$ 7,500.00
			\$ -
7	Replace damaged bit on timber cluster		\$ 1,000.00
			\$ -
8	Touch-up painting along west side walkway cut-outs and other affected areas		\$ 1,000.00
			\$ -
9	Place removed damaged timber sections on provided TLCD trailer		\$ 1,000.00
			\$ -
10			\$ -
			\$ -
11			\$ -
			\$ -
12			\$ -
			\$ -
PUNCH LIST TOTAL			\$ 25,000.00

* Includes estimated Mobilization and Demobilization fee.

Category Number:
Item Number: 4.



Monday, June 12, 2023

Item Title:

Amendment of contract with SOBIS, Inc. for HMPU

Item Summary:

RESOLUTION: Authorizing the Parish President to amend the contract with SOBIS, Inc. for the Terrebonne Parish Hazard Mitigation Plan Update and associated research and data entry.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	6/8/2023	Executive Summary
Memo	6/8/2023	Cover Memo
Resolution	6/8/2023	Resolution
Amendment	6/8/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Resolution for amendment of the contract with SOBIS, Inc. for the Terrebonne Parish Hazard Mitigation Plan Update and associated research and data entry.

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution authorizing the president or designee to amend the contract with Sobis, Inc. for services for the Terrebonne Parish Hazard Mitigation Plan Update funded by FEMA. The firm has researched, run the models, hold meetings necessary to review the revised outcomes, made revisions to the maps and the plan, and submitted the drafted plan for state review. The amendment will allow for payment at submission to FEMA rather than at FEMA approval which has no required timeline.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Terrebonne Parish applied for and received a Federal Emergency Management Agency (FEMA) Predisaster Mitigation (PDM) program grant. The purpose of this Resolution is to authorize the Parish President is to amend agreement with Sobis, Inc. to payment prior to the expiration of the grant.

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

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

Chris Pulaski

6/8/2023

Signature

Date

June 8, 2023

MEMO TO: Honorable Gordon E Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda Item June 12th and 14th, 2023 Public Services

Please find the following item for your review:

- A resolution authorizing the Parish President to amend the contract with Sobis, Inc. to ensure that we can pay the invoices within the period of performance for the grant. An extension was requested months ago, but has not been issues as of this date. The amendment allows for payment at submission to FEMA rather than FEMA approval. It is dependent on approval of the terms by legal.

If you have any questions, please advise.

Thanks,

Chris

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO EXECUTE THE APPROPRIATE CONTRACT FOR PROJECT MANAGEMENT SERVICES BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND SOBIS, INC. FOR THE TERREBONNE PARISH HAZARD MITIGATION PLAN UPDATE AND ASSOCIATED RESEARCH AND DATA ENTRY.

WHEREAS, the Terrebonne Parish Consolidated Government is required to update the Hazard Mitigation Plan every five years in order to be eligible for disaster funding; and

WHEREAS, Terrebonne parish applied for a Federal Emergency Management Agency (FEMA) Predisaster Mitigation (PDM) Program grant and properly procured and entered a contract with SOBIS, Inc. for the professional services related to the plan; and

WHEREAS, the Hazard Mitigation Plan Update timely submitted to the state for review is not likely to be returned from FEMA during the grant period and the current terms of the contract pay the CONSULTANT upon FEMA approval; and

WHEREAS, the work related to the update being largely complete and there being no other funds to pay for the services; and

WHEREAS, the terms of the contract can be revised to allow for payment at submission to FEMA rather than approval by subject to the approval of TPCG Legal Counsel;

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, that the Parish President or designee is hereby authorized to amend the Contract with SOBIS, Inc. to allow for timely payment for the Hazard Mitigation Plan and associated research and data entry.

STATE OF LOUISIANA

PARISH OF TERREBONNE

**AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT BETWEEN
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
AND
SOBIS, INC.**

This Amendment No. 1 to the Professional Services Agreement is hereby made and executed by and between:

1. THE PARTIES

1.1. **Terrebonne Parish Consolidated Government**, a political subdivision of the State of Louisiana, acting by and through Gordon E. Dove President, by virtue of Terrebonne Parish Council Resolution No. 21-330, or his duly authorized Designee, Michael C. Touns, Parish Manager, with a mailing address of PO Box 2768, Houma LA 70361, hereinafter designated as "Owner"; and

1.2. **Sobis, Inc.** (EIN 46-4492310), a corporation registered in the state of Virginia , authorized to do and doing business in Louisiana, whose mailing address for the purposes herein is 11812 Arbor Glen Dr., Fredericksburg VA 22407, represented by Mr. William Bohn, its duly authorized Chief Operating Officer, by virtue of that corporate resolution annexed hereto as Exhibit A and incorporated herein, and who is hereinafter designated as "Consultant";

who, in consideration of the covenants and agreements herein contained, to be performed by the parties hereto and of payments hereinafter agreed to be made, it is mutually agreed as follows:

2. ORIGINAL CONTRACT

The Parties to this Amendment and Addendum No. 1 entered into that certain Professional Services Agreement for services necessary to update the Terrebonne Parish Hazard Mitigation Plan including additions to the HAZUS data to reflect actual conditions, incorporate the new maps and run a Level 2 risk assessments and submit for approval through the local Council, GOHSEP and FEMA approval, by Consultant and on November 15, 2021 by Owner (hereinafter "Original Contract"). The Original Contract was filed for record on March 21, 2022, with the Terrebonne Parish Recorder of Mortgages at MOB 3329, page 642, Entry No. 1646534.

3. PURPOSE

The purpose of this Amendment is to: revise the milestones for compensation.

4. AMENDMENTS

A.

The Parties agree that the phrase "20% Upon Notice of Final FEMA Approval" appearing in Section 5.3 of the Original Contract shall be and is hereby replaced with the phrase "20% Upon Submission of Final Draft for FEMA Approval."

The foregoing does not alter the scope of work in any way or relieve Consultant from the obligations to revise the draft as needed to meet the needs of OWNER, the State or FEMA to enable final FEMA approval and Council adoption.

All terms and conditions of the Original Contract not amended herein shall remain in full force and effect.

5. INSTRUCTION TO THE RECORDER OF MORTGAGES

The Terrebonne Parish Recorder of Mortgages and Conveyances is hereby directed and requested by the Parties herein to make a note of this Amendment and Addendum No. 1 in the margin of the Original Contract filed for record at MOB 3329, page 642, Entry No. 1646534, to serve as occasion may require.

6. SIGNATURES OF THE PARTIES

CONSULTANT

THUS done and signed on this ____ day of June 2023 in the presence of the undersigned notary and competent witnesses in the city of (_____), State of (_____) after a thorough reading of the whole.

WITNESSES:

CONSULTANT

X:_____
BY: _____
ITS: Vice President

NOTARY PUBLIC

OWNER

THUS done and signed on this ____ day of June 2023 before me, Notary Public, and in the presence of the undersigned competent witnesses in the city of Houma, parish of Terrebonne, State of Louisiana, after a thorough reading of the whole.

WITNESSES:

OWNER:

X:_____
BY: HON. GORDON E. DOVE
ITS: PARISH PRESIDENT
OR HIS DESIGNEE, MICHAEL C.
TOUPS, PARISH MANAGER

NOTARY PUBLIC



Monday, June 12, 2023

Item Title:

Amend contract with T. Baker Smith for Oyster Bed Surge Protection System

Item Summary:

RESOLUTION: Authorizing the Parish President to amend the contract with T Baker Smith to continue work on the Oyster Bed Surge Protection System/Living Shoreline for Lakes Chien and Tambour.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	6/8/2023	Executive Summary
Memo	6/8/2023	Cover Memo
Resolution	6/8/2023	Resolution
Scope of Services and Cost Proposal	6/8/2023	Backup Material
Amendment	6/8/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Resolution authorizing the President to amend the contract with T Baker Smith to continue work on the Oyster Bed Surge Protection System/Living Shoreline for Lakes Chien and Tambour.

PROJECT SUMMARY (200 WORDS OR LESS)
Resolution authorizing the President to amend the current agreement with T Baker Smith to provide engineering services for the Oyster Bed Surge Protection System in Lake Chien funded by CPRA and NFWF.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
To install an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour to protect the coastline and landward assets similar to the successful CWPPRA-funded demonstration project in Lake Barre as well as provide public oyster seed beds. The current contract is based on an earlier distribution of funding between phase 1 and phase 2 that is no longer appropriate. The amendment provides for a proper distribution of engineering funding for basic services and existing conditions and carves out implementation services for future procurement to meet federal requirements.

TOTAL EXPENDITURE		
N/A		
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)		
ACTUAL – N/A		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

Chris Pulaski

Signature

6/7/2023

Date

June 7, 2023

MEMO TO: Gordon E. Dove
Parish President

FROM: Chris Pulaski, Director
Planning and Zoning Department

SUBJECT: Request for Agenda for June 12th and 14th, 2023 Public Services
PROJECT No. 17-OYS-37
Oyster Bed Surge Protection System
T Baker Smith Contract Amendment

Please find the following items for your review:

A resolution authorizing the Parish President to amend a contract between Terrebonne Parish Consolidated Government and T Baker Smith for engineering professional services for an Oyster Bed Surge Protection System in Lake Chien and Lake Tambour. I have attached proposal for the changes and the draft document agreeing to some of the terms. Finance has sufficient funding set aside for these services. We have \$5M in NFWF funding for this project and need the permit and basic services to be completed to implement it. We will go out for RFP for the construction management and resident services as it is beyond the funding that we have at the Parish and will need to be procured to be paid with the grant funding.

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

OFFERED BY:
SECONDED BY:

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO AMEND THE CONTRACT WITH T. BAKER SMITH, LLC FOR ENGINEERING AND SERVICES TO IMPLEMENT THE OYSTER BED SURGE PROTECTION/LIVING SHORELINE PROJECT.

WHEREAS, The Parish has received funding from the Coastal Restoration and Protection Authority and the National Fish and Wildlife Foundation for the engineering and implementation of the Oyster Bed Surge Protection System/Living Shoreline for Lakes Chien and Tambour; and

WHEREAS, T. Baker Smith was appointed to provide engineering services funded jointly by CPRA and Terrebonne Parish; and

WHEREAS, the scope of work as written does not reflect the current value of work funded for Phases 1 and 2; and

WHEREAS, T. Baker Smith has provided a proposal for the work recognizing the increased funding available for Phase 1 (Lake Chien) and the potential for a new Existing Conditions survey since the original permit submission; and

WHEREAS, the new funding source may require a federal procurement for reimbursement of services required for implementation not covered by the previous grant;

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council, (Public Services Committee) on behalf of the Terrebonne Parish Consolidated Government, that the Parish President or designee is hereby authorized to amend the contract with T. Baker Smith, LLC to revise the compensation for the phases of the project contingent on approval of legal counsel and remove items that will be procured to ensure reimbursement.

Lake Chien Living Shoreline

Detailed Scope of Services And Cost Proposal

October 31, 2022

Prepared for:

Terrebonne Parish Consolidated Government



Prepared by:



412 South Van Avenue
Houma, LA 70363



I. INTRODUCTION

T. Baker Smith, LLC (TBS) has been selected by Terrebonne Parish Consolidated Government (TPCG) to provide coastal engineering services for the design and permitting of the Lake Chien Living Shoreline (Project). The purpose of this document is to identify and outline the remaining basic services necessary to finalize the design for the Project and identify and outline additional services to support the construction of the Project. It is our understanding that the general scope of the Project includes installation of approximately 9,800 linear feet of gabion matting along the north bank of Lake Chien.

II. BASIC SERVICES - SCOPE OF WORK

A. Construction Documents

Based on available funds for construction, TBS will prepare and submit a final set of Construction Documents to TPCG ready to advertise for construction bids. Upon issuance of all necessary permits, TBS will address comments received from the Final Plan submittal and issue 100% Construction Plans, Technical Specifications, contract agreement forms, special provisions, and bid forms for the letting of the proposed project. TBS will furnish a final opinion of probable project cost based on the final specifications and bid quantities. Two (2) physical full-sized (34x22) plans will be provided along with a digital copy.

B. Bidding Coordination and Negotiation

TBS will assist TPCG in advertising and obtaining bids for one (1) prime contract for construction of the Project. Where applicable, TBS will assist TPCG in maintaining a record of prospective bidders to whom bidding documents have been issued, attend pre-bid conferences, and receive and process deposits for bidding documents. TBS will consult with and advise TPCG as to the acceptability of subcontractors and other persons and organizations proposed by the prime contractor for those portions of the work as to which acceptability is required by the bidding documents. TBS will consult with and advise TPCG as to the acceptability of substitute materials and equipment proposed by the contractor. TBS will attend the bid opening and assist TPCG in evaluating bids and in assembling and awarding contracts. TBS will furnish any addenda or supplement information issued during the bid process to TPCG. TBS will furnish a bid tabulation and bid evaluation at the end of the bidding process for the project to TPCG.

C. Construction Administration

TBS will consult with and advise TPCG and act as its representative during the construction phase of the Project. TBS will make visits to the site at intervals appropriate to the various stages of construction to observe the progress and quality of the work of contractor(s) and to determine in general if such work is proceeding in accordance with the contract documents. TBS' efforts will be directed toward providing a greater degree of confidence for TPCG that the completed work of the contractor(s) will conform to the contract documents. TBS will keep the owner informed of the progress of the work, will endeavor to guard the owner against defects and deficiencies in such work and may disapprove or reject work failing to conform to the contract documents.



TBS will review applications for payment to determine the amounts owed to the contractor(s) and recommend in writing payments to the contractor(s) in such amounts. TBS will conduct an inspection to determine if the Project is substantially complete and a final inspection to determine if the work has been completed in accordance with the contract documents and if each contractor has fulfilled all his obligations thereunder so that TBS may recommend, in writing, final payment to each contractor.

III. SCOPE OF WORK – ADDITIONAL SERVICES

A. Existing Conditions Survey

Due to an elapsed time of approximately four years since design surveys were performed, and with the knowledge that a category 4 hurricane passed over the project area, an existing conditions survey is proposed. TBS will perform a bank line survey using Unmanned Aerial Systems (UAS) equipment to determine limits of shoreline topography. Data collection will be accomplished by utilizing a survey grade, fixed wing UAV with high resolution photogrammetric camera. All flights will be flown with a minimum lateral overlap of 75% resulting in 1.5 inches per pixel or better resolution. The UAV trajectories will be post processed via PPK for centimeter trajectory accuracy. Aerial targets will also be set as necessary to be used for horizontal and vertical control. TBS will then process and digitize the data which will be included as an Appendix in the Construction Documents for Contractor's reference in bidding.

B. Environmental Services

1. Environmental Surveys

a. Nesting Bird Survey

TBS will conduct a Colonial Nesting Bird Survey (if required) in accordance with LDWF Louisiana Natural Heritage Program. The survey area is defined by the LDWF Louisiana Natural Heritage Program as all areas within 300 meters for nesting wading birds, 400 meters for nesting gulls, terns and/or black skimmers and 700 meters for nesting brown pelicans. The survey areas will be determined, mapped, and downloaded onto a DGPS prior to surveying. The survey area will be physically inspected and data will be collected systematically using a DGPS, digital camera, and field notebook. TBS will prepare a report detailing the findings of the survey and a copy of the report will be provided to TPCG for review. Upon approval, the report will be submitted to LDWF if necessary.

2. Permit Application and Submittal

TBS will prepare a revised permit application and associated drawings for each applicable agency identified. The information used to complete the applications will come from the desktop screening findings, field surveys, and engineering design details previously prepared for this Project. Revised permit applications and associated drawings will be provided to the TPCG for review and approval. Upon approval by the TPCG, TBS will submit the updated applications to the appropriate agencies.



TBS will contact the agency analysts on a regular basis to keep track of the permit processing progress to expedite receipt of permits. TBS will answer questions about the proposed project or revise the applications as requested by the analysts. TBS will prepare standard requested documents such as Needs, Alternative, and Justification Analysis, and Mitigation Plans required by the agency analysts. The full spectrum of tasks required during the permit acquisition phase of the project is agency-dependent and difficult to estimate. Once the permits and other clearance letters are received from the agencies, TBS will submit a final compliance package to the TPCG.

TBS will coordinate agency mitigation requests by developing mitigation plans or coordinating with mitigation banks if required. TBS will assist in calculating mitigation impacts, coordinating mitigation bank contracts, and acquiring agency approval for project specific mitigation plans.

The following agencies will be contacted for regulatory permitting: Louisiana Department of Natural Resources for Coastal Use Permit, USACE for Section 10 and 404 permits, Louisiana Department of Environmental Quality for Water Quality Certificate, local parish and local levee districts for letters of no objection if needed, Louisiana Division of Archaeology for letter of concern/no concern, USFWS for letter of no objection, LDWF for letter of no objection.

C. Owner Services

TBS shall perform research to determine the legal owner of properties affected by the project and prepare maps showing the project footprint, apparent property lines, and required servitudes needed to construct the project. TBS shall prepare right-of-way documents and attempt to have the documents executed by landowners affected by the project. TBS will coordinate with Owner's legal advisor to obtain rights-of-way from affected landowners. It is understood that Project traverses two properties, Apache Corporation and Terrebonne Parish School Board.

In order to comply with the standards of CPRA's Oyster Lease Acquisition and Compensation Program (OLACP), TPCG is required to enter into a memorandum of understanding (MOU) with CPRA in order to complete oyster impact appraisals and extinguish the portions of the oyster leases impacted by the Project. TBS will coordinate with TPCG and CPRA as necessary when TPCG enters into the MOU agreement and throughout the oyster buyout process. This scope of service does not represent the cost associated with the OLACP program, but only assistance and coordination services.

D. Resident Project Representation

TBS will furnish a Resident Project Representative to assist the engineer in observing the performance of work by the contractor during construction. The Project Representative shall provide a more extensive on-site inspection of the work items in progress and field verifications of materials and equipment used by the contractor during the Project. These inspections shall attempt to provide further protection to the TPCG against deficiencies and defects in the work of the contractor and to mitigate or dampen potential change order work. It is estimated that the



construction duration will be 365 calendar days, with representation required for the entire duration. Should construction extend past this estimated timeframe, TBS will submit an amendment for extended construction services.

IV. SCHEDULE

TBS proposes the following schedule. This schedule is expressed in calendar days from the issuance of a Notice to Proceed (NTP) from TPCG for each task or from completion of previous task in the critical path.

Permit Application Modification & Submittal	14 Days
Existing Conditions Survey & Assessment	30 Days
* Construction Documents	45 Days

*The proposed schedule assumes that the project permit and necessary right of ways shall be obtained upon completion of the construction documents.

V. COST PROPOSAL

Basic Services as described in TPCG's standard professional engineering services contract shall be based on a percentage of the Project's estimated construction cost. The percentage shall be determined from the latest Louisiana Facility Planning and Control (FP&C) Fee Curve with a complexity factor of 1.0. The cost for construction of the Project is estimated to be \$5,100,000, and fee is equal to 7.33% and allocated accordingly for remaining Basic Services as shown in Table 1. Basic Services include Construction Documents, Bidding Coordination, and Construction Administration. Additional Services shall be performed on a time and materials basis based on our current rate schedule and shall include Existing Conditions Survey, Environmental Services, Owner Services, Resident Project Representation, and Reimbursement. These fees are further described in Table 1.



Table 1 – Proposed Fees

TASK	FEES		TOTALS
	Percent Construction	Time & Materials	
Basic Services – Design, Bidding and Construction (7.33 % of \$5,100,000 = \$373,830 – Preliminary & Final Design not included)			
Construction Documents (5%)	\$18,697.46	N/A	
Bidding and Negotiation (5%)	\$18,697.46	N/A	
Construction Admin (25%)	\$93,487.28	N/A	\$130,882.20
Additional Services			
Existing Conditions	N/A	\$10,400.00	
Environmental Services	N/A	\$21,800.00	
Owner Services	N/A	\$8,000.00	
Resident Project Representative	N/A	\$660,400.00	
Reimbursables	N/A	\$2,000.00	\$702,600.00
Totals			\$833,482.20

Additional Services fees are given an estimated upset limit at this time based upon our understanding of the project scope and the requirements for the project. Additional services during the construction phase are highly dependent on the construction contract duration.

Thank you for the opportunity to submit this proposal for professional services to help protect and restore our coastline. If you have any questions, comments or in need of any additional information, please feel free to contact either Amber Plessala at (985) 223-9297 or Jason Chauvin at (985) 223-9265.

Sincerely,

T. BAKER SMITH, LLC

Amber L. Plessala, P.E.
Lead Professional, Engineering

Jason Chauvin, P.E.
Lead Professional, Engineering and Coastal Practice

AMENDMENT NO. 1 TO
AGREEMENT BETWEEN OWNER AND DESIGN PROFESSIONAL
FOR
PROFESSIONAL SERVICES
OYSTER BED SURGE PROTECTION PROJECT
PROJECT No. 17-OYS-37

RECITALS

WHEREAS, an Agreement for Professional Services between the TERREBONNE PARISH CONSOLIDATED GOVERNMENT, LOUISIANA (OWNER) and T. BAKER SMITH, LLC (ENGINEER) was entered into on May 1, 2018; and,

WHEREAS, the phases in the original contract do not represent the scope of work enabled by the grant from the National Fish and Wildlife Foundation; and,

WHEREAS, the ENGINEER has submitted a proposal to reallocate fees to increase Phase I to reflect the larger scope of work related to the construction from ~ 2,000 lf to 9,800 lf of protection;

WHEREAS, OWNER requires continued services such as Construction Documentation and Bidding and Negotiation, and select Additional Services;

WHEREAS; the costs proposed have been determined to be reasonable considering the increase in construction cost and decrease in percentage for basic services per task, OWNER agrees to accept the current Phase I compensation proposed;

WHEREAS, the CONTRACT did not reflect the value now proposed to compensate ENGINEER for Project Resident Services (PRS), and Contract Administration is closely related to PRS; both will be removed from this CONTRACT and procured separately;

WHEREAS, the amount of time from permit application to implementation has been over one year, and Existing Conditions may be required to be assessed for the permit issuance that scope will be recongnized; and

WHEREAS, the current contract does not contain a specific period of performance, the Parish and Engineer mutually agree to extend the performance date to the end of the grant program, February 28, 2027.

NOW THEREFORE, the OWNER and ENGINEER do mutually agree that this Amendment No. 1 shall amend the fees established in the original Agreement to provide that the ENGINEER will be compensated for the services performed at the Lake Chien Oysterbed Surge Protection site and accordingly the CONTRACT shall be amended as follows:

Page 1. V. Delete.

Section 1.6 Delete. Renumber as necessary.

Section 2.1.15 Delete and renumber as necessary.

Section 2.2 Delete and renumber as necessary.

Section 4.1 will be revised to:

Delete “The rendering of such services required by extra work or extension of the construction contract time shall be considered an Additional Service as provided in Paragraph 5.1.2 and shall entitle the ENGINEER to additional compensation to construction administration and project representation. “
to be replaced by

“All services will be completed through project closeout by February 28, 2027.”

Section 4.6 will be revised to delete “This phase shall terminate and the services to be rendered thereunder shall be considered complete upon commencement of the Construction Phase or upon cessation of the negotiations with prospective Contractor(s) (except as may be otherwise required to complete the services called for in Paragraph 6.2.2.5).”

Sections 4.7 and 4.9: Delete and renumber as necessary.

Section 4.9 Delete: “or if the Construction Phase has not commenced within 120 calendar days (plus such additional time as may be required to complete the services called for under Paragraph 6.2.2.5)”

Section 5.1.2.1 revised to reflect \$10,400 for Existing Conditions as needed.

Section 5.1.2.4: Delete and renumber as necessary.

Section 5.2.2 will be revised include the proposed increase from 1% to 5% reflecting the change in scope for the Construction Documentation and Bidding and Negotiation and removing Construction Administration;

Delete the table and replace with:

“Study and Report	20%	
Preliminary Report	15%	
Final Design	35%	
Bidding & Negotiating (Phase 1)	5%	\$18,697.46
Construction Documents (Phase 1)	5%	\$18,697.46
Bidding & Negotiating (Phase 2)	5%	\$18,697.46
Construction Documents (Phase 2)	5%”	\$18,697.46

5.3.3: Delete: “ ; however, the engineering fee for the construction phase shall be based upon the total costs of all work performed as designed or specified by the ENGINEER”

Section 5.4.1 Delete: “furnishing and maintaining field office facilities; subsistence and transportation of Resident Project Representatives and their assistants;”

Exhibit A Delete #6.

nine thousand sixteen dollars (\$ 9,016), to provide.; and,

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment as of the day and year first above written.

Witness

Terrebonne Parish Consolidated Government

Witness

BY: _____
Hon. Gordon E. Dove, Parish President

Witness **T. Baker Smith, L.L.C.**

Witness

EXHIBIT "D"

EXHIBIT "D" - Page 1



Monday, June 12, 2023

Item Title:

Substantial Completion for Lower Little Caillou Pump Station Replacement (D-04)

Item Summary:

RESOLUTION: Providing for the acceptance of work performed by Sealevel Construction Inc., in accordance with the Certificate of Substantial Completion for Parish Project No. 16-DRA-67, State No. H.011459, Lower Little Caillou Pump Station Replacement (D-04), Terrebonne Parish, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	6/8/2023	Executive Summary
Resolution	6/8/2023	Resolution
Backup Material	6/8/2023	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE	
16-DRA-67	Lower Little Caillou Drainage Pump Station Replacement (D-04)

PROJECT SUMMARY (200 WORDS OR LESS)
To reconstruct an existing pump station.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
This certificate of Substantial Completion applies to all Work that has been inspected and that the work is substantially completed in accordance with the Contract Documents.

TOTAL EXPENDITURE	
N/A	
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:
	N/A

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

Jeanne P. Bray

06/07/2023

Signature

Date

OFFERED BY:
SECONDED BY:

RESOLUTION

A resolution providing for the acceptance of work performed by Sealevel Construction, Inc., in accordance with the Certificate of Substantial Completion for Parish Project No. 16-DRA-67, State No. H.011459, Lower Little Caillou Pump Station Replacement (D-04), Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated January 7, 2021 with Sealevel Construction, Inc., for Parish Project No. 16-DRA-67, State No. H.011459, Lower Little Caillou Pump Station Replacement (D-04), Terrebonne Parish, Louisiana, as will be seen by reference to said contract which is recorded under Entry No. 1617898 of the records of Terrebonne Parish, and

WHEREAS, the work performed has been inspected by authorized representatives of the Owner, Engineer, and Contractor and found to be substantially complete, and

WHEREAS, the Engineer for this project, Delta Coast Consultants, LLC, recommends the acceptance of the substantial completion, and

NOW, THEREFORE BE IT RESOLVED that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby accept the work performed, effective as of the date of recording of this resolution, and does authorize and direct the Clerk of Court and Ex-Officio Recorder of Mortgages of Terrebonne Parish to note this acceptance thereof in the margin of the inscription of said contract under Entry No. 1617898 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be forwarded to Delta Coast Consultants, LLC, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be recorded in the office of the Clerk of Court of Terrebonne Parish to commence a 45-day clear lien period, and

BE IT FURTHER RESOLVED that the Administration is authorized to make payment of retainage upon the presentation of a Clear Lien Certificate.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

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

I, TAMMY E. TRIGGS, Clerk of the Terrebonne Parish Council, Houma, Louisiana, do hereby certify that the foregoing is a true and correct copy of the RESOLUTION adopted by the Terrebonne Parish Council on _____, 2023, at which meeting a quorum was present.

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

TAMMY E. TRIGGS, CLERK
TERREBONNE PARISH COUNCIL

CERTIFICATE OF SUBSTANTIAL COMPLETION

OWNER's Project No.: 16-DRA-67 ENGINEER's Project No.: 2016.083

Project: Lower Little Caillou Pump Station Replacement
Parish Project No. 16-DRA-67 - State Project No. H.011459
Terrebonne Parish Consolidated Government

CONTRACTOR: Sealevel Construction Inc.

Contract For: \$4,663,626.00 Contract Date: January 7, 2021

This Certificate of Substantial Completion applies to all Work under the Contract Documents or specified part thereof:

To: Terrebonne Parish Consolidated Government
OWNER

And to: Sealevel Construction, Inc.
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

May 9, 2023
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 45 days of the above date of Substantial Completions.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as follows:

RESPONSIBILITIES:

OWNER: As Per Contract Documents

CONTRACTOR: As Per Contract Documents

The following documents are attached to and make a part of this Certificate:

Punch List

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on May 15, 2023

Delta Coast Consultants, LLC

ENGINEER

By 
David F. Boudreaux, P.E.

CONTRACTOR accepts this Certificate of Substantial Completion on May 12, 2023

Sealevel Construction, Inc.

CONTRACTOR

By 
Richard J. Roth, President

OWNER accepts this Certificate of Substantial Completion on _____, 2023

Terrebonne Parish Consolidated Government

OWNER

By _____

LOWER LITTLE CAILLOU PUMP STATION REPLACEMENT
PARISH PROJECT No. 16-DRA-67 – STATE PROJECT No. H.011459
SUBSTANTIAL COMPLETION INSPECTION 5/9/2023
FINAL PUNCH LIST ITEMS

1. Reposition / flip the four (4) siphon break valves. (\$1,000.00)
2. Fix diesel fuel leaks, (fuel piping and filters), all (4) engine locations. (\$2,000.00)
3. Replace the exhaust flex pipes with stainless steel, all (4) engines. (\$1,600.00)
4. Label panels, (outdoor lighting). (\$200.00)
5. Excess cables, (float / transducer), to be secured inside the (3) stilling wells.
(\$600.00)
6. Missing screw in electrical conduit body cover, (exterior). (\$150.00)
7. Secure access hatch handle, to the building, with stainless steel cable. (\$175.00)

TOTAL \$5,725.00

Category Number:
Item Number: 7.



Monday, June 12, 2023

Item Title:

Ordinance to Restructure Chapter 6 of the Terrebonne Parish Code

Item Summary:

Introduce an ordinance to restructure Chapter 6 of the Terrebonne Parish Code of Ordinances by amending Sections 6-122 and 6-127 to regulate the use of advertisement signs and call a public hearing on said matter on Wednesday, June 28, 2023 at 6:30 p.m.

ATTACHMENTS:

Description

Executive Summary
Ordinance

Upload Date

6/8/2023
6/8/2023

Type

Executive Summary
Ordinance



EXECUTIVE SUMMARY

PROJECT TITLE

Introduce an Ordinance to Restructure Chapter 6, of the Terrebonne Parish Code by Amending Sections 6-122 and 6-127 to Regulate the Use of Advertisement Signs; and call a Public Hearing on Wednesday, June 28, 2023 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

TPCG is in need to amend Article 6 Sections 122 and 127 to regulate the use of advertisement signs

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Amend Article 6 Sections 122 and 127 to regulate the use of advertisement signs

TOTAL EXPENDITURE

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

Mike Toups, Parish Manager

Date

6/8/23

OFFERED BY: _____
SECONDED BY: _____

ORDINANCE NO. _____

**AN ORDINANCE TO RESTRUCTURE CHAPTER 6, OF THE TERREBONNE PARISH
CODE BY AMENDING SECTIONS 6-122 AND 6-127 TO REGULATE THE USE OF
ADVERTISEMENT SIGNS**

WHEREAS, Section 1-06 of the Home Rule Charter for the Terrebonne Parish Consolidated Government (TPCG) provides that the Parish Government shall have the right, power and authority to pass all ordinances requisite or necessary to promote, protect and preserve the general welfare, safety, health, peace and good order of the parish, including but not by way of limitation, the right, power and authority to pass ordinances on all subject matters necessary, requisite or proper for the management of parish affairs, and all other subject matter without exception, subject only to the limitation that the same shall not be inconsistent with the Constitution or expressly denied by general law applicable to the parish; and

WHEREAS, Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to adopt or amend an administrative code; and

WHEREAS, TPCG is in need to amend Article 6 Sections 122 and 127 to regulate the use of advertisement signs.

NOW, THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that:

SECTION I

The following sections of the Code of Ordinances of Terrebonne Parish at Chapter 6, "Buildings and Structures" shall be and are hereby enacted, with strikethrough to show deletions and underline to show additions:

Sec. 6-122 – Applicability.

- (b) *Political advertising by a candidate for public office. ~~This article shall not apply to advertising by a potential candidate for public office from ninety (90) days prior to qualifying to the date of the primary, if the candidate is unsuccessful in his or her bid for public office, or to the date of the runoff election, if the candidate is in a runoff.~~ All political advertising shall be removed within ten (10) calendar days from the date the political contest is decided as to each candidate.*

Sec. 6-127 – Prohibited signs.

The following outdoor sign structures shall not be permitted:

- (1) Substandard structures, any signage that is defamatory, slanderous, and/or against public policy ~~except as allowed under section 6-42(b)~~, structures advertising defunct businesses, and those which have been erected without a building permit.

- (8) Any signage located on public property or a public right-of-way.

SECTION II

NOW, THEREFORE BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that, in due, regular and legal sessions convened, this ordinance is enacted.

SECTION III

NOW, LET IT FURTHER BE ORDAINED any section, clause, paragraph, provision, or portion of these regulations found to be invalid is severable and shall not affect the validity of the whole.

SECTION IV

NOW, LET IT FURTHER BE ORDAINED 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 Chair declared the ordinance adopted on this, the ____ day of _____ 2023.

JESSICA DOMANGUE, CHAIR
TERREBONNE PARISH COUNCIL

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCI

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.

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL



Monday, June 12, 2023

Item Title:

Relocation of a Terrebonne Parish Precinct Polling Location

Item Summary:

Introduce an Ordinance to authorize the relocation of a Terrebonne Parish Precinct Polling Location for the election of October 14, 2023, and all subsequent elections and call a public hearing on said matter on Wednesday, June 28, 2023, at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	6/8/2023	Cover Memo
Ordinance	6/8/2023	Cover Memo
Corrected Ordinance	6/12/2023	Cover Memo



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Relocation of a Terrebonne Parish Precinct Polling Location

PROJECT SUMMARY (200 WORDS OR LESS)
Introduce an Ordinance to authorize the relocation of a Terrebonne Parish Precinct Polling location for the election of October 14, 2023 and all subsequent elections and call a public hearing of said matter on Wednesday, June 28, 2023, at 6:30 p.m.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
N/A

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

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

Jessica Domangue

Signature

06/08/2023

Date

OFFERED BY:
SECONDED BY:

ORDINANCE NO. _____

**AN ORDINANCE TO AUTHORIZE THE RELOCATION OF A
TERREBONNE PARISH PRECINCT POLLING LOCATION FOR THE
ELECTION OF OCTOBER 14, 2023, AND ALL SUBSEQUENT
ELECTIONS**

SECTION I

WHEREAS, precincts 014, 042, and 074, which was previously located at the Louisiana Secretary of State voting machine warehouse, is no longer available to use for elections; and

WHEREAS, precincts 059, 060, and 103, which was previously located at Legion Auxiliary Home, is no longer available to use for elections; and

WHEREAS, the following listed precincts polling locations are no longer available to use for the October 14, 2023 election and all subsequent elections; and

WHEREAS, TPCG wishes to relocate this polling location in accordance with La R.S. 18:534 because the polling location needs to be changed; and

WHEREAS, notice of the relocation of the location of the polling places shall be published in Terrebonne Parish's Official Journal by the governing authority and the Parish Board of Election Supervisors in accordance with La. R.S. 18:535; and

WHEREAS, proper notice of the relocation of the location of the polling places shall be given, as applicable, in accordance with La. R.S. 18:536; and

WHEREAS, nothing herein shall change the Geographical boundaries of the precincts.

SECTION II

NOW THEREFORE BE IT ORDAINED that beginning on the October 14, 2023 election, and continuing every election thereafter, the following voting polling location only be relocated as follows:

- 1) Pct. 014, 042, and 074- Louisiana Secretary of State voting machine warehouse, located at 1317 Valhi Boulevard, Houma, Louisiana, 70360 **is moved to** Southdown Elementary School, located at 1124 St. Charles Street, Houma La, 70360.
- 2) Pct. 059, 060, and 103 – Legion Auxiliary Home located at 4990 Highway 56, Chauvin, Louisiana, 70344 **is moved to** Chauvin Senior Center, located at 113 Senior Citizens St. Chauvin, La 70344

BE IT FURTHER ORDAINED that as required by law, the appropriate persons give notice pursuant to La. R.S. 18:535 and La. R.S. 18:536; and

SECTION II

NOW, THEREFORE BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that, in due, regular and legal sessions convened, this ordinance is enacted.

SECTION III

NOW, LET IT FURTHER BE ORDAINED any section, clause, paragraph, provision, or portion of these regulations found to be invalid is severable and shall not affect the validity of the whole.

SECTION IV

NOW, LET IT FURTHER BE ORDAINED 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 Chair declared the ordinance adopted on this, the ____ day of _____ 2023.

JESSICA DOMANGUE, CHAIR
TERREBONNE PARISH COUNCIL

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCI

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.

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

OFFERED BY:
SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO AUTHORIZE THE RELOCATION OF A TERREBONNE PARISH PRECINCT POLLING LOCATIONS FOR THE ELECTION OF OCTOBER 14, 2023, AND ALL SUBSEQUENT ELECTIONS

SECTION I

WHEREAS, precincts 014, 042, and 074, which was previously located at the Louisiana Secretary of State voting machine warehouse, is no longer available to use for elections; and

WHEREAS, precincts 059, 060, and 103, which was previously located at the American Legion Auxiliary Home, in Chauvin, is no longer available to use for elections; and

WHEREAS, the following listed precincts polling locations are no longer available to use for the October 14, 2023 election and all subsequent elections; and

WHEREAS, TPCG wishes to relocate these polling locations in accordance with La R.S. 18:534 because the polling locations need to be changed; and

WHEREAS, notice of the relocation of the location of these polling places shall be published in Terrebonne Parish’s Official Journal by the governing authority and the Parish Board of Election Supervisors in accordance with La. R.S. 18:535; and

WHEREAS, proper notice of the relocation of the location of the polling places shall be given, as applicable, in accordance with La. R.S. 18:536; and

WHEREAS, nothing herein shall change the Geographical boundaries of the precincts.

SECTION II

NOW THEREFORE BE IT ORDAINED that beginning on the October 14, 2023 election, and continuing every election thereafter, the following voting polling location only be relocated as follows:

- 1) Pct. 014, 042, and 074- Louisiana Secretary of State voting machine warehouse, located at 1317 Valhi Boulevard, Houma, Louisiana, 70360 **is moved to** Southdown Elementary School, located at 1124 St. Charles Street, Houma La, 70360.
- 2) Pct. 059, 060, and 103 – American Legion Auxiliary Home located at 4990 Highway 56, Chauvin, Louisiana, 70344 **is moved to** Chauvin Senior Center, located at 113 Senior Citizens St. Chauvin, La 70344

BE IT FURTHER ORDAINED that as required by law, the appropriate persons give notice pursuant to La. R.S. 18:535 and La. R.S. 18:536; and

SECTION II

NOW, THEREFORE BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that, in due, regular and legal sessions convened, this ordinance is enacted.

SECTION III

NOW, LET IT FURTHER BE ORDAINED any section, clause, paragraph, provision, or portion of these regulations found to be invalid is severable and shall not affect the validity of the whole.

**Revised Agenda
Item 8 - PS
rec'd on 06-12-23 (a)
9:22 am.**

SECTION IV

NOW, LET IT FURTHER BE ORDAINED 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 Chair declared the ordinance adopted on this, the ____ day of _____ 2023.

JESSICA DOMANGUE, CHAIR
TERREBONNE PARISH COUNCIL

TAMMY TRIGGS
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.

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL