


<p>L.A Community Development Block Grant Coronavirus (CDBG-CV) Public Facilities – HVAC Improvements Program General Information Form</p>	<p>1. Applicant Name Terrebonne Parish Consolidated Government (TPCG)</p>																																								
<p>2. Mailing Address P.O. Box 2768 Houma, La 70361</p>	<p>3. Physical Address 8026 Main St Houma, LA 70360</p>																																								
<p>4. Name of Contact Person Leslie W. Jones</p>	<p>5. Contact Email Address ljones@tpcg.org</p>																																								
<p>6. Name and Phone Number of Administrative Consultant Preparing Application Leslie W. Jones 985-746-6418</p>	<p>7. Name and Phone Number of Engineering/Architectural Firm Preparing Application Craig C. Hebert, Architect 985-873-7707</p>																																								
<p>8. Administrative Consultant Email Address ljones@tpcg.org</p>	<p>9. Engineering Firm Email Address cchebert@bellsouth.net</p>																																								
<p>10. Legislative Districts: State Senate: <u>52</u> State Rep.: <u>53</u> U.S. Congress: <u>1</u></p>																																									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;">11. Funds</th> <th style="width:15%;">Amount</th> <th style="width:20%;">Source of Funds</th> <th style="width:15%;">Fund Status</th> <th style="width:15%;">State Use Only</th> </tr> </thead> <tbody> <tr> <td>CDBG-CV</td> <td style="text-align: right;">\$1,000,000.00</td> <td>grant</td> <td></td> <td></td> </tr> <tr> <td>Local Funds</td> <td style="text-align: right;">\$1,665,984.34</td> <td>School board/TPCG</td> <td></td> <td></td> </tr> <tr> <td>Private Funds</td> <td style="text-align: right;">\$0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>State Funds</td> <td style="text-align: right;">\$0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Federal Funds</td> <td style="text-align: right;">\$0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other Funds</td> <td style="text-align: right;">\$0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL COST</td> <td style="text-align: right;">\$2,665,984.34</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		11. Funds	Amount	Source of Funds	Fund Status	State Use Only	CDBG-CV	\$1,000,000.00	grant			Local Funds	\$1,665,984.34	School board/TPCG			Private Funds	\$0				State Funds	\$0				Federal Funds	\$0				Other Funds	\$0				TOTAL COST	\$2,665,984.34			
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<p>12. Signature (Chief Elected Official) </p>																																									
<p>13. Date 4-27-21</p>																																									
<p>14. Typed Name/Title Gordon Dove/Parish President</p>																																									
<p>15. Telephone Number 985-873-6401</p>																																									
<p>16. Email Address gdove@tpcg.org</p>																																									

CDBG-CV HVAC Program

Budget/Cost Summary Form

Applicant Name: TPCG

I. Costs by Activity (Read Instructions Before Completing)

Activity (A)	CDBG-CV (B)	Other (C)	Total (D)	Source of Other Funds (E)
1. Public Facilities	\$2,665,984.34			
2. Administration	\$100,000.00			
TOTAL	\$2,765,984.34			

II. Line Item Budget – CDBG-CV Funds Only

	For State Use Only
1. Public Facilities – HVAC Improvements (Total)	\$2,665,984.34
a. Construction Costs	\$2,448,720.45
b. Engineering Costs	\$217,263.89
2. Administration (Total)	\$100,000.00
3. TOTAL	\$2,765,984.34

III. Contract Execution Dates (only if scheduled to be paid using CDBG-CV funds)

Name of Administrative/Engineering/Architectural Firm	Contract Execution Date	Contract Amount
TBD	TBD	TBD

Terrebonne Parish Consolidated

Terrebonne Parish
Consolidated Government

Affidavit of Publication

**CDBG-CV HVAC
IMPROVEMENTS PROGRAM
PUBLIC HEARING**

STATE OF LOUISIANA }
PARISH OF TERREBONNE } SS

Due to the pandemic, local government entities have to take actions to prevent the spread of COVID-19. In the CARES Act, HUD was allocated funding to prevent, prepare for, and respond to the virus. The Louisiana Office of Community Development (OCD) has allocated \$31,000,000 in HUD funding for upgrades to HVAC and ventilation systems. According to the CDC, upgrades/modifications to HVAC systems can improve air quality and minimize the spread of airborne infectious diseases. Terrebonne Parish Consolidated Government (TPCG) intends to apply to OCD for funds to upgrade/modify HVAC and ventilation systems in CDBG-eligible publicly-owned community facilities in an effort to reduce the spread of the virus.

Who, being duly sworn, says:

That she is Classified Ad Representative of the Houma Courier, a daily newspaper of general circulation, printed and published in Houma, Terrebonne Parish, Louisiana; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following

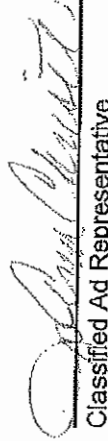
April 05, 2021

A public hearing to discuss TPCG's proposal to OCD will be held at the following location:

Government Tower
Council Meeting Room, Second Floor
8026 Main Street, Houma
Wednesday, April 14th
6:30 pm

That said newspaper was regularly issued and circulated on those dates.

SIGNED:



Classified Ad Representative

Subscribed to and sworn to me this 5th day of April 2021.



Jodie P. Burton, Notary Public, Terrebonne Parish,
Louisiana

Commission expires at death.

Notary number: 062759

00004330 00087244

RAYANNA SMITH
TERREBONNE PARISH CONSOLIDATED
P O BOX 2768
HOUMA, LA 70361

Leslie W. Jones, Grants Writer
8026 Main Street Suite 201
P.O. Box 2768
Houma, LA 70361
(985) 746-6418
ljones@ipcog.org

Citizens wishing to participate that are unable to attend the hearings may submit written correspondence via e-mail or U.S. Postal Service to the address listed above.

TPCG representatives will be available to explain the amount and type of federal funds available to the community. The range of activities that may be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income; the plans to minimize displacement of person as a result of activities assisted with such funds and the benefits to be provided to persons actually displaced as a result of such activities.

Terrebonne Parish Consolidated Government encourages the participation of minorities, non-English speaking persons, disabled persons, low-income persons, the elderly, residents of public housing and community-based organizations. Those persons who wish to participate, but may be hindered by disabilities or who are non-English speaking, are urged to notify TPCG at least three days in advance of the meeting so that special arrangements can be made. Any citizen that wishes to discuss these issues or have questions about the hearing should contact:

LOUISIANA CDBG PROGRAM

STATEMENT OF ASSURANCES

This applicant hereby assures and certifies that:

1. It possesses legal authority to apply for the grant and to execute the proposed program.
2. Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
3. It has facilitated citizen participation (in accordance with 42 U.S.C. 5304[a]) by:
 - a. Providing adequate notices that provide the information specified on the Office of Community Development's website.
 - b. Holding a hearing to obtain citizens' views on housing and community development needs and to provide citizens with the information specified on the Office of Community Development's website.
4. It has adopted a detailed written citizen participation plan that:
 - a. Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used;
 - b. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the State's proposed method of distribution, as required by regulations of the Secretary, and relating to the actual use of funds under Title I of the Housing and Community Development Act of 1974, as amended, and the unit of local government's proposed and actual use of CDBG funds;
 - c. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee;
 - d. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodations for the disabled;
 - e. Provides for a timely written answer to written complaints and grievances, within fifteen working days where practicable, and;

f Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

5. Its chief executive officer, chief elected official, or other officer of applicant approved by the State will consent to assume the status of a responsible entity as defined by 24 CFR 58.2(a)(7) in compliance with the National Environmental Policy Act of 1969 insofar as the provisions of such Act apply to the Louisiana Community Development Block Grant Program.
6. The applicant's Community Development Block Grant program has been developed so as to give maximum feasible priority to activities that will benefit low and moderate income households, will aid in the prevention or elimination of slums or blight, or meet community development needs having a particular urgency.
7. It will comply with the regulations of 2 CFR Part 200, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
 - a. That it will conduct all procurement activities utilizing Federal funds in a manner consistent with the procurement requirements of 2 CFR 200.318-326. In particular it assures that it will exclude from competition any contractor or vendor who assists the applicant in the development or drafting of specifications or scopes of work for such solicitations or any other actions that would confer an unfair competitive advantage in accordance with the requirements of 2 CFR 200.319(a).
 - b. That it has the ability to comply with the Financial Management requirements in Subpart D, the Cost Principles requirements in Subpart E and the Audit requirements in Subpart F. In particular it assures it will be responsible for the preparation of appropriate financial statements in accordance with the requirements of 2 CFR 200.508.
8. It will require every building or facility (other than a privately owned residential structure) designed, constructed, or altered with funds provided under this part to comply with the requirements of the Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157) and the Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218 and 225).
9. It will comply with:
 - a. Title VI of the Civil Rights Acts of 1964 (Pub. L. 88-252) (42 U.S.C. 2000d) as amended, and the regulations issued pursuant thereto (24 CFR Part 1), which provides that no person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the property or structure is used for another purpose involving the provision of similar services or benefits.
 - b. The Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations (24 CFR Subtitle B, Subchapter A). And further it will comply with section 104(b)(2) of Housing

and Community Development Act of 1974, as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing.

c. Section 109 of the Housing and Community Development Act of 1974, and the regulations issued pursuant thereto (24 CFR Part 570.602), which provides that no person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with funds provided under this Part. Section 109 further prohibits discrimination to an otherwise qualified individual with handicap as provided under Section 504 of the Rehabilitation Act of 1973, as amended, and prohibits discrimination based on age as provided under the Age Discrimination Act of 1975. The policies and procedures necessary to ensure enforcement of section 109 are codified in 24 CFR part 6.

10. It will comply with Section 3 of the Housing and Urban Development Act of 1968 (24 CFR part 135), as amended, requiring that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project area and contracts for work in connection with the project be awarded to eligible Section 3 business concerns.

11. It will:

a. To the greatest extent practicable under State law, comply with the acquisition and relocation requirements Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and will comply with the HUD implementing regulations at 24 CFR Part 42 the DOT implementing regulations at 49 CFR 24; and

b. Follow a residential anti-displacement and relocation assistance plan and it will comply with the acquisition and relocation requirements in connection with any activity assisted with funding under the CDBG program; and

c. Minimize displacement of persons as a result of activities assisted with such CDBG-CV funds.

12. It will provide access to (1) the State, Representatives of HUD, the Inspector General, and the General Accounting Office shall have access to all books, accounts, records, reports, files, and other papers, or property pertaining to the administration, receipt and use of CDBG funds and necessary to facilitate such reviews and audits, and (2) It shall provide citizens with reasonable access to records regarding the past use of CDBG funds and ensure that units of general local government provide citizens with reasonable access to records regarding the past use of CDBG funds consistent with State or local requirements concerning the privacy of personal records.

13. It will not attempt to recover any capital costs for public improvements financed in whole or in part with CDBG-CV funds, through assessments against properties owned and occupied by low and moderate income persons including any fees charged or assessed made as a condition of obtaining access to such public improvements.

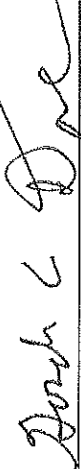
14. It will, as necessary, devise, adopt and carry out procedures with respect to CDBG assistance that fulfill the objectives and requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C.

4851-4856), and implementing regulations at 24 CFR Part 35, subparts A, B, J, K, and R of this title.

15. It has determined that the proposed activity will meet the identified community development needs of its jurisdiction and will carry out its proposed activity in a manner that will significantly benefit the residents of its jurisdiction. Any CDBG expenditures that serve beneficiaries outside the jurisdiction will not be unreasonably disproportionate to the benefits to its residents.
16. It will adopt and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in non-violent Civil Rights demonstrations in accordance with 42 U.S.C. 5304 (j).
17. It certifies that no federally appropriated funds will be paid for any lobbying purposes regardless of the level of government.

Signing these assurances means that the municipality/parish agrees to implement its program in accordance with these provisions. Applicant further acknowledges in addition to the previous cited provisions that if it is awarded funds it will be responsible for compliance and enforcement of applicable Federal laws (42 U.S.C. 5301-5320) including the provisions of Pub L. 116-136 (CARES Act) and regulations (24 CFR Part 570), as modified by Federal Register Notice Vol. 85, No. 162 51457 and including the Subpart K requirements (24 CFR 570.601-614) of the Community Development Block Grant program and such provisions for the proper administration of the program made by this Office of Community Development, Division of Administration as allowed by 24 CFR 570.480(f).

Failure to comply can result in serious audit and/or monitoring findings that require repayment of funds to the State or expending municipality/parish funds to correct deficiencies. A training session will be held to describe these requirements to all funded applicants. Municipality/parish staff attendance will be mandatory.



SIGNATURE OF CHIEF ELECTED OFFICIAL

Gordon Dove, Parish President

TYPED/NAME AND TITLE OF CHIEF ELECTED OFFICIAL

4-20-21

DATE

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2501-0032 (exp. 01/31/2020)

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code):
 Terrebonne Parish Consolidated Government
 P. O. Box 2768 Houma, La 70361
 985-746-6418

2. Social Security Number or Employer ID Number:
 72-6001390

3. HUD Program Name
 CDBG-CV HVAC Program

4. Amount of HUD Assistance Requested/Received
 1,000,000.00

5. State the name and location (street address, City and State) of the project or activity:
 American Legion Hall 602 Legion Ave Houma, La and South Terrebonne High School 3879 Hwy La-24 Bourg, La

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).
 Yes No

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9.
 Yes No.

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds
n/a			

(Note: Use Additional pages if necessary.)

Part III Interested Parties. You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)
Terrebonne Parish Consolidated Government	72-6001390	property owner	100%
Terrebonne Parish School Board	72-6001392	property owner	100%

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature:

[Handwritten Signature]

Date: (mm/dd/yyyy)

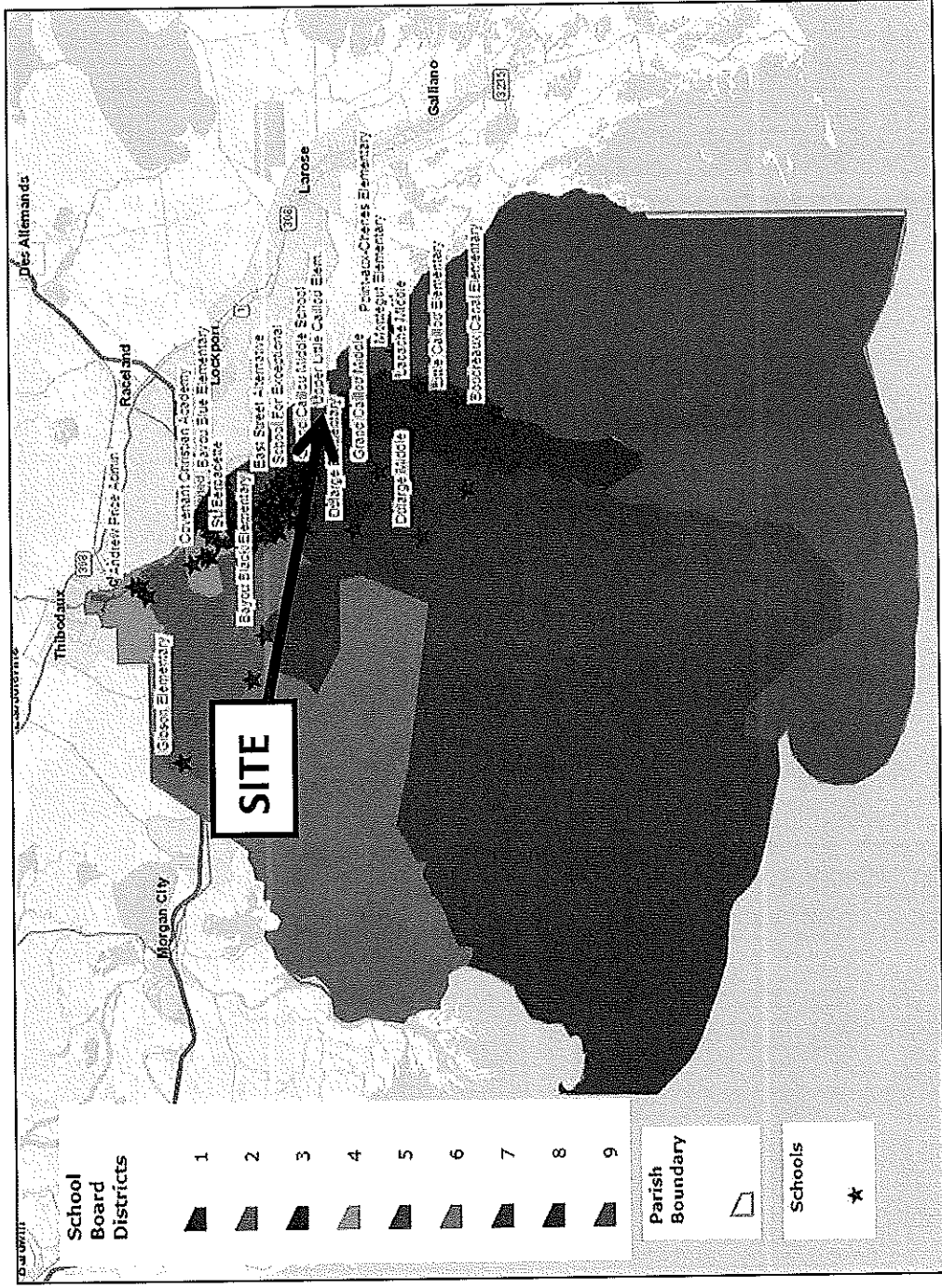
4-25-21

Program: 2021 CDBG-CV HVAC Improvements Program
 Project: Terrebonne Parish High School

Free (Special Circumstances)	0	0	19	19	19	2.00%
No Application	382	0	0	382	0	40.13%
Reduced	0	44	0	44	44	4.62%
Zero Income	0	0	1	1	1	0.11%

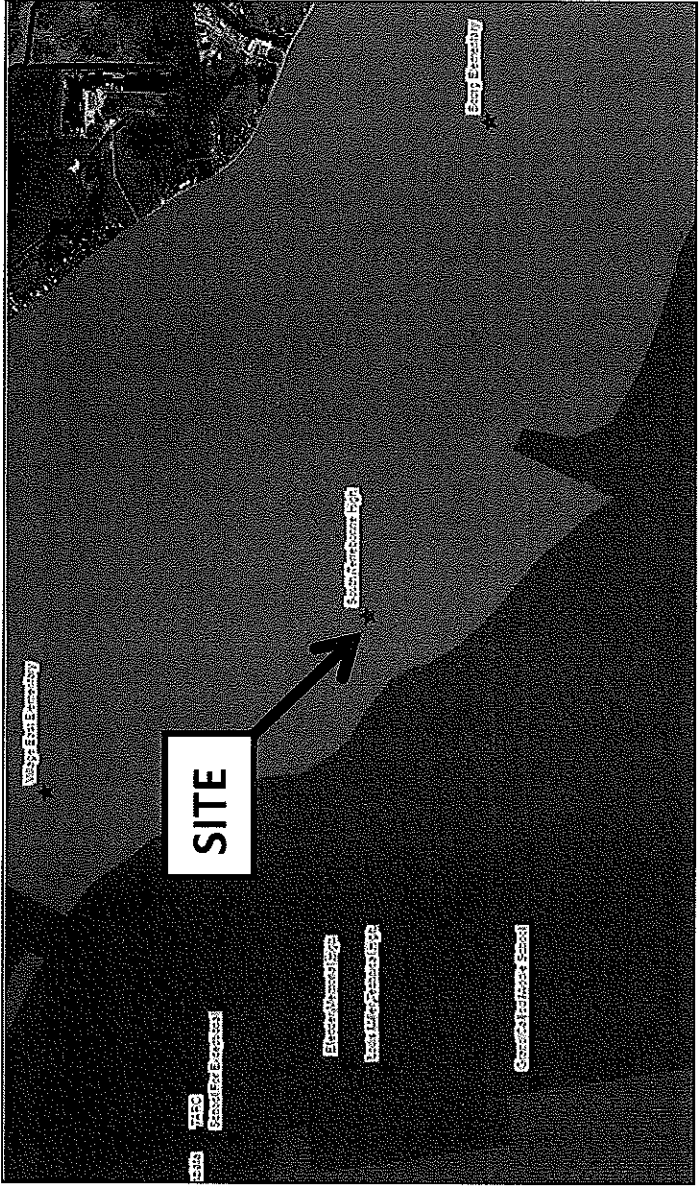
Percent of Enrollment 47.90% 4.62% 47.48% 52.10%

Section 3. Jurisdictional Map

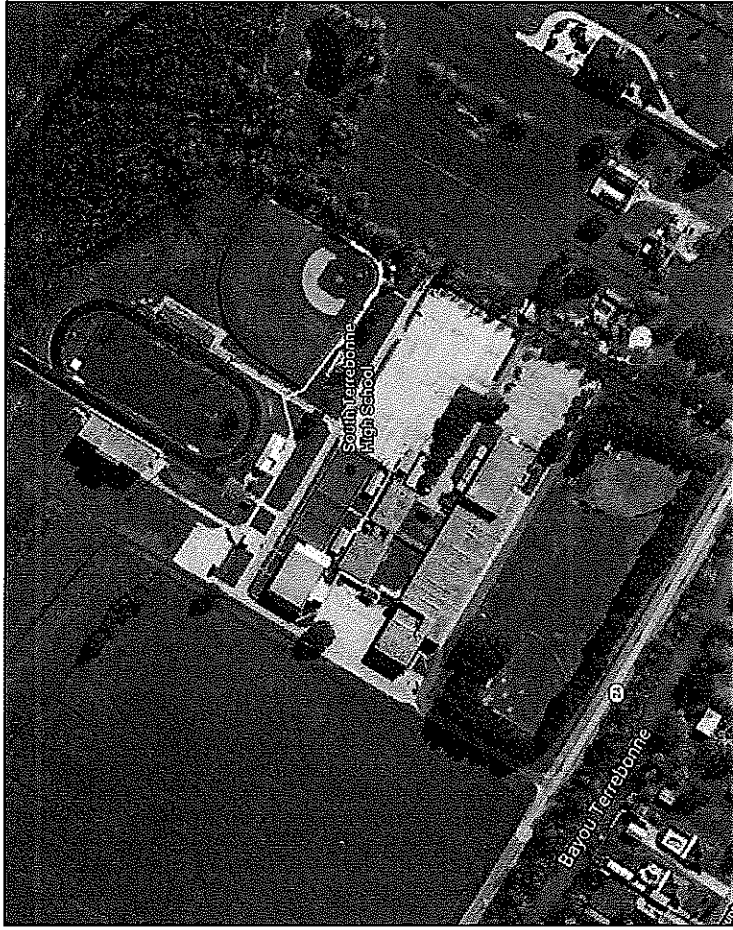


South Terrebonne High School, District #9

Program: 2021 CDBG-CV HVAC Improvements Program
Project: Terrebonne Parish High School



South Terrebonne High School, District #9

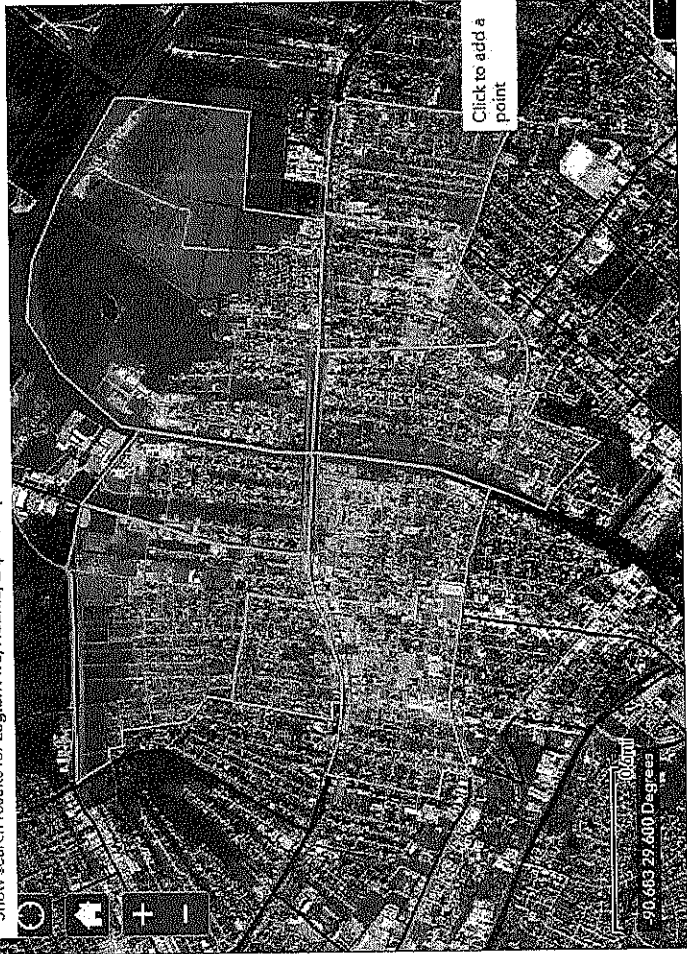


GPS: 29.564498, -90.640762

AOL - News | AOL Mail (92) | Eucharistic | LEEP Login | (B) FY 2020 ACS | Low-and M... | Low-and M... | Low-and M... | Microsoft W...
 Church Militant | Gab | U.S. Catholic Catech... | Bishop Sheen | Merrill Lynch - Login | Louisiana Front Pag... | Banion's War Roo... | Books of the Bible...
Low and Moderate-Income Area Data, based on 2011-2015 ACS
Step 3. Select Service Area, CLICK to EXPORT

Legion Ave, Houma, LA, 70364, USA

Show search results for Legion Ave, Houma, LA, 70364, USA



Layer	Count
<input checked="" type="checkbox"/> LMISD by Block Group	9
<input type="checkbox"/> LMISD by Place & Consolidated City	0
<input type="checkbox"/> LMISD by County Subdivision	0
<input type="checkbox"/> LMISD by County	0

AmAmerican

American Legion Hall #31

APPLICATION CERTIFICATION – HVAC PROJECTS

I certify, to the best of my knowledge and belief, that

- The funds requested herein for the proposed HVAC upgrade are to reduce and/or respond to COVID-19.
- All persons receiving services/benefits from the public facility proposed for HVAC improvements are included in the application beneficiary data.
- No other federal funds have been received by our local government for the proposed project.
- All other funds included in this application is available for use. Documentation of availability of funds is attached.



Signature of Chief Elected Official

4-27-21

Date

CDBG CV HVAC Facility Form

1.	Applicant Name: Terrebonne Parish Consolidated Government												
2.	Facility Type: School												
3.	Facility Address: South Terrebonne High School, 3879 Hwy LA-24, Bourg, LA 70343												
4.	Facility Owner: Terrebonne Parish School District												
5.	Facility Operator: Terrebonne Parish School District												
6.	National Objective: LMA () LMC (<input checked="" type="checkbox"/>)												
7.	<p>Service Area: Census tract(s)/Block group(s)/Zip code(s)</p> <p>South Terrebonne High School (STHS) was built in 1960, and serves eligible students attending grades 9-12 within the Bourg/Montegut/Pointe-Aux-Chenes areas of Terrebonne Parish. The Child Nutrition Services Department manages enrollment information such as demographic and income data for all students served. The information is updated on daily basis as new or transfer students are enrolled, and eligibility reports are reviewed bi-annually in October and February for an updated determination on free/reduced meals eligibility and participation. As of October 1st, STHS had 975 students served, with 65.64% coming from low/mod income households. However, for the purposes of providing the most recent enrollment data, the School District is using the February 1st enrollment data of 952 total students served, with 52.1% coming from low/mod income households, exceeding the standards for meeting the national objective.</p> <p>Demographic and eligibility summary information are attached.</p>												
8.	Facility Contact Person: Becky Breaux												
9.	Contact Phone Number: (985) 876-7400 ext 240												
10.	Contact Email Address: BeckyBreaux@tpsd.org												
11.	<p>Activity Beneficiary Information</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Target Area/Combined</td> <td style="width: 20%;"></td> </tr> <tr> <td>Total - All income levels</td> <td style="text-align: center;">952</td> </tr> <tr> <td>LM1% (Free & Reduced)</td> <td style="text-align: center;">52.1%</td> </tr> <tr> <td>Low (Free)</td> <td style="text-align: center;">452</td> </tr> <tr> <td>Moderate (Reduced)</td> <td style="text-align: center;">44</td> </tr> <tr> <td>Paying</td> <td style="text-align: center;">456</td> </tr> </table>	Target Area/Combined		Total - All income levels	952	LM1% (Free & Reduced)	52.1%	Low (Free)	452	Moderate (Reduced)	44	Paying	456
Target Area/Combined													
Total - All income levels	952												
LM1% (Free & Reduced)	52.1%												
Low (Free)	452												
Moderate (Reduced)	44												
Paying	456												
12.	Project Description: See project narrative and jurisdictional map attached												
13.	Engineer/Architect Cost Estimate: See cost estimate and total project budget attached												

CDBG CV HVAC Facility Form			
1.	Applicant Name: Terrebonne Parish Consolidated Government (TPCG)		
2.	Facility Type: Veterans Community Center		
3.	Facility Address: 602 Legion Avenue, Houma, Louisiana 70360		
4.	Facility Owner: Terrebonne Parish Consolidated Government (TPCG)		
5.	Facility Operator: American Legion Post 31		
6.	National Objective:	LMA (X)	LMC ()
	Service Area: Census tract(s)/Block group(s)/Zip code(s)		
7.	<p>The Block Group 2, Census Tract 5, Terrebonne Parish, Louisiana, 70364 is where the facility is located</p> <p>The area impacted is from combined areas:</p> <p>Block Group 2, Census Tract 5, Terrebonne Parish, Louisiana Block Group 3, Census Tract 5, Terrebonne Parish, Louisiana Block Group 2, Census Tract 6, Terrebonne Parish, Louisiana Block Group 3, Census Tract 6, Terrebonne Parish, Louisiana Block Group 1, Census Tract 7, Terrebonne Parish, Louisiana Block Group 2, Census Tract 7, Terrebonne Parish, Louisiana Block Group 3, Census Tract 7, Terrebonne Parish, Louisiana Block Group 1, Census Tract 9, Terrebonne Parish, Louisiana Block Group 2, Census Tract 9, Terrebonne Parish, Louisiana</p>		
8.	Facility Contact Person: Mr. Lee Schaffers		
9.	Contact Phone Number: (985) 804-2265		
10.	Contact Email Address: lschaffers@aol.com		
11.	Activity Beneficiary Information		
	Target Area/Combined	10,965	
	Total - All income levels		
	LMI%	52.21158%	
	Extremely low income		
	Low income	3,405	
	Moderate income	2,320	
	Above income		
12.	Project Description: Attach Combined Project Description & Estimated Cost of Work		
13.	Engineer/Architect Cost Estimate: Attached Combined Project Description & Estimated Cost of Work		

**TERREBONNE PARISH COUNCIL
PUBLIC SERVICES COMMITTEE**

Mr. Dirk Guidry
Mr. John Amedée
Mr. John Navy
Mr. Carl Harding
Mr. Gerald Michel
Ms. Jessica Domangue
Mr. Darrin W. Guidry, Sr.
Mr. Daniel Babin
Mr. Steve Trosclair



Chairman
Vice-Chairman
Member
Member
Member
Member
Member
Member
Member

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Suzette Thomas, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

AGENDA

March 22, 2021
5:30 PM

Robert J. Bergeron Government Tower Building
8026 Main Street
2nd Floor Council Meeting Room
Houma, LA 70360

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on the table near the entrance into the building and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. Individuals addressing the council should be respectful of others in their choice of words and actions. Thank you.

ALL CELL PHONES, PAGERS AND ELECTRONIC DEVICES USED FOR COMMUNICATION SHOULD BE SILENCED FOR THE DURATION OF THE MEETING

CALL MEETING TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

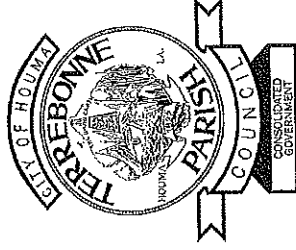
1. Discussion and update from the Office of Homeland Security & Emergency Preparedness relative to COVID-19 and any other pertinent public information.
2. **RESOLUTION:** Authorizing the execution of Change Order No. 3 for the Construction Agreement for Parish Project No. 16-DRA-25, Petit Caillou Drainage Project, Terrebonne Parish, Louisiana.
3. **RESOLUTION:** To authorize Parish President, Gordon E. Dove to execute an Intergovernmental Agreement on behalf of Terrebonne Parish Consolidated Government with Terrebonne Parish Recreation District No. 2,3 for the purchase of equipment declared surplus by Recreation District No. 2,3.
4. **RESOLUTION:** Acceptance of work performed by Blade Runner Turbomachinery Services, LLC., in accordance with the Certificate of Substantial Completion for Parish Project No. 20-ELECTGEN-23, Houma Generation Station Unit 16 Overhaul.
5. **RESOLUTION:** Providing for the acceptance of work performed by Norris & Boudreaux Contractors, LLC in accordance with the Certificate of Substantial Completion for Parish Project No. 18-GAS-45, Cast Iron Gas Line Improvements, St Louis & McKinley St Area, Phase 20, Terrebonne Parish, Louisiana.
6. **RESOLUTION:** Ratifying the appointment of the firm of Delta Coast Consultants, LLC to provide professional services for the 2021 Bridge

Load Ratings and authorizing the execution of an agreement for these services.

7. **RESOLUTION:** Authorizing the execution of Change Order No. 3 (Balancing) for the Construction Agreement for Parish Project No. 18-BRG-52, Industrial Boulevard Bridge Replacement, Terrebonne Parish, Louisiana.
8. **RESOLUTION:** Providing approval of Amendment No. 3 to the Engineering Agreement for Parish Project No. 18-DRA-44, Elliot Jones Pump Station Project, Terrebonne Parish, Louisiana.
9. **RESOLUTION:** Authorizing the Terrebonne Parish Consolidated Government (TPCG) to prepare and submit a pre-application to the Statewide Flood Control Program for assistance in the implementation of the Dularge East (D-19) Pump Station Replacement project for the purpose of reducing existing flood damages; providing for the necessary documentation of said flood damages; and providing for other related matters in connection therewith.
10. **RESOLUTION:** Ratification of the appointment by Parish President Gordon E. Dove of the firm GIS Engineering, LLC to provide engineering services for Parish Project No. 21-SEW-20, Expansion of East Tunnel Boulevard Sewers, and also authorizing Parish President Gordon E. Dove to execute the appropriate engineering contract documents for this project.
11. **RESOLUTION:** Authorizing the execution of Change Order No. 3 to Parish Project No. 18-SEW-07, South Wastewater Treatment Plant Levee Rehabilitation Project at Cell 1 and Headworks Upgrade, for an increase of \$84,680.00.
12. **RESOLUTION:** Authorizing the Parish President to execute a Cooperative Endeavor Agreement between the Terrebonne Parish Consolidated Government and South Central Planning & Development Commission for the 2018 Homeland Security Grant Program Equipment Purchases, Grant Number EMW-2018-SS-00016-S01.
13. **RESOLUTION:** Authorizing the Parish President to pursue funding from the Office of Community Development for the CDBG-CV HVAC Grant in order to provide upgrades to the HVAC systems at the American Legion Hall Post 31 and for the Terrebonne Parish School Board-South Terrebonne High School.
14. **RESOLUTION:** Authorizing the Parish President, on the behalf of TPCG as the Co-Sponsor and in partnership with Terrebonne Parish Recreation District 7, to apply for a Land and Water Conservation Fund (LWCF) grant project for the purpose of developing outdoor recreational facilities associated with a splashpad, fishing pier, and related improvements at Little Caillou Park.
15. **RESOLUTION:** Authorizing the Parish President to negotiate and execute an agreement with Parkmobile to provide a web-based parking service option as an additional convenience for motorists in the downtown area upon completion of all Legal Dept review and Council approvals.
16. **RESOLUTION:** Giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way for "Parc Evangeline Subdivision, Phase A" and calling a public hearing on said matter on Wednesday, April 14, 2021 at 6:30 p.m.
17. Adjourn

DARRIN W. GUIDRY, SR., CHAIRMAN

DISTRICT 1
JOHN NAVY
DISTRICT 3
GERALD MICHEL
DISTRICT 5
JESSICA DOMANGUE
DISTRICT 7
DANIEL BABIN
DISTRICT 9
STEVE TROSCLAIR



Post Office Box 2768 • Houma, LA 70361
Government Tower Building • 8025 Main Street, Suite 600 • Houma, LA 70360
Telephone: (888) 873-6519 • FAX: (885) 873-6521
suthomas@tpcg.org www.tpcg.org

DANIEL BABIN, VICE-CHAIRMAN

DISTRICT 2
CARLA A. HARDING
DISTRICT 4
JOHN P. AMEDÉE
DISTRICT 6
DARRIN W. GUIDRY, SR.
DISTRICT 8
DIRK J. GUIDRY
COUNCIL CLERK
SUZETTE THOMAS

March 26, 2021

MEMO TO: Leslie Jones
Grant Writer

FROM: Suzette Thomas
Council Clerk

RE: CDBG-CV HVAC Grant
American Legion Hall Post 31 & South Terrebonne High School

Attached is an original certified copy of Resolution No. 21-119 which authorizes Parish President Gordon E. Dove to pursue funding from the Office of Community Development for upgrades to the HVAC Systems at the American Legion Hall Post 31 and South Terrebonne High School (Terrebonne Parish School District) utilizing CARES ACT funding.

By copy of this memo, the appropriate staff members are being advised of this action. Should you have any questions regarding this matter, feel free to contact me.

/st

Attachments

cc: Ms. Kandace Mauldin, Chief Financial Officer
Mrs. Kayla Dupre, Comptroller
Mr. Chris Pulaski, Planning & Zoning Director
Mrs. Leilani Adams, Parish President's Secretary
Council Reading File

RECEIVED

MAR 29 2021

ADMINISTRATION
Terrebonne Parish
Consolidated Government

OFFERED BY: MS. J. DOMANGUE
SECONDED BY: MR. D. BABIN

RESOLUTION NO. 21-119

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO PURSUE FUNDING FROM THE OFFICE OF COMMUNITY DEVELOPMENT FOR THE CDBG-CV HVAC GRANT IN ORDER TO PROVIDE UPGRADES TO THE HVAC SYSTEMS AT THE AMERICAN LEGION HALL POST 31 AND FOR TERREBONNE PARISH SCHOOL BOARD- SOUTH TERREBONNE HIGH SCHOOL.

WHEREAS, the Terrebonne Parish Consolidated Government has an opportunity to apply for funding allocated by the state for improvements to the HVAC systems for low to moderate income publicly owned community facilities from the Office of Community Development (OCD), and

WHEREAS, it has been reported that South Terrebonne Highs School and the American Legion Hall Post 31 are in dire need of new/upgraded HVAC systems; and

WHEREAS, funding through CDBG-CV HVAC grant could provide the two projects with the necessary upgrades and

WHEREAS, each of these items can be obtained through the Parish on behalf of these institutions utilizing CARES act funding from OCD;

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council that the Parish President is hereby authorizing the president to seek funding from OCD for the HVAC upgrades.

THERE WAS RECORDED:

YEAS: J. Amedée, J. Domangue, D. W. Guidry, Sr., D. Babin, D. J. Guidry, S. Trosclair, J. Navy, C. Harding and G. Michel.

NAYS: None.

NOT VOTING: None.

ABSTAINING: None.

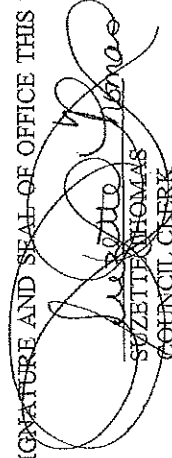
ABSENT: None.

The Chairman declared the resolution adopted on this the 22nd day of March 2021.

I, SUZETTE THOMAS, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Public Services Committee on March 22, 2021 and subsequently ratified by the Assembled Council in Regular Session on March 24, 2021 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 25th DAY OF MARCH 2021.




SUZETTE THOMAS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Darrin W. Guidry, Sr.
CHAIRMAN
Daniel Babin
VICE-CHAIRMAN
DISTRICT 1
John Navy
DISTRICT 2
Carl Harding
DISTRICT 3
Gerald Michel
DISTRICT 4
John Aneades

PARISH COUNCIL
PARISH OF TERREBONNE



Suzette Thomas,
COUNCIL CLERK
DISTRICT 5
Jessica Domangue
DISTRICT 6
Darrin Guidry
DISTRICT 7
Daniel Babin
DISTRICT 8
Dirk Guidry
DISTRICT 9
Steve Troscclair

Robert J. Bergeron Government Tower Building
8026 Main Street
2nd Floor Council Meeting Room
Houma, LA 70360

AGENDA

Wednesday, April 14, 2021
6:00 PM

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Suzette Thomas, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

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CALL MEETING TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MARCH 10, 2021.
DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MARCH 24, 2021.

APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 3/29/2021, 4/5/2021, & 4/12/2021.

APPROVE MANUAL CHECK LISTING-FEBRUARY 2021

1. GENERAL BUSINESS:

- A. PROCLAMATION:** Proclaiming the month of April 2021 as "Child Abuse Prevention" in Houma-Terrebonne.
- B. PROCLAMATION:** Proclaiming the week of April 19, 2021 as "Crime Victims' Rights Week" in Houma-Terrebonne.
- C.** Presentation of the Watershed Steering Committee Governance recommendations by Mr. Patrick Gordon, Sr., Chief Planning Officer, South Central Planning & Development Commission.
- D. RESOLUTION:** Ratifying the appointment of the firm of Delta Coast Consultants, LLC, to provide engineering services for the Houma Heights Drainage Improvements Project and authorizing the execution of an agreement for these services.

E. RESOLUTION: Concurring with a resolution relative to the issuance, sale, and delivery of not exceeding \$2,000,000 General Obligation Refunding Bonds, in one or more series, of the Schriever Fire Protection District, Parish of Terrebonne, all in the manner provided for by Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, making application to the State Bond Commission for approval, and providing for other matters in connection therewith.

F. RESOLUTION: Concurring with a resolution ordering and calling a Special Election to be held in Bayou Cane Fire Protection District of the Parish of Terrebonne, State of Louisiana, to authorize and continue to levy of a Special Tax therein, making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.

G. ADD-ON: RESOLUTION: Declaring the necessity for Emergency Action pursuant to the authority set forth in LSA R. S. 38:2212(D) to address the replacement of the Bayou Guillaume Culvert on Shrimpers Row which requires immediate action to correct.

2. STAFF REPORTS:

A. Update on Drainage Pump Stations, Generators, and other projects.

3. PUBLIC WISHING TO ADDRESS THE COUNCIL:

A. As per speaker cards.

6:30 O'CLOCK P.M. - PUBLIC HEARINGS RELATIVE TO:

A. An ordinance to amend the 2021 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

- I. Animal Shelter-donations, \$4,541
- II. General Fund-Membership Dues, \$20,000
- III. General Fund-Other Fees, \$25,000
- IV. Valhi Drainage Improvements, \$153,747
- V. FMA Flood Mitigation, \$255,456
- VI. FTA-City of Thibodaux, \$3,300
- VII. FTA-City of Thibodaux, \$30,000

1. Consider adoption of the ordinance.

B. An ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, sewer, and rights-of-way for "Parc Evangeline Subdivision, Phase A".

1. Consider adoption of the ordinance.

C. An ordinance to authorize the acquisition of property, sites, and/or servitudes required for drainage projects, including the project known as the Gouaux Avenue Pump Station and/or 1-1B and other related projects, past, present and future, which involves property towards the end of Gouaux Avenue and/or in the vicinity for drainage and/or drainage related purposes and/or retention area and/or flowage area; authorize the Parish President to execute any and all documents necessary to acquire sites, property, and/or servitudes for the said purposes; to authorize the Parish Legal Staff to commence expropriation proceedings in the event sites, property, and/or servitudes cannot be obtained conventionally, to declare that the taking, if required, is necessary and useful for the benefit of the public; and to provide for other matters relative thereto.

1. Consider adoption of the ordinance.

D. An ordinance to enact a moratorium, effective through May 30, 2021, on (1) the purchase of immovable property by any Recreation District in Terrebonne Parish and (2) the presentation by any Recreation District in Terrebonne Parish to the Council of any bond issues; to provide for related matters.

1. Consider adoption of the ordinance.

E. Public Hearing to receive public comments regarding the CDBG-CV HVAC Grant Program application to provide upgrades to the HVAC systems at the American Legion Hall Post 31 and at South Terrebonne High School.

4. COMMITTEE REPORTS:

A. Budget & Finance Committee 04/12/21*

B. Public Services Committee, 04/12/21*

- C. Community Development & Planning Committee, 4/12/21 * **
- D. Policy, Procedure, & Legal Committee, 04/12/21
(* **Ratification of the minutes calls public hearings on *Monday, April 26, 2021 at 5:30 p.m. and **Wednesday, April 28, 2021 at 6:30 p.m.)

5. **STREETLIGHTS:**

- A. Light installations, removals, and/or activations.

6. **APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:**

- A. **Fire Protection District No. 6:** One (1) vacancy due to a resignation. Mr. Pete Lambert submits an application for consideration.
- B. **Downtown Development Corporation:** Two (2) vacancies due to expired terms representing: Historical Society and Arts & Humanities. Mr. Randy Roth submits letter of interest, application, and resume for consideration to represent Arts & Humanities.
- C. **Houma Area Convention & Visitors Bureau:** One (1) unexpired term. Representing a Civic Non-Profit Organization. Mr. Randy Roth submits letter of interest, application, and resume for consideration.

7. **VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:**

- A. **Veteran's Memorial District:** One (1) unexpired term due to a resignation.
Consolidated Waterworks District No. 1 : One (1) vacancy due to a resignation, representing District 3.
Houma-Terrebonne Regional Planning Commission: One (1) vacancy due to a resignation.

8. **ANNOUNCEMENTS:**

- A. Parish President
- B. Council Members

9. **MONTHLY ENGINEERING REPORTS:**

- A. Milford and Associates, Inc.
- B. T. Baker Smith
- C. GIS Engineering, LLC

10. **ADJOURN**



AMERICAN LEGION
Lenox Hotard Post 31
602 Legion Drive
Houma LA 70364



February 15, 2021

Office of Community Development

CDBG-CV HVAC Grant program

To Whom It May Concern:

The Lenox-Hotard American Legion Post 31 located in Houma, LA is in support of the Terrebonne Parish Consolidated Government (TPCG) applying for the CDBG-CV HVAC grant program. The Hall is in dire need of an upgraded HVAC system.

Receiving the HVAC grant would help to leverage the federal funds received from the Environmental Protecting Agency (EPA) and those already provided for by our local parish. The American Legion Hall is a Brownfield's project. Funding has been received to investigate and remediate asbestos and lead in the building. The dilapidated HVAC system being updated would assist in making the building safer for its members, the veterans and the community at-large.

Prior to the current renovations and Brownfield Project, the Hall was utilized for 216 Legionnaires. Of those 216, 85% (184) are over the age of 60, retired and/or separated veterans from the Vietnam, Korean or WWII conflicts and most are of low to moderate income. Once renovated, the Hall will be used as a Veteran's Community Center and recreational facility for these same veterans. We anticipate that the facility's use will be expanded to host the 1500 elderly, veterans, disabled and economically challenged individuals in the community. The facility is located within a mile of the Homeless Shelter for our veterans, and once renovated, the facility will be a place for these lower income veterans to be supported and assisted in their move to independence. We also anticipate this building being utilized for meetings and conferences for other veterans' service organizations and for the Veteran's Administration to be used for small group meetings for Post-Traumatic Stress Disorder/Traumatic Brain Injury persons. The Center will be open to all low to moderate income families for various group functions such as, but not limited to, knitting classes, book readings, community safety classes such as Multi Media, first aid and basic CPR, general health classes such as proper nutrition, exercises for the elderly, disabled veterans and the infirmed in general. In future phases the facility will be a place for exercise classes and a small gym area for the members who might not be able to afford commercial wellness facilities. There is also a potential partnership with Easter Seals to provide services to the disabled community in a geographic area where Easter Seals has not yet expanded.

American Legion Post 31 is a not-for profit organization under the IRS section 501(c)(19) (Tax ID #72-0367160).
Please check with your tax professional about the benefits your donation might have for your business.



**AMERICAN LEGION
Lenox Hotard Post 31**

602 Legion Drive
Houma LA 70364



Prior to the renovation starting, the building was being utilized as a facility for low to moderate income families for weddings, parties, receptions and meetings. The cost of these rentals would traditionally run from \$250-\$600, depending on the size and needs for the event. We were booked for most weekends and many of the meeting rooms were utilized during the week. Once renovated, we would like to maintain and expand this type of service to the community, and a renovated HVAC system would certainly benefit this entire community.

Please consider Lenox-Hotard American Legion Post 31 as a facility to receive the CDEG-CV HVAC grant. It will impact not only the community but other economically disadvantaged individuals in the area.

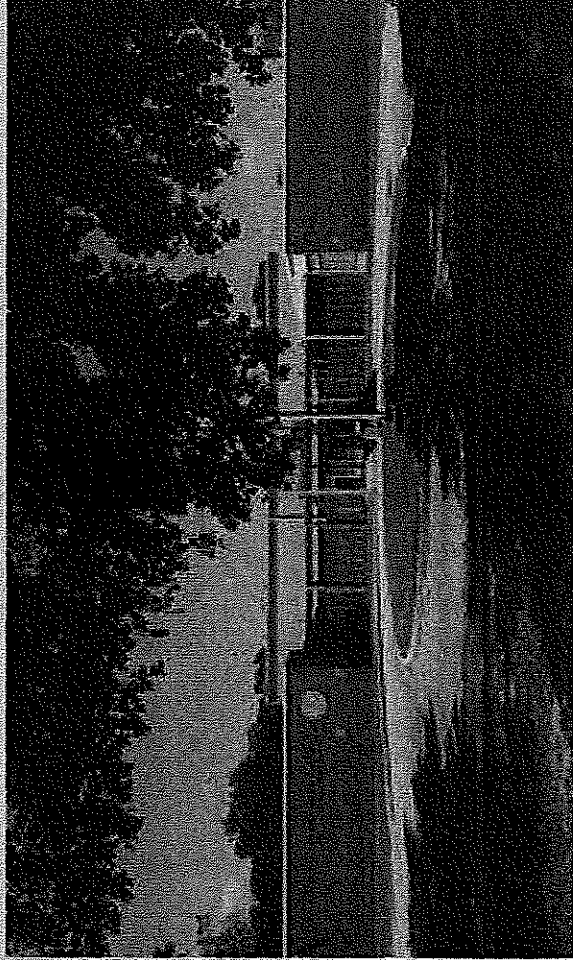
Sincerely,

Lynette A. Blanchard, Commander
Lenox-Hotard American Legion Post 31

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Please check with your tax professional about the benefits your donation might have for your business.

CDBG -CV HVAC Study
of the
American Legion Hall

602 Legion Avenue
Houma, Louisiana

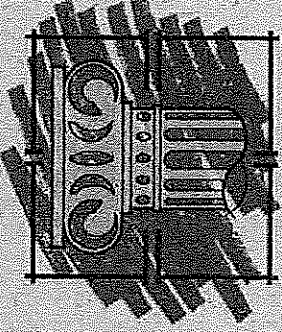


By

Craig C. Hebert, Architect
A Professional Architectural Corporation
836 Belanger Street, Houma Louisiana

and

Castagnos Goodwin Utley Engineers, L.L.C.
Consulting Mechanical & Electrical Engineers
1211 Lafayette Street, Houma Louisiana



Craig C. Hebert, Architect
A Professional Architectural Corporation

March 31, 2021

Ms. Jeanne Bray, Capital Projects Administrator
Terrebonne Parish Consolidated Government
P.O. Box 2768
Houma, Louisiana 70361

**RE: Terrebonne Parish Consolidated Government
American Legion Post 31 Building Roof Replacement Phase #1
602 Legion Avenue
Houma, Louisiana, 70360
Architectural Project Number: 2021-03**

CDBG-CV HVAC Grant Facility Proposal

Ms. Bray,

Based on the criteria established by this proposal for the CDBG-CV HVAC Grant Request Application, please allow this letter to serve as our formal description of work associated with the demolition and renovation of the Existing American Legion Post 31 Facility. This letter contains a detailed explanation of the anticipated project scope of work involved in the HVAC building upgrades defined by the known existing conditions, and proposed upgrades required for a complete installation of these recommended system requirements.

For your use and review, this letter will explain the estimated demolition cost, estimated installation cost and cost for professional services, associated with the work outlined in this proposal. With that said, this proposal will provide an explanation of the architectural, mechanical and electrical requirements of this project scope of work, and attached cost associated with these separate services.

Architectural Component:

While the majority of the work required by this HVAC Change-Out, involves the removal of the existing system, such as the existing boiler, air handlers, hydronic lines, wall louvers, ductwork and gas components, the change-out of these systems will include extensive renovations to the existing building interior and exterior walls, existing gas furnace heater closets, existing supply/return penetrations, interior through-wall penetrations, and preparations for the installation of the New HVAC Systems and Fresh Air System Requirements. In regards to this portion of the

Architectural Project Scope of Work, once the existing systems are demolished and removed, there will be multiple penetrations: interior/exterior wall repairs and ceiling areas that will be required to be replaced, due to this work. In addition, the New HVAC requirements, will also require for the addition of new through-wall penetrations, new supply/return plenums and diffusers, replacement of several existing HVAC louvers, new hollow metal doors and preparations for the installation of new exterior wall louvers, to support these new fresh air requirements.

Based on this narrative, allow the cost below, to reflect the work we believe will be associated with the demolition of these existing systems, and the installation of the New HVAC System requirements.

Architectural Estimated Demolition/Repair & Renovation Cost:

Removal of Twelve (12) Return Air, Supply Diffusers, and Existing Ductwork: Based on this anticipated project scope of work, we are estimating that approximately 640 square feet (sq. ft.) of wall surface will be affected by the demolition of these components. The existing wall finishes in these areas consist of wood wall panel sheathing that could require replacement of the entire wall finish in the component areas, due to the age and use of these wall finishes. Based on this anticipated work, we recommend an estimate cost associated with this work to be **\$41,600.00.**

Repair and Replacement of all Interior Through-Wall Penetrations: Based on this anticipated scope of work, we are estimating that approximately 480 square feet of interior wall area will need to be patched and repaired, due to this work, once the existing ductwork, and hydronic lines, are removed. We recommend an estimated cost associated with this work to be **\$31,200.00.**

Repair of Internal Wall Mounted Ductwork (Main Hall Area): Due to the internal wall mounted ductwork in the exterior wall diaphragm, once these existing systems are demolished and removed, these portions of the building are anticipated to require additional building insulation, supplemental wall framing, and new interior wall finishes, in order to repair these locations. Based on this anticipated 1,200 square feet of area defined by this scope of work, we recommend an estimated cost associated with this work to be **\$84,000.00.**

Removal of Interior Gas Furnace Heater Closets (Main Hall Area): Once these existing gas furnaces are demolished and removed, these partial closet areas can be removed in their entirety. Based on this anticipated scope of work, for the removal of approximately 25 sq. ft. of closet area, and the work required for the repair of the adjacent finish wall surfaces, we anticipated an estimated cost associated with this work to be **\$4,600.00.**

Installation of New External Wall Fresh Air Louvers & Hollow Metal Doors: Due to current building code HVAC requirements, a portion of this work will require the installation of New Fresh Air units, ductwork, and dampers, to equalize the HVAC requirements of this new system design. With that said, we anticipate the installation of 84 square feet of new exterior wall louvers, to accommodate these system design requirements. This work will require a partial demolition of the existing masonry wall finishes, the potential for supplemental masonry wall framing, and new exterior wall mounted louvers. In addition, some of the existing mechanical room areas have exterior doors systems that are damaged or severely aged, that should be replaced and re-installed

with internal mounted exterior louver components. The addition of these new six (6) louver doors, will allow for ventilation of these spaces and/or could be used to supplement the fresh air intake requirements of these new systems. Based on this anticipated work, we recommend an estimated cost associated with this work to be **\$38,500.00**.

Replacement of Five (5) Existing Exterior Wall Louvers: While some components of this existing HVAC system can potentially be re-established into the design of the New HVAC and Fresh Air Systems, we are proposing the removal of the existing exterior wall louvers and re-installation of new wall louvers, of various sizes, with exterior air intake dampers, for their accommodation into the design of the New HVAC & Fresh Air Systems. Based on this anticipated 16 square feet of existing louver area, we are anticipating a demolition and re-installation cost associated with this work to be **\$11,500.00**.

Removal of Existing Finish Ceilings & Re-Installation of New Ceilings Systems: While there are multiple phases of work currently being proposed for the complete renovation of this facility, in the event this work is approved and planned for installation, prior to the other phases of work being proposed are performed, it becomes essential to include this anticipated work, as a part of this project proposal. In order to accurately access all components of the existing HVAC and Electrical Systems associated with this work, all above ceiling areas will be required to be exposed, for the demolition and renovation work to be completed. Based on that information, it is anticipated that approximately 9,407 square feet of existing suspended acoustical ceilings will need to be removed and replaced, as a part of this work. The anticipated cost for the demolition and re-installation of the finish ceiling systems is estimated to be **\$79,959.50**.

Architectural Estimate of Probable Construction Cost & Professional Services:

Based on this summation of Architectural Support Services associated with the demolition of the Existing HVAC Demolition and Installation of the New HVAC Systems, we anticipate the following estimated cost:

Total Estimated Construction Cost (as defined above)	\$ 291,359.50
Estimated Contingency Cost (10% of Estimated Construction)	\$ 29,135.95
Anticipated Architectural Cost for Professional Services	\$ <u>37,748.89</u>

Total Estimated Architectural Services \$ 358,244.34

Mechanical Component:

The facility's HVAC system was originally installed in 1961 and conditioned the building using split direct expansion (Dx) systems for cooling and hydronic system for heating. There are two main mechanical rooms for the air handling units and each mechanical room has an associated mechanical yard that contains the condensing units. There is also a boiler room that contains the hydronic boiler and pumping system. There were multiple issues found with the existing HVAC systems as described below.

Air-Handling Units:

There are two air units in each mechanical room that when new, were rated at 15 tons of cooling each for a total of 30 tons of cooling. With the two mechanical rooms the facility had a total of 60 tons of air-conditioning. Each air unit provided approximately 6,000 cubic feet of air per minute (CFM) for a total of 24,000 CFM. The two mechanical rooms are located on opposite sides of the main hall so that they can blow air from both sides to properly cool the space. Most of the air is blown into the hall but a branch of ductwork from each mechanical room cools the kitchen, meeting rooms and restrooms on one side and classrooms, concession room and restrooms on the opposite side. The hydronic heating coils in the units and the return air is no longer operational and has been removed or abandoned in place. The return air path is through grilles in the mechanical room walls then to the units return without any ductwork. The mechanical room is utilized as a return air plenum. Outside air is also drawn into the mechanical room through an exterior louver to provide some pressurization of the building. The size of the louver and amount of outside air brought into the room does not meet current outside air requirements. The existing units are undersized to handle current code requirements for outside air. The age of the units was not determined, but they are a minimum of thirty years old. Average useful life of these air units is 12 to 15 years, and their condition is bad enough where they are recommended to be replaced.

Condensing Units:

The mechanical yard on the kitchen side has four condensing units that serve two air units. Refrigerant piping is run from the condensing units up inside the exterior wall, to above ceiling in the mechanical room then to the air units. Each air unit uses two 7-1/2 ton condensing units to provide the 15 tons of cooling for each air unit. On the classroom side of the main hall there are three condensing units. Two of the condensing units are rated at 7-1/2 tons just like the kitchen side, but the third unit is a dual circuit 15 ton unit. The tonnage is the same for both sides, but one air unit on the classroom side was connected to a larger single condensing unit. The newest condensing unit was made in October of 1994. The single 15 ton condenser was much older, and was evidently kept when replacing the condensing units in 1994. All units utilized R22 refrigerant which was phased out of production by the EPA due to ozone layer depletion concerns. This refrigerant is no longer manufactured so the price of a can of R22 has gone from \$22 to \$460 and has even gone as high as \$770. The condensing units have developed leaks which require adding refrigerant whenever the units are run. Due to the condensing units' age, condition and refrigerant issues, it is recommended that they be replaced.

Ductwork:

There is supply ductwork utilized in the building but not much return ductwork.

Return Air Path: There is very little ductwork utilized for return air in the system. The return path for air to the units is from the rooms, back through open doors and transfer grilles, back to the Mechanical room. The only real return duct was to connect the main hall return grill to a heating coil in the mechanical rooms.

Supply ductwork:

The supply ductwork to the main hall is above ceiling to the spaces that they serve. The ductwork for the main hall is routed up in a furred-out wall to sidewall diffusers. It will be difficult to replace the ductwork in the wall, but it is recommended due to issues with the ductwork. The ductwork is

constructed of a metal exterior with an insulation liner on the interior. It is extremely difficult to clean lined ductwork, and as it gets old it starts to disintegrate. The liner cannot be cost effectively removed and replaced. The ductwork is 60 years old and the insulation liner is failing which causes particles to blow out of the supply grilles. It is recommended that the ductwork be replaced.

Hydronic Boiler Heating System:

The heating system originally utilized a boiler to heat water where it was pumped to heating coils in the air units and return ductwork. The air was blown over the heating coils and the warm air was distributed to the spaces using the supply ductwork. When the temperature was satisfied in the space, the heating water valve would bypass the coil and send the heating water back to the boiler. The boiler and piping system is original, so it is 60 years old and is not operational. It is not recommended to attempt to fix this system due to its condition and safety issues. Due to the boiler and piping failure the boiler was abandoned in place and gas furnaces were installed.

Gas Furnace Heating Systems:

Four residential gas furnaces were installed to provide the building with heat. There is no other operational heating equipment in the building except the gas furnaces. There are two furnaces installed in the main hall and one for the rooms on each side of the main hall. There is no supply ductwork on the gas furnaces except for about five feet of duct connected to the unit and a supply grille. The other air units have to run in order to move the air around into other rooms. These systems do not sufficiently provide heating to all areas of the building due to the lack of distribution system. Gas piping was run on top of the concrete slab at one of the entry doors into the main hall. Gas furnaces have to be well maintained to prevent carbon monoxide poisoning. Carbon monoxide is produced by the combustion of natural gas. As the combustion chamber get old it will crack and leak carbon monoxide into the air being supplied into the space. The gas furnaces were installed as temporary units to provide some heating in the building and to keep the building from freezing, but they are not correct for properly heating the spaces within building. It is recommended to remove these gas furnaces and associated gas piping from the building and use a different source of heat.

Recommendations:

The entire air-conditioning systems need to be replaced and brought up to current codes. With the existing capacity of the building, it requires doubling the current 60 tons of cooling in the building to 120 tons in order to meet the code required, outside air ventilation. Occupancy and heat producing loads in the building have also increased adding another 15 tons of conditioning for a total of 135 tons. The boiler and mechanical rooms can be gutted, and outside air systems installed in these spaces but will leave insufficient space to also install the space air-conditioning systems. It is recommended to install dedicated outside air systems and due to space constraints to install multiple Variable Refrigerant Flow (VRF) systems for conditioning the spaces. VRF systems are heat pump systems that have a heat pump unit outside that can increase or decrease the compressor speed to vary the amount of Refrigerant sent to the building. The system utilizes multiple air units that are placed in each of the spaces in the building. As one air unit satisfies the space it serves it closes the refrigerant expansion valve and the outdoor unit slows the compressor to maintain only the refrigerant into the building as needed by the running air units. These types of systems also come with their own control systems to schedule and monitor the systems so there is no additional costs for a Direct Digital Control (DDC) system. VRF systems typically come with a 10 to 12 year

parts warranty so there are future savings for lowering maintenance costs on this type of system. It is also recommended that UV light systems or equivalent be installed in the air units to help facilitate the killing of COVID-19 or other viruses.

Total Estimated Construction Cost (as defined above)	\$ 811,250.00
Estimated Contingency Cost (10% of Estimated Construction)	\$ 81,125.00
Anticipated Mechanical Cost for Professional Services	<u>\$ 96,030.26</u>

Total Estimated Mechanical Services \$ 988,405.26

Electrical Component:

The electrical panel to the building is original and is undersized to handle the additional load required by the outside air systems. With multiple air units located around the building, distribution panels will need to be installed for the single-phase air units and the multiple three phase heat pumps. A new service, main and sub-panels along with feeder and branch circuit wiring will be required to run the required air-conditioning systems.

Total Estimated Construction Cost (as defined above)	\$ 181,500.00
Estimated Contingency Cost (10% of Estimated Construction)	\$ 18,150.00
Anticipated Electrical Cost for Professional Services	<u>\$ 21,484.74</u>

Total Estimated Electrical Services \$ 221,134.74

Project Summary and Summation of Total Project Cost:

A study of the air-conditioning systems at the American Legion Hall in Houma Louisiana found that the existing systems require replacement due to condition, age, and code violations. It is recommended that all the heating, ventilation, and air conditioning (HVAC) systems in the building be removed and replaced with properly sized systems. There is no outside air being introduced into the building to meet code required ventilation. To meet outside air ventilation requirement new dedicated outside air units should be installed. With the increase in internal loads the conditioning requirements for the space are 75 tons and the outside air will require another 60 tons for a total of 135 tons. Dedicated outside air units will allow for shutting down after hours and when occupancy does not require maximum outside air. Due to the insufficient size and age of the electrical service to the building, the service and distribution system to the HVAC equipment will have to be replaced. This electrical work is only to support the new proposed HVAC systems.

In conclusion, based on this detailed description of the anticipated project scope of work associated with the parameters defined by this CDBG-CV HVAC Grant Proposal, I hope that you find this information helpful in establishing an Opinion of Estimated Construction Cost and Cost of Professional Services (Architectural, Mechanical & Electrical Engineering). With that said, we anticipate a total project cost summation of this anticipated work to be as follows:

Total Estimated Construction Cost (as defined above)	\$1,284,109.50
Total Contingency Cost (10% of Estimated Construction)	\$ 128,410.95
Total Anticipated Cost for Professional Services	<u>\$ 155,263.89</u>
Total Estimate Project Cost	\$1,567,784.34

While we believe these costs to be a fair assessment of current industry conditions, with the addition of the anticipated contingency cost, we should be able to account for any marginal market increases in labor and material cost, associated with a project of this nature.

If upon your review of the enclosed information, you should have any questions or comments, please feel free to contact me at your earliest convenience.

Kindest Regards,

Craig C. Hebert, Architect
A Professional Architectural Corporation



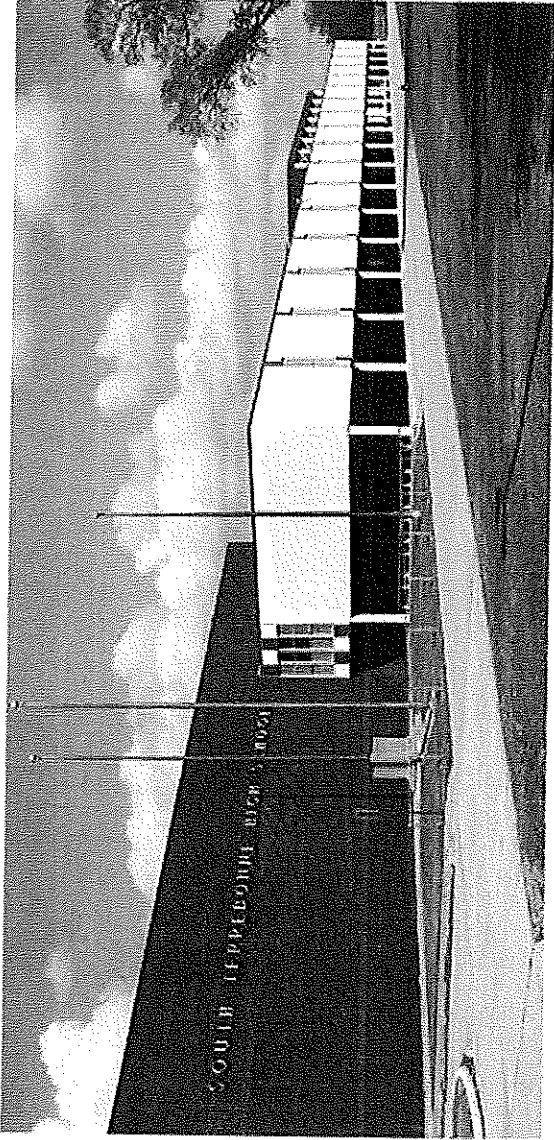
Craig C. Hebert, AIA
Architect/President

TERREBONNE

Parish School District



SOUTH TERREBONNE
HIGH SCHOOL



3879 Hwy LA-24
Bourg, LA 70343



HVAC Improvements Program Application

Section 1. Project Information

Facility Owner:

Terrebonne Parish School District
201 Stadium Drive, Houma, LA 70360
(985) 876-7400 Phone
Office Hours: Mon - Fri: 8:00 am - 4:30 pm

Facility Location:

South Terrebonne High School
3879 Hwy 24, Bourg, LA 70343
(985) 868-7850 Phone / (985) 868-1691 Fax
School Hours: Mon - Fri: 7:15 am - 2:15 pm

South Terrebonne High School (STHS) was built in 1960, and serves eligible students attending grades 9-12 within the Bourg/Montegut/Pointe-Aux-Chenes areas of Terrebonne Parish. The Child Nutrition Services Department manages enrollment information such as demographic and income data for all students served. The information is updated on daily basis as new or transfer students are enrolled, and eligibility reports are reviewed bi-annually in October and February for an updated determination on free/reduced meals eligibility and participation. Student names are downloaded to the school from the State and are deemed Direct Certification through their community eligibility status. These students automatically qualify for the free lunch program based off their low-income status in accordance with the eligibility requirements of participation in Louisiana SNAP benefits or other government assistance programs. Although the District reviews the enrollment statistics twice per school year, a student's participation period lasts throughout the entire school year. The District also reviews direct applications received for participation in the free or reduced lunch program. This eligibility review is based on the circumstantial reason provided by the applicant, the number of family members reported and the family household income information. These qualifications are cross referenced with the USDA chart for determining household/income eligibility under a Free, Reduced or Denied status. Foster children are considered free in accordance with State and national mandates. If an applicant provides a SNAP enrollment account number on an application, the student is placed in the FREE (Snap) category. There is also a Special Circumstances category that receives free assistance representing students that have limited and/or disadvantaged housing arrangements, including but not limited to, homeless, migrant, or foster child. The Child Nutrition Services Department works diligently to find ways to support the disadvantaged community year-round, and the efforts are represented in their comprehensive eligibility approach and overall objective of maintaining accurate and up-to-date information.

As of October 1st, STHS had 975 students served, with 65.64% coming from low/mod income households. However, for the purposes of providing the most recent enrollment data, the School District is using the February 1st enrollment data of 952 total students served, with 52.1% coming from low/mod income households, exceeding the standards for meeting the national objective. Additional demographic information is listed in the next section.

Most of the chilled/heating water air handling units are original to the construction of the building. It was designed to meet the codes and standards of 1960. In light of the ongoing Covid-19 pandemic, the District

Program: 2021 CDBG-CV HVAC Improvements Program
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asked a local engineering firm for a facility vulnerability assessment in an effort to provide a cleaner and safer environment for our students, and the following ASHRAE recommended HVAC upgrades were identified as a result.

- Remove the existing two water cooled chillers, cooling towers, and pumps. Install two 175-ton air cooled chillers with new pumps. This system will provide the additional tonnage necessary to handle the increase in tonnage due to the increase of outside air to the air handling units to meet ASHRAE standards and provide a healthier indoor condition.
- Replace both existing built up chilled/heating water air handling units with new air handling units that serve the Lobby Area. These new air handling units will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless-steel auxiliary drain pan.
- Remove the existing built-up DX air handling unit and respective condensing unit that serves the kitchen. The new air handling unit will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel main drain pans, new HVAC electronic controls with humidistat, new stainless-steel auxiliary drain pan and a new respective DX condensing unit.
- Replace both existing built up chilled/heating water air handling units with new air handling units that serve the Dining Area. These new air handling units will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 main filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless-steel auxiliary drain pan.
- Replace the existing built up chilled/heating water air handling units with new air handling units in each of the areas that service the Library, Band Area, Choir, and Choir Practice. These new air handling unit will have UV lights, ionization air cleaning systems, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized dampers, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless-steel auxiliary drain pans.
- All asbestos insulation on the hydronic piping must be removed to allow for proper air handling unit replacement.
- The existing hydronic piping will need to be stripped of all non-asbestos containing insulation and replaced. The new insulation will be 2-1/2" foam glass piping insulation with PVC jacket. This new insulation will meet all ASHRAE recommended energy standards and prevent any further condensation issues.
- Any remaining pneumatic controls will be removed and replaced with new electronic controls. This will enable the HVAC equipment to properly dehumidify and meet the applicable energy standards.
- All existing fan coil units on the second floor will have humidistats added to the existing thermostats. This will be coupled with the addition of an ionization air cleaning system to each return air cavity. There are 46 of these fan coil units. This will provide cleaner and dryer air to each classroom space.

Program: 2021 CDBG-CV HVAC Improvements Program
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- Test and balance all new equipment to verify that the ASHRAE recommended air quantities are being met or exceeded.
- All sheet metal ductwork for air handling units shall be cleaned and sanitized by a company that specializes in interior and exterior duct cleaning. All existing supply diffusers, return grilles, and exhaust grilles shall be cleaned and sanitized.

The estimated design time to complete the recommended improvements would be 60 days with an estimated construction time of 135 days.

Section 2. Service Area Enrollment

STUDENT LUNCH MEMBERS	PAID	REDUCED (MOD)	FREE (LOW)	TOTAL STUDEN TS	%	LOW/ MOD %	MALE %	FEMALE %
HIP	453	44	453	950		52.32%	505	445
White	362	35	256	653	68.74%	44.56%	346	307
Black	14	2	97	113	11.89%	87.61%	65	48
Hispanic	16	2	24	42	4.42%	61.90%	27	15
Asian Native American/ Alaskan Native	4		2	6	0.63%	33.33%	4	2
	57	5	74	136	14.32%	58.09%	63	73
							46.32%	53.68%

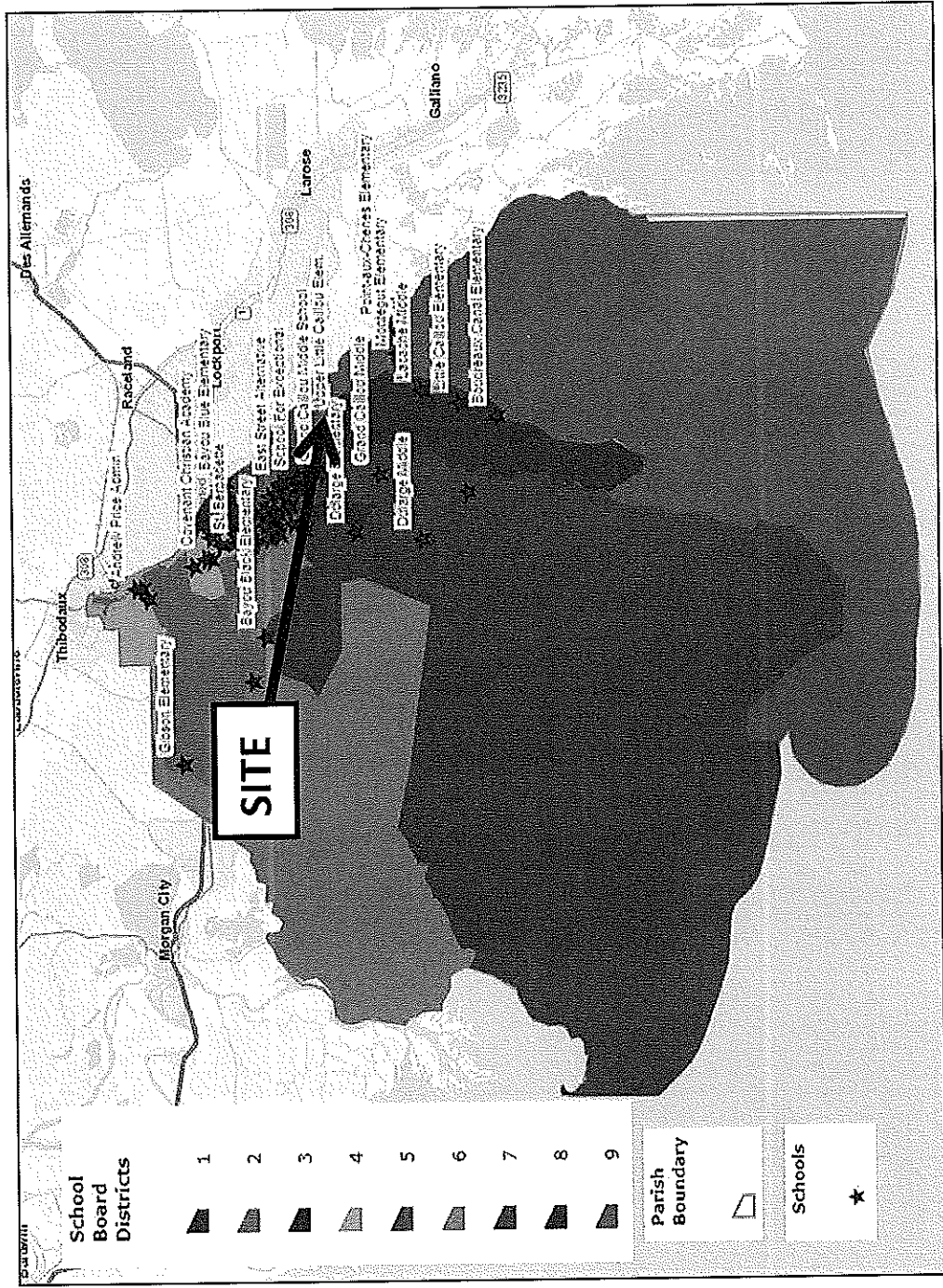
CHILD NUTRITION PROGRAM ELIGIBILITY SUMMARY	PAYING	REDUCED (MOD)	FREE (LOW)	TOTAL STUDENTS	LOW/MOD	LOW/MOD %
		456	44	452	952	496
Denied (High Income)	69	0	0	69	0	7.25%
Denied (Incomplete)	2	0	0	2	0	0.21%
Denied (No Verification Response)	3	0	0	3	0	0.32%
Direct Certification	0	0	352	352	352	36.97%
Free (Foster Child App)	0	0	2	2	2	0.21%
Free (Income)	0	0	73	73	73	7.67%
Free (SNAP)	0	0	5	5	5	0.53%

Program: 2021 CDBG-CV HVAC Improvements Program
 Project: Terrebonne Parish High School

Free (Special Circumstances)	0	0	19	19	19	2.00%
No Application	382	0	0	382	0	40.13%
Reduced	0	44	0	44	44	4.62%
Zero Income	0	0	1	1	1	0.11%

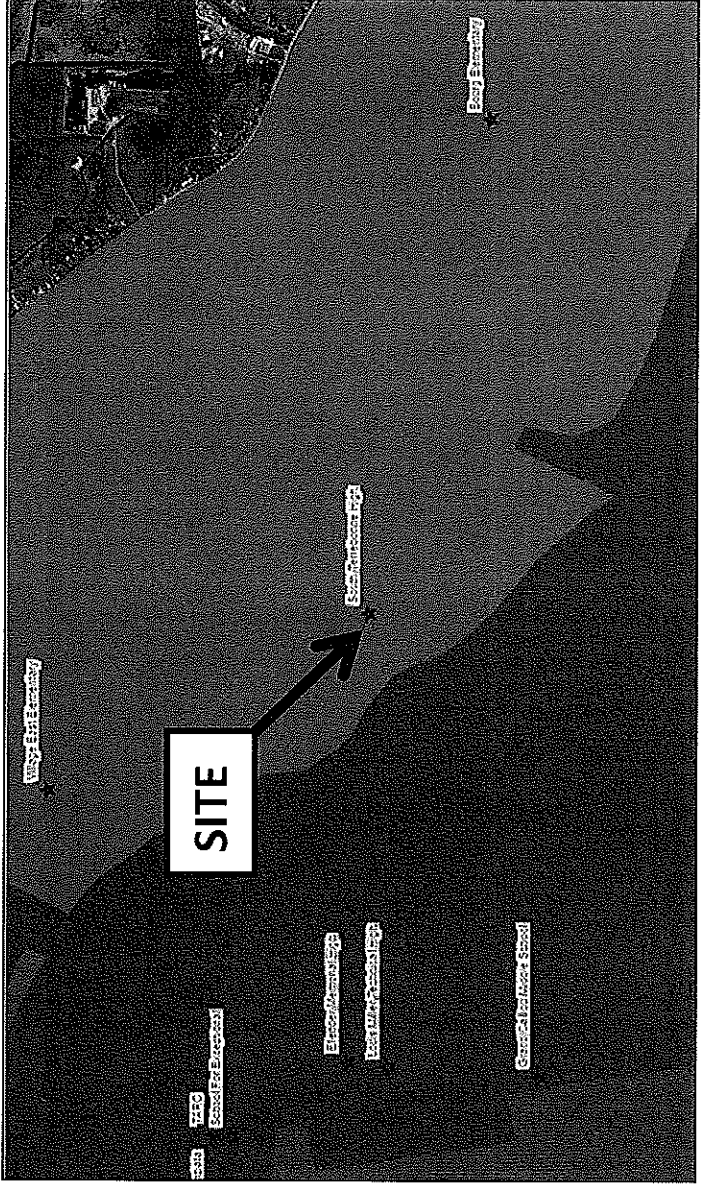
Percent of Enrollment 47.90% 4.62% 47.48% 52.10%

Section 3. Jurisdictional Map

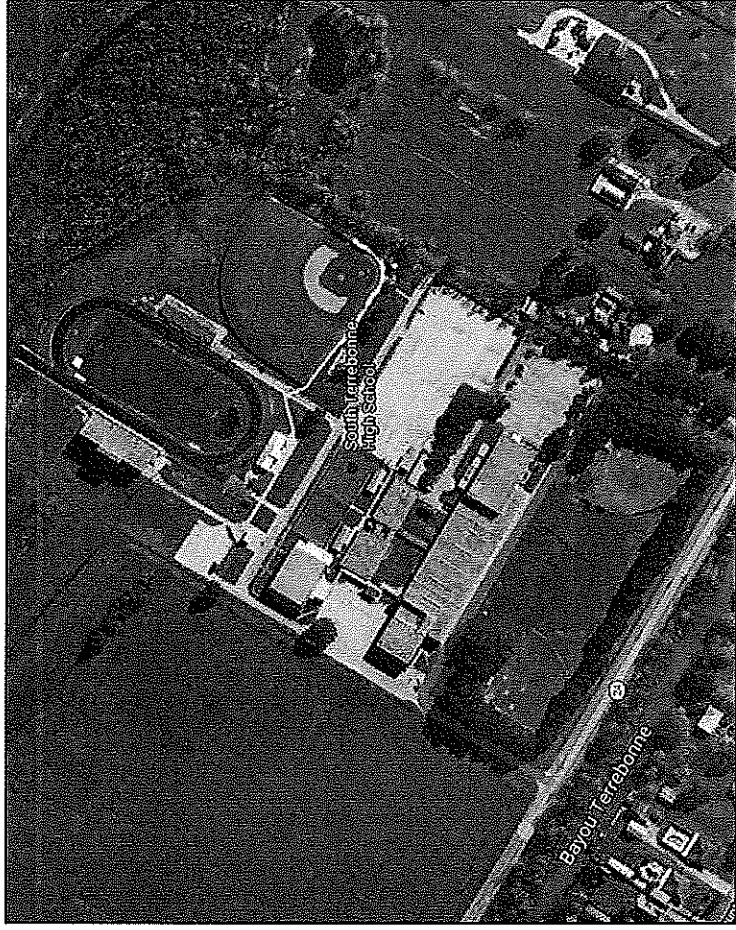


South Terrebonne High School, District #9

Program: 2021 CDBG-CV HVAC Improvements Program
Project: Terrebonne Parish High School

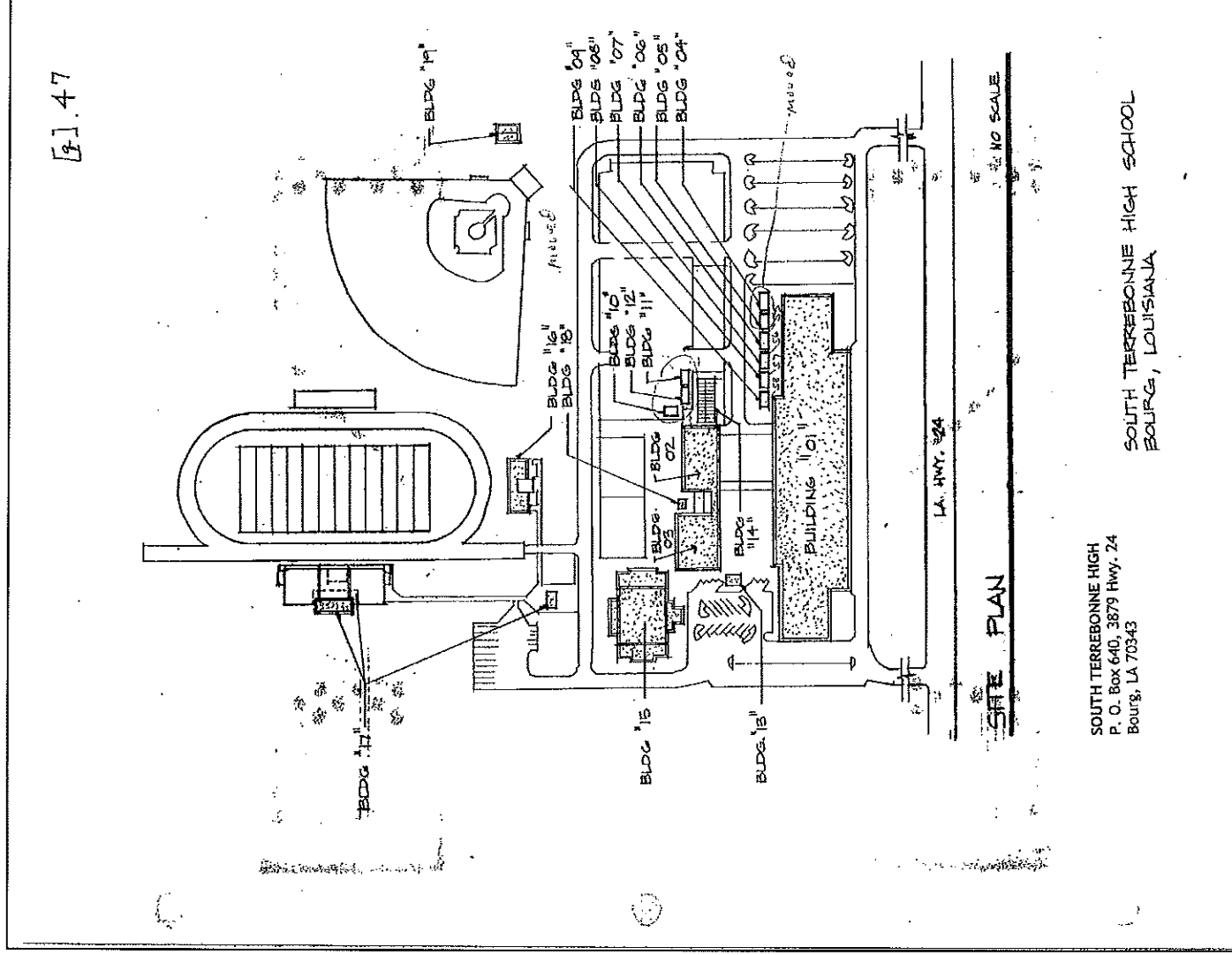


South Terrebonne High School, District #9

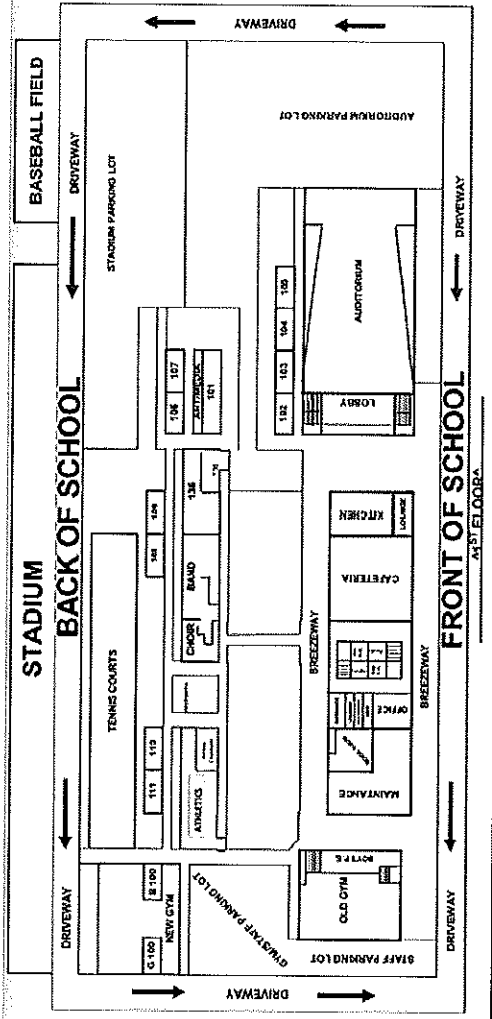


GPS: 29.564498, -90.640762

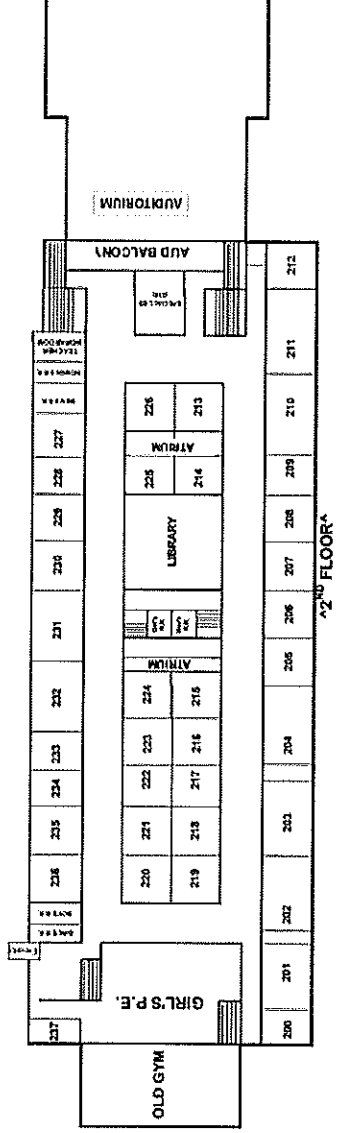
Section 4. Facility Floor Plans



Map of South Terrebonne 1st Floor



Map of South Terrebonne 2nd Floor



**TERREBONNE PARISH CONSOLIDATED GOVERNMENT
CITIZEN PARTICIPATION PLAN**

I. GENERAL

Terrebonne Parish Consolidated Government has adopted the following Citizen Participation Plan to meet the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1974 and of the Consolidated Plan requirements set forth by the US Department of Housing and Urban Development. The Parish is committed, through adoption of this plan to full and total involvement of all residents of the community in the composition, implementation, and assessment of its Community Development Block Grant and HOME Investment Partnerships entitlement programs and of its Consolidated Planning Process. The Citizen Participation Plan shall be the policy document to be followed in ensuring compliance with Title 1 of the National Affordable Housing Act. Attempts will be made to reach all citizens with emphasis on participation by persons of low and moderate income. A copy of this plan will be made available to the public upon request.

II. PURPOSES AND OBJECTIVES

As part of the citizen participation requirements and to maximize citizen interaction, the Terrebonne Parish Consolidated Government shall:

1. Provide citizens, agencies and other interested parties with reasonable and timely access to local meetings, information and records relating to the Parish's Five-Year Consolidated Plans, Annual Action Plans, Community Development Block Grant Entitlement Program, HOME Investment Partnerships Entitlement Program; and other related federal, state and local programs.
2. Provide for public hearings to obtain views on housing and community development needs, respond to proposals and answer questions concerning Consolidated Plans as it relates to Community Development Block Grant and HOME Investment Partnerships Entitlement funding.
3. Provide for and encourage citizen participation with emphasis on participation by persons of low and moderate income.
4. Provide for technical assistance to groups representative of persons of low and moderate income that request such assistance in providing input.
5. Provide for a formal written procedure, which will accommodate a timely written response to written complaints and grievances.

6. Identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.
7. Provide for a formal written complaint procedure, which will accommodate a timely written response, within 15 days of written complaints and grievances.
8. Provide for access to the planning and review process by homeless persons or organizations, lower income and minority residents of the community, isolated persons, the elderly, as well as other affected members of the community.

III. **GENERAL PROCEDURES**

The Terrebonne Parish Consolidated Government, through implementation of its Citizen's Participation Plan, Consolidated Plans, Annual Action Plans and in the submission of its Consolidated Annual Performance and Evaluation Reports (CAPER)s, will:

- A. Provide citizens with information concerning the amount of Community Development Block Grant and Home Investment Partnerships Program entitlement funds Terrebonne Parish Consolidated Government is likely to receive, proposed projects and activities expected to be undertaken and the status annual goals and accomplishments.
- B. Make proposed Consolidated Plans and Annual Action Plans available for review and comment to the public by publishing a notice of availability to review and comment in *The Courier*, the official journal of the Parish.
 1. The length of time provided for citizens, public agencies, and other interested parties to examine its content and to submit comments on proposed Consolidated Plans and subsequent Annual Action Plans will be at least (30) days prior to submission of the document to the US Department of Housing and Urban Development.
- C. Conduct two (2) or more Consolidated Plan public hearings to obtain views of citizens, public agencies, and other interested parties on the community development and housing needs of the Terrebonne Parish and its citizens.
 1. The hearings held on the Consolidated Plan may be combined with other public hearings required by the Community Development Block Grant or

HOME Investment Partnership Program, provided that the subjects are treated separately.

- D. Provide citizens, public agencies, and other interested parties with reasonable access to records regarding funding the Terrebonne Parish Consolidated Government may have received during the past five (5) years.
- E. Consider any comments or views of citizens related to the Consolidated Plan or Consolidated Annual Performance and Evaluation Report. A summary of these comments or views shall be attached to the documents submitted to U.S. Department of Housing and Urban Development.
- F. Make the Consolidated Annual Performance Evaluation Report (CAPER) available to the public by publishing a public review and comment period notice in **The Courier**.
 - 1. The CAPER shall be available for public review and comment for at least fifteen (15) days prior to the submission date to provide time for citizens, public agencies, and other interested parties to examine its contents and to provide comments.
- G. Ensure that official Consolidated Plans, Annual Action Plans, program amendments thereto, and Annual Performance and Evaluation Reports are available to the public for review upon request.

IV. SCHEDULING AND PROVIDING NOTICES OF PUBLIC HEARINGS

Adequate notice will be given for all public hearings. The public hearings shall be scheduled early in the planning process to ensure adequate public participation, and to allow sufficient time for citizen input.

- A. All public notices informing citizens of public hearings will appear in the official journal of Terrebonne Parish, **The Courier**, a minimum of five calendar days prior to the hearing. Hearings will be held at times and locations convenient to potential or actual beneficiaries with accommodation for individuals with disabilities and non-English speaking persons upon request. Whenever possible, the hearings will be held within community development target areas, low to moderate income housing areas, and in areas where interests in this program are expressed. All notices will also state that accommodations will be made for disabled and/or non-English speaking persons providing that a three-day notice is received by the Terrebonne Parish Consolidated Government's Department of Housing & Human Services before the date of the meeting.

- B. Citizens, with emphasis on persons of low and moderate income, shall be encouraged to submit their views and written comments regarding community development and housing needs. Through public notice, citizens shall be made aware of where they may submit their views and comments should they be unable to attend the public hearing.
- C. Where a significant number of non-English speaking residents can be reasonably expected to participate in the public hearing, an interpreter shall be present to accommodate their needs.
- D. Minutes of all public hearings and an attendance roster shall be kept and available for public review for five (5) years.

V. TECHNICAL ASSISTANCE

When requested, the Terrebonne Parish Consolidated Government, through its Housing and Human Services Department, shall provide technical assistance to facilitate citizen participation when requested, particularly to persons or representatives of persons that are of low to moderate income. The level and type of technical assistance shall be determined by the Housing and Human Services Director for the Terrebonne Parish Consolidated Government and based upon the specific needs of the individual(s).

VI. AMENDMENTS

The Terrebonne Parish Consolidated Government shall involve citizens in substantial amendments to the Consolidated Plan. A substantial amendment constitutes a change of twenty-five percent (25%) or more in funding for a previously approved activity.

- A. Consolidated Plan and Annual Action Plan program amendments, which substantially alters a procedure or project from that approved in the original Consolidated Action or Annual Plan, shall not be submitted to HUD without publishing in *The Courier*, at least two public review and comment period notices.
- B. Citizen participation shall be accomplished by means of a published notice that will allow for a thirty (30) day comment period to obtain citizens' views prior to the submission of an amendment to the US Department of Housing and Urban Development. All interested citizens shall have the opportunity to review and comment on proposed amendments, as well as propose alternative measures.
- C. In the event of a declared disaster or emergency, the number of published notices and the comment period for a substantial amendment to include new funding or to reprogram current funds shall be reduced. To expedite the

response time to meet immediate community development needs, one (1) public notice shall be published and citizens will be allowed a five (5) day comment period prior to the submission of an amendment.

VII. **CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT**

The Terrebonne Parish Consolidated Government shall follow the procedures for publication, distribution, and allowance for public review and comments of the Consolidated Annual Performance Evaluation Report (CAPER), as stipulated in Part III, Paragraph C, herein above.

VIII. **COMPLAINT PROCEDURES**

All written citizen complaints which identify deficiencies relative to the implementation of Terrebonne Parish Consolidated Government's Consolidated Plans, Annual Action Plans or CAPERs will merit careful and prompt consideration and will be handled according to the procedures set forth herein.

A. Any individual who wishes to object to any aspect of the Plans or CAPERs may file an official written complaint to the Housing and Human Services Department Director for the Terrebonne Parish Consolidated Government.

Complaints mailed to the Parish shall be forwarded to:

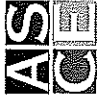
*Department of Housing and Human Services Director
Terrebonne Parish Consolidated Government
P.O. Box 6097
Houma, LA 70361*

1. Within five (5) working days of the date on which the complaint was received, the Director of the Department of Housing & Human Services shall forward the complaint, with his/her comments, to the Parish President of the Terrebonne Parish Consolidated Government.
2. A copy of the written complaint shall also be forwarded to U.S. Department of Housing and Urban Development, 500 Poydras Street, New Orleans, LA 70130, within five (5) working days of the date of which the complaint was filed.
3. All good faith attempts will be made to satisfactorily resolve the complaints at the local level.

4. A written response from the Parish President of the Terrebonne Parish Consolidated Government or his designated representative, to the complainant will be made within fifteen (15) working days from the date of the written complaint forwarded by the Department of Housing and Human Services office.
5. A copy of the response from the Parish President, and any other correspondence relating to same, shall be forwarded to the U.S. Department of Housing and Urban Development, 501 Magazine Street, New Orleans, LA 70130.
6. The complainant shall be made aware that if he/she is not satisfied with the response, a written complaint may be filed with the U.S. Department of Housing and Urban Development, 501 Magazine Street, New Orleans, LA 70130.

IX. **RESPONSIBLE OFFICIAL**

The Parish President is the responsible official for this Citizen Participation Plan. The Community Development Administrator for Terrebonne Parish Consolidated Government shall be the designated official responsible for maintaining an annual citizen comment and complaint record.



**ALL SOUTH
CONSULTING
ENGINEERS, L.L.C.**

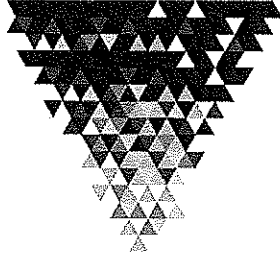
CIVIL ENGINEERING · STRUCTURAL ENGINEERING · SURVEYING
PROJECT MANAGEMENT · CONSTRUCTION MANAGEMENT
DISASTER MANAGEMENT

Sub-Applicant: Terrebonne Parish School Board
Grant Program: LCDBG-CV HVAC Improvements Program
Project: South Terrebonne High School

Total Estimated Project Costs	
Removal and installation of 2 new chillers/pumps	\$ 345,000.00
Lobby - Replacement of 2 Chilled/Heating Water Air Handling Units	\$ 45,000.00
Kitchen - Replacement of Existing DX Air Handling/Condensing Unit	\$ 55,000.00
Dining Area - Replacement of 2 Chilled/Heating Water Air Handling Units	\$ 70,000.00
Library - Replacement of Chilled/Heating Water Air Handling Unit	\$ 40,000.00
Band Room - Replacement of Chilled/Heating Water Air Handling Unit	\$ 34,000.00
Choir Room - Replacement of Chilled/Heating Water Air Handling Unit	\$ 25,000.00
Choir Practice Area - Replacement of Chilled/Heating Water Air Handling Unit	\$ 21,000.00
Asbestos Removal from Hydronic Piping Insulation	\$ 36,000.00
Removal and Replacement of Non-Asbestos Hydronic Piping Insulation	\$ 50,000.00
Removal of Existing Pneumatic Controls and Replacement with Electronic Controls	\$ 35,000.00
Install Humidistats to Existing 2nd Floor Fan Coil Units	\$ 46,000.00
Testing and Balancing of New Equipment	\$ 15,000.00
Duct Cleaning and Sanitizing	\$ 125,000.00
Contingency (10%)	\$ 94,200.00
<hr/>	
Total Construction Cost	\$ 1,036,200.00
Design Fee	\$ 62,000.00
Grant Administrative Costs	\$ 100,000.00
Total Estimated Project Cost	\$ 1,198,200.00

ADG Baton Rouge, LLC

3071 Teddy Drive
Baton Rouge, LA 70809
225.293.9474



March 30, 2021

Cindy Janecke
All South Consulting Engineers
652 Papworth Ave.
Metairie, LA 70005

Re: South Terrebonne High School
3879 LA-24
Bourg, LA 70343
HVAC Upgrades

South Terrebonne High School was built in 1960. Most of the chilled/heating water air handling units are original to the construction of the building. It was designed to meet the codes and standards of 1960. In light of the ongoing Covid-19 pandemic, we recommend that the following ASHRAE recommended HVAC upgrades are implemented to provide a cleaner and safer environment for the occupants:

1. Remove the existing two water cooled chillers, cooling towers, and pumps. Install two 175-ton air cooled chillers with new pumps. This system will provide the additional tonnage necessary to handle the increase in tonnage due to the increase of outside air to the air handling units to meet ASHRAE standards and provide a healthier indoor condition. **Budget - \$345,000**
2. Replace both existing built up chilled/heating water air handling units with new air handling units that serve the Lobby Area. These new air handling units will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless steel auxiliary drain pan. **Budget - \$45,000**
3. Remove the existing built-up DX air handling unit and respective condensing unit that serves the kitchen. The new air handling unit will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel main drain pans, new HVAC electronic controls with humidistat, new stainless steel auxiliary drain pan and a new respective DX condensing unit. **Budget - \$55,000**
4. Replace both existing built up chilled/heating water air handling units with new air handling units that serve the Dining Area. These new air handling units will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 main filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless steel auxiliary drain pan. **Budget - \$70,000**
5. Replace the existing built up chilled/heating water air handling unit with a new air handling unit that serves the Library. This new air handling unit will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless steel auxiliary drain pan. **Budget - \$40,000**
6. Replace the existing built up chilled/heating water air handling unit with a new air handling unit that serves the Band Area. This new air handling unit will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless steel auxiliary drain pan. **Budget - \$34,000**

7. Replace the existing built up chilled/heating water air handling unit with a new air handling unit that serves the Choir Area. This new air handling unit will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless steel auxiliary drain pan. **Budget - \$25,000**
8. Replace the existing built up chilled/heating water air handling unit with a new air handling unit that serves the Choir Practice Area. This new air handling unit will have UV lights, an ionization air cleaning system, dual air filters (a MERV 8 pre-filter and a MERV 13 primary filter), increased fresh air and the addition of a motorized damper, IAQ stainless steel primary drain pans, new HVAC electronic controls with humidistat and a new stainless steel auxiliary drain pan. **Budget - \$21,000**
9. All asbestos insulation on the hydronic piping must be removed to allow for proper air handling unit replacement. **Budget - \$36,000**
10. The existing hydronic piping will need to be stripped of all non-asbestos containing insulation and replaced. The new insulation will be 2-1/2" foamlglass piping insulation with PVC jacket. This new insulation will meet all ASHRAE recommended energy standards and prevent any further condensation issues. **Budget - \$50,000**
11. Any remaining pneumatic controls will be removed and replaced with new electronic controls. This will enable the HVAC equipment to properly dehumidify and meet the applicable energy standards. **Budget - \$35,000**
12. All existing fan coil units on the second floor will have humidistats added to the existing thermostats. This will be coupled with the addition of an ionization air cleaning system to each return air cavity. There are 46 of these fan coil units. This will provide cleaner and dryer air to each classroom space. **Budget - \$46,000**
13. Test and balance all new equipment to verify that the ASHRAE recommended air quantities are being met or exceeded. **Budget - \$15,000**
14. All sheet metal ductwork for air handling units shall be cleaned and sanitized by a company that specializes in interior and exterior duct cleaning. All existing supply diffusers, return grilles, and exhaust grilles shall be cleaned and sanitized. **Budget - \$125,000**

Based on the above descriptions and individual budgets, the overall budget for this work would be as follows:

Overall Construction Budget - \$942,000

10% Contingency - \$94,200

Design Fee* - \$62,000

Total Overall Budget - \$1,098,200

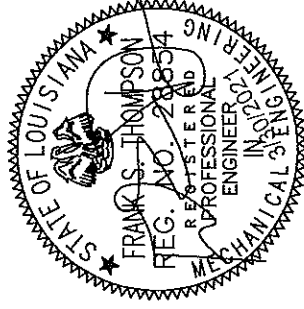
The estimated design time will be 60 days with an estimated construction time of 135 days.

*The design fee includes basic design services as well as construction management and site inspections.

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Frank Thompson, P.E.
ADG Baton Rouge, LLC
A Professional Engineering Company



ADG Baton Rouge, LLC

3071 Teddy Drive | Baton Rouge, LA 70809 | P: 225.293.9474

MINUTES OF THE TERREBONNE PARISH COUNCIL
REGULAR SESSION OF APRIL 14, 2021

Votes AGAINST:

C. Harding
J. Amedée
D. Babin
D. J. Guidry
S. Trosclair
G. Michel

Council Minute Clerk M. LeCompte announced the votes tallied for the adoption of the aforementioned ordinance, of which the following votes were recorded: three (3) votes for the adoption of the ordinance and six (6) votes against the adopted of the ordinance.

The Chairman declared that, as per the aforementioned voice vote, the motion *failed*.

The Chairman recognized the public for comments regarding the CDEG-CV HVAC Grant Program application to provide upgrades to the HVAC systems at the American Legion Hall Post 31 and at South Terrebonne High School.

TPCG Grant Writer Leslie Jones explained and noted the costs associated with the aforementioned grant application. She added that she was present to hear any comments from the public as part of the prerequisites of the grant.

Upon questioning, Ms. Jones provided clarification regarding the total grant award and how funds would be allocated.

Mr. D. Babin moved, seconded by Mr. J. Amedée, "THAT, the Council return to the regular order of business."

The Chairman called for a vote on the motion offered by Mr. D. Babin.

THERE WAS RECORDED:

YEAS: J. Domangue, D. W. Guidry, Sr., D. Babin, D. J. Guidry, S. Trosclair, J. Navy,

C. Harding, G. Michel, and J. Amedée.
NAYS: None.

ABSENT: None.

The Chairman declared the motion adopted.

CDBG-CV HVAC Program

Budget/Cost Summary Form

Applicant Name: Terrebonne Parish Consolidated Government

I. Costs by Activity (Read Instructions Before Completing)

Activity (A)	CDBG-CV (B)	Other (C)	Total (D)	Source of Other Funds (E)
1. Public Facilities	\$1,567,784.34	0	\$1,567,784.34	0
2. Administration	0	0	0	0
TOTAL	\$1,567,784.34	0	\$1,567,784.34	0

II. Line Item Budget – CDBG-CV Funds Only

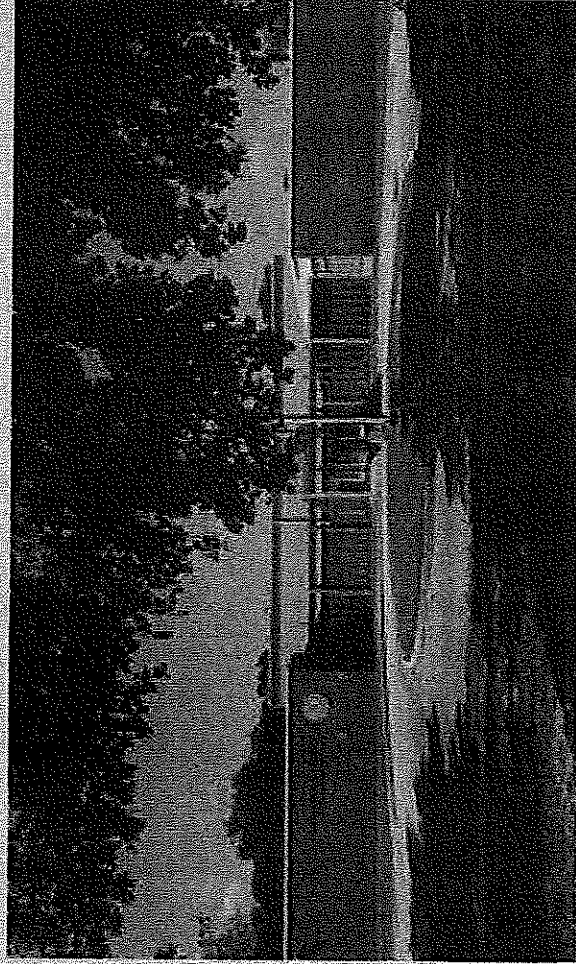
	For State Use Only
1. Public Facilities – HVAC Improvements (Total)	\$ 1,567,784.34
a. Construction Costs	\$ 1,412,520.45
b. Engineering Costs	\$ 155,263.89
2. Administration (Total)	\$ 0
3. TOTAL	\$ 1,567,784.34

III. Contract Execution Dates (only if scheduled to be paid using CDBG-CV funds)

Name of Administrative/Engineering/Architectural Firm	Contract Execution Date	Contract Amount
Not Determined Yet	To Be Determined (TBD)	To Be Determined (TBD)
Not Determined Yet	To Be Determined (TBD)	To Be Determined (TBD)

CDBG -CV HVAC Study
of the
American Legion Hall

602 Legion Avenue
Houma, Louisiana

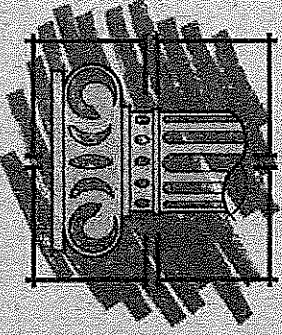


By

Craig C. Hebert, Architect
A Professional Architectural Corporation
836 Belanger Street, Houma Louisiana

and

Castagnos Goodwin Utley Engineers, L.L.C.
Consulting Mechanical & Electrical Engineers
1211 Lafayette Street, Houma Louisiana



Craig C. Hebert, Architect.
A Professional Architectural Corporation

March 31, 2021

Ms. Jeanne Bray, Capital Projects Administrator
Terrebonne Parish Consolidated Government
P.O. Box 2768
Houma, Louisiana 70361

**RE: Terrebonne Parish Consolidated Government
American Legion Post 31 Building Roof Replacement Phase #1
602 Legion Avenue
Houma, Louisiana, 70360
Architectural Project Number: 2021-03**

CDBG-CV HVAC Grant Facility Proposal

Ms. Bray,

Based on the criteria established by this proposal for the CDBG-CV HVAC Grant Request Application, please allow this letter to serve as our formal description of work associated with the demolition and renovation of the Existing American Legion Post 31 Facility. This letter contains a detailed explanation of the anticipated project scope of work involved in the HVAC building upgrades defined by the known existing conditions, and proposed upgrades required for a complete installation of these recommended system requirements.

For your use and review, this letter will explain the estimated demolition cost, estimated installation cost and cost for professional services, associated with the work outlined in this proposal. With that said, this proposal will provide an explanation of the architectural, mechanical and electrical requirements of this project scope of work, and attached cost associated with these separate services.

Architectural Component:

While the majority of the work required by this HVAC Change-Out, involves the removal of the existing system, such as the existing boiler, air handlers, hydronic lines, wall louvers, ductwork and gas components, the change-out of these systems will include extensive renovations to the existing building interior and exterior walls, existing gas furnace heater closets, existing supply/return penetrations, interior through-wall penetrations, and preparations for the installation of the New HVAC Systems and Fresh Air System Requirements. In regards to this portion of the

Architectural Project Scope of Work, once the existing systems are demolished and removed, there will be multiple penetrations, interior/exterior wall repairs and ceiling areas that will be required to be replaced, due to this work. In addition, the New HVAC requirements, will also require for the addition of new through-wall penetrations, new supply/return plenums and diffusers, replacement of several existing HVAC louvers, new hollow metal doors and preparations for the installation of new exterior wall louvers, to support these new fresh air requirements.

Based on this narrative, allow the cost below, to reflect the work we believe will be associated with the demolition of these existing systems, and the installation of the New HVAC System requirements.

Architectural Estimated Demolition/Repair & Renovation Cost:

Removal of Twelve (12) Return Air, Supply Diffusers, and Existing Ductwork: Based on this anticipated project scope of work, we are estimating that approximately 640 square feet (sq. ft.) of wall surface will be affected by the demolition of these components. The existing wall finishes in these areas consist of wood wall panel sheathing, that could require replacement of the entire wall finish in the component areas, due to the age and use of these wall finishes. Based on this anticipated work, we recommend an estimate cost associated with this work to be **\$41,600.00**.

Repair and Replacement of all Interior Through-Wall Penetrations: Based on this anticipated scope of work, we are estimating that approximately 480 square feet of interior wall area will need to be patched and repaired, due to this work, once the existing ductwork, and hydronic lines, are removed. We recommend an estimated cost associated with this work to be **\$31,200.00**.

Repair of Internal Wall Mounted Ductwork (Main Hall Area): Due to the internal wall mounted ductwork in the exterior wall diaphragm, once these existing systems are demolished and removed, these portions of the building are anticipated to require additional building insulation, supplemental wall framing, and new interior wall finishes, in order to repair these locations. Based on this anticipated 1,200 square feet of area defined by this scope of work, we recommend an estimated cost associated with this work to be **\$84,000.00**.

Removal of Interior Gas Furnace Heater Closets (Main Hall Area): Once these existing gas furnaces are demolished and removed, these partial closet areas can be removed in their entirety. Based on this anticipated scope of work, for the removal of approximately 25 sq. ft. of closet area, and the work required for the repair of the adjacent finish wall surfaces, we anticipated an estimated cost associated with this work to be **\$4,600.00**.

Installation of New External Wall Fresh Air Louvers & Hollow Metal Doors: Due to current building code HVAC requirements, a portion of this work will require the installation of New Fresh Air units, ductwork, and dampers, to equalize the HVAC requirements of this new system design. With that said, we anticipate the installation of 84 square feet of new exterior wall louvers, to accommodate these system design requirements. This work will require a partial demolition of the existing masonry wall finishes, the potential for supplemental masonry wall framing, and new exterior wall mounted louvers. In addition, some of the existing mechanical room areas have exterior doors systems that are damaged or severely aged, that should be replaced and re-installed

with internal mounted exterior louver components. The addition of these new six (6) louver doors, will allow for ventilation of these spaces and/or could be used to supplement the fresh air intake requirements of these new systems. Based on this anticipated work, we recommend an estimated cost associated with this work to be **\$38,500.00**.

Replacement of Five (5) Existing Exterior Wall Louvers: While some components of this existing HVAC system can potentially be re-established into the design of the New HVAC and Fresh Air Systems, we are proposing the removal of the existing exterior wall louvers and re-installation of new wall louvers, of various sizes, with exterior air intake dampers, for their accommodation into the design of the New HVAC & Fresh Air Systems. Based on this anticipated 16 square feet of existing louver area, we are anticipating a demolition and re-installation cost associated with this work to be **\$11,500.00**.

Removal of Existing Finish Ceilings & Re-Installation of New Ceilings Systems: While there are multiple phases of work currently being proposed for the complete renovation of this facility, in the event this work is approved and planned for installation, prior to the other phases of work being proposed are performed, it becomes essential to include this anticipated work, as a part of this project proposal. In order to accurately access all components of the existing HVAC and Electrical Systems associated with this work, all above ceiling areas will be required to be exposed, for the demolition and renovation work to be completed. Based on that information, it is anticipated that approximately 9,407 square feet of existing suspended acoustical ceilings will need to be removed and replaced, as a part of this work. The anticipated cost for the demolition and re-installation of the finish ceiling systems is estimated to be **\$79,959.50**.

Architectural Estimate of Probable Construction Cost & Professional Services:

Based on this summation of Architectural Support Services associated with the demolition of the Existing HVAC Demolition and Installation of the New HVAC Systems, we anticipate the following estimated cost:

Total Estimated Construction Cost (as defined above)	\$ 291,359.50
Estimated Contingency Cost (10% of Estimated Construction)	\$ 29,135.95
Anticipated Architectural Cost for Professional Services	\$ <u>37,748.89</u>

Total Estimated Architectural Services \$ 358,244.34

Mechanical Component:

The facility's HVAC system was originally installed in 1961 and conditioned the building using split direct expansion (Dx) systems for cooling and hydronic system for heating. There are two main mechanical rooms for the air handling units and each mechanical room has an associated mechanical yard that contains the condensing units. There is also a boiler room that contains the hydronic boiler and pumping system. There were multiple issues found with the existing HVAC systems as described below.

Air-Handling Units:

There are two air units in each mechanical room that when new, were rated at 15 tons of cooling each for a total of 30 tons of cooling. With the two mechanical rooms the facility had a total of 60 tons of air-conditioning. Each air unit provided approximately 6,000 cubic feet of air per minute (CFM) for a total of 24,000 CFM. The two mechanical rooms are located on opposite sides of the main hall so that they can blow air from both sides to properly cool the space. Most of the air is blown into the hall but a branch of ductwork from each mechanical room cools the kitchen, meeting rooms and restrooms on one side and classrooms, concession room and restrooms on the opposite side. The hydronic heating coils in the units and the return air is no longer operational and has been removed or abandoned in place. The return air path is through grilles in the mechanical room walls then to the units return without any ductwork. The mechanical room is utilized as a return air plenum. Outside air is also drawn into the mechanical room through an exterior louver to provide some pressurization of the building. The size of the louver and amount of outside air brought into the room does not meet current outside air requirements. The existing units are undersized to handle current code requirements for outside air. The age of the units was not determined, but they are a minimum of thirty years old. Average useful life of these air units is 12 to 15 years, and their condition is bad enough where they are recommended to be replaced.

Condensing Units:

The mechanical yard on the kitchen side has four condensing units that serve two air units. Refrigerant piping is run from the condensing units up inside the exterior wall, to above ceiling in the mechanical room then to the air units. Each air unit uses two 7-1/2 ton condensing units to provide the 15 tons of cooling for each air unit. On the classroom side of the main hall there are three condensing units. Two of the condensing units are rated at 7-1/2 tons just like the kitchen side, but the third unit is a dual circuit 15 ton unit. The tonnage is the same for both sides, but one air unit on the classroom side was connected to a larger single condensing unit. The newest condensing unit was made in October of 1994. The single 15 ton condenser was much older, and was evidently kept when replacing the condensing units in 1994. All units utilized R22 refrigerant which was phased out of production by the EPA due to ozone layer depletion concerns. This refrigerant is no longer manufactured so the price of a can of R22 has gone from \$22 to \$460 and has even gone as high as \$770. The condensing units have developed leaks which require adding refrigerant whenever the units are run. Due to the condensing units' age, condition and refrigerant issues, it is recommended that they be replaced.

Ductwork:

There is supply ductwork utilized in the building but not much return ductwork.

Return Air Path: There is very little ductwork utilized for return air in the system. The return path for air to the units is from the rooms, back through open doors and transfer grilles, back to the Mechanical room. The only real return duct was to connect the main hall return grill to a heating coil in the mechanical rooms.

Supply ductwork:

The supply ductwork to the main hall is above ceiling to the spaces that they serve. The ductwork for the main hall is routed up in a furred-out wall to sidewall diffusers. It will be difficult to replace the ductwork in the wall, but it is recommended due to issues with the ductwork. The ductwork is

constructed of a metal exterior with an insulation liner on the interior. It is extremely difficult to clean lined ductwork, and as it gets old it starts to disintegrate. The liner cannot be cost effectively removed and replaced. The ductwork is 60 years old and the insulation liner is failing which causes particles to blow out of the supply grilles. It is recommended that the ductwork be replaced.

Hydronic Boiler Heating System:

The heating system originally utilized a boiler to heat water where it was pumped to heating coils in the air units and return ductwork. The air was blown over the heating coils and the warm air was distributed to the spaces using the supply ductwork. When the temperature was satisfied in the space, the heating water valve would bypass the coil and send the heating water back to the boiler. The boiler and piping system is original, so it is 60 years old and is not operational. It is not recommended to attempt to fix this system due to its condition and safety issues. Due to the boiler and piping failure the boiler was abandoned in place and gas furnaces were installed.

Gas Furnace Heating Systems:

Four residential gas furnaces were installed to provide the building with heat. There is no other operational heating equipment in the building except the gas furnaces. There are two furnaces installed in the main hall and one for the rooms on each side of the main hall. There is no supply ductwork on the gas furnaces except for about five feet of duct connected to the unit and a supply grille. The other air units have to run in order to move the air around into other rooms. These systems do not sufficiently provide heating to all areas of the building due to the lack of distribution system. Gas piping was run on top of the concrete slab at one of the entry doors into the main hall. Gas furnaces have to be well maintained to prevent carbon monoxide poisoning. Carbon monoxide is produced by the combustion of natural gas. As the combustion chamber get old it will crack and leak carbon monoxide into the air being supplied into the space. The gas furnaces were installed as temporary units to provide some heating in the building and to keep the building from freezing, but they are not correct for properly heating the spaces within building. It is recommended to remove these gas furnaces and associated gas piping from the building and use a different source of heat.

Recommendations:

The entire air-conditioning systems need to be replaced and brought up to current codes. With the existing capacity of the building, it requires doubling the current 60 tons of cooling in the building to 120 tons in order to meet the code required, outside air ventilation. Occupancy and heat producing loads in the building have also increased adding another 15 tons of conditioning for a total of 135 tons. The boiler and mechanical rooms can be gutted, and outside air systems installed in these spaces but will leave insufficient space to also install the space air-conditioning systems. It is recommended to install dedicated outside air systems and due to space constraints to install multiple Variable Refrigerant Flow (VRF) systems for conditioning the spaces. VRF systems are heat pump systems that have a heat pump unit outside that can increase or decrease the compressor speed to vary the amount of Refrigerant sent to the building. The system utilizes multiple air units that are placed in each of the spaces in the building. As one air unit satisfies the space it serves it closes the refrigerant expansion valve and the outdoor unit slows the compressor to maintain only the refrigerant into the building as needed by the running air units. These types of systems also come with their own control systems to schedule and monitor the systems so there is no additional costs for a Direct Digital Control (DDC) system. VRF systems typically come with a 10 to 12 year

parts warranty so there are future savings for lowering maintenance costs on this type of system. It is also recommended that UV light systems or equivalent be installed in the air units to help facilitate the killing of COVID-19 or other viruses.

Total Estimated Construction Cost (as defined above)	\$ 811,250.00
Estimated Contingency Cost (10% of Estimated Construction)	\$ 81,125.00
Anticipated Mechanical Cost for Professional Services	\$ <u>96,030.26</u>

Total Estimated Mechanical Services \$ 988,405.26

Electrical Component:

The electrical panel to the building is original and is undersized to handle the additional load required by the outside air systems. With multiple air units located around the building, distribution panels will need to be installed for the single-phase air units and the multiple three phase heat pumps. A new service, main and sub-panels along with feeder and branch circuit wiring will be required to run the required air-conditioning systems.

Total Estimated Construction Cost (as defined above)	\$ 181,500.00
Estimated Contingency Cost (10% of Estimated Construction)	\$ 18,150.00
Anticipated Electrical Cost for Professional Services	\$ <u>21,484.74</u>

Total Estimated Electrical Services \$ 221,134.74

Project Summary and Summation of Total Project Cost:

A study of the air-conditioning systems at the American Legion Hall in Houma Louisiana found that the existing systems require replacement due to condition, age, and code violations. It is recommended that all the heating, ventilation, and air conditioning (HVAC) systems in the building be removed and replaced with properly sized systems. There is no outside air being introduced into the building to meet code required ventilation. To meet outside air ventilation requirement new dedicated outside air units should be installed. With the increase in internal loads the conditioning requirements for the space are 75 tons and the outside air will require another 60 tons for a total of 135 tons. Dedicated outside air units will allow for shutting down after hours and when occupancy does not require maximum outside air. Due to the insufficient size and age of the electrical service to the building, the service and distribution system to the HVAC equipment will have to be replaced. This electrical work is only to support the new proposed HVAC systems.

In conclusion, based on this detailed description of the anticipated project scope of work associated with the parameters defined by this CEBC-CV HVAC Grant Proposal, I hope that you find this information helpful in establishing an Opinion of Estimated Construction Cost and Cost of Professional Services (Architectural, Mechanical & Electrical Engineering). With that said, we anticipate a total project cost summation of this anticipated work to be as follows:

Total Estimated Construction Cost (as defined above)	\$1,284,109.50
Total Contingency Cost (10% of Estimated Construction)	\$ 128,410.95
Total Anticipated Cost for Professional Services	<u>\$ 155,263.89</u>

Total Estimate Project Cost \$1,567,784.34

While we believe these costs to be a fair assessment of current industry conditions, with the addition of the anticipated contingency cost, we should be able to account for any marginal market increases in labor and material cost, associated with a project of this nature.

If upon your review of the enclosed information, you should have any questions or comments, please feel free to contact me at your earliest convenience.

Kindest Regards,

**Craig C. Hebert, Architect
A Professional Architectural Corporation**



**Craig C. Hebert, AIA
Architect/President**

The public hearing was held during a regularly scheduled Council Meeting. The meeting along with the agenda was published in the Houma Courier and published on the Terrebonne Parish Consolidated Government's website <http://www.tpcg.org/>. The minutes are also published the week following the meetings.

The public hearing sign in sheet was placed next to the agenda immediately as you enter the council meeting room. Although several people were in attendance, no one signed the sign in sheet. People present were interested in other agenda items. Two Council members asked questions about the grant guidelines. There was no further discussion.

The hearing was also advertised in the local paper. Evidence of such is provided.

PUBLIC HEARING

April 14, 2021

CDBG-CV HVAC GRANT APPLICATION

Name	Address	Email	Phone
Leslie W. Jones	Houma	ljones@tpcg.org	985-746-6418