

**THE CITY OF GRETNA
MAYOR AND CITY COUNCIL SPECIAL MEETING**



**Gretna City Hall
740 2nd Street, Gretna, LA 70053
2nd Floor Council Chambers
March 29, 2017 - 5:30 PM
AGENDA**

- 1. Call to Order / Roll Call**
- 2. Opening Prayer / Pledge of Allegiance**
- 3. Presentations:**
 - A. Event request:
CASA Jefferson event - April 9, 2017 - 5:30 PM to 7:30 PM.
- 4. Request for Proposals (RFP):**
 - A. Request for proposals:
Consulting Services for 25th Street Canal Resiliency Project - Matthew Martinec, Special Projects Coordinator
- 5. Bid(s) received:**
 - A. Stumpf Blvd. Sewer Force Main - David Boyd, City Engineer-BKI
 - B. Precipitator No. 2 Rehabilitation - David Boyd, City Engineer-BKI
- 6. Consideration and Adoption of Ordinances:**
 - A. An ordinance to adopt the Budget for the City of Gretna, Louisiana for Fiscal Year of April 1, 2017 to March 31, 2018; and to authorize the Mayor to sign all contracts on behalf of the municipality here stated within the Budget instrument.
Requested by: Administration Sponsor: Councilman Rau
 - B. An ordinance amending the Budget for the Fiscal Year of April 1, 2016 to March 31, 2017 to account for the Sales Tax Refunding Bonds Series 2016.
Requested by: Administration Sponsor: Councilman Rau

7. Consideration and Adoption of Resolutions:

- A. A resolution authorizing and directing Mayor Belinda C. Constant to recognize substantial completion and to execute the Certificate of Substantial Completion on behalf of the City of Gretna, Louisiana, for the Electrical Upgrades at Gretna City Hall for City of Gretna, Louisiana; and upon substantial completion being established and verified by the City Administration.

Requested by: Administration

Sponsor: Councilman Rau

- B. A resolution authorizing Mayor Belinda C. Constant to negotiate an agreement on behalf of city employees with Voya Financial, participation in the voluntary retirement program. The city employees are encouraged participation in the voluntary retirement program

Requested by: Administration

Sponsor: Councilman Rau

8. Other Matters.

- A. Food Truck Festival - Saturday, April 15, 2017

9. Capital Projects Review

- A. Review by Mrs. Raylyn C. Stevens, Director of Finance and Tax Collector

10. Adjourn.

CITY OF GRETNA

REQUEST FOR PROPOSALS (RFP)

FOR: Consulting Services for the 25th Street Canal Resiliency Project

Sealed proposals will be received at the Mayor's Office in Gretna City Hall, 740 2nd Street, Gretna, Louisiana, 70053 or electronically through the website www.publicpurchase.com **until 11:00 A.M. on Wednesday, March 8th, 2017**, at which time proposals will be publicly opened and read aloud. Any proposal received after closing time will be returned unopened.

Copies of specifications are on file at City Hall in Gretna, Louisiana, and are open for public inspection.

No proposal may be withdrawn for at least thirty (30) days after the scheduled closing time for receipt of proposal.

The procedures for the selection of this firm will be in accordance with the procurement requirements for local governments as required by the Federal Emergency Management Agency (FEMA) Non-Disaster Hazard Mitigation Assistance programs. All responses received will be evaluated in accordance with the selection criteria and corresponding point system that is identified in the Proposal Specifications. The Proposal Specifications also identify the Scope of Services to be performed by the selected firm.

The City of Gretna is an Equal Opportunity Employer. We encourage all small and minority-owned firms and women's business enterprises to apply.

The City of Gretna will award the contract to the respondent obtaining the highest score in the evaluation process.

For questions concerning the electronic proposal process please contact Public Purchase at www.publicpurchase.com and click on the live chat button (top left of home page). For all other questions or requests contact Matthew Martinec at mmartinec@gretnala.com or (504) 363.1568.

The City reserves the right to reject all proposals and to waive informalities.

CITY OF GRETNA, LOUISIANA

/S/ BELINDA C. CONSTANT
MAYOR

Publish: February 22 and March 1, 2017 (The Times-Picayune)

CITY OF GRETNA
BID TABULATION SHEET
BID OPENED: TUESDAY, MARCH 8, 2017 11:00 AM
25th STREET CANAL RESILIENCY PROJECT

Name of Bidder	Attachment A Proposal Instructions	Attachment B Affidavit	Attachment C Corporate Resolution	Attachment D License & Insuarnce
Hunt, Guillot & Associates	✓	✓	✓	✓
TLC Engineering	✓	✓	✓	✓
All South Consulting Engineers	✓	✓	✓	✓
Stantec Consulting Services Inc.	✓	✓	✓	✓
Stuart Consulting Group	✓	✓	✓	
Linfield, Hunter & Junius, Inc.	✓	✓	✓	✓
Arcadis Design & Consultancy	✓	✓	✓	✓
Meyer Engineers, Ltd.	✓	✓	✓	✓
Pinnacle Engineering	✓	✓		✓

INVITATION TO BID

CITY OF GRETNA, LOUISIANA DEPARTMENT OF PUBLIC WORKS

STUMPF BOULEVARD SEWER FORCE MAIN

Sealed Bids will be received by the City of Gretna in the Mayor's Office, Gretna City Hall, 2nd Street and Huey P. Long Avenue, Gretna, Louisiana 70053 or electronically through the website www.publicpurchase.com on March 15, 2017 until 9:45 a.m. local time for:

STUMPF BOULEVARD SEWER FORCE MAIN

At 10:00 a.m. local time on the same day, in the Mayor's Office, Gretna City Hall, Gretna, Louisiana, all Bids that have been duly received will be publicly opened and read aloud.

Without limiting the scope of work described herein, the proposed bid provides for the installation of over 2,500 feet of high-density polyethylene pipe by use of horizontal directional drilling, removal of asphalt and concrete paving and all other incidental work thereto.

All Bids must be in accordance with the Contract Documents on file at the office of Burk-Kleinpeter, Inc., Consulting Engineers, 4176 Canal Street, New Orleans, Louisiana 70119.

Copies of the Bidding Documents and Contract Documents, consisting of drawings and specifications for use in preparing Bids may be secured from the office of BURK-KLEINPETER, INC., 4176 Canal Street, New Orleans, LA 70119, (504) 486-5901 by licensed contractors upon payment of \$50.00 per set or through the website www.publicpurchase.com. Deposit on the first set of documents furnished bona fide prime bidders will be fully refunded upon return of the documents in good condition no later than ten calendar days after receipt of bids. On other sets of documents furnished to prime bidders, the deposit less \$25.00 will be refunded upon return of the documents in good condition no later than ten calendar days after receipt of bids. Good condition is defined as free of all pencil, pen and other marks. All sets furnished to subcontractors and suppliers are non-refundable. Partial sets will not be issued. Request for mailing Contract Documents will be handled by Federal Express only, provided the addressee supplies his courier's account number and "street" address.

Each Bidder must obtain a contractor's license from the State of Louisiana prior to submitting his bid.

The work for this project is classified as Category IV, Municipal and Public Works Construction. **ONLY** Contractors with these classifications may submit bids for this project. Bids received by Contractors without this classification will not be opened.

Bids will be received on a unit price basis as described in the Contract Documents.

All work is to commence within 30 days after the Date of Contract. Completion of the work is required within 120 calendar days. All time limits commencing upon the date of issuance by registered mail of the Owner's "Notice to Proceed."

Bid security in the amount of 5 percent (5%) of the total Bid must accompany each Bid.

The successful Bidder will be required to furnish a Performance and Payment Bond guaranteeing faithful performance and the payment of all bills and obligations arising from the performance of the contract.

Sureties will be required to meet qualifications set forth in the Contract Documents.

Bidders are invited to a prebid conference to discuss the project. Prebid conference details are set forth in the Bidding Documents.

No Bid may be withdrawn within a period of 45 days after the date fixed for opening Bids.

The City of Gretna reserves the right to reject all Bids, and to reject nonconforming, nonresponsive, or conditional Bids.

/S/ BELINDA C. CONSTANT
MAYOR
CITY OF GRETNA
STATE OF LOUISIANA

Publish: February 15, February 22 and March 1, 2017

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March 16, 2017

Belinda C. Constant
Mayor, City of Gretna PO Box 404
Gretna, Louisiana 70054

Re: City of Gretna
Stumpf Blvd. Sewer Force Main BKI N0.15.014

Dear Mayor Constant:

We have reviewed the Bid Documents for the above captioned project that were received on March 15, 2017 at City Hall.

There were five bids received at the Mayor's office prior to the 9:45 Am deadline. All bids have been reviewed for accuracy and completeness.

Fleming Construction Company L.L.C is the lowest responsive bidder for this project, their bid documents conforming to all requirements. We feel comfortable with this contractor and are confident that they will ensure a quality project in accordance with the plans and specifications. We hereby recommend acceptance of the bid of Fleming Construction Company L.L.C for this project.

Based upon this bid price, the total project cost is as follows:

Contractor	Amount
Fleming Construction Company, L.L.C	\$478,219.00
BLD Services, L.L.C	\$488,237.00
Hard Rock Construction, L.L.C	\$498,200.00
Riverwest Construction Company, L.L.C	\$540,743.00
Hawkmoon Construction Services, L.L.C.	\$563,355.00

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

Sincerely,

Mark Roberts, PE

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ENGINEERS, ARCHITECTS, PLANNERS,
ENVIRONMENTAL SCIENTISTS



NEW ORLEANS • GONZALES • SHREVEPORT • MANDEVILLE • METAIRIE • MOBILE

TUSCALOOSA • ORANGE BEACH • BIRMINGHAM • OCEAN SPRINGS • MERIDIAN

STUMPF BLVD. SEWER FORCE MAIN
DEPARTMENT OF UTILITIES
CITY OF GRETN, LOUISIANA
Bid Results
3/15/2017

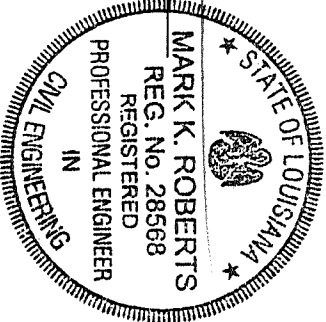
ITEM	DESCRIPTION	Engineer's Estimate of Probable Cost			Fleming Construction Company, L.L.C.			Bid Services, L.L.C			Hard Rock Construction, L.L.C.			Riverwest Construction Company, L.L.C.			Hawkmoon Construction Svcs		
		UNIT PRICE	UNITS	QUANTITY	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	Mobilization and Demobilization	\$30,000.00	L.S.	1	\$ 30,000.00	\$ 19,000.00	\$ 19,000.00	\$ 45,000.00	\$ 45,000.00	\$ 31,000.00	\$ 31,000.00	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00				
2	Traffic Control and Coordination	\$15,000.00	L.S.	1	\$ 15,000.00	\$ 5,800.00	\$ 5,800.00	\$ 23,000.00	\$ 23,000.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00				
3	Removal of Portland Cement Concrete Pavement	\$50.00	S.Y.	27	\$ 1,350.00	\$ 16.00	\$ 432.00	\$ 15.00	\$ 405.00	\$ 200.00	\$ 5,400.00	\$ 30.00	\$ 810.00	\$ 100.00	\$ 2,700.00				
4	Removal of Asphaltic Concrete Pavement	\$40.00	S.Y.	44	\$ 1,760.00	\$ 14.00	\$ 616.00	\$ 10.00	\$ 440.00	\$ 200.00	\$ 8,800.00	\$ 30.00	\$ 1,320.00	\$ 100.00	\$ 4,400.00				
5	Seeding and Fertilizing	\$1,000.00	Acres	0.200	\$ 200.00	\$ 3,000.00	\$ 600.00	\$ 2,000.00	\$ 400.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 400.00	\$ 2,000.00	\$ 400.00				
6	Selective Demolition (Not to Exceed Price)	\$5,000.00	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				
7	Geotextile Fabric	\$3.00	S.Y.	71	\$ 213.00	\$ 2.00	\$ 142.00	\$ 2.00	\$ 142.00	\$ 10.00	\$ 710.00	\$ 8.00	\$ 568.00	\$ 5.00	\$ 355.00				
8	Saw Cutting Asphalt or Concrete	\$13.00	L.F.	160	\$ 2,080.00	\$ 10.00	\$ 1,600.00	\$ 10.00	\$ 1,600.00	\$ 175.00	\$ 28,000.00	\$ 12.00	\$ 1,920.00	\$ 20.00	\$ 3,200.00				
9	Sanitary Sewer Force main, 12" DIP Restrained Joint	\$180.00	L.F.	160	\$ 28,800.00	\$ 275.00	\$ 44,000.00	\$ 200.00	\$ 32,000.00	\$ 130.00	\$ 20,800.00	\$ 200.00	\$ 32,000.00	\$ 130.00	\$ 20,800.00				
10	Horizontal Directional Drilling Sewer Force main (12")	\$150.00	L.F.	2,545	\$ 381,750.00	\$ 126.00	\$ 320,670.00	\$ 120.00	\$ 305,400.00	\$ 130.00	\$ 330,850.00	\$ 127.00	\$ 323,215.00	\$ 150.00	\$ 381,750.00				
11	Ductile Iron Fittings	\$5.00	LB	2,740	\$ 13,700.00	\$ 2.00	\$ 5,480.00	\$ 2.00	\$ 5,480.00	\$ 1.00	\$ 2,740.00	\$ 6.00	\$ 16,440.00	\$ 7.00	\$ 19,180.00				
12	Air Release Valve W/Manhole	\$6,000.00	Each	2	\$ 12,000.00	\$ 12,000.00	\$ 24,000.00	\$ 11,000.00	\$ 22,000.00	\$ 10,000.00	\$ 20,000.00	\$ 6,000.00	\$ 12,000.00	\$ 7,000.00	\$ 14,000.00				
13	Force main Tie-In	\$10,000.00	Each	2	\$ 20,000.00	\$ 9,500.00	\$ 19,000.00	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00	\$ 20,000.00	\$ 25,000.00	\$ 50,000.00	\$ 18,000.00	\$ 36,000.00				
14	Asphaltic Concrete Wearing Course (2" Thick)	\$154.00	TON	5	\$ 770.00	\$ 500.00	\$ 2,500.00	\$ 150.00	\$ 750.00	\$ 1,000.00	\$ 5,000.00	\$ 400.00	\$ 2,000.00	\$ 550.00	\$ 2,750.00				
15	Asphaltic Concrete Binder Course (6" Thick)	\$154.00	TON	15	\$ 2,310.00	\$ 225.00	\$ 3,375.00	\$ 175.00	\$ 2,625.00	\$ 500.00	\$ 7,500.00	\$ 300.00	\$ 4,500.00	\$ 550.00	\$ 8,250.00				
16	Class II Base Course (12" Thick)	\$80.00	C.Y.	24	\$ 1,920.00	\$ 96.00	\$ 2,304.00	\$ 50.00	\$ 1,200.00	\$ 50.00	\$ 1,200.00	\$ 100.00	\$ 2,400.00	\$ 80.00	\$ 1,920.00				
17	Concrete Curb	\$15.00	L.F.	120	\$ 1,800.00	\$ 20.00	\$ 2,400.00	\$ 20.00	\$ 2,400.00	\$ 20.00	\$ 2,400.00	\$ 30.00	\$ 3,600.00	\$ 20.00	\$ 2,400.00				
18	Traffic Maintenance Aggregate	\$70.00	C.Y.	15	\$ 1,050.00	\$ 40.00	\$ 600.00	\$ 50.00	\$ 750.00	\$ 50.00	\$ 750.00	\$ 40.00	\$ 600.00	\$ 80.00	\$ 1,200.00				
19	Portland Cement Concrete Pavement (8" Thick)	\$85.00	S.Y.	27	\$ 2,295.00	\$ 200.00	\$ 5,400.00	\$ 135.00	\$ 3,645.00	\$ 150.00	\$ 4,050.00	\$ 110.00	\$ 2,970.00	\$ 150.00	\$ 4,050.00				
20	Bypass Pumping	\$20,000.00	L.S.	1	\$ 20,000.00	\$ 4,800.00	\$ 4,800.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				
21	Exploratory Excavation	\$10,000.00	L.S.	1	\$ 10,000.00	\$ 5,500.00	\$ 5,500.00	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				
22	Sewer Manhole	\$4,800.00	Each	1	\$ 4,800.00	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00				
TOTAL					\$556,798	\$478,219.00			\$488,237.00	\$498,200.00			\$540,743.00	\$563,355.00					

Bid Form	✓																	✓	
Bid Bond	✓							✓						✓				✓	
Corporate Resolution	✓							✓						✓				✓	
Addendum #1	✓							✓						✓				✓	
License		#935						#46722						#24901				#58082	

Certified Correct

Mark Roberts, P.E.

3-16-17



INVITATION TO BID

CITY OF GRETNA, LOUISIANA DEPARTMENT OF PUBLIC WORKS

PRECIPITATOR #2 REHABILITATION

Sealed Bids will be received by the City of Gretna in the Mayor's Office, Gretna City Hall, 2nd Street and Huey P. Long Avenue, Gretna, Louisiana 70053, March 14th, 2017, until 9:45 a.m., local time, for the Precipitator #2 Rehabilitation.

At 10:00 a.m. local time on the same day, in the Mayor's Office, Gretna City Hall, Gretna, Louisiana, all Bids that have been duly received will be publicly opened and read aloud.

Without limiting the scope of work described herein, the proposed bid provides for removing the existing steel precipitator baffles, troughs and supports and furnishing and installing fiberglass fabrication, new bearing piping and all incidental work thereto. Note that while Precipitator No. 2 is drained and out of service the water plant is to remain operational during construction.

All Bids must be in accordance with the Contract Documents on file with the City of Gretna's Director of Public Works, 224 4th Street, Gretna, Louisiana, 70054, and at the office of Burk-Kleinpeter, Inc., Consulting Engineers, 4176 Canal Street, New Orleans, Louisiana 70119.

Copies of the Bidding Documents and Contract Documents, consisting of drawings and specifications for use in preparing Bids may be secured from the office of BURK-KLEINPETER, INC., 4176 Canal Street, New Orleans, LA 70119, (504) 486-5901 by licensed contractors upon payment of \$50.00 per set. Deposit on the first set of documents furnished bona fide prime bidders will be fully refunded upon return of the documents in good condition no later than ten calendar days after receipt of bids. Good condition is defined as free of all pencil, pen and other marks. All sets furnished to subcontractors and suppliers are non-refundable. Partial sets will not be issued. Request for mailing Contract Documents will be handled by Federal Express only, provided the addressee supplies his courier's account number and "street" address.

As an option to obtaining hard copies per the procedure above, complete bidding documents for this project are also available in electronic form. They may be obtained without charge and without deposit from www.publicpurchase.com.

To be listed as a plan holder and receive notification of Addenda and other project related information if electronic documents are obtained, interested parties must register at the website. An email address is required to receive project notifications.

Each Bidder must obtain a contractor's license from the state of Louisiana prior to submitting his bid.

The work for this project is classified as Category I Building Construction or Category IV, Municipal and Public Works Construction. ONLY Contractors with either of these classifications may submit bids for this project. Bids received by Contractors without either of these classifications will not be opened. Bids will be received on a unit price basis as described in the Contract Documents.

All work is to commence within 30 days after the Date of Contract. Completion of the work is required within 180 calendar days. All time limits commencing upon the date of issuance by registered mail of the Owner's "Notice to Proceed."

Bid security in the amount of 5 per cent of the total Bid must accompany each Bid.

The successful Bidder will be required to furnish a Performance and Payment Bond guaranteeing faithful performance and the payment of all bills and obligations arising from the performance of the contract.

Sureties will be required to meet qualifications set forth in the Contract Documents.

Bidders are invited to a non-mandatory prebid conference to discuss the project. Prebid conference details are set forth in the Bidding Documents. The Prebid will be held on March 2nd, 2017.

No Bid may be withdrawn within a period of 45 days after the date fixed for opening Bids.

The City of Gretna reserves the right to reject all Bids and to reject nonconforming, nonresponsive, or conditional Bids.

/S/ BELINDA C. CONSTANT
MAYOR
CITY OF GRETNA

Publish: February 15, February 22, March 1, 2017

BURK-KLEINPETER, INC.

ENGINEERS, ARCHITECTS, PLANNERS, ENVIRONMENTAL SCIENTISTS

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SENIOR VICE PRESIDENT

SURESH I. SHAH, PE

March 16, 2017

Belinda C. Constant
Mayor, City of Gretna PO Box 404
Gretna, Louisiana 70054

Re: City of Gretna
Precipitator #2 Rehabilitation - BKI No. 9344-6920

Dear Mayor Constant:

We have reviewed the Bid Documents for the above captioned project that were received on March 14, 2017 at City Hall.

There were five bids received at the Mayor's office prior to the 9:45 Am deadline. All bids have been reviewed for accuracy and completeness.

ARC Mechanical Contractors, Inc is the lowest responsive bidder for this project, their bid documents conforming to all requirements. We feel comfortable with this contractor and are confident that they will ensure a quality project in accordance with the plans and specifications. We hereby recommend acceptance of the bid of ARC Mechanical Contractors, for this project.

Based upon this bid price, the total project cost is as follows:

Contractor	Amount
ARC Mechanical Contractors	\$ 239,000.00
Gottfried Contracting, Inc.	\$ 263,500.00
Industrial and Mechanical	\$ 272,670.00
Alfred Conhagen, Inc. of LA	\$ 299,490.00
Volute, Inc.	\$ 311,438.00

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Lewis Bernard", is written over a horizontal line.

Lewis Bernard, P.E.

BURK-KLEINPETER, INC.

ENGINEERS, ARCHITECTS, PLANNERS,
ENVIRONMENTAL SCIENTISTS



PRECIPITATOR NO 2 REHABILITATION

DEPARTMENT OF UTILITIES
CITY OF GRETN, LOUISIANA

Bid Results
3/14/2017

ITEM	DESCRIPTION	Engineer's Estimate of Probable Cost				Alfred Conhagen Inc. of LA		ARC Mechanical Contractors, Inc		Gottfried Contracting Inc	
		UNIT PRICE	UNITS	QUANTITY	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	Mobilization and Demobilization	\$16,000.00	L.S.	1	\$ 16,000.00	\$ 15,000.00	\$15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 13,000.00	\$ 13,000.00
2	Hand Trowel Cracks, Voids, and Holes in Concrete Walls with Grout and Finish Smooth	\$40.00	L.F.	50	\$ 2,000.00	\$ 50.00	\$2,500.00	\$ 40.00	\$ 2,000.00	\$ 50.00	\$ 2,500.00
3	All Other Work Required	\$296,000.00	L.S.	1	\$ 296,000.00	\$ 281,990.00	\$281,990.00	\$ 227,000.00	\$ 227,000.00	\$ 248,000.00	\$ 248,000.00
TOTAL					\$314,000		\$299,490.00		\$239,000.00		\$263,500.00

Bid Form		✓		✓		✓
Bid Bond		✓		✓		✓
Corporate Resolution		✓		✓		✓
Acknowledged Addendums		✓		✓		✓
License		#41018		#12344		#48909

ITEM	DESCRIPTION	Engineer's Estimate of Probable Cost				Industrial and Mechanical		Volute, Inc.	
		UNIT PRICE	UNITS	QUANTITY	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	Mobilization and Demobilization	\$16,000.00	L.S.	1	\$ 16,000.00	\$ 5,000.00	\$5,000.00	\$ 10,000.00	\$10,000.00
2	Hand Trowel Cracks, Voids, and Holes in Concrete Walls with Grout and Finish Smooth	\$40.00	L.F.	50	\$ 2,000.00	-	-	\$ 40.00	\$2,000.00
3	All Other Work Required	\$296,000.00	L.S.	1	\$ 296,000.00	\$ 267,670.00	\$267,670.00	\$ 299,438.00	\$299,438.00
TOTAL					\$314,000		\$272,670.00		\$311,438.00

Bid Form		✓		✓
Bid Bond		✓		✓
Corporate Resolution		✓		✓
Acknowledged Addendums		✓		✓
License		#26581		#29848

Certified Correct Lewis Bernard 3-16-17
Lewis Bernard, P.E.

On motion by **Councilman** _____ and seconded by **Councilman** _____ the following ordinance was introduced:

ORDINANCE NO.

An ordinance to adopt the Budget for the City of Gretna, Louisiana for Fiscal Year of April 1, 2017 to March 31, 2018; and to authorize the Mayor to sign all contracts on behalf of the municipality here stated within the Budget instrument.

NOW, THEREFORE, BE IT ORDAINED by the City Council, acting as legislative authority for the City of Gretna, Louisiana that:

The Budget for the City of Gretna, Louisiana for Fiscal Year of April 1, 2017 to March 31, 2018 is hereby introduced in open session on March 8, 2017 Council regular meeting, and the same is to be adopted on March 29, 2017 Council special meeting. The Mayor is hereby authorized to sign all contracts on behalf of the municipality here stated within the Budget instrument.

Provided that a majority of the City Council of the City of Gretna have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the Mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the Mayor returns same, unsigned, to the Clerk during that ten-day period.

This ordinance having been submitted to a vote, the vote thereon was as follows:

Yeas: **Councilmen**

Nays:

Absent:

Abstain:

ADOPTED:

APPROVED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance presented to the
Mayor on

CITY CLERK

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance returned from the
Mayor on

CITY CLERK

On motion by **Councilman** _____ and seconded by **Councilman** _____, the following ordinance was introduced:

ORDINANCE NO.

An ordinance amending the Budget for the Fiscal Year of April 1, 2016 to March 31, 2017 to account for the Sales Tax Refunding Bonds Series 2016.

WHEREAS, the Budget for the Fiscal Year of April 1, 2016 to March 31, 2017 was adopted by Ordinance No. 4710 on March 9, 2016; and

WHEREAS, the City of Gretna has an interest in the health, welfare and safety of its citizens; and

WHEREAS, amendments to the budget for the Fiscal Year of April 1, 2016 and March 31, 2017, are presented for approval as follows:

32-4597	Refunding 2016 Bonds	\$ 5,360,000
32-5632-8799	Payment to Refund 2016	\$ 5,419,806
32-5632-8792	Interest	\$ 59,807
32-5632-8794	Cost of Issuance	\$ 69,490

NOW, THEREFORE, BE IT ORDAINED by the City Council, acting as legislative authority for the City of Gretna, that:

The Budget Budget for the Fiscal Year of April 1, 2016 to March 31, 2017 to account for the Sales Tax Refunding Bonds Series 2016 in hereby amended.

Provided that a majority of the City Council of the City of Gretna have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the Mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the Mayor returns same, unsigned, to the Clerk during that ten-day period.

This ordinance having been submitted to a vote, the vote thereon was as follows:

Yeas:
Nays:
Absent:

ADOPTED:

APPROVED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance presented to the Mayor on

Ordinance returned from the Mayor on

CITY CLERK

CITY CLERK

Substnl. Completion Certificate –Electrical Upgrades at Gretna City Hall

On motion of **Councilman** _____ and seconded by **Councilman** _____the following resolution was offered:

RESOLUTION NO. 2017-

A resolution authorizing and directing Mayor Belinda C. Constant to recognize substantial completion and to execute the Certificate of Substantial Completion on behalf of the City of Gretna, Louisiana, for the Electrical Upgrades at Gretna City Hall for City of Gretna, Louisiana; and upon substantial completion being established and verified by the City Administration.

WHEREAS, Hi-Tech Electric, Inc. as Contractor, has substantially completed the Gretna City Hall Electrical Upgrades, City of Gretna, Louisiana, in accordance with the Plans and Specifications contained in the Contract Documents pertaining thereto; and

WHEREAS, the City of Gretna, Louisiana, acting through its Mayor and Council, recognizes the substantial completion of Gretna City Hall Electrical Upgrades; and

WHEREAS, the Architects as represented by Burgdahl & Graves Architects, have visited the site, verified that the Contractor performed the work as bid with punch list items to be addressed, and have recommended that substantial completion be granted with an effective date of November 7, 2016; and

WHEREAS, final acceptance of the project will not occur until the Contractor has provided a clear Lien and Privilege (L&P) Certificate and provides all other close-out documentation as required by the contract specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Gretna, Louisiana, acting as legislative authority for said City, that:

Mayor Belinda Constant is hereby authorized and directed to recognize substantial completion and to execute the Certificate of Substantial Completion on behalf of the City of Gretna, Louisiana, for the Electrical Upgrades at Gretna City Hall for City of Gretna, Louisiana; and is hereby directed to have a copy of this resolution recorded with the Mortgage & Conveyance Office of the Parish of Jefferson, State of Louisiana, as originally filed on April 22, 2016, Instrument No. 11617744, Mortgage Book No. 4690, Page 42.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

- Yeas: **Councilmen**
- Nays:
- Absent:
- Abstain:

ADOPTED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Burgdahl & Graves A.I.A. Architects

2550 Belle Chasse Hwy. Suite 130 • Gretna, Louisiana 70053
Phone: 504-366-4433 • Fax: 504-366-0102



PUNCH LIST

Project: Electrical Upgrades at Gretna City Hall
Contractor: Hi-Tech Electric
Prepared by: Steve Graves/Leon Pesses
Date: February 1, 2017

The following work items remain to be corrected and/or completed in the above referenced project. Completion of Punch List items shall be finished in a timely manner and shall be coordinated with the Owner.

GENERAL ITEMS:

1. Provide all Record and As Built Drawings, closeout documents, inspection reports, specified warranties, etc., as called for in Contract Documents (see section 01700 of specifications).
2. Coordinate training session for Owner to be guided as to proper operation, maintenance and care of new equipment.
3. Reconcile credit to Owner for time clocked by City employees for afterhours work performed by GC.

SPECIFIC ITEMS (ARCHITECTURAL)

1. Sheet A- 1 at Key Note 1:
 - a. Provide permanent caulked seal in place of expanded foam at former conduit penetration through wall (interior and exterior sides).
 - b. At former panel location provide flush plugs to infill holes. Paint to match adjacent wall.
2. Sheet A-1 at Key Note 2
 - a. Clean hand prints from panel face and adjacent wall.
3. Mechanical Room:
 - a. Patch and repair masonry wall around all new conduit penetrations (solid grout for tight fit or provide fire rated sealant system).
4. Sheet A-1 at Key Note 3
 - a. Clean hand prints from panel face and adjacent wall.
5. Sheet A-1 at Key Note 8
 - a. Where conduit was removed from deck, restore waterproof coating system to match existing (grind/sand raised "shoulders" smooth and prepare/prime substrate to receive new coating).
 - b. Provide specified Chemcurb system to waterproof new conduit penetration through deck (caulk sealant alone not acceptable).
 - c. Recommended that Contractor coordinate the two items above with roofer who did other roofing work on this project.

SPECIFIC ITEMS (ELECTRICAL)

1. See enclosed GVA letter dated February 2, 2017 (2 pages).

END OF PUNCH LIST

GVA ENGINEERING, L.L.C.

2615 Edenborn Avenue, Suite C
Metairie, Louisiana 70002
Phone (504) 780-9330
Fax (504) 780-9419

February 2, 2017

VIA E-Mail: tmipro@burgdahlgraves.com

Burgdahl & Graves Architects
Attn: Theresa Mipro
2550 Belle Chasse Highway, Ste. 130
Gretna, LA 70053

SUBJECT: Gretna City Hall
Electrical Upgrades
GVA Project No. 3446-01

REPORT OF VISIT TO PROJECT

On February 1, 2017, Leon Pesses visited the project to observe the progress of the electrical construction. Our comments are as follows:

1. For existing Panel 1PA, covers should be installed.
2. For existing Panel L1D, the interior should be adjusted if possible to close the gap between it and the front trim.
3. The interior of existing Panel L1B was removed as specified. The backbox and front trim were not removed (making this a junction box) because there are some circuits routed through this junction box that serve receptacles in the wall common with this junction box that will be removed in the future (when the wall is removed).
4. New Panels L1A and L1B were installed, but circuit directories were not provided because there were no circuit directories in the two panelboards being replaced with these new panelboards. Contractor should, however, provide the specified labels indicating the upstream panelboards per Specification Paragraph 16100.3.5C.
5. Contractor re-fed existing Panel L1G, as required by the contract. However, the wall in which this panelboard is located is in poor condition and will eventually be repaired by the Owner.
6. The battery-backup feature is not operating on the wall-mounted strip fixture (labeled with b) that is nearest to the 2nd floor lobby.
7. Contractor shall verify that the fuses installed in Panel DPA are Type RK-1 as specified.
8. Contractor shall verify that display window on the circuit breakers in Panel MDP are operating properly.

Burgdahl & Graves Architects
ATTN: Theresa Mipro
GVA Project No. 3446-01
February 2, 2017
Page 2

8. Contractor shall verify that display window on the circuit breakers in Panel MDP are operating properly.
9. The ATS could not be tested during this visit because there is no engine generator available to use as an alternate source. In addition, it appeared that the display is not operating and there is a cord dangling from the inside of the door. Contractor should have the manufacturer's representative review these conditions and commission the ATS. A Commissioning Report should be provided to the A/E.
10. Contractor shall verify that the neutral is bounded to ground inside the docking station. Contractor should send a photo of this to the A/E.
11. In the basement near the stair, there is an EMT coupling that has come loose as a result of work for this project.
12. There is a phase-rotation meter on the docking station which should be programmed for proper phase rotation, and Contractor should mark the phase rotation on the outside of the docking station to make it easier for the Owner to properly connect a portable generator.
13. Contractor shall provide the phenolic nameplate on the 1200A service switch in accordance with Specification Paragraph 16400.1.4. The value for this should be obtained from Entergy.
14. Contractor shall provide record drawings (per Specification Paragraph 16010.3.1), operating instructions, keys, and certificate of approval from the appropriate regulatory agencies.
15. Contractor shall instruct the Owner in the care and operation of equipment (particularly for the docking station and ATS), and demonstrate the proper procedure for re-lamping each type of lighting fixture.



Leon R. Pesses, P.E.

LRP/aec

c: HTE - Jay Binnings - **VIA E-Mail: jbinnings@hitectelectric.com**

On motion by Councilman _____ and seconded by Councilman _____, the following resolution was offered:

RESOLUTION NO. 2017-

A resolution authorizing Mayor Belinda C. Constant to negotiate an agreement on behalf of city employees with Voya Financial, participation in the voluntary retirement program. The city employees are encouraged participation in the voluntary retirement program.

WHEREAS, the City of Gretna has an interest in the health, welfare and safety of the citizens of the City of Gretna; and

WHEREAS, retirement outlook could change significantly if a little more is saved each month; and

WHEREAS, Voya’s Retirement business is focused on guiding Americans to greater retirement readiness, through employer-sponsored savings plans and retirement; and

WHEREAS, Voya has financial advisors serving the retail market; and

WHEREAS, if participating in the Voya Retirement plan, it will be deducted from employees’ salary with no match by the city; paid by participating employee only; and

WHEREAS, the Voya Financial experts will be available to discuss employees’ needs if they so desire to participate.

NOW, THEREFORE, BE IT RESOLVED by the City Council acting as legislative authority for the City of Gretna, that:

Mayor Belinda C. Constant is hereby authorized to negotiate an agreement on behalf of city employees with Voya Financial, participation in the voluntary retirement program. The city employees are encouraged participation in the voluntary retirement program.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

Yeas: Councilmen
Nays:
Absent:

ADOPTED:

CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA

MAYOR
CITY OF GRETNA
STATE OF LOUISIANA