

SEWERAGE & WATER BOARD OF NEW ORLEANS

EXECUTIVE COMMITTEE MEETING

REVISED

FRIDAY, APRIL 10, 2015

9:00 AM

COMMITTEE MEMBERS

Mr. Wm. Raymond Manning, Chair • Mr. Mark Moody • Mr. Marion Bracy • Mrs. Kerri Kane • Mr. Alan Arnold

FINAL AGENDA

ACTION ITEMS

1. Approval of Previous Report
2. Recommendation for Award of Design-Build Agreement for Contract 6249 Hazard Mitigation Grant Program Retrofit Power Distribution Network (Design-Build) R-070-2015
 - **Bid Protest**

PRESENTATION ITEMS

3. Topics for Future Discussions
4. Response to Questions

INFORMATION ITEMS

5. Tracking Tool for Commitments to the City Council
6. EEOC Activity Status Report Y.T.D.
7. Any Other Matters

REFERENCE MATERIALS (In Binders)

- A. Sewerage and Water Board By-Laws
- B. 2015 Operating and Capital Budgets
- C. 2011-2020 Strategic Plan
- D. Bond Ratings Information



"RE-BUILDING THE CITY'S WATER SYSTEMS FOR THE 21ST 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.swbno.org

March 6, 2015

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

A regular meeting of the **Executive Committee** of the Sewerage and Water Board was called to order on Friday, March 6, 2015 at 9:00 AM in the Board Room at 625 St. Joseph Street.

ATTENDANCE

Present: Marion Bracy, Temporary Chair
Kerri Kane
Mark Moody

Also in Attendance: Cedric S. Grant, Executive Director; Robert Miller, Deputy Director; Nolan Lambert, Legal Counsel; Joseph Becker, General Superintendent; Robert Jackson, Community & Intergovernmental Relations; Brenda Thornton, Communirep, Inc.; Yolanda Grinstead, Legal Department; Harold Marchand, Legal Department; Geneva Coleman, The Hawthorne Agency, Inc.; and Frank Newell, Newell Engineering.

ACTION ITEMS

Mark Moody moved to name Marion Bracy as Temporary Chair of today's Executive Committee meeting. Kerri Kane second. The motion passed.

1. Approval of Previous Report

Kerri Kane motioned to accept the previous report and Mark Moody seconded the motion. The motion passed.

2. 2015 Upcoming Legislative Session

An amendment to the current Water Help Legislation (La. R.S. 33:4083.1) that will allow for streamlined notice requirements and a new bill that will allow the Board to adjust the bills of customers for water leaks were recommended to be proposed in the upcoming 2015 Louisiana legislative session. The legislative session begins on April 13, 2015 and ends July 11, 2015.

Kerri Kane moved to recommend the items to the full Board for consideration and approval. Mark Moody seconded. The motion passed.

PRESENTATION ITEMS

3. Topics for Future Discussions

Cedric S. Grant gave a slide presentation titled **Strategic Discussions: Staffing Requirements**. He stated that key positions will be vacated through retirement, accompanied by loss of knowledge and experience, faster than can be filled with trained employees through existing personnel processes and that this will result in an unacceptably elevated level of risk unless intervening measures are taken soon. He noted that there are several questions which will need to be addressed in order to resolve this problem:

1. Questions About Staffing
 - What positions will be vacated by retirement in the next year? next three years? next five years?
 - Are there employees in Civil Service system qualified to fill the positions by promotion?
 - If the vacancies are filled by promotion, how many jobs will be subsequently be opened?
2. Questions About Knowledge Management and Succession Planning
 - What capabilities does staff possess to document knowledge?
 - What capabilities does staff possess to transfer knowledge?
 - What plans are in place for employees to succeed into positions vacated by retirements?
3. Questions About Compensation
 - At what percentile in the marketplace are the wages? The medical insurance? The pension? The total compensation?
 - At what percentile in the marketplace does the Board of Directors intend the wages to be? The medical insurance? The pension? The total compensation?
 - What barriers must be overcome in order for the wages, medical insurance, and pension be restructured to achieve the intentions of the Board of Directors?
4. Questions About the Civil Service System
 - Can the Civil Service System adequately support market-based compensation?
 - Can the System adequately support pay-for-performance?
 - Can the System accomplish the necessary changes within the time available?

In conclusion, he indicated the items listed within his presentation will be discussed more thoroughly at the upcoming strategic session retreat. Scheduling of the first strategic session is tentatively planned for later in March 2015.

4. Response to Questions

There were no questions from Board Members to be addressed at this meeting.

INFORMATION ITEMS

5. Tracking Tool for Commitments to the City Council

The results of the tracking tool for commitments to the City Council were received.

6. **EEOC Activity Status Report Y.T.D.**

Mr. Miller presented the EEOC Activity Status Report, noting that Mr. Bobby Nathan had retired during February 2015.

7. **Any Other Matters**

None.

There being no further business to come before the Committee, the meeting adjourned at 9:42 AM.

Respectfully Submitted,

Marion Bracy
Temporary, Committee Chair



SEWERAGE AND WATER BOARD OF NEW ORLEANS

Inter-Office Memorandum

Date: March 30, 2015

To: Cedric S. Grant, Executive Director

From: Madeline F. Goddard, Deputy General Superintendent

Re: Recommendation for Award of Design-Build Agreement for Contract 6249 Hazard Mitigation Grant Program Retrofit Power Distribution Network (Design-Build)

SUMMARY

At the August 21, 2013 Board Meeting, the Board adopted hardening of the power distribution network project as a design-build contract and adopted the design-build procurement procedures as specified in La. R.S. 38:2225.2.1 (Resolution R-162-2013).

At the April 16, 2014 Board Meeting, the Board directed staff to initiate the design build procurement of a qualified design-build firm or team for Contract 6249 Hazard Mitigation Grant Program Retrofit Power Distribution Network (Design-Build). The following table summarizes the procurement actions and timeline:

Task	Timeline
Notice of Intent Issued	July 2, 9 and 16, 2014
Letter of Intent (LOI) Received	August 29, 2014
Request for Qualifications Issued	August 29, 2014
Mandatory Pre-Submittal Conference	September 18, 2014
Receipt of Statement of Qualification (SOQ)	October 3, 2014
Staff Evaluation of SOQs Three SOQs were received and deemed eligible to receive Request for Proposal	October 20, 2014
Request of Proposal Issued	November 7, 2014
Mandatory Pre-Proposal Conference	December 4, 2014
Addenda Nos. 1 – 11 issued	December 5, 2014 – January 13, 2015
Receipt of Non-Financial/Technical and Financial/Price Proposals and Schedule	January 23, 2015
Staff Evaluation of Non-Financial/Technical Proposal (Note: Price Proposal is not opened until evaluation of technical proposal has been completed.)	March 20, 2015
Notification to Respondents of Score for Non-Financial/Technical Proposal	March 23, 2015
Public Meeting for Opening of Financial/Price	March 25, 2015



SEWERAGE AND WATER BOARD OF NEW ORLEANS

Inter-Office Memorandum

Proposals (<i>Adjusted score is determined</i>)	
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Staff Technical Selection Committee recommends that the Sewerage and Water Board of New Orleans (Board) authorize the following:

- Award of the of the design-build agreement for Contract 6249 HMGP Retrofit Power Distribution Network (Design Build) to Grady Crawford Construction Co., Inc. in accordance with the terms and conditions as stated in the Request for Proposal and Design-Build Agreement, and as contained in their Non-Financial/Technical and Financial/Price Proposals and Schedule; and
- Award of the design-build agreement for the total proposal price (base and alternate add Nos. 1-3) for an amount not to exceed of \$27,798,386.73 and meeting or exceeding the established DBE participation goal of 15% with Balthazar Elektriks (5.7%), Three C's Properties (5.7%) and Baker Ready Mix, LLC (5.1%).

BACKGROUND

Staff had proposed utilizing design-build as a cost effective delivery method for the replacement of up to thirteen (13) underground electrical feeders and duct banks within the Carrollton Water Purification Plant and throughout the East Bank of the City of New Orleans. Funds of \$30,420,000 were available from GOHSEP Hazard Mitigation Grant DR-1603-LA for Retrofit of the Power Plant.

Effective July 1, 2013, Louisiana Revised Statutes 38:2225.5.2.1 provided authority for the Sewerage & Water Board of New Orleans to use the design-build method in a power plant project not to exceed \$30,400,000 up to July 10, 2015. After which time, only those projects that were contracted prior to that date may proceed.

The revised statute also required the Board to adopt the project under which the design-build contract will be utilized, and adopt the selection process as specified for awarding a design-build contract. At the August 21, 2013 Board Meeting, the Board adopted hardening of the power distribution network project as a design-build contract and adopted the design-build procurement procedures as specified in La. R.S. 38:2225.2.1 per Resolution R-162-2013.

Staff worked with the CH2M Hill, the consultant selected for HMGP Retrofit of the Power Plant to develop packages for the Request for Qualifications, Request for Proposal and the Design-build Agreement. At the April 16, 2014 Board Meeting, the Board directed staff to initiate the design-build procurement of a qualified design-build firm or team for Contract 6249 Hazard Mitigation Grant Program Retrofit (HMGP) Power Distribution Network (Design-Build).

NOTICE OF INTENT

The Notice of Intent (NOI) was issued to publicly announce procedures for solicitation of interested design-build competitors and a procedure for request letters of interest and statements of qualifications



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Inter-Office Memorandum

from qualified firms or teams. The NOI contained a brief description of the project, the required scope of services and sufficient information for design-build entities to determine their interest.

The NOI was advertised July 2, 9 and 16 of 2014 for a minimum of thirty days in the following notifications: Daily Journal of Commerce, the Baton Rouge Advocate, the New Orleans Times-Picayune, the Shreveport Times, the Monroe News Star, the Lake Charles American Press and by the Board's Internet home page.

Letters of Interest (LOI) were due to the Board by August 29, 2014. Only those entities who submitted a LOI are eligible to receive a request for qualifications package.

REQUEST FOR QUALIFICATIONS

The Board issued the Request for Qualifications (RFQ) on August 29, 2014. A mandatory pre-submittal conference was held September 18, 2014 at the Carrollton Water Treatment Plant. The submission requirements and evaluation criteria were as follows:

Criteria	Weight
Company background and capabilities (<i>An assessment of the firm's organization and key personnel will be conducted to determine its overall capability to meet the project objectives.</i>)	10%
Relevant organizational experience and references (<i>Demonstrate successful delivery of both design and construction of projects.</i>)	30%
Key personnel assigned to project	30%
Financial and Licensing Qualifications (<i>Demonstrate the wherewithal of the firm and the professional and construction registrations.</i>)	10%
General Project Understanding (<i>Management approach</i>)	20%
Economically Disadvantaged Business Enterprise Experience (<i>Meeting 15% participation goal, affirmation that there is not a conflict of interest and acknowledgement of any addenda issued</i>).	Pass/Fail
Total	100%

EVALUATION OF STATEMENT OF QUALIFICATIONS

Statements of Qualifications were received from three (3) Respondents: Cycle-Frischhertz, a Joint Venture, Grady Crawford Construction Company, Inc. and Wallace D. Drennan, Inc. by the due date of October 3, 2014.

The Statements of Qualifications were evaluated by a Primary Evaluation Committee of Sewerage and Water Board staff consisting of four representatives from the Construction Management, Engineering, Facility Maintenance and General Superintendent's Office. The evaluation process was monitored by the Purchasing Manager.



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The rank and total scores assigned by the team for each Statement of Qualifications were as follows:

- | | |
|--|----|
| 1. Wallace C. Drennan, Inc. | 90 |
| 2. Grady Crawford Construction Company, Inc. | 88 |
| 3. Cycle-Frischhertz, a Joint Venture | 87 |

Wallace C. Drennan, Inc. (WCD) has over 50 years of experience as a construction company in the New Orleans Metropolitan area. They have teamed with Royal Engineering for the surveying, engineering and permitting services, Barnes Electric for the cable installation, splicing and testing, C&M Construction Group for asphalt/concrete paving and saw cutting, Choice Supply Solutions, LLC and Baker Ready Mix & Building Materials as material suppliers.

Grady Crawford Construction Company, Inc. (GCCCCI) has over 40 years of experience as a general contractor in the southeastern United States. They have teamed with G.E.C., Inc. for the planning, engineering and construction inspection, Balthazar Elektriks to supply electrical materials, Three C's Properties for trucking/hauling and aggregate supplier and Baker Ready Mix, LLC as concrete/asphalt supplier.

Cycle-Frischhertz A Joint Venture (CFEJV) has over 25 / 64 years of experience as civil and electrical contractors, respectively. They have teamed with Burk-Kleinpeter, Inc. and Moses Engineers for engineering, permitting and quality control, Balthazar Elektriks to supply electrical materials, RLH Investments to supply concrete ready mix, Baker Ready Mix, LLC as concrete supplier, Three C's Properties for trucking/hauling and aggregate supplier and Cooper Contracting for roadway restoration.

All respondents provided examples of successful designed and constructed projects, had qualified staff, held the proper professional registrations and construction licenses, and a good understanding of the project. The Respondents have affirmed that there is not a conflict of interest and have committed to meeting or exceeding the DBE goal of 15%.

Staff recommended to the Executive Director that the three (3) Respondents were able to perform the design-build project and receive the Request for Proposal.

REQUEST FOR PROPOSAL

The Board issued the Request for Proposals (RFP) and a draft Design-Build Agreement on November 7, 2014. A mandatory pre-proposal conference and site visit was held on December 4, 2014. Eleven (11) addenda were issued between December 5, 2014 and January 13, 2015 providing additional information and clarifications. The submission requirements and proposal evaluation criterion were as follows:

Technical Proposal Criteria	Points
EDBE Program	Pass/Fail



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Signed Exhibits and Attachments	Pass/Fail
Technical Approach (<i>understanding of the permitting, design and pre-construction elements of the project</i>)	65
Quality Assurance and Control Plan	10
Health, Safety and Environmental Plan	10
Project Management Plan	15
Total - Technical Score	100

A draft Design-Build Agreement was issued for review and comments. A revised version of the final agreement was issued prior to the Respondents submitting the proposals. No further amendments to the agreement will be made, except as necessary to incorporate the Proposal of the Respondents.

The Financial/Price Proposals and Schedules were not opened until after the Non-Financial/Technical Proposals were evaluated and the scores of the Technical Review Team are provided to the Respondents. The selected proposal shall be the proposal with the lowest adjusted score and is based upon the following formula:

$$\text{Adjusted Score} = \text{Price Bid divided by Technical Score}$$

EVALUATION OF THE NON-FINANCIAL/TECHNICAL PROPOSAL

The Non-Financial/Technical Proposals were received from the three Respondents by the due date of January 23, 2015.

The Non-Financial/Technical Proposals were evaluated by the Technical Review Team of Sewerage and Water Board staff consisting of five representatives from the Engineering, Facility Maintenance-Electrical Contractor, Legal, Operations and Risk Management Departments. (Note: The Technical Review Team is composed of different members than the Primary Evaluation Committee.) The evaluation process was monitored by the Purchasing Manager. The team met on March 20, 2015 to review and score each criterion.

The score assigned by the team for each Non-Financial/Technical Proposal were as follows:

Points	Technical Evaluation	GCCCI	WCD	CFEJV
Pass/Fail	EDBE Program	Pass	Pass	Pass
65	Technical Approach	65	62	61
10	Quality Assurance and Control Plan	10	10	10
10	Health, Safety and Environmental Plan	10	10	10
15	Project Management Plan	15	14	12
100	Non-Financial/Technical Evaluation	100	96	93



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All three Respondents provided exceptional quality assurance and control and health plans and health, safety and environmental plans.

GCCCI strengths were as follows:

- Technical proposal provided an excellent understanding of the general technical elements of the project by providing detailed design, traffic plan and analysis of Feeder 406, listed the goals and priorities to demonstrate how they will meet the contract requirements, described overall approach from holding partnering and design workshops, concurrent analysis of existing and new network, concurrent design and development of traffic plans, offered value added suggests of utilizing horizontal direct drilling for feeders 406 and 506, and recommended the engineer as interface between design and construction.
- Project management plan showed a clear understanding of the roles and responsibilities for each task, planned on implementing SharePoint for design management and to share relevant documents, a detailed understanding of the risks associated with the design-build project and provided a typical schedule with planned milestones.

WCD proposals received the following comments:

- Technical proposal providing a good understanding of the technical elements of the project by submitting copies of Board one line diagrams and standard specifications, listed the goals and priorities to demonstrate how they will meet the contract requirements, provided a good understanding of the permits required and offered value added suggests of utilizing horizontal direct drilling; however the proposal also listed assumptions in design and construction that may result in change orders and did not contain any discussion of network analysis or arc flash.
- Project management plan had a good understanding of the risks associated with the design-build project, and a plan to mitigate the risks; however implied change orders forthcoming with request for information.

CFEJV proposal received the following comments:

- Technical proposal provided a good description of the understanding of the general technical elements of the projects, including the required permits, and recommended the engineer as interface between design and construction; however the proposal reproduced from the RFP the goals and priorities to demonstrate how they will meet the contract requirements and overall approach, and proposed concepts that were not feasible, i.e., providing temporary bypass feeders and recommending value engineered feeder installation through residential neighborhood,
- Project management did not provide a table or mitigation of perceived risks, and implied change orders forthcoming.

The three Respondents were notified of their Technical Scores in writing on March 23, 2015.



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FINAL EVALUATION OF THE FINANCIAL/PRICE PROPOSAL

The Financial/Price Proposals were received from the three Respondents by the due date of January 23, 2015 and held by the Purchasing Officer. The proposals were opened in a Public Meeting held on March 25, 2015.

	GCCCI	WCD	CFEJV
Technical Score	100	96	93
Base Proposal (Items 1A-7B)	\$24,408,161.87	\$23,563,518.00	\$34,424,437.94
Alt. Add No. 1 Feeder 404 (Items 8A and 8B)	\$ 962,597.36	\$ 992,616.00	\$ 1,672,689.14
Alt. Add No. 2 Feeder 416 (Items 9A and 9B)	\$ 839,911.87	\$ 1,189,310.00	\$ 2,023,882.46
Alt. Add No. 3 Feeder 302 (Items 10A and 10B)	\$ 1,587,715.63	\$ 1,352,000.00	\$ 1,445,467.27
Total Price Proposal	\$27,798,386.73	\$27,097,444.00	\$39,566,176.81
Adjusted Score	277,983.87	282,265.04	425,442.76
Schedule (calendar days)	1095	1095	1080

GCCCI submitted the following subcontractors for a total of 17.3% DBE participation:

- Baker Ready Mix, LLC to provide concrete/asphalt \$1,420,158.00 – 5.1%.
- Balthazar Elektriks to provide electrical materials \$1,580,911.00 – 5.7%.
- Three C's Properties to provide trucking and hauling and aggregate supplier \$1,585,666.00- 15.7%

WCD submitted the following subcontractors for a total of 19.83% DBE participation:

- Baker Ready Mix, LLC to provide ready mix concrete (duct bank only) \$300,000.00 – 1.11%.
- C&M Construction Group, Inc. to provide municipal and public works construction, fencing, concrete and asphalt patching \$2,000,000.00 – 7.38%.
- Choice Supply Solutions, LLC to provide general supply of PVC Duct only \$206,000 – 0.76%.
- Prince Dump Truck Service to provide trucking and hauling services, supply sand and aggregate materials \$867,000.00 – 3.20%.
- Royal Engineering & Consultants, LLC to provide civil engineering design services and land \$2,000,000.00 – 7.38%.

CFEJV submitted the following subcontractors for a total of 16.08% DBE participation:

- Baker Ready Mix, LLC to manufacture and supply ready mix – 2.53%.
- Balthazar Elektriks to provide electrical supply – 1.5%.
- Command Construction to provide street restoration and traffic control – 8%.
- H. Williams, LLC to provide electrical supply – 1.5%.
- Three C's Properties to provide trucking and hauling - 2.55%



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Correspondence from all SLBDEs on their own letterhead reaffirming negotiated terms was provided.

RECOMMENDATION

The Technical Review Team recommends that the Sewerage and Water Board of New Orleans (Board) authorize award of the of the design-build agreement for Contract 6249 HMGP Retrofit Power Distribution Network (Design Build) to Grady Crawford Construction Co., Inc. in accordance with the terms and conditions as stated in the Request for Proposal and Design-Build Agreement, and as contained in their Non-Financial/Technical and Financial/Price Proposals and Schedule; and authorizes award of the design-build agreement for the total proposal price (base and alternate add Nos. 1-3) for an amount not to exceed of \$27,798,386.73 and meeting or exceeding the established DBE participation goal of 15% with Balthazar Elektriks (5.7%), Three C's Properties (5.7%) and Baker Ready Mix, LLC (5.1%).

AWARD OF CONTRACT 6249 HMGP RETROFIT POWER DISTRIBUTION NETWORK (DESIGN-BUILD)

WHEREAS, at the August 21, 2013 Board Meeting, the Board adopted hardening of the power distribution network project as a design-build contract and adopted the design-build procurement procedures as specified in La. R.S. 38:2225.2.1 (Resolution R-162-2013); and

WHEREAS, at the April 16, 2014 Board Meeting, the Board directed staff to initiate the design-build procurement of a qualified design-build firm or team for Contract 6249 Hazard Mitigation Grant Program Retrofit (HMGP) Power Distribution Network (Design-Build); and

WHEREAS, a Notice of Intent was issued July 2, 9 and 16, 2014 stating the Board's intent to enter into a design-build contract for Contract 6249 HMGP Power Distribution Network (Design-Build) and requested parties interested in the project to submit a Letter of Intent (LOI) by the due date of August 29, 2014; and

WHEREAS, a Request for Qualifications was issued electronically to firms that submitted LOI on August 29, 2014, followed by a mandatory pre-submittal conference held on September 18, 2014 at the Carrollton Water Treatment Plant; and

WHEREAS, Statement of Qualifications (SOQ) received on October 3, 2014 and evaluated by the Primary Evaluation Committee on October 20, 2014 were deemed qualified to receive the Request for Proposal and the draft Design Build Agreement on November 7, 2014; and

WHEREAS, a mandatory pre-proposal conference was held December 4, 2014 at the Carrollton Water Treatment Plant followed by the issuance of Addenda 1 -11 between December 5, 2014 and January 13, 2015; and

WHEREAS, the two binders containing the non-financial/technical proposal and financial/price proposal/schedule were submitted by the Respondents on January 23, 2015; and

WHEREAS, the Technical Review Team met on March 20, 2015 to evaluate and score the non-financial/technical proposal, and the Board notified the Respondents of the technical scores on March 23, 2015; and

WHEREAS, a Public meeting was held on March 25, 2015 to open the financial/price proposal and determine the adjusted score; and

NOW THEREFORE, BE IT RESOLVED that the Sewerage and Water Board of New Orleans hereby authorizes award of the design-build agreement for Contract 6249 HMGP Retrofit

Power Distribution Network (Design Build) to Grady Crawford Construction Co., Inc. in accordance with the terms and conditions as stated in the Request for Proposal and Design-Build Agreement, and as contained in their Non-Financial/Technical and Financial/Price Proposals and Schedule; and

BE IT RESOLVED that the Sewerage and Water Board of New Orleans hereby authorizes award of the design-build agreement for the total proposal price (base and alternate add Nos. 1-3) for an amount not to exceed of \$27,798,386.73 and meeting or exceeding the established DBE participation goal of 15% with Balthazar Elektriks (5.7%), Three C's Properties (5.7%) and Baker Ready Mix, LLC (5.1%); and

BE IT FURTHER RESOLVED that the President and/or President Pro-Tem is hereby authorized to execute, on behalf of the Sewerage and Water Board of New Orleans, the design - build agreement with Grady Crawford Construction Co., Inc. for Contract 6249 HMGP Retrofit Power Distribution Network (Design-Build).

I, Cedric S. Grant, 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 April 15, 2015.

CEDRIC S. GRANT, EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**ROEDEL PARSONS KOCH
BLACHE BALHOFF & MCCOLLISTER**
A L A W C O R P O R A T I O N

JUDITH R. ATKINSON
THOMAS E. BALHOFF
CECIL J. BLACHE
CORINNE M. BLACHE
ANDRÉ G. BOURGEOIS
BRENT J. BOURGEOIS
RYAN R. BROWN
GAYLE THOMASSON BUSCH^Δ
THOMAS J. CAPELLA[†]
ROSS A. DOOLEY

TERRY T. DUNLEVY^{*}
SKYE S. FANTACI
DAVID C. FLESHMAN
WAYNE J. FONTANA
SHANNON S. FRESE
DAVID H. HARDY
TIMOTHY W. HARDY
DEBORAH DUPLÉCHIN HARKINS[†]
BENJAMIN R. HUNTER
CARLTON JONES, III

K. SCOTT KIRKPATRICK
JOHN D. KOCH
JENNIFER F. LEWIS
V. JOYCE MATTHEWS
STEPHEN G. MCCOLLISTER
SHELLEY ANN McGLATHERY
SHERI M. MORRIS
J. KENTON PARSONS
CHRISTINA B. PECK
TYRON D. PICARD[‡]

LUKE F. PIONTEK
CHARLES M. PISANO
CHRISTIAN J. RHODES
LARRY M. ROEDEL
DON R. SCHNEIDER[†]
RICHARD L. SEELMAN^Δ
W. L. WESTA
DAVID A. WOOLRIDGE, JR.
JOSHUA B. ZELDEN

April 3, 2015

lmince@fishmanhaygood.com

Loretta G. Mince
Fishman Haygood Phelps
Walmsley Willis & Swanson
201 St. Charles Avenue
Suite 4600
New Orleans, LA 70170-4600

Re: Project No. 6249-HMGP Retrofit Power Distribution Network (the "Project")

Dear Ms. Mince:

Our firm serves as outside counsel to the Sewerage and Water Board of New Orleans for the Project. In that capacity, we are responding to your letter of March 31, 2015 and the three letters from Wallace C. Drennan, Inc. ("WCD") dated March 25, 2015, March 26, 2015 and March 30, 2015. For ease of reference, these four letters are attached to our initial response.

First, as to your letter dated March 31, 2015, we trust that the "Executive Session issues" raised in your letter relative to the March 25, 2015 Selection Committee have been adequately addressed and that any alleged "deficiencies" on March 25, 2015 were cured during the April 1, 2015 Public Meeting, at which time you were allowed to speak for WCD and all official action was taken in an open, public session without any Executive Session consideration.

Next, as to the WCD letters of March 25 and March 26, 2015, which are both "Public Records Requests" (PRRs) under Louisiana law, we are advised that the staff of the Sewerage and Water Board of New Orleans is working to respond to the PRRs as promptly as possible. We further understand that representatives of WCD did obtain copies of the spread sheets following the April 1, 2015 Public Meeting.

Loretta G. Mince
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Lastly, as to WCD's March 30, 2015 letter, which is a Formal Protest as to the Grady Crawford Construction Company, Inc. (GCCCCI) Technical Proposal and Financial Proposal, our initial response is as follows:

WCD will be allowed to present its Formal Protest in a public hearing to be set within the next seven days and prior to the Formal Award of a Contract for the Project. Proper notice will be given to WCD and to you as its counsel.

From a legal perspective, our initial response is that the Formal Protest lacks merit. As an example, WCD should acknowledge that its Formal Protest omitted the following statement that was included in the RFP:

"Most of the roads where construction will take place are concrete curb and gutter streets with asphalt overlay and will require restoration."

The Request For Proposal (RFP) was not specific as to all feeders and ductbanks, but was a general approach to performing the work. The price submitted by GCCCCI is the price, and it does not envision a future change order process to increase the price for the issues raised in your client's Formal Protest. We respectfully suggest that, if WCD's position as to GCCCCI's pricing was correct, then the same issue would exist as to the WCD price, thus resulting in WCD's pricing being some \$2.9M less than an accurate restoration cost. Please be prepared to address this issue at the public hearing to be scheduled.

Thank you for the professionalism shown in handling both the PRR and the Formal Protest. If you have any questions, please call or email anytime.

Sincerely,

Larry M. Roedel
Benjamin R. Hunter

LMR/jr
Attachments

PHONE
(504) 828-8000
FAX
(504) 836-2530

WCD
Wallace C.
Drennan, Inc.
General Contractors
P.O. BOX 16438
NEW ORLEANS, LA 70175-6438

LA CONTRACTOR'S
LICENSE NO. 1033

March 30, 2015

E-MAIL: wmingo@swbno.org

Mr. Willie Mingo
Sewerage and Water Board of New Orleans
625 St. Joseph St., Room 133
New Orleans, LA 70165

RE: Contract 6249: HMGP Retrofit Power Distribution Network
Design Build - Formal Protest

Dear Mr. Mingo:

Please let this letter serve as our formal protest letter of Grady Crawford Construction Company, Inc.'s (GCCCCI) Technical Proposal and Financial Proposal for the above-referenced contract as being erroneous and non-responsive.

On page no. 9, the last four (4) sentences, of the last paragraph, GCCCCI's Technical Proposal state:

The majority of the new duct bank construction will require placement underneath the street, so streets will be open cut three feet wide to facilitate the new duct bank. GCCCCI will assemble the components of the duct bank and then form and pour red-dyed concrete encasement. Most of the roads where construction will take place are concrete curb and gutter streets with asphalt overlay and will require restoration. After the concrete cures, GCCCCI will cut an additional two feet of concrete away for a T-cut concrete restoration as shown on SWBNO reference drawing no. 8454-S.

The paragraph continues to page no. 10 and the second sentence on page no. 10 of GCCCCI's Technical Proposal states:

GCCCCI will mill and overlay the entire twelve foot width of the travel lane per New Orleans Code 146-555 (3).

Based on the two paragraphs above, GCCCCI will only replace a total width of five feet (5') of the concrete, "open cut three feet wide to facilitate the new duct bank" and "an additional two feet of concrete away for a T-cut concrete".

Item no. Add 3-18 of the enclosed excerpt from Addendum No. 3, clearly states:

Question: Will concrete streets with asphalt overlay, less than five years old, removed as part of this contract, be replaced full panels of roadway?

Answer: Yes, restoration of concrete street with asphalt overlay shall be in compliance with the City of New Orleans Municipal Code (1956, 61-94).

CONSTRUCTING FOR OVER 50 YEARS

Item no. Add no. 4-3 of the enclosed Addendum No. 4, clearly states:

Question: Referencing Add 3-14 to 3-18, please furnish us with the information necessary to determine the age of the streets included in the above-referenced contract.

Answer: *The contractor is to assume all streets are five years or less.*

GCCCI's Technical Proposal is deficient in that it does not include replacement of full panels of roadway. GCCCI's Technical Proposal only includes five feet (5') of the required twelve feet (12') of roadway.

Based on our calculations, approximately 26,000 linear feet of concrete roadway with asphalt overlay will be affected by this contract. The difference in area replaced according to GCCCI's Technical proposal of five foot wide (5') in lieu of twelve foot (12') wide as stipulated in addenda 3 & 4 and the City of New Orleans Code is 20,401 square yards, which is not included in GCCCI's total price as stated in their Financial Proposal. Assuming a unit price of \$100 per square yard for the concrete base alone, GCCCI is lacking approximately \$2M of restoration.

We reserve our right to amend this protest; whereas, we have only been able to review GCCCI's Technical Proposal at the S&WB's office and have not received the documents requested on our enclosed letter of March 25, 2015.

Please notify us in advance of any hearings and/or meetings regarding the above-referenced contract.

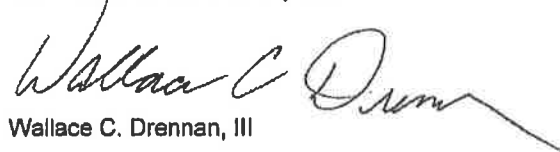
We respectfully request permission to address any Committee meetings and Board meetings in which the above-referenced contract award is discussed. Please enclose this letter as part of the agenda for any such meetings.

Thank you very much for your cooperation. If there are any questions, please feel free to contact us.

Enclosures (3)

Very truly yours,

WALLACE C. DRENNAN, INC.



Wallace C. Drennan, III

Answer: *General specifications, for Extra Work (31) do not exist in this document.*

Add 3-12 **Question:** Is the Contractor required to provide an office trailer on the site for his own forces and the S&WB's forces

Answer: *The Contractor is not required to provide an office trailer on the site for his own forces and the S&WB forces.*

Add 3-13 **Question:** If the Contractor is required to provide an office trailer, what are the requirements as to size and furnishings?

Answer: *See response to Add 3-12.*

ITEM NO. **DESCRIPTION: Surface Restoration**

Add 3-14 **Question:** Will the Contractor have to pay for the City of New Orleans Streets Cut Permits or will the Streets Cut fall under the S&WB's Blanket Streets Cut Permit?
Note: Pertaining to the question nos. 2-8 below, attached as Exhibit No. 1 are the City of New Orleans ordinances regarding surface restoration.

Answer: *The contractor is responsible for all approvals and permits necessary to complete the work as stated, per Appendix B-2 S&WB Technical Specifications Section 01 11 00 SUMMARY OF WORK, 1.02 DESIGN SERVICES REQUIREMENTS, Paragraph D "PERMITTING". See also Add 3-37.*

Add 3-15 **Question:** Are roadway pavement markings, signs, signals and signal controls replaced as part of this Contract?

Answer: *Yes, the Contractor shall comply with Appendix B -2 S&WB Technical Specifications Section 3 Pavement Restoration. See also Add 3-38.*

Add 3-16 **Question:** Will asphalt streets, removed as a part of this Contract, less than five years old, be cold-milled and overlaid a minimum of 12' wide and exceed the length of the cut by 25' at each end of the repair?

Answer: *Yes, restoration of asphalt streets shall be in compliance with the City of New Orleans Municipal Code (1956, § 61-94).*

Add 3-17 **Question:** Will concrete streets, removed as a part of this Contract, less than five years old, be replaced with full panels of concrete roadway?

Answer: *Yes, restoration of concrete streets shall be in compliance with the City of New Orleans Municipal Code (1956, § 61-94).*

Add 3-18 **Question:** Will concrete streets with asphalt overlay, less than five years old, removed as a part of this Contract, be replaced full panels of roadway?

Answer: *Yes, restoration of concrete streets with asphalt overlay shall be in compliance with the City of New Orleans Municipal Code (1956, § 61-94).*

Add 3-19

Question: Please clarify the thickness of the Interim Pavement and thickness of Asphalt Pavement Restoration (Repair) and the thickness of stone base. Standard DWG NO.: 8454-S calls for a "6" CRUSHED STONE SUBBASE OR APPROVED EQUAL" and "PERMANENT PAVEMENT SHALL BE THE GREATER OF 8" OR THE THICKNESS OF THE EXISTING PAVEMENT." Contrariwise, Section 3-02.04 states Interim Asphalt "be a minimum of two (2) inches thick, and be placed over 6" limestone/crushed concrete base" and Section 3-03.14 "PAVING SCHEDULE" FOR "Asphaltic Concrete" shows "2" wearing course, 3 1/4" binder course and 12" stone base."

Answer: *Interim Pavement and Asphalt Pavement shall have a 6" crushed stone sub base or approved equal. The interim pavement shall have 2" asphaltic concrete wearing course. The Asphalt Pavement Restoration shall be "1 1/4" wearing course and 3-1/2" binder course. The 8" min or the thickness of existing pavement refers to the concrete section of the roadway. See also Add 3-39.*

Add 3-20

Question: The types, quantities and costs of permanent pavement restoration will vary by the street and location of the work within the route. Since the location of the work, within the route, is yet to be determined, for pricing purposes, what are the types and quantities of restoration the Bidder's should include in the price for the work? If the Bidders use differing quantities of the different types of permanent restoration, the bids will not be apples to apples (comparable).

Answer: *The quantity and total cost of permanent pavement restoration is determined by the Contractor.*

Add 3-21

Question: The quantity and total cost of Interim pavement restoration will vary by the street and location of the work within the route. Since the location of the work, within the route, is yet to be determined, for pricing purposes, what quantities of interim pavement restoration the Bidder's should include in the price for the work? If the Bidders use differing quantities of the interim permanent restoration, the bids will not be apples to apples (comparable).

Answer: *The quantity and total cost of interim pavement restoration is determined by the Contractor.*

ITEM NO.

DESCRIPTION: Insurance

Add 3-22

Question: Is the Contractor required to have Builder's Risk Insurance?

Answer: *Builder's Risk Insurance is not applicable to this contract. See Add 3-40.*

Add 3-23

Question: If the Contractor is required to have Builder's Risk Insurance, is it for the total value of the contract?



"RE-BUILDING THE CITY'S WATER SYSTEMS FOR THE 21ST 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 • 504-529-2637 OR 52W-ATER
www.swbno.org

December 23, 2014

RE: REQUEST FOR REQUEST FOR PROPOSAL FOR CONTRACT 6249 HMGP
RETROFIT POWER DISTRIBUTION NETWORK (DESIGN-BUILD)

Enclosed herewith is Addendum No.4 issued by Sewerage & Water Board of New Orleans for the above mention project on which information will be received by the Purchasing Agent of the Sewerage and Water Board at 625 St. Joseph Street Room 133, New Orleans, Louisiana 70165, up to 11:00 o'clock AM CST.

Please acknowledge the receipt of the Addendum in space provided in the Statement of Firm & Binding Offer & Price proposal & Schedule Summary.

Very truly yours,

Willie Mingo
PURCHASING AGENT

Encl. (1) Addendum

Addendum No.4

**REQUEST FOR PROPOSALS FOR CONTRACT 6249: HMGP RETROFIT
POWER DISTRIBUTION NETWORK (DESIGN-BUILD)**

**PROPOSALS TO BE RECEIVED
11:00 O'CLOCK A.M. LOCAL TIME ON JANUARY 23, 2015**

The original Request for Proposal documents for this project are hereby amended as noted below in this Addendum No. 4.

Receipt of this Addendum shall be acknowledged by inserting its number and date in the space provided in the:

- Statement of Firm and Binding Offer (to be submitted in the Non-Financial/Technical Proposal), and
- Price Proposal and Schedule Summary (to be submitted in the Financial/Price Proposal and Schedule).

This addendum consists of two (2) pages.

ITEM NO. DESCRIPTION: Project Funding

Add 4-1 **Question:** Referencing Add 3-5, please confirm the actual monies are in an S&WB bank account.

Answer: This FEMA Hazard Mitigation Grant Program is a reimbursement program. FEMA releases funds for construction to GOHSEP. GOHSEP reimburses S&WB within 30 days upon receipt of Contractor Invoice, providing the State Auditors had reviewed and approved the Invoice for payment.

Thus, to ensure that contractors are paid per the contract timetable, the S&WB has created a revolver from system funds. An invoice approved by S&WB is paid by the revolver. GOHSEP reimburses the revolver.

ITEM NO. DESCRIPTION: General Specifications

Add 4-2 **Question:** Referencing Add 3-11, the "General Specifications" referred to above are the "Sewerage and Water Board of New Orleans General Specifications." Enclosed as Exhibit No. 2 is an excerpt including paragraph (31) Extra Work. Is the latest version of the "Sewerage and Water Board of New Orleans General Specifications" applicable to this contract?

Answer: The document entitled "Sewerage and Water Board of New Orleans General Specifications" is not applicable to this contract.

ITEM NO. DESCRIPTION: Surface Restoration

Add 4-3 Question: Referencing Add 3-14 to 3-18, please furnish us with the information necessary to determine the age of streets included in the above-referenced contract.

Answer: *The contractor is to assume all streets are five years or less.*

ITEM NO. DESCRIPTION: Technical Specifications

Add 4-4 Question: Referencing Add 3-33, the section (Appendix B-2 S&WB Technical Specifications Section 2 TRENCHING, BACKFILLING AND COMPACTION Paragraph 2-03.09 Field Testing) referenced to above do not explicitly state the S&WB shall pay for all testing laboratory costs. It does refer to the "testing laboratory retained by the S&WB" and, the cost of failed tests and retests are at the Contractor's expense. Please confirm the S&WB will pay for all passing testing laboratory costs. Will the S&WB pay for passing compaction/density testing of the trench backfill and stone base course, the compression testing of the concrete and the asphalt testing called for in the RFP?

Answer: *The S&WB shall pay for passing compaction/density testing of the trench backfill and stone base course, the compression testing of the concrete and the asphalt testing called for in the RFP.*

Add 4-5 Question: Referencing Add 3-35, the response above contains the words "unless otherwise noted." Please provide the location(s) in the RFP, where it is noted elsewhere and 2) Please confirm that Design-Builder shall use "3' of cover" for the purposes of determining cost of the new duct bank.

Answer: *The Contractor is responsible for design. A minimum of 3' of cover is required unless otherwise noted by the designer.*

****** END OF ADDENDUM ******

Sewerage and Water Board of New Orleans
Tracking Tool for Commitments to City Council
March 2015

Topic	Status Key			Status	Next Steps	Strategic Plan Reference
	On Target	Not Started	Delayed			
I. Governance Practices	Commitment	Target Date				
	A. Reduce the length of Board member terms and limiting the number of terms.	October 2013		Completed June 17, 2013. Senate Bill No. 47 reduced the term lengths from 9 to 4 years and limiting members to serving two consecutive terms.	None.	Strategy IV Tactics I.1 and I.2
	B. Establish requisite qualifications for Board members.	October 2013		Completed June 17, 2013. Senate Bill No. 47 requires experience in architecture, environmental quality, finance, accounting, business administration, engineering, law, public health, urban planning, facilities management, public administration, science, construction, business management, consumer or community advocacy, or other pertinent disciplines, with two of the appointments as consumer advocates with community advocacy or consumer protection experience or experience in a related field.	None.	Strategy IV Tactic I.3
	C. Reduce the number of Board members.	October 2013		Completed June 17, 2013. Senate Bill No. 47 reduced the size of the Board from 13 to 11 members.	None.	Strategy IV Tactic I.4
	D. Review function and responsibilities of Board committees.	Not determined.		Completed December 17, 2014. Board of Directors adopted changes to Bylaws reflecting updated responsibilities of Board committees.	None.	Strategy IV Tactic I.5
	E. Appoint Board members from recommendations submitted by university presidents.	October 2013 original May 2014 revised		Completed May 22, 2014. New board members appointed.	None.	Strategy IV Tactic I.6
	F. Establish dedicated independent oversight of Sewerage and Water Board determined by the City Council.	Not determined.		Completed May 30, 2013. Staff presents to Public Works Committee of City Council as scheduled on identified questions and concerns.	None.	Strategy IV Tactic M

March 2015

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Sewerage and Water Board of New Orleans
Tracking Tool for Commitments to City Council
March 2015

Topic		Status Key		Status		Next Steps		Strategic Plan Reference	
Commitment		Target Date		Status		Next Steps		Strategic Plan Reference	
IV. Operational Reforms	B. Expand Water Help program to provide assistance with plumbing repairs.	June 2013 original March 2014 revised	On Target	Completed March 31, 2014. Program provides up to \$250 for plumbing repairs on the customer's portion of the service line.	None.	Strategy III Tactic 1.2	Process documentation, analysis, and improvement objectives combined with cost reduction are included in several senior management goals. Document and report improvement results.	Strategy II Tactic D Strategy IV Tactics B and H Strategy IV Tactic M	
	C. Pursue legislative change to allow adjustments for water lost through customer leaks.	March 2013 original August 2014 revised June 2015 revised	Not Started	Underway. Staff evaluated several different alternatives to allow adjustments for water lost through customer leaks and has proposed legislative changes.	Monitor proposed legislative changes.	Strategy III Tactic 1.3			
	D. Evaluate waiver of service charges based on means testing for qualifying low-income elderly and disabled customers.	June 2013	Not Started	Completed July 17, 2013. Staff recommended that the Board not adopt a waiver of these service charges based on means testing. Recommendations accepted by Board of Directors.	None.	Strategy III Tactic 1.4			
	E. Evaluate reduction in late payment fee, disconnect fee, returned check fee, and deposits.	March 2013 original June 2013 revised	Not Started	Completed July 17, 2013. Because of the significant revenue loss associated with a reduction in late payment fees and disconnect fees, staff recommended that consideration of changes to these fees be deferred until after the first full year of revenues have been received from the new rates in order to ensure that revenues from the new rates are sufficient to allow for this offsetting reduction in fees while still accomplishing other financial objectives. Revenues from the new rates have not been sufficient to allow reduction in fees.	None.	Strategy III Tactic 1.4			
A. Improve operations through performance measures, improved framework, and follow-up reviews to reduce future rate increases.		December 2017		On target. Training program developed and underway for frontline employees. Performance measures being reviewed and developed.					

Sewerage and Water Board of New Orleans

Tracking Tool for Commitments to City Council

March 2015

Topic	Status Key			Strategic Plan Reference		
	 On Target	 Not Started	 Delayed	 Needs Attention		
Commitment	Target Date	Status	Next Steps			
B. Reduce free water and sewer service provided to municipal accounts by fifty percent from a baseline of 2010 usage.	December 2017	On target. Quantity of free service reduced from 2010 to 2013 by 11.0%. School system billing initiated for consumption beginning July 2013. No changes to related laws were initiated for 2014 Louisiana legislative session.	Continue work with property administrators at municipal facilities to identify opportunities for reduced consumption. Coordinate with revenue-producing agencies to pursue legislative relief from burdensome requirements for free service.	Strategy II Tactic F		
C. Improve coordination between Sewerage and Water Board and Department of Public Works.	Not determined.	On target. A joint team of Sewerage and Water Board engineers and Department of Public Works engineers work together in coordination of planning and construction for the FEMA Recovery Roads program.	Determine feasibility of performing street drainage maintenance work on a fee-for-service basis, subject to identification of funding requirements, establishment of a funding stream, and gaining necessary legislative authorizations.	Strategy I Tactics A.1, B.1, and C.4		
D. Improve ratepayer collections.	Not determined.	Completed December 31, 2013. Plans to improve collections have recently focused on ensuring close compliance with schedules for non-payment turn-offs. The amount written off as uncollectable has reduced from 10.23% in 2010 to 1.52% in 2013.	None.	Strategy IV Tactic G		
E. Develop a long-term staff succession and training program.	Not determined.	On target. A partnership between Delgado Community College, the Sewerage and Water Board of New Orleans and the JOB1 Business and Career Solutions Center has launched a worker training program aimed at increasing the pool of certified water and wastewater treatment personnel to meet the anticipated demand for workers to operate the systems. Delgado has applied to become a certification testing site.	In conjunction with the City's JOB1 program and Sewerage and Water Board, Delgado Community College will develop training to increase the pool of certified personnel to meet the needs of the capital improvement program. Knowledge management and succession planning objectives have been added to several senior management goals.	Strategy V Tactic G		
F. Perform annual water audit to measure progress and critical needs.	Ongoing.	Completed December 12, 2014. Water Audits have been performed for 2008 through 2013.	None.	Strategy IV Tactic K		
G. Enhance long range planning by developing a Facilities Plan for 2015-2035.	December 2014	On target. Draft reports were provided to staff for both the Carrollton and Algiers WTPs at the end of December 2014.	Recommendations in the draft report were included in the 2015 capital program. Staff will review draft report and prepare comments.	Strategy I Tactic F.1		

Sewerage and Water Board of New Orleans
Tracking Tool for Commitments to City Council
March 2015

Topic	Status Key			Target Date	Status	Next Steps	Strategic Plan Reference
	Commitment	On Target	Not Started				
H. Develop new sources of funding other than water and sewer rate increases.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ongoing.	On target. New revenue stream established for handling wastewater from mobile containers, such as portable toilets and shipping containers.	Analyze opportunities for providing wholesale water service over long distances.	Strategy II Tactic I
	Repay funds owed to Department of Public Works.		<input type="checkbox"/>	December 2016	On target. Sewerage and Water Board repaid \$4,763,856.77 to Department of Public Works at year-end 2013. Amount was lower due to lower-than-forecast obligation by drainage system.	Pay remaining obligation owed to the Department of Public Works in three equal installments beginning December 2014.	Strategy II Tactic E
			<input type="checkbox"/>		Sewerage and Water Board will continue to create economic opportunities for participation by economically disadvantaged and local business enterprises through Construction Review Committee and Staff Contract Review Committee recommendations and DBE vendor support and training.		
V. Economic Opportunities	A. Create economic opportunities consistent with City of New Orleans programs for participation by economically disadvantaged and local business enterprises.		<input type="checkbox"/>	Not determined.	On target. For contracts with DBE participation 2014: Goods and Services \$256,644 or 22.87%, Construction \$14,367,582 or 30.39%, and Professional Services \$5,237,764 or 20.35%.		Strategy IV Tactics F and L
VI. Capital Improvement Program	A. Water System Improvements Replacement and rehabilitation of water purification plant facilities. Replacement and rehabilitation of water pumping facilities. Replacement of water system transmission and distribution mains. \$277,000,000		<input type="checkbox"/>	December 2020	On target. 2015 Capital Budget nearly fully funded. Progress on capital projects will be reported as part of Item VII.G below.	Continue execution of capital improvement program.	Strategy I Tactic A.1 through A.5
	B. Replacement and rehabilitation of sewer system collection pipes required by Federal Consent Decree. \$314,000,000		<input type="checkbox"/>	December 2020	On target. 2015 Capital Budget nearly fully funded. Progress on capital projects will be reported as part of Item VII.G below.	Continue execution of capital improvement program.	Strategy I Tactic B.1 through B.3
			<input type="checkbox"/>				
VII. WaterStat Reporting and City Council Oversight	A. Establish performance measures and targets as well as reporting methodology.		<input type="checkbox"/>	March 2013	Completed March 31, 2013. Measurements framework adopted, initial measurements identified, and measurements training delivered to senior management. Collection of performance data in progress. Additional graphs created.	None.	Strategy IV Tactics A and B

Sewerage and Water Board of New Orleans
Tracking Tool for Commitments to City Council
March 2015

Status Key

 On Target

 Not Started

 Delayed

 Needs Attention

Topic

Commitment

Target Date

Status

Next Steps

Strategic Plan Reference

B. Implement a systematic approach to process documentation, analysis, and improvement.

June 2013

Completed April 1, 2014. Training program developed and contract for training delivery awarded. Departmental training plans developed in March 2014 and business skills training began in April 2014. Improvement initiatives identified by training participants.

None.

Strategy II Tactic D
Strategy IV Tactic H

C. Perform follow-up reviews to document results and efficiencies achieved.

January 2014 original
December 2014 revised

Status report underway.

Document and report improvement results.

Strategy IV Tactic B

D. Provide maps showing maintenance work completed, capital projects completed, and planned capital improvements.

January 2013 and Ongoing

Completed January 1, 2013. Maps have been printed.

None.

Strategy IV Tactic M

E. Document FEMA receipts and uses of funds.

January 2013 and Ongoing

Completed January 1, 2013. Summary of FEMA receipts and uses of funds is provided to Board committees each month.

None.

Strategy IV Tactic M

F. Initiate annual meetings with citizens of each council district to regularly report on organizational performance results.

May 2014 original
December 2014 revised

Status report underway.

Prepare detailed written status reports on the plans and reforms listed in Exhibit B Amendment to Water and Sewer Rates Resolution as well as status of construction projects by City Council district.

Strategy IV Tactic M

G. Provided written updates to the Clerk of the City Council.

Quarterly and As Requested.

Completed May 30, 2013.

None.

Strategy IV Tactic M

Statistics	
Completed	18
On Target	13
Not Started	1
Delayed	3
Needs Attention	0
Total	35



SEWERAGE AND WATER BOARD OF NEW ORLEANS

April 10, 2015

Executive Committee
Sewerage and Water Board of New Orleans
New Orleans, Louisiana

Dear Directors:

Subject: Equal Employment Opportunity Activity Status Report for March 2015

Federal Equal Employment Activity

There have been no new cases filed in 2015.

There are 3 pending EEOC complaints filed prior to 2015 that have not yet been resolved.

Grievances Filed according to General Grievance Policy #26, Equal Employment Opportunity Policy #86 and the Workplace Harassment Policy #87

There has been one new grievance filed in March relating to Workplace Harassment Policy #87. An investigation is being conducted. There is a year-to-date total of one grievance in 2015.

Office Visits

Office conferences for counseling of employment issues can be made by appointment or as a walk-in. There were 6 consultations held during the month of March.

Grievance Committee Hearings

There are no Grievance Committee Hearing cases pending.

Office Transition

Since Mr. Nathan's Retirement in February Mr. Lopez, the Interim EEO Officer, has conducted site tours to evaluate the Board's compliance with posting of federal and state regulatory posters at Board facilities. Posters are currently being updated at this time.

Mr. Lopez has met with Personnel staff regarding the coordination of EEO related training courses for employees and management. He has attended an ethics training seminar to become certified to serve as an ethics instructor to assist Board employees with complying with the requirement to complete annual ethics training. Mr. Lopez has been assisting members of the legal staff regarding ongoing EEOC matters.

He has also met with several employees whom have served on the grievance committee and has evaluated concerns as well as practices pertaining to the grievance process.

Robert K. Miller
Deputy Director