

**MINUTES
PRELIMINARY GRANTS REVIEW COMMITTEE
CONTRACTS REVIEW COMMITTEE
TUESDAY, AUGUST 16, 2022
10:00 A.M.
COUNCIL CHAMBERS – ROOM 348**

The Preliminary Grants and Contracts Review Committee meeting was called to order by Mr. Toups, Chairman. The following members were present: Messrs.: Joe Toups. Mmes: April Charles, Chelsea Faulk, and Lisa Smith. Absent: Vernadine Mabry. Others Present: Leah Fleig, Samantha Green, Kaleb Harmon and Jeanine Romero. Recording Secretary: Mary Gibbens

Representatives participating for agenda items: Cpl. Carol Lindsey-Edwards – City Constable’s Office; Elzie Alford – City Court; Tara Zachary – Mayor’s Office of Homeland Security and Emergency Preparedness; Tasha Saunders – Office of Community Development.

GRANTS REVIEW:

A motion was made by Ms. Charles approve minutes of the August 3, 2022 regular meeting. No objections, the motion passed unanimously.

GRANTS:

1. **Baton Rouge City Constable’s Office** – Louisiana Commission on Law Enforcement (LCLE) – Drug Abuse Resistance Education (D.A.R.E.) – State \$71,405.00; Total \$71,405.00

A motion was made by Ms. Faulk and seconded by Ms. Charles to approve this item as presented. No objections, the motion passed unanimously.

2. **Baton Rouge City Court** – Louisiana Highway Safety Commission (LHSC) – FFY 23 Sobriety Court - \$98,500.00; Total \$98,500.00

A motion was made by Ms. Faulk and seconded by Mr. Toups to approve this item as presented. No objections, the motion passed unanimously.

CONTRACTS REVIEW:

A motion was made by Ms. Charles to approve minutes of the August 3, 2022 regular meeting. No objections, the motion passed unanimously.

CONTRACTS:

1. Proposed professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of Baton Rouge City Court, and Eugene Waddis, Jr. for services rendered as a Substance Abuse Counselor for the Sobriety Court to provide 660 hours of counseling at a rate of \$50.00 per hour for assessments, individual treatment sessions, group sessions, and sobriety team meetings for the sum not to exceed \$33,000.00 for the term beginning on October 1, 2022 and terminating on September 30, 2023. **(By: Baton Rouge City Court)**
2. Proposed professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of Baton Rouge City Court, and Treniece L. Landry for services rendered as a Substance Abuse Counselor for the Sobriety Court to provide 280 hours of counseling at a rate of \$50.00 per hour for assessments, individual treatment sessions, group sessions, and sobriety team meetings for the sum not to exceed \$14,000.00 for the term beginning on October 1, 2022 and terminating on September 30, 2023. **(By: Baton Rouge City Court)**
3. Proposed professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of Baton Rouge City Court, and Ivory K. Wilson for services rendered as a Substance Abuse Counselor for the Sobriety Court to provide 380 hours of counseling at a rate of \$50.00 per hour for assessments, individual treatment sessions, group sessions, and sobriety team meetings for the sum not to exceed \$19,000.00 for the term beginning on October 1, 2022, and terminating on September 30, 2023. **(By: Baton Rouge City Court)**

A motion was made by Ms. Smith and seconded by Ms. Faulk to approve items # (1), # (2), and # (3) with new contract form including required federal clauses. No objections, the motion passed unanimously.

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CONTRACTS: (continued)

4. Proposed professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Mayor's Office of Homeland Security and Emergency Preparedness and Hunt, Guillot, & Associates to provide Emergency Operations Plan review and revisions funded through the Department of Homeland Security State Homeland Security Grant Program in the sum not to exceed \$49,900.00 for the term commencing August 1, 2022, and terminating March 1, 2023. **(By: MOHSEP)**

A motion was made by Ms. Faulk and seconded by Ms. Smith to approve this item contingent upon receipt of Attachment A and Sub-recipient vs. Vendor Form. The motion passed unanimously.

5. Proposed professional services agreement between the City of Baton Rouge, Parish of East Baton Rouge, on behalf of the Mayor's Office of Community Development and Mission Media, LLC to provide an interactive website and resource mapping tool of area health services and community resources to reach vulnerable community members to support Baton Rouge Advancing Health Literacy (BRAHL) in the sum not to exceed \$37,500.00 for the term commencing June 1, 2022, and terminating May 31, 2023. **(By: Office of Community Development)**

A motion was made by Ms. Smith and seconded by Ms. Faulk to approve this item contingent upon updating Article VIII: Compensation section and provide the Sub-recipient Vendor Form. No objections, the motion passed unanimously.

6. Proposed agreements between the City of Baton Rouge, Parish of East Baton Rouge, through the East Baton Rouge Redevelopment Authority (EBRRA), on behalf of the City-Parish, Office of Community Development and the various contractors listed below to provide services under the **CDBG Single Family Owner Occupied Home Rehabilitation (SFOOHR) Program: (By: OCD)**

- a. **Contractor: Pen Construction Group, LLC**
7345 Memo Place, BR, LA 70817 - \$26,602.83

A motion was made by Ms. Smith and seconded by Ms. Faulk to approve this item contingent upon correcting the address (Page 2) and any other references within the agreement. No objections, the motion passed unanimously.

7. Proposed agreements between the City of Baton Rouge, Parish of East Baton Rouge, through the Office of Community Development and the various contractors listed below to provide services under the **CDBG Single Family Owner Occupied Home Rehabilitation (SFOOHR) Program – Change Orders: (By: OCD)**

- a. **Contractor: Pen Construction Group**
1745 N. 18th – Org. Amt. \$24,970.37 (Change Order #1 - \$1,248.45)
New Total Amt. \$26,218.82
- b. **Contractor: Dominic Willard Painting Co.**
6316 Callahan St. – Org. Amt. \$22,500.25 (Change Order #1 - \$2,480.00)
New Total Amt. \$24,980.00

A motion was made by Ms. Faulk and seconded by Ms. Smith to approve items # 7 (a) and (b) as presented. No objections, the motion passed unanimously.

- *8. Proposed amendment # (1) one to the sub-recipient agreement between the City of Baton Rouge, Parish of East Baton Rouge and Habitat for Humanity to extend the project activity completion date from September 30, 2020 to December 31, 2022. **(By: Office of Community Development)**

A motion was made by Ms. Smith and seconded by Ms. Charles to approve this item as presented. No objections, the motion passed unanimously.

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CONTRACTS: (continued)

- *9. Proposed amendment # (2) entered into effective November 1, 2022 between the City of Baton Rouge, Parish of East Baton Rouge on behalf of the Mayor's Office of Community Development and Resilient Recovery Consultants, LLC amending the contract amount from \$105,000.00 with an additional allocation of \$50,000.00 for a new total sum not to exceed \$155,000.00. **(By: Office of Community Development)**

A motion was made Ms. Smith and seconded by Ms. Faulk to approve this item amending the additional allocation to be \$100,000.00 for the new sum not to exceed \$205,000.00. No objections, the motion passed unanimous

- *10. Proposed agreement between the City of Baton Rouge, Parish of East Baton Rouge and YWCA of Greater Baton Rouge to provide construction of the Providence Place Housing Development which entails new construction of twelve (12) unit, multi-family community in the Highland Farms Subdivision funded through the HOME Investment Partnerships Program in the loan agreement amount of \$1,160,561.00 for the term September 1, 2022 through August 17, 2023. **(By: Office of Community Development)**

A motion was made by Ms. Smith and seconded by Ms. Faulk to approve this item contingent upon review by Leo D'Aubin of the Parish Attorney's Office prior to signature. No objections, the motion passed unanimously.

- *11. Proposed agreement between the City of Baton Rouge, Parish of East Baton Rouge and Interfaith Federation of Greater Baton Rouge, Inc. to provide eligible activities for the Holy Grill for CDBG-CV – Public Services Sub-recipient grant operating year 2021-2022 in an amount of \$50,000.00 effective April 1, 2022 through December 31, 2022. **(By: Office of Community Development)**

A motion was made by Mr. Faulk and seconded by Ms. Smith to approve this item contingent upon referencing grant source in the contract. No objections, the motion passed unanimously.

- *12. Proposed agreement between the City of Baton Rouge, Parish of East Baton Rouge and Orange Cloud Network to provide eligible activities for the Safe Hopeful Healthy Baton Rouge – CDBG-CV3 – Public Services Sub-recipient grant operating year 2022 in an amount up to \$50,000.00 effective June 1, 2022 through August 31, 2022. **(By: Office of Community Development)**

A motion was made by Ms. Charles and seconded by Mr. Toups to delete this item at the request of the department. No objections, the motion passed unanimously.

At this time, Mr. Toups advised the committee that the September 6th and September 20th PGRC scheduled meetings will be changed to Thursday, September 1st and Thursday, September 22nd.

There being no further business before the committee, the meeting adjourned.