

SEWERAGE & WATER BOARD OF NEW ORLEANS

OPERATIONS COMMITTEE MEETING

MONDAY, JULY 6, 2015

8:00 AM

COMMITTEE MEMBERS

Mr. Marion Bracy, Chair • Dr. Tamika Duplessis • Mr. Scott Jacobs • Vacant • Ms. Kimberly Thomas

FINAL AGENDA

ACTION ITEMS

1. Approval of Previous Report
2. Bid Recommendations – DBE Participation
3. Construction Review Committee - NONE
4. Staff Contract Review Committee
5. Renewal Construction Contracts with DBE Participation - NONE
6. Final Acceptance Contracts with DBE Participation - NONE

PRESENTATION ITEMS

7. Customer Service Results through May 2015
8. Amendments to By-Laws of the Sewerage and Water Board
9. Topics for Future Discussions

INFORMATION ITEMS

10. DBE Participation Report
11. 2015 Committee/Board Meeting Schedule
12. Any Other Matters

REFERENCE MATERIALS (In Binders)

- A. Sewerage & Water Board By-Laws
- B. 2015 Operating and Capital Budgets
- C. 2011-2020 Strategic Plan
- D. Commitments to the City Council
- E. 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

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NEW ORLEANS, LA 70165 • 504-529-2837 OR 52W-ATER
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June 1, 2015

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

The Operations Committee of the Sewerage and Water Board of New Orleans met on Monday, June 1, 2015, at 8:00 AM in the Board Room at 625 St. Joseph Street to address the following matters:

ATTENDANCE

PRESENT: Mr. Marion Bracy, Chair
Dr. Tamika Duplessis
Mr. Scott Jacobs

ABSENT: Mr. Mark Moody
Mrs. Kimberly Thomas

Also in attendance: Cedric S. Grant, Executive Director; Robert Miller, Deputy Director; Madeline Fong Goddard, Deputy Superintendent; Harold Marchand, Legal Counsel; Tiffany Carter, EDBP Director; Willie Mingo, Purchasing Director, Geneva Coleman, The Hawthorne Agency, Inc., Dr. Silas Lee, Silas Lee and Associates, and Joe Sensebe, Arcadis.

ACTION ITEMS

1. Mr. Scott Jacobs moved to approve the May 4, 2015 Operations Committee Report. Dr. Tamika Duplessis seconded and the motion carried.
2. Dr. Tamika Duplessis moved to accept staff Bid Recommendations – DBE Participation for the below subject contracts. It was seconded by Mr. Scott Jacobs and the motion carried.

• **Furnishing Hand Tools, Hardware Supplies, Paint and Paint Supplies – (YW15-0007)**

Vendor:	Assorted Products, LLC	\$360,281.60
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• **Furnishing Safety Supplies – (YW15-0009)**

Vendor:	Southeast Safety Supply	\$138,766.05
Vendor:	Assorted Products, Inc.	\$155,695.80

• **Furnishing Janitorial Services for the Sewerage and Water Board's Main Office Building Located at 625 St. Joseph Street, 830 Julia Street Annex and 4021 Behrman Place, Suite M-2 Annex – (SU15-0003)**

Vendor:	KSM Janitorial & Cleaning Service, LLC	\$120,000.00
Vendor:	Crescent Building Services, Inc.	\$129,636.44

Based upon analysis of SLDBE participation, the Economically Disadvantaged Business Program recommends that the SLDBE participation submitted by Ennon Enterprises d.b.a. Jani-King be rejected.

3. Mr. Scott Jacobs moved to approve the Construction Review Committee recommendations of the below Open Market Contracts. Dr. Tamika Duplessis seconded the motion and the motion carried.

- **Contract #2122** – Replacement of Water Lines, Street Patching, Panel Replacement and Drainage Point Repairs Damage by Hurricane Katrina within Various Roadways in Lakewood Neighborhoods with a 36% suggested goal. The areas of participation are removal, disposal, installation, and restoration.
- **Contract #3786** – Central Wetlands Assimilation Project A-2 Region with a 36% suggested goal. The areas of participation are below ground installation of 18” dual wall pipe, and mechanical dredging and soil placement.
- **Contract #30007** – Restoration of Existing Gravity Sewer Mains Damaged by Hurricane Karina by Excavation and Replacement from Manhole-to-Manhole CIPP Lining from Manhole-to-Manhole Point Repairs and Manhole Rehabilitation at Various Sites throughout Orleans Parish with a 36% suggested goal. The areas of participation are removal, disposal, installation, and restoration.

4. Dr. Tamika Duplessis moved to approve the Staff Contract Review Committee recommendations of the below Open Market Contracts. Mr. Scott Jacobs seconded the motion and the motion carried.

- **Open Market, 30% SLDBE Participation, one (1) year with a one (1) year renewal option** -Furnishing River Sand and Mason Sand and Washed Gravel for Sewerage & Water Board of New Orleans
- **Open Market, 0% SLDBE Participation, one (1) year with, five (5), one (1) year renewal options** - RFP for an Independent Technical Consultant to Review Technical Ratemaking and Regulatory Issues

5. There were no Renewal Construction Contracts with DBE Participation for the month of May 2015.
6. There were no Final Acceptance Contracts with DBE Participation for the month of May 2015.

PRESENTATION ITEMS

7. Dr. Silas Lee of Silas Lee and Associates and Ms. Geneva Coleman of The Hawthorne Agency, Inc. provided a presentation on the Customer Satisfaction Survey Results and Improvement Plan. Mr. Grant and Mr. Miller presented a plan to improve those results by year-end.
8. Mr. Cedric S. Grant, Executive Director, advised the Committee that he is working to realign the committees' structure. Questions from the committee should be submitted prior to the Board meeting.
9. Mr. Miller, Deputy Director, provided an update of the Customer Service Results through April 2015.
10. There were no Topics for Future Discussions

INFORMATION ITEMS

All of the information items were received.

There being no further items to come before the Committee, a motion was made by Mr. Scott Jacobs to adjourn the meeting, and it was seconded by Dr. Tamika Duplessis. The meeting adjourned at 9:20 AM.

Respectfully yours,

Mr. Marion Bracy, Chair

Contract #1371 – HMGP Structural General Contract

On Friday, June 5, 2015 three (3) bids were received for subject contract. The bid totals are as follows:

Alfred Conhagen Inc. of LA	\$2,220,000.00
Industrial & Mechanical Contractors, Inc.	\$2,345,000.00
Lou-Con, Inc.	\$2,850,000.00

Thirty-six percent (36%) SLDBE participation was requested on this contract.

The apparent lowest bidder, Alfred Conhagen Inc. of LA, submitted the following subcontractors:

Pro Placement USA, LLC (eligible certified SLDBE) to provide manpower to assist with the demolition, paint preparation, & structural steel
\$520,000.00 – 23.42%

Kenall, Inc. (eligible certified SLDBE) to perform Field Inspection of concrete, structural reinforcement, welding, bolting, air monitoring, lead & asbestos sampling & testing
\$10,000.00 – 0.45%

EFT Diversified, Inc. (eligible certified SLDBE) to supply structural steel, miscellaneous metals, concrete materials, & painting supplies
\$300,000.00 – 13.51%

Metro Service Group, Inc. (eligible certified SLDBE) to provide dumpsters for concrete hauling & disposal
\$20,000.00 – 0.90%

JL Construction Group, LLC (ineligible certified SLDBE) to perform relocation and/or replacement of utilities and conduit
\$30,000.00 – 1.35%

Total SLDBE Participation:	\$880,000.00 – 39.64%
Eligible SLDBE Participation Totals:	\$850,000.00 – 38.29%

Correspondence from all SLBDEs on their own letterhead reaffirming negotiated terms was provided. Mr. DeJohn Branch, the owner of JL Construction Group, LLC, also works as the project manager for the prime contractor, Alfred Conhagen Inc. of LA. Due to this conflict of interest the participation of JL Construction Group, LLC cannot be counted toward the SLDBE Participation Goal.

The apparent second lowest bidder, Industrial & Mechanical Contractors, Inc., did not submit an SLDBE Participation Summary Sheet, Notarized Documented Good Faith Effort, nor required additional documents.

Contract #1371 – HMGP Structural General Contract
SLDBE Participation Analysis
June 2015
Page 2

Based upon analysis of SLDBE participation, the Economically Disadvantaged Business Program recommends that the SLDBE participation submitted by Alfred Conhagen Inc. of LA.be accepted, and the SLDBE participation by Industrial & Mechanical Contractors, Inc., be considered as non-responsive.

Contract #3737 – Carrollton Area Sewer Rehabilitation Mistletoe 18" Sewer Line Replacement

On Friday, June 20, 2015 two (2) bids were received for subject contract. The bid totals are as follows:

Wallace C. Drennan, Inc.	\$797,625.00
Cycle Construction Co., LLC	\$799,917.00

Sixteen percent (16%) SLDBE participation was requested on this contract.

The apparent lowest bidder, Wallace C. Drennan, Inc., submitted the following subcontractors:

C&M Construction Group, Inc. (eligible certified SLDBE) Municipal and Public Works Construction, Fencing, Concrete and Asphalt Patching; Concrete and asphalt restoration
\$30,700.00 – 3.85%

Choice Supply Solutions, LLC (eligible certified SLDBE) General Material Supplier of industrial pipe, fittings, valves, hydrants, & associated products
\$62,718.00 – 7.86%

Prince Dump Truck Service (eligible certified SLDBE) Trucking & Hauling Services, Supply Sand & Aggregate Materials
\$35,730.00 – 4.48%

Total SLDBE Participation: \$129,148.00 – 16.19%

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

The apparent second lowest bidder, Cycle Construction Co., LLC, submitted **Three C's Properties Inc.** (eligible certified SLDBE) to remove, supply, and install cofferdams, excavate and backfill cofferdams, and support Bore Crew; **\$128,000.00 – 16.00%**

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

Based upon analysis of SLDBE participation, the Economically Disadvantaged Business Program recommends that the SLDBE participation submitted Wallace C. Drennan, Inc.; and Cycle Construction Co., LLC, be accepted.

Contract #30014 – Cleaning and CCTV Inspection of Sanitary Sewer Mains at Scattered Sites within Orleans Parish

On Friday, June 20, 2015 two (2) bids were received for subject contract. The bid totals are as follows:

Compliance EnviroSystems, LLC	\$716,850.00
Gulf Coast Underground, LLC	\$1,105,000.00

Thirty-six percent (36%) SLDBE participation was requested on this contract.

The apparent low bidder, Compliance EnviroSystems, LLC, submitted **Blue Flash Drain & Sewer Service** (eligible certified SLDBE) to perform Cleaning & CCTV inspection of Sanitary Sewer Mains; **\$286,740.00 – 40.00%**

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

The apparent second lowest bidder, Gulf Coast Underground, LLC, did not submit an SLDBE Participation Summary Sheet, Notarized Documented Good Faith Effort, nor required additional documents.

Based upon analysis of SLDBE participation, the Economically Disadvantaged Business Program recommends that the SLDBE participation submitted by Compliance EnviroSystems, LLC, be accepted, and the SLDBE participation Gulf Coast Underground, LLC, be considered as non-responsive.

Contract #30016 – Restoration of Existing Gravity Flow Sanitary Sewer Mains by Excavation and Replacement from Manhole-to-Manhole, CIPP Lining of Service Laterals and Point Repair at Various Sites throughout the City of New Orleans

On Friday, June 20, 2015 four (4) bids were received for subject contract. The bid totals are as follows:

Wallace C. Drennan, Inc.	\$4,277,481.00
Fleming Construction Co., LLC	\$5,095,615.00
Boh Bros. Construction Co., LLC	\$6,785,605.00
BLD Services, LLC	\$8,367,600.00

Thirty-six percent (36%) SLDBE participation was requested on this contract.

The apparent lowest bidder, Wallace C. Drennan, Inc., submitted the following subcontractors:

C&M Construction Group, Inc. (eligible certified SLDBE) Municipal and Public Works Construction, Fencing, Concrete and Asphalt Patching; Concrete and asphalt restoration
\$376,385.00 – 8.80%

Prince Dump Truck Service (eligible certified SLDBE) Trucking & Hauling Services, Supply Sand & Aggregate Materials
\$1,167,400.00 – 27.29%

Total SLDBE Participation: \$1,543,785.00 – 36.09%

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

The apparent second lowest bidder, Fleming Construction Co., LLC, submitted the following subcontractors:

Cooper Contracting Group (eligible certified SLDBE) to perform underground utility (pipe work)
\$510,581.00 – 10.02%

Hebert Trucking & Equipment Services (eligible certified SLDBE) to provide trucking and materials
\$815,298.00 – 16.00%

F.P. Richard Construction, LLC (eligible certified SLDBE) to perform asphalt & concrete paving restoration
\$510,581.00 – 10.02%

Total SLDBE Participation: \$1,836,460.00 – 36.04%

Contract #30016 – Restoration of Existing Gravity Flow Sanitary Sewer Mains by Excavation and Replacement from Manhole-to-Manhole, CIPP Lining of Service Laterals and Point Repair at Various Sites throughout the City of New Orleans

SLDBE Participation Analysis

June 2015

Page 2

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

Based upon analysis of SLDBE participation, the Economically Disadvantaged Business Program recommends that the SLDBE participation submitted Wallace C. Drennan, Inc.; and Fleming Construction Co., LLC be accepted.

Construction Review Committee Recommendations

Due to limited number of construction projects submitted, the Construction Review Committee for did not meet for the month of June 2015.

Staff Contract Review Committee Recommendations

The Staff Contract Review Committee met on June 16, 2015 and made the following recommendations:

Open Market Contracts

Open Market, 35% SLDBE Participation, one (1) year with four (4), one (1) year renewal options.

1. RFP for the 2015 Report on Operations

Estimated Cost:

\$ 118,000.00

Area of Participation:

Evaluation of Maintenance and Operation of the
Sewerage & Water Board of New Orleans Facilities

Funding Source:

Operations and Maintenance Budget

Open Market, 0% SLDBE Participation, one (1) year with a one (1) year renewal option.

2. Furnishing and Installing Automotive Remanufactured Engines and Related Parts

Budget Amount:

\$ 350,000.00

Percentage Goal Justification:

Does not lend itself to SLDBE participation because the
prime contractor cannot honor the warranty of work
performed by the subcontractors.

Funding Source:

Operations and Maintenance Budget

3. Furnishing Hot Mix Asphalt

Budget Amount:

\$ 400,000.00

Percentage Goal Justification:

Does not lend itself to SLDBE participation because the
product cannot be sub-divided and because of the
specialized truck required for the delivery.

Funding Source:

Operations and Maintenance Budget

4. Furnishing Sewer Repair Couplings

Budget Amount:

\$ 350,000.00

Percentage Goal Justification:

Does not lend itself to SLDBE participation because the
products are shipped directly from the manufacturer.

Funding Source: Capital Budget

5. Furnishing Full Circle Stainless Steel Repair & Tap Clamps; Bronze Service Saddles and Transitional Couplings for Cast Iron, Ductile Iron and Transite Pipe to the Sewerage & Water Board of New Orleans

Budget Amount:

\$ 500,000.00

Percentage Goal Justification:

Does not lend itself to SLDBE participation because the
products are shipped directly from the manufacturer.

Funding Source: Capital Budget

Renewal Contracts

First and Final Renewal, 0% SLDBE Participation.

6. Furnishing Lime

Renewal Cost:

\$ 240,792.00

Prime Contractor:

UNIMIN Southern Lime Corporation

Percentage Goal Justification:

Does not lend itself to SLDBE participation because the product is shipped directly from the manufacturer in specialized pneumatic tank trucks.

Funding Source:

Operations and Maintenance Budget

**Sewerage and Water Board of New Orleans
Customer Service Report
Indicators of Metric Results
May 2015**

Operations Support	Goal	Goal Met		Within Control Limits		Trend
Billing Accuracy / Reasonable						
	Meters Read	Green		Green		Green
	Estimated Bills	Yellow		Green		Green
	High Bill Complaints	Yellow		Green		Yellow
	Adjusted Bills	Yellow		Green		Yellow
Problem Resolution						
	Customer Contacts	Red		Green		Red
	Call Wait Time	Green		Green		Green
	Abandoned Calls	Red		Red		Red
	Emergency Abandoned Calls	Red		Red		Green
	Low Water Pressure	Green		Green		Green
	Water System Leaks	Green		Green		Green
	Sewer System Leaks	Green		Green		Green
Collections Effectiveness						
	Accounts Off for Non-Payment	White		Yellow		Green
	Receivables 30 to 120 Days Old	White		Green		Yellow
	Receivables 120 Days and Older	White		Green		Green

Green = Favorable Variance

Yellow = Minimal Variance / No Action Recommended

Red = Unfavorable Variance / Action Recommended

Sewerage and Water Board of New Orleans

Meters Read as a Percentage of Total Meters

Constituency:
Customer Ratepayers

Objective: Provide
Accurate Bills

Goal: Read 98% or
more of meters each
month

**Currently Meeting
Goal:** Yes

**Process Operating
Within Control Limits:**
Yes

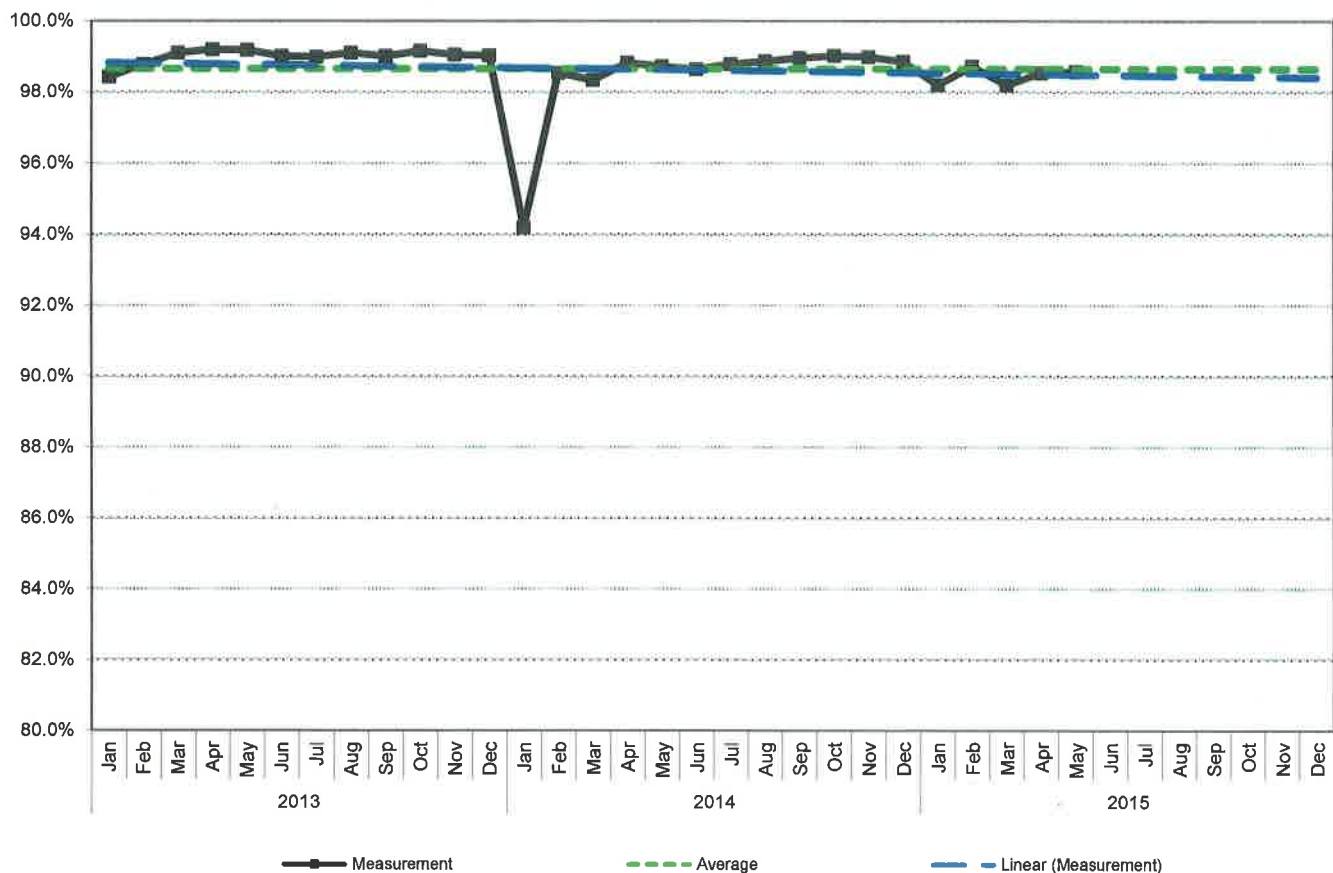
Trend: Level

Analysis

The purpose of the customer billing and collection processes is to collect revenues from customer accounts that are billed according to the service rules and are based upon accurate metered consumption. Obtaining an accurate reading is the first step in that process. Staff has maintained a reading rate near or above the goal since April 2010 except for two months affected by Hurricane Isaac in 2012 and a winter freeze in January 2014.

Plans for Improvement

Staff is working to reduce the number of estimated and erroneous readings. Also, the Automated Meter Reading pilot project is also intended to reduce the number of estimated and erroneous readings, as well as to reduce the cost of obtaining a validated reading.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	98.4%	98.8%	99.1%	99.2%	99.2%	99.0%	99.0%	99.1%	99.0%	99.2%	99.1%	99.0%
2014	94.2%	98.5%	98.3%	98.8%	98.7%	98.6%	98.8%	98.9%	99.0%	99.0%	99.0%	98.9%
2015	98.2%	98.7%	98.2%	98.5%	98.6%							

Sewerage and Water Board of New Orleans

Bills Estimated as a Percentage of Total Bills

EUM Attribute:
Customer Satisfaction

Description: Provides reliable, responsive, and affordable services in line with explicit, customer-accepted service levels. Receives timely customer feedback to maintain responsiveness to customer needs and emergencies.

Constituency:
Customer Ratepayers

Objective: Provide Accurate Bills

Goal: Bill Accounts With Less Than 2% Estimated

Currently Meeting Goal: Close

Process Operating Within Control Limits:
Yes

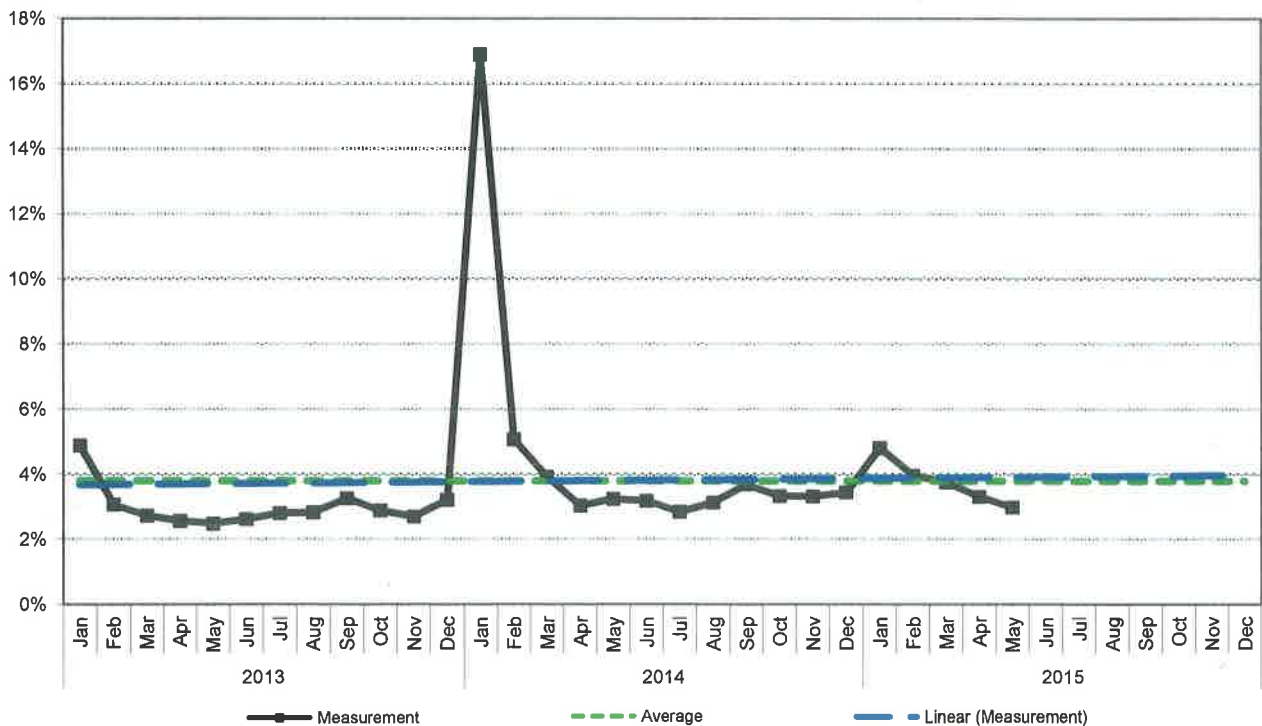
Trend: Level

Analysis

A bill is estimated if the meter is not read by the designated billing date. Bills are also estimated when a meter is read and the reliability of the reading is doubtful and the account is placed on an exception report. If the reading is not verified by the billing date, the bill will be estimated. Spikes in estimated bills usually occur when the Meter Reading department is unable to read a large section of meters during extreme weather.

Plans for Improvement

Current plans are focused on obtaining readings for accounts each month and verifying the reliability of each reading. Future plans will focus on advanced metering infrastructure that allows for readings to be obtained automatically several times daily.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	4.9%	3.1%	2.7%	2.6%	2.5%	2.6%	2.8%	2.8%	3.3%	2.9%	2.7%	3.2%
2014	16.9%	5.1%	3.9%	3.0%	3.2%	3.2%	2.8%	3.1%	3.7%	3.3%	3.3%	3.4%
2015	4.8%	4.0%	3.7%	3.3%	3.0%							

Sewerage and Water Board of New Orleans

Investigations from High Bill Complaints as a Percentage of Total Bills

Constituency:
Customer Ratepayers

Objective: Provide
Accurate Bills

Goal: Reduce
percentage over time

**Currently Meeting
Goal:** No

**Process Operating
Within Control Limits:**
Yes

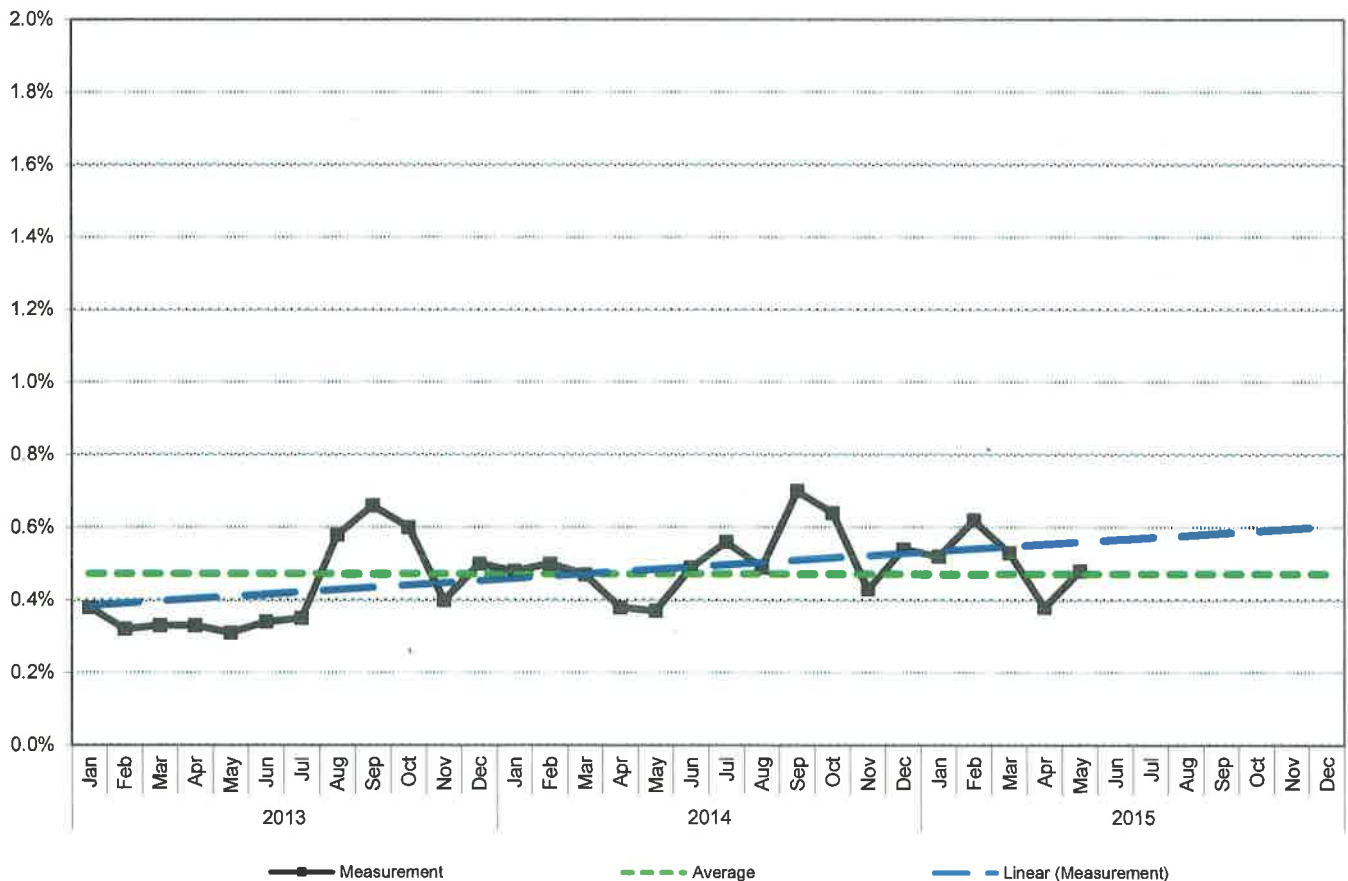
Trend: Unfavorable

Analysis

Customers request an investigation about their usage when the bill is higher than normal amounts. The higher billed amount may be due to: a leak; one or more estimated readings followed by an actual reading; an erroneous meter reading; or increased water, sewer, or sanitation rates. Before an adjustment can be made, an inspection of the meter and service line must be performed.

Plans for Improvement

Staff is working to reduce the number of estimated and erroneous readings. Also, the Automated Meter Reading pilot project is also intended to reduce the number of estimated and erroneous readings, as well as to reduce the cost of obtaining a validated reading.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	0.4%	0.3%	0.3%	0.3%	0.3%	0.3%	0.4%	0.6%	0.7%	0.6%	0.4%	0.5%
2014	0.5%	0.5%	0.5%	0.4%	0.4%	0.5%	0.6%	0.5%	0.7%	0.6%	0.4%	0.5%
2015	0.5%	0.6%	0.5%	0.4%	0.5%							

Sewerage and Water Board of New Orleans

Bills Adjusted as a Percentage of Total Bills Computed

Constituency:
Customer Ratepayers

Objective: Provide
Accurate Bills

Goal: Reduce
percentage over time

**Currently Meeting
Goal:** No

**Process Operating
Within Control Limits:**
Yes

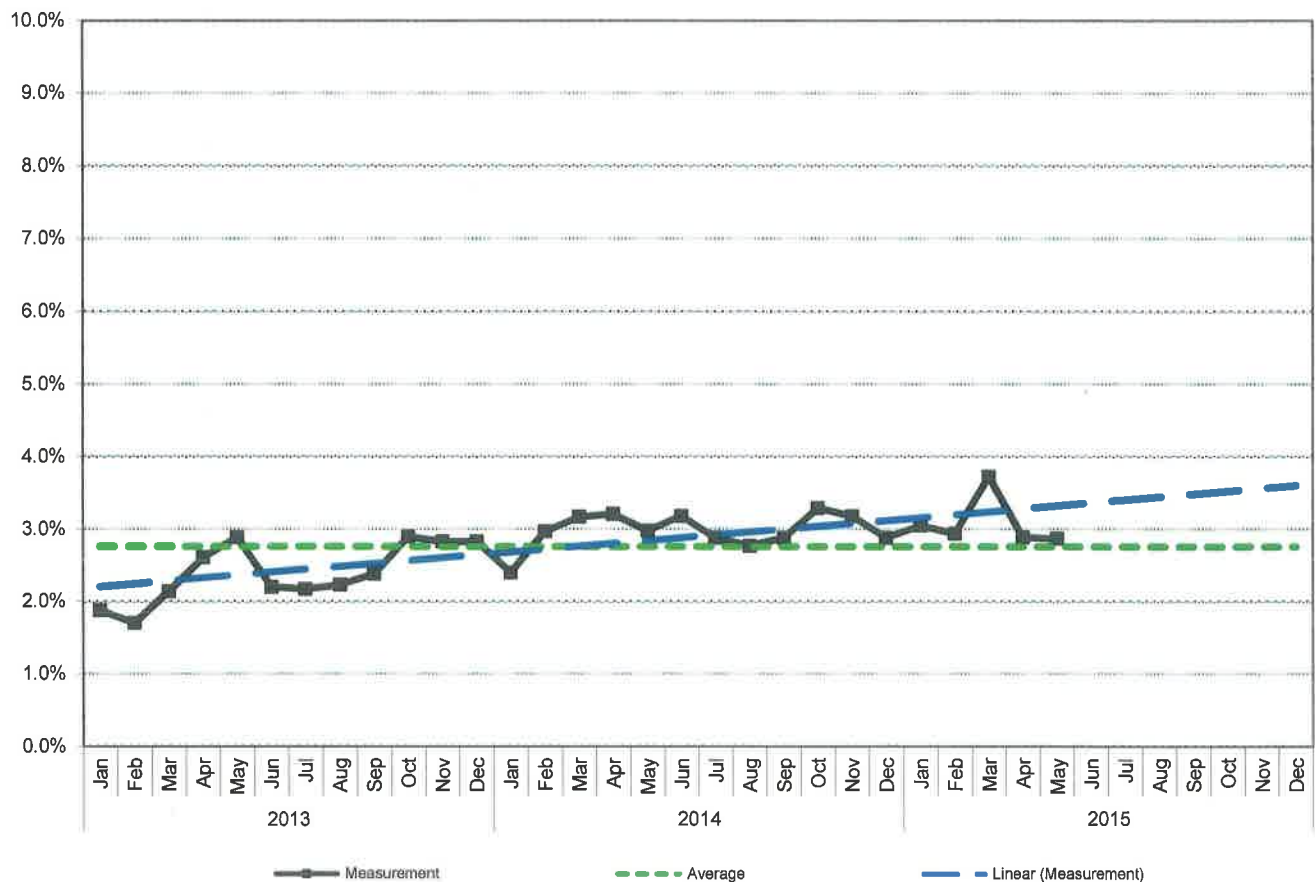
Trend: Unfavorable

Analysis

Customers request adjustments to their bill due to higher than normal amounts. The higher billed amount may be due to: a leak; one or more estimated readings followed by an actual reading; an erroneous meter reading; or increased water, sewer, or sanitation rates. Before an adjustment can be made, an inspection of the meter and service line must be performed.

Plans for Improvement

Staff is working to reduce the number of estimated and erroneous readings. Also, the Automated Meter Reading pilot project is also intended to reduce the number of estimated and erroneous readings, as well as to reduce the cost of obtaining a validated reading.



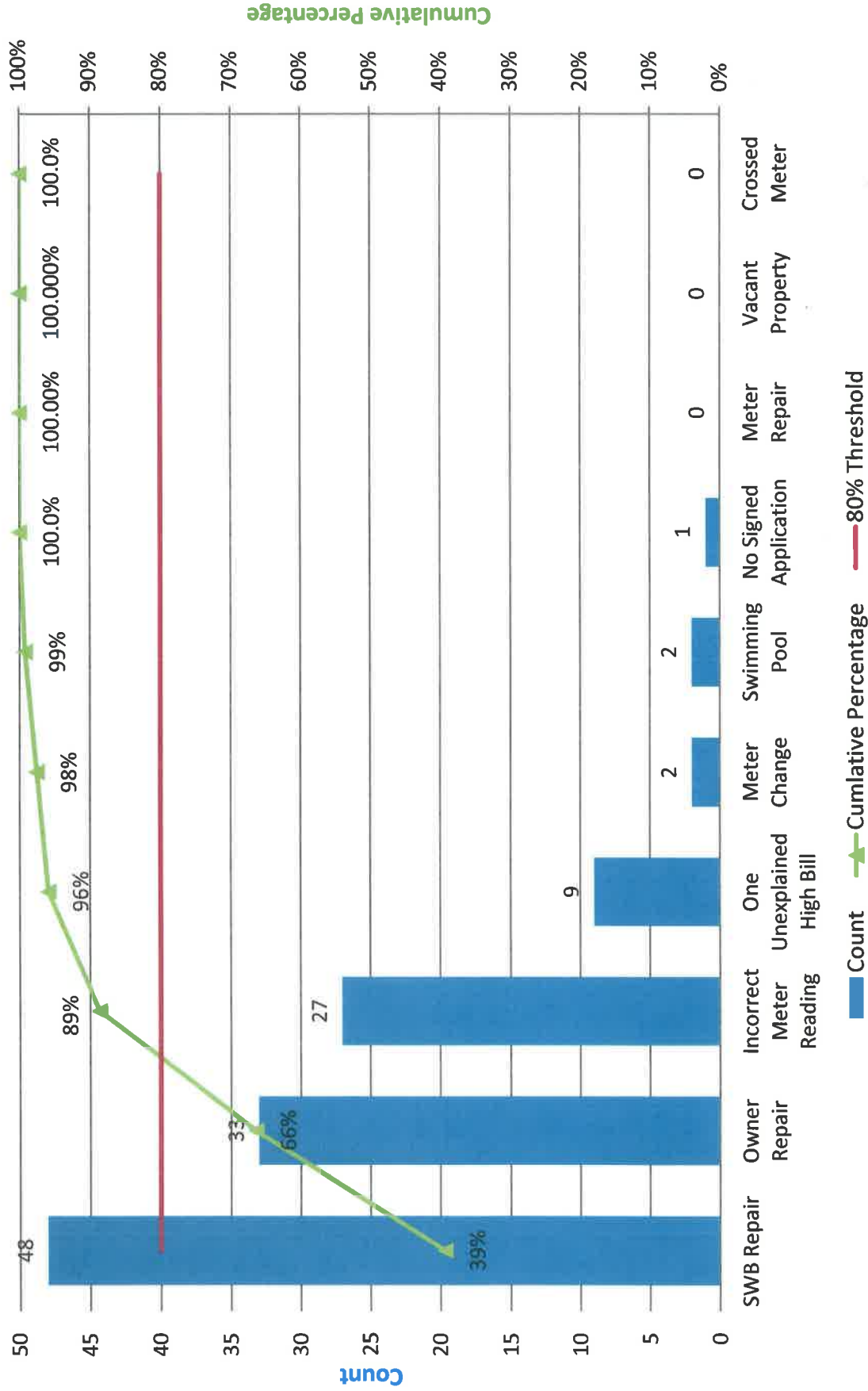
Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	1.9%	1.7%	2.1%	2.6%	2.9%	2.2%	2.2%	2.2%	2.4%	2.9%	2.8%	2.8%
2014	2.4%	3.0%	3.2%	3.2%	3.0%	3.2%	2.9%	2.8%	2.9%	3.3%	3.2%	2.9%
2015	3.1%	2.9%	3.7%	2.9%	2.9%							

Sewerage and Water Board of New Orleans

Chart of Reasons for Adjustments

May 2015



Sewerage and Water Board of New Orleans

Total Inbound Customer Contacts

Constituency:
Customer Ratepayers

Objective: Provide Timely
Information and Respond
Promptly to Requests

Goal: Reduce
Triggers of Customer
Calls

Currently Meeting
Goal: **No**

Process Operating
Within Control
Limits: **Yes**

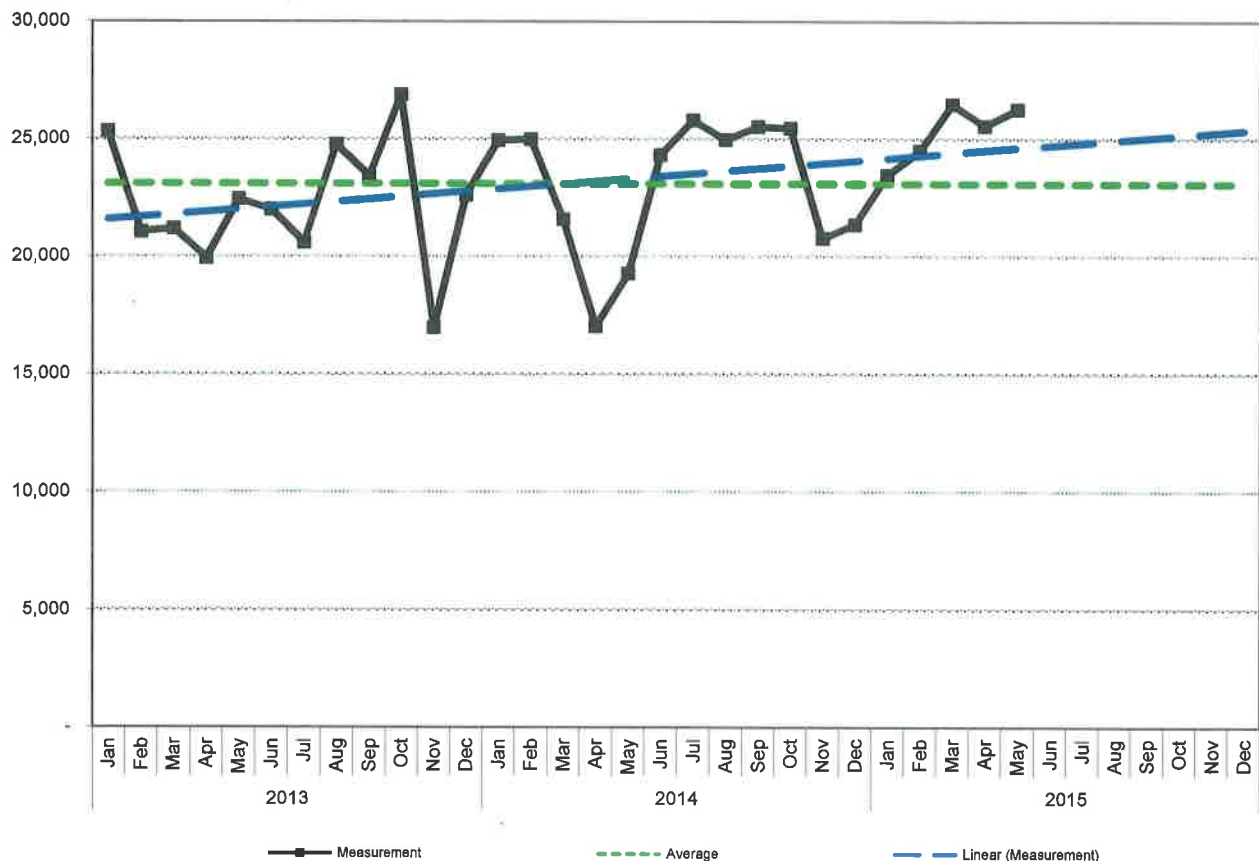
Trend: **Unfavorable**

Analysis

Customers contact the Sewerage and Water Board to start or end service; to request information about their bill; to report concerns about their water service, sewer connection, street flooding, or solid waste sanitation service; and other matters. The Call Center for emergency repairs is operated continuously, while the Call Center for billing and non-emergency issues is operated from 7 AM to 7 PM. Call volumes can vary significantly month to month.

Plans for Improvement

Staff is analyzing the events that trigger calls in order to determine methods to reduce the volume. Short term plans for improvement will focus on creating more efficient "scripts" for handling routine call matters. Longer term plans will focus on reducing the overall call volumes with interactive voice response capabilities.



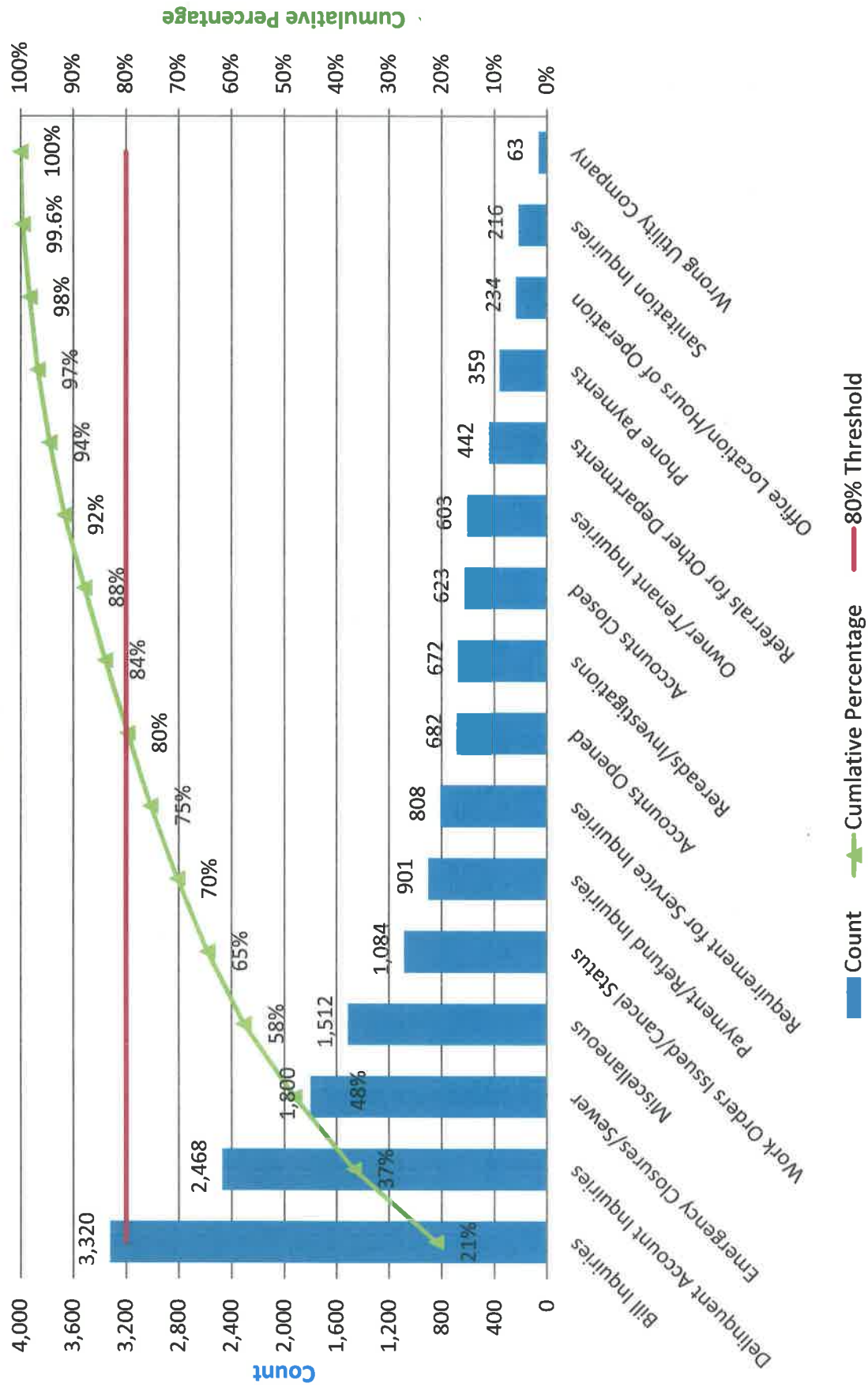
Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	25,331	21,051	21,194	19,937	22,446	21,994	20,602	24,764	23,439	26,892	16,980	22,610
2014	24,945	24,992	21,579	17,032	19,276	24,315	25,800	24,967	25,532	25,467	20,775	21,366
2015	23,470	24,496	26,486	25,565	26,261							

Sewerage and Water Board of New Orleans

Chart of Types of Customer Calls

May 2015



Sewerage and Water Board of New Orleans

Average Call Wait Time

Constituency:
Customer Ratepayers

Objective: Provide
Accurate Bills

Goal: Reduce over
time

**Currently Meeting
Goal:** Yes

**Process Operating
Within Control Limits:**
Yes

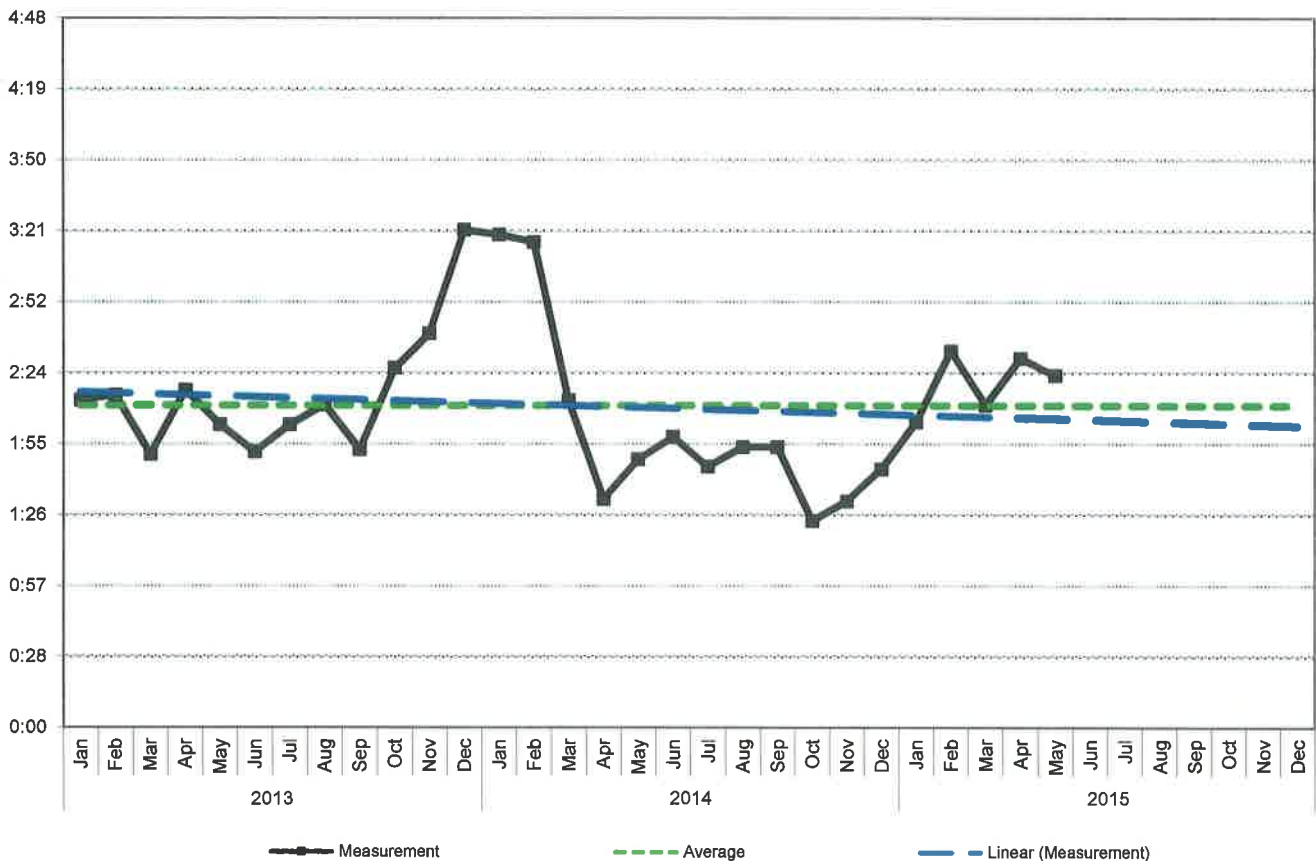
Trend: Favorable

Analysis

Customers contact the Sewerage and Water Board to start or end service; to request information about their bill; to report concerns about their water service, sewer connection, street flooding, or solid waste sanitation service; and other matters. The Call Center for emergency repairs is operated continuously, while the Call Center for billing and non-emergency issues is operated from 7 AM to 7 PM. Call volumes can vary significantly month to month.

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Staff is analyzing the events that trigger calls in order to determine methods to reduce the volume. Short term plans for improvement will focus on creating more efficient "scripts" for handling routine call matters. Longer term plans will focus on reducing the overall call volumes with interactive voice response capabilities.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	2:13	2:15	1:51	2:17	2:03	1:52	2:03	2:11	1:53	2:26	2:40	3:22
2014	3:20	3:17	2:13	1:33	1:49	1:58	1:46	1:54	1:54	1:24	1:32	1:45
2015	2:04	2:33	2:11	2:30	2:23							

Sewerage and Water Board of New Orleans

Calls Abandoned by Customers as a Percentage of Total

Constituency:
Customer Ratepayers

Objective: Provide Timely
Information and Respond
Promptly to Requests

Goal: Respond to calls
with less than 5%
abandoned

**Currently Meeting
Goal:** No

**Process Operating
Within Control Limits:**
No

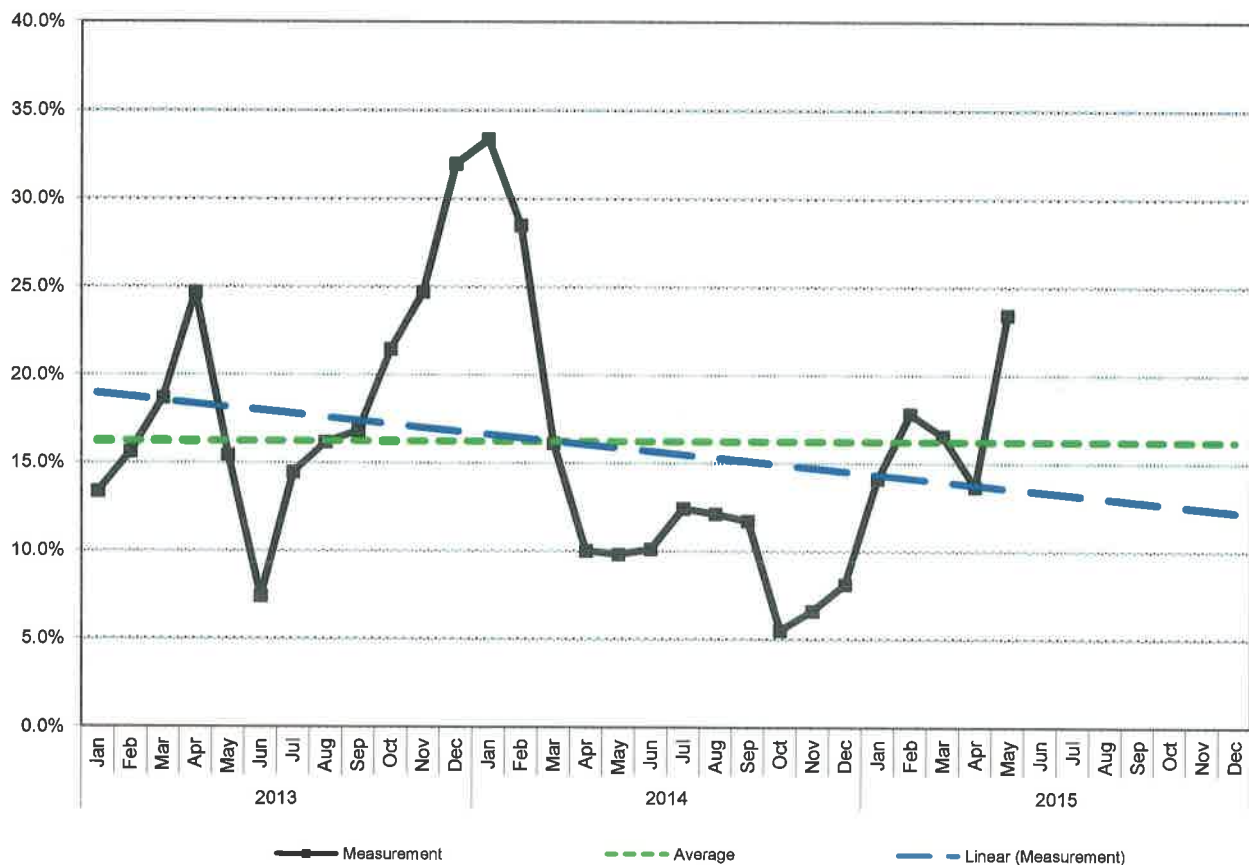
Trend: Unfavorable

Analysis

Customers abandon their call after waiting for an amount of time considered inconvenient, which varies from customer to customer. Some portion of the volume of abandoned calls is from customers calling and hanging up on multiple occasions.

Plans for Improvement

In order to resolve the significant increase in abandoned calls, additional employees have been hired and are being trained. Call rollover time has been reduced from 3 minutes to 20 seconds. Medium term plans for improvement will focus on creating more efficient "scripts" for handling routine call matters. Longer term plans will focus on reducing the overall call volumes with interactive voice response capabilities.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	13.3%	15.6%	18.7%	24.7%	15.4%	7.4%	14.5%	16.2%	16.8%	21.5%	24.7%	32.0%
2014	33.4%	28.5%	16.1%	10.0%	9.8%	10.1%	12.4%	12.1%	11.7%	5.5%	6.6%	8.1%
2015	14.1%	17.8%	16.6%	13.7%	23.4%							

Sewerage and Water Board of New Orleans

Emergency Calls Abandoned by Customers as a Percentage of Total Emergency Calls

Constituency:
Customer Ratepayers

Objective: Provide Timely Information and Respond Promptly to Requests

Goal: Respond to calls with less than 5% abandoned

Currently Meeting Goal: No

Process Operating Within Control Limits:
No

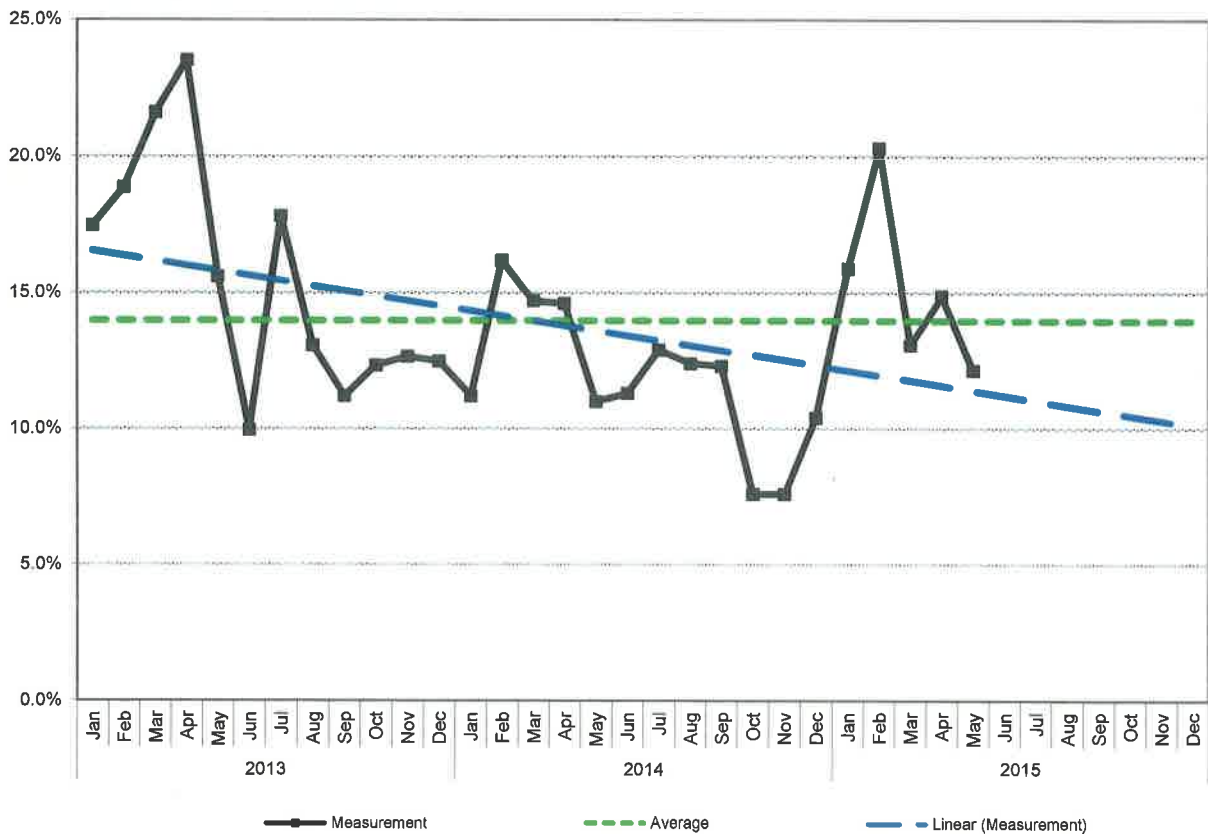
Trend: Favorable

Analysis

Customers abandon their call after waiting for an amount of time considered inconvenient, which varies from customer to customer. Some portion of the volume of abandoned calls is from customers calling and hanging up on multiple occasions. Staff is addressing this issue as a top priority. The telephone system was recently upgraded.

Plans for Improvement

In order to resolve the significant increase in abandoned calls, additional employees have been hired and are being trained. Call rollover time has been reduced from 3 minutes to 20 seconds. Scripts were created for more efficient handling of routine call matters. Longer term plans will focus on reducing the overall call volumes with interactive voice response capabilities.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	17.5%	18.9%	21.6%	23.5%	15.6%	10.0%	17.8%	13.1%	11.2%	12.3%	12.7%	12.5%
2014	11.2%	16.2%	14.7%	14.6%	11.0%	11.3%	12.9%	12.4%	12.3%	7.6%	7.6%	10.4%
2015	15.9%	20.3%	13.1%	14.9%	12.2%							

Sewerage and Water Board of New Orleans

Total Service Requests about Low Water Pressure

Constituency:
Customer Ratepayers

Objective: Provide Timely
Information and Respond
Promptly to Requests

Goal: Reduce
Number of Service
Requests

**Currently Meeting
Goal:** Yes

**Process Operating
Within Control
Limits:** Yes

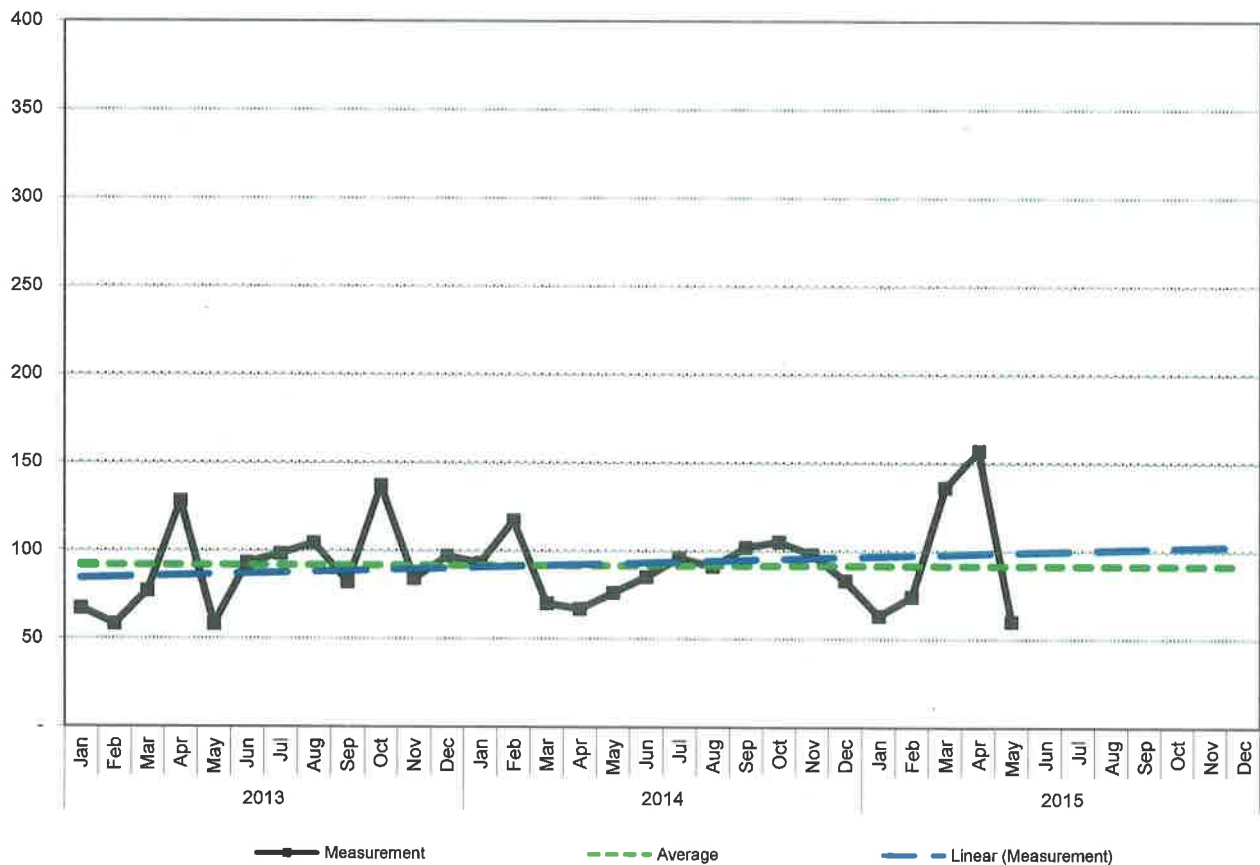
Trend: Level

Analysis

Customers contact the Sewerage and Water Board to request resolution to low water pressure. System pressure can be impaired by power failures at the treatment plants, by water main breaks, and by certain types of repair activities.

Plans for Improvement

Staff continues to make repairs to the water system to reduce the number of occasions of low pressure.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	67	58	77	128	58	93	98	104	82	137	84	97
2014	93	117	70	67	76	85	96	91	102	105	98	83
2015	63	74	136	157	60							

Sewerage and Water Board of New Orleans

Total Service Requests for Water System Leaks

Constituency:
Customer Ratepayers

Objective: Provide Timely
Information and Respond
Promptly to Requests

Goal: Reduce
Number of Service
Requests

Currently Meeting
Goal: **Yes**

Process Operating
Within Control
Limits: **Yes**

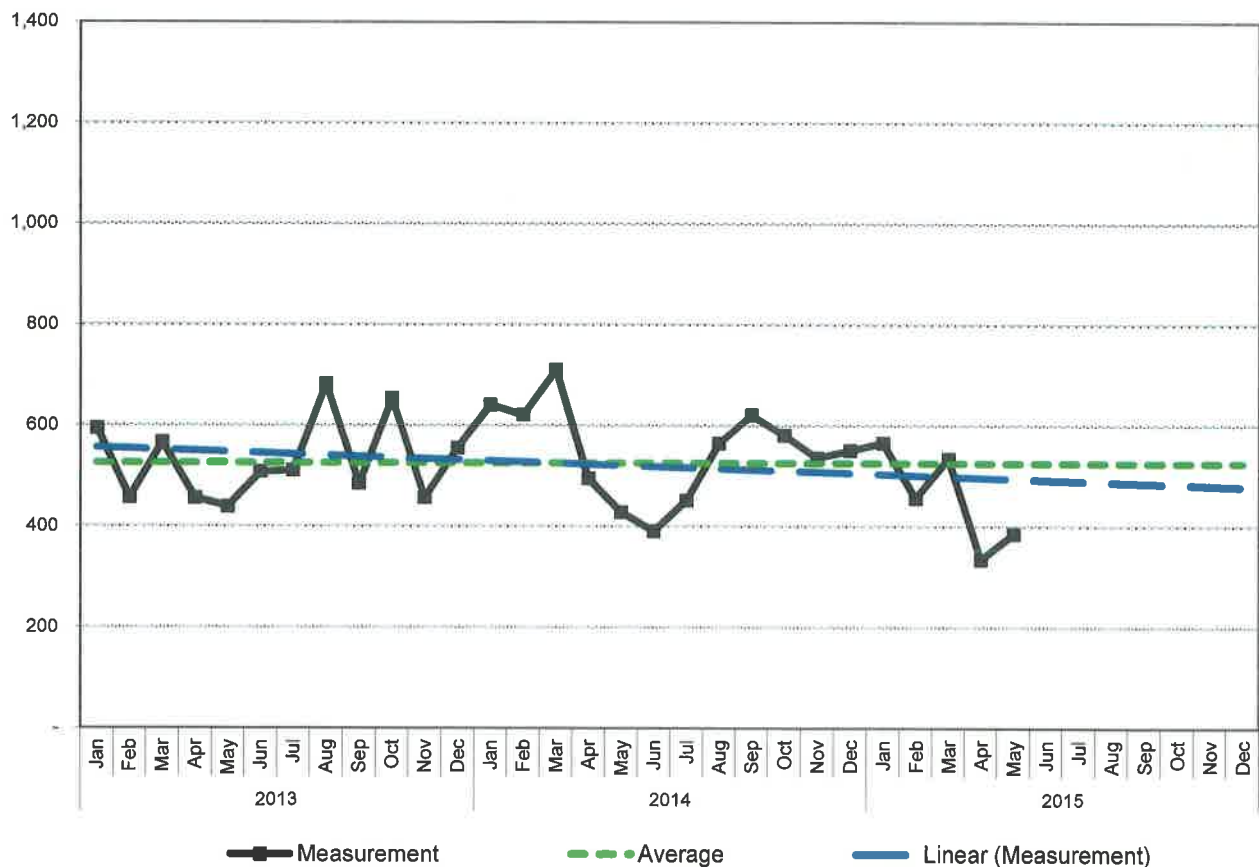
Trend: **Favorable**

Analysis

Customers contact the Sewerage and Water Board to request repairs to leaking mains, services and fire hydrants.

Plans for Improvement

Staff is working with FEMA to expand beyond point repairs to line replacements for water mains with high frequency of failure.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	594	457	567	456	439	508	511	683	485	654	457	556
2014	641	621	711	495	428	390	451	565	621	581	536	551
2015	566	456	535	335	385							

Sewerage and Water Board of New Orleans

Total Service Requests for Sewer System Leaks

Constituency:
Customer Ratepayers

Objective: Provide Timely
Information and Respond
Promptly to Requests

Goal: Reduce
Number of Service
Requests

**Currently Meeting
Goal:** **Yes**

**Process Operating
Within Control
Limits:** **Yes**

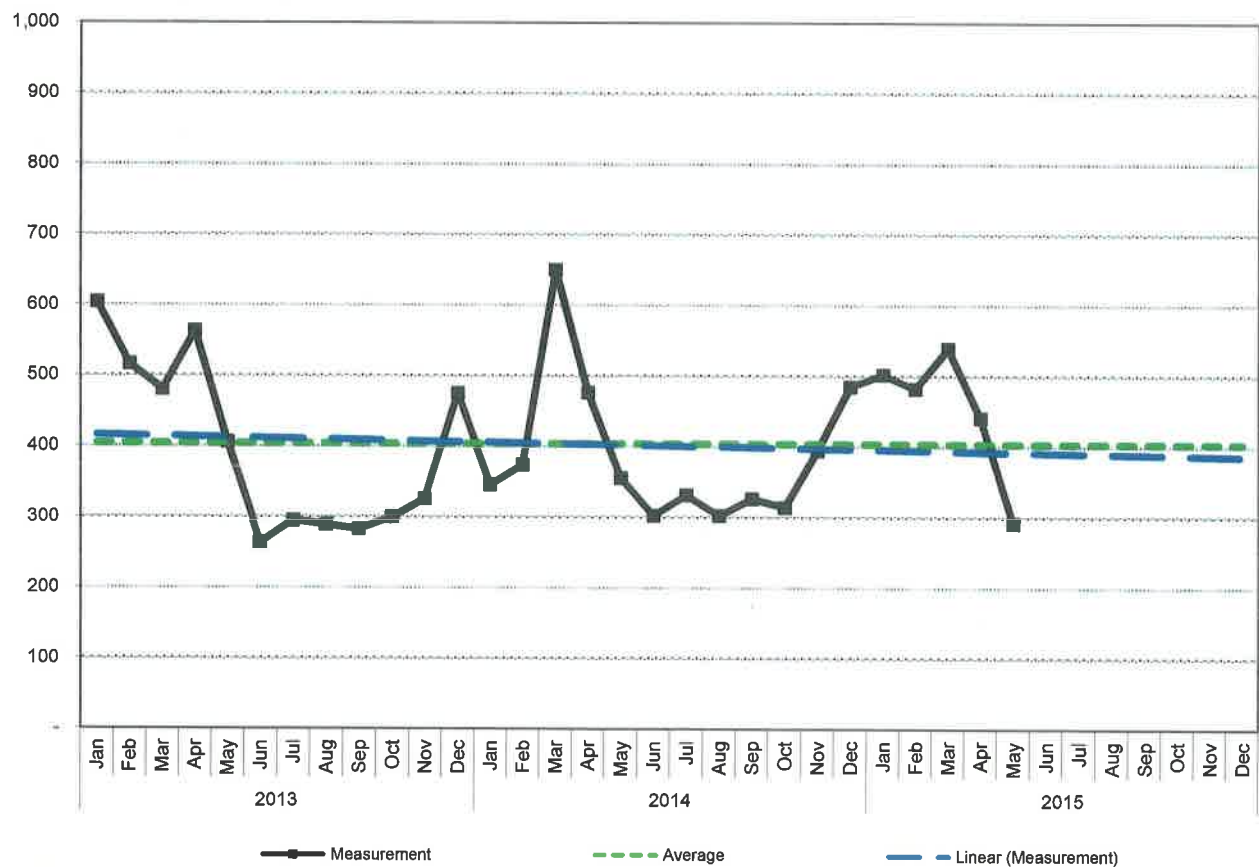
Trend: **Favorable**

Analysis

Customers contact the Sewerage and Water Board to request repairs to leaking sewer collection mains and service lines.

Plans for Improvement

Staff has recently expanded the use of Networks Department field staff focused on sewer system repairs.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	604	516	480	563	406	264	295	289	283	300	326	475
2014	346	374	650	476	355	302	331	302	326	314	394	485
2015	502	482	539	441	292							

Sewerage and Water Board of New Orleans

Total Accounts Turned Off for Non-Payment

Constituency:
Customer
Ratepayers

Objective: Ensure
Collection of Payments for
Services Provided

Goal: None
Established

**Currently Meeting
Goal:** Not Applicable

**Process Operating
Within Control
Limits:** No

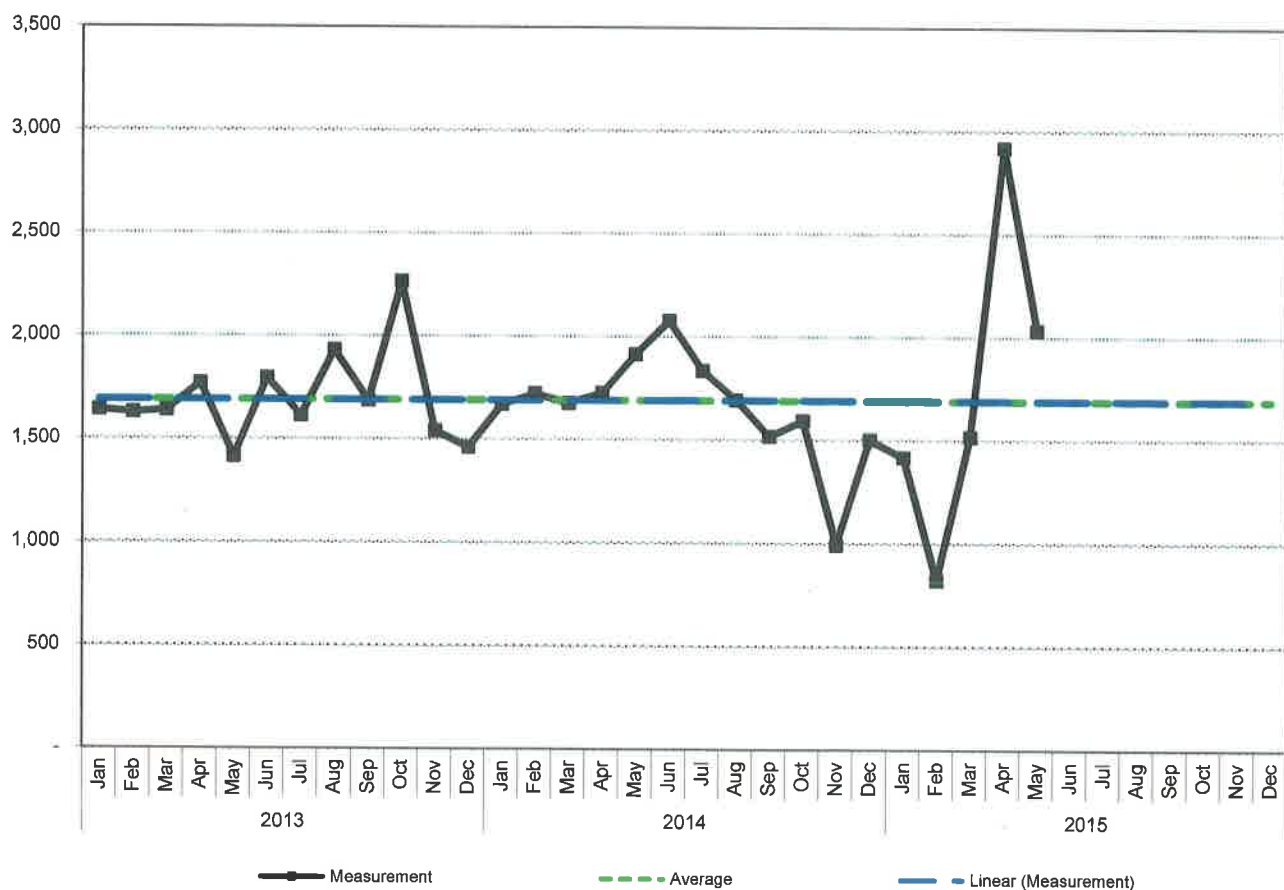
Trend: Level

Analysis

Customers accounts are turned-off for non-payment for balances more than \$50 and over sixty days past due.

Plans for Improvement

Staff is monitoring the number of accounts turned-off for non-payment to determine trend directions. No actions are contemplated at this time.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	1,641	1,628	1,638	1,770	1,415	1,795	1,613	1,932	1,687	2,265	1,540	1,461
2014	1,670	1,723	1,675	1,727	1,915	2,077	1,836	1,694	1,518	1,594	993	1,502
2015	1,417	823	1,517	2,920	2,033							

Sewerage and Water Board of New Orleans

Water and Sewer Receivables 30 to 120 Days Old

EUM Attribute:
Financial Viability

Description: Establishes and maintains an effective balance between long-term debt, asset values, operations and maintenance expenditures, and operating revenues

Constituency:
Customer Ratepayers

Objective: Efficient use of resources in providing services

Goal: None established

Currently Meeting Goal: Not Applicable

Process Operating Within Control Limits: Yes

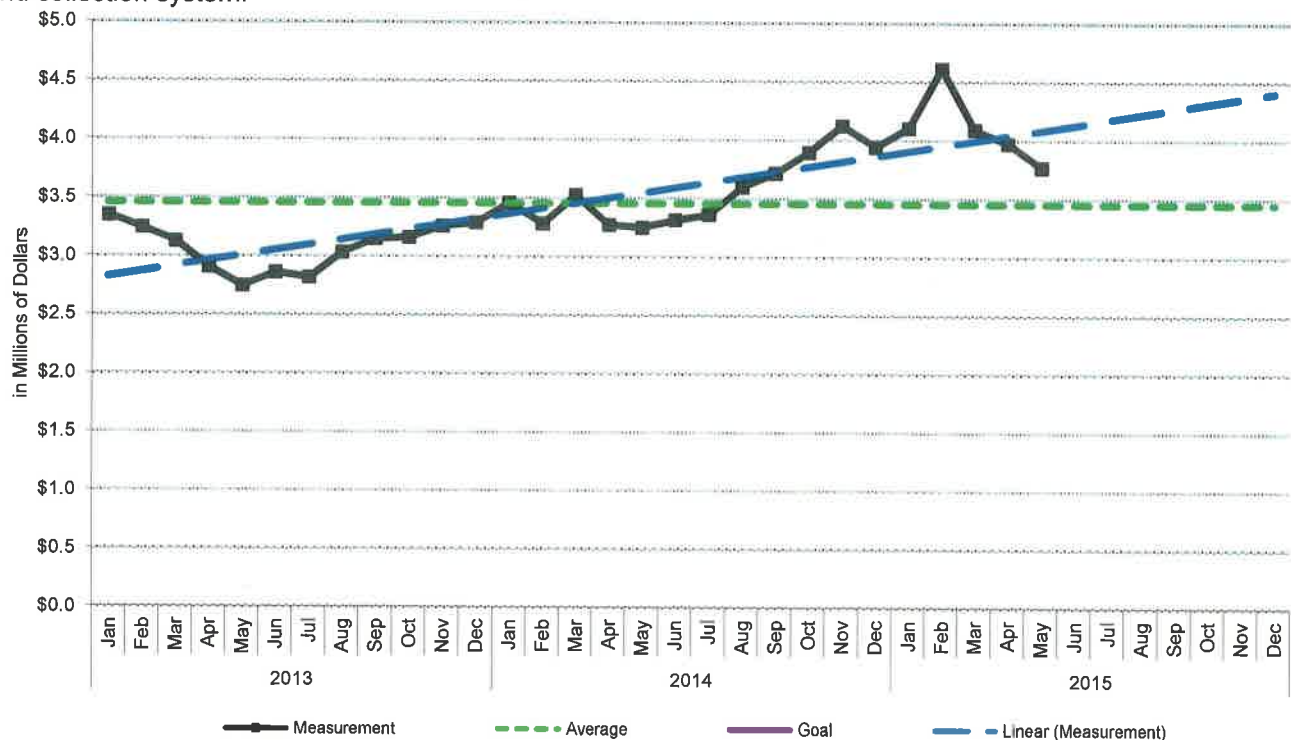
Trend: Level, when adjusted for rate increases.

Analysis

Water and sewer accounts receivable that are 30 to 120 days old are handled by internal staff using service disconnection. When those accounts are turned-off and final bills sent, the remaining balances after 30 days are sent to a collection agency. The uncollectable balances for 2007 and 2008 were higher than normal due to accounts that remained open for vacated facilities and were written off in 2011 and 2012.

Plans for Improvement

It appears that the higher post-Katrina accounts receivable balances have been resolved through standard collection practices and that annual collection rates now exceed 98% of annual billings. Staff intends to use standard process improvement methods to continue collection practices pending implementation of new billing and collection system.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	\$3.348	\$3.243	\$3.127	\$2.907	\$2.748	\$2.860	\$2.819	\$3.031	\$3.149	\$3.161	\$3.258	\$3.287
2014	\$3.458	\$3.280	\$3.524	\$3.271	\$3.249	\$3.314	\$3.361	\$3.598	\$3.715	\$3.893	\$4.122	\$3.941
2015	\$4.104	\$4.612	\$4.091	\$3.971	\$3.769							

Sewerage and Water Board of New Orleans

Water and Sewer Receivables 120 Days and Older

EUM Attribute:
Financial Viability

Description: Establishes and maintains an effective balance between long-term debt, asset values, operations and maintenance expenditures, and operating revenues

Constituency:
Customer Ratepayers

Objective: Efficient use of resources in providing services

Goal: None established

Currently Meeting Goal: Not Applicable

Process Operating Within Control Limits: Yes

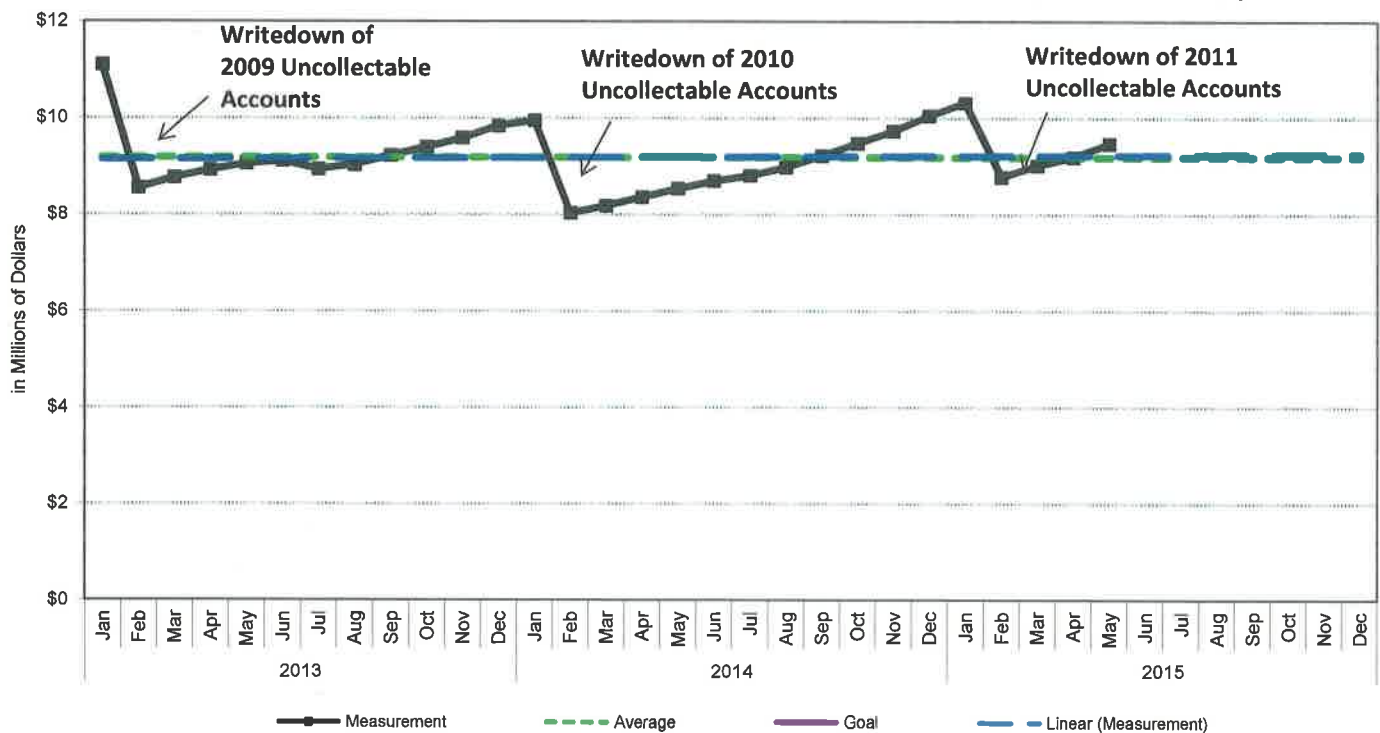
Trend: Level

Analysis

Water and sewer accounts receivable that are 120 days and older are handled by a collection agency. When those accounts remain uncollected after three years, the balances are written off as part of an annual process. The uncollectable balances for 2007 and 2008, which were written off early in 2011 and 2012, were higher than normal due to accounts that remained open post-Katrina for residences and businesses but were not occupied.

Plans for Improvement

It appears that the higher post-Katrina accounts receivable balances have been resolved through standard collection practices and that annual collection rates now exceed 98% of annual billings. Staff intends to use standard process improvement methods to continue collection practices pending implementation of new billing and collection system.



Data Table

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	\$ 11.104	\$ 8.552	\$ 8.766	\$ 8.928	\$ 9.055	\$ 9.113	\$ 8.939	\$ 9.029	\$ 9.224	\$ 9.398	\$ 9.585	\$ 9.839
2014	\$ 9.946	\$ 8.032	\$ 8.185	\$ 8.360	\$ 8.536	\$ 8.694	\$ 8.807	\$ 8.977	\$ 9.218	\$ 9.478	\$ 9.728	\$ 10.046
2015	\$ 10.317	\$ 8.781	\$ 9.012	\$ 9.188	\$ 9.471							

**BY-LAWS
OF THE
SEWERAGE AND WATER BOARD
OF NEW ORLEANS**

**REVISED AND AMENDED THROUGH
DECEMBER 17, 2014**

**WITH DRAFT OF PROPOSED CHANGES
MARKED-UP**

BY-LAWS
OF THE
SEWERAGE AND WATER BOARD OF NEW ORLEANS

ARTICLE I - MEETINGS OF THE BOARD

Section 1:

Regular meetings of the Board shall be held on the third Wednesday of each month in the Sewerage and Water Board's Board Room.

In the event a regular meeting of the Board cannot be held on the third Wednesday of the month due to a legal holiday or other circumstances, or will not be held in the Sewerage and Water Board's Board Room, the President or President Pro Tem shall have the power to designate another day for the meeting either in the same week, in the week prior to, or in the week succeeding the week of the third Wednesday of that month and/or another location.

The time and location of the meetings shall be promulgated by the Executive Director's Office at least 24 hours in advance.

Section 2:

Special meetings may be called by the President of the Board, and shall be called by him when so requested in writing by four (4) members of the Board.

Written notice stating agenda and the time and the place of the meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.

ARTICLE I - MEETINGS OF THE BOARD (CONT'D)

Section 3:

No subjects shall be considered at special meetings, except those embraced in the call. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.

Section 4:

Six members shall constitute a quorum for the transaction of business at all Board meetings. Written notice stating the agenda and the time and place of the meeting shall be served by the Executive Director on each Trustee, and promulgated at least 24 hours in advance.

Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee's Retirement System of the Sewerage and Water Board of New Orleans.

Section 5:

In the absence of specific rules, policies, or procedures, Robert's Rules of Order, as newly revised, shall be used in conducting a meeting.

Section 6:

The meeting of the Trustees of the Employee's Retirement System of the Sewerage and Water Board of New Orleans ("Retirement System") shall be held during, before or after the Regular or Special Meetings of the Board.

ARTICLE II - OFFICERS

Section 1:

Officers of the Board shall be the President and the President Pro Tem. The Mayor of the City of New Orleans is the Ex-Officio President of the Board. The President Pro Tem shall be elected by a majority of the members of the Board.

ARTICLE III - ELECTIONS

Section 1:

Voting shall be by viva voce, except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote.

ARTICLE IV - DUTIES OF OFFICERS

Section 1:

Appointments to the Board are made by the President as set forth in R.S. 33:4071. The President shall also make appointments to all Committees of the Board. The President shall preside at all meetings of the Board. He shall have authority to open all -documents addressed to the Board. He shall have authority to sign all contracts, checks, warrants and other documents or papers in the name of the Board, and as directed by it. He has the right to vote at any meeting of the Board or any of the Board's committees. The President may also be authorized other duties as established by the Board.

Section 2:

The President Pro Tem shall assume all the duties of the President in the President's absence, or at the President's direction, and any other duties and privileges as may be established by the Board. The President Pro Tem has the right to vote at any meeting of the Board or any of the Board's committees. When both the President and President Pro Tem are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tem shall have the same right to vote as any other member of the Board. The President Pro Tem shall serve for a two (2) year period with an option for the Board to re-elect him for another two (2) year term should the Board so desire, it being the intention of this section that the above reference to terms shall constitute a full, complete and consecutive term and should any President Pro Tem who is removed as such by his removal from the Board through causes beyond his control, who returns to the Board and is reinstated to the position of President Pro Tem, he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms.

ARTICLE V - DUTIES OF EXECUTIVE DIRECTOR/ DEPUTY DIRECTOR

Section 1:

The Board shall elect an Executive Director whose salary shall be fixed by the Board. The Executive Director shall hold office at the pleasure of the Board. The election or removal of the Executive Director, and the amount of his salary, shall be determined by a majority vote of the entire Board at one of its regular monthly meetings. The duties of the Executive Director shall be fixed by the Board. The Executive Director is responsible for the daily operations of the organization.

Section 2:

The Executive Director shall be present at all meetings of the Board and its Committees. He shall keep full and accurate written records of the proceedings at all such meetings. ~~However, the Deputy Director may act in his absence.~~

Section 3:

The Executive Director shall be custodian and hold in safekeeping all records and papers belonging to the Board.

Section 4:

All motions and resolutions passed by the Board shall be recorded by the Executive Director in a book or books to be kept for that purpose. He shall attend to the publication of motions and resolutions and other notices as required.

ARTICLE V - DUTIES OF EXECUTIVE DIRECTOR/ DEPUTY DIRECTOR (CONT'D)

Section 5:

The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. He shall keep an inventory of all property acquired or disposed of by the Board, and he is required to make written report at each regular meeting of all transactions named in this section.

The Executive Director shall submit a written annual report for the Board to present to the City Council in accordance with R.S. 33:4091. The report shall be prepared in a timely fashion so that it may be submitted to the City Council on or prior to the first day of May of each year.

At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director ~~shall place in the hands of~~ deliver to each member of the Board or Committee the meeting notice, agenda, and copies of all reports, ~~including the General Superintendent's Recommendations,~~ being presented to the Board or Committee.

Section 6:

The Executive Director shall have authority to advertise for bid and award contracts for all procurements having a value of less than one million dollars.

Section 7:

The Executive Director shall also perform such other duties germane to his office, as may be required of him by direction of the Board. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.

Section ~~7~~8:

Neither the Executive Director, nor ~~the Deputy Director, nor the General Superintendent~~ any unclassified employee shall engage in any other occupation or employment that would interfere or conflict with their Sewerage and Water Board duties. The ~~Deputy Director and the General Superintendent~~ unclassified employees shall not engage in any other occupation or employment unless

**ARTICLE V - DUTIES OF EXECUTIVE DIRECTOR/
DEPUTY DIRECTOR (CONT'D)**

certified by the Executive Director as not interfering or in conflict with their
Sewerage and Water Board Duties.

**ARTICLE V - DUTIES OF EXECUTIVE DIRECTOR/
DEPUTY DIRECTOR (CONT'D)**

~~interfering or in conflict with their Sewerage and Water Board duties.~~
The Executive Director shall receive such certification from the President Pro Tem before engaging in any other occupation or employment as described above.

Section

89:

~~The~~ A Deputy Director shall act in the absence of the Executive Director in carrying out the duties prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director or by the Board.

ARTICLE VI - COMMITTEES

Section 1:

There shall be four (4) standing Committees, to be named respectively: the Executive Committee, the Finance Committee, the Operations Committee, and the Committee on Infrastructure and Operating Systems the Audit Committee, the Finance Committee, the Governance Committee, and the Strategy Committee.

In addition, a Pension Committee is established in accordance with the "Rules and Regulations of the Employees Retirement System of the Sewerage and Water Board of New Orleans."

A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.

Other Ad Hoc Committees may be formed by the Board or by the President of the Board.

~~The President of the Board shall appoint the Chairpersons and all members of the foregoing Committees. The President of the Board may appoint the Vice Chairpersons of the three (3) standing Committees. The make up of the Committees may be re-examined periodically and new appointments made so that all members of the Board may participate in all phases of Sewerage and Water Board operations and administration. Each Board member must be assigned to serve on at least one (1) Committee.~~

Section 2:

The President of the Board shall appoint the Chairpersons and all members of the foregoing Committees. The President of the Board may appoint the Vice Chairpersons of the three (3) standing Committees. The make up of the Committees may be re-examined periodically and new appointments made so that all members of the Board may participate in all phases of Sewerage and Water Board operations and administration. Each Board member must be assigned to serve on at least one (1) Committee.

Each committees shall consist of five (5) members of the Board, to be appointed by the President. Three (3) members of any standing committee

shall constitute a quorum.

The following matters are illustrative of those brought before the Strategy Committee for consideration:

~~The Executive Committee shall consist of five (5) members made up as follows: the President Pro Tem, who shall Chair the Executive Committee, and the Chairpersons of the other three (3) standing Committees, and the Chairperson of the Plumbing Conference Committee.~~

ARTICLE VI - COMMITTEES (CONT'D)

Section 3:

~~Each of the other standing committees shall consist of five (5) members of the Board, to be appointed by the President. Three (3) members of any standing committee shall constitute a quorum.~~

Section 4:

~~In the absence of the Committee Chairperson and the Vice Chairperson at any meeting of a committee, the committee may elect a Chairperson Pro Tem.~~

Section 53:

~~The Executive Audit Committee shall act in a deliberative and advisory capacity and to it may be referred any business of the Board for consideration and report, preceding official action by the Board monitor compliance with federal, state, and local laws and regulations and have charge of the affairs of the Board relating to the internal control and risk management framework.~~

~~The following matters are illustrative of those brought before the Audit Committee for consideration: review of all contracts awarded by the Executive Director; regulatory compliance; internal controls assessment; internal and external audit reports compliance; and recommendations from external consultants.~~

~~The following matters are illustrative of those brought before the Executive Committee for consideration: strategic planning; business development; risk management; information technology; pay plans and policies, personnel matters, including but not limited to Equal Employment Opportunity, Affirmative Action, EEO Reports, and Discrimination~~

ARTICLE VI - COMMITTEES (CONT'D)

~~Complaints; leases; and in general, matters affecting all utilities (sewerage, water and drainage).~~

Section 64:

The Finance Committee shall ~~be in charge of the financial affairs of the Board, subordinate to the Board's direction~~monitor operational performance and align financial resources to achieve the objectives of the Board.

The following matters are illustrative of those brought before the Finance Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting; ~~Operating Budget; financing strategies; alternative financing mechanisms; banking; bond issues; credit ratings; review and recommendation for award of all contracts and bid.~~

ARTICLE VI - COMMITTEES (CONT'D)

~~appeals; internal controls assessment; internal and external audit reports compliance; and other matters of a financial nature.~~

Section ~~75~~:

The Governance Committee ~~on Infrastructure and Operating Systems~~ shall manage the business of the Board of Directors.

The following matters are illustrative of those brought before the Governance Committee for consideration: perform orientation and training of new Board members; conduct evaluation and improvement of Board performance; oversee Board compliance with requirements for written financial disclosure statements; and consideration of Bylaw changes. ~~have charge of the affairs of the Board relating respectively to each of the Board's systems of sewerage, water, drainage, power generation and power distribution, and shall act and advise on affairs of these systems, subject to the direction and ruling of the Board. Matters pertaining to sewerage, water, drainage, power generation and power distribution shall be brought before this committee for its consideration including evaluation of the condition of facilities; execution of the annual capital budget and long-term capital improvement plans; and consideration of green infrastructure and resiliency initiatives.~~

Section ~~86~~:

The Operations-Strategy Committee shall have charge of the affairs of the Board relating ~~customer service capabilities and results; strategic communications; organizational performance metrics; and the Economically Disadvantaged Business Program~~ to long-term planning for the capabilities of the organization.

ARTICLE VI - COMMITTEES (CONT'D)

The following matters are illustrative of those brought before the Strategy Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.

Section 97:

The Pension Committee is established by Section (3) of the "Rules and Regulations of the Employee Retirement System of the Sewerage and Water Board of New Orleans." This Committee consists of: Chairperson - President Pro Tem; Four (4) members appointed by the President, at least one of which shall be a member of the Finance Committee; Three (3) employee members elected by the employees and one (1) retiree representative elected by Board retirees. Five members shall constitute a quorum.

The Committee shall be in charge of matters relating to the management of the Employee Retirement

ARTICLE VI - COMMITTEES (CONT'D)

System, including establishment of the rules and regulations and management of the pension fund.

Section 108:

A. The Board of Trustees, as defined in the Rules and Regulations of the Employee's Retirement System of the Sewerage and Water Board of New Orleans, shall have full and final authority to make all decisions concerning the investment of assets of said retirement system, to include recommendations of the Pension Committee made to the Board, and which involve the exercise of the Trustees' Investment Authority, as set forth in Section 8.6 of the Rules and Regulations of the Retirement System. These matters shall include, but not limited to, the following:

- a. Selection, hiring and termination of various investment managers, custodial banks and financial consulting firms.
- b. The establishment of an Investment Policy, Asset Allocation Policy and Rebalancing Policy.
- c. Deciding what portion of the Retirement System assets a particular investment manager shall invest.
- d. Evaluating the performance of a particular investment manager, including placing that investment manager on probation.
- e. Receipt and review of actuarial reports and annual investment reports prepared by the investment consultant.

B. Because the Pension Committee will be called upon to review matters which the Board of Trustees of the Employees' Retirement System will be required to approve in order to be effective:

ARTICLE VI - COMMITTEES (CONT'D)

- a. The Pension Committee, in making its written report to the Board of Directors of the Sewerage and Water Board of New Orleans, shall designate three (3) types of agendas for consideration by the Board of Directors. These three (3) agendas shall consist of consent items, non-consent items and items to be considered by the full Board of Trustees.
- b. At the time that the Pension Committee report is received by the Board of Directors, and such report has on its agenda 'Board of Trustees Items,' the four (4) employee-elected Trustees, if present, shall be invited by the chairperson to join the Board of Directors' Trustees in considering the specific items of that agenda. A roll call shall be made by the Secretary to establish a quorum of the Board of Trustees, which quorum shall be no less than eight(8) Trustees. At this time, it is recognized that this is an official meeting of the Board of Trustees of the Employees' Retirement System of the Sewerage and Water Board of New Orleans and all Trustees present shall have the right to make motions, enter into discussions, vote and otherwise fully participate in the matters at hand. Each Trustee shall have one vote. All actions of the Trustees shall be by voice vote, unless a roll call is requested and a majority of all Trustees present shall prevail.

Upon conclusion of the specific items of the Board of Trustees agenda, to include that specified on the agenda of the Pension Committee, the chairman shall call for a motion to end the Board of Trustees meeting. Upon such affirmative vote to end, the employee-elected Trustees shall withdraw and the Board of Directors shall continue its regular business

ARTICLE VI - COMMITTEES (CONT'D)

Section

| 119:

The Plumbing Conference Committee is established by the Plumbing Code of the City of New Orleans. Matters relating to the Plumbing Code shall be brought before the Plumbing Conference Committee for consideration. This Committee consists of: —the General Superintendent, the Supervisor of Plumbing; four members of the Sewerage and Water Board appointed by the President, one licensed master plumber, one licensed journeyman plumber, and one member of any allied plumbing or engineering trade or profession. Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board. Five members constitute a quorum.

Section

| 120:

Any of the Committees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.

Section

| 111:

All reports of Committees for submission at the regular meeting of the Board shall be in writing and action thereon may be deferred to the subsequent regular meeting of the Board.

Section

| 12:

Both the President of the Board and the President Pro Tem shall be ex-officio members of each and all committees, both with the right to vote the same as any other member of said committees. Both the President of the Board, and the President Pro Tem, when acting as ex-officio members of a Committee in accordance with the foregoing, shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.

ARTICLE VI - COMMITTEES (CONT'D)

Section ~~15~~13:

Action taken by a Committee of the Board shall be by a majority of those present.

Section ~~16~~14:

~~Except in instances where the Board shall declare a matter to be an emergency, all matters to be brought before the Board shall first be considered by a Committee of the Board.~~

~~Matters that appear before the Board under its consideration of "New Business" shall be assigned by the President or in his absence the President Pro Tem to the appropriate Committee of the Board.~~

Section ~~17~~:

Whenever there is an absence of a quorum required for a Committee of the Board to meet, the Executive Director shall reschedule the Committee Meeting to the next available date and time at which a quorum can be reasonably anticipated. Absent a quorum, there shall be no meeting of the Committee, however, the members present may, if they so desire, receive information or reports pertaining to matters on the agenda for such meeting.

ARTICLE VI - COMMITTEES (CONT'D)

Section 18:

~~Items not acted upon by the Committee to which they were originally assigned, due to that Committee not meeting because of a lack of a quorum, may, at the discretion of the President or President Pro Tem be placed temporarily upon the agenda of the Executive Committee. If there is no final action taken on the item by the Board, or if the entire matter addressed thereat is not disposed of, any further action regarding the item shall be considered by the Committee to which the item was originally assigned.~~

ARTICLE VII - DISBURSEMENTS

Section 1:

All warrants for payment of money administered by the Board of Liquidation, City Debt, for account of the Sewerage and Water Board of New Orleans, shall be drawn as provided in Article XIV of the Constitution of 1921, as amended by Sections 23.1 through 23.12 and 23.28 through 23.43 and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, a Deputy Director, or Management Services Director~~General Superintendent, or Deputy General Superintendent~~. The second signature must be provided by ~~either the Utility Financial Administrator, Public Utility Comptroller, Public Utility Comptroller Assistant, or by an Accountant~~staff designated in writing by resolution of the Board~~the Executive Director~~. Said warrants shall be listed on audit sheet(s), setting forth the number of the warrant, date of warrant, and number of appropriation; and said audit sheet or sheets require the same signatory authorization, as stated above.

All checks for transfer of money for clearing accounts (i.e., payroll, voucher, etc.) of the Sewerage and Water Board of New Orleans, shall be drawn on the master accounts of the Board and require two (2) signatures, one of which must be provided by the Executive Director, a Deputy Director, or Management Services Director~~General Superintendent, or Deputy General Superintendent~~. The second signature must be provided by staff designated in writing by the Executive Director~~either the Utility Financial Administrator, Public Utility Comptroller, Public Utility Comptroller Assistant, or by an Accountant designated by resolution of the Board~~. Said checks shall be listed on audit sheet(s), and said audit sheet or sheets require the same signatory authorization, as stated above.

All checks for payment of construction contracts shall be handled in the same manner, as stated above.

Section 2:

There shall be no disbursement of the monies of this Board without the direct order of resolution of the Board, made and entered of record at a meeting thereof, except as provided in R.S. 33:4084.

ARTICLE VIII - EMPLOYEES

Section 1:

The appointment, suspension and removal of employees shall be in accordance with the provisions of R.S. 33:4076 of Louisiana Revised Statutes. All payment of wage or salaries shall cease on dismissal of employees.

ARTICLE IX - DEPOSITORY

Section 1:

All funds of ~~the~~ Sewerage and Water Board of New Orleans, subject to its control, shall be deposited with any bank or banks located in the City of New Orleans, selected by the Board. Such banks shall furnish acceptable collateral in accordance with applicable law.

ARTICLE X - AMENDMENTS

Section 1:

Any amendments or changes to these by-laws shall be adopted only after approved by a quorum of the board (R.S. 33:4071E), provided that notice of the proposed amendment shall be given at a regular monthly meeting preceding final action upon such amendment. The amendment to be filed in writing at this meeting and entered upon the Minutes of the Board; further providing that the Executive Director of the Board shall have filed a copy of the amendment with a notice of the meeting for final action, upon every member of the Board not less than a week prior to said meeting.

ARTICLE XI - ORDER OF BUSINESS

Section 1:

Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting with an Order of Business. Contained within the Order of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the majority members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda for consideration by the Board at its regular or special meeting. Should any Board member at the Board meeting object to any item(s) contained in the consent agenda, that item(s) shall be removed, not voted upon as part of the consent agenda and the item(s) placed appropriately in the Order of Business for discussion.

The Board may, by a vote of two-thirds (2/3) of the members present at a meeting, alter the order of business for that meeting.

Section 2:

~~The General Superintendent's monthly report shall be presented to the Finance Committee for its review and recommendations to the Board for action by the Board at its Regular Monthly Meeting.~~

ARTICLE XII – PUBLIC COMMENT

Section 1:

In accordance with the provisions of R.S. 42:5(D), the public is invited to attend and give comment on any matter listed on the agenda of a regular or special meeting of the Board or any of its committees. The time and length of such comments shall be determined by the Chair of the meeting.

**BY-LAWS
OF THE
SEWERAGE AND WATER BOARD
OF NEW ORLEANS**

**REVISED AND AMENDED THROUGH
DECEMBER 17, 2014**

**WITH PROPOSED CHANGES
JULY 15, 2015**

**BY-LAWS
OF THE
SEWERAGE AND WATER BOARD OF NEW ORLEANS**

ARTICLE I - MEETINGS OF THE BOARD

Section 1:

Regular meetings of the Board shall be held on the third Wednesday of each month in the Sewerage and Water Board's Board Room.

In the event a regular meeting of the Board cannot be held on the third Wednesday of the month due to a legal holiday or other circumstances, or will not be held in the Sewerage and Water Board's Board Room, the President or President Pro Tem shall have the power to designate another day for the meeting either in the same week, in the week prior to, or in the week succeeding the week of the third Wednesday of that month and/or another location.

The time and location of the meetings shall be promulgated by the Executive Director's Office at least 24 hours in advance.

Section 2:

Special meetings may be called by the President of the Board, and shall be called by him when so requested in writing by four (4) members of the Board.

Written notice stating agenda and the time and the place of the meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.

Section 3:

No subjects shall be considered at special meetings, except those embraced in the call. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.

Section 4:

Six members shall constitute a quorum for the transaction of business at all Board meetings. Written notice stating the agenda and the time and place of the meeting shall be served by the Executive Director on each Trustee, and promulgated at least 24 hours in advance.

Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee's Retirement System of the Sewerage and Water Board of New Orleans.

Section 5:

In the absence of specific rules, policies, or procedures, Robert's Rules of Order, as newly revised, shall be used in conducting a meeting.

Section 6:

The meeting of the Trustees of the Employee's Retirement System of the Sewerage and Water Board of New Orleans ("Retirement System") shall be held during, before or after the Regular or Special Meetings of the Board.

ARTICLE II - OFFICERS

Section 1:

Officers of the Board shall be the President and the President Pro Tem. The Mayor of the City of New Orleans is the Ex-Officio President of the Board. The President Pro Tem shall be elected by a majority of the members of the Board.

ARTICLE III - ELECTIONS

Section 1:

Voting shall be by viva voce, except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote.

ARTICLE IV - DUTIES OF OFFICERS

Section 1:

Appointments to the Board are made by the President as set forth in R.S.

33:4071. The President shall also make appointments to all Committees of the Board. The President shall preside at all meetings of the Board. He shall have authority to open all documents addressed to the Board. He shall have authority to sign all contracts, checks, warrants and other documents or papers in the name of the Board, and as directed by it. He has the right to vote at any meeting of the Board or any of the Board's committees. The President may also be authorized other duties as established by the Board.

Section 2:

The President Pro Tem shall assume all the duties of the President in the President's absence, or at the President's direction, and any other duties and privileges as may be established by the Board. The President Pro Tem has the right to vote at any meeting of the Board or any of the Board's committees. When both the President and President Pro Tem are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tem shall have the same right to vote as any other member of the Board. The President Pro Tem shall serve for a two (2) year period with an option for the Board to re-elect him for another two (2) year term should the Board so desire, it being the intention of this section that the above reference to terms shall constitute a full, complete and consecutive term and should any President Pro Tem who is removed as such by his removal from the Board through causes beyond his control, who returns to the Board and is reinstated to the position of President Pro Tem, he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms.

ARTICLE V - DUTIES OF EXECUTIVE DIRECTOR

Section 1:

The Board shall elect an Executive Director whose salary shall be fixed by the Board. The Executive Director shall hold office at the pleasure of the Board. The election or removal of the Executive Director, and the amount of his salary, shall be determined by a majority vote of the entire Board at one of its regular monthly meetings. The duties of the Executive Director shall be fixed by the Board. The Executive Director is responsible for the daily operations of the organization.

Section 2:

The Executive Director shall be present at all meetings of the Board and its Committees. He shall keep full and accurate written records of the proceedings at all such meetings.

Section 3:

The Executive Director shall be custodian and hold in safekeeping all records and papers belonging to the Board.

Section 4:

All motions and resolutions passed by the Board shall be recorded by the Executive Director in a book or books to be kept for that purpose. He shall attend to the publication of motions and resolutions and other notices as required.

Section 5:

The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. He shall keep an inventory of all property acquired or disposed of by the Board, and he is required to make written report at each regular meeting of all transactions named in this section.

The Executive Director shall submit a written annual report for the Board to present to the City Council in accordance with R.S. 33:4091. The report shall be prepared in a timely fashion so that it may be submitted to the City Council on or prior to the first day of May of each year.

At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director deliver to each member of the Board or Committee the meeting notice, agenda, and copies of all reports being presented to the Board or Committee.

Section 6:

The Executive Director shall have authority to advertise for bid and award contracts for all procurements having a value of less than one million dollars.

Section 7:

The Executive Director shall also perform such other duties germane to his office, as may be required of him by direction of the Board. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.

Section 8:

Neither the Executive Director, nor any unclassified employee shall engage in any other occupation or employment that would interfere or conflict with their Sewerage and Water Board duties. The unclassified employees shall not engage in any other occupation or employment unless certified by the Executive Director as not interfering or in conflict with their Sewerage and Water Board Duties.

The Executive Director shall receive such certification from the President Pro Tem before engaging in any other occupation or employment as described above.

Section 9:

A Deputy Director shall act in the absence of the Executive Director in carrying out the duties prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director or by the Board.

ARTICLE VI - COMMITTEES

Section 1:

There shall be four (4) standing Committees, to be named respectively: the Audit Committee, the Finance Committee, the Governance Committee, and the Strategy Committee.

In addition, a Pension Committee is established in accordance with the "Rules and Regulations of the Employees Retirement System of the Sewerage and Water Board of New Orleans."

A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.

Other Ad Hoc Committees may be formed by the Board or by the President of the Board.

Section 2:

The President of the Board shall appoint the Chairpersons and all members of the foregoing Committees. The President of the Board may appoint the Vice Chairpersons of the three (3) standing Committees. The make-up of the Committees may be re-examined periodically and new appointments made so that all members of the Board may participate in all phases of Sewerage and Water Board operations and administration. Each Board member must be assigned to serve on at least one (1) Committee.

Each committee shall consist of five (5) members of the Board, to be appointed by the President. Three (3) members of any standing committee shall constitute a quorum.

Section 3:

The Audit Committee shall monitor compliance with federal, state, and local laws and regulations and have charge of the affairs of the Board relating to the internal control and risk management framework.

The following matters are illustrative of those brought before the Audit Committee for consideration: review of all contracts awarded by the Executive Director; regulatory compliance; internal controls assessment; internal and external audit reports compliance; and recommendations from external consultants.

Section 4:

The Finance Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.

The following matters are illustrative of those brought before the Finance Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.

Section 5:

The Governance Committee shall manage the business of the Board of Directors.

The following matters are illustrative of those brought before the Governance Committee for consideration: perform orientation and training of new Board members; conduct evaluation and improvement of Board performance; oversee Board compliance with requirements for written financial disclosure statements; and consideration of Bylaw changes.

Section 6:

The Strategy Committee shall have charge of the affairs of the Board relating to long-term planning for the capabilities of the organization.

The following matters are illustrative of those brought before the Strategy Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.

Section 7:

The Pension Committee is established by Section (3) of the "Rules and Regulations of the Employee Retirement System of the Sewerage and Water Board of New Orleans." This Committee consists of: Chairperson - President Pro Tem; Four (4) members appointed by the President, at least one of which shall be a member of the Finance Committee; Three (3) employee members elected by the employees and one (1) retiree representative elected by Board retirees. Five members shall constitute a quorum.

The Committee shall be in charge of matters relating to the management of the Employee Retirement System, including establishment of the rules and regulations and management of the pension fund.

Section 8:

A. The Board of Trustees, as defined in the Rules and Regulations of the Employee's Retirement System of the Sewerage and Water Board of New Orleans, shall have full and final authority to make all decisions concerning the investment of assets of said retirement system, to include recommendations of the Pension Committee made to the Board, and which involve the exercise of the Trustees' Investment Authority, as set forth in Section 8.6 of the Rules and Regulations of the Retirement System. These matters shall include, but not limited to, the following:

- a. Selection, hiring and termination of various investment managers, custodial banks and financial consulting firms.
- b. The establishment of an Investment Policy, Asset Allocation Policy and Rebalancing Policy.
- c. Deciding what portion of the Retirement System assets a particular investment manager shall invest.

- d. Evaluating the performance of a particular investment manager, including placing that investment manager on probation.
- e. Receipt and review of actuarial reports and annual investment reports prepared by the investment consultant.

B. Because the Pension Committee will be called upon to review matters which the Board of Trustees of the Employees' Retirement System will be required to approve in order to be effective:

- a. The Pension Committee, in making its written report to the Board of Directors of the Sewerage and Water Board of New Orleans, shall designate three (3) types of agendas for consideration by the Board of Directors. These three (3) agendas shall consist of consent items, non-consent items and items to be considered by the full Board of Trustees.
- b. At the time that the Pension Committee report is received by the Board of Directors, and such report has on its agenda 'Board of Trustees Items,' the four (4) employee-elected Trustees, if present, shall be invited by the chairperson to join the Board of Directors' Trustees in considering the specific items of that agenda. A roll call shall be made by the Secretary to establish a quorum of the Board of Trustees, which quorum shall be no less than eight(8) Trustees. At this time, it is recognized that this is an official meeting of the Board of Trustees of the Employees' Retirement System of the Sewerage and Water Board of New Orleans and all Trustees present shall have the right to make motions, enter into discussions, vote and otherwise fully participate in the matters at hand. Each Trustee shall have one vote. All actions of the Trustees shall be by voice vote, unless a roll call is requested and a majority of all Trustees present shall prevail.

Upon conclusion of the specific items of the Board of Trustees agenda, to include that specified on the agenda of the Pension Committee, the chairman shall call for a motion to end the Board of Trustees meeting. Upon such affirmative vote to end, the employee-elected Trustees shall withdraw and the Board of Directors shall continue its regular business.

Section 9:

The Plumbing Conference Committee is established by the Plumbing Code of the City of New Orleans. Matters relating to the Plumbing Code shall be brought before the Plumbing Conference Committee for consideration. This Committee consists of: the General Superintendent, the Supervisor of Plumbing; four members of the Sewerage and Water Board appointed by the President, one licensed master plumber, one licensed journeyman plumber, and one member of any allied plumbing or engineering trade or profession. Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board. Five members constitute a quorum.

Section 10:

Any of the Committees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.

Section 11:

All reports of Committees for submission at the regular meeting of the Board shall be in writing and action thereon may be deferred to the subsequent regular meeting of the Board.

Section 12:

Both the President of the Board and the President Pro Tem shall be ex-officio members of each and all committees, both with the right to vote the same as any other member of said committees. Both the President of the Board, and the President Pro Tem, when acting as ex-officio members of a Committee in accordance with the foregoing, shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.

Section 13:

Action taken by a Committee of the Board shall be by a majority of those present.

Section 14:

Whenever there is an absence of a quorum required for a Committee of the Board to meet, the Executive Director shall reschedule the Committee Meeting to the next available date and time at which a quorum can be reasonably anticipated. Absent a quorum, there shall be no meeting of the Committee, however, the members present may, if they so desire, receive information or reports pertaining to matters on the agenda for such meeting.

ARTICLE VII - DISBURSEMENTS

Section 1:

All warrants for payment of money administered by the Board of Liquidation, City Debt, for account of the Sewerage and Water Board of New Orleans, shall be drawn as provided in Article XIV of the Constitution of 1921, as amended by Sections 23.1 through 23.12 and 23.28 through 23.43 and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, a Deputy Director, General Superintendent, or Deputy General Superintendent. The second signature must be provided by staff designated in writing by the Executive Director. Said warrants shall be listed on audit sheet(s), setting forth the number of the warrant, date of warrant, and number of appropriation; and said audit sheet or sheets require the same signatory authorization, as stated above.

All checks for transfer of money for clearing accounts (i.e., payroll, voucher, etc.) of the Sewerage and Water Board of New Orleans, shall be drawn on the master accounts of the Board and require two (2) signatures, one of which must be provided by the Executive Director, a Deputy Director, General Superintendent, or Deputy General Superintendent. The second signature must be provided by staff designated in writing by the Executive Director. Said checks shall be listed on audit sheet(s), and said audit sheet or sheets require the same signatory authorization, as stated above.

All checks for payment of construction contracts shall be handled in the same manner, as stated above.

Section 2:

There shall be no disbursement of the monies of this Board without the direct order of resolution of the Board, made and entered of record at a meeting thereof, except as provided in R.S. 33:4084.

ARTICLE VIII - EMPLOYEES

Section 1:

The appointment, suspension and removal of employees shall be in accordance with the provisions of R.S. 33:4076 of Louisiana Revised Statutes. All payment of wage or salaries shall cease on dismissal of employees.

ARTICLE IX - DEPOSITORY

Section 1:

All funds of Sewerage and Water Board of New Orleans, subject to its control, shall be deposited with any bank or banks located in the City of New Orleans selected by the Board. Such banks shall furnish acceptable collateral in accordance with applicable law.

ARTICLE X – AMENDMENTS

Section 1:

Any amendments or changes to these by-laws shall be adopted only after approved by a quorum of the board (R.S. 33:4071E), provided that notice of the proposed amendment shall be given at a regular monthly meeting preceding final action upon such amendment. The amendment to be filed in writing at this meeting and entered upon the Minutes of the Board; further providing that the Executive Director of the Board shall have filed a copy of the amendment with a notice of the meeting for final action, upon every member of the Board not less than a week prior to said meeting.

ARTICLE XI – ORDER OF BUSINESS

Section 1:

Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting with an Order of Business. Contained within the Order of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the majority members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda for consideration by the Board at its regular or special meeting. Should any Board member at the Board meeting object to any item(s) contained in the consent agenda, that item(s) shall be removed, not voted upon as part of the consent agenda and the item(s) placed appropriately in the Order of Business for discussion.

The Board may, by a vote of two-thirds (2/3) of the members present at a meeting, alter the order of business for that meeting.

ARTICLE XII – PUBLIC COMMENT

Section 1:

In accordance with the provisions of R.S. 42:5(D), the public is invited to attend and give comment on any matter listed on the agenda of a regular or special meeting of the Board or any of its committees. The time and length of such comments shall be determined by the Chair of the meeting.

Sewerage & Water Board Contracts with SLD BE Participation January - June 2015

Category	Category Dollar Amount	SLDBE Dollar Value
Goods and Services Contracts	\$ 888,315	\$ 276,703
Construction Contracts	\$ 17,573,108	\$ 5,840,517
Professional Services Contracts	\$ 30,564,830	\$ 4,929,764
Grand Total	\$ 49,026,253	\$ 11,046,984

Sewerage and Water Board Contracts with SLD BE Participation January - June 2015 (Subcontractor Summary)

<u>Contract</u>	<u>Prime Contractor</u>	<u>SLDBE Sub-Contractor</u>	<u>SLDBE %</u>	<u>Dollar Amount</u>
<u>Goods & Services Contracts</u>				
YW15-0003 Furnishing Limestone	SAV Trucking Services, LLC	Blue Ribbon Resources	35%	\$ 52,072
ME15-0001 Furnishing Janitorial Services for the Carrollton Water Plant	KSM Janitorial & Cleaning Service, LLC	Ricard's Paper & Chemical Company	30%	\$ 22,836
RX-SA15-0001 Furnishing Janitorial Services at Central Yard Complex	Crescent Building Services, Inc.	Westbank Paper & Janitorial Supplies	30%	\$ 13,310
<u>Construction Contracts</u>				
#8143 - Katrina Related Repairs to Garage 2 at Cen. Yard	Hamp's Construction, LLC	Boines Construction Paint Pro Depot	12.42% 26.91% 39.33%	\$ 99,180 \$ 214,850 \$ 314,030
#2106 Installation of New Water, Sewer, and Drain Connections at Various Sites throughout Orleans Parish	Fleming Construction Group, LLC.	Cooper Contracting Group, LLC. Hebert's Trucking & Equipment Service	25% 11% 36.16%	\$ 585,000 \$ 260,000 \$ 845,000
#2110 - Water Main Line Replacements and Extensions at Scattered Locations throughout Orleans Parish	Wallace Drennan	C & M Construction Group, Inc. Choice Supply Solutions Prince Dump Truck Service	31.97% 1.01% 3.04% 36.02%	\$ 315,950 \$ 10,000 \$ 30,000 \$ 355,950

Sewerage and Water Board Contracts with SLDBE Participation January - June 2015 (Subcontractor Summary)

<u>Contract</u>	<u>Prime Contractor</u>	<u>SLDBE Sub-Contractor</u>	<u>SLDBE %</u>	<u>Dollar Amount</u>
#2111 - Water Main Point Repair, Water Service Connection, Water, Valve, and Fire Hydrant Replacement at Various Sites throughout Orleans Parish	Wallace Drennan	C & M Construction Group, Inc. Choice Supply Solutions Prince Dump Truck Service	17.55% 10.63% 7.87% 36.06%	\$ 561,150 \$ 340,000 \$ 251,700 \$ 1,152,850
#3795 Modification to the Return Activated Sludge PS and Pipeline at the East Bank Sewer Treatment Plant	Industrial & Mechanical Contractors, Inc.	EFT Diversified, Inc.	5.96%	\$ 100,000
#1369 - HMGP Emergency Fuel Storage Retrofit Power Plant at the MWPP Power Complex	Lou-Con, Inc.	Morgan Electric, LLC. RLH Investments Choice Supply Solutions, LLC. The Beta Group	16.80% 14.50% 3.70% 1.00% 36.10%	\$ 1,258,355 \$ 1,087,832 \$ 279,500 \$ 77,000 \$ 2,702,687
#1382 - Replacement of the Media of Filters 1A, 1B, 5A and 5B at the Claiborne Filter Gallery at the MWPP	Lou-Con, Inc.	EFT Diversified, Inc.	37.05%	\$ 400,000
<u>Professional Services Contracts</u>				
Construction Management Services for Capital Projects	Meyer Engineers	Infinity Engineers	35%	N/A
Design and Engineering Services for the Carrollton Water Treatment Plant Sludge Line to the River	CDM Smith	MSMM Engineers	35%	\$ 194,447

Sewerage and Water Board Contracts with SLDBE Participation January - June 2015 (Subcontractor Summary)

<u>Contract</u>	<u>Prime Contractor</u>	<u>SLDBE Sub-Contractor</u>	<u>SLDBE %</u>	<u>Dollar Amount</u>
ARC Flash Assessment for Analysis for the Carrollton Water Treatment Plant	URS Corporation	Infinity Engineers	35%	\$ 90,959
Design and Engineering Services for the East Bank Wastewater Treatment Plan Effluent Pump Station	AECOM Technical Services, Inc.	Bonton Associates	35%	\$ 104,907
Provide Design and Engineering Services for HVAC System Improvements at the St. Joseph Street Building	Infinity Engineers	GreenPoint Engineering Trigon Associates, LLC		
Design and Engineering Services for Kansas Street and Jourdan Road Sewer Force Mains	Royal Engineers & Consultants, LLC.	WDG Architects Engineers	35%	\$ 14,350
HMMGP Retrofit Distribution Network (Design-Build)	Grady Crawford Construction Co., Inc.	Circular Consulting GreenPoint Engineering MSMM Engineers	35%	\$ 23,688
		Balthazar Electriks Three C's Properties Baker Ready Mix	35%	\$ 4,168,757

Sewerage & Water Board Contracts with SLDBE Participation January - June 2015							
Construction Contracts							
Contract Description	Contract Dollar Amount	Prime Contractor	SLDBE Sub-Contractor	Awarded SLDBE %		Awarded SLDBE Dollar Value	Award Date
#8143 - Katrina Related Repairs to Garage #2 at Central Yard	\$ 798,424	Hamp's Construction, LLC	Boines Construction	12.42%		\$99,180	1/21/15
			Paint Pro Depot	26.91%		\$214,850	
			Total	39.33%		\$ 314,030	
#2106 - Installation of New Water, Sewer, and Drain Connections at Various Sites throughout Orleans Parish			Cooper Contracting Group	25.04%		\$585,000	
			Hebert's Trucking and Equipment Service	11.13%		\$260,000	
			Total	36.17%		\$ 845,000	
#2110 - Water Line Replacements and Extensions at Scattered Locations throughout Orleans Parish	\$ 998,150	Wallace Drennan	C & M Construction Group	31.97%		\$315,950	4/6/15
			Choice Supply Solutions, LLC	1.01%		\$10,000	
			Total	32.98%		\$ 325,950	
#2111 - Water Line Repair, Water Service Connection, Water Valve, and Fire Hydrant Replacement at Various Sites throughout Orleans Parish	\$ 3,197,190	Wallace Drennan	C & M Construction Group	17.55%		\$561,150	4/6/15
			Choice Supply Solutions, LLC	10.63%		\$340,000	
			Prince Dump Truck Service	7.87%		\$251,700	
			Total	36.06%		\$ 1,152,850	
#3795 - Modification to the Return Activated Sludge PS and Pipeline at the East Bank Sewer Treatment Plant	\$ 1,677,000	Industrial & Mechanical Contractors	EFT Diversified	5.96%		100,000	4/6/15
			Total	5.96%		\$ 100,000	

Sewerage & Water Board Contracts with SLDBE Participation January - June 2015						
Construction Contracts						
Contract Description	Contract Dollar Amount	Prime Contractor	SLDBE Sub-Contractor	Awarded SLDBE %	Awarded SLDBE Dollar Value	Award Date
#1369 - HMGP Emergency Fuel Storage Retrofit Power Plant at the MWPP Power Complex	\$7,486,250	Lou-Con, Inc.	Morgan Electric, LLC	16.80%	\$1,258,355	
			RLH Investments	14.50%	\$1,087,832	
			Choice Supply Solutions	3.70%	\$279,500	
			The Beta Group	1.00%	\$77,000	5/20/15
			Total	36.10%	\$2,702,687	
#1382- Replacement of the Media of Filters 1A, 1B, 5A, and 5B at the Claiborne Filter Gallery at the MWPP			EFT Diversified	37.05%	400,000	
	\$1,079,544	Lou-Con, Inc	Total	37.05%	\$ 400,000	5/20/15
Total Construction Contracts	\$ 17,573,108		Total		\$ 5,840,517	

Sewerage & Water Board Contracts with SLD BE Participation from January - June 2015							
Professional Service Contracts							
Contract Description	Contract Dollar Amount	Prime Contractor	SLD BE Sub-Contractor	SLD BE %	Awarded SLD BE Value	Award Date	
Construction Management Services for Capital Projects	Fixed Hourly Rates (upon request)	Meyer Engineers	Infinity Engineers	35%	N/A	1/21/2015	
Design and Engineering Services for the Carrollton Water Treatment Plant Sludge Line to the River	\$ 555,564	CDM Smith	MSMM Engineering, LLC	35%	\$ 194,447	1/25/2015	
ARC Flash Assessment for Analysis for the Carrollton Water Treatment Plant	\$ 259,884	URS Corporation	Infinity Engineers	35%	\$ 90,959	1/25/2015	
Design and Engineering Services for the East Bank Wastewater Treatment Plan Effluent Pump Station	\$ 299,737	AECOM Technical Services, Inc.	Bonton Associates GreenPoint Engineering Trigon Associates, LLC	35%	\$ 104,907	2/18/2015	
Provide Design and Engineering Services for HVAC System Improvements at the St. Joseph Street Building	\$ 41,000	Infinity Engineers	WDG Architects Engineers	35%	\$ 14,350	2/18/2015	
Design and Engineering Services for Kansas Street and Jourdan Road Sewer Force Mains	\$ 659,110	Royal Engineers & Consultants, LLC.	Circular Consulting GreenPoint Engineering MSMM Engineering, LLC.	35%	\$ 23,688	2/18/2015	

HMGP Retrofit Distribution Network (Design-Build)	\$ 27,798,386	Grady Crawford Construction Company Inc.	Balthazar Elektriks Three C's Properties Baker Ready Mix	15%	\$ 4,168,757	4/15/2015
Provide Design and Engineering Services for Broad Street Drainage Underpass Station	\$ 57,700	G.E.C., Inc.	Infinity Engineering Consultants, Inc.	35%	\$ 19,950	5/20/2015
Provide Design and Engineering Services for South Carrollton Bulk Storage and Chemical Feed Facility	\$ 60,786	Stanley Consultants, Inc.	Infinity Engineering Consultants, Inc. Trigon Associates, LLC The Beta Group	35%	\$ 21,275	5/20/2015
Provide Design and Engineering Services for Broad Street Drainage Underpass Station	\$ 21,208	Burk-Kleinpeter, Inc.	Infinity Engineering Consultants, Inc.	35%	\$ 7,422	5/20/2015
Provide ARC Flash Analysis, Assessment of Storage Tank Mixing and Launder Trough Replacement	\$ 811,455	HNTB Corporation	Infinity Engineering Consultants, Inc. ILSI Engineering	35%	\$ 284,009	5/20/2015
Total Professional Service Contracts	\$ 30,564,830				\$ 4,929,764	

Sewerage & Water Board of New Orleans Committee & Board of Director's Meeting Schedule

2015

WEDNESDAY	JULY 1, 2015	9:00 AM	COMMITTEE ON INFRASTRUCTURE
WEDNESDAY	JULY 1, 2015	10:30 AM	PENSION COMMITTEE
FRIDAY	JULY 3, 2015	HOLIDAY	INDEPENDENCE DAY/OFFICE CLOSED
MONDAY	JULY 6, 2015	8:00 AM	OPERATION COMMITTEE
TUESDAY	JULY 7, 2015	9:00 AM	FINANCE COMMITTEE
FRIDAY	JULY 10, 2015	9:00 AM	EXECUTIVE COMMITTEE
WEDNESDAY	JULY 15, 2015	9:00 AM	BOARD OF DIRECTOR'S
MONDAY	AUGUST 3, 2015	8:00 AM	OPERATION COMMITTEE
TUESDAY	AUGUST 4, 2015	9:00 AM	FINANCE COMMITTEE
WEDNESDAY	AUGUST 5, 2015	9:00 AM	COMMITTEE ON INFRASTRUCTURE
WEDNESDAY	AUGUST 5, 2015	10:30 AM	PENSION COMMITTEE
FRIDAY	AUGUST 7, 2015	9:00 AM	EXECUTIVE COMMITTEE
WEDNESDAY	AUGUST 19, 2015	9:00 AM	BOARD OF DIRECTOR'S
TUESDAY	SEPTEMBER 1, 2015	8:00 AM	OPERATIONS/ FINANCE COMMITTEE
WEDNESDAY	SEPTEMBER 2, 2015	9:00 AM	COMMITTEE ON INFRASTRUCTURE
WEDNESDAY	SEPTEMBER 2, 2015	10:30 AM	PENSION
FRIDAY	SEPTEMBER 4, 2015	9:00 AM	EXECUTIVE COMMITTEE
MONDAY	SEPTEMBER 7, 2015	HOLIDAY	LABOR DAY / OFFICE CLOSED
WEDNESDAY	SEPTEMBER 16, 2015	9:00 AM	BOARD OF DIRECTOR'S
MONDAY	OCTOBER 5, 2015	8:00 AM	OPERATION COMMITTEE
TUESDAY	OCTOBER 6, 2015	9:00 AM	FINANCE COMMITTEE
WEDNESDAY	OCTOBER 7, 2015	9:00 AM	COMMITTEE ON INFRASTRUCTURE
WEDNESDAY	OCTOBER 7, 2015	10:30 AM	PENSION COMMITTEE
FRIDAY	OCTOBER 9, 2015	9:00 AM	EXECUTIVE COMMITTEE
WEDNESDAY	OCTOBER 21, 2015	9:00 AM	BOARD OF DIRECTOR'S
MONDAY	NOVEMBER 2, 2015	8:00 AM	OPERATION COMMITTEE
TUESDAY	NOVEMBER 3, 2015	9:00 AM	FINANCE COMMITTEE
WEDNESDAY	NOVEMBER 4, 2015	9:00 AM	COMMITTEE ON INFRASTRUCTURE
WEDNESDAY	NOVEMBER 4, 2015	10:30 AM	PENSION COMMITTEE
FRIDAY	NOVEMBER 6, 2015	9:00 AM	EXECUTIVE COMMITTEE
WEDNESDAY	NOVEMBER 18, 2015	9:00 AM	BOARD OF DIRECTOR'S
THURSDAY	NOVEMBER 26, 2015	HOLIDAY	THANKSGIVING/OFFICE CLOSED
THURSDAY	NOVEMBER 27, 2015	HOLIDAY	VETERANS DAY/OFFICE CLOSED

NOTE: DUE TO THE LABOR DAY HOLIDAY IN SEPTEMBER, WE ARE ATTEMPTING TO HOLD THE OPERATIONS AND FINANCE COMMITTEES AS A JOINT MEETING.

NOTE: THANKSGIVING AND VETERANS HOLIDAYS IN NOVEMBER, NOVEMBER 26 AND NOVEMBER 27, 2015