



Parish of Ascension

Office of Finance

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FINANCE COMMITTEE MEETING

February 11, 2025 - 5:30 PM

ASCENSION PARISH COURTHOUSE

607 EAST WORTHEY ROAD

GONZALES, LOUISIANA 70737

AGENDA

- (1) Call To Order / Invocation and Pledge**
- (2) Roll Call**
- (3) Chair's Additions**
- (4) Public Comment**
- (5) GENERAL BUSINESS**
 - a.** Presentation and approval of Property and Casualty Insurance Rates for Ascension Parish (Bret Hughes, Hughes Insurance)
 - b.** Approval of Professional Services Contract with Hughes Insurance Services for Agent of Record for all Property and Casualty Insurance (Ruth Phillips, Chief Administrative Officer)
 - c.** Approval of Amendment #1 to the staffing agreement with Advantage Medical Professionals, LLC for temporary staffing at the Ascension Parish Jail. This amendment is to increase the contract by \$46,000.00 to pay remaining invoices for a new not to exceed amount of \$196,000.00 (Colleen Arceneaux, Director of Health and Community Development)
 - d.** Approval of renewal of the Management and Operating Agreement between Ascension Parish Government and Gaston's BBQ & Beer, LLC to provide meal services for West Ascension Early Learning Center at a cost of \$10 per day per child under 3 years of age and \$15 per day per child over 3 years of age for up to 65 students (Colleen Arceneaux, Director of Health and Community Development)
 - e.** Approval of Cooperative Endeavor Agreement and Lease between Ascension Parish Government, Ascension Parish Sheriff, and Ascension Parish Fire Protection District #1 for the Fire District #1 site on Airline Hwy (Ricky Compton, Infrastructure Division Director)
 - f.** Approval of Amendment #1 to Master Contract for Professional Services with Lofton Industrial Services, LLC for temporary staffing. This amendment is to increase the contract by \$6,600.00 to pay remaining invoices. The new not to exceed amount is \$115,600.00 (Megan Babin, Human Resources Director)

- g.** Approval of Amendment #1 to Master Contract for Professional Services with Roberto Macedo & Associates for Section 8 Administrative Services to increase the contract by \$20,000.00 to pay invoices through April 2025, the end of the contract term. The new not to exceed amount is \$95,000.00 (Hermina Edwards Irvin, Grants Director)
- h.** Approval of Ordinance declaring surplus and authorization of the sale and/or transfer of miscellaneous movable equipment (Lynda Timmons, Senior Accountant II)
- i.** Approval to enter into a Contract with Systemates, Inc. (Projectmates) for project management software. Contract amount not to exceed \$95,435.00 in year one for start-up and annual costs and \$41,875.00 for annual cost for year two. After the initial two-year term, no more than annually, Systemates may increase the fees by no more than seven percent (7%) of the then-current fee (Randy Mullis, Project Manager III)
- j.** Approval of Amendment #1 to the Master Contract for Professional Services with Holly and Smith Architects, Inc., for the Lamar Dixon Gym Leak Remediation Project, to add Phase 2 - Implementation. Phase 2 will increase the contract amount by \$366,608.00, for a new amount not to exceed \$432,108.00 and extend the contract term to September 25, 2026 (Randy Mullis, Project Manager III)
- k.** Approval of Amendment #2 to the Master Services Contract with Corporate Mechanical Contractors, Inc. for HVAC Maintenance and Repair in Parish facilities to add \$150,000.00 for a total budget amount not to exceed \$600,000.00. This amendment is to ensure funds through May 2025, the end of the contract term. The total budget amount may be shared by more than one Provider (Jason Thompson, Facilities Maintenance Manager)
- l.** Approval to enter into a Contract with Del-Con, LLC for backflow installation on Parish buildings/parks. Contract amount not to exceed \$96,106.00 (Jason Thompson, Facilities Maintenance Manager)
- m.** Approval of Amendment #2 to the Master Services Contract with Gallo Mechanical Services, LLC for HVAC Maintenance and Repair in Parish facilities to add \$150,000.00 for a total budget amount not to exceed \$600,000.00. This amendment is to ensure funds through May 2025, the end of the contract term. The total budget amount may be shared by more than one Provider (Jason Thompson, Facilities Maintenance Manager)
- n.** Approval of Amendment #2 to the Professional Services Contract with Joey Thibodeaux's Drain Cleaning & Plumbing, to add \$14,000.00 to pay remaining 2024 invoices, for a new not to exceed amount of \$189,000.00 (Jason Licciardi, Utilities Director)
- o.** Approval to enter into a Contract with Scott Fence USA, LLC, for the Butch Gore Park Pipe Rail Fencing Project. Total contract amount not to exceed \$85,260.00 (Geoff Sanders, Supervisor IV Recreation)
- p.** Approval of Change Order #9 (DOTD Change Order #7) - Richard Price Contracting Co., LLC, for the Churchpoint Road and Roddy Road Roundabout Project in the Move Ascension Program, Project H.006459, to provide for reconciliation of final quantities. This change order will increase the contract amount by \$19,003.55, for a new total contract amount of \$2,001,243.40 (Daniel Helms, Chief Transportation Engineer)
- q.** Approval of Change Order #1 - R.J. Daigle & Sons, Inc., for the PR 929 Overlay (US 61 - Parker Rd) Project, State Project H.014642, to reimburse the contractor for LADOTD's requirement to purchase Owners and Contractors Protective Liability (OCP) insurance. This change order will increase the contract amount by \$5,108.00 for a new total contract amount of \$1,144,793.32 (Daniel Helms, Chief Transportation Engineer)
- r.** Approval of Change Order #2 - R.J. Daigle & Sons Contractors, Inc., for the PR 929 Overlay (US 61 - Parker Rd) Project, State Project H.014642, to adjust the pavement patching quantities. This change order will decrease the contract amount by -\$7,210.66 for a new total contract amount of \$1,137,582.66 (Daniel Helms, Chief Transportation Engineer)

- s. Contract Report of all Contracts/Agreements entered into in the month of January 2025

(6) FINANCE REPORTS

- a. Approval of Resolution - 2024 Louisiana Audit Compliance Questionnaire - "BE IT RESOLVED that the Council of the Parish of Ascension, State of Louisiana, hereby adopts the Louisiana Compliance Questionnaire for the 2024 Audit of the Government of the Parish of Ascension.

BE IT FURTHER RESOLVED that the Louisiana Compliance Questionnaire be presented to the Auditors, Faulk & Winkler, said audit firm approved by the Ascension Parish Council and the State of Louisiana Legislative Auditor" (Dawn Caballero, Chief Financial Officer)

- b. Monthly Report of new positions added to the Ascension Parish Government Classification Plan in the month of January 2025 - There were no new positions added.
- c. Parish Position Report - 4th Quarter 2024 (Megan Babin, Human Resources Director)
- d. Financial Update - Open Finance at <https://ascensionparishla.finance.socrata.com/#!/dashboard>

(7) Adjourn

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