

PUBLIC NOTICE

L A F O U R C H E P A R I S H C O U N C I L
G O V E R N I N G A U T H O R I T Y
S P E C I A L M E E T I N G N O T I C E A N D A G E N D A

AGENDA FOR MEETING TO BE HELD: Thursday, February 19, 2009

**PLACE: Old Wal-Mart Building, 4876 Highway 1, Mathews,
Louisiana 70394**

TIME: 5:00 P.M.

CALL TO ORDER: Mr. Jerry Jones, Chairman

ROLL CALL: Mr. Jerry Jones, Chairman
Mr. Michael Delatte
Mr. Louis Richard
Mr. Joseph "Joe" Fertitta
Mr. Matt Matherne
Mr. Lindel Toups
Mr. Phillip Gouaux
Mr. Rodney Doucet
Mr. Daniel Lorraine, Vice Chairman
Ms. Charlotte Randolph, Parish President

INVOCATION: Mr. Rodney Doucet

PLEDGE OF ALLEGIANCE: Mr. Daniel Lorraine

* * * * *

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located at the back of the meeting room and return it to the Council Chairman or Council Clerk prior to the beginning of the meeting.

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the Lafourche Parish Council Clerk's Office at (985) 446-8427 describing the assistance that is necessary.

A. RESOLUTIONS:

1. RESOLUTION **approving an agreement for professional services** between **Duplantis Design Group** and **Lafourche Parish** to provide **detailed repairs and estimates** for the **Barrios Building**; and authorizing the Parish President to sign, execute, and administer any associated documents. (L. TOUPS FOR ADMINISTRATION)

B. ADJOURNMENT:

On motion by _____, seconded by _____, and with no further business, the Lafourche Parish Council Special Meeting of **February 19, 2009** adjourned at _____.

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On motion by _____, seconded by _____, the following resolution was introduced and adopted;

RESOLUTION NO. ____

RESOLUTION APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN DUPLANTIS DESIGN GROUP AND LAFOURCHE PARISH TO PROVIDE DETAILED REPAIRS AND ESTIMATES FOR THE BARRIOS BUILDING; AND AUTHORIZING THE PARISH PRESIDENT TO SIGN, EXECUTE, AND ADMINISTER ANY ASSOCIATED DOCUMENT(S).

WHEREAS, FEMA is requesting a detailed report on the estimates for repairs needed at the Barrios Building for the purposes of completing the Project Worksheet; and

WHEREAS, this documentation will include detailed architectural drawings of the building to pinpoint damaged areas and cost estimates for repairs; and

WHEREAS, this documentation is necessary to complete the project worksheet on the Barrios Building, and is necessary regardless of the decision to return to or abandon the building; and

WHEREAS, Duplantis Design Group is proposing a lump sum fee of \$20,800.00 to complete said report; and

WHEREAS, the resolution was sponsored for Administration by Mr. Lindel Toups, Councilman, District 6; and



THEREFORE, BE IT RESOLVED, that the Lafourche Parish Council convened in special session on _____, and does hereby approve hiring Duplantis Design Group to provide detailed repairs and estimates for the Barrios Building; and authorizes the Parish President to sign, execute and administer any associated document(s).

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be forwarded to Duplantis Design Group (314 East Bayou Road, Thibodaux, LA 70301); Department of Parks, Recreation & Public Facilities; Lafourche Parish Finance Department, and the Office of the Parish Administrator.

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

YEAS:

NAYS:

ABSENT:

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And the resolution was declared adopted this _____ day of _____,
2009.

**JERRY JONES, CHAIRMAN
LAFOURCHE PARISH COUNCIL**

**CARLEEN B. BABIN, COUNCIL CLERK
LAFOURCHE PARISH COUNCIL**

* * * * *

I, CARLEEN B. BABIN, Council Clerk for the Lafourche Parish Council, do hereby certify that the foregoing is a true and correct copy of Resolution No. adopted by the Assembled Council in Regular Session on _____, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____,
DAY OF _____, 2009.

**CARLEEN B. BABIN, COUNCIL CLERK
LAFOURCHE PARISH COUNCIL**

February 9, 2009

Brennan Matherne – Director of Parks, Recreation, and Public Facilities
Lafourche Parish Government
P.O. Drawer 5548
Thibodaux, LA 70302

*RE: Hurricane Damage Assessment to Barrios Building
Raceland, LA
DDG Project No. 08-339A*

Dear Brennan:

Please allow this letter to serve as our "Phase 2" proposal based on a recent meeting with FEMA representatives. It is our understanding that FEMA will require more detailed unit-cost verification of damages by individual rooms, along with evaluations of the building structural, mechanical, and electrical systems. In order to comply with this requirement, we had requested an accurate, scaled floor plan of the entire building; however, we were informed that no such floor plan exists.

At this time, we anticipate the following scope of services:

1. DDG shall measure the entire existing building and document the location of walls, doors, windows, fixed equipment, and structural columns. An AutoCad file will be generated for use in identifying room numbers, and square footages. Detailed dimensions of structural foundation and framing members and connections will not be documented.
2. Upon completion of the floor plan, DDG and our consultants shall evaluate and document damages to the building as a result of Hurricane Gustav.
 - a. Architectural observations and documentation will include all finish and architectural components damaged at the time of observation. Areas include finishes, doors, windows, walls, and roofing components.
 - b. This proposal does not include a complete structural analysis or evaluation of the building's structural system. No detailed foundation or framing drawings are available to aid such an evaluation, and most structural members and connections are hidden behind walls and ceilings, under roof systems, or embedded in the concrete foundation. This proposal is limited to an observation of external cladding and finish materials for readily visible signs of distress that may indicate a structural deficiency.
 - c. Mechanical and electrical scope of services will consist of visiting the site and making visual observations of the existing HVAC, plumbing, and electrical systems. Opinions of systems conditions and recommendations to address problems will be included in the final report.
3. A final due diligence report will be provided that includes opinions of the existing conditions, recommendations to address specific problems identified during the walk-through, and opinions of probable construction costs to have these recommendations implemented.

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4. DDG shall attend a meeting with representatives from Lafourche Parish Government and FEMA to review the finding contained in the report.

SERVICES NOT INCLUDED:

This proposal does not include any mold or hazardous material testing or abatement, detailed structural testing/examination, or design drawings to implement the recommended improvements. Should the need for these services arise, DDG will identify such need(s) in our final report. Although not part of this proposal, should the owner implement these services, DDG will coordinate with the respective consultants to ensure uniform service quality. Additionally, should the client request these services through DDG, individual proposals for these services will be provided at that time.

Fees for the above scope of work shall be billed as a lump-sum as follows:

Architectural measuring of existing building:	\$4,500.00
<i>(Assumes 2 people @ 3 days each)</i>	
Input existing drawings into AutoCad:	\$2,500.00
<i>(Assumes 1 person @ 4 days)</i>	
Architectural walk-thru to verify damage and quantities:	\$5,000.00
<i>(Assumes 2 people @ 3 days each)</i>	
Architectural Preparation of Report and Cost Estimate:	\$2,000.00
<i>(Assumes 1 person @ 2 days)</i>	
Structural Services:	\$1,000.00
MEP Services:	<u>\$5,800.00</u>
TOTAL FEES:	\$20,800.00

Fees for Additional Services not specifically described above, shall be billed at an hourly rate in accordance with the attached Rate Sheet (Effective 7/16/08). DDG will not proceed with any additional services until approved in writing by the Client.

Reimbursable Expenses: Reimbursable items such as out-of-town travel, long distance telephone, photographs, printing cost, overnight mail, etc. will be billed to the client at cost in accordance with the attached Rate Sheet (Effective 7/16/08) and in addition to the Basic Service Fees described above.

DDG will submit progress invoices for payment monthly to the Client. Receipt of payment by DDG shall be within 30 days of client receiving the invoice. Amounts unpaid over thirty (30) days will be subject to interest at the rate of one and one half percent (1.5%) monthly. Payment of invoices shall not be contingent upon Client receiving necessary funding or payment from a third party.

LIMITATION OF LIABILITY

The professional liability of Duplantis Design Group, PC, and its consultants will be limited to the total amount of fees collected on this project.

TERMINATION

The Client or DDG may terminate this contract with written notice at any time. DDG will invoice the Client at the time of termination for work completed up to and through the date of termination. Client acknowledges that in order to finalize the invoicing and close the project file, some time must be spent after termination. When the Project is resumed, DDG shall be compensated for any expenses incurred in the interruption and resumption of DDG's services. DDG's fees for the remaining services and the time schedules shall be equitably adjusted.

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Brennan Matherne
February 9, 2009
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Duplantis Design Group, PC appreciates the opportunity to provide this proposal to you and is excited about being a part of the design team. This proposal shall be considered valid for sixty (60) days from the date of the proposal. If the proposal is acceptable, please sign in the space provided below and return one copy for my records. If you have any questions regarding the terms of this proposal and agreement, please feel free to call.

Sincerely,
Duplantis Design Group, PC



L. "Andy" Positerry, II, AIA • NCARB • LEED AP
Principal

LAPII/s

Enclosure: Architectural Rate Sheet 7/16/08

Cc: H:\2008\LPC Barrios Roof\Proposal 090209.docx

.....
By signing the proposal below, I hereby certify that I am authorized to sign this agreement on behalf of Lafourche Parish Government, and that I have read and familiarized myself with this Agreement and all attachments identified herein.

Accepted:

BY: _____

DATE: _____

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DUPLANTIS DESIGN GROUP, PC ARCHITECTURAL RATE SHEET Effective Date 7/16/08

Principal.....	\$115.00 - \$125.00/hour
Architect, AIA.....	\$ 95.00 - \$115.00/hour
Architectural Designer.....	\$ 70.00 - \$ 85.00/hour
CADD Technician.....	\$ 55.00 - \$ 70.00/hour
Project Representative.....	\$ 50.00 - \$ 65.00/hour
Administrative Assistant.....	\$45.00 - \$ 55.00/hour

Reimbursable Items

Vehicle Travel for Projects.....	\$0.585 per mile
Transportation, Lodging, and Subsistence for out of town travel.....	Cost
Printing Cost	
Bond.....	\$0.25/s.f.
Vellum.....	\$0.65/s.f.
Mylar.....	\$1.90/s.f.
Color Bond.....	\$6.50/s.f.
Color Photo.....	\$11.00/s.f.
Photographs, Telecopier, Shipping, and Materials.....	Cost
Filing/Recording/Permitting Fees.....	Cost
Deposition/Trial Testimony by Principal, P.E., or AIA.....	Rate x 1.5
Subconsultant Services.....	Cost + 10%

*Rates are subject to change. DDG reserves the right to change the rate sheet periodically. If DDG is being compensated based on an hourly agreement, DDG will bill the client based on the new rates established on the modified rate sheet.

Civil Engineering • Site Development • Land Planning • Public Works • Architecture

314 East Bayou Road • Thibodaux, Louisiana 70301 • Phone: 985-447-0090 • Fax: 985-447-7009
735 North Causeway Blvd. • Suite 201 • Mandeville, Louisiana 70448 • Phone: 985-626-9547 • Fax: 985-626-0269
7155 Old Katy Road • Suite 250 • Houston, Texas 77024 • Phone: 832-369-8170 • Fax: 832-369-8165