



# JEFFERSON PARISH LOUISIANA

OFFICE OF THE COUNCIL  
September 27, 2019

## PARISH COUNCIL

**CYNTHIA LEE-SHENG**  
Chairwoman, At-Large, Div. B

**KEITH CONLEY**  
Councilman, At-Large, Div. A

**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

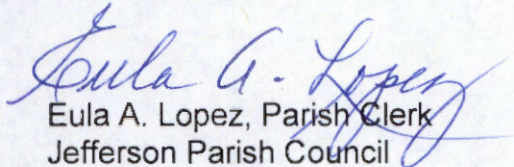
**EULA A. LOPEZ**  
Parish Clerk  
OFFICE OF THE CLERK  
200 DERBIGNY ST.  
SUITE 6700  
GRETN, LA 70054  
(504) 364-2626

Ms. Nicole Fontenot, Director  
Dept of Community Development  
Yenni Bldg., Suite 605  
Jefferson, LA

Dear Ms. Fontenot:

Enclosed for your records is Amendment No. 1 with **New Orleans Education League**, to extend the contract date, for the Department of Community Development, as authorized by Resolution No. 134173 adopted by the Council on Wednesday, August 21, 2019.

Yours truly,

  
Eula A. Lopez, Parish Clerk  
Jefferson Parish Council

EAL/gI

Enclosure



**AMENDMENT NUMBER 1  
TO THE SUBRECIPIENT AGREEMENT  
FOR THE  
COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY  
BETWEEN  
JEFFERSON PARISH  
AND  
NEW ORLEANS EDUCATION LEAGUE (NOEL)**

STATE OF LOUISIANA

PARISH OF JEFFERSON

THIS AGREEMENT, made and entered into on this the 27th day of September, 2019, by and between the Parish of Jefferson, State of Louisiana, acting through that authority granted by the Jefferson Parish Council, and duly authorized to act pursuant to provisions of Resolution No. 134173, adopted the 21st day of August, 2019, hereinafter called the GRANTEE, represented by Council Chairperson, Cynthia Lee-Sheng and New Orleans Education League (NOEL), hereinafter called the SUBRECIPIENT, represented by Jon Luther, Executive Vice President.

**WHEREAS**, on May 29, 2013 HUD issued FR-5696-N-03, notifying Jefferson Parish, Louisiana of an allocation of \$16,453,000.00 from the Disaster Relief Appropriations Act of 2013; and,

**WHEREAS**, Jefferson Parish will use this funding to address the outstanding needs that resulted from Hurricane Isaac, which struck Louisiana on August 29, 2012; and,

**WHEREAS**, Jefferson Parish has participated with the State of Louisiana in identifying the unmet need of the Parish in accordance with the methodology outlined in FR-5696-N-01; and,

**WHEREAS**, Jefferson Parish is fully committed to using the funding through these programs to affirmatively further fair housing and to comply with all applicable federal, state and local regulations; and,

**WHEREAS**, Jefferson Parish adopted Resolution 121492 on August 28, 2013 approving the Jefferson Parish, Louisiana Community Development Block Grant Disaster Recovery Hurricane Isaac Action Plan; and,

**WHEREAS**, one of the projects approved in the Action Plan was the Housing Assistance Program (HAP) to make the necessary repairs to homes damaged as a result of Hurricane Isaac; and,

**WHEREAS**, there was an RFP for construction services to ensure proper procurement and monitor the homes in accordance with federal rules and regulations relating to Public Law 113-2; and,

**WHEREAS**, there is a pilot group that is currently approved for rehabilitation that are in need now of construction management services; and,

**WHEREAS**, the New Orleans Education League (NOEL) can provide construction management services to the pilot group to ensure proper procurement and monitor the homes in accordance with federal rules and regulations relating to Public Law 113-2; and,

**WHEREAS**, a funding source has been identified to provide NOEL with funding in an amount not to exceed \$20,000.00 for construction management services relating to the HAP project; and,

**WHEREAS**, the term of the agreement between Jefferson Parish and NOEL commenced retroactively to the adoption of the resolution and ending September 30, 2019, and;

**WHEREAS**, Resolution Number 132958, adopted on January 16, 2019 authorized the agreement between Jefferson Parish and NOEL; and

**WHEREAS**, the scope for work is continuing and it is necessary to amend the contract to extend the date to December 31, 2019.

**NOW, THEREFORE**, it is agreed between the parties hereto that the sections below should be amended to reflect the following:



**SECTION 3 - LENGTH OF CONTRACT**

Notwithstanding provisions to the contrary, these services shall be provided retroactively from the adoption of the Resolution until December 31, 2019. The term of this Agreement and provisions herein shall be extended to cover any additional time period during which the SUBRECIPIENT remains in control of CDBG funds or other CDBG assets, including program income. All other terms and conditions of the contract will remain unchanged and in full force and effect except as amended herein.

IN TESTIMONY WHEREOF, this Agreement is executed in four (4) originals, the day and year first written above.

**DATE:**

9-18-19

**PARISH OF JEFFERSON**

BY: 

Cynthia Lee-Sheng, Council Chairperson  
Jefferson Parish Council

**DATE:**

9-29-19

**NEW ORLEANS EDUCATION LEAGUE**

BY: 

Jon Luther, Executive Vice President



AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_

Jon Luther, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Executive Officer of NOEL (Entity),  
the party who is entering into an agreement to \_\_\_\_\_

\_\_\_\_\_ (Briefly describe the services the  
vendor will provide), with the Parish of Jefferson.

Affiant further said:

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

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 agreement.

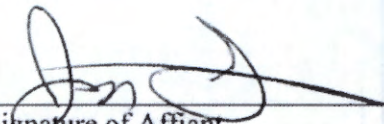
Choice B ☒ There are NO subcontractors which would require disclosure under Choice A of this section.



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.

  
\_\_\_\_\_  
Signature of Affiant

Jon Luther  
\_\_\_\_\_  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 10 DAY OF September, 2019

  
\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name of Notary

\_\_\_\_\_  
Notary/Bar Roll Number

**Bryan S. McManus**  
Notary Public  
LA Bar No. 32902  
Parish of Jefferson, State of LA  
My Commission is issued for Life

My commission expires \_\_\_\_\_.



**Insurance Declaration Affidavit  
Worker's Compensation**

AFFIDAVIT

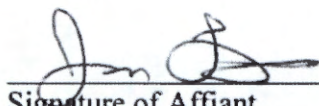
STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared,  
Jon Luther, (Affiant) who after being duly sworn, deposed and said that he/she  
is the fully authorized Executive Officer of NOEL (Entity), the  
party who submitted a Proposal/Contract/Bid/RFP/SOQ No. \_\_\_\_\_, to Jefferson Parish.

Affiant further said:

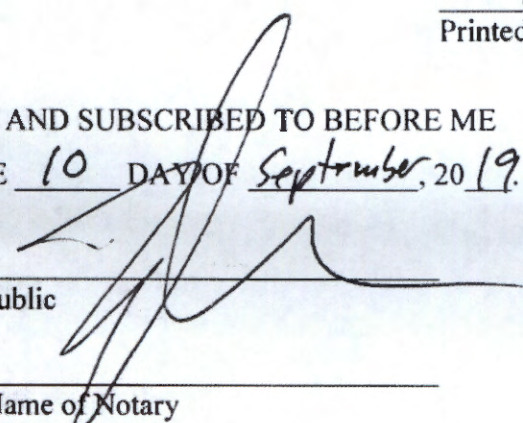
- (1) That affiant has no employees in which Worker's Compensation Insurance is required pursuant to state law.
- (2) That if affiant hires employees such that they would be required under state law to obtain Worker's Compensation Insurance, affiant will notify Jefferson Parish and obtain the proper coverage.

  
Signature of Affiant

Jon Luther  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 10 DAY OF September, 2019.

  
Notary Public

\_\_\_\_\_  
Printed Name of Notary

\_\_\_\_\_  
Notary/Bar Roll Number

My commission expires \_\_\_\_\_

Bryan S. McManus  
Notary Public  
LA Bar No. 32902  
Parish of Jefferson, State of LA  
My Commission is issued for Life



Insurance Declaration Affidavit  
Automotive

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared,  
Jon Luther, (Affiant) who after being duly sworn, deposed and said that  
he/she is the fully authorized Executive Officer of NOEL  
(Entity), the party who submitted a Proposal/Contract/Bid/RFP/SOQ No. \_\_\_\_\_,  
to Jefferson Parish.

Affiant further said:

- (1) That entity does not own automobiles or use automobiles in the furtherance of the services provided under the contract.
- (2) That if the entity obtains automobiles or begins to use automobiles in the furtherance of the services provided under the contract, affiant will notify Jefferson Parish and obtain the proper coverage.

[Signature]  
Signature of Affiant

SWORN TO AND SUBSCRIBED  
BEFORE ME ON THIS 10  
DAY OF September, 2019.

[Signature]  
NOTARY PUBLIC

Bryan S. McManus  
Notary Public  
LA Bar No. 32902  
Parish of Jefferson, State of LA  
My Commission is issued for Life





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/12/2018

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 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	CONTACT NAME: Chris Breaux
Terrebonne Insurance Agency, Inc.	PHONE (A/C No. Ext): (985) 851-3080
4752 Hwy 311	FAX (A/C No.): (985) 851-0304
Suite 112	E-MAIL ADDRESS: chris@terrebonneinsurance.com
Houma LA 70360	INSURER(S) AFFORDING COVERAGE
	INSURER A: Nautilus Insurance Co
INSURED	INSURER B: HomeBuilders SIF
New Orleans Education League of the Construction Industry	INSURER C: Certain Underwriters at Lloyds
2424 North Arnoult Road	INSURER D:
	INSURER E:
Metairie LA 70001	INSURER F:

## COVERAGES

CERTIFICATE NUMBER: CL18121233000

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"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		NR995002	12/11/2018	12/11/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ included
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
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	18-15017	4/1/2018	4/1/2019	PER STATUTE 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			E&O 17 12885 A	7/3/2018	7/3/2019	Per Claim \$ 1,000,000 Aggregate \$ 1,000,000

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

Additional insured in favor of the certificate holder as required by written contract for the General Liability policy.

## CERTIFICATE HOLDER

## CANCELLATION

The parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council.  
Jefferson Parish  
1221 Elmwood Park Blvd, Ste 605  
Harahan, LA 70123  
Resolution No. 130543, 130544, 130547

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

Joel Martinsen/CHRIS

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

**RESOLUTION NO. 134173**

A resolution Amendment Number 1 between the Jefferson Parish and the New Orleans Education League (NOEL), to extend the contract for Hurricane Isaac CDBG-DR (Parishwide)

**WHEREAS**, on May 29, 2013 HUD issued FR-5696-N-03, notifying Jefferson Parish, Louisiana of an allocation of \$16,453,000.00 from the Disaster Relief Appropriations Act of 2013; and,

**WHEREAS**, Jefferson Parish will use this funding to address the outstanding needs that resulted from Hurricane Isaac, which struck Louisiana on August 29, 2012; and,

**WHEREAS**, Jefferson Parish has participated with the State of Louisiana in identifying the unmet need of the Parish in accordance with the methodology outlined in FR-5696-N-01; and,

**WHEREAS**, Jefferson Parish is fully committed to using the funding through these programs to affirmatively further fair housing and to comply with all applicable federal, state and local regulations; and,

**WHEREAS**, Jefferson Parish adopted Resolution 121492 on August 28, 2013 approving the Jefferson Parish, Louisiana Community Development Block Grant Disaster Recovery Hurricane Isaac Action Plan; and,

**WHEREAS**, one of the projects approved in the Action Plan was the Housing Assistance Program (HAP) to make the necessary repairs to homes damaged as a result of Hurricane Isaac; and,

**WHEREAS**, there was an RFP for construction services to ensure proper procurement and monitor the homes in accordance with federal rules and regulations relating to Public Law 113-2; and,

**WHEREAS**, there is a pilot group that is currently approved for rehabilitation that are in need now of construction management services; and,

**WHEREAS**, the New Orleans Education League (NOEL) can provide construction management services to the pilot group to ensure proper procurement and monitor the homes in accordance with federal rules and regulations relating to Public Law 113-2; and,

**WHEREAS**, a funding source has been identified to provide NOEL with funding in an amount not to exceed \$20,000.00 for construction management services relating to the HAP project; and,

**WHEREAS**, the term of the agreement between Jefferson Parish and NOEL commenced retroactively to the adoption of the resolution and ending September 30, 2019; and,

**WHEREAS**, Resolution Number 132958, adopted on January 16, 2019 authorized the agreement between Jefferson Parish and NOEL; and

**WHEREAS**, the scope for work is continuing and it is necessary to amend the contract to extend the date to December 31, 2019.

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

**SECTION 1.** That Jefferson Parish is authorized to enter into Amendment Number 1 with New Orleans Education League (NOEL) to extend the date to December 31, 2019.

**SECTION 2.** That all other provisions of the contract are to remain the same.

**SECTION 3.** That the Chairperson of the Jefferson Parish Council or in his or her absence the Vice Chairperson, be and is hereby authorized to execute said Amendment to the Subrecipient Agreement.

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

**YEAS: 7**

**NAYS: None**

**ABSENT: None**

The resolution was declared to be adopted on this the 21<sup>st</sup> day of August, 2019.

THE FOREGOING IS CERTIFIED  
TO BE A TRUE & CORRECT COPY



EULA A. LOPEZ  
PARISH CLERK  
JEFFERSON PARISH COUNCIL