

RAPIDES PARISH POLICE JURY

SPECIAL SESSION
MAY 16, 2022

The Police Jury of the Parish of Rapides, State of Louisiana, met in Special Session at its regular meeting place, the Police Jury Room of the Parish Courthouse, 701 Murray Street, Ste. 201, Alexandria, Louisiana, on Monday, May 16, 2022, at 3:00 p.m. (Central Standard Time), pursuant to the provisions of a written notice given to each and every member thereof and duly posted in the manner required by law, viz:

May 13, 2022

NOTICE IS HEREBY GIVEN that a special meeting of the Police Jury of the Parish of Rapides, State of Louisiana, has been ordered and called and will be held at its regular meeting place, the Police Jury Room of the Parish Courthouse, Alexandria, Louisiana on Monday, May 16, 2022, at 3:00 p.m., for the following purpose to wit:

*******PLEASE SEE ATTACHED AGENDA FOR MOTIONS*******

BY ORDER OF THE PRESIDENT

Laurel Smith, Secretary
Rapides Parish Police Jury

There were present: Craig Smith, President, Oliver "Ollie" Overton, Jr., Vice President and Police Jurors: Davron "Bubba" Moreau, Theodore Fountaine, III, Rusty Wilder, Joe Bishop, Sean McGlothlin and Jay Scott

Absent: David Johnson

Also present were Theresa Pacholik, Treasurer; Elaine Morace, WIA Operations Director; Donna Andries, Sale & Use Tax, Cory Ashmore, Public Works Director, Shane Trapp, Courthouse & Building, Greg Jones, Legal Counsel and Laurel Smith, Secretary.

The invocation was given by Mr. Ollie Overton.

The Pledge of Allegiance was led by Mr. Bubba Moreau.

The Police Jury of the Parish of Rapides, State of Louisiana, was duly convened as the governing authority of said Parish by Hon. Craig Smith, President, who welcomed all present and then stated that the Police Jury was ready for the first item of business.

The President asked if there was any public comment on any agenda item, to which there was no response.

REGULAR MEETING

MAY 16, 2022

On motion by Mr. Bubba Moreau, seconded by Mr. Joe Bishop, the following resolution was presented and unanimously adopted:

RESOLUTION

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO
SUBMIT AN APPLICATION FOR THE STATE OF LOUISIANA
DIVISION OF ADMINISTRATION COMMUNITY DEVELOPMENT
LOCAL GOVERNMENT ASSISTANCE PROGRAM

WHEREAS, the Rapides Parish Police Jury has been informed that the State of Louisiana, Division of Administration, Office of Community Development will be accepting applications for FY 2021/2022 Local Government Assistance Program (LGAP);

NOW, THEREFORE BE IT RESOLVED, that the Parish President is hereby authorized to submit an LGAP Application to purchase skid steer with mower and various attachments, up to \$100,000 and to execute all assurances and certifications required for the application; and,

BE IT FURTHER RESOLVED, that the Parish President is hereby authorized to work with Pan American Engineers, LLC on the development of the LGAP Application.

Passed, approved and adopted this 16th day of May, 2022.

On motion by Mr. Ollie Overton, seconded by Mr. Joe Bishop, to discuss and award the Roadside Open Ditch Maintenance Annual Contract to Descant's Excavating & Construction Services, LLC (prime contractor – lowest proposer) and to River Runs Dirt Service, LLC (secondary contractor – second lowest proposer) and to authorize the Parish President to execute contracts, task orders, and change orders as recommended by Pan American Engineers, LLC.

Mr. Wesley Miller, Pan American Engineers, stated they were asked to get pricing for roadside ditching, culvert installations and culvert cleaning. As they understand it, the Parish Highway Department is struggling to get workers, so they are trying to supplement some of that with contract work. He stated they put together a package where contractors bid on specific items. Such as pipe cleaning of various sizes, drainage excavation of different size ditches and installation of drainage pipes. On the installation of drainage pipes, the landowner must provide the culverts, which is the parish policy that you are following now. This price is just for our contractor to shovel it up, grab the culvert, set it down and put some dirt on top of it. No stone, no concrete or anything, and this is also for some dirt, that is the last item. We looked at all the bids and these are estimated quantities. The lowest bid came from Descant's Excavating & Construction Services, LLC and River Runs Dirt Service, LLC was the secondary bidder.

Discussion ensued.

Mr. Joe Bishop questioned if the contractor would be responsible for calling Louisiana One Call tickets in, to which Mr. Miller stated yes. Mr. Greg Jones,

REGULAR MEETING

MAY 16, 2022

Legal Counsel stated to Mr. Miller, that needed to be stated in the contract also.

Mr. Bubba Moreau questioned if this would be paid for out of each individual road district, to which Mr. Craig Smith stated he thought it would have to be partially funded out of road and bridge.

Mr. Cory Ashmore, Public Works Director, stated he did some figuring and it cost on an average of 100 yards about \$2.37 a foot.

Mr. Joe Bishop stated it is cheaper for us to get the contractors. We're not paying salaries, we not paying the benefits and the cost of wear and tear on our equipment. Mr. Bishop recommended to the body that Road and Bridge pay 75% and each Juror pay 25% out of their road maintenance district funds.

Ms. Theresa Pacholik, Treasurer, stated we have one road district that has not renewed the tax, Road District 5A, that is David Johnson's District.

Mr. Craig Smith read the amended motion.

Amended motion by Mr. Joe Bishop, seconded by Mr. Ollie Overton, to award the Roadside Open Ditch Maintenance Annual Contract to Descant's Excavating & Construction Services, LLC (prime contractor – lowest proposer) and to River Runs Dirt Service, LLC (secondary contractor – second lowest proposer) and to authorize the Parish President to execute contracts, task orders, and change orders as recommended by Pan American Engineers, LLC, with 75% being paid out of Road and Bridge Fund and 25% being paid out of where there is an existing Road District Tax.

Ms. Marla West, Purchasing Agent, questioned if it was first come first serve as to who gets the portion of Road and Bridge or allocate so much money to each district, to which Mr. Craig Smith stated the way it is set up now, we don't have set districts, so when we need something done, we just call the Highway Department. We have to serve Rapides Parish as a whole.

Discussion ensued.

On vote the amended motion carried.

The following amended resolution was presented and unanimously approved for the amended motion:

RESOLUTION

WHEREAS, the Rapides Parish Police Jury received the following Proposals until Thursday, April 28, 2022, for Roadside Open Ditch Maintenance Annual Contract.

	CONTRACTOR	BASE BID
1.	Descant's Excavating & Construction Services, LLC	\$234,399.00
2.	River Runs Dirt Service, LLC	\$242,300.00
3.	Clark Land Development, LLC	\$273,130.00

REGULAR MEETING

MAY 16, 2022

4.	Maverick Construction, LLC	\$278,130.00
5.	Steve Jenkins Construction, LLC	\$293,733.20
6.	Progressive Construction Company, LLC	\$426,434.50
7.	T&L Hunt Contracting, LLC	\$764,027.00
8.	T.L. Construction, LLC	\$951,645.00
9.	Lowes Construction	\$2,186,730.00

WHEREAS, the Proposals have been checked and tabulated by Pan American Engineers, LLC, with a recommendation of primary award being made to the low proposer and secondary award being made to the second lowest proposer; and,

NOW, THEREFORE BE IT RESOLVED, that the primary contract for said service is hereby awarded to the low Proposer, Descant's Excavating & Construction Services, LLC, in the amount of \$234,399.00, for Roadside Open Ditch Maintenance Annual Contract contingent upon receipt of required insurance and other contract documents.

BE IT FURTHER RESOLVED, that the secondary contract for said service is hereby awarded to the second lowest Proposer, River Runs Dirt Service, LLC, in the amount of \$242,300.00, for Roadside Open Ditch Maintenance Annual Contract, contingent upon receipt of required insurance and other contract documents.

BE IT FURTHER RESOLVED, that any Task Orders resulting from these contacts shall be paid using 75% Road and Bridge Fund, and using 25% Road District Fund (where there is an existing Road District tax that the Task Order is located in).

BE IT FURTHER RESOLVED, that the President is hereby authorized to execute contracts and change orders between the Rapides Parish Police Jury and the successful Proposers.

Passed, approved and adopted by the President and Police Jury of Rapides Parish, Louisiana, on this 16th day of May, 2022.

On motion by Mr. Rusty Wilder, seconded by Mr. Ollie Overton, to discuss and award the Mowing Services Annual Contract (2022 Procurement RFP No. 2994) to T & L Hunt Contracting, LLC at a cost of \$535.00 per mile (both sides of roadway) in District E and \$525.00 per mile (both sides of roadway) in District H and to authorize the Parish President to execute contracts, task orders, and change orders as recommended by Pan American Engineers, LLC.

Mr. Craig Smith explained this contractor wanted to bid on just these two Districts.

Mr. Joe Bishop questioned if they had a road maintenance tax in these Districts to which Ms. Theresa Pacholik, Treasurer, stated it depended on which Road District you are in. The only one that does not have tax monies right now is Road District 5A. Both Districts have money, just wherever they are doing work, they will need to make sure they are in an area that has a road district tax call.

Mr. Greg Jones stated to Mr. Cory Ashmore that they will need to know what the scope of the work orders are. They will only be allowed to do the scope of what

REGULAR MEETING

MAY 16, 2022

the work order is, and they cannot go beyond that. If they do go beyond that and submit a work order, we don't pay it.

Mr. Sean McGlothlin questioned Mr. Cory Ashmore what the comparison in pricing was for mowing per mile versus spraying per mile. We had several people talking about spraying, this seems like a lot per mile. You spray it every three months and don't have to cut it.

Mr. Greg Jones stated this contract is not exclusive, its on a work order bases. If you want to get quotes on what grass spraying does, you can get a separate spray contract and issue work orders under it.

Mr. Jay Scott questioned what happens to the rest of the districts that need the grass cutting, to which Mr. Craig Smith stated we would continue using our hired personnel.

Discussion ensued.

Mr. Greg Jones stated it would be best to let Pan American go ahead and put it out for quotes.

Discussion ensued.

On vote the motion carried.

On motion by Mr. Joe Bishop, seconded by Mr. Jay Scott, to discuss general operations of the Public Works Department and organizational structure.

Mr. Craig Smith stated there has been a few things come up. We have been talking about employees and the shortages. It is really affecting our ability to service our areas. This is just a general discussion of how we are doing, what is broken down and how can we better serve our constituents. The ditching and grassing cutting is going to help us. It will help us get caught up some to offset the lack of employees. Some of our contractors are even having trouble getting employees.

Mr. Ollie Overton stated this is not isolate for Rapides Parish, other parishes are having the same problem. Even the state is having problems. People are not wanting to work.

Discussion ensued about CDL's.

Mr. Joe Bishop stated if an employee goes and gets his CDL's, classifications and certificates, if they stay with the Parish for a year or two, can we reimburse their money back to them. It gives them something to look forward to. This way we are not spending so much up front. Mr. Bishop also asked Mr. Ashmore to put a program together showing where the crews will be at so when the public calls the Juror, they can say when the crews will be in their area.

Discussion ensued.

Mr. Jay Scott questioned what happened to the inmate crews. The Sheriff has a lot of inmates. They walk the highways picking up trash, but not in the communities.

REGULAR MEETING
MAY 16, 2022

That would be some helping hands.

Mr. Craig Smith stated he was in the process of setting a meeting up with the Sheriff to address that. A few months ago, they visited on the phone about it. He further stated he had Theresa Pacholik, Treasurer to pull the contract and it reads, we can get up to four inmates. He further stated he was going to address that before the next meeting and give an update.

Discussion ensued.

On vote the motion carried.

On motion by Mr. Joe Bishop, seconded by Mr. Jay Scott, to authorize the Rapides Parish Police Jury President to sign a Professional Services Contract for Monitoring. This contract agreement is to obtain monitoring services required by the Workforce Innovation & Opportunity Act (WIOA) of 2014 for LWDA 61 Adult, Dislocated Worker, Youth and National Dislocated Worker Covid 19 Disaster Grant (DDWG) programs and services. Monitoring services will be contracted for the period of July 1, 2022 – June 30, 2023. This contract for monitoring will supplement current internal program monitoring and will be paid out of WIOA funds. On vote the motion carried.

On motion by Mr. Joe Bishop, to adopt the social media policy.

Amended motion by Mr. Joe Bishop, seconded by Mr. Jay Scott to adopt the social media policy per Civil Service approval.

Mr. Greg Jones gave a brief description of the social media policy.

Mr. Ollie Overton stated the Department Heads need to distribute this and to put it on the bulletin board for at least thirty days. The employees will need to sign that they received it.

On vote the motion carried.

There being no further business, the meeting was adjourned at 3:59 p.m.

Laurel Smith, Secretary
Rapides Parish Police Jury

Craig Smith, President
Rapides Parish Police Jury