

ORD 25-16

**THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER ZUCKERMAN; MOVED FOR ADOPTION BY COUNCIL MEMBER \_\_\_\_\_; SECONDED FOR ADOPTION BY COUNCIL MEMBER \_\_\_\_\_**

**ORDINANCE NO. 25-16**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE REGULATING CAMPING ACTIVITIES ON PUBLIC PROPERTY WITHIN THE CITY OF MANDEVILLE AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, City of Mandeville resident and visitor safety and accessibility of public spaces is a priority;

**WHEREAS**, the use of public property within the City of Mandeville is intended for the use and enjoyment of all members of the community, and not for overnight camping or long-term habitation;

**WHEREAS**, camping on public property can pose risks to public health and safety, including fire hazards and environmental degradation;

**WHEREAS**, it is the intent of the City of Mandeville to reduce these situations by regulating camping activities on public property within the City of Mandeville; and

**WHEREAS**, the City recognizes the need for clear, enforceable guidelines to ensure public spaces remain safe, clean, and accessible for all.

**NOW, THEREFORE, BE IT ORDAINED** that the City Council of the City of Mandeville hereby amends Section 10-72 of the City of Mandeville Code of Ordinances in its entirety to read:

**Section 10-72 Camping on Public Property Within the City of Mandeville prohibited; definition; penalty.**

(a) For purposes of this section:

(i) "camping" shall be defined as the recreational use of an outdoor area involving the placement or erection of temporary shelters, such as tents, huts, trailers, campers, or motorized or non-motorized recreational vehicles of any type. Camping does not include the use of hammocks during the daytime.

(ii) "public property" means any publicly owned outdoor area that is accessible to and meant for public use including but not limited to streets, sidewalks, rights-of-way, parking lots, banks of waterways, underpasses, bridges, parks, benches, or parking areas.

(b) Camping and overnight sleeping is hereby prohibited on all public property within the City of Mandeville. This section shall not apply to vessels registered to moor on City of Mandeville facilities.

(c) Whoever violates the provisions of this section shall be subject to the punishment as provided in section 1-9 of this Code.

**BE IT ORDAINED** that this ordinance shall be effective following the Mayor's signature; and

**NOW, THEREFORE, BE IT FURTHER ORDAINED** that the Clerk of this Council be and is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES:

NAY:

ABSTENTIONS:

ABSENT:

And the ordinance was declared adopted this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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Alicia Watts  
Clerk of Council

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Scott Discon  
Council Chairman

# 2021 SEWER AND WATER

**SECTION 00625**  
**Certificate of Substantial Completion**

Project: 2021 Water & Sewer Maintenance

Owner: City of Mandeville

Owner's Contract No.: 211.21.003/212.21.003

Contractor: Subterranean Construction, LLC

Engineer's Project No.: 576-2003.02

**This definitive Certificate of Substantial Completion applies to:**

☐ All Work under the Contract Documents:      ☒ The following specified portions of the Work:

Task Order 5

June 5, 2024

\_\_\_\_\_  
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A definitive list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

**The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:**

☐ Amended Responsibilities

☒ Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

Punch List

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

Executed by Engineer

Date

Accepted by Contractor

Date

Accepted by Owner

Date

Punch List:

1. 4520 LA 22 – Waterline point repair
2. 316 West St. – Fire hydrant extension. 8” waterline point repair.
3. Florida Blvd. – Waterline service and connection.
4. Rouses – 6” insertion valve and waterline point repair.
5. Garden Ave and Lotus Dr. – 6” waterline point repair

Punch items from the initial walk-throughs have since been completed.

LS 13,18 AND 37





May 7, 2025

**Attention: Mr. Keith LaGrange**

Dept. of Public Works  
1100 Mandeville High Blvd.  
Mandeville, LA 70448

*via: email (klagrang@cityofmandeville.com)*

Re: City of Mandeville  
Project # 212.24.001 – Rehabilitation of Lift Station No. 13, 18, and 37  
Change Order No. 001

Please find enclosed Change Order No. 001 from the Contractor, Gottfried Construction LLC., for the above-mentioned project. This change order is to increase the contract time due to extended lead times for the required piping and valve materials beyond the control of the contractor. Adding additional time to the project will allow the contractor to complete the work now that all the materials have been delivered to the jobsite.

Should you have any questions, comments, or concerns regarding this change order or the project in general, please do not hesitate to contact me.

Sincerely,

Matthew Loker  
Project Manager

CC: Clif Siverd (Mandeville); B. Lyons (DEll); L. Medina (DEll);

John Catalanotto (Fairway); David Martin (Fairway);

Damian Brockhoeft (Gottfried); Ben Keller (Gottfried)



**SECTION 00650**  
**CHANGE ORDER**

**No. 001**

Date of Issuance: 5/7/2025 Effective Date: \_\_\_\_\_

Owner: City of Mandeville	Owner's Contract No.: 212.24.001
Contract: Rehabilitation of Lift Stations No. 13, 18, and 37	Date of Contract: 7/1/2024
Contractor: Gottfried Construction, LLC	Engineer's Project No.: 22-021A

**The Contract Documents are modified as follows upon execution of this Change Order:**


**Description:**

This change order is to add additional 69-days to complete the construction of the lift stations due to unexpected extended lead times for materials to complete the project. The piping and valve materials were the longest lead time items which was used as the primary controlling factor for the extended timeline of the construction schedule.

**Attachments (list documents supporting change):**

Transmittal approval letter; Supporting documents from vendors on lead times: Shipping tickets and Correspondences via email

<b>CHANGE IN CONTRACT PRICE:</b>	<b>CHANGE IN CONTRACT TIMES:</b>
Original Contract Price:  <b>\$981,100.00</b>	Original Contract Times: Working days <input type="checkbox"/> Calendar days <input checked="" type="checkbox"/> Substantial completion (days or date): <b>180 days</b> Ready for final payment (days or date): <b>210 days</b>
Increase from previously approved Change Orders:  <b>N/A</b>	Increase from previously approved Change Orders:  <b>N/A</b>
Contract Price prior to this Change Order:  <b>N/A</b>	Contract Times prior to this Change Order:  <b>N/A</b>
<u>Increase</u> of this Change Order:  <b>N/A</b>	<u>Increase</u> of this Change Order: Substantial completion (days or date): <b>69-days</b> Ready for final payment (days or date): <b>69-days</b>
Contract Price Incorporating this Change Order: <b>\$981,100.00</b>	Contract Times with all approved Change Orders: Substantial completion (days or date): <b>249-Days</b> Ready for final payment (days or date): <b>279-Days</b>

<b>RECOMMENDED:</b>	<b>ACCEPTED:</b>	<b>ACCEPTED:</b>
By: Fairway C+E  Engineer (Authorized Signature)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Date: 5/7/2025 _____	Date: _____	Date: _____



**GOTTFRIED**  
CONSTRUCTION, LLC

May 2, 2025

Fairway Consulting & Engineering  
827 W. 22<sup>nd</sup> Ave.  
Covington, LA 70433

Attention: Matt Loker

RE: **Request for Time Extension**  
Mandeville LS Project No. 212.23.007

Dear Mr. Loker:

Due to delays in the procurement time of the piping and valves, Gottfried is requesting an additional 69 calendar days be added to the contract. Making the new completion date with final billing 9/5/25. NTP for the referenced project was dated 12/1/24, by 12/4/24 all critical materials had been submitted and released for procurement. The initial lead time for the piping and valves was 6 weeks, with an expected delivery date of 1/15/25. Due to several delays in the procurement of these materials, Gottfried did not receive these items until 3/25/25. The procurement time for these materials were out of the control of Gottfried and our supplier. As these materials are critical for starting the project, any delay in the lead time has a direct impact to the critical path of the project. See attached backup documentation.

Very Truly Yours,  
GOTTFRIED CONSTRUCTION, LLC

Damian Brockhoeft  
Senior Project Manager

## Job Account Information

ALL REQUIRED FIELDS MARKED BY \*

\*Branch Number BRW914 \*JOB INFO. STATUS - New Job ☒ Job Change ☐\*Customer Name & Acct. Number Gottfried Construction, LLC\*Desired Ship-to Name or Number PO 2406

## JOB DESCRIPTION

\*Job Name Mandeville LS 13,18,37\*Job Location 202 Katherine Pkwy  
Mandeville, LA 70448

## GENERAL CONTRACTOR INFO.

\*Name Gottfried Construction, LLC\*Address 6 Meyers Drive\*City, State, Zip Covington, LA 70435\*Phone # ( 985 ) 893-3773

## BONDING COMPANY

Name Western Surety CompanyAddress 151 North Franklin St.- 17th FloorCity, State, Zip Chicago, IL 60606Bond # 30179504Phone # ( 800 ) 475-4454

## PROJECT OWNER

\*Name City of Mandeville\*Address 3101 E Causeway Approach\*City, State, Zip Mandeville, LA, 70448\*Phone # ( 985 ) 626-3144

## Contract Information

\*Date of 1<sup>st</sup> Shipment 6 Weeks from Approval\*Dollar Value of Job Material 74,061.34

Est. Date of Completion \_\_\_\_\_

\*PRICE TYPE \_\_\_\_\_

\*TAX EXEMPT Yes ☐ (if yes then cert. #) \_\_\_\_\_ No ☒\*Job Sheet Filled out By Ryan Baldassaro

\*Customer Contact for Additional Information \_\_\_\_\_

## Financing Information

Bank Name JP Morgan Chase<sup>+</sup>Address 201 St. Charles Ave.- 28th FloorCity, State, Zip New Orleans, LA 70170Phone # ( 504 ) 623-1563

\* Ship-to Set up by: \_\_\_\_\_

\* 6 weeks from approval = 12/4/24 + 42 Days = 1/15/25

1/15/25 - 3/25/25 = 69 Days



**Brett Bonvillain**

**Outside Sales**

**9680 S Choctaw Drive**

**Baton Rouge, LA 70815**

[Cell] [225-362-2561] | [Office] [225-332-8432]



**From:** Angelina Tapia <[Angelina@gottfried-us.com](mailto:Angelina@gottfried-us.com)>

**Sent:** Monday, November 11, 2024 2:37 PM

**To:** Brett Bonvillain <[brett.bonvillain@southernpipe.com](mailto:brett.bonvillain@southernpipe.com)>

**Cc:** Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>

**Subject:** Mandeville LS - Submittals

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**\*\* EXTERNAL SENDER \*\***

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Brett,

See attached A/E comments. Please revise & resubmit

- 11/11/24 Initial release of items / resubmit the values

Kind Regards,  
Angelina Tapia



**GOTTFRIED**  
CONSTRUCTION, LLC

Gottfried Construction, LLC  
6 Meyers Road  
Covington, LA 70435

Ph. 985-893-3773

Fax 985-892-5238

[angelina@gottfried-us.com](mailto:angelina@gottfried-us.com)

**From:** Ben Keller <[bkeller@gottfried-us.com](mailto:bkeller@gottfried-us.com)>

**Sent:** Thursday, October 31, 2024 10:50 AM

**To:** Angelina Tapia <[Angelina@gottfried-us.com](mailto:Angelina@gottfried-us.com)>; Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>

**Subject:** Fw: SUBMITTALS

Get [Outlook for Android](#)

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**From:** Brett Bonvillain <[brett.bonvillain@southernpipe.com](mailto:brett.bonvillain@southernpipe.com)>

**Sent:** Thursday, October 31, 2024 10:40:18 AM

**To:** Ben Keller <[bkeller@gottfried-us.com](mailto:bkeller@gottfried-us.com)>

**Subject:** SUBMITTALS



Hey Brett,

Can you please provide lead times for the piping and valves. We have a meeting in the morning.

Kind Regards,  
*Angelina Tapia*



**GOTTFRIED**  
CONSTRUCTION, LLC

Gottfried Construction, LLC  
6 Meyers Road  
Covington, LA 70435

Ph. 985-893-3773  
Fax 985-892-5238  
[angelina@gottfried-us.com](mailto:angelina@gottfried-us.com)

**From:** Angelina Tapia  
**Sent:** Wednesday, December 4, 2024 10:37 AM  
**To:** Brett Bonvillain <[brett.bonvillain@southernpipe.com](mailto:brett.bonvillain@southernpipe.com)>  
**Cc:** Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>  
**Subject:** RE: Mandeville LS - Submittals

Brett,

Please disregard my last email with submittal 09.1, the AE didn't scan all the pages. This one is the correct submittal

Kind Regards,  
*Angelina Tapia*



**GOTTFRIED**  
CONSTRUCTION, LLC

Gottfried Construction, LLC  
6 Meyers Road  
Covington, LA 70435

Ph. 985-893-3773  
Fax 985-892-5238  
[angelina@gottfried-us.com](mailto:angelina@gottfried-us.com)

**From:** Angelina Tapia  
**Sent:** Wednesday, December 4, 2024 10:05 AM  
**To:** Brett Bonvillain <[brett.bonvillain@southernpipe.com](mailto:brett.bonvillain@southernpipe.com)>  
**Cc:** Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>  
**Subject:** RE: Mandeville LS - Submittals

Morning Brett,

See attached AE reviewed submittals.

Sub 09.1 – No Exceptions Taken

Sub 10 – please confirm couplings are lead free

12/4/25 Final release

Kind Regards,

Angelina Tapia



**GOTTFRIED**  
CONSTRUCTION, LLC

Gottfried Construction, LLC  
6 Meyers Road  
Covington, LA 70435

Ph. 985-893-3773

Fax 985-892-5238

[angelina@gottfried-us.com](mailto:angelina@gottfried-us.com)

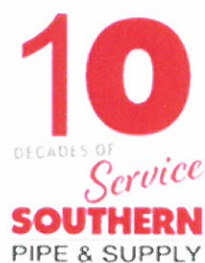
**From:** Brett Bonvillain <[brett.bonvillain@southernpipe.com](mailto:brett.bonvillain@southernpipe.com)>

**Sent:** Wednesday, November 20, 2024 4:16 PM

**To:** Angelina Tapia <[Angelina@gottfried-us.com](mailto:Angelina@gottfried-us.com)>

**Cc:** Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>

**Subject:** RE: Mandeville LS - Submittals



**Brett Bonvillain**

**Outside Sales**

**9680 S Choctaw Drive**

**Baton Rouge, LA 70815**

[Cell] [225-362-2561] | [Office] [225-332-8432]



**From:** Brett Bonvillain

**Sent:** Tuesday, November 19, 2024 3:12 PM

**To:** Angelina Tapia <[Angelina@gottfried-us.com](mailto:Angelina@gottfried-us.com)>

**Cc:** Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>

**Subject:** RE: Mandeville LS - Submittals

See attached revised submittals. I changed the valves completely .

## Damian Brockhoeft

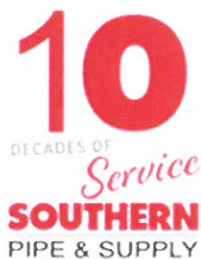
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**From:** Brett Bonvillain  
**Sent:** Thursday, January 23, 2025 2:50 PM  
**To:** Ben Keller <[bkeller@gottfried-us.com](mailto:bkeller@gottfried-us.com)>  
**Subject:** Mandeville LS – Lead time

Ben,

I received an update this morning, looks like the material for Mandeville has been delayed even further. Current ship date is late March to early April.

1/23/25  
Notice of  
delay

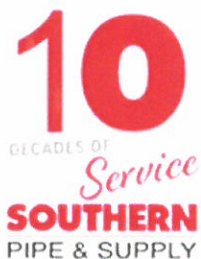


**Brett Bonvillain**  
**Outside Sales**  
**9680 S Choctaw Drive**  
**Baton Rouge, LA 70815**  
[Cell] [225-362-2561] | [Office] [225-332-8432]  
   

**From:** Brett Bonvillain <[brett.bonvillain@southernpipe.com](mailto:brett.bonvillain@southernpipe.com)>  
**Sent:** Friday, January 10, 2025 8:35 AM  
**To:** Angelina Tapia <[Angelina@gottfried-us.com](mailto:Angelina@gottfried-us.com)>  
**Cc:** Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>  
**Subject:** RE: Mandeville LS - Lead time

Between the holidays and all price increase announcements lead times have increased. We are looking at least until the end of February for this order to be complete.

1/10/25  
Notice of  
delay



**Brett Bonvillain**  
**Outside Sales**  
**9680 S Choctaw Drive**  
**Baton Rouge, LA 70815**  
[Cell] [225-362-2561] | [Office] [225-332-8432]  
   

**From:** Angelina Tapia <[Angelina@gottfried-us.com](mailto:Angelina@gottfried-us.com)>  
**Sent:** Wednesday, January 8, 2025 1:10 PM  
**To:** Brett Bonvillain <[brett.bonvillain@southernpipe.com](mailto:brett.bonvillain@southernpipe.com)>  
**Cc:** Damian Brockhoeft <[damian@gottfried-us.com](mailto:damian@gottfried-us.com)>  
**Subject:** RE: Mandeville LS - Lead time



Document: Invoice Invoice Date Order # Page #  
 \*\*\* D U P L I C A T E \*\*\* Southern Pipe Ph#: (225)332-8432 03/27/25 517013-04 BRW 1

Cust #: 90833773 Staging Area PO Date Purchase Order  
 02/21/25 37 & 13

GOTTFRIED CONTRACTING LLC Placed By F Southern Pipe & Supply  
 6 MEYERS DR R Dept. # 6388  
 COVINGTON, LA 70435-9248 O PO Box 11407  
 M Birmingham, AL 35246-6388

S GOTTFRIED CONTRACTING LLC Instructions  
 H 202 KATHERINE PKWY Tax Certificate 212.23.007  
 I MANDEVILLE LS 13, 18, 37 Via Shipped Terms  
 P MANDEVILLE, LA 70448-3324 Our Truck 03/27/25 10Prox,Net30

Line #	Qty Ordered	Qty B.O.	Qty Shipped	Unit	Product and Description	Net Price	Extended Amount
19	2	2	0	each	02-ARV-01 2" APCO COMBO AIR RELEAS VALVE W/ BACKFLUSH KIT	0.00000	0.00
41	1	1	0	each	5603SN 3" FLANGED PLUG VALVE W/ LEVER AND SS BOLTS	0.00000	0.00
45	2	0	2	each	CK710030NN 3" 710/NN NEO FLANGED CHECK VALVE	441.18000	882.36
46	2	0	2	each	RNG481S0300 STYLE 481/316 3. IN. 316 SS RETAIN RING	0.00000	0.00
47	1	1	0	each	EPVQ 3" ECC.PLUG VLV W/HND WHEEL	0.00000	0.00
48	1	1	0	each	4-2050FAPC-I-4FLG 2050-50 BTM ACC SWR ODR CNTRL SYSTEM, 4"FLG	0.00000	0.00

6 Lines Total Qty Shipped Total 4 Total: 882.36  
 Invoice Total: 882.36

Document: Invoice Invoice Date Order # Page #  
 \*\*\* D U P L I C A T E \*\*\* Southern Pipe Ph#: (225)332-8432 03/24/25 517013-03 BRW 1

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Line #	Qty Ordered	Qty B.O.	Qty Shipped	Unit	Product and Description	Net Price	Extended Amount
1	6	0	6	EA	FLGPKSSS 4" FLANGE ACC SET (SS)	119.26000	715.56
2	30	0	30	each	FLGPKSSU 6" FLANGE ACC SET (SS)	215.71000	6471.30
4	1	0	1	each	ZFTD0606P401D 6 DI FLG TEE P401/TN140 DOM 2" BOSS @ M	1587.81000	1587.81
5	4	0	4	each	FERD0604P401D 6x4 DI FLG ECC RED P401/ TN140 DOM	817.70000	3270.80
6	4	0	4	each	FBD9006P401D 6x90 DI FLG BND P401/ TN140 DOM	722.43000	2889.72
7	2	0	2	each	MJSL06P401D 6 DI MJ LNG SLV P401 DOM	506.16000	1012.32
8	1	0	1	each	MJT0606P401D 6 DI MJ TEE P401 DOM	678.63000	678.63
9	1	0	1	each	FRD0603P401D 6x3 DI FLG CONC RED P401 /TN140 DOM	835.62000	835.62
10	1	0	1	EA	MHMGVLU M&H C-515 6" O/L MJ GATE VALVE	1071.45000	1071.45
11	1	0	1	each	DVB562S DOMESTIC VALVE BOX 16T X 24B X WTR LID	226.09000	226.09
17	1	0	1	each	SPFFU12P401 6" X 12' FLG X FLG P401 SPOOL PRM CTD	2081.88000	2081.88

Continued

Document: Invoice Invoice Date Order # Page #  
 \*\*\* D U P L I C A T E \*\*\* Southern Pipe Ph#: (225)332-8432 03/24/25 517013-03 BRW 2

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 02/21/25 37 & 13

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Line #	Qty Ordered	Qty B.O.	Qty Shipped	Unit	Product and Description	Net Price	Extended Amount
18	2	0	2	each	SPFFU1912P401 6" X 19-1/2' FLG X FLG P401 SPL PRM CTD	2979.25000	5958.50
19	2	2	0	each	02-ARV-01 2" APCO COMBO AIR RELEAS VALVE W/ BACKFLUSH KIT	0.00000	0.00
20	2	0	2	each	SPFF1212P401 6" X 12-1/2' FLG X FLG P401 SPOOL PRM CTD	2081.88000	4163.76
36	7	0	7	EA	EB1106 6" MJ MEGALUG Restraint Only f/ DI Pipe Domestic	63.53000	444.71
37	7	0	7	EA	MJSASLGU 6" MJ ACC SET L/GLAND	0.00000	0.00
40	2	0	2	each	SPFFQUP401 3" X 6' FLG X FLG DI SPOOL P401	1190.00000	2380.00
41	2	1	1	each	5603SN 3" FLANGED PLUG VALVE W/ LEVER AND SS BOLTS	645.88000	645.88
42	2	0	2	each	506C 6" VAL-MATIC SWING-FLEX CHECK VALVE	1750.59000	3501.18
43	3	0	3	each	5606F/5A08WGA 6" FLANGED ECC PLUG VALV W/HW GEAR AND OP SS BOLT	1595.29000	4785.87
45	2	2	0	each	CK710030NN 3" 710/NN NEO FLANGED CHECK VALVE	0.00000	0.00

Continued

Document: Invoice Invoice Date Order # Page #  
 \*\*\* D U P L I C A T E \*\*\* Southern Pipe Ph#: (225)332-8432 03/24/25 517013-03 BRW 3

Cust #: 90833773 Staging Area PO Date Purchase Order  
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Line #	Qty Ordered	Qty B.O.	Qty Shipped	Unit	Product and Description	Net Price	Extended Amount
46	2	2	0	each	RNG481S0300 STYLE 481/316 3. IN. 316 SS RETAIN RING	0.00000	0.00
47	1	1	0	each	EPVQ 3" ECC.PLUG VLV W/HND WHEEL	0.00000	0.00
48	1	1	0	each	4-2050FAPC-I-4FLG 2050-50 BTM ACC SWR ODR CNTRL SYSTEM, 4"FLG	0.00000	0.00

24 Lines Total Qty Shipped Total 78 Total: 42721.08  
 Invoice Total: 42721.08

Document: Invoice

Invoice Date

Order #

Page #

\*\*\* D U P L I C A T E \*\*\*

Southern Pipe Ph#: (225)332-8432 03/20/25

517013-02 BRW 1

Cust #: 90833773

Staging Area

PO Date

Purchase Order

02/21/25

37 &amp; 13

GOTTFRIED CONTRACTING LLC  
6 MEYERS DR

Placed By

F Southern Pipe &amp; Supply

R Dept. # 6388

O PO Box 11407

COVINGTON, LA 70435-9248

M Birmingham, AL 35246-6388

S GOTTFRIED CONTRACTING LLC  
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Instructions

Tax Certificate 212.23.007

Via

Shipped

Terms

Our Truck

03/20/25

10Prox,Net30

Line #	Qty Ordered	Qty B.O.	Qty Shipped	Unit	Product and Description	Net Price	Extended Amount
1	6	6	0	EA	FLGPKSSS 4" FLANGE ACC SET (SS)	0.00000	0.00
2	30	30	0	each	FLGPKSSU 6" FLANGE ACC SET (SS)	0.00000	0.00
4	1	1	0	each	ZFTD0606P401D 6 DI FLG TEE P401/TN140 DOM 2" BOSS @ M	0.00000	0.00
5	4	4	0	each	FERD0604P401D 6x4 DI FLG ECC RED P401/ TN140 DOM	0.00000	0.00
6	4	4	0	each	FBD9006P401D 6x90 DI FLG BND P401/ TN140 DOM	0.00000	0.00
7	2	2	0	each	MJSL06P401D 6 DI MJ LNG SLV P401 DOM	0.00000	0.00
8	1	1	0	each	MJT0606P401D 6 DI MJ TEE P401 DOM	0.00000	0.00
9	1	1	0	each	FRD0603P401D 6x3 DI FLG CONC RED P401 /TN140 DOM	0.00000	0.00
10	1	1	0	EA	MHMGVLU M&H C-515 6" O/L MJ GATE VALVE	0.00000	0.00
11	1	1	0	each	DVB562S DOMESTIC VALVE BOX 16T X 24B X WTR LID	0.00000	0.00
14	2	0	2	each	ROM501-4.00X5 3" 501 CPLG W/304SS HRDW	174.37000	348.74

Continued

Document: Invoice Invoice Date Order # Page #  
 \*\*\* D U P L I C A T E \*\*\* Southern Pipe Ph#: (225)332-8432 03/20/25 517013-02 BRW 2

Cust #: 90833773 Staging Area PO Date Purchase Order  
 02/21/25 37 & 13

GOTTFRIED CONTRACTING LLC Placed By F Southern Pipe & Supply  
 6 MEYERS DR R Dept. # 6388  
 COVINGTON, LA 70435-9248 O PO Box 11407  
 M Birmingham, AL 35246-6388

S GOTTFRIED CONTRACTING LLC Instructions  
 H 202 KATHERINE PKWY Tax Certificate 212.23.007  
 I MANDEVILLE LS 13, 18, 37 Via Shipped Terms  
 P MANDEVILLE, LA 70448-3324 Our Truck 03/20/25 10Prox,Net30

Line #	Qty Ordered	Qty B.O.	Qty Shipped	Unit	Product and Description	Net Price	Extended Amount
17	1	1	0	each	SPFFU12P401 6" X 12' FLG X FLG P401 SPOOL PRM CTD	0.00000	0.00
18	2	2	0	each	SPFFU1912P401 6" X 19-1/2' FLG X FLG P401 SPL PRM CTD	0.00000	0.00
19	2	2	0	each	02-ARV-01 2" APCO COMBO AIR RELEAS VALVE W/ BACKFLUSH KIT	0.00000	0.00
20	2	2	0	each	SPFF1212P401 6" X 12-1/2' FLG X FLG P401 SPOOL PRM CTD	0.00000	0.00
36	7	7	0	EA	EB1106 6" MJ MEGALUG Restraint Only f/ DI Pipe Domestic	0.00000	0.00
37	7	7	0	EA	MJSASLGU 6" MJ ACC SET L/GLAND	0.00000	0.00
38	1	0	1	each	300-DP-SS 3" 316SS DUST PLUG	69.01000	69.01
39	1	0	1	each	300-DL-SS 3" 316SS COUPLER X 150# ASA FLANGE	338.30000	338.30
40	2	2	0	each	SPFFQUP401 3" X 6' FLG X FLG DI SPOOL P401	0.00000	0.00
41	2	2	0	each	5603SN 3" FLANGED PLUG VALVE W/ LEVER AND SS BOLTS	0.00000	0.00

Continued

Document: Invoice Invoice Date Order # Page #  
 \*\*\* D U P L I C A T E \*\*\* Southern Pipe Ph#: (225)332-8432 03/20/25 517013-02 BRW 3

Cust #: 90833773 Staging Area PO Date Purchase Order  
 02/21/25 37 & 13

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Line #	Qty Ordered	Qty B.O.	Qty Shipped	Unit	Product and Description	Net Price	Extended Amount
42	2	2	0	each	506C 6" VAL-MATIC SWING-FLEX CHECK VALVE	0.00000	0.00
43	3	3	0	each	5606F/5A08WGA 6" FLANGED ECC PLUG VALV W/HW GEAR AND OP SS BOLT	0.00000	0.00
44	21	0	21	FT	IGPTCQ 3 STD GALV PIPE T&C A53 C/W IMP	8.66000	181.86
45	2	2	0	each	CK710030NN 3" 710/NN NEO FLANGED CHECK VALVE	0.00000	0.00
46	2	2	0	each	RNG481S0300 STYLE 481/316 3. IN. 316 SS RETAIN RING	0.00000	0.00
47	1	1	0	each	EPVQ 3" ECC.PLUG VLV W/HND WHEEL	0.00000	0.00

27 Lines Total Qty Shipped Total 25 Total: 937.91  
 Invoice Total: 937.91

RES 25-21



**THE FOLLOWING RESOLUTION WAS SPONSORED BY COUNCIL MEMBER DISCON AND MOTIONED FOR ADOPTION BY COUNCIL MEMBER \_\_\_\_\_; SECONDED FOR ADOPTION BY COUNCIL MEMBER \_\_\_\_\_.**

**RESOLUTION NO.25-21**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE ADOPTING R.S. 39:1597 (SOLE SOURCE PROCUREMENT) AS INTERNAL POLICY AND AUTHORIZING ITS INCORPORATION INTO THE CITY'S PROCUREMENT PROCEDURES**

**WHEREAS**, the City of Mandeville is governed by the Louisiana Public Bid Law under Title 38 of the Louisiana Revised Statutes for public works and the procurement of materials and supplies; and

**WHEREAS**, Title 38 does not expressly authorize sole source procurement, yet there are circumstances in which goods, services, or systems are available only from a single source due to proprietary design, system compatibility, operational continuity, or vendor exclusivity; and

**WHEREAS**, R.S. 39:1597 of the Louisiana Procurement Code allows for the award of contracts without competition when it is determined in writing that there is only one source for the required supply, service, or major repair item; and

**WHEREAS**, the Louisiana Legislative Auditor has confirmed in its *Public Bid Law FAQ* (Q1, p.1) that municipalities may adopt all or part of the Louisiana Procurement Code by ordinance or resolution when it is in the best interest of the entity; and

**WHEREAS**, the City of Mandeville desires to adopt a structured, documented process for sole source procurement to ensure transparency, consistency, and compliance with applicable laws;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Mandeville that:

- (a) The City hereby adopts the provisions of **R.S. 39:1597** for internal policy use as the basis for a documented sole source procurement protocol.
- (b) The adopted policy shall be incorporated into the City of Mandeville Procurement Policy and Procedures Manual as **Section 5.9**, establishing clear criteria, justification requirements, and Council oversight thresholds for sole source determinations, which is attached hereto as Exhibit "A".
- (c) All sole source purchases that exceed the thresholds established under the Public Bid Law shall be brought before the City Council for approval and must include full documentation as required under the adopted Section 5.9 protocol.

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this \_\_\_\_ th day of \_\_\_\_\_, 2025.

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Alicia Watts  
Council Clerk

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Scott Discon  
Council Chairman

## 5.9 Sole Source Procurement – Protocol and Procedure

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Pursuant to **Resolution No. \_\_\_\_\_**, adopted on \_\_\_\_\_, the City of Mandeville establishes the following protocol for sole source procurement.

### A. Purpose and Authority

The Louisiana Public Bid Law (La. R.S. 38:2211 et seq.) does not expressly authorize sole source procurement for materials or public works. However, the City of Mandeville adopts **La. R.S. 39:1597** of the Louisiana Procurement Code for internal policy use to document and justify sole source purchases when competition is not feasible. <sup>1</sup>

*LOUISIANA REVISED STATUTES – R.S. 39:1597*

*§1597. SOLE SOURCE PROCUREMENTS*

*A CONTRACT MAY BE AWARDED FOR A REQUIRED SUPPLY, SERVICE, OR MAJOR REPAIR WITHOUT COMPETITION WHEN, UNDER REGULATIONS, THE CHIEF PROCUREMENT OFFICER OR HIS DESIGNEE ABOVE THE LEVEL OF PROCUREMENT OFFICER DETERMINES IN WRITING THAT THERE IS ONLY ONE SOURCE FOR THE REQUIRED SUPPLY, SERVICE, OR MAJOR REPAIR ITEM.*

*CITATION:*

*LA. R.S. 39:1597, ENACTED BY ACTS 1979, NO. 715, §1, EFFECTIVE JULY 1, 1980; AMENDED BY ACTS 2014, NO. 864, §2, EFFECTIVE JAN. 1, 2015.*

This policy provides a framework for securing goods or services that are available from only one source, in compliance with legal and audit standards.

### B. When Sole Source Procurement May Be Used

Sole source procurement may be used only when one or more of the following conditions apply:

1. **Proprietary or Exclusive Product or Service** – The item or service is only available from a single provider due to intellectual property rights, patents, or exclusive distribution agreements.
2. **System Compatibility** – The item or service must work with existing equipment, software, infrastructure, or platforms already in use by the City, and no compatible alternatives exist.
3. **Specialized or Certified Provider** – The vendor is uniquely qualified based on technical expertise, certifications, or specialized knowledge relevant to the City’s operational needs.
4. **Continuity of Operations** – Procurement is required to avoid interruption of essential services or delay of mission-critical functions, where alternative vendors would present unacceptable risk.
5. **Market Limitation** – Independent research or vendor documentation confirms that no other sources reasonably meet the City’s specifications or operational requirements.

### C. Examples of Sole Source Situations (Non-Exhaustive)

- A product or service that must be acquired from a sole manufacturer or authorized provider.

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<sup>1</sup> Louisiana Legislative Auditor, *Public Bid Law Frequently Asked Questions*, Q1, Page 1. Available at: [https://app.la.state.la.us/llala.nsf/87BD5C74CB17E03686257AB8006F37DE/\\$FILE/Public%20Bid%20Law%20FAQ.pdf](https://app.la.state.la.us/llala.nsf/87BD5C74CB17E03686257AB8006F37DE/$FILE/Public%20Bid%20Law%20FAQ.pdf)

- A licensed software system that only the original developer or certified partner may modify or maintain.
- An add-on component or upgrade that is compatible only with an existing proprietary system.
- A repair or service contract where third-party work would void warranties or violate regulatory standards.
- An item required for public safety, utilities, or emergency preparedness that cannot be substituted without compromising performance or compliance.

#### D. Required Justification and Approvals

All sole source procurements must be supported by a **Sole Source Justification Form** submitted by the requesting department and approved by the Purchasing Agent. Justification must include:

- Description of the item or service
- Statement of why only one source is available
- Supporting documentation (e.g., vendor letter, technical rationale, market research)
- Pricing or quote
- Explanation of risk, operational need, or system compatibility

#### Approval Thresholds:

- **Purchases below Title 38 thresholds** may be approved by the Purchasing Agent.
- **Purchases at or above Title 38 thresholds** must be approved by the **City Council**, with the justification included in the official record.

#### E. Technology and RFP-Eligible Systems

For procurement of computers, software, telecommunications, and data processing systems, the City shall comply with **R.S. 38:2234–2237**, which allows for a Request for Proposal (RFP) in lieu of public bidding.

If an RFP is not feasible due to licensing, proprietary architecture, or lack of competitive alternatives, the City may apply this sole source policy with full documentation and Council approval.

#### F. Exclusions

- Sole source shall not be used solely for convenience, preference, or vendor familiarity.
- Commodities or services that are readily available from multiple vendors are **not eligible**.
- Professional services governed by **R.S. 38:2318.1** (e.g., architecture, engineering, legal) are exempt from public bidding and do **not require sole source justification**.

ORD 25-15

**THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER**  
**\_\_\_\_\_**; **MOVED FOR ADOPTION BY COUNCIL MEMBER**  
**\_\_\_\_\_**, **SECONDED FOR ADOPTION BY COUNCIL MEMBER**  
**\_\_\_\_\_**

**ORDINANCE NO. 25-15**

**AN ORDINANCE FOR THE CITY COUNCIL OF THE CITY OF MANDEVILLE TO  
AMEND ORDINANCE NUMBER 24-22, THE OPERATING BUDGET OF THE CITY  
OF MANDEVILLE AND FOR OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, Article B, Financial Procedures of the Home Rule Charter provides that amendments to the adopted budget be made by ordinance; and

**WHEREAS**, an amendment to the Operating Budget adopted for fiscal year 2024-2025, Ordinance Number 24-22, is required due to expenditures that will exceed the current authorized appropriated funds budgeted for 2024-2025 City of Mandeville Operating Budget; and

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Mandeville that the Operating Budget ordinance for fiscal year 2024-2025, Ordinance Number 24-22, is hereby amended to include the budget amendments as set forth on the attached Exhibit “A”, Budget Amendment No.8 (Social Services) incorporated as a part hereof, and be adopted for the 2024-2025 Fiscal Year Operating Budget.

**BE IT FURTHER ORDAINED**, that in all other respects the 2024-2025 Operating Budget adopted shall remain in full force and effect.

The Ordinance being submitted to a vote, the vote thereon was as follows:

AYES:  
NAYS:  
ABSTENTIONS:  
ABSENT:

and the Ordinance was declared adopted this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Alicia Watts  
Clerk of Council

\_\_\_\_\_  
Scott Discon  
Council Chairman

FY 2025 Budget Amendment #8  
Exhibit A

		Current Budget	Proposed Change	Revised Budget
<u>General Fund</u>				
<i>Operating Expenditures</i>				
10100-45100	Social Services	\$ 22,000	\$ 10,000	\$ 32,000
	Earmarking:			
	Youth Service Bureau		\$ 10,000	