

**AMENDMENT NO. 10
TO AGREEMENT BETWEEN
THE PARISH OF JEFFERSON
AND
GCR, INC.**

STATE OF LOUISIANA
PARISH OF JEFFERSON

THIS AMENDMENT made and entered into on this 30th day of July, 2018 by and between the Jefferson Parish Council, represented herein by its Council Chairwoman, Cynthia Lee-Sheng, duly authorized to act by virtue of Resolution No. 131728, adopted on 27th day of June, 2018, and GCR, Inc., represented herein by Angele C. Romig, Vice President.

WITNESS THAT:

WHEREAS, the Parish entered into an Agreement with GCR, Inc. on May 21, 2015 pursuant to Resolution 124753, to assist in the development and drafting of best practices in the day to day operation of the Department of Community Development with a contract cap of \$99,988.64; and

WHEREAS, Jefferson Parish is in the process of advertising for a new consultant for technical assistance and related management services pursuant to Resolution 130819 adopted on January 31, 2018; and,

WHEREAS, there the Recreation Department is requesting funding and assistance to make infrastructure repairs to Lafreniere Park and there is inadequate staffing personnel for the Department of Community Development and that of the Recreation department to sufficiently execute the provisions of the CDBG-DR program; and,

WHEREAS, there is a need to increase the contract cap to an amount not to exceed \$39,675.00 for technical assistance and project implementation.

NOW, THEREFORE, it is hereby agreed between the parties hereto that Amendment No. 10 to the Agreement dated May 21, 2015, is as follows:

1.0 Scope of Agreement. FIRM shall provide Technical Assistance to the Department of Community Development to obtain a firm that is familiar with federal regulations, state laws, parish ordinances and departmental processes to assist in the development and drafting of best practices in the day to day operation of the Department of Community Development under RFP No.0315. FIRM shall meet the scope of services as per the RFP No. 0315 as amended and the FIRM'S written bid proposal dated July 18, 2014, copies of which are on file in the Office of the Chief Buyer for the Parish of Jefferson under RFP No. 0315. FIRM shall also provide additional services as outlined in Attachment P.

4.2 Payments. PARISH shall pay FIRM in accordance with previously provided Exhibits A-K on a net thirty (30) day basis from the date of receipt by PARISH. The FIRM shall bill the PARISH for each task individually for each program outlined in Exhibit O. The contract cap is being increased by an amount not to exceed Thirty-Nine Thousand Six Hundred Seventy-Five Dollars and 00/100 (\$39,675.00) for a total contract amount of \$1035277.64.

All other terms and conditions of the contract will remain unchanged and in full force and effect except as amended herein.

Thus done and signed on the 30th day of July, 2018, quadruplicate originals, in the presence of the undersigned competent witnesses.

WITNESSES:

PARISH OF JEFFERSON,

Gail LeNormand
Paula G. Lopez

BY Cynthia Lee-Sheng
Cynthia Lee-Sheng, Chairwoman
Jefferson Parish Council

WITNESSES:

GCR, LLC

Gail LeNormand
Paula G. Lopez

BY Angele C Romig
Angele C Romig, Vice President

AFFIDAVIT

PARISH OF Louisiana

PARISH/COUNTY OF Orleans

Affiant further said:

(Choose A or B, if option A is indicated please include the required attachment):

Choice A X

Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B

there are NO campaign contributions made which would require disclosure under Choice A of this section.

Affiant further said:

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B X There are NO debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by telephone or by personal contact, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B X there are NO solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

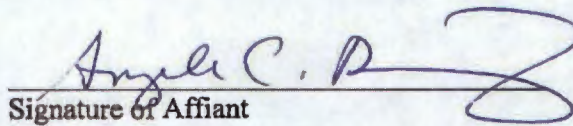
Affiant further said:

Subcontractor Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned RFP.

Choice B X There are NO subcontractors which would require disclosure under Choice A of this section.


Signature of Affiant

Angele C. Romig
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE 23rd DAY OF MARCH, 2018.


Notary Public

RICHARD CAMPBELL

Printed Name of Notary

32833

Notary/Bar Roll Number

My commission expires IS FOR LIFE

**RICHARD U. CAMPBELL
NOTARY PUBLIC
BAR NO. 32833
STATE OF LOUISIANA**



Campaign Contributions

Campaign Contributions

Listed below are all campaign contributions made to current or former members of Jefferson Parish Council or the Jefferson Parish President by GCR Inc. within the last two years of the date of the affidavit.

Date	Name	Office	Contribution Amount
1/16/16	Mark Spears	Jefferson Parish Council	\$1,000.00
4/27/16	Michael Yenni	Jefferson Parish President	\$500.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/06/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company 420 Lexington Avenue New York NY 10170	CONTACT NAME: Robin Strauss PHONE (A/C, No, Ext): (212)669-5400 FAX (A/C, No): (212)669-5417 E-MAIL ADDRESS: rstrauss@risk-strategies.com
INSURED GCR Inc. 2021 Lakeshore Drive, Suite 500 New Orleans LA 70122	INSURER(S) AFFORDING COVERAGE INSURER A: Continental Casualty Ins INSURER B: Continental Insurance Co INSURER C: Liberty Surplus Insurance Corp. INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: CL17122251429

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	6056679752	12/21/2017	12/21/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000	
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		6056679749	12/21/2017	12/21/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$ <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			6056679797	12/21/2017	12/21/2018	EACH OCCURRENCE \$ 24,000,000 AGGREGATE \$ 24,000,000	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Y	6056679766	12/21/2017	12/21/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability Claims Made w/continuity date of 5/3/16			E05NABKU8A001	12/21/2017	12/21/2018	10,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Resolution number 131186

The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council are included as Additional Insured on General Liability and

Automobile Liability as specifically required by written contract, per policy terms, conditions and exclusions. Waiver of subrogation in favor of The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council under the General Liability and Workers Compensation coverages, as specifically required by written contract, per policy terms, conditions and exclusions.

CERTIFICATE HOLDER

CANCELLATION

Jefferson Parish Department of Community
Development, STE 605
1221 Elmwood Park Blvd
Jefferson
LA 70123

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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GCR Inc.

2021 Lakeshore Drive, Suite 500
New Orleans, Louisiana 70122

UNO Research & Technology Park
Advanced Technology Center

TEL 504 304 2500 / 800 259 6192
FAX 504 304 2525
www.GCRincorporated.com

June 12, 2018

Tamithia Shaw, Director
Jefferson Parish Department of Community Development
1221 Elmwood Park Blvd., Suite 605
Jefferson, LA 70123

Ms. Shaw,

Per the request of Jefferson Parish Department of Community Development (JPDCD), GCR submits the below proposal to assist the department with the management of the Lafreniere Park Restoration, a Community Development Block Grant-Disaster Recovery (CDBG-DR) funded project related to Hurricane Katrina recovery managed through the State of Louisiana Office of Community Development – Disaster Recovery Unit (OCD-DRU).

GCR currently provides overarching support to JPDCD to ensure projects have complete policies, procedures, and guidelines for implementation. GCR will overlay the methodology used in other programs to ensure that the CDBG-DR projects are implemented compliantly and efficiently.

CDBG-DR Technical Assistance

Subrecipient Application

GCR will work with JPDCD to draft complete an application to OCD-DRU for funding from the State's Katrina/Rita appropriations for the Lafreniere Park Restoration Project. GCR will ensure that the application proposes a CDBG-DR eligible activity, meets a CDBG-DR national objective, meets the overall benefit parameters provided by OCD-DRU for Hurricane Katrina, and are aligned with the goals outlined in the parish's Hurricane Katrina Long Term Recovery Plan. GCR will also draft needed amendments required for the implementation of the project and participate in discussions with the OCD-DRU and JPDCD per the parish's direction.

Project Implementation Assistance and Oversight

GCR will provide day-to-day project implementation assistance and oversight for the Lafreniere Park Restoration Project. The assistance and oversight will include the following services:



Project Coordination

GCR will lead project coordination between JPDCD, other parish agencies and departments, and potential vendors who are implementing the project, including participation in conference calls and in-person meetings. GCR will ensure that parish agencies and departments and outside vendors are aware of programmatic requirements and that they provide data, documentation, and other information related to the project or program to JPDCD. Specifically, for this project, GCR will work with Council District 4 and the Jefferson Parish Department of Parks and Recreation.

Regulatory Support and Technical Assistance

Our team will work with JPDCD to ensure CDBG-DR regulations are followed throughout implementation of the Lafreniere Park Restoration Project. We will review procurement activities, coordinate with JPDCD staff to ensure that programs and projects have the necessary environmental clearances, and determine cost reasonableness for potential project costs. Our team will use a combination of tracking and reporting tools to ensure regulatory requirements are met throughout the project lifecycle.

Record Keeping

GCR will work with JPDCD and the Department of Parks and Recreation to ensure the files are created and maintained by Parks and Recreation are consistent in format and structure with current CDBG-DR projects. GCR will ensure that files have the required documentation and are accessible for monitoring by the parish, state, or HUD. If needed, GCR will create a SharePoint site for electronic file transfers or storage needs.

Financial Management Support

GCR will work with the JPDCD accounting staff to develop a process for the review of invoices provided by the Department of Parks and Recreation and vendors. The process will include technical assistance to both entities to ensure that the proper financial documentation pertaining to the CDBG-DR projects is provided for each invoice. For Hurricane Katrina projects is provided with each invoice. GCR will provide a programmatic review of invoices prior to submission to JPDCD for payment.



Monitoring and Reporting

GCR will provide reporting in formats requested by JPDCD or OCD-DRU for the Lafreniere Park Restoration Project. This reporting will include, but is not limited to, weekly status reports, monthly status reports, and quarterly reports for the parish to submit to OCD-DRU for submission to the DRGR. GCR and JPDCD will agree on the format and frequency of the reports needed. GCR will assist JPDCD staff with monitoring subrecipients, including parish departments, agencies, and vendors. GCR will also prepare the parish for all CDBG-DR monitoring visits, whether from OCD-DRU or HUD, through the lifecycle of the project.

Closeout

GCR will provide support for all closeout activities associated with the Lafreniere Park Restoration Project. The process will include final monitoring or technical assistance visits and a final review of files. At the end of closeout, GCR will deliver a complete project file to the parish that documents the project from beginning to completion.

CDBG-DR Technical Assistance

GCR will provide on-call technical assistance to JPDCD, the Department of Parks and Recreation, and vendors or contractors who are part of the implementation of the Lafreniere Park Restoration Project. The technical assistance may include, but is not limited to, meetings, trainings, and presentations and the development of forms, checklists, and policies and procedures.

Budget

We propose to undertake this work on a time and materials basis using blended rate of \$105.80 per hour. Using this rate, our proposed budget for the scope of services outlined in this proposal is below. To accurately project the budget needed, our team prepared the budget with the following assumptions:

- The Jefferson Parish Department of Parks and Recreation will serve as the implementing agency for the project. GCR will provide all labor compliance reviews and reporting as needed for the project.
- The budget is a combination of administrative and project delivery costs associated with the project.



- The budget represents six months of project management and delivery costs for the full scope of services.

Task	Cost
CDBG -DR Subrecipient Application	\$ 4,232.00
CDBG-DR Project Implementation and Oversight	\$ 29,095.00
CDBG-DR Technical Assistance	\$ 6,348.00
Total	\$ 39,675.00

Thank you for your consideration. We look forward to working with you on this initiative.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ted E. Guillot", is written over a light blue horizontal line.

Ted. E. Guillot
Director, Community Planning and Resilience

On motion of **Mr. Impastato**, seconded by **Ms. Lee-Sheng**, the following resolution was offered:

RESOLUTION NO. 131728

A resolution approving Amendment No. 10 to the Agreement between the Parish of Jefferson and GCR, Inc. to increase the contract cap by an amount not to exceed \$39,675. (Parishwide)

WHEREAS, the Parish entered into an Agreement with GCR, Inc. on May 21, 2015 pursuant to Resolution 124753, to assist in the development and drafting of best practices in the day to day operation of the Department of Community Development with a contract cap of \$99,988.64; and

WHEREAS, Jefferson Parish is in the process of advertising for a new consultant for technical assistance and related management services pursuant to Resolution 130819 adopted on January 31, 2018; and,

WHEREAS, there the Recreation Department is requesting funding and assistance to make infrastructure repairs to Lafreniere Park and there is inadequate staffing personnel for the Department of Community Development and that of the Recreation department to sufficiently execute the provisions of the CDBG-DR program; and,

WHEREAS, there is a need to increase the contract cap to an amount not to exceed \$39,675.00 for technical assistance and project implementation.

NOW THEREFORE, BE IT RESOLVED, by the Jefferson Parish Council of Jefferson Parish, Louisiana, acting as governing authority of said Parish:

SECTION 1. The Amendment No. 10 to Agreement between the Parish of Jefferson and GCR, Inc. to further increase the contract cap by an amount not to exceed \$39675 to a total of \$1035277.64 is hereby approved.

SECTION 2. That, the contract shall be amended as provided in the attached, Amendment No. 10.

SECTION 3. The expenditures associated with this amendment shall be made as follows:

Task	Budget	Account Number
Project Implementation And Technical Assistance CDBG-DR	\$39,675	44650-4013-7454 (46510.013)

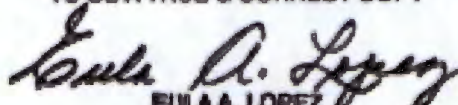
SECTION 4. That the Chairman of the Jefferson Parish Council, or in his absence the Vice-Chairperson, be and they are, hereby authorized to execute any and all documents necessary to give full force and effect to this resolution.

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

YEAS: 6 NAYS: None ABSENT: (1) Roberts

This resolution was declared to be adopted this the 27th day of June, 2018.

THE FOREGOING IS CERTIFIED
TO BE A TRUE & CORRECT COPY


EULA A. LOPEZ
PARISH CLERK
JEFFERSON PARISH COUNCIL

L. Tran 8/1/18



JEFFERSON PARISH LOUISIANA

OFFICE OF THE COUNCIL
July 30, 2018

PARISH COUNCIL

CYNTHIA LEE-SHENG
Chairwoman

CHRISTOPHER L. ROBERTS
Councilman At-Large, Div. A

CYNTHIA LEE-SHENG
Councilwoman At-Large, Div. B

RICKY J. TEMPLET
Council District 1

PAUL D. JOHNSTON
Council District 2

MARK D. SPEARS
Council District 3

DOMINICK F. IMPASTATO III
Council District 4

JENNIFER VAN VRANCKEN
Council District 5

WESTBANK
POST OFFICE BOX 9
GRETN, LA 70054
(504) 364-2600

EASTBANK
POST OFFICE BOX 10242
JEFFERSON, LA 70181-0242
(504) 736-6600

SONNY BURMASTER
Chief of Staff

EULA A. LOPEZ
Parish Clerk
OFFICE OF THE CLERK
200 DERBIGNY ST.
SUITE 6700
GRETN, LA 70054
(504) 364-2626

Ms. Tamithia Shaw, Director
Dept of Community Development
Yenni Bldg., Suite 605
Jefferson, LA

Dear Ms. Shaw:

Enclosed for your records is Amendment No. 10 with **GCR, Inc.**, dated July 30, 2018 to increase the contract cap, for the Department of Community Development, as authorized by Resolution No. 131728 adopted by the Council on Wednesday, June 27, 2018.

Yours truly,

Eula A. Lopez
Eula A. Lopez, Parish Clerk
Jefferson Parish Council

EAL/gi

Enclosure

