

# ***SEWERAGE & WATER BOARD OF NEW ORLEANS***

## **FINANCE COMMITTEE MEETING**

**TUESDAY, MARCH 11, 2014**

**9:00 AM**

### **COMMITTEE MEMBERS**

Mr. Charles F. Webb, Chair • Ms. Kerri Kane • Mr. Wm. Raymond Manning • Ms. Loyce Pierce Wright

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## **FINAL AGENDA**

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### **ACTION ITEMS**

1. Approval of Previous Report
2. General Superintendent's Recommendations
3. Change Order (R-046-2014)
4. Authorization to Amend Contract with Chester Engineers, Inc. for Program Management Services for Hurricane Related Drainage Restoration Projects (R-050-2014)
5. Ratification of Algiers Lease Extension (R-041-2014)
6. Authorization to Issue Request for Proposal for Two Attorneys to Represent the Sewerage and Water Board of New Orleans on Automobile Accident Cases (R-049-2014)
7. Ratification Legal Service Agreement Casandra Jones v. Sewerage and Water Board of New Orleans, USDC No. 2:13 cv 06288
8. Executive Session
  - Christina Johnson, et al v. Demetrius Jones, et al, CDC No. 2011-2506, Div. "E", Sec. 7
  - Pamela Mercadel v. City of New Orleans, et al, CDC No. 2012-3170, Div. "N"
  - Terrill Johnson v. Sewerage & Water Board of New Orleans, et al, CDC No. 2012-1625, Div. "L", Sec. 6

### **INFORMATION ITEMS**

9. Financial Results through January 2014
10. Change Order Analysis
11. FEMA Project Worksheet Status
12. 2014 Committee/Board Meeting Schedule
13. Any Other Matters
14. Reference Material (**In Binders**)
  - A. Sewerage & Water Board By-Laws
  - B. 2014 Operating & Capital Budget
  - C. Strategic Plan
  - D. Tracking Tool for Commitments to the City Council
  - E. Bond Rating
15. Adjournment



**"RE-BUILDING THE CITY'S WATER SYSTEMS FOR THE 21<sup>ST</sup> CENTURY"**

# **Sewerage & Water Board of NEW ORLEANS**

MITCHELL J. LANDRIEU, *President*  
WM. RAYMOND MANNING, *President Pro-Tem*

625 ST. JOSEPH STREET  
NEW ORLEANS, LA 70165 • 504-529-2837 OR 52W-ATER  
www.swbnoia.org

February 4, 2014

## **TO THE HONORABLE PRESIDENT AND MEMBERS OF THE SEWERAGE AND WATER BOARD OF NEW ORLEANS**

The Finance Committee of the Sewerage and Water Board of New Orleans met on Tuesday February 4, 2014 at 9:00 A.M. in the Board Room, 625 St. Joseph Street to consider the following matters.

### **ACTION ITEMS**

#### **Item 1      APPROVAL OF PREVIOUS REPORT**

The report of the Regular Finance Committee Meeting held on Tuesday, December 3, 2013 was received. Upon a motion of Ms. Kane and second by Mr. Manning, the report was approved.

#### **Item 2      GENERAL SUPERINTENDENT'S RECOMMENDATIONS** **BIDS**

#### **R-021-2014 – FURNISHING, DELIVERING AND INSTALLING GPS** **SYSTEM FOR SEWERAGE AND WATER BOARD OF NEW ORLEANS** **VEHICLE FLEET – REQ. NO. YG140007**

Mr. Becker recommended the low bid of Motionlink in the total amount of \$437,939.52.

Upon a motion by Mr. Manning and seconded by Ms. Kane, the motion was approved.

#### **R-022-2014 – FURNISHING COMPLETE FLEET TIRE SERVICE - REQ. NO. YG140003**

Mr. Becker recommended that this bid be rejected and rebid.

Upon a motion by Ms. Kane and seconded by Mr. Manning, the bid was rejected.

## **CONTRACT RENEWALS**

### **R-023-2014 – FIRST AND FINAL RENEWAL OF CONTRACT FOR FURNISHING & DELIVERING OFFICE SUPPLIES - REQ. NO. ST140001**

#### **(PREVIOUS REQ. NO. ST120003)**

Mr. Becker recommended the first and only renewal of contract for furnishing & delivering office supplies to New Orleans Office Supplies, Inc. for the amount of \$48,784.83.

Upon a motion by Ms. Kane and seconded by Mr. Manning, the motion was approved.

### **R-030-2014 – FIRST AND FINAL RENEWAL OF CONTRACT FOR FURNISHING AIR CONDITIONING AND HEATING MAINTENANCE FOR CENTRAL YARD - REQ. NO. Y0130007**

Mr. Becker recommended the first and only renewal of contract for furnishing air conditioning and heating to Siemens Industry, Inc. for the amount of \$58,799.00.

Upon a motion by Ms. Kane and seconded by Mr. Manning, the motion was approved.

### **R-031-2014 – EMERGENCY LETTER BID FOR RECONSTRUCTION OF THE FLORIDA AVENUE CANAL BETWEEN SPAIN AND MUSIC**

Mr. Becker recommended the low bid of Cajun Contractors, Inc. for the amount of \$2,216,000.00.

Upon a motion by Mr. Manning and seconded by Ms. Kane, the motion was approved.

## **Item 3**

## **CHANGE ORDERS**

### **R-024-2014 – RATIFICATION OF CHANGE ORDER NO. 5 FOR CONTRACT 1353 – HURRICANE RELATED REPLACEMENT OF THE BOILER PRE HEATERS AT THE CARROLLTON WATER PURIFICATION PLANT – POWER COMPLEX**

Mr. Becker recommended the ratification of change order #5 for contract 1353 – Hurricane Katrina related replacement of the boiler pre heaters at the Carrollton Water Purification Plant – Power Complex with Alfred Conhagen Inc. in the amount of \$261,170.31. This brings the total change order amount to \$440,605.26 or 16% of the original bid amount.

Upon a motion by Mr. Manning and seconded by Ms. Kane, the motion was approved.

**R-025-2014 - RATIFICATION OF CHANGE ORDER NO. 7 FOR CONTRACT 1350 – HURRICANE RELATED REPAIRS TO TURBINE 4 AT THE CARROLLTON WATER PURIFICATION PLANT – POWER COMPLEX**

Mr. Becker recommended ratification of change order #7 for contract 1350 – Hurricane Katrina Related Repairs to turbine 4 at the Carrollton Water Purification Plant – Power Complex with Industrial & Mechanical Construction, Inc. in the amount of \$910,424.08. This brings the total change order amount to \$1,599,465.26 or 12.54% of the original bid amount.

Upon a motion by Mr. Manning and seconded by Ms. Kane, the motion was approved.

**Item 4**

**R-020-2014 - CUSTOMER ACCOUNT MANAGEMENT REPLACEMENT SYSTEM**

Mr. Miller discussed the process used to identify a Tier 2 system that meets the needs of Sewerage and Water Board within the allotted budget. Staff determined the proposal from Cogsdale Corporation was the preferred choice. The proposed cost is \$3,928,155 with a five year cost of ownership totaling \$4,531,042.

Upon a motion by Mr. Manning and seconded by Ms. Kane, the motion was approved.

**Item 5**

**R-027-2014 –APPROVAL OF AGREEMENT BETWEEN THE UNIVERSITY OF NEW ORLEANS DEPARTMENT OF CIVIL AND ENVIRONMENTAL ENGINEERING AND THE SEWERAGE AND WATER BOARD OF NEW ORLEANS FOR MONITORING AND ODOR CONTROL PROJECT**

Ms. Goddard discussed the request for approval of agreement between the University of New Orleans, Department of Civil and Environmental Engineering and the Sewerage and Water Board of New Orleans for monitoring and odor control.

Upon a motion by Mr. Manning and seconded by Ms. Kane the motion was approved.

**Item 6**

**R-028-2014 –APPROVAL OF AGREEMENT BETWEEN THE CITY OF NEW ORLEANS DEPARTMENT OF PARKS AND PARKWAY AND THE SEWERAGE AND WATER BOARD OF NEW ORLEANS FOR GREEN INFRASTRUCTURE**

Ms. Goddard discussed the request for approval of agreement between the City of New Orleans, Department of Parks and Parkway and the Sewerage and Water Board of New Orleans for Green Infrastructure.

Upon a motion by Ms. Kane and seconded by Mr. Manning, the motion was approved.

**Item 7**

**R-032-2014 – AUTOMOBILE FLEET PHYSICAL DAMAGE INSURANCE**

Mr. Miller is recommending option #2, a one-time 14 month policy (a term from 3/20/14 to 5/20/15) for a premium of \$251,024. This would bring the Automobile Physical Damage coverage term concurrent with the Property coverage term (5/20/14-5/20/15) in 2015.

Upon a motion by Mr. Manning and seconded by Ms. Kane, the motion was approved.

**Item 8**

**R-019-2014 – AUTHORIZATION FOR THE FIRST RENEWAL TO AN AGREEMENT WITH BLACK & VEATCH CONSULTANTS FOR PREPARATION OF THE REPORT ON OPERATIONS FOR 2013**

Mr. Miller discussed the request for authorization (First Option Renewal) for Black and Veatch to prepare the Report on Operations for 2013 for a cost of \$101,000. DBE participation is 49%.

Upon a motion by Ms. Kane and seconded by Mr. Manning, the motion was approved.

**Item 9**

**BOND ISSUES STATUS UPDATE & PRELIMINARY RESOLUTIONS**

**R-033-2014 - SEWERAGE & WATER BOARD OF NEW ORLEANS PRELIMINARY RESOLUTION AUTHORIZING WATER REVENUE AND REFUNDING BONDS, NOT TO EXCEED (\$115,000,000)**

Mr. Miller discussed the preliminary resolution authorizing Water Revenue and Refunding Bonds not to exceed \$115,000,000.

Upon a motion by Ms. Kane and seconded by Mr. Manning, the motion was approved.

**R-034-2014 - SEWERAGE & WATER BOARD OF NEW ORLEANS PRELIMINARY RESOLUTION AUTHORIZING SEWERAGE SERVICE REVENUE AND REFUNDING BONDS, NOT TO EXCEED (\$200,000,000)**

Mr. Miller discussed the preliminary resolution authorizing Sewerage Service Revenue and Refunding Bonds not to exceed \$200,000,000.

Upon a motion by Ms. Kane and seconded by Mr. Manning, the motion was approved.

**R-035-2014 - C. SEWERAGE & WATER BOARD OF NEW ORLEANS PRELIMINARY RESOLUTION AUTHORIZING DRAINAGE SYSTEM IMPROVEMENTS AND REFUNDING BONDS NOT TO EXCEED (\$100,000,000)**

Mr. Miller discussed the preliminary resolution authorizing Drainage System Improvements and Refunding Bonds not to exceed \$100,000,000.

Upon a motion by Mr. Manning and seconded by Ms. Kane, the motion was approved.

## **INFORMATION ITEMS**

### **Item 10      PRELIMINARY UNAUDITED FINANCIAL RESULTS THROUGH DECEMBER 2013**

Mr. Miller discussed the preliminary unaudited financial results through December 2013. There were three significant non-recurring journal entries posted: correction of a prior-period journal entry write-down of amounts receivable from FEMA for reimbursement of storm damage reconstruction cost; correction of a prior-period journal cancellation of a portion of the Special Community Disaster Loan; and the cancellation of the remaining portion of the Special Community Disaster Loan. These journal entries were reviewed with and approved by our auditors from Postlethwaite & Netterville.

### **Item 11      QUARTERLY CASH MANAGEMENT AND INVESTMENT REPORT ENDING DECEMBER 31, 2013**

The committee received the report.

### **Item 12      CHANGE ORDER ANALYSIS** The committee received the report.

### **Item 13      FEMA PROJECT WORKSHEET**

The committee received the report.

### **Item 14      COMMITTEE/BOARD MEETING SCHEDULE**

The committee received the report.

### **Item 15      ANY OTHER MATTERS**

None

### **Item 16      REFERENCE MATERIAL (IN BINDERS)**

- A. Sewerage & Water Board By-Laws
- B. 2014 Operating & Capital Budgets
- C. Strategic Plan
- D. Tracking Tool for Commitments to the City Council
- E. Bond Rating

**Item 17      ADJOURNMENT**

**ATTENDANCE**

**Present:**

Mr. Charles F. Webb  
Mr. Wm. Raymond Manning  
Ms. Kerri Kane

**Absent**

Ms. Loyce Wright

Also in attendance were Robert Miller, Interim Executive Director; Joseph Becker, General Superintendent; Madeline Goddard, Deputy Superintendent; Brian Ferrara, Deputy Special Counsel; Ethel Williams, Finance Admin.; Dexter Joseph, Budget Director; Michele Holley, Budget Analyst; Jacqueline Shine, Utility Services Admin.; Melinda Nelson, Utility Services Admin.; Robert Jackson, Utility Senior Services Mgr. ; Alvin Porter, EDB Management Supervisor I; Jason Higginbotham, Utilities Senior Services Mgr.; Carol Rocque, Damon Rocque, Rocque Securities Corp.; Steven Stuart, BGR; Charles Kennedy Jr., The Kennedy Financial Group; Brenda Thornton, Communirep Inc; Jason Akers, F&J; Joe Sensebe, Arcadis;

Respectfully submitted,

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Mr. Charles F. Webb, CPA, Chair

**CONTRACT 8132 - KATRINA RELATED REPAIRS GARAGE NO. 1 AND THE  
GENERATOR BUILDING AT CENTRAL YARD IN THE CITY OF NEW ORLEANS,  
LA**

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**BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that three (3) bids were received on February 14, 2014 after advertising according to the Public Bid Law, for performing work under Contract 8132. The second low formal bid was hereby accepted and contract awarded therefore to **INDUSTRIAL & MECHANICAL CONTRACTORS, INC.** for the total amount of **\$1,204,500.00.**

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I, Robert Miller, Interim Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on March 19, 2014.

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ROBERT MILLER  
INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS



**FURNISHING JANITORIAL SERVICES AT CENTRAL YARD 2900 PEOPLES  
AVENUE 2901 EADS STREET BUILDINGS AND TRAILER - REQ. NO.  
YO130018**

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**BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that three (3) bids were received on June 27, 2013 after advertising according to the Public Bid Law, for Furnishing Janitorial Services at Central Yard 2900 Peoples Avenue 2901 Eads Street Buildings and Trailer. The second low formal bid was hereby accepted and contract awarded therefore to **ARC Enterprises** for the total amount of **\$48,841.50**.

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I, Robert Miller, Interim Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on March 19, 2014.

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ROBERT MILLER  
INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**EMERGENCY LETTER BIDS FOR 2014 REWINDING FREQUENCY CHANGER NO. 1  
AT STATION "C"**

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**BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that three (3) bids were received on February 12, 2014 after advertising according to the Public Bid Law, for Emergency Letter Bid Proposals for 2014 Rewinding Frequency Changer No. 1 at Station "C". The bid was hereby accepted and contract awarded therefore to **Bollinger Quick Repair, L.L.C.** for the total amount of **\$1,300,000.00.**

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I, Robert Miller, Interim Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on March 19, 2014.

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ROBERT MILLER  
INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**FINAL ACCEPTANCE AND CLOSE OUT TO CONTRACT 1337 - SODIUM  
HYPOCHLORITE BULK STORAGE/FEED FACILITY AT THE CWPP**

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**WHEREAS, Contract 1337** is ready for Final Acceptance by the Sewerage & Water Board of New Orleans; and

**WHEREAS,** the General Superintendent in his report has recommended that this contract receive final acceptance and be closed out.

**NOW, THEREFORE, BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that the recommendation of the General Superintendent to authorize final acceptance and to close out Contract by **Lou-Con, Inc.** for **CONTRACT 1337**, is hereby approved.

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I, Robert Miller, Interim Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on March 19, 2014.

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ROBERT MILLER  
INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**FINAL ACCEPTANCE AND CLOSE OUT TO CONTRACT 8140 - HURRICANE  
KATRINA RELATED REPAIRS AT THE CARROLLTON WATER PLANT AND WATER  
INTAKE #1**

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**WHEREAS, Contract 8140** is ready for Final Acceptance by the Sewerage & Water Board of New Orleans; and

**WHEREAS,** the General Superintendent in his report has recommended that this contract receive final acceptance and be closed out.

**NOW, THEREFORE, BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that the recommendation of the General Superintendent to authorize final acceptance and to close out Contract by **MST Enterprises, LLC** for **CONTRACT 8140**, is hereby approved.

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I, Robert Miller, Interim Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on March 19, 2014.

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ROBERT MILLER  
INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**FINAL ACCEPTANCE AND CLOSE OUT TO CONTRACT 1337 - SODIUM  
HYPOCHLORITE BULK STORAGE/FEED FACILITY AT THE CWPP**

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**WHEREAS, Contract 1337** is ready for Final Acceptance by the Sewerage & Water Board of New Orleans; and

**WHEREAS,** the General Superintendent in his report has recommended that this contract receive final acceptance and be closed out.

**NOW, THEREFORE, BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that the recommendation of the General Superintendent to authorize final acceptance and to close out Contract by **Lou-Con, Inc.** for **CONTRACT 1337**, is hereby approved.

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I, Marcia A. St. Martin, Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on March 19, 2014.

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ROBERT MILLER  
INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**FINAL ACCEPTANCE AND CLOSE OUT TO CONTRACT 8140 - HURRICANE  
KATRINA RELATED REPAIRS AT THE CARROLLTON WATER PLANT AND WATER  
INTAKE #1**

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**WHEREAS, Contract 8140** is ready for Final Acceptance by the Sewerage & Water Board of New Orleans; and

**WHEREAS,** the General Superintendent in his report has recommended that this contract receive final acceptance and be closed out.

**NOW, THEREFORE, BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that the recommendation of the General Superintendent to authorize final acceptance and to close out Contract by **MST Enterprises, LLC** for **CONTRACT 8140**, is hereby approved.

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I, Marcia A. St. Martin, Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on March 19, 2014.

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ROBERT MILLER  
INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**RATIFICATION OF CHANGE ORDER NO. 4 FOR CONTRACT 3661 –  
MODIFICATIONS TO EAST BANK WASTEWATER TREATMENT PLANT FLOOD  
PROTECTION SYSTEM**

**WHEREAS**, the Sewerage and Water Board entered into Contract 3661 with Cajun Constructors, Inc. for FEMA funded Modifications to the East Bank Wastewater Treatment Plant Flood Protection System in the bid amount of \$24,391,466.00, and

**WHEREAS**, in the course of these modifications, the contractor was directed to uncover a leak in the roadway on the 66" SFM in the vicinity of monolith #120 and relocate the pile driving crews due to TRS delays, at an additional cost of \$104,990.00. This cost will be eligible for FEMA reimbursement, and

**WHEREAS**, the contractor had to adjust the actual quantity and lengths of the 16 inch precast piles and install 18 inch ductile iron piping through the wall at monolith #226, at an additional cost of \$120,306.75. This cost will be eligible for FEMA reimbursement, and

**WHEREAS**, the contractor had to modify the two 30 inch emergency discharge lines to allow unblocked access to the service road. Additional cost due to unforeseen delays to a SFM leak at monolith #120, and had standby / downtime cost & additional crane moves at monoliths #120 & #226, at an additional cost of \$363,931.00. This cost will be eligible for FEMA reimbursement, and

**WHEREAS**, the contractor had to design and install TRS and saddles on both SFM's to locate leaks, overhead and extended equipment rental cost incurred while prosecuting the contract work, at an additional cost of \$1,085,920.00. This cost will be eligible for FEMA reimbursement, and

**WHEREAS**, the Sewerage and Water Board has previously approved Change Orders for this Contract in the amount of \$520,998.40. This Change Order, in the amount of \$1,675,147.75, brings the accumulated total to \$2,196,146.15, which is 9.0% of the original Contract value.

**NOW THEREFORE BE IT RESOLVED**, the approval of Change Order No. 4 for Contract 3661 be ratified by the Sewerage and Water Board

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I, Robert Miller, Interim Executive Director,  
Sewerage and Water Board of New Orleans, do hereby  
certify that the above and foregoing is a true  
and correct copy of a Resolution adopted at the Regular  
Monthly Meeting of said Board, duly called and held,  
According to law, on March 19, 2014

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ROBERT MILLER, INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS



# SEWERAGE AND WATER BOARD OF NEW ORLEANS

## Inter-Office Memorandum

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**Date:** February 17, 2014

**From:** Joseph Becker, P.E.  
General Superintendent

**To:** Robert Miller  
Interim Executive Director

**Re:** Contract Number 3661  
Modification to East Bank Wastewater Treatment Plant Flood Protection System  
Change Order 4

Enclosed please find a recommendation from Ron Spooner, Chief of Engineering for approval of Change Order No. 4 for the above Contract. This Change Order is in the amount of \$1,675,147.55 and funds for this Change Order will be eligible for reimbursement through FEMA.

This additional work entails uncovering the leak in roadway near monolith #120, relocating pile driving crews & re-strikes, adjusting the quantity and length of the 16" precast piles that were driven. Installation of 18" ductile iron piping through the wall at monolith #226, modification of the two 30" emergency discharge lines, delays due to SFM leak at monolith #120. Standby / downtime and additional crane moves at monoliths #120 & #226. Design and installation of the TRS and the installation of saddles on both 54" & 66" SFM's to locate leaks & determine repairs. Overhead and extended equipment rental cost incurred while prosecuting the contract work. The required DBE participation on the Contract is 35% and the Contractor is forecasted to meet a 37.5% DBE participation.

The previous change orders for this contract were in the amount of \$520,998.40. This change order brings the accumulated total to \$2,196,146.15, which is 9.0% above the original bid amount of Contract.

I would appreciate you forwarding this to the attention of the appropriate committees of the Board for their consideration and approval.

Joseph Becker, P.E.  
General Superintendent

cc: Madeline Goddard, Deputy General Superintendent  
Ron Spooner, Chief of Engineering  
Reid Dennis, FEMA Program Management Supervisor  
Alvin Porter, EDB Director  
Jason Higginbotham, Director of Emergency Management  
Anita Simmons  
Brian Schick, BKI





# SEWERAGE AND WATER BOARD OF NEW ORLEANS

## Inter-Office Memorandum

**Date:** February 17, 2014

**From:** Ron Spooner, P.E.  
Chief of Engineering

**To:** Joseph Becker, P.E.  
General Superintendent

**Re:** Contract Number 3661 -- Modification to East Bank Wastewater Treatment Plant Flood Protection System


### CHANGE ORDER NO. 4

Locate the leak in roadway near monolith #120, relocating pile driving crews & re-strikes, adjust the quantity and length of the 16" precast piles that were driven. Installation of 18" ductile iron piping through the wall at monolith #226, modification of the two 30" emergency discharge lines, delays due to SFM leak at monolith #120. Standby / downtime and additional crane moves at monoliths #120 & #226. Design and installation of the TRS and the installation of saddles on both 54" & 66" SFM's to locate leaks & determine repairs. Overhead and extended equipment rental cost incurred while prosecuting the contract work.

Original Contract Bid Price:	\$24,391,466.00
Contract DBE Participation	35%
Current DBE Participation	37.5%
Previous Change Orders Approved: 3	\$520,998.40
This Change Order Amount:	\$1,675,147.75
Total Change Orders (% of Original Contract)	9.0%
Total Dollar Change Order Amount:	\$2,196,146.15

The Engineering Department has reviewed this proposal and is recommending it for approval.

I concur:

  
Joseph R. Becker  
General Superintendent

Date:



**Cc:** Reid Dennis, FEMA Program Management Supervisor  
Ron Spooner, Chief of Engineering  
Bob Moeinian, Chief of Operations  
Madeline Goddard, Deputy General Superintendent  
Alvin Porter, EDB Director  
Jason Higginbotham, Director of Emergency Management  
Nolan Lambert, Special Counsel  
Dexter Joseph, Budget  
Ethel Williams, Finance  
Brian Schick, BKI

**SCOPE OF CHANGES**  
**Contract 3661**  
**(Change Order NO. 4)**

ADDITIONAL ITEMS TO BE ADDED TO CONTRACT

Item #	PCM #	Detailed Description	Units	Unit Price	Quantity	Amount	days	Comments
1	21	Uncover leak in the 66" SFM under roadway near monolith 120. This is a not to exceed change order to uncover the leak for investigating and locating the leak only.	1	\$ 12,598.00	1	\$ 12,598.00	0	Pending FEMA Review
2	22	Relocate the pile driving rig out of sequence due to unforeseen conditions that delayed the TRS construction in the path of production and for down time resulting from low blow counts at the front gate. The request for a PDA re-strike to determine if additional piles would be required at the front gate.	1	\$ 92,392.00	1	\$ 92,392.00	0	Pending FEMA Review
3	23	Adjust the contract for the final quantity and lengths for the 16" precast concrete piles	1	\$ 79,605.75	1	\$ 79,605.75	0	Pending FEMA Review
4	24	Installation of 18" ductile iron piping through the wall at monolith #226, as directed by the SWBNO.	1	\$ 40,701.00	1	\$ 40,701.00	0	Pending FEMA Review
5	25	Modification of the two 30" emergency discharge lines to allow unblocked access to the service road around the flood projection wall.	1	\$ 78,107.00	1	\$ 78,107.00	0	Pending FEMA Review
6	26	Delays due to SFM leak at monolith 120	1	\$ 107,523.00	1	\$ 107,523.00	0	Pending FEMA Review
7	27	Standby / downtime and additional crane moves at monoliths 120 & 226	1	\$ 178,301.00	1	\$ 178,301.00	0	Pending FEMA Review
8	28	Design and installation of the TRS and install the saddles on both 66" & 54" SFM to locate leaks and determine the appropriate repairs.	1	\$ 444,948.00	1	\$ 444,948.00	35	Pending FEMA Review
9	29	Overhead and extended equipment rental cost incurred by the contractor while prosecuting the contract work.	1	\$ 640,972.00	1	\$ 640,972.00	66	Pending FEMA Review

**CONTRACT DAYS  
(BASE)**

Original Contract Days	520
Days Previously Added	122
Days this Change Order	101
Days Added to date	223

**CONTRACT  
AMOUNT**

Original	\$ 24,391,466.00
Amount of previous Change Orders	\$ 520,998.40
Amount this Change Order	\$ 1,675,147.75
Change Orders to date	\$ 2,196,146.15

**CONTRACT DAYS  
(BASE)**

Original Contract Days	520
Days Previously Added	122
Days this Change Order	101
Days Added to date	223

**REVISED CONTRACT DAYS**

**743**

**REVISED CONTRACT AMOUNT**

**\$ 26,587,612.15**

**% OF ORIGINAL CONTRACT  
AMOUNT**

This Change Order	6.9%
Previous Change Order	2.1%
<b>TOTAL TO DATE</b>	<b>9.0%</b>

Work Order Date	3/27/2012
CD Date	N/A
<b>FLOAT</b>	<b>N/A</b>

**FINAL COMPLETION DATE**

BERM	Original
	8/29/2013
	Revised Date w/ added days
	4/9/2014
	Forecasted Completion Milestone
	4/1/2014

It is mutually agreed to perform and accept the above revisions in accordance with the original contract and applicable specifications for the above price

**Proposed By:**

**Recommended By:**

**S&WB Project Manager**

James Sandhu  
 Contract Representative

Approved By:

John Spooner  
 Chief of Engineering

Date

Date



## SEWERAGE AND WATER BOARD

### Inter-Office Memorandum

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**Date:** February 28, 2014

**To:** Robert Miller, Interim Executive Director  
Joseph Becker, General Superintendent

**From:** Madeline Fong Goddard, Deputy General Superintendent

**Re:** Amendment to Agreement with Chester Engineers, Inc.

Attached you will find the proposed resolution which, if adopted by the Board, would authorize the execution of an amendment to the existing Agreement with Chester Engineers, Inc.

The Board approved the original Agreement (R-065-2008) for the Consultant to provide Program Management Services for Hurricane Related Drainage Restoration Projects. Amendment No. 1 to the Agreement (R-200-2010) increased the existing contract from \$183,000 to \$956,000 in coordination with the level of effort associated with the FEMA project worksheets. Amendment No. 2 to the Agreement (R-216-2012) increased the existing contract from \$956,000 to \$1,676,119 in coordination with the level of effort associated with the FEMA project worksheets.

This amendment is proposed to increase the fees from \$1,676,119 to \$1,806,119 through December 31, 2014 for increased level of effort as a result of the extended duration of the Drainage Underpass projects. The Board staff will assume program and construction management responsibilities in 2015 if needed, and the contract with Chester Engineers will be terminated. The extended duration is due to the need to manufacture new pumps, as the existing pumps are irreparable. The amendment is not funded by FEMA but will be paid out of the \$100,000,000 loan fund. This matter should be placed on the agenda of the upcoming Finance Committee as an action item.

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MADELINE FONG GODDARD, P.E.  
DEPUTY GENERAL SUPERINTENDENT

cc: Ron Spooner  
Reid Dennis

**AUTHORIZATION TO AMEND CONTRACT WITH CHESTER ENGINEERS, INC. FOR PROGRAM MANAGEMENT SERVICES FOR HURRICANE RELATED DRAINAGE RESTORATION PROJECTS**

**WHEREAS**, by action of the Sewerage and Water Board of New Orleans through the adoption of Resolution R-0656-2008, Chester Engineers, Inc. was awarded the contract for Program Management Services for Hurricane Related Drainage Restoration Projects; and

**WHEREAS**, by action of the Sewerage and Water Board of New Orleans, through the adoption of Resolution R-200-2010, the existing contract with Chester Engineers, Inc. was increased from \$183,000 to \$956,000; and

**WHEREAS**, by action of the Sewerage and Water Board of New Orleans, through the adoption of Resolution R-216-2012, the existing contract with Chester Engineers, Inc. was increased from \$956,000 to \$1,676,119; and

**WHEREAS**, the level of effort for the existing contract has increased due to the following reasons:

- The original scope of work was to repair the pumps in the Drainage Underpass Stations,
- The pumps in several of the Drainage Underpass Stations are irreparable and need to be replaced, and
- Additional time is required to make the new pumps extending the duration of the projects.

**NOW THEREFORE, BE IT RESOLVED**, that the Program Management Services contract with Chester Engineers, Inc. for hurricane related drainage restoration projects shall be amended increasing the fee authorized to be paid to Chester Engineers, Inc. to \$1,806,119 and the President and/or President Pro Tem shall be authorized to execute the amendment to this contract.

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I, Robert Miller, Interim Executive Director,  
Sewerage and Water Board of New Orleans, do hereby  
certify that the above and foregoing is a true and  
correct copy of a Resolution adopted at the Regular  
Monthly Meeting of said Board, duly called and held,  
according to law, on March 19, 2014.

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ROBERT MILLER, INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS



## SEWERAGE AND WATER BOARD

### Inter-Office Memorandum

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**Date:** March 7, 2014  
**To:** Robert K. Miller, Interim Executive Director  
**From:** Jacqueline K. Shine, Utility Services Administrator-Customer Relations  
**Re:** Third Extension of Algiers Lease

The lease for the current Algiers Customer Service location at 4001 General DeGaulle Drive expired on January 31, 2014. We have accepted the proposal from Latter and Blum to lease the property in the River Commons Shopping Center, 4021 Behrman Place, New Orleans, Louisiana 70114 for the new location.

We will need additional time to complete the build-out and make the transition to the new location. We are requesting your authorization to extend the current lease to May 31, 2014.

Please forward to the appropriate committee for approval.

Attachment: Resolution R-041-2014

cc: Anthony Stewart  
Gabriel Bordenave  
Antoinette Jenkins  
Rosalind Webb

**RATIFICATION FOR EXECUTION OF THIRD AMENDMENT TO LEASE  
REGARDING ALGIERS CUSTOMER SERVICE CENTER LOCATION**

**WHEREAS**, the current lease of the Algiers Customer Service Center Location at 4001 General DeGaulle, New Orleans, LA 70114, expired on January 31, 2014; and

**WHEREAS**, the new location of the Algiers Customer Service Center selected pursuant to an RFP issued for that purpose will not be ready for occupancy for several months.

**NOW THEREFORE, BE IT RESOLVED** that the Lease executed by the Interim Executive Director on behalf of the Sewerage and Water Board of New Orleans with Sterik Limited Partnership extending the term of the lease at the current location for an additional 120 days, or until and through May 31, 2014 is hereby ratified.

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I, Robert K. Miller, Interim Executive Director,  
Sewerage and Water Board of New Orleans, do hereby  
certify that the above and foregoing is a true and  
correct copy of a Resolution adopted at the Regular  
Monthly Meeting of said Board, duly called and held,  
according to law, on March 19, 2014.

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ROBERT K. MILLER, INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS



## SEWERAGE AND WATER BOARD OF NEW ORLEANS

### Inter-Office Memorandum

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**Date:** February 27, 2014  
**From:** Harold D. Marchand, Deputy Special Counsel  
**To:** Robert K. Miller, Interim Executive Director  
**Re:** Authorization to Issue Request for Proposal

Please place this matter on the agendas of both the Finance Committee and the regular meeting of the Board for authorization to issue Request for Proposal for two attorneys to represent the Board on automobile accident cases. The Board is insured for liability coverage in connection with automobile accidents involving Board vehicles. However, the Board is self-insured up to the liability amount of \$200,000 for which we are requesting legal representation up to the self-insured amount. The Board's Procurement Policy for Professional Services requires that the Board issue a Request for Proposal for the aforementioned legal services.

I attach hereto a proposed resolution authorizing the aforementioned Request for Proposal.



DEPUTY SPECIAL COUNSEL

HDM:mkt  
Att.

cc: Nolan P. Lambert

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**AUTHORIZATION TO ISSUE REQUEST FOR PROPOSAL FOR TWO ATTORNEYS TO REPRESENT SEWERAGE AND WATER BOARD OF NEW ORLEANS ON AUTOMOBILE ACCIDENT CASES**

**WHEREAS**, the Sewerage and Water Board of New Orleans is insured for liability coverage in connection with automobile accidents involving Board vehicles; and

**WHEREAS**, the Board is self-insured up to the liability amount of \$200,000; and

**WHEREAS**, the Board requires legal representation up to the self-insured amount of \$200,000; and

**WHEREAS**, the Board's Procurement Policy for Professional Services requires that the Board issue a Request for Proposal for the aforementioned legal services.

**NOW THEREFORE, BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that the Legal Department is authorized to issue a Request for Proposal for two attorneys to represent the Sewerage and Water Board of New Orleans on automobile accident cases up to the self-insured amount of \$200,000.

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I, Robert K. Miller, Interim Executive Director,  
Sewerage and Water Board of New Orleans, do hereby  
certify that the above and foregoing is a true and  
correct copy of a Resolution adopted at the Regular  
Monthly Meeting of said Board, duly called and held,  
according to law, on March 19, 2014.

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ROBERT K. MILLER, INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS



**RATIFICATION OF THE EXECUTION OF AGREEMENT WITH AARON & GIANNA, PLC TO  
REPRESENT SEWERAGE AND WATER BOARD OF NEW ORLEANS IN CASSANDRA JONES V.  
SEWERAGE AND WATER BOARD OF NEW ORLEANS USDC 2:13-CV-06288**

**WHEREAS**, on January 2, 2014, the Sewerage & Water Board of New Orleans was served with a complaint entitled Cassandra Jones v. Sewerage and Water Board USDC 2:13-cv- 06288 and due to the significant involvement with the matter by legal staff it was determined that the matter should be handled by outside counsel.

**WHEREAS**, the Office of the Special Counsel conducted a RFP inviting law firms qualified in the area of Labor and Employment to submit responses to the Board and wherein said proposals were reviewed and evaluated to determine the firm that would offer the best value.

**WHEREAS**, as a result of the review and evaluation conducted, Goins & Aaron, PLC was chosen to represent the Board in the aforementioned litigation.

**WHEREAS**, due to the need to respond to the litigation claim pending in federal court on or before January 24, 2014 Aaron & Gianna, PLC was employed to file an response to the Complaint and represent the Board in this federal litigation.

**NOW THEREFORE BE IT RESOLVED** that an agreement be executed by the President or the President Pro Tem on behalf of the Sewerage and Water Board of New Orleans to employ Aaron Gianna, PLC to represent the Board in Cassandra Jones v. Sewerage & Water Board of New Orleans, USDC 2:13-cv- 06288 is hereby ratified.

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I, Robert K. Miller, Interim Executive Director,  
Sewerage and Water Board of New Orleans, do hereby  
certify that the above and foregoing is a true and  
correct copy of a Resolution adopted at the Regular  
Monthly Meeting of said Board, duly called and held,  
according to law, on March 19, 2014.

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**ROBERT K. MILLER, INTERIM EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS**

# SEWERAGE AND WATER BOARD OF NEW ORLEANS

## CHANGE ORDER ANALYSIS SUMMARY FOR FISCAL YEAR 2013

As of February 28, 2014

	<u>Total Active</u> <u>Contracts (\$)</u>	<u>Total Change</u> <u>Orders (\$)</u>	<u>Percentage</u> <u>Contract</u>
<b>WATER</b>			
Construction	\$ 174,783,936	\$ 4,552,918	2.6%
Design	\$ 26,943,526	\$ 6,336,437	23.5%
Total: Water	<b>\$ 201,727,462</b>	<b>\$ 10,889,355</b>	<b>5.4%</b>
<b>SEWERAGE</b>			
Construction	\$ 168,978,191	\$ 1,840,467	1.1%
Design	\$ 71,333,772	\$ 9,077,566	12.7%
Total Sewerage	<b>\$ 240,311,963</b>	<b>\$ 10,918,033</b>	<b>4.5%</b>
<b>DRAINAGE</b>			
Construction	\$ 63,267,880	\$ 1,340,465	2.1%
Design	\$ 48,035,133	\$ 1,823,986	3.8%
Total Drainage	<b>\$ 111,303,013</b>	<b>\$ 3,164,451</b>	<b>2.8%</b>
<b>Total Program</b>	<b>\$ 553,342,438</b>	<b>\$ 24,971,838</b>	<b>4.5%</b>