

**MINUTES OF  
SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY-EAST  
OPERATIONS COMMITTEE MEETING  
HELD ON OCTOBER 15, 2020**

PRESENT: Mark L. Morgan, Chair  
Herbert I. Miller, President

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The Operations Committee of the Southeast Louisiana Flood Protection Authority-East (Authority or FPA) met on October 15, 2020, in the St. Bernard Parish Council Chambers, St. Bernard Parish Government Complex, 8201 West Judge Perez Drive, Chalmette, Louisiana. Mr. Morgan called the meeting to order at 10:30 a.m.

**Opening Comments:** None.

**Adoption of Agenda:** The Committee approved the agenda as presented.

**Approval of Minutes:** The Committee approved the minutes of the Operations Committee meeting held on September 17, 2020.

**Public Comments:** None.

**New Business:**

- A. Discussion of extension of the current Indefinite Delivery-Indefinite Quantity (ID-IQ) Contracts for Construction Administration, Resident Inspection and Other Inspection Services to October 31, 2021 (a second option period of less than one-year), and to approve the advertisement and issuance of a Request for Qualifications for said services, as needed, in ample time to have new contracts in place on November 1, 2021.**
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Chris Humphreys, Director of Engineering, advised that staff recommends that the second one-year renewal option included in the current Indefinite Delivery-Indefinite Quantity (ID-IQ) contracts for Construction Administration, Resident Inspection and Other Inspection Services be exercised. The firms providing these services are: AIMS Group, Burk Kleinpeter, Inc., Design Engineering, Inc., ECM Consultants, Meyer Engineers, LTD, and NY & Associates. The contracts each have a not-to-exceed amount of \$500,000.

The Committee will recommend that the Board approve the extension of the ID-IQ Contracts for Construction Administration, Resident Inspection and Other Inspection Services.

**B. Discussion of extension of the current ID-IQ contracts for Facility Management Services to October 31, 2021 (a second option period of less than one-year), and to approve the advertisement and issuance of a Request for Qualifications for said services, as needed, in ample time to have new contracts in place on November 1, 2021.**

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Mr. Humphreys advised that the extension of the current ID-IQ contracts for Facilities Management Services is similar to the preceding item. The firms providing these services are:

Support Services – ECM Consultants, Inc., Linfield, Hunter & Junius, Inc., Meyer Engineers, LLC and Sizeler-Thompson-Brown Architects

Environmental Services – ECM Consultants, Inc., Evans-Graves Engineers, and Linfield, Hunter & Junius, Inc.

Drainage Design Services – Evans-Graves Engineers, LLC, Linfield, Hunter & Junius, Inc. and Richard C. Lambert Consultants, LLC

HVAC Maintenance Services – Linfield, Hunter & Junius, Inc. and Pivotal Engineering, LLC

Water Maintenance Services – Digital Engineering, Linfield, Hunter & Junius, Inc. and Meyer Engineers, LLC

Electrical Support Services – Linfield, Hunter & Junius, Inc. and Pivotal Engineering, LLC

Testing Services – Linfield, Hunter & Junius, Inc. and Professional Service Industries

All of the contracts include a not-to-exceed amount of \$500,000, except the contracts for Support Services, which have a not-to-exceed amount of \$1 million and include architectural services. Mr. Humphreys explained that the categories may differ and some sub-categories may be merged with other categories when the Requests for Qualifications are issued in 2021.

The Committee will recommend that the Board approve the extension of the current ID-IQ Contracts for Facilities Management Services.

**C. Discussion of proposed Amendment No. 2 to Task Order 30-07-01 with Linfield, Hunter and Junius, Inc. to provide engineering design and plans and specifications to replace the deteriorated portion of the existing Orleans Marina sheetpile bulkhead for a total not-to-exceed amount of \$212,708.83.**

Mr. Humphreys explained that the proposed task order amendment would continue services for the repairs to the area between the failed Orleans Marina bulkhead and the floodwall. Lake waters are continually washing in and out with the tides, and along with a broken storm drain, jeopardize the floodwall. The Board approved the award of the contract to Kort's Construction Services, Inc., for the repairs to the broken storm drain.

The storm drain repairs will begin this month. The proposed repairs to the deteriorated portion of the existing sheetpile bulkhead will complete the remedy to address the issue.

Mr. Morgan noted that the proposal received from Linfield, Hunter and Junius includes geotechnical work by Eustis Engineering, as a sub-consultant. He recommended that Eustis Engineering be contracted directly by the FPA under its current ID-IQ contract with the firm and that the CAO execute a task order with Eustis Engineering for said work.

Mr. Humphreys commented that the total amount of Linfield, Hunter and Junius' proposal is within typical design curve fees. He concurred with the recommendation relative to Eustis Engineering and recommended approval of the proposed amendment to Task Order 30-07-01.

The Committee will recommend that the Board approve Amendment No. 2 to Task Order 30-07-01 with Linfield, Hunter and Junius, subject to the exclusion of the geotechnical work by Eustis Engineering. A separate task order will be issued by the FPA to Eustis Engineering for the subject geotechnical work.

**D. Discussion of selection of a firm to provide Hazard Mitigation Grant Application Writing and Grant Management Consulting Services on an as needed basis.**

Mr. Humphreys explained that at its August meeting the Board approved the advertisement and issuance of a Request for Qualifications to provide Hazard Mitigation Grant Application Writing and Grant Management Consulting Services on an as needed basis. Seven Statements of Qualifications were received and evaluated by the selection team. The two top rated firms were interviewed by the selection team. The selection team recommended that Hunt, Guillot & Associates be selected to provide the subject services.

Mr. Morgan noted that he was a member of the selection team and that Hunt, Guillot & Associates stood out from the other firms, especially during the interview process. Hunt, Guillot and Associates' references enthusiastically recommended the firm. The selection team was unanimous in its decision to recommend the selection of Hunt, Guillot & Associates.

The Committee will recommend that the Board approve the selection of Hunt, Guillot & Associates to provide Hazard Mitigation Grant Application Writing and Grant Management Consulting Services.

There was no further business; therefore, the meeting was adjourned at 10:40 a.m.