
TERREBONNE PARISH COUNCIL

BUDGET AND FINANCE COMMITTEE

Mr. Brien Pledger	Chairman
Mr. Carl Harding	Vice-Chairman
Mr. Clayton Voisin Jr.	Member
Mr. John Amedee	Member
Mr. Kevin Champagne	Member
Mr. Clyde Hamner	Member
Mr. Daniel Babin	Member
Ms. Kim Chauvin	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

August 26, 2024
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. RESOLUTION:** Concurring with the Parish Administration to award the Request for Proposal # 24-ELECTDIST-18 Engineering Service for the Plant Road Substation Replacement for the Terrebonne Parish Consolidated Government, Utilities/Electric Distribution Division to Parish Engineering.
- 2. RESOLUTION:** Concurring with Parish Administration declaring computers, monitors, tricycles, and other miscellaneous items with a value of less than \$5,000.00 as surplus and to dispose of said items by any legally approved methods.

3. Consider the introduction of an Ordinance to amend the 2024 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:
 - I. Houma Police Department, \$3,841
 - II. General Fund, \$15,000
 - III. Restore Act-Hollywood Road Bridge Extension, \$302,923
 - IV. Louisiana Commission on Law Enforcement Grant Award, \$11,569
 - V. Emergency Preparedness Department-EMPG, \$58,078and call a public hearing on said matter on Wednesday, September 11, 2024, at 6:30 p.m.
4. Adjourn

Category Number:
Item Number:



Monday, August 26, 2024

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Monday, August 26, 2024

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE



Monday, August 26, 2024

Item Title:

Resolution to award the Request for Proposal # 24-ELECTDIST-18 Engineering Service for the Plant Road Substation Replacement for Terrebonne Parish Consolidated Government, Utilities/Electric Distribution Division to Parish Engineering.

Item Summary:

RESOLUTION: Concurring with the Parish Administration to award the Request for Proposal # 24-ELECTDIST-18 Engineering Service for the Plant Road Substation Replacement for the Terrebonne Parish Consolidated Government, Utilities/Electric Distribution Division to Parish Engineering.

ATTACHMENTS:

Description	Upload Date	Type
Exec Summary	8/20/2024	Executive Summary
Resolution	8/20/2024	Resolution
back up	8/20/2024	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: to award the Request for Proposal #24-ELECTDIST-18 Engineering Services for the Plant Road Substation Replacement for the Terrebonne Parish Consolidated Government, Utilities/Electric Distribution Divisions to Parish Engineering.

PROJECT SUMMARY (200 WORDS OR LESS)

Authorization to award the RFP for Engineering Service at the Plant Road Substation.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Engineer is to provide labor, travel, per diem and mileage to perform work based on their interpretation of the specifications provided to them from TPCG.

TOTAL EXPENDITURE

\$195,000.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

\$200,000

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

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Sharon Ellis

Sharon Ellis, Purchasing/Warehouse Manager

8/20/2024

Date

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

RESOLUTION to award the Request for Proposal (RFP) # 24-ELECTDIST-18 Engineering Service for the Plant Road Substation Replacement for the Terrebonne Parish Consolidated Government, Utilities/Electric Distribution Division to Parish Engineering.

WHEREAS, on July 23, 2024, proposals were received by the Terrebonne Parish Consolidated Government, for RFP # 24-ELECTDIST-18 Engineering Service for the Plant Road Substation Replacement, and

WHEREAS, after careful review by the Evaluation Committee it has been determined that the proposal from Parish Engineering should be accepted as per the attached documents, and

WHEREAS, the Parish Administration has concurred with the recommendation of the proposed RFP # 24-ELECTDIST-18 Engineering Service for the Plant Road Substation Replacement 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 Parish Engineering and that the Parish President and/or his designee 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:

Request for Proposals (Score Sheet)

RFP: #24-ELECDIST-18 Engineering Services for Plant Road Substation Replacement

Proposal Due Date: July 23, 2024, 2:00 PM

Firms	Points	Parish Engineering Score	Red Stick Power Score	YKH Consulting Score
General Professional Impression	0-10	10	10	10
Quality and successful completion of projects of similar size and cost	0-15	10	15	10
Capacity to perform the work	0-20	15	10	10
Time, schedule and past experience at quality and timely completion of work	0-25	15	20	15
Cost Proposal	0-30	30	21.87	23.40
Total Possible Points	100	80	76.87	68.40

Evaluation Committee: **7/24/2024**

Danielle Turner

[Signature]

[Signature]

Sharon Ellis

RFP Engineering Services for Plant Rd Substation Replacement 24-ELECDIST-18

	YKH Consulting	Parish Engineering	Red Stick Power
Proposal Cost	\$ 249,999.00	\$ 195,000.00	\$ 267,540.69
Total Price	\$ 249,999.00	\$ 195,000.00	\$ 267,540.69

	TPC	LPC	MAP	CS
YKH Consulting	\$ 249,999.00	\$ 195,000.00	30.00	23.40
Parish Engineering	\$ 195,000.00	\$ 195,000.00	30.00	30.00
Red Stick Power	\$ 267,540.69	\$ 195,000.00	30.00	21.87

TPC - Vendor's Total Proposed Cost
LPC - Lowest Proposed Cost
MAP - Maximum Allowed Points
CS - Cost Score

Sharon Ellis

From: Kandace Mauldin
Sent: Thursday, July 25, 2024 2:23 PM
To: Sharon Ellis
Subject: RE: Red Stick Power - Exhibit A

I approve this RFP, thanks

From: Sharon Ellis <sellis@tpcg.org>
Sent: Thursday, July 25, 2024 2:22 PM
To: Kandace Mauldin <kmauldin@tpcg.org>
Subject: Red Stick Power - Exhibit A



Sharon Ellis
Purchasing-Warehouse
Manager _____
Department of Finance
📞 985.873.6821 | 🌐 tpcg.org

Purchasing Bid Form Listing > View Bid: 8109

[-< Return to Prior Page](#)

[Bid Form Approvers](#)

Information for Bid Form ID# : 8109

Bid Name: 24-ELECDIST-18
Form Type: BR02 - Bid Cover Sheet
Date: 07/23/2024 **Status:** Complete
Bid Name: 24-ELECDIST-18
Requestor: Sharon Ellis **Department:** Electric Distribution
Charge Account: **Type Accepted:** Partial Bids Accepted
Price: .00 **Budget:** .00
Award To: Parish Engineering **Award Amount:** .00
Comments: Proposals were received from Parish Engineering, Red Stick Power and YKH Consulting all proposers submitted the required documents and were scored by the Evaluation Committee. The file is being forwarded to the department for further review and/or approval.

Bidders:	Name	Amount	Check	Bond
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Documents: [DOC072524-07252024134940.pdf](#) - Score Sheet, Price Sheet and Exhibit As - Added By Sharon Ellis (purh08)

[Show Information on Related RFB](#)

Approver Name	Approval Type	Department	Status	Sent Date	Read Date
1. Robert Savoie	Division Head	Electric Distribution	Approved	07/25/2024	
Status Changed By: dnturner			APPROVED		Status Change Date: 08/06/2024
2. Ernest Brown	Department Head	Electric Distribution	Approved	07/25/2024	
Status Changed By: ebrown			APPROVED		Status Change Date: 08/06/2024
3. Kandace Mauldin	Chief Financial Officer		Approved	07/25/2024	
Status Changed By: kmauldin			APPROVED		Status Change Date: 08/08/2024
4. Noah Lirette	Chief Administrative Officer		Approved	07/25/2024	
Status Changed By: noah			APPROVED		Status Change Date: 08/09/2024
5. Jason Bergeron	Parish President		Approved	07/25/2024	
Status Changed By: jason			APPROVED		Status Change Date: 08/20/2024
6. Sharon Ellis	Purchasing Manager		Approved	07/25/2024	

Approver Name	Approval Type	Department	Status	Sent Date	Read Date
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Status Changed By:	purh08		APPROVED	Status Change Date:	08/20/2024
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Monday, August 26, 2024

Item Title:

RESOLUTION: Declaring computers, monitors, tricycles, and other miscellaneous items with a value of less than \$5,000.00 as surplus

Item Summary:

RESOLUTION: Concurring with Parish Administration declaring computers, monitors, tricycles, and other miscellaneous items with a value of less than \$5,000.00 as surplus and to dispose of said items by any legally approved methods.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	8/21/2024	Executive Summary
Resolution	8/21/2024	Resolution
Support Material	8/21/2024	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Declaring computers, monitors, tricycles and other miscellaneous items with a value of less than \$5,000.00 as surplus

PROJECT SUMMARY (200 WORDS OR LESS)

To declare items from various departments/divisions as surplus to dispose of by any legally approved method as prescribed by law

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

For the Parish to legally dispose of surplus/obsolete items no longer needed by various departments/divisions, and potentially generate revenue, provide donations to nonprofit organizations, recycle when applicable, and dispose of damaged/unsafe equipment.

TOTAL EXPENDITURE

Anticipated Revenue: \$35.00

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

N/A

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

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Sharon Ellis

Sharon Ellis Purchasing/Warehouse Manager

8-21-2024

Date

OFFERED BY: _____

SECONDED BY: _____

RESOLUTION NO. _____

WHEREAS, Louisiana Statutory Law provides for the disposal of surplus movable property having a value of \$5,000.00 or less, through private sale or any other legally permissible means, for items which, in the opinion of the governing authority, are no longer needed for public purposes, and

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

WHEREAS, Parish Administration has recommended that the movable property listed on the attached *Exhibit A* be declared as surplus and no longer useful or serve a public purpose and authorizes immediate award to the highest bidder for all items, including those where the highest bid exceeds \$5,000.00 or disposal of items by any other legally permissible means.

NOW THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council that the movable property listed on attached *Exhibit A* be declared surplus and grants authorization to dispose of said items by private sale to the highest bidder, including bids exceeding \$5,000.00, or disposed of by any other legally approved method pursuant to statutory law.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared the resolution adopted this _____ day of _____, 2024.

Exhibit "A"
Surplus List/August 2024-(2)

Head Start:

- (5) Tricycles/\$25.00
- (1) Laminating Machine/\$0

HPD:

- (1) Camper A\C/\$10

Customer Service:

- (1) Computer/\$0

Risk Management:

- (3) Computers/\$0
- (7) Monitors/\$0

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

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

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

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

ITEM	QUANTITY	VALUE	CONDITION
	5	0.00 ^{5.00 each}	junk

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

Five preschool tricycles, tires are broken, seats are broken. No longer safe to use.

ITEM IS LOCATED AT: ~~Holy Rosary Head Start~~ 301 Plant Rd.

ITEM	QUANTITY	VALUE	CONDITION
	1	0.00	junk

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

GBC Laminating machine. Does not heat up, wires are a mess. Item #

ITEM IS LOCATED AT: ~~Holy Rosary Head Start~~ 301 Plant Rd

ITEM	QUANTITY	VALUE	CONDITION
			Poor

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

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

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

ITEM IS LOCATED AT:

Contact Person: Gina M. Bergeron Phone: 580-7272

Authorized by Dept. Head: [Signature] Date: 8/13/24

Fleet Maintenance Supervisor: _____ Signature Date

PURCHASING AUG 19 2024

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

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

The following Parish Property is requested to be declared surplus to the Houma Police Department.

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

ITEM	QUANTITY	VALUE	CONDITION
<u>Camper A/C</u>	<u>1</u>	<u>\$10.00</u> <i>(JMS)</i> <u>salvage</u>	<u>Junk</u>

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

white camper A/C

ITEM IS LOCATED AT: 301 Plant Rd.

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

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

ITEM IS LOCATED AT: _____

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

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

ITEM IS LOCATED AT: _____

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

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

ITEM IS LOCATED AT: _____

Gina M. Bergeron

Contact Person

580-7272

Phone

Authorized by Dept. Head:

[Signature]

Signature

Date

8/6/24

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

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

The following Parish Property is requested to be declared surplus to the Finance - Customer Service Department.

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

ITEM	QUANTITY	VALUE	CONDITION
1	1	\$0	Junk <i>CPH</i>

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

Dell Optiplex 7450 AIO Computer

Service tag: C9GBDV2

ITEM IS LOCATED AT: 301 Plant Road

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

ITEM IS LOCATED AT:

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

ITEM IS LOCATED AT:

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

ITEM IS LOCATED AT:

Roddy Lerille

Contact Person

985-873-6465

Phone

Authorized by Dept. Head:

Signature

Date

8-1-24

Fleet Maintenance Supervisor:

(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

AUG 1 2024

BY Information Technology Division

APPROVED

AUG - 2 2024

BY

Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

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

The following Parish Property is requested to be declared surplus to the Risk Management Department.

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

ITEM	QUANTITY	VALUE	CONDITION
1	1	\$0	Junk

CPH

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

Dell Optiplex 7060 Desktop PC
Service tag: 66X3HQ2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
1		\$0	Junk

CPH

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

Dell P2213t Monitor
Service tag: DBMFZ62

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION

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

ITEM IS LOCATED AT:

ITEM	QUANTITY	VALUE	CONDITION

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

ITEM IS LOCATED AT:

Contact Person

Authorized by Dept. Head:

Signature

Phone

Date

8/2/24

Fleet Maintenance Supervisor:
(Vehicles/Heavy Equipment Only)

Signature

Date

APPROVED

AUG 16 2024

BY  Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

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

The following Parish Property is requested to be declared surplus to the Risk Management Department Department.

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

ITEM	QUANTITY	VALUE	CONDITION
<u>1</u>	<u>1</u>	<u>-0-</u>	<u>Poor</u>

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

Dell computer tower, Black, Service Tag #1FT3JK2; Parish Asset Tag #14697

ITEM IS LOCATED AT: Risk Management Department

ITEM	QUANTITY	VALUE	CONDITION
<u>2</u>	<u>1</u>	<u>0</u>	<u>Poor</u>

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

Dell Monitor/ black/ F879Q82

ITEM IS LOCATED AT: Risk Management Department

ITEM	QUANTITY	VALUE	CONDITION
<u>3</u>	<u>1</u>	<u>0</u>	<u>Poor</u>

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

dell Monitor/ black/ 5NYB!82

ITEM IS LOCATED AT: Risk Management Department

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

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

ITEM IS LOCATED AT: _____

Contact Person

Phone

Authorized by Dept. Head:

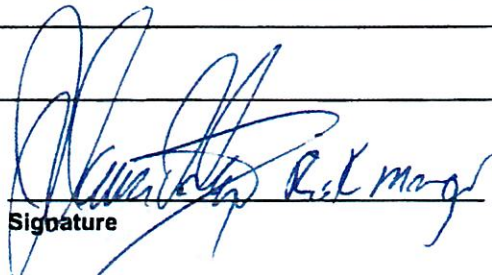
Signature

Date

Fleet Maintenance Supervisor: (Vehicles/Heavy Equipment Only)

Signature

Date



8/16/24

APPROVED

AUG 16 2024

BY

Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

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

The following Parish Property is requested to be declared surplus to the Risk Management Department Department.

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

ITEM	QUANTITY	VALUE	CONDITION
<u>1</u>	<u>1</u>	<u>-0-</u>	<u>Poor</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)
Dell Optiplex 7080 computer/ Black/ Service Tag #2589N83

ITEM IS LOCATED AT: Risk Management Department

ITEM	QUANTITY	VALUE	CONDITION
<u>2</u>	<u>1</u>	<u>0</u>	<u>Poor</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)
Dell Monitor/ black/ P2213F

ITEM IS LOCATED AT: Risk Management Department

ITEM	QUANTITY	VALUE	CONDITION
<u>3</u>	<u>1</u>	<u>0</u>	<u>Poor</u>

DESCRIPTION (MODEL, FEATURES, I.D. #, COLOR, MILEAGE, ETC.)
Dell Monitor/ black/ Service Tag #7FY9Q63

ITEM IS LOCATED AT: Risk Management Department

ITEM	QUANTITY	VALUE	CONDITION

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

ITEM IS LOCATED AT: _____

Contact Person _____ Phone _____

Authorized by Dept. Head: [Signature] 8/16/24
Signature Date

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

APPROVED

BY [Signature]
AUG 20 2024
Information Technology Division

REPORT OF SURPLUS/OBSOLETE PROPERTY FORM

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

The following Parish Property is requested to be declared surplus to the Risk Management Department.

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

ITEM	QUANTITY	VALUE	CONDITION
<u>1</u>	<u>1</u>	<u>0</u>	<u>Junk</u>

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

Dell Latitude E5570 ST: 9TFLBH2

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
<u>2</u>	<u>2</u>	<u>0</u>	<u>Junk</u>

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

Dell Monitor P2217 ST: 4168Q82; 4VZ8Q82

ITEM IS LOCATED AT: 301 Plant Road

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

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

ITEM IS LOCATED AT: _____

ITEM	QUANTITY	VALUE	CONDITION
_____	_____	_____	_____

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

ITEM IS LOCATED AT: _____

Jovanna Pillot
Contact Person

873-6470

Phone

Authorized by Dept. Head:

[Signature]
Signature

8/19/24
Date

Fleet Maintenance Supervisor:
(Vehicles/Heavy Equipment Only)

Signature

Date



Monday, August 26, 2024

Item Title:

2024 Various Items for Budget Amendment

Item Summary:

Consider the introduction of an Ordinance to amend the 2024 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

I. Houma Police Department, \$3,841

II. General Fund, \$15,000

III. Restore Act-Hollywood Road Bridge Extension, \$302,923

IV. Louisiana Commission on Law Enforcement Grant Award, \$11,569

V. Emergency Preparedness Department-EMPG, \$58,078

and call a public hearing on said matter on Wednesday, September 11, 2024, at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
2024 Various Items for Budget Amendment	8/21/2024	Executive Summary
2024 Various Items for Budget Amendment	8/21/2024	Budget Amendment
2024 Various Items for Budget Amendment	8/21/2024	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 2024 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Houma Police Department, \$3,841
- II. General Fund, \$15,000
- III. Restore Act-Hollywood Road Bridge Extension, \$302,923
- IV. Louisiana Commission on Law Enforcement Grant Award, \$11,569
- V. Emergency Preparedness Department-EMPG, \$58,078

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

TOTAL EXPENDITURE

N/A

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECTALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

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_____/s/ Kayla Dupre_____

_____August 21, 2024_____

Signature

Date

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE 2024 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Houma Police Department, \$3,841
- II. General Fund, \$15,000
- III. Restore Act-Hollywood Road Bridge Extension, \$302,923
- IV. Louisiana Commission on Law Enforcement Grant Award, \$11,569
- V. Emergency Preparedness Department-EMPG, \$58,078

SECTION I

WHEREAS, the Houma Police Department received \$3,841 reimbursement from South Central Planning, and

WHEREAS, this reimbursement needs to be reflected in the Computer Equipment account.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Houma Police Department. (Attachment A)

SECTION II

WHEREAS, Administration is requesting additional funding of \$15,000 for the parking garage assessment, and

WHEREAS, the funding is from the General Fund.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Parking Garage assessment. (Attachment B)

SECTION III

WHEREAS, the Parish has been awarded a grant amendment under the RESTORE Act Direct Component program (Grant # RDCGR450349-01-00), from the U.S. Department of the Treasury, Office of Recovery Programs, Office of Gulf Coast Restoration for the Hollywood Road Extension bridge over Bayou Black for an additional \$302,923, and

WHEREAS, the grant will fund the creation of a transportation connection between the Hollywood Road Extension and La Hwy 182, and

WHEREAS, the project will benefit the communities of Terrebonne Parish.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended to reflect the funding of the Hollywood Road Bridge Extension. (Attachment C)

SECTION IV

WHEREAS, the Juvenile Detention Department of the Terrebonne Parish Consolidated Government has been approved a grant from the Louisiana Commission on Law Enforcement (LCLE) and Administration on Criminal Justice, Office of Juvenile Justice & Delinquency Prevention, Office of Justice Programs for the Prison Rape Elimination Act (PREA) Funds FY 2022 in the amount of Eleven Thousand Five Hundred sixty-nine dollars (\$11,569) for the Terrebonne Parish Consolidated Government, and

WHEREAS, the Federal Fiscal Year 2022 LCLE will provide grant funding to assist units of governments to carry out activities that enable agencies to achieve PREA compliance through technical assistance and other resources.

NOW, THEREFORE BE IT FURTHER ORDAINED, that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget be amended for the Juvenile Detention Department. (Attachment D)

SECTION V

WHEREAS, the Parish has been awarded \$58,078 for the Emergency Management Performance Grant Program - 2024 from the State of Louisiana, Governor's Office of Homeland Security and Emergency Preparedness, and

WHEREAS, the dollars will be reimbursement for the operations associated with the Office of Emergency Preparedness including daily duties conducted by the office staff.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2024 Adopted Operating Budget of the Terrebonne Parish Consolidated Government be amended for the Emergency Preparedness Department. (Attachment E)

SECTION VI

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 VII

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.

ATTACHMENT A - Houma Police Department

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Miscellaneous-Other		(3,841)	(3,841)
Computer Equipment	12,000	3,841	15,841

ATTACHMENT B - General Fund

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Govt Tower Adjacent Park Lot	65,000	(15,000)	50,000
Transfer to Capital Project Fund	1,000	15,000	16,000
Transfer from General Fund	(1,000)	(15,000)	(16,000)
Tower Parking Garage Improvements	9,867	15,000	24,867

ATTACHMENT C - Hollywood Road Bridge

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Restore Act Hollywood Rd Ext Bridge	(1,207,790)	(302,923)	(1,510,713)
Hollywood Road Ext-Bridge	1,374,843	302,923	1,677,766

ATTACHMENT D - Juvenile Detention

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
State Grant-Juvenile Detention		(11,569)	(11,569)
Security System Control Upgrade		11,569	11,569

ATTACHMENT E - Emergency Preparedness

	2024		
	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Office of Emergency Preparedness		(58,078)	(58,078)
Utilities-Other	72,000	58,078	130,078

Section I (200) 101-95-6995

VP 40503



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1116800

ORIGINAL INVOICE

Transaction Number 8281678934	Transaction Date 27-JUL-2023	Transaction Total 50,045.85 USD
P.O. Number 2229581	P.O. Date 06-DEC-2022	Customer Account No 1036448662
Payment Terms Net Due In 30 Days		Payment Due Date 26-AUG-2023

Visit our website at www.motorolasolutions.com

Ship To Address

TERREBONNE PARISH COMMUNICATIONS DISTRICT
ATTN: Accounts Payable
PO BOX 2768
HOUMA LA 70361
United States

HOUMA POLICE DEPT
500 HONDURAS ST
HOUMA LA 70360
United States

VENDOR # 759
PRICE \$3840.55

IMPORTANT INFORMATION

Ultimate Destination
United States
Freight Terms: FREIGHT
PREPAID
Inc. Term: CFT
NEAREST PORT OF IMPORT

For all invoice payment inquiries contact
Accounts Receivable@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)889-4238

Sales Order(s): 3202806610
Delivery Number(s): 9109260348

ACCT # 101-95-200

PAID
47228
DATE 8/15/24

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	H51UCF9PW6AN	APX 4000 7/800 MHZ MODEL 2 PORT SO Line #: 1,1 Ship Date: 26-JUL-2023 SERIAL NUMBERS 426CZP2191 426CZP2192 426CZP2193 426CZP2194 426CZP2195 426CZP2196 426CZP2197 426CZP2198 426CZP2199 426CZP2200 426CZP2201 426CZP2202 426CZP2203 426CZP2204 426CZP2205	15	1,515.74	22,736.10
1.1	QA02750AB	AL T: IMPRES LI-ION 2800MAH (PMINN444B)	15	71.50	1,072.50
1.2	LSV01S00002A	H865BK - ADD: 3Y ESSENTIAL SERVICE : Duration Service From: 28-JUL-2023 Service To: 28-JUL-2026	15	95.00	1,425.00
1.3	H869CE	ENH: MULTIKEY	15	217.80	3,267.00

Please detach here and return the bottom portion with your payment

Transaction Number 8281678934	Customer Account No 1036448662	Payment Due Date 26-AUG-2023	Transaction Total 50,045.85 USD	Amount Paid
----------------------------------	-----------------------------------	---------------------------------	------------------------------------	-------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

TERREBONNE PARISH COMMUNICATIONS DISTRICT
ATTN: Accounts Payable
PO BOX 2768
HOUMA LA 70361
United States

Payment Transfer Details
Bank of America, Dallas
Bank Account No: 37566319806

PURCHASING
AUG 03 2023

PAID

CK# 47228 DATE 8/15/24

Reimburse TPCG \$3,840.55
of this invoice SHSP 22 funds



Motorola Solutions, Inc.
13108 Collections Center
Chicago IL 60693
United States
Please provide your remittance details to:
US.remittance@motorolasolutions.com



MOTOROLA SOLUTIONS
 Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
 Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8281678934	Transaction Date 27-JUL-2023	Transaction Total 50,045.85 USD
P.O. Number 2229581	P.O. Date 06-DEC-2022	Customer Account No 1035448662
Payment Terms Net Due In 30 Days		Payment Due Date 25-AUG-2023

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1.4	Q623AM	ENH: AES ENCRYPTION AND ADP	15	313.80	4,707.00
1.5	H889BK	ADD: 3Y ESSENTIAL SERVICE	15	0.00	0.00
1.6	QA0275GAB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	15	1,122.55	16,838.25
USD Subtotal					50,045.85
USD Total Tax					0.00
USD Total					50,045.85
USD Amount Due					50,045.85

acct # 204-211-8914-01

PO # 2341773

20897
2382709

[Handwritten Signature]

[Handwritten Signature]

[Handwritten Signature]

PURCHASING

AUG 03 2023



**TERREBONNE PARISH
CONSOLIDATED GOVERNMENT**

P.O. BOX 2768, HOUMA, LOUISIANA 70361
855-858-5050 TPCG.ORG



Hancock Whitney
Houma, Louisiana
14-17650

No. 2375531	
DATE	08/07/2023
AMOUNT	\$50,147.44

ACCOUNTS PAYABLE CLEARING ACCOUNT
VOID AFTER 120 DAYS

PAY FIFTY THOUSAND ONE HUNDRED FORTY-SEVEN AND 44/100 DOLLARS

TO THE ORDER OF MOTOROLA SOLUTIONS, INC.
500 W MONROE STREET
CHICAGO, IL 60661-4059

Kandace M. Mauldin
Jordan & Dave

⑈ 2375531 ⑈ ⑆065400153⑆ 62276712⑈

MEC

JULY 31, 2024 - MONTH LAST CLOSED

ACCT: 204-000-6499-00

PUBLIC SAFETY FUND

NO DEPARTMENT NAME

MISCELLANEOUS - OTHER

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	0	10,529.17-	0	10,529
CLOSED:				
2018	1,037	4,195.99-	N/A	3,159
2019	3,804	51,060.76-	N/A	47,257
2020	1,500	36,786.26-	N/A	35,286
2021	72,357	85,238.69-	N/A	12,882
2022	0	7,512.57-	N/A	7,513
2023	500	24,842.04-	N/A	24,342

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF08 = PRT DETAIL

CF06 = DSP ENCUMBRANCE

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY
JULY 31, 2024 - MONTH LAST CLOSED

8/21/24

ACCT: 204-211-8915-04

PUBLIC SAFETY FUND
POLICE
COMPUTER EQUIPMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	12,000	10,076.21	2,946	1,022-
CLOSED:				
2018	30,294	29,931.90	N/A	362
2019	0	.00	N/A	0
2020	70,000	23,028.48	N/A	46,972
2021	46,972	17,815.72	N/A	29,156
2022	35,103	35,412.53	N/A	310-
2023	31,498	30,507.13	N/A	991

ENTER = CONTINUE CF04 = DSP DETAIL ACCOUNT EXCEEDS BUDGET AMOUNT CF05 = DSP INV JE

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

Section II

Felicia Aubert

From: Kandace Mauldin
Sent: Tuesday, August 20, 2024 2:49 PM
To: Kayla Dupre; Felicia Aubert
Subject: Budget Amendment

We need to do a budget amendment to add additional funding to the parking garage assessment. Need to add \$15,000 to 659-194-8912-06 from 151-194-8912-07.



KANDACE MAULDIN, CPA
Chief Financial Officer
Department of Finance
985.873.6459 [tpcg.org](https://www.tpcg.org)

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 659 - CAPITAL PROJECTS CONTROL**

659-194-8912-06
TOWER PARKING GARAGE IMPROVEMENTS

TOTAL FUNDING	\$	40,000
EXPENDITURES THRU 12/31/24		<u>(15,133)</u>
PROJECT BALANCE	\$	<u>24,867</u>

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
Sep-07	ORD 7356	GENERAL FUND	435,000						
Dec-13	ORD 8376	CLOSE TO FUND BALANCE	(400,000)						
Jan-14	ORD 8376	GENERAL FUND	400,000						
Jan-15	ORD 8494	GENERAL FUND	(400,000)						
Nov-18	ORD 9018	TO 659-194-8915-09 FD 151	(10,000)						
Sep-24	PENDING BA	FROM 151-194-8912-07		15,000					
		LESS PRIOR YEARS EXPENDITURES	(15,133)						
		FUNDS AVAILABLE	\$ 9,867	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -

ENGINEER/ARCHITECT: **BADEAUX ENGINEERS, INC.
MEYER ENGINEERS & ARCHITECTS**

DESCRIPTION: TO DEVELOP A MASTER PLAN OF ITEMS NEEDED
TO EXPAND THE LIFE OF THE STRUCTURE.

ACCT: 151-194-8912-07

GENERAL FUND
 GOVERNMENT BUILDINGS
 GOV'T TOWER ADJACENT PARK LOT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	65,000	.00	0	65,000
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	430,000	.00	N/A	430,000
2021	495,000	430,000.00	N/A	65,000
2022	65,000	.00	N/A	65,000
2023	65,000	.00	N/A	65,000

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

ACCT: 151-999-9106-59

GENERAL FUND
 OPERATING TRANSFERS
 CAPITAL PROJECT CONTROL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	1,000	1,000.00	0	0
CLOSED:				
2018	165,389	165,389.00	N/A	0
2019	80,000	80,000.00	N/A	0
2020	0	.00	N/A	0
2021	250,000	250,000.00	N/A	0
2022	84,000	84,000.00	N/A	0
2023	96,776	96,776.00	N/A	0

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

JULY 31, 2024 - MONTH LAST CLOSED

ACCT: 659-000-7101-51

CAPITAL PROJECTS CONTRL
 NO DEPARTMENT NAME
 GENERAL FUND

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	1,000	1,000.00-	0	0
CLOSED:				
2018	165,389	165,389.00-	N/A	0
2019	80,000	80,000.00-	N/A	0
2020	0	.00	N/A	0
2021	250,000	250,000.00-	N/A	0
2022	84,000	84,000.00-	N/A	0
2023	96,776	96,776.00-	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

8/21/24

JULY 31, 2024 - MONTH LAST CLOSED

ACCT: 659-194-8912-06

CAPITAL PROJECTS CONTRL

GOVERNMENT BUILDINGS

TOWER PARKING GARAGE IMPRVMENTS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	9,867	.00	0	9,867
CLOSED:				
2018	9,867	.00	N/A	9,867
2019	9,867	.00	N/A	9,867
2020	9,867	.00	N/A	9,867
2021	9,867	.00	N/A	9,867
2022	9,867	.00	N/A	9,867
2023	9,867	.00	N/A	9,867

ENTER = CONTINUE

CF04 = DSP DETAIL

CF05 = DSP INV JE

CF01 = EXIT

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

CF02 = INPUT SCR

Felicia Aubert

From: Kandace Mauldin
Sent: Friday, August 16, 2024 7:35 AM
To: Kayla Dupre; Felicia Aubert
Subject: Hollywood Rd. Bridge Amendment
Attachments: RA-001283 - amendment_submission_3.pdf

Attached is the amendment for the Hollywood Road Bridge Grant Award for \$302,922.51. Please prepare a budget amendment.

Thanks



KANDACE MAULDIN, CPA
Chief Financial Officer
Department of Finance
985.873.6459 tpcg.org

661-310-8916-57 \$302,923.00
661-000 6318-57 \$302,923.00

section III

Account Profile

Agency Location Code/Region :	20555091 / 02
Federal Agency Name :	BUREAU OF THE FISCAL SERVICE
Recipient ID :	2206613
Recipient Organization Name :	TERREBONNE PARISH CONSOLIDATED
Requestor ID :	2206613
Account ID :	RDCGR450349
Account Type :	Control Account
Account Description :	HOLLYWOOD ROAD EXTENSION BRIDG
TAS Distribution Method :	Percentage By Detail
Group ID :	TFM
Account Status :	Open
Create Date :	01/17/2023
Begin Date :	03/15/2023
Performance Period End Date :	12/31/2024
End Date :	04/30/2025
Allow Book Entry Adjustments :	No
Allow Warehoused Payments :	No
Grant (Y/N) :	Yes
FAIN :	RDCGR450349
CFDA Number :	21.015
CMIA Indicator :	No
Funding Technique :	
Total Estimated Grant Amount :	\$3,240,325.51
Cumulative Authorized Amount :	\$3,240,325.51
Available Balance :	\$513,754.87
Cumulative Authorized Amount Reset Period :	
Annual Reset Month :	
Maximum Daily Draw Amount :	\$0.00
Maximum Monthly Draw Amount :	\$0.00
Maximum Quarterly Draw Amount :	\$0.00
Maximum Total Draw Amount :	\$3,240,325.51
Rollover Reset Quarter :	
Automated Renewal Period :	
Automated Renewal Amount :	\$0.00
Agency Review :	No
Threshold Amount :	\$0.00

Burden Statement

SF-424 Form (4040-0004).

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 4040-0004. The time required to complete this information collection is estimated to average 1.1 hours per response, including the time to review instruction, search existing data resources, gather the data needed and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Health and Human Services, OS/OCIO/PRA, 200 Independence Ave., S.W., Suite 537-H, Washington D.C. 20201, Attention: PRA Reports Clearance Officer.

Agency	Total Responses	Average Burden per response in Hours	Total Burden
DOC	17327	30/60	8664
DOE	9850	60/60	9850
ED	10235	60/60	10235
EPA	9098	4	36392
HHS	11690	4.386	51275
SSA	2000	20/60	667
USAID	400	15/60	100
USDA	253563	60/60	253563
DOI	22012	27/60	10010
DOD	206	60/60	206
DOL	2620	30/60	1310
DOJ	17900	30/60	8950
DHS	223	60/60	223
Total	357124	---	391445

391445 total hrs. / 357124 = 1.1 hours per response

Application for Federal Assistance SF-424

1. Type of Submission Application	2. Type of Application Revision	If Revision, select appropriate letter(s): A. Increase Award Other (Specify):
3. Date Received: June 7, 2024	4. Applicant Identifier:	
5a. Federal Entity Identifier:	5b. Federal Award Identifier: RDCGR450349	
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	
8. APPLICANT INFORMATION:		
a. Legal Name: Terrebonne Parish Consolidated Government (RA)		
b. Employer/Taxpayer Identification Number (EIN/TIN): 72-6001390	c. UEI: T16NA5YA1WH3	
d. Address:		
Street1: 8026 Main Street, Ste. 300		
Street2:		
City: Houma		
County/Parish: Terrebonne		
State: LA: Louisiana		
Province:		

Country: United States of America

Zip / Postal Code: 70360

e. Organizational Unit:

Department Name:	Division Name:
-------------------------	-----------------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr.

Middle Name: Joseph

Last Name: Black **First Name:** Mart

Suffix:

Title: Director

Organizational Affiliation:
TPCG Office of Coastal Restoration

Telephone Number: 9858736889 **Fax Number:**

Email: mblack@tpcg.org

9. Type of Applicant 1: Select Applicant Type:
B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

Other (specify):

10. Name of Federal Agency: U.S. Department of the Treasury	
11. Catalog of Federal Domestic Assistance Number: 21.015 CFDA Title: Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States	
12. Funding Opportunity Number: GR-RDC-23-001 Title: Direct Component – Construction and Real Property Acquisition Activities	
13. Competition Identification Number: Title:	
14. Areas Affected by Project (Cities, Counties, States, etc.):	Areas Affected By Project Upload
15. Descriptive Title of Applicant's Project: Hollywood Road Extension Bridge over Bayou Black	
Attach supporting documents as specified in agency instructions.	
16. Congressional Districts Of: a. Applicant LA-001	b. Program/Project LA-001
Attach an additional list of Program/Project Congressional Districts if needed.	
17. Proposed Project: a. Start Date: May 1, 2023	b. End Date: December 31, 2024
18. Estimated Funding (\$):	

a. Federal 302922.51
b. Applicant 0.00
c. State 0.00
d. Local 0.00
e. Other 0.00
f. Program Income 0.00
g. TOTAL 302922.51

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
Not Covered by E.O. 12372

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

****I AGREE true**

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr.

Middle Name: Joseph	First Name: Mart
Last Name: Black	
Suffix:	
Title: Director, TPCG Office of Coastal Restoration	
Telephone Number: 9858736889	Fax Number:
Email: mblack@tpcg.org	
Signature of Authorized Representative:	Date Signed: June 7, 2024

Burden Statement

SF-424A Budget Information - Non-Construction Programs Form (4040-0006)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 4040-0006. The time required to complete this information collection is estimated to average 1.8 hours per response, including the time to review instructions, search existing data resources, gather the data needed and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Health and Human Services, OS/OCIO/PRA, 200 Independence Ave., S.W., Suite 537-H, Washington D.C. 20201, Attention: PRA Reports Clearance Officer.

Agency	Total Responses per response in Hours	Average Burden Hours	Total Burden
CNCS	10	4	40
DOI	1274	49/60	1046
DOS	150	5/60	13
EPA	9098	1.97	17905
SSA	1400	30/60	700
TREAS	276	1	276
VA	184	15/60	46
USDA	7241	3	21723
DOC	5685	20/60	1895
DOT	50	1.6	80
DHS	150	2	300
HHS	1510	2.64	3998
Total	27028	---	48022

48022 total hrs. / 27028 = 1.8 total hours per response.

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. DC Construction	21.015	\$0.00	\$0.00	\$302,922.51	\$0.00	\$302,922.51
2. DC Construction	21.015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3. DC Construction	21.015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4. DC Construction	21.015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5. Total		\$0.00	\$0.00	\$302,922.51	\$0.00	\$302,922.51

SECTION B - BUDGET Categories

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (\$)
	DC Construction	DC Construction	DC Construction	DC Construction	
a. Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
b. Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
c. Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
f. Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
g. Construction	\$280,754.22	\$0.00	\$0.00	\$0.00	\$280,754.22
h. Other	\$15,520.29	\$0.00	\$0.00	\$0.00	\$15,520.29
i. Total Direct Charges(sum of 6a-6h)	\$296,274.51	\$0.00	\$0.00	\$0.00	\$296,274.51
j. Indirect Charges	\$6,648.00	\$0.00	\$0.00	\$0.00	\$6,648.00

k. TOTALS(sum of 6i and 6j)	\$302,922.51	\$0.00	\$0.00	\$0.00	\$302,922.51
7. Program Income		\$0.00	\$0.00	\$0.00	\$0.00

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. DC Construction				\$0.00
9. DC Construction				\$0.00
10. DC Construction				\$0.00
11. DC Construction				\$0.00
12. TOTAL (sum of lines 8 - 11)	\$0.00	\$0.00	\$0.00	\$0.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14. Non-Federal	\$0.00	\$0.00	\$0.00	\$0.00	
15. TOTAL (sum of lines 13 and 14)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges	22. Indirect Charges
23. Remarks	

Burden Statement

SF-424C Budget Information - Construction Programs Form (4040-0008)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 4040-0008. The time required to complete this information collection is estimated to average 2 hours per response, including the time to review instructions, search existing data resources, gather the data needed and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Health and Human Services, OS/OCIO/PRA, 200 Independence Ave., S.W., Suite 537-H, Washington D.C. 20201, Attention: PRA Reports Clearance Officer.

Agency	Total Responses per response in Hours	Average Burden Hours	Total Burden
VA	179	15/60	45
DOI	1274	49/60	1046
USDA	934	3	2802
DOC	567	15/60	142
DOT	1650	3	4950
DHS	73	4	292
Total	4677	---	9277

48022 total hrs. / 27028 = 1.8 total hours per response.

BUDGET INFORMATION - CONSTRUCTION PROGRAMS

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (columns a-b)
1. Administrative and legal expenses			\$0.00
2. Land, structures, rights-of-way, appraisals, etc.			\$0.00
3. Relocation expenses and payments			\$0.00
4. Architectural and engineering fees			\$0.00
5. Other architectural and engineering fees			\$0.00
6. Project inspection fees			\$0.00
7. Site work			\$0.00
8. Demolition and removal			\$0.00



BUDGET INFORMATION - CONSTRUCTION PROGRAMS CONTINUE...

9. Construction	\$280,754.22		\$280,754.22
10. Equipment			\$0.00
11. Miscellaneous			\$0.00
12. SUBTOTAL	\$280,754.22	\$0.00	\$280,754.22
13. Contingencies	\$22,168.29		\$22,168.29
14. SUBTOTAL	\$302,922.51	\$0.00	\$302,922.51
15. Project (program) income	\$0.00		\$0.00
16. TOTAL PROJECT COSTS	\$302,922.51	\$0.00	\$302,922.51
	FEDERAL FUNDING		
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.	Enter eligible costs from line 16c Multiply X	100%	\$302,922.51

Burden Statement

SF-424D Assurances – Construction Programs Form (4040-0009)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 4040-0009. The time required to complete this information collection is estimated to average 30 minutes per response, including the time to review instruction, search existing data resources, gather the data needed and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Health and Human Services, OS/OCIO/PRA, 200 Independence Ave., S.W., Suite 537-H, Washington D.C. 20201, Attention: PRA Reports Clearance Officer.

Agency	Total Responses	Average Burden per response in Hours	Total Burden
USDA	916	15/60	229
DOI	1334	48/60	1076
VA	141	15/60	35
DOC	567	15/60	142
DHS	73	30/60	73
Total	3031	---	1519

1519 hrs. x 60 = 91140 total minutes

91140 minutes / 3031 total responses = 30 minutes per response

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis- Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

Previous Edition Usable

Authorized for Local Reproduction

Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE Director, TPCG Office of Coastal Restoration
APPLICANT ORGANIZATION Terrebonne Parish Consolidated Government (RA)	DATE SUBMITTED June 7, 2024

Post-Award Request - Revised Budget and Narrative Justification

The table below shows the following: in the leftmost column, the budget approved in the most recent Notice of Award for this award; in the center, the change you have requested with this amendment, prepopulated from what you filled out in the SF-424A (if you need to make any changes, you must make them on the SF-424A); and in the rightmost column, the new revised proposed budget, which is the sum of the two columns to the left.

	Original Budget	Requested Change	Revised Budget Proposed
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$1,205,515.00	\$0.00	\$1,205,515.00
Construction	\$2,937,403.00	\$280,754.22	\$3,218,157.22
Other	\$0.00	\$15,520.29	\$15,520.29
Total Direct Costs	\$4,142,918.00	\$296,274.51	\$4,439,192.51
Indirect Costs	\$0.00	\$6,648.00	\$6,648.00
Total Approved Budget	\$4,142,918.00	\$302,922.51	\$4,445,840.51
Federal Share	\$2,937,403.00	\$302,922.51	\$3,240,325.51
Non-Federal Share	\$1,205,515.00	\$0.00	\$1,205,515.00

Provide a detailed budget that supports the proposed scope of work. The budget justification should relate each budget category listed in the SF424A and SF424C (see below budget table pulled from your SF-424A) to the specific tasks identified in the proposed scope of work, including any third-party funding. The budget justification should provide specific justification for all budget categories that apply; including an explanation of the necessity, allowability, reasonableness, and allocability of proposed costs.

Revised Budget Justification Upload

- Attachment: Revised Budget Justification and Narrative

View Burden Statement

OMB Approval No. 1505-0250

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1505-0250. Comments concerning the time required to complete this information collection, including the time to review instructions, search existing data resources, gathering and maintaining the data needed, and completing and reviewing the collection of information, should be directed to the Department of the Treasury, Office of Gulf Coast Restoration, 1500 Pennsylvania Ave., NW, Washington, DC 20220.

RESTORE Act Status of Performance Report

Instructions for Completing Form:

The purpose of this form is to report the status of progress toward reaching priority goals of the eligible Direct Component (DC) activity/Centers of Excellence (COE) discipline (i.e., measuring success, rather than listing milestones or tasks). Please focus on a discrete number of priority goals (1 to 3) and the corresponding performance measures.

Applicant/Grantee: Terrebonne Parish Consolidated Government (RA)

Title: AO/PD

Goal(s):

Completion of new bridge over Bayou Black at the end of the Hollywood Road Extension.

Reporting Period Ending: n/a

Eligible Activity/ Discipline #	Measure #	Measure	Current actual results vis-a-vis (quantitative)	Status/ Next Steps
DC 6 -- Infrastructure projects benefitting the economy or ecological resources, including port infrastructure.	1	Bridge Construction Completed		Concrete pouring nearly complete
DC 6 -- Infrastructure projects benefitting the economy or ecological resources, including port infrastructure.	2	Decreased travel time to parish major commercial corridor using new bridge during peak hours.		Ribbon cutting ceremony

View Burden Statement

OMB Approval No. 1505-0250

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1505-0250. Comments concerning the time required to complete this information collection, including the time to review instructions, search existing data resources, gathering and maintaining the data needed, and completing and reviewing the collection of information, should be directed to the Department of the Treasury, Office of Gulf Coast Restoration, 1500 Pennsylvania Ave., NW, Washington, DC 20220.

RESTORE Act Milestones Report - Department of the Treasury

Instructions for Completing Form:

Please complete columns A-E. You will complete column F after the grant is awarded, as part of the performance reports described in the Standard Terms and Conditions.

Applicant/Grantee: Terrebonne Parish Consolidated Government (RA)

Title:

Reporting Period Ending: n/a

A) Milestone Number	B) Milestone Description	C) Estimated Completion Timeframe of Milestone	D) Is milestone contingent upon completion of another milestone (Y/N)?	E) What percentage of the Scope of Work is estimated to be completed with this milestone?	F) Actual Completion Date of Milestone
1	Bidding phase per Louisiana Bid Law and Federal Guidelines	2	0	0.00%	4/13/2023
2	Procurement and Award of Contract for Construction	4	1	0.00%	7/10/2023
3	Mobilization/Lead time for Concrete Pile Delivery	8	2	25.00%	8/1/2023
4	Construction	18	3	70.00%	5/30/2024
5	Substantial Completion	19	4	5.00%	6/20/2024
6	Project Close Out	22	5	0.00%	12/31/2024

TOTAL

Scope of Work Percentage: 100.00%

Post-Award Request - Narrative Justification

Please refer to the applicable award terms and conditions to determine what issues need to be addressed in this justification. For time extension, generally you are required to explain how the recipient will accomplish the scope of work in the revised timeframe, and a discussion of risks that could further impact the schedule, and a risk mitigation strategy to reduce the likelihood of these schedule risks or their impact if they do occur, but please check your terms and conditions for exact requirements.

No additional time is being requested at this time. Since the period of performance ends on Dec. 31, 2024, the contractor is confident that this project can be completed before this date, assuming timely approval of this amendment by Treasury. However, due to delivery dates not anticipated for some needed materials, the contract end date of May 9, 2024, may require an internal change order to extend the contract end date.

Narrative Justification Upload

Amendment Uploads

If you are applying for a modification to an award made on or after June 30, 2022, this scope of work should be in redline format to clearly identify the changes from the original scope of work. If you are applying for a modification to an award made before that date, we strongly encourage submitting the scope of work in redline format to expedite our review, but it is not required.

Revised Change in Award Scope

All Other Supporting Information

- Attachment: Cost Breakdowns

RESTORE Act Application Submission

The RESTORE Act authorized official with authority to legally bind your organization must certify and submit your application.

Authorized Official First Name:

Mart

Authorized Official Last Name:

Black

Authorized Official Title:

Director, TPCG Office of Coastal Restoration

Authorized Official Email:

mblack@tpcg.org

After you click the button below to SUBMIT APPLICATION, an email will be sent to you with a certification statement and a DocuSign link for an electronic signature. The DocuSign link will include the required forms for the Authorized Official to enter their electronic signature and thereby certify to the truthfulness, completeness and accuracy of the application.

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
2025 - FIVE YEAR CAPITAL OUTLAY
FUND 661 - ROAD CONSTRUCTION FUND**

**661-310-8916-57
HOLLYWOOD RD EXT-BRIDGE
R: 661-000-6318-57**

TOTAL FUNDING	\$	4,631,167
EXPENDITURES THRU 12/31/24		(2,953,401)
PROJECT BALANCE	\$	1,677,766

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2024	2025	2026	2027	2028	2029
May-19	ORD 9052	FROM 661-310-8916-80 FD 251	26,397						
May-19	ORD 9052	FROM 661-310-8916-81 FD 251	73,343						
Jan-20	ORD 9117	FROM 661-310-8916-88 FD 661	100,000						
Jan-20	ORD 9117	FROM 661 FUND BALANCE	95,000						
Jan-20	ORD 9117	FROM 665 FUND BALANCE	50,000						
Jan-20	ORD 9117	FROM 667 FUND BALANCE	80,250						
Jan-20	ORD 9117	FROM 255 FUND BALANCE	34,165						
Nov-20	ORD 9213	PUBLIC IMPROVEMENT BONDS	650,000						
Aug-22	ORD 9413	FROM FD 255 1/4% CAPITAL SALES TAX FE	281,686						
Feb-23	ORD 9458	RESTORE ACT	2,177,891						
Jul-23	ORD 9491	RESTORE ACT	795,512						
Jan-24	ORD 9547	RESTORE ACT		(36,000)					
Jan-24	ORD 9547	RESTORE ACT		302,923					
		LESS PRIOR YEARS EXPENDITURES	(2,953,401)						
		FUNDS AVAILABLE	\$ 1,410,843	\$ 266,923	\$ -	\$ -	\$ -	\$ -	\$ -

ENGINEER/ARCHITECT: GIS ENGINEERING, LLC

DESCRIPTION: Study and research for a bridge to be built on Hollywood Road.

ACCT: 661-310-8916-57

ROAD CONSTRUCTION FUND
 ROADS & BRIDGES
 HOLLYWOOD RD EXT-BRIDGE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	1,374,843	1,384,756.37	0	9,913-
CLOSED:				
2018	0	.00	N/A	0
2019	99,740	53,446.80	N/A	46,293
2020	1,055,708	137,547.99	N/A	918,160
2021	918,160	217,127.30	N/A	701,033
2022	982,719	24,658.72	N/A	958,060
2023	3,931,463	2,520,619.80	N/A	1,410,843

ACCOUNT EXCEEDS BUDGET AMOUNT

ENTER = CONTINUE CF04 = DSP DETAIL CF05 = DSP INV JE
 CF01 = EXIT CF02 = INPUT SCR CF06 = DSP ENCUMBRANCE CF08 = PRT DETAIL

ACCT: 661-000-6318-57

ROAD CONSTRUCTION FUND

NO DEPARTMENT NAME

RESTORE ACT HLLYWD RD EXT BRD

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	1,207,790	996,958.08-	0	210,832-
CLOSED:				
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0
2021	0	.00	N/A	0
2022	0	.00	N/A	0
2023	2,973,403	1,729,612.56-	N/A	1,243,790-

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

Section IV

Terrebonne Parish Consolidated Government
2024 Budget Amendment
202-122 Terr Juvenile Deten.
Juvenile Services

This amendment is to add \$11,569, funds received from the Louisiana Commission on Law Enforcement and Administration on Criminal Justice, Office of Juvenile Justice & Delinquency Prevention (OJJDP), Office of Justice Programs for the Prison Rape Elimination Act (PREA) to assist Terrebonne Parish Juvenile Detention Center with standards to better protect individuals from sexual assault in confinement facilities.

	Current	Change	Revised
202-000-6343-16	0	(11,569)	(11,569)
202-122-8932-30	0	11,569	11,569

OFFERED BY: MR. C. HARDING
SECONDED BY: MR. C. K. CHAMPAGNE

RESOLUTION NO. 24-294

A resolution authorizing the Parish President to execute an application form to the Louisiana Commission on Law Enforcement and Administration on Criminal Justice, Office of Juvenile Justice & Delinquency Prevention (OJJDP), Office of Justice Programs for the Prison Rape Elimination Act (PREA) Funds FY 2022-Allocation for the Juvenile Justice Department of the Terrebonne Parish Consolidated Government; and to address other matters relative thereto.

WHEREAS, the Juvenile Justice Department of the Terrebonne Parish Consolidated Government has been approved to implement an application for a grant from the Louisiana Commission on Law Enforcement and Administration on Criminal Justice, Office of Juvenile Justice & Delinquency Prevention (OJJDP), Office of Justice Programs for the Prison Rape Elimination Act (PREA) Funds FY 2022-Allocation Grant in the amount of Eleven Thousand, five Hundred and sixty-nine dollars (\$11,569.00) for Terrebonne Parish Consolidated Government. The Prison Rape Elimination Act (PREA) Funds FY 2022-Allocation Grant will provide funding to assist units of governments to carry out activities that enable agencies to achieve PREA compliance through technical assistance and other resources to support full compliance with PREA Standards,

WHEREAS, the Parish Administrative staff and the Parish Finance Department will oversee the application process in the implementation and meeting all the requirements set forth by the Louisiana Commission on Law Enforcement and Administration on Criminal Justice, Office of Juvenile Justice & Delinquency Prevention (OJJDP), Office of Justice Programs and,

NOW, THEREFORE BE IT RESOLVED by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the Parish President, Jason W. Bergeron, is hereby authorized to sign and to execute all documents necessary to implement the grant from the Louisiana Commission on Law Enforcement and Administration on Criminal Justice, Office of Juvenile Justice & Delinquency Prevention (OJJDP), Office of Justice Programs and to address other matters relative thereto.

THERE WAS RECORDED:

YEAS: J. Amedée, C. K. Champagne, C. Hamner, D. Babin, K. Chauvin, S. Trosclair, B. Pledger, C. Harding, and C. Voisin, Jr.
NAYS: None.
NOT VOTING: None.
ABSTAINING: None.
ABSENT: None.

The Chairman declared the resolution adopted on this the 8th day of July 2024.

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 Council Session on July 10, 2024, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 12th DAY OF JULY 2024.

TAMMY E. TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

State of Louisiana
Office of the Governor
Louisiana Commission on Law Enforcement
and Administration of Criminal Justice

JEFF LANDRY
GOVERNOR

ORIGINAL

JIM CRAFT
EXECUTIVE DIRECTOR



June 25, 2024

Honorable Jason W. Bergeron
Parish President
Terrebonne Parish Consolidated Government
Government Tower
8026 Main Street, Suite 700
P. O. Box 2768
Houma, Louisiana 70361

Dear Parish President Bergeron:

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: 2022-JF-81-8075
(Use on all correspondence)
Project Title: "JJDP PREA STATE LEVEL 2021-2022-DUPLICATE 7/17/24"
Project Period: 7/1/2024 - 9/30/2024
Federal Funds: 2022-JF: \$11,569.00
CFDA No: 16.540
Award: Federal Award No.: 15PJDP-22-GG-05511-TITL

This is one time funding.

This subgrant is hereby offered on the condition that Terrebonne Parish Consolidated Government 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.

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. 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.gov)
- (3) The subgrantee agrees to comply with all certified assurances made at the time of application.

- (4) 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.
- (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. Agency will be notified in writing of any deficiencies noted during the monitoring visit. These deficiencies will delay final release until cleared.
- (6) Subgrantee agrees that it will review pertinent information regarding this subgrant award via the website, 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 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.

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.

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.

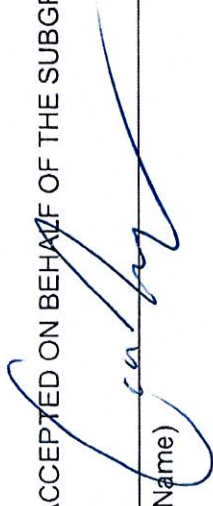
- (9) Supporting documents must accompany each fiscal report. Examples of supporting documents are, but are not limited to:
1. Personnel and Fringe – A payroll register that identifies employee, position, applicable pay period, gross salary, and if any, associated fringe benefits. Time Sheets or time 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.

Cancelled checks may be requested for any expense reported on a fiscal report.

- (10) 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.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:



(Name) (Title) (Date)
8/7/2024

ma/rl
CC: MasterFile

**ADDENDUM
JJDP PREA 2022 AWARD LETTERS**

Federal award date:
September 27, 2023

Total federal amount awarded - \$23,138

Total federal amount obligated - \$23,138

Approved federal and match budget is available for review within LCLE grants management system.

These federal funds are not used for Research and Development.

Terrebonne Parish Consolidated Government
Office of Emergency Preparedness
Emergency Management Performance Grant (EMPG)
Budget Amendment
8/16/2024

		Current	Adjustment	Final
151-912-8311-03	Utilities - Other	72,000	58,078	130,078
151-000-6318-05	EMPG	-	(58,078)	(58,078)

Section II

To input the Emergency Management Performance Grant into the parish budget for EMPG claims.



Governor's Office of Homeland Security and Emergency Preparedness Grant Agreement


GRANT AWARD INFORMATION	
Subrecipient Name	Terrebonne Parish Consolidated Government
Address	8026 Main Street
City, State	Houma, LA
Zip	70360-3407
Authorized Agent Name, Title	Gordon Dove, Parish President
Primary Agent Name, Title	Mary Lajaunie, Executive Secretary
Alternate Agent Name, Title	Earl Eues, TOHSEP Director

Grant Title	EMT-2023-EP-00001-S01 Emergency Management Performance Grant (EMPG)			
Grant Award Number				
CFDA Number	97.042			
Grant Award Amount	\$72,597.03			
Subrecipient Award Date	October 12, 2023			
Subrecipient Period of Performance	Begin Date	October 1, 2022	End Date	May 31, 2025
	Federal	80.00%	State/Local	20.00%
Grant Cost Share				

GRANT AWARD CERTIFICATIONS

- As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed the designated representatives listed above, and that all information is current and correct. The above Primary Agent and Alternate Agent is hereby authorized to execute and file an application on behalf of the sub-recipient for the purpose of obtaining certain federal financial assistance under the Emergency Management Performance Grant (EMPG) program.
- As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed, will accept and will comply with the State Administrative Agent (SAA) special conditions, attached hereto.
- As the duly authorized representative to sign on behalf of the sub-recipient participating in this grant and, on behalf of the sub-recipient, I do hereby certify as listed by my signature below that I have reviewed, will accept and will comply with the federal grant agreement articles and grant guidance, attached hereto.

STATE ADMINISTRATIVE AGENT AUTHORIZATION OF AWARD


Casey Tingle Director
October 12, 2023
Date of Sub-Award

SUB-RECIPIENT GRANT CERTIFICATION AND ACCEPTANCE BY AUTHORIZED AGENT


Gordon Dove Parish President
October 12, 2023
Date of Certification and Acceptance

FY 2023 DHS Standard Terms and Conditions

The Fiscal Year (FY) 2023 DHS Standard Terms and Conditions apply to all new federal financial assistance awards funded in FY 2023. These terms and conditions flow down to subrecipients unless an award term or condition specifically indicates otherwise. The United States has the right to seek judicial enforcement of these obligations.

All legislation and digital resources are referenced with no digital links. The FY 2023 DHS Standard Terms and Conditions will be housed on dhs.gov at www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions.

A. Assurances, Administrative Requirements, Cost Principles, Representations, and Certifications

- I. DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the awarding agency.
- II. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002.
- III. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. § 170.315, certify that their policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

B. General Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

- I. Recipients must cooperate with any DHS compliance reviews or compliance investigations conducted by DHS.
- II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel.
- III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
- IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance.
- V. Recipients (as defined in 2 C.F.R. Part 200 and including recipients acting as pass-through entities) of federal financial assistance from DHS or one of its awarding component agencies must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award for the first award under which this term applies. Recipients of multiple awards of DHS financial assistance should only submit one completed tool for their organization, not per award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and

FY 2023 DHS Standard Terms and Conditions

Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. DHS Civil Rights Evaluation Tool | Homeland Security

The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

C. Standard Terms & Conditions

- I. Acknowledgement of Federal Funding from DHS
Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.
- II. Activities Conducted Abroad
Recipients must ensure that project activities performed outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.
- III. Age Discrimination Act of 1975
Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.
- IV. Americans with Disabilities Act of 1990
Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101– 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.
- V. Best Practices for Collection and Use of Personally Identifiable Information
Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.
- VI. Civil Rights Act of 1964 – Title VI
Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.
- VII. Civil Rights Act of 1968
Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection

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that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

XXX. Reporting of Matters Related to Recipient Integrity and Performance

General Reporting Requirements:

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

XXXI. Reporting Subawards and Executive Compensation

Reporting of first tier subawards.

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

XXXII. Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

Recipients must comply with the "Build America, Buy America" provisions of the Infrastructure Investment and Jobs Act and E.O. 14005. Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

(1) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;

(2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

(3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

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Waivers

When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. Information on the process for requesting a waiver from these requirements is on the website below.

(a) When the Federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that:

- (1) applying the domestic content procurement preference would be inconsistent with the public interest;
- (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
- (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office.

There may be instances where an award qualifies, in whole or in part, for an existing waiver described at "[Buy America](#)" Preference in [FEMA Financial Assistance Programs for Infrastructure](#). [FEMA.gov](#).

The awarding Component may provide specific instructions to Recipients of awards from infrastructure programs that are subject to the "Build America, Buy America" provisions. Recipients should refer to the Notice of Funding Opportunity for further information on the Buy America preference and waiver process.

XXXIII. **SAFECOM**

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

XXXIV. Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

XXXV. Trafficking Victims Protection Act of 2000 (TVPA)

Trafficking in Persons.

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106 (g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.

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XXXVI. Universal Identifier and System of Award Management

Requirements for System for Award Management and Unique Entity Identifier Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

XXXVII. USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

XXXVIII. Use of DHS Seal, Logo, and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

XXXIX. Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

FY 2023 DHS Standard Terms and Conditions

- XXII. Lobbying Prohibitions
Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.
- XXIII. National Environmental Policy Act
Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq. and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.
- XXIV. Nondiscrimination in Matters Pertaining to Faith-Based Organizations
It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.
- XXV. Non-Supplanting Requirement
Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.
- XXVI. Notice of Funding Opportunity Requirements
All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.
- XXVII. Patents and Intellectual Property Rights
Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.
- XXVIII. Procurement of Recovered Materials
States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
- XXIX. Rehabilitation Act of 1973
Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides

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- XIV. Energy Policy and Conservation Act
Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.
- XV. False Claims Act and Program Fraud Civil Remedies
Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§3729-3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)
- XVI. Federal Debt Status
All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)
- XVII. Federal Leadership on Reducing Text Messaging while Driving
Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the Federal Government.
- XVIII. Fly America Act of 1974
Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C.) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.
- XIX. Hotel and Motel Fire Safety Act of 1990
Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a
- XX. John S. McCain National Defense Authorization Act of Fiscal Year 2019
Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.
- XXI. Limited English Proficiency (Civil Rights Act of 1964, Title VI)
Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-access-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

FY 2023 Draft Standard Terms and Conditions

therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

VIII. Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

IX. Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

X. Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).

XI. Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons.

XII. Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

XIII. E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety

Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.

JULY 31, 2024 - MONTH LAST CLOSED

ACCT: 151-000-6318-05

GENERAL FUND

NO DEPARTMENT NAME

OFC. OF EMERGENCY PREPAREDNESS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2024	0	58,077.62-	0	58,078
CLOSED:				
2018	0	3.00	N/A	3-
2019	33,423	66,611.08-	N/A	33,188
2020	33,731	33,731.21-	N/A	0
2021	33,616	33,616.16-	N/A	0
2022	0	.00	N/A	0
2023	35,632	35,632.43-	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF05 = DSP INV JE

CF08 = PRT DETAIL

