

SEWERAGE & WATER BOARD OF NEW ORLEANS BOARD OF DIRECTORS' MEETING

WEDNESDAY, MAY 20, 2020

9:00 AM

VIA: MICROSOFT TEAMS

CALL IN #: +1 504-224-8698

Conference ID: 540 041 780#

PUBLIC COMMENT WILL BE ACCEPTED VIA EMAIL TO
BOARDRELATIONS@SWBNO.ORG. ALL PUBLIC COMMENTS MUST BE RECEIVED PRIOR TO
9:30 AM ON May 20, 2020. COMMENTS WILL BE READ VERBATIM INTO THE RECORD.

This teleconference meeting is being held pursuant to Executive Proclamation No. 59 JBE 2020, Section 2 (C).

LaToya Cantrell, President • Tamika Duplessis, President Pro Tem • Jay H. Banks, Councilmember
Joseph Peychaud • Robin Barnes • Ralph Johnson • Alejandra Guzman • Lynes Sloss
• Maurice Sholas • Janet Howard

FINAL AGENDA

1. **ROLL CALL**

2. **APPROVAL OF MINUTES dated April 22, 2020**

3. **EXECUTIVE DIRECTOR'S REPORT**

4. **COMMITTEE REPORTS**

a. Finance and Administration Committee – Director Sloss, Chair

5. **ACTION ITEM: CORRESPONDING RESOLUTIONS**

General Superintendent Resolutions

b. **Contract Bid/Renewals**

- Resolution (R-055-2020) Recommendation for Award of Contract 8164 –
Furnishing Skilled and Unskilled Labor maintenance

c. **Change Orders**

- Resolution (R-056-2020) Ratification of Change Order No. 4 for Contract
30102 – DPS 17/Station D Structural Repairs
- Resolution (R-058-2020) Ratification of Change Order No. 3 for Contract

3799 – Installation of Sludge Dryer at the East Bank Wastewater Treatment Plant

- Resolution (R-067-2020) Ratification of Change Order No. 9 for Contract 1368 – Hazard Mitigation Grant Program – Oak Street Pumping Station

d. Contract Amendments

- Resolution (R-057-2020) Ratification of Contract Amendment No. 3 for Professional Services Between the Sewerage and Water Board of New Orleans and Arcadis U.S Inc. for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-060-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and ECM Consultants, Inc. for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-063-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Rahman and Associates, Inc. for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-064-2020) Ratification of Contract Amendment No. 5 for Professional Services Between the Sewerage and Water Board of New Orleans and Stantec Consulting Services, Inc. for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-065-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Trigon Associates, LLC. for Design and Engineering Services for the Water Line Replacement Program

6. PUBLIC COMMENT

Public comments received until 30 minutes after the presentation of the Agenda will be read into the record.

7. DISCUSSION ITEM

Proposed Amendments to By-Laws - Pursuant to Article X, Section 1 of the By-Laws of the Sewerage and Water Board, proposed amendments to the By-Laws shall be presented at a regular monthly meeting preceding final action upon any such amendments to the By-laws.

8. EXECUTIVE SESSION

Pursuant to La. R.S. 42:17(A)(1), the Sewerage and Water Board of New Orleans Finance and Administration Committee will meet in Executive Session to discuss, Trinity Smith, Sr. vs. Sewerage and Water Board of New Orleans, Civil District Court, Case Number 2018-05769.

9. INFORMATION ITEMS

- e. Preliminary Financial Results through March 1- 31, 2020
- f. Human Resources Report April 1-30, 2020
- g. General Superintendent's Report
- h. FEMA April Project Worksheet Status
- i. Executive Director's Approval of Contracts of \$1,000,000.00 or Less
- i. DBE Participation on Contracts
 - Bid Recommendations
 - Construction Review Committee – Goal Setting
 - Staff Contract Review Committee – Goal Setting
 - Final Acceptance of Construction Contracts with DBE Participation

10. ADJOURNMENT

**CERTIFICATION TO HOLD TELECONFERENCE
BOARD MEETING**

WHEREAS, there currently exists throughout the state of Louisiana and the city of New Orleans, a public health emergency due to the COVID-19 coronavirus, declared by official proclamations issued by both the Mayor of New Orleans (Proclamation 2020-02449) and the Governor of the State of Louisiana (Proclamation 25 JBE 2020); and

WHEREAS, this public health emergency requires most individuals to maintain personal distance from one another and forbids the gathering of more than ten (10) individuals in any one location, as declared on March 11, 2020; and

WHEREAS, as a result of the declarations by both the Mayor and the Governor, specifically the provisions regarding social distancing among individuals and groups no larger ten (10) persons, the Board of Directors of the Sewerage and Water Board of New Orleans (Board) is unable to meet in compliance with the quorum requirements of state law and the bylaws of the Board; and

WHEREAS, on May 15, 2020, by Proclamation Number Governor John Bel Edwards authorized Additional Measures for COVID-19 Public Health Emergency, pursuant to Proclamation No. 59 JBE 2020 Section 2 (C); and

WHEREAS, Section 2 (C) of No. 59 JBE 2020 requires, “all state agencies, boards and commissions, and local political subdivisions of the state to provide for attendance at essential governmental meetings via teleconference or video conference and such attendance shall be allowed during pendency of this emergency. All efforts shall be made to provide for observation and input by members of the public. Before any meeting conducted pursuant to this section, the state agency, board or commission or local political subdivision shall first provide a written certification that it will otherwise be unable to operate due to quorum requirements”;

NOW, THEREFORE, BE IT RESOLVED, pursuant to Governor John Bel Edwards Emergency Proclamation Number 59 JBE 2020, Section 2 (C), I hereby certify that the Board of Directors of the Sewerage and Water Board of New Orleans will meet by teleconference/video conference on May 20, 2020, at 9:00 am, to undertake the business of the SWBNO as described in the attached Agenda, that under the existing emergency conditions, the Board of Directors of the SWBNO will otherwise be unable to operate due to quorum requirements, and has taken all reasonable efforts to allow for observation and input by members of the public.

WITNESS BY MY HAND THIS __19__ DAY OF MAY 2020.

**GHASSAN KORBAN
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS**



EXECUTIVE DEPARTMENT

PROCLAMATION NUMBER 59 JBE 2020

RENEWAL OF STATE OF EMERGENCY FOR COVID-19 EXTENSION OF EMERGENCY PROVISIONS

- WHEREAS,** pursuant to the Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, *et seq.*, the Governor declared a public health emergency on in Proclamation Number 25 JBE 2020 in response to the threat posed by COVID-19;
- WHEREAS,** on March 11, 2020, in Proclamation Number 25 JBE 2020, the Governor declared that a statewide public health emergency existed in the State of Louisiana because of COVID-19 and expressly empowered the Governor's Office of Homeland Security and Emergency Preparedness and the Secretary of the Department of Health and/or the State Health Officer to take all actions authorized under state law;
- WHEREAS,** when the Governor determines that a state of public health emergency exists, La. R.S. 766(B) empowers the Governor to declare a state of public health emergency by executive order, or proclamation, or both;
- WHEREAS,** in Proclamation Number 58 JBE 2020, the Governor extended the emergency declaration for the COVID-19 emergency and ordered that Louisiana move into Phase 1 of Resilient Louisiana also terminating the Stay at Home order;
- WHEREAS,** it is necessary to renew certain other provisions of Proclamation Numbers of 52 JBE 2020; and
- WHEREAS,** these measures are necessary to protect the health and safety of the people of Louisiana.

NOW THEREFORE, I, JOHN BEL EDWARDS, Governor of the State of Louisiana, by virtue of the authority vested by the Constitution and the laws of the State of Louisiana, do hereby order and direct as follows:

SECTION 1: STATE PROCUREMENT

- A) Pursuant to La. R.S. 29:724(D)(1), suspensions of the Louisiana Procurement Code (La. R.S. 39:1551, *et seq.*) and Louisiana Public Bid Law (La. R.S. 38:2211, *et seq.*) and their corresponding rules and regulations are hereby continued for the purpose of the procurement of any good or services necessary to respond to this emergency.
- B) Pursuant to La. R.S. 29:732(A), prices charged or value received for goods and services sold may not exceed the prices ordinarily charged for comparable goods and services in the same market area at or immediately before the time of the state of emergency, unless the price by the seller is attributable to fluctuations in applicable commodity markets, fluctuations in applicable regional or national market trends, or to reasonable expenses and charges and attendant business risk incurred in procuring or selling the goods or services during the state of emergency.
- C) In addition to any authority conferred generally herein or by law, the Governor's Office of Homeland Security and Emergency Preparedness, through consultation with the Secretary of the Department of Health, shall continue to have the primary jurisdiction, responsibility and authority for:
 - 1) Planning and executing public health emergency assessment, mitigation, preparedness response, and recovery for the state;

- 2) Coordinating public health emergency response between state and local authorities;
 - 3) Collaborating with relevant federal government authorities, elected officials of other states, private organizations or companies;
 - 4) Coordinating recovery operations and mitigation initiatives subsequent to public health emergencies;
 - 5) Organizing public information activities regarding public health emergency response operations; and
 - 6) Taking any other measures deemed necessary and proper, as authorized by law.
- D) For procurement and contracting, strict compliance with the Louisiana Procurement Code (La. R.S. 39:1551, *et seq.*), Telecommunications Procurement (La. R.S. 39:1751-1755), and Information Technology Procurement (La. R.S. 39:196-200), shall not be required. However, all state agencies should continue to comply with the following conditions:
- 1) An appointed official within the agency, or the equivalent for officials in higher education, must determine that the failure to strictly comply with the statutory restriction is necessary due to the emergency.
 - 2) A centralized point of contact for each agency must monitor all transactions conducted without strict statutory compliance, maintaining copies of all documentation. Documentation should specify whether the purchase falls into the "emergency" or "permanent" category and whether the purchase relates to the COVID-19 event referenced in Proclamation Number 25 JBE 2020 and all documentation must be maintained and available for audit and FEMA reimbursement purposes.
 - 3) Written competitive quotes and/or offers must be obtained whenever possible and agencies must take the necessary steps to assess that fair and equitable pricing is being offered.
 - 4) Performance-based contracting should be used where practical.
 - 5) Statewide contracts should be used where practical.
 - 6) To the maximum extent possible, such emergency contracts should be only for the duration of the emergency or to allow the agency time to comply with normal competitive bidding requirements if the goods or services will be required for an extended period of time.
 - 7) Copies of contracts which would otherwise require approval by the Office of State Procurement and the supporting documentation discussed above must be provided to the Office of State Procurement within thirty (30) days or sooner, if practical. Additionally, LaGov agencies should enter small purchases into the LaGov system as soon as practical. The Office of State Procurement shall review the contracts and documentation to determine compliance with this Executive Order.
 - 8) Payments to contractors should be made only after verification that all goods and services meet contract requirements.
 - 9) All Public Bid Openings shall be suspended. Bid openings will continue, however public openings will not occur in order to limit the potential for exposure. Bid openings will be made available via phone conference or web conference.
 - 10) All required Procurement Support Team meetings will be held via phone conference or web conference.
- E) The following provisions of the La. R.S. 39:121, *et seq.*, are hereby suspended:
- 1) The provisions of La. R.S. 39:124-125 regarding periodic meetings and/or inspections of capital outlay projects by facility planning and control, including inspection of a project prior to the expiration of the guarantee period, and any meetings and/or inspections shall be limited to only those inspections or meetings determined to be absolutely necessary for the advancement of the capital outlay project.
 - 2) The provisions of La. R.S. 39:126 regarding prior approval of change orders.

SECTION 2: PUBLIC EMPLOYEES AND STATE OFFICES

- A) The following travel restrictions will continue to apply to all state employees:

- 1) All state employees traveling on state business out of the United States are hereby directed to cancel or postpone these trips; all employees traveling on official state business out of the State of Louisiana are hereby required to obtain specific authorization from the Commissioner of Administration;
 - 2) All state employees intending to travel out of the State of Louisiana for non-official reasons are hereby directed to notify their supervisor and Human Resources Director of the travel as soon as possible, but in no event later than forty-eight (48) hours prior to travel, and immediately upon return to Louisiana;
 - 3) All state employees with household members who intend to travel or have traveled internationally are hereby directed to notify their supervisor and Human Resources Director of the travel as soon as possible, but in no event later than forty-eight (48) hours prior to the household member's departure, to state the household member's expected date of return, and to notify their supervisor and Human Resources Director immediately upon the household member's actual return to the United States; and
 - 4) All state employees shall notify their supervisor and Human Resources Director if the employee or a household member develops symptoms associated with COVID-19.
- B)** The Civil Service Commission and the Division of Administration are hereby directed to continue to maintain a set of guidelines for state employees who are infected with COVID-19 or under quarantine for possible exposure to COVID-19. Such guidelines shall include direction for the management of sick leave by state employees and provide for direction, if possible, for the employee to work remotely. The guidelines developed by the Civil Service Commission and the Division of Administration shall remain in effect by this order.
- C)** All state agencies, boards and commissions, and local political subdivisions of the state shall continue to provide for attendance at essential governmental meetings via teleconference or video conference and such attendance shall be allowed during the pendency of this emergency. All efforts shall be made to provide for observation and input by members of the public. Before any meeting conducted pursuant to this section, the state agency, boards and commission, or local political subdivision of the state shall first provide a written certification that it will otherwise be unable to operate due to quorum requirements. Such certification shall be posted at the same time and in the same manner as the agenda for the meeting. Nothing in this order shall be interpreted to waive any notice requirements.

SECTION 3: EMERGENCY SUSPENSIONS

- A)** All orders allowing for visitation by the parent of a foster child that resides in a home that is quarantined or isolated due to COVID-19 remain suspended. The Department of Children and Family Services is hereby ordered to make all reasonable efforts to continue to allow for alternative visitation.
- B) SHAREHOLDER MEETINGS**
- 1) Subpart A of Part 7 of the Business Corporation Act, including without limitation, Subsection B of Section 1-701, subsection C of 1-702 and subsections A and E of Section 1-705 of the Business Corporation Act, hereby remain suspended to the extent it requires meetings of shareholders to be noticed and held at a physical location in connection with any shareholder meeting that either (a) has a record date that falls during the Public Health emergency declared by Proclamation Number 25 JBE 2020 (or as extended by this subsequent Proclamation); (b) requires notice to be provided in connection therewith during the Public Health emergency declared by Proclamation Number 25 JBE 2020 (or as extended by this subsequent Proclamation); or (c) is scheduled to occur during the Public Health emergency declared by Proclamation Number 25 JBE 2020 (or as extended by this subsequent Proclamation).

- 2) This Proclamation shall remain in full force and effect with respect to any meeting duly called and convened in accordance with the Business Corporation Act and in reliance upon Section 1 hereof, notwithstanding the lapse or termination of this Proclamation.

C) NON-PROFIT ORGANIZATIONS

- 1) La. R.S. 12:229(A) and La. R.S. 12:230(A) of the Louisiana Nonprofit Corporation Law, are hereby suspended to the extent it requires meetings of members to be noticed and held at a physical location in connection with any membership meeting that either (a) has a record date that falls during the Public Health emergency declared by Proclamation Number 25 JBE 2020 (or as extended by any subsequent Proclamation); (b) requires notice to be provided in connection therewith during the Public Health emergency declared by Proclamation Number 25 JBE 2020 (or as extended by any subsequent Proclamation); or (c) is scheduled to occur during the Public Health emergency declared by Proclamation Number 25 JBE 2020 (or as extended by any subsequent Proclamation).
- 2) This Proclamation shall remain in full force and effect with respect to any meeting duly called and convened in accordance with the Louisiana Nonprofit Corporation Law and in reliance upon Section 1 hereof, notwithstanding the lapse or termination of this Proclamation.

D) To reduce the burden on members of the public and to limit the interactions of individuals with state employees in governmental offices, the following regulatory statutes are hereby suspended as follows:

- 1) Department of Public Safety
 - a) The deadlines for the period to request an administrative hearing pursuant to La. R.S. 15:542.1.3(B)(4) which expired on or after March 9, 2020 but before May 15, 2020 remains suspended and extended until June 9, 2020.
 - b) Further, with regard to Concealed Handgun Permits, the rules related to expiration of permits at LAC 55:1.1307(D) and LAC 55:1.1309(F) shall continue to be suspended until June 5, 2020.
 - c) The requirement for the renewal of a motor vehicle inspection certificate required under La. R.S. 32:1304 is suspended until June 5, 2020.
 - d) The late fee assessed for firework retail permit applications filed after April 1, 2020, as set forth in La. R.S. 51:656(B), is hereby suspended under December 31, 2020.
 - e) The late fees assessed for failure to timely renew life safety and property protection licenses, as set forth in La. R.S. 40:1664.9(F) and (G), are temporarily suspended through June 5, 2020.
 - f) The late fees assessed, as set forth in La. R.S. 40:1484.18(F) and (G), for failure to timely renew licenses issued pursuant to La. R.S. 40:1484.1, *et seq.*, shall be waived through December 31, 2020.
- 2) Office of Motor Vehicles
 - a) Late fees for driver's license which would be charged beginning on March 9, 2020 through June 5, 2020, remain suspended until July 31, 2020.
 - b) The three-day period mandated in La. R.S. 32:863.1 to appear at an Office of Motor Vehicle field office for a notice of violation served on or after March 9, 2020 but before May 15, 2020, remains suspended until June 5, 2020.
 - c) The expiration date of temporary registration plates issued pursuant to La. R.S. 47:519 and La. R.S. 47:519.2 which expired on or before March 9, 2020 remains suspended until June 30, 2020.
 - d) The expiration date of license plates issued pursuant to La. R.S. 47:462, *et seq.*, which expired on or after March 9, 2020 but before May 15, 2020 remains suspended until July 31, 2020.

- e) The notice of default issued pursuant to La. R.S. 32:429.4 that would be issued on or after March 9, 2020 but before June 5, 2020 remains suspended, and the notices will not be issued until after June 30, 2020.
- f) The expiration date of an apportioned registration issued under the International Registration Plan which expires June 5, 2020 remains suspended and the expiration date remains extended to June 30, 2020.
- g) The period to request an administrative hearing submitted to the Department pursuant to La. R.S. 32:667, La. R.S. 32:863, La. R.S. 863.1 and LAC Title 55, Part III, Chapter 1, §159 which expired on or after March 9, 2020 but before June 5, 2020 remains suspended and extended until June 30, 2020.
- h) The sixty-day delay for the Department to submit the administrative hearing record to the Division of Administrative Law pursuant to La. R.S. 32:667(D)(1) for an arrest which occurred on or after March 9, 2020 but before June 5, 2020 remains extended until August 8, 2020.
- i) Office of Motor Vehicles may continue to offer services by remote customer services agent interaction in current Office of Motor Vehicles office locations.
- j) The expiration date of driver's licenses which expire on or after March 9, 2020, but on or before June 5, 2020, is suspended and the expiration date is extended to June 30, 2020.
- k) The expiration of a temporary driver's license issued pursuant La R.S. 32:667(A) which were issued on or after March 9, 2020 through June 5, 2020 is suspended until June 30, 2020.
- l) All students who enroll in a driver's education course after March 9, 2020 shall be allowed to begin the driver's education course without the issuance of the temporary instructional permit until June 30, 2020.
- m) Any suspension for which the official notice of withdrawal was issued on or after Feb 17, 2020, but before June 5, 2020, shall remain pending until June 16, 2020.
- n) The expiration date of a hang tag issued pursuant to La. R.S. 47:463.4, *et seq.*, which expired on or after March 9, 2020, but before June 5, 2020, is suspended until July 31, 2020.
- o) For purchasers of used vehicles, purchased from a private individual on or after February 4, 2020 but before June 5, 2020, the 60-day grace period provided for in La. R.S. 32:707(H) for citations for failure to have a current registration and license plate is extended until June 30, 2020.
- p) La. R.S. 32:402.1(F)(2) is hereby suspended through June 15, 2020, to allow for alternative methods of instruction for persons under the age of 18 in the form of remote or distance learning to be determined by and at the direction of the Office of Motor Vehicles.
- q) La. R.S. 32:431.1(B), which provides that no minor may be issued a driver's license or learner's permit for the operation of a motor vehicle unless, at the time of application, documentation is presented to the department that the minor has received a high school diploma or equivalent diploma, is enrolled and attending school, or enrolled and attending a high school equivalency program, is suspended.
- r) Penalties and interest due on state and local sales and use taxes collected by the Office of Motor Vehicles which began on or after March 9, 2020 are suspended and are waived until June 30, 2020.
- s) The expiration of identification cards issued pursuant to La. R.S. 40:1321 which expired on or after March 9, 2020 but before May 16, 2020 is suspended and the expiration date is extended to July 31, 2020.

E) There shall remain in effect an exemption from the federal rules and regulations that limit the hours operators of commercial vehicles may drive, specifically, Part 395 (drivers' hours of service) of Title 49 of the Code of Federal Regulations, and

any additional appropriate response regarding additional expenditures due to this declaration as determined by the Secretary of the Department of Transportation and Development, or by the Louisiana State Police or local law enforcement agencies for public safety issues in order to ensure the uninterrupted supply of essential goods and commodities.

- F)** Nothing herein shall be construed as an exemption from the Commercial Driver's License requirements in 49 CFR 383, the financial requirements in 49 CFR 387, or applicable federal size and weight limitations.
- G)** The following specific provisions of the Louisiana Revised Statutes of 1950 related to the imposition of fees or charges related to transactions with the Department of Health, or their authorized agent, as qualified by this Order, are hereby suspended for transactions by individuals when, as determined by any guidelines or directions issued by the Secretary, the request is a result of the emergency conditions:
 - 1) La. R.S. 40:40(2), to the extent that it requires payment of a fee for production of a duplicate birth record.
 - 2) La. R.S. 40:40(3), to the extent that it requires payment of a fee for production of a duplicate death certificate.

H) LEGAL AND ADMINISTRATIVE DEADLINES

- 1) Legal deadlines, including liberative prescription and peremptive periods applicable to legal proceedings in all courts, administrative agencies, and boards, are hereby suspended until Friday, June 5, 2020, including, but not limited to, any such deadlines set forth by law within the following:
 - a) Louisiana Civil Code;
 - b) Louisiana Code of Civil Procedure;
 - c) Louisiana Code of Criminal Procedure;
 - d) Louisiana Children's Code;
 - e) Title 9 of Louisiana Revised Statutes, Civil Code Ancillaries;
 - f) Title 13 of Louisiana Revised Statutes, Courts and Judicial Procedure;
 - g) Title 14 of Louisiana Revised Statutes, Criminal Law;
 - h) Title 15 of Louisiana Revised Statutes, Criminal Procedure;
 - i) Title 18 of Louisiana Revised Statutes, Louisiana Election Code;
 - j) Title 23 of Louisiana Revised Statutes, Labor and Worker's Compensation;
 - k) Title 32 of Louisiana Revised Statutes, Motor Vehicles and Traffic Regulations;
 - l) Title 40 of Louisiana Revised Statutes, Public Health and Safety;
 - m) Title 46 of Louisiana Revised Statutes, Public Welfare and Assistance;
 - n) Title 47 of Louisiana Revised Statutes, Revenue and Taxation;
 - o) Title 49 of Louisiana Revised Statutes, State Administration; and
 - p) Title 56 of Louisiana Revised Statutes, Wildlife and Fisheries.
 - 2) In addition, all other deadlines in legal proceedings in all courts, administrative agencies, and boards shall remain suspended until Friday, June 5, 2020.
 - 3) Courts, administrative agencies and boards statewide shall continue to use due diligence in communicating with attorneys, parties to proceedings with pending deadlines, and the public how the court, agency or board will implement and interpret the provisions of this Order.
 - 4) Paragraph 2 of this Subsection shall not be interpreted so as to prohibit an owner of immovable property from reclaiming leased property if abandoned as provided by law, or entering leased property to make necessary repairs as provided by law.
- I)** Any state department or agency or political subdivision is hereby granted authority to further extend any non-essential deadline for a period of no longer than 30 days if deemed necessary to respond to the threat of COVID-19.

SECTION 4: DEPARTMENT OF EDUCATION

- A)** All public schools in the State of Louisiana shall close facilities to students for the duration of the 2019-2020 academic calendar year. All school districts shall ensure the provision of meals or other essential items to eligible students, provided that appropriate social distancing measures are in place for each school district in the state. All school districts shall provide or ensure the provision of remote or distance learning as defined by the Board of Elementary and Secondary Education and the Department of Education. The 63,720 instructional minute requirement per year shall remain suspended to the extent that full compliance cannot be achieved in light of the COVID-19 pandemic. All school districts shall ensure compliance with all applicable federal and state laws, regulations and standards for the provision of education to all students, including the provision of a free and appropriate public education for all children with disabilities and the provision of services for English Learners (ELs). To ensure compliance with federal statutes and regulations, school districts are encouraged to view guidance from the U.S. Department of Education regarding compliance in response to COVID-19. The Board of Elementary and Secondary Education shall report to the Governor and the Legislature any further actions necessary to ensure that eligible students achieve successful student grading, promotion, and graduation. The Department of Education shall ensure compliance with all applicable federal and state laws, regulations, and standards in its function as the state education agency of Louisiana, including the monitoring of school districts in their provision of a free and appropriate public education to students with disabilities, and the collection and public reporting of student data.
- B)** The provisions of La. R.S. 17:24.4 and BESE Bulletin 741 that mandate annual administration of testing under the Louisiana Education Assessment Program and End of Course examinations hereby remain suspended for the entirety of the 2019-2020 school year contingent upon receipt of a waiver of the accountability mandates in the Every Student Succeeds Act from the United States Department of Education.
- C)** The provisions of La. R.S. 17:4023 and La. R.S. 47:6301(B)(2)(ii) that require nonpublic schools to administer testing under the Louisiana Education Assessment Program and End of Course examinations to students participating in the Louisiana Student Scholarships for Educational Excellence program and to students receiving scholarships from donations to school tuition organizations hereby remain suspended for the entirety of the 2019-2020 school year upon receipt of a waiver of the accountability mandates in the Every Student Succeeds Act from the United States Department of Education.
- D)** The provisions of La. R.S. 17:10.1 that provide for the School and District Accountability System and any rules or regulations adopted by the Board of Elementary and Secondary Education pertaining to the School and District Accountability System hereby remain suspended for the 2019-2020 school year upon receipt of a waiver of the accountability mandates in the Every Student Succeeds Act from the United States Department of Education.
- E)** The provisions of La. R.S. 17:391.2, *et seq.*, that provide for public school accountability and assessment hereby remain suspended for the entirety of the 2019-2020 school year upon receipt of a waiver of the accountability mandates in the Every Student Succeeds Act from the United States Department of Education.
- F)** The provisions of La. R.S. 17:154.3 that require teachers to work a minimum number of days per school year hereby remain suspended for the entirety of the 2019-2020 school year.
- G)** The provisions of La. R.S. 17:221 that mandate every person having control or charge of a child to send that child to a public or nonpublic school hereby remain suspended for the entirety of the 2019-2020 school year.

- H) The provisions of La. R.S. 17:232 that require attendance to be checked daily at all schools hereby remain waived for the entirety of the 2019-2020 school year.
- I) The provisions of La. R.S. 17:3881, *et seq.*, La. R.S. 17:3901, *et seq.*, and La. R.S. 17:3997(D) that provide for the use of value-added data in teacher evaluation and as criteria for receipt of teaching credentials hereby remain suspended for the entirety of the 2019-2020 school year upon receipt of a waiver of the accountability mandates in the Every Student Succeeds Act from the United States Department of Education.
- J) The provisions of La. R.S. 17:3991(C)(1)(b) that require charter schools to adhere to certain student application and enrollment procedures hereby remain suspended for the entirety of the 2019-2020 school year.
- K) The provisions of 17:183.2(B) and (C) that require students graduating in Spring 2020 to complete the Individualized Education Program (IEP) goals and requirements for the purposes of graduation remain suspended for the entirety of the 2019-2020 school year.
- L) The provisions of 17:183.3(D) and (E) that require students graduating in Spring 2020 to complete the IEP goals and requirements for the purposes of graduation remain suspended for the entirety of the 2019-2020 school year.
- M) The provisions of 17:183.3(B)(2)(f) remain suspended to allow eligible twelfth grade students to graduate in Spring 2020 with less than 9 credit units if the students were enrolled in a course within the Jump Start sequence in Spring 2020.
- N) The Board of Elementary and Secondary Education shall maintain emergency rules as necessary to effect the suspension of the statutes described in the sections above.

SECTION 5: HIGHER EDUCATION

- A) All Public Post-secondary institutions and proprietary schools within the State of Louisiana that are licensed by the Louisiana Board of Regents shall continue to be allowed to substitute in-person clinical and classroom instruction with online and lab simulations for enrolled students for the duration of the declared emergency.

Further, all proprietary schools within the State of Louisiana that are licensed by the Louisiana Board of Regents shall continue to be allowed to substitute in-person clinical and classroom instruction with online and lab simulations for currently enrolled students as of March 1, 2020.

- B) Relative to the initial eligibility requirements for a Taylor Opportunity Program for Students Award, for students who were enrolled in a Louisiana public high school; students who were enrolled in a nonpublic high school in Louisiana having the approval of the State Board of Elementary and Secondary Education; students who resided in the State of Louisiana and were enrolled in a home study program approved by the State Board of Elementary and Secondary Education; and students who resided out of state during the 2020 academic year but who meet the residency requirements to qualify for a TOPS award provided for in La. R.S. 17:5023, the following requirements shall be suspended:
 - 1) The ACT deadlines imposed by La. R.S. 17:5062, including the requirement that a student be assessed a one semester penalty as set forth in La. R.S. 17:5062 for failure to achieve a qualifying score no later than the national ACT test date of the year of high school graduation.
 - 2) The home study requirements set forth in La. R.S. 17:5029(B)(1)(b)(i).
 - 3) The TOPS Tech core curriculum requirement that a student earn at least nine credits in Jump Start course sequences, workplace experiences, and credentials as set forth in La. R.S. 17:5026 when such requirement has been suspended for the purpose of meeting high school graduation requirements.

- C) Relative to continuing eligibility requirements for a Taylor Opportunity Program for Students Award, for students who were enrolled full time as of the census date in a postsecondary institution in Louisiana and remained enrolled as of March 13, 2020; students who were enrolled full time at an out of state college or university as of the census date and remained enrolled through March 13, 2020; students who were enrolled full time as of the census date and who were studying abroad and were required to return to Louisiana due to the outbreak of COVID-19 in the country in which the students were studying; and students who were scheduled to be enrolled full time at a school operating on a basis other than semesters during the spring of 2020; the following requirements shall be suspended:
- 1) The steady academic progress requirements imposed by La. R.S. 17:5041 or La. R.S. 17:5042.
 - 2) The minimum grade point average requirements imposed by La. R.S. 17:5041 or La. R.S. 17:5042.
 - 3) The deadlines imposed by La. R.S. 17:5041 or La. R.S. 17:5042 requiring that a student whose award is suspended for failure to meet the grade point average requirements must bring his grade point average up to that required in the applicable statute within a specified time period.

SECTION 6: INSURANCE

- A) The Commissioner of Insurance shall continue to have limited authority from the Governor to suspend provisions of any regulatory statute of Title 22 of the Louisiana Revised Statutes of 1950 concerning any health insurance policy or contract relative to the current public health emergency, where such statutory or regulatory requirements prevent, hinder, or delay necessary action in coping with the current public health emergency, including the prohibition of any cost sharing, deductibles, copayments, and coinsurance related to the diagnosis or approved treatment of COVID-19.
- B) The Commissioner of Insurance shall have limited transfer of authority from the Governor to suspend provisions of any regulatory statute of Title 22 of the Louisiana Revised Statutes of 1950 concerning the cancellation, termination, nonrenewal, and non-reinstatement provisions of Title 22, where such statutory or regulatory requirements prevent, hinder, or delay necessary action in coping with the current public health emergency, including providing additional time for policyholders to complete existing claims, providing additional time for policyholders to remit premium payments to avoid cancelation of policies, prohibiting cancelations where a policyholder is incapable of fulfilling requirements due to the current public health emergency, allowing for mid-term audit of auditable policies upon request of the insured and the recalculation of premium based on the mid-term audit to account for the current operations of the insurer to properly reflect the risk during the current public health emergency, requiring that insurer refund any excess premium as determined by the mid-term audit during the pendency of the current public health emergency.
- C) This authority granted to the Commissioner shall not relieve an insured who has a claim caused by this public health emergency, or its aftermath, from compliance with the insured's obligation to provide information and cooperate in the claim adjustment process relative to such claim, or to pay insurance premiums upon termination of the provisions of this Order.

SECTION 7: HEALTH CARE REGULATIONS

- A) Louisiana state licensure laws, rules, and regulations for medical professionals and personnel hereby remain suspended for those medical professionals and personnel from other states or other countries offering medical services in Louisiana to those needing medical services as a result of this disaster provided that said out-of-state or out-of-country medical professionals and personnel possess a current medical license in good standing in their respective state or country of licensure and that they practice in good faith and within the reasonable scope of his or her skills, training, or ability.

- B)** All out-of-state or out-of-country medical professionals and personnel offering services in the State of Louisiana by authority of this Order shall continue to submit to the State Health Officer, or his designee at the Office of Public Health within the Louisiana Department of Health, a copy of their respective professional license and photo identification, together with any other forms or documents the State Health Officer may require, by contacting the Office of Public Health.
- C)** Because of the threat posed to health care workers from COVID-19 and the need to allocate resources to respond to this disaster, there is a need to continue to allow for additional telehealth opportunities. To facilitate the provision of telehealth services where available and appropriate, the following guidelines remain in place:
- 1) The requirement of La. R.S. 40:1223.4 that each state agency or professional or occupational licensing board or commission that regulates the practice of a healthcare provider promulgate any rules necessary to provide for, promote, and regulate the use of telehealth in the delivery of healthcare services within the scope of practice regulated by the licensing entity hereby remains suspended during the term of this emergency declaration.
 - 2) All licensing boards are encouraged to maintain emergency rules, if necessary, so that it will not be considered unethical nor a violation of any licensing standards of the healthcare provider, solely as a result of the provision of such care via telehealth.
 - 3) The practice of the healthcare provider administered via telehealth must be within the scope of the provider's license, skill, training and experience. The services provided to the patient must meet the standard of care that would be provided if the patient were treated on an in-person basis.
 - 4) Prescribing of any controlled substances via telehealth must be medically appropriate, well-documented and continue to conform to rules applicable to the prescription of such medications.
- D)** The ambulance staffing requirements set forth in La. R.S. 40:1135.1(A)(2)(a) hereby remain temporarily suspended as to ambulance drivers, provided that such driver possesses a driver's license valid in the State of Louisiana and meets the criminal background check requirements of La. R.S. 40:1203.1, *et seq.*
- Except as expressly suspended herein, all other requirements of La. R.S. 40:1135.1 shall remain in place, including the requirement that an ambulance be staffed with a minimum of two persons, one of whom shall be a licensed emergency medical technician.
- E)** The licensing and certification requirements for Louisiana Clinical Laboratory Personnel set forth in La. R.S. 37:1318, including any requirements for criminal background checks, be temporarily suspended for those laboratory personnel conducting COVID-19 testing who demonstrate molecular biology polymerase chain reaction (PCR) experience and/or for those who demonstrate serological experience in testing clinical samples, when such testing and related activities are performed under the oversight and responsibility of a licensed physician or doctor of philosophy (Ph.D.) with demonstrated experience in the related laboratory activities who ensures the quality of results.
- F)** The requirement for supervision of physician assistants pursuant to La. R.S. 37:1360.28 is temporarily suspended, however a physician assistant shall practice within his/her scope of practice, subject to his/her education, knowledge, skills, and ability.
- G)** The Louisiana Board of Dentistry is granted the authority to issue licenses based upon a 2020 graduation from any CODA accredited program for those who apply and complete their applications in 2020.
- H)** The licensing and certification requirements for the Louisiana State Board of Chiropractic Examiners set forth in La. R.S. 37:2805(C), which states that the Board shall notify each applicant of acceptance or rejection of application not less

than 30 days prior to the National Board of Chiropractic Examiners examination, are temporarily suspended.

- I)** The collaborative practice agreement requirements of the Louisiana State Board of Medical Examiners and the Louisiana State Board of Nursing for advanced practice registered nurses, including certified nurse midwives, certified registered anesthetists, clinical nurse specialists, and nurse practitioners, are suspended for this public health emergency.
- J)** The requirements that a certified registered nurse anesthetist provide anesthesia care under the direction and supervision of a physician or dentist licensed to practice in Louisiana as set forth in La. R.S. 37:930(A)(3) and (F) are temporarily suspended, provided that the certified registered nurse anesthetist is within his/her scope of practice and has the education, knowledge, skills, and ability to provide such anesthesia care and ancillary services without supervision or direction.
- K)** The penalties set forth for practicing nursing without a duly issued registered nurse license in the state of Louisiana set forth in La. R.S. 37:925(A)(3) and (4) are temporarily suspended, so long as the individual has an active, unrestricted, unencumbered license to practice registered nursing in any U.S. state, territory, or district, and the individual has no charges pending against his/her license and the individual is not enrolled in an alternative to discipline program.
- L)** Relative to the authority of a registered nurse to administer anesthetic agents in certain settings in La. R.S. 37:935, the Louisiana State Board of Nursing shall provide by emergency rule that, for the purpose of providing care during the COVID-19 pandemic, “critical care settings” shall include all healthcare settings in which anesthetic agents have to be administered to intubated patients.
- M)** The penalties set forth for practicing practical nursing without a duly issued license in the state of Louisiana set forth in La. R.S. 37:978(A)(3) and (4) are temporarily suspended, so long as the individual is licensed to practice practical nursing in any U.S. state, territory or district.
- N)** The requirements for the State Board of Social Work Examiners to issue a social worker certificate set forth in La. R.S. 37:2724(B), specifically the requirement that Certified Social Workers pass an examination within a specific time frame, are temporarily suspended.
- O)** The requirement that all licensed home health agencies admit patients for skilled care only on the order of a physician set forth in La. R.S. 40:2116.34(A)(1) is temporarily suspended to permit physician assistants, advanced practice registered nurses, certified nurse practitioners, clinical nurse specialists, and certified nurse midwives to order home health services.
- P)** The requirement that the clinical dental licensing examination include procedures performed on human subjects as set forth in La. R.S. 37:761(C) is hereby temporarily suspended, for those 2020 graduates of any CODA accredited dental school who have applied and otherwise completed their licensing applications with the Louisiana State Board of Dentistry in 2020.
- Q)** The requirement that all clinical dental hygiene licensing examinations include procedures performed on human subjects as set forth in La. R.S. 37:764(D), is hereby temporarily suspended, for those 2020 graduates of the LSU dental hygiene program, as well as for any other 2020 graduates of any other dental hygiene program in Louisiana that is accredited by the Commission on Dental Accreditation (“CODA”), who have applied and otherwise completed their licensing applications with the Louisiana State Board of Dentistry in 2020.
- R)** The requirement that an out-of-state registered nurse or an out-of-state advanced practice registered nurse (including an out-of-state certified nurse midwife, a certified registered nurse anesthetist, a clinical nurse specialist, and a nurse practitioner) obtain a license to practice registered nursing or advanced practice registered nursing in Louisiana as set forth in La. R.S. 37:920, is temporarily suspended provided that such person has an active, unencumbered, unrestricted

license to practice registered nursing or advanced practice registered nursing from any U.S. state, territory, or district, which has been confirmed through the NURSYS System.

- S) An individual physician who holds a full, unlimited and unrestricted license to practice medicine in another U.S. state, territory, or district and who has unrestricted hospital credentials and privileges in any U.S. state, territory, or district, may practice medicine at a hospital that is licensed by the Louisiana Department of Health upon the following terms and conditions being met:
- 1) The licensed Louisiana hospital shall verify all physicians' credentials and privileges;
 - 2) The licensed Louisiana hospital shall keep a list of all physicians coming to practice at the hospital and shall provide this list to the Louisiana State Board of Medical Examiners within ten (10) days of each physician starting practice at the licensed Louisiana hospital; and
 - 3) The licensed Louisiana hospital shall also provide written notice to the Louisiana State Board of Medical Examiners as of the date that the physician stopped practicing medicine in Louisiana at that hospital; such written notification shall be made within ten (10) days of the physician's cessation of practice of medicine at that Louisiana hospital.
- T) An individual physician's assistant who holds a full, unlimited and unrestricted license to practice in another U.S. state, territory, or district and who has unrestricted hospital credentials and privileges in any U.S. state, territory, or district, may practice at a hospital that is licensed by the Louisiana Department of Health upon the following terms and conditions being met:
- 1) The licensed Louisiana hospital shall verify all physician's assistants' credentials and privileges;
 - 2) The licensed Louisiana hospital shall keep a list of all physician's assistants coming to practice at the hospital and shall provide this list to the Louisiana State Board of Medical Examiners within ten (10) days of each physician assistant starting practice at the licensed Louisiana hospital; and
 - 3) The licensed Louisiana hospital shall also provide written notice to the Louisiana State Board of Medical Examiners as of the date that the physician assistant stopped practicing in Louisiana at that hospital; such written notification shall be made within ten (10) days of the physician's assistant's cessation of practice at that Louisiana hospital.
- U) An individual respiratory therapist who holds a full, unlimited and unrestricted license to practice in another U.S. state, territory, or district and who has unrestricted hospital credentials in any U.S. state, territory, or district, may practice at a hospital that is licensed by the Louisiana Department of Health upon the following terms and conditions being met:
- 1) The licensed Louisiana hospital shall verify all respiratory therapists' credentials and shall issue a scope of hospital practice for each respiratory therapist;
 - 2) The licensed Louisiana hospital shall keep a list of all respiratory therapists coming to practice at the hospital and shall provide this list to the Louisiana State Board of Medical Examiners within ten (10) days of each respiratory therapist starting practice at the licensed Louisiana hospital; and
 - 3) The licensed Louisiana hospital shall also provide written notice to the Louisiana State Board of Medical Examiners as of the date that the respiratory therapist stopped practicing in Louisiana at that hospital; such written notification shall be made within ten (10) days of the respiratory therapist's cessation of practice of medicine at that Louisiana hospital.
- V) An individual advanced practice registered nurse (including a certified nurse midwife, a certified registered nurse anesthetist, a clinical nurse specialist, and a nurse practitioner) who holds an active, unencumbered, and unrestricted

license to practice advanced practice registered nursing in another U.S. state, territory, or district as confirmed through the NURSYS System, and who has unrestricted hospital credentials and privileges in any U.S. state, territory, or district, may practice nursing at a hospital that is licensed by the Louisiana Department of Health upon the following terms and conditions being met:

- 1) The licensed Louisiana hospital shall verify all the advanced practice registered nurses' credentials and privileges;
 - 2) The licensed Louisiana hospital shall keep a list of all advanced practice registered nurses coming to practice at the hospital and shall provide this list to the Louisiana State Board of Nursing within ten (10) days of each advanced practice registered nurse starting practice at the licensed Louisiana hospital; and
 - 3) The licensed Louisiana hospital shall also provide written notice to the Louisiana State Board of Nursing as of the date that the advanced practice registered nurse stopped practicing nursing in Louisiana at that hospital; such written notification shall be made within ten (10) days of the advanced practice registered nurse's cessation of practice of nursing at that Louisiana hospital.
- W)** The requirement that there be a quorum of a healthcare professional licensing board or authority for decision-making as set forth in La. R.S. 42:13 and the respective board statutes, is temporarily suspended to allow the Executive Director of that healthcare professional licensing board to temporarily suspend, waive, or amend a board rule or regulation that would prohibit, limit, or interfere with the licensing of healthcare professionals that are necessary to address the declared public health emergency.
- X)** No healthcare professional licensing board shall issue an adverse action or penalty against an individual applicant or licensee under the jurisdiction of that board for the failure of that applicant or licensee for failure to comply with a procedural licensing requirement during the declared public health emergency, provided that the individual applicant or licensee made a good faith attempt to comply with the procedural requirements of the licensing board.

SECTION 8: PROVISIONS FOR FIRST RESPONDERS

A) FIRST-RESPONDER RULEMAKING

- 1) In an effort to preserve the health and safety of the first responders, specifically the firefighters and police officers subject to the Municipal Fire and Police Civil Service System, all local Municipal Fire and Police Civil Service Boards are to maintain emergency rules providing for special COVID-19 leave rules.
- 2) In order to quickly achieve these rule adoptions, the 30-day notice requirements for rule adoptions found in R.S. 33:2478 and R.S. 33:2538 hereby remain suspended during the pendency of the declaration of public health emergency.
- 3) Municipal Fire and Police Civil Service Boards shall post notice of the proposed emergency rule with the 24-hour public meeting notice provided in R.S. 42:19.
- 4) Due to the Stay at Home Order in place statewide, all Municipal Fire and Police Civil Service Boards shall conduct meetings by teleconference or video conference.

B) LAW ENFORCEMENT REHIRING

- 1) The limitation on receipt of full retirement benefits by rehired retirees assigned to road patrol or corrections function only, under La. R.S. 11:2175(E) shall remain suspended for the duration of this emergency. Any sheriff may rehire on a full-time basis any otherwise qualified retirees to road patrol or corrections functions only, without loss or suspension of retirement benefits to those rehired deputies, for the duration of the emergency.

- 2) The Boards of Trustees of the Louisiana Sheriffs Pension and Relief Fund shall not be required to suspend benefits to retirees rehired as full-time employees covered by this proclamation.

SECTION 9: FUNERAL SERVICES

- A) Indoor funeral services shall be limited to the same number of attendees as required by Proclamation 58 JBE 2020. Outdoor services may be held pursuant to the May 1 guidance from the State Fire Marshal for outdoor religious services. Funeral directors are directed to limit the number of personnel present at any such service to only one single funeral director and to ensure the enforcement of the CDC's social distancing guidelines during the conduct of the funeral.
- B) In order to facilitate the timely handling and interment or cremation of deceased in this State, funeral directors shall be considered "essential workers" for the purposes of obtaining access to personal protective equipment ("PPEs") and for the purposes of conducting the necessary business of death care in the State.
- C) The Department of Health is hereby directed to publish guidance that funerals for COVID-19 positive decedents be conducted, as recommended by the CDC, within five days, if practical.
- D) In order to facilitate the timely cremation of remains pursuant to the express wishes of the deceased or of those authorized to direct disposition under La. R.S. 8:655 (whichever is applicable under the law), the signatures and notarization required for cremation authorizations under La. R.S. 37:876-877 are hereby waived inasmuch as they can be replaced by faxed, scanned, or photographed signatures on the requisite paperwork and video conferencing without the need for a notary. In no event shall this waiver be interpreted as an authorization to proceed with cremation in the absence of the signatures of those required by La. R.S. 37:876-877 or against the express wishes of those individuals identified by La. R.S. 8:655.
- E) To the extent necessary and as permitted by the orders of the Louisiana Supreme Court issued on March 16, 2020, and March 20, 2020, the district courts of this State shall consider petitions brought pursuant to La. R.S. 8:655(E) by funeral directors, hospitals, or coroners during the term of this proclamation as essential proceedings necessary to respond to the COVID-19 event.
- F) In no event shall this proclamation be interpreted to waive any other provisions of Title 8 or Chapter 10 of Title 37 of the Louisiana Revised Statutes that are not expressly identified herein.

SECTION 10: UNEMPLOYMENT COMPENSATION

- A) For the purpose of this proclamation, "emergency-related claims" shall mean claims for unemployment compensation filed by persons whose unemployment is directly due to the impact of COVID-19 or due to their inability to get to their job or worksite because they are sick, isolated or quarantined, caring for a sick family member, or when an employees' child's school is closed as determined by the administrator of the state's unemployment compensation program, i.e., the Secretary of the Louisiana Workforce Commission. Emergency-related claims will not necessarily include all claims in all parishes included in COVID-19 proclamations, declarations or orders.
- B) The following statutes relating to unemployment insurance are hereby further suspended to the extent and in the manner described below:
 - 1) La. R.S. 23:1533, which provides for claimants' benefits to be charged against base period employers for purposes of employers' tax experience rating and the protesting of such charges by employers, shall be suspended for emergency-related claims made during the effective period of this Proclamation.

- 2) La. R.S. 23:1552, which provides for the charging of claimants' benefits to certain employers, shall be suspended for emergency-related claims made during the effective period of this Proclamation.
- 3) La. R.S. 23:1600(2) and (3) shall be suspended while this Proclamation is in effect for emergency-related claims to the extent that they require claimants to register and search for work, but the requirements in La. R.S. 23:1600(2) that claimants continue to report at an employment office in the manner prescribed by the administrator, and in La. R.S. 23:1600(3) that claimants be able to work and be available for work, are not waived. The requirement to continue to report at an employment office, which is accomplished through either an automated telephone system or the Internet, is not impractical and avoids overpayments, which claimants would be liable to repay. Such activities are not practical by an individual who is impacted by COVID-19.
- 4) La. R.S. 23:1600(4) shall be suspended while this Proclamation is in effect for emergency-related claims to the extent that claimants are required to wait a period of one week before receiving benefits.
- 5) La. R.S. 23:1601(1) and (2), which provide certain disqualifications for otherwise eligible claimants. Such disqualifications include reasons for separation from employment, including a substantial change in employment by the employer or intentional misconduct connected with employment by the claimant. Separations that are the direct result of the impact caused by COVID-19 are not the fault of either the employer or the claimant. Administration of these separation issues with regard to such claims places an unnecessary burden on the state's unemployment system. Otherwise eligible claimants shall not be disqualified based on R.S. 23:1601(1) or (2).
- 6) La. R.S. 23:1123, which authorizes the Assistant Secretary in a Workers' Compensation case to schedule a medical examination when there is a dispute as to the capacity to work shall be suspended during the effective period of this Proclamation. Any examination scheduled pursuant to this provision prior to the effective date of the Proclamation shall be null and void and shall be rescheduled with notice reissued to the party in accordance with existing statutory requirements.
- 7) La. R.S. 23:1124, which suspends an employee's right to Workers' Compensation benefits for failure to timely submit to a medical examination shall be suspended during the effective period of this Proclamation.
- 8) La. R.S. 23:1201.1 relative to the right to request a hearing for the suspension or termination of benefits for failure to attend a medical appointment shall be suspended during the effective period of this Proclamation.
- 9)
- C) Pursuant to 29 CFR Part 826.30, the following employees of the State of Louisiana are excluded from receiving paid sick leave under "The Emergency Paid Sick Leave Act" or expanded family and medical leave under "The Emergency Family and Medical Leave Expansion Act". For purposes herein, the state employees excluded from these provisions include:
 - 1) Healthcare providers, defined as any employee of the State of Louisiana employed at a hospital, veterans' home, health care center, clinic, local health department or agency, or any facility that performs laboratory or medical testing, as well as those employees who work in such facilities whose work is necessary to maintain the operation of the facility; and
 - 2) Emergency responders, defined as any employee of the State of Louisiana necessary for the provision of transport, care, healthcare, comfort and nutrition of such patients, or others needed for the response to COVID-19. This includes, but is not limited to military or national guard personnel, law enforcement officers, correctional institution personnel, fire fighters, emergency medical services personnel, physicians, nurses, public health personnel, emergency

medical technicians, paramedics and emergency management personnel, as well as those employees who work in such facilities whose work is necessary to maintain the operation of the facility.

SECTION 11: The Governor's Office of Homeland Security and Emergency Preparedness and the State Fire Marshal are directed to ensure compliance with this order, and is empowered to exercise all authorities pursuant to La. R.S. 29:721, *et seq.*, and La. R.S. 29:760, *et seq.*

SECTION 12: All departments, commissions, boards, agencies and officers of the state, or any political subdivision thereof, are authorized and directed to cooperate in actions the state may take in response to the effects of this event.

SECTION 13: Unless otherwise provided in this order, these provisions are effective from Friday, May 15, 2020 to June 5, 2020, or as extended by any subsequent Proclamation, unless terminated sooner.



IN WITNESS WHEREOF, I have set my hand officially and caused to be affixed the Great Seal of Louisiana in the City of Baton Rouge, on this 14th day of May, 2020.

A handwritten signature in black ink, appearing to read "John Bel Edwards", is written over a horizontal line.

GOVERNOR OF LOUISIANA

ATTEST BY THE
SECRETARY OF STATE

A handwritten signature in blue ink, appearing to read "R. Y. B. B. B.", is written over a horizontal line.

SECRETARY OF STATE

BOARD OF DIRECTORS' MEETING

April 22, 2020

MEETING MINUTES

SEWERAGE AND WATER BOARD OF NEW ORLEANS

ROLL CALL

The Board of Directors for the Sewerage and Water Board of New Orleans (SWBNO) met on Wednesday February 19, 2020 at 9:00 AM in the Board Room at 625 St. Joseph Street. Special Counsel, Ms. Yolanda Grinstead, called the roll and confirmed the following members were present: Hon. Latoya Cantrell, Director Dr. Tamika Duplessis, Director Joseph Peychaud, Director Lynes Sloss, Director Ralph Johnson, Director Alejandra Guzman, Director Robin Barnes, Director Maurice Sholas, Director Janet Howard and Councilmember Jay H. Banks.

The following member(s) were absent:

Staff present were: Mr. Ghassan Korban, Executive Director; Mr. Robert Turner, General Superintendent; Ms. Yvette Downs, Chief Financial Officer; Ms. Christy Harowski, Chief of Staff; Mr. Richard Rainey, Chief Communications Officer; Ms. Yolanda Grinstead, Special Counsel; Mr. Darryl Harrison, Deputy Special Counsel; Mr. Dexter Joseph, Budget Department; Mr. Robert Jackson, Customer Service; Ms. Patti Wallace, Purchasing; Ms. Irma Plummer, EDBP; Mr. Jason Higginbotham, Emergency Management, SWBNO; Ms. Tanyell Allen, Board Relations.

APPROVAL OF PREVIOUS MINUTES

Prior to beginning the meeting, Mayor Latoya Cantrell gave her opening remarks. Mayor Cantrell thanked not only the Board but the awesome Sewerage and Water Board team collectively as the city has been moving through the COVID-19 pandemic in our community. The SWBNO is a critical key and essential component to the operations of the city. As of April 21, 2020, there were 6100 cases, 69 positive cases and 344 deaths. The city is working with the state to ensure New Orleans get accurate and timely data as they are starting to trend down reopening the city. The opening of the city will be the data and not the date that drives the Mayor to open the city from the pandemic. Mayor Cantrell also stated hurricane season is approaching and the city is prepared.

Mayor Cantrell presented a motion to accept the minutes of the February 19, 2020, Board Meeting. Director Dr. Tamika Duplessis moved for approval of the minutes. Director Alejandra Guzman seconded. The motion carried.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Ghassan Korban presented a slide overview that focused on the following topics:

- Executive Director Korban started his report thanking Mayor Cantrell for her strong and decisive leadership throughout this pandemic. It has made a huge difference for us knowing exactly what we need to do to keep our lights on and services provided to our customers. He also thanked Mayor Cantrell for acknowledging SWBNO are essential to the city.
- Executive Director Korban gave update of COVID-19 Financial outlook. Residential delinquencies increase to 45% through May. The Commercial use decreased by 60% through May and the operating expenses flat through June.
- Mr. Korban expressed there are no new positive COVID-19 tests since April 13.
- Drainage Pumping Status
 - 99 of 99 stormwater pumps (mitigate rain and flooding) are available for service.
 - 18 of 21 constant-duty pumps available
 - 2 small pumps at DPS 5 in Lower 9th Ward under repair
 - 1 small pump at DPS 7 in City Park under repair
 - PUMPING CAPACITY = 99.8%

COMMITTEE REPORTS

Finance and Administration Committee Report (March) (April)

Director Lynes Sloss reported on the summary and actions taken by the Finance and Administration Committee. The Finance and Administration Committee Reports for the month of March and April was presented and recommended for approval.

Mayor Cantrell asked for a motion to adopt the Finance and Administration reports as amended. Director Alejandra Guzman moved to adopt Finance minutes as proposed. Director Maurice Sholas seconded. The motion carried.

R-046-2020 - Update to the Sewerage and Water Board Hazard Mitigation Plan

Mayor Cantrell presented a motion to accept R-046-2020. Director Lynes Sloss moved to accept. Director Ralph Johnson seconded. The motion carried.

CORRESPONDING RESOLUTIONS

The following resolutions were discussed at the March 10, 2020 Finance and Administration Committee Meeting:

- Resolution (R-002-2020) Recommendation for Award of Contract 30213 – South Shore Basin Sewer Rehabilitation No. 1 (Consent Decree)
- Resolution (R-027-2020) Recommendation for Award of Contract 30222 – South Shore Basin Sewer Rehabilitation No. 3 (Consent Decree)
- Resolution (R-028-2020) Recommendation for Award of Contract 30224 – South Shore Basin Sewer Rehabilitation No. 5 (Consent Decree)
- Resolution (R-029-2020) Ratification of Contract Amendment No. 2 for Professional Services Between the Sewerage and Water Board of New Orleans and Digital Engineering & Imaging, Inc. for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-030-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Meyer Engineers, LTD for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-037-2020) Ratification of Contract Amendment No. 3 for Professional Services Between the Sewerage and Water Board of New Orleans and Neel Schaffer, Inc. for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-041-2020) Ratification of Final Acceptance and Reconciliation for Requisition No. 140033, Leak Detection Services
 - Resolution (R-048-2020) Proposed Fourth Supplemental Sewer Bond

Mayor Cantrell presented a motion to accept the Corresponding Resolutions in globo. Director Maurice Sholas moved to accept the Corresponding Resolutions in Globo. Director Robin Barnes seconded. The motion carried.

The following resolutions were discussed at the April 16, 2020 Finance and Administration Committee Meeting:

- Resolution (R-043-2020) Ratification of Change Order No. 8 for Contract 1368 Hazard Mitigation Grant Program Oak Street Pumping Station
- Resolution (R-044-2020) Ratification of Change Order No. 2 for Contract 2130 Water Main Point Repair, Water Service Connection, Water Valve and Fire Hydrant Replacement at Various Sites Throughout Orleans Parish
- Resolution (R-047-2020) Contract Extension for Information Systems Facilities Management with Avenu Insights & Analytics, LLC

Mayor Cantrell presented a motion to accept the Corresponding Resolutions in globo. Director Lynes Sloss moved to accept the Corresponding Resolutions in Globo. Director Janet Howard seconded. The motion carried.

PUBLIC COMMENTS

The following person(s) appeared before the Board of Directors to make comments:

- Mr. David Kenney, representing himself, talked about concerns of a leak in front of his business.

INFORMATION ITEMS

The following items were submitted for informational purposes only:

Preliminary Financial Results through February 1- 29, 2020
Human Resources Report March 1-31, 2020
Report of the General Superintendent
FEMA March Project Worksheet Status
Executive Director's Approval of Contracts of \$1,000,000.00 or Less
DBE Participation on Contracts

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at approximately 10:06 AM.



"RE-BUILDING THE CITY'S WATER SYSTEMS FOR THE 21ST CENTURY"

Sewerage & Water Board OF NEW ORLEANS

LATOYA CANTRELL, PRESIDENT

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

May 13, 2020

The Finance and Administration Committee met virtually on Wednesday, May 13, 2020, via Microsoft Teams. The meeting convened at approximately 9:11 A.M.

1. ROLL CALL

Present:

Director Lynes Sloss
Director Janet Howard
Director Ralph Johnson
Director Joseph Peychaud
Director Alejandra Guzman

Absent:

Executive Director Ghassan Korban gave his opening remarks. Mr. Korban stated that the Sewerage & Water Board (S&WB) is keeping a close eye on the reopening of the city and state and has put together a task force to come up with logistics of reopening to the public. We are close to hiring an interim Chief Financial Officer, who will be on board until a national search for a permanent CFO is complete. The City Council approved the S&WB's \$10 million bond private placement, which allows our financial advisor, PFM, to request bank bids. The Board of Liquidation will decide whether they will accept or approve the bid.

2. Cash Flow Overview

Lisa Daniel, a financial advisor from PFM, presented an update on cash flow projections in light of COVID-19. Ms. Daniels presented a spreadsheet with updated financial information and informed the committee on assumptions used for the projection. S&WB will continue to update this model as the data changes.

3. **ACTION ITEMS**

General Superintendent's Report

a. Bid/Renewal

- Resolution (R-055-2020) Recommendation for Award of Contract 8164 – Furnishing Skilled and Unskilled Labor maintenance
 - Special Counsel, Yolanda Grinstead stated this award was requested to go before the Louisiana Board of Ethics. The Board of Ethics issued an advisory opinion, which concluded the code of ethics will not prohibit JEI from contracting with S&WB.
 - **Director Ralph Johnson moved to accept R-055-2020. Director Alejandra Guzman seconded. The motion carried.**

Change Orders

- Resolution (R-056-2020) Ratification of Change Order No. 4 for Contract 30102 – DPS 17/Station D Structural Repairs
 - **Director Ralph Johnson moved to accept R-056-2020. Director Janet Howard seconded. The motion carried.**
- Resolution (R-058-2020) Ratification of Change Order No. 3 for Contract 3799 – Installation of Sludge Dryer at the East Bank Wastewater Treatment Plant
 - **Director Janet Howard moved to accept R-058-2020. Director Alejandra Guzman seconded. The motion carried.**
- Resolution (R-067-2020) Ratification of Change Order No. 9 for Contract 1368 – Hazard Mitigation Grant Program – Oak Street Pumping Station
 - **Director Ralph Johnson moved to accept R-067-2020. Director Janet Howard seconded. The motion carried.**

Contract Amendments

- Resolution (R-057-2020) Ratification of Contract Amendment No. 3 for Professional Services Between the Sewerage and Water Board of New Orleans and Arcadis U.S Inc. for Design and Engineering Services for the Water Line Replacement Program
 - **Director Joseph Peychaud moved to accept R-057-2020. Director Ralph Johnson seconded. The motion carried.**
- Resolution (R-060-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and ECM Consultants, Inc. for Design and Engineering Services for the Water Line Replacement Program
 - **Director Ralph Johnson moved to accept R-060-2020. Director Janet Howard seconded. The motion carried.**
- Resolution (R-063-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Rahman and Associates, Inc. for Design and Engineering Services for the Water Line Replacement Program
 - **Director Joseph Peychaud moved to accept R-063-2020. Director Ralph Johnson seconded. The motion carried.**
- Resolution (R-064-2020) Ratification of Contract Amendment No. 5 for Professional Services Between the Sewerage and Water Board of New Orleans and Stantee Consulting Services, Inc. for Design and Engineering Services for the Water Line Replacement Program
 - **Director Ralph Johnson moved to accept R-064-2020. Director Alejandra Guzman seconded. The motion carried.**
- Resolution (R-065-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Trigon Associates, LLC. for Design and Engineering Services for the Water Line Replacement Program
 - **Director Janet Howard moved to accept R-065-2020. Director Ralph Johnson seconded. The motion carried.**

4. **INFORMATION ITEMS** –

The information items were received.

5. **PUBLIC COMMENT** –

- Mr. H. Minor Pipes, III, representing himself, expressed concerns about Contract 8164 to JEI Solutions, Inc.

6. **ADJOURNMENT**

There being no further business to come before the Finance and Administration Committee Meeting. The meeting adjourned at approximately 10:20 AM.

Respectfully submitted,

Lynes Sloss, Chair

**GENERAL SUPERINTENDENT RECOMMENDATIONS
FOR THE MAY 13, 2020
FINANCE AND ADMINISTRATION COMMITTEE MEETING**

A listing of the bids, change orders, amendments and final acceptances received during the month of April is included in the following report. A brief summary is attached for your review.

BIDS/RENEWALS (1)

Page 4 R-055-2020 Recommendation for Award of Contract 8164 – Furnishing Skilled and Unskilled Labor for maintenance

CHANGE ORDERS (3)

Page 10 R-056-2020 Ratification of Change Order No. 4 for Contract 30102 – DPS 17/Station D Structural Repairs

Page 14 R-058-2020 Ratification of Change Order No. 3 for Contract 3799 – Installation of Sludge Dryer at the East Bank Wastewater Treatment Plant

Page 18 R-067-2020 Ratification of Change Order No. 9 for Contract 1368 – Hazard Mitigation Grant Program – Oak Street Pumping Station

CONTRACT AMENDMENTS (5)

Page 24 R-057-2020 Ratification of Contract Amendment No. 3 for Professional Services Between the Sewerage and Water Board of New Orleans and Arcadis U.S. Inc. for Design and Engineering Services for the Water Line Replacement Program

Page 23 R-060-2020 Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and ECM Consultants, Inc. for Design and Engineering Services for the Water Line Replacement Program

Page 36 R-063-2020 Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Rahman and Associates, Inc. for Design and Engineering Services for the Water Line Replacement Program

Page 42 R-064-2020 Ratification of Contract Amendment No. 5 for Professional Services Between the Sewerage and Water Board of New Orleans and Stantec Consulting Services, Inc. for Design and Engineering Services for the Water Line Replacement Program

Page 47 R-065-2020 Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans

and Trigon Associates, LLC for Design and Engineering Services
for the Water Line Replacement Program

FINAL ACCEPTANCES (0)

I, Robert Turner, P.E., General Superintendent,
Sewerage and Water Board of New Orleans, do hereby
certify that I have reviewed and approved the
General Superintendent's Recommendations
for the May 13, 2020
Finance and Administration Committee Meeting.

Robert Turner, P.E.,
GENERAL SUPERINTENDENT
SEWERAGE AND WATER BOARD OF NEW ORLEANS

GENERAL SUPERINTENDENT'S RECOMMENDATIONS

BIDS/RENEWALS

CONTRACT 8164 - FURNISHING SKILLED AND UNSKILLED LABOR FOR MAINTENANCE

WHEREAS, the Sewerage and Water Board of New Orleans advertised, according to public bid law, a Request for Quotes for Furnishing and for Skilled and Unskilled Labor For Maintenance; and,

WHEREAS, four (4) bids were received and opened on November 18, 2019 as follow:

The Gee Cee Company of LA, Inc. with the total sum of \$4,878,228.00,

TEH Enterprises, with a total sum was \$5,283,284.00,

ETI, Inc. with a total sum of \$4,888,000.00,

JEI, Solutions, Inc. with a total sum of \$4,816,156.00; and,

WHEREAS, on December 6, 2019, the Board rejected the bid of the lowest submitted bid, JEI, Inc., deeming it as non-responsive as per Louisiana Code of Ethics R.S. 42:1113 A(1)(a) and recommended The Gee Cee Company for award of contract; and,

WHEREAS, on December 10, 2019, JEI, Inc. protested SWBNO staff's decision; and,

WHEREAS, the bid appeal was heard on February 7, 2020 and the Hearing Examiner recommended the Board's decision be reversed and the contract be awarded to JEI Solutions, Inc.; and,

WHEREAS, on April 8, 2020, the Board's Executive Director approved the Hearing Examiner's recommendation to award the contract to JEI, Inc., pursuant to SWBNO Policy Memorandum No 83(R); and,

WHEREAS, the base contract is for a one (1) year with three (3) renewals options; and,

NOW, THEREFORE BE IT RESOLVED, the responsible and the lowest responsive bidder is hereby accepted, and a contract awarded to **JEI, Inc.** in the amount of \$ 4,816,156.00 to be accepted.

I, Ghassan Korban, Executive Director, Sewerage and Water Board of New Orleans, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at the Regular Meeting of the said Board, duly called and held, according to law, on May 20, 2020

Ghassan Korban
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS CONTRACTOR FACT SHEET



ACTION REQUESTED

CONTRACT AWARD

8164 Skilled and Unskilled Labor

Approval to award contract #8164, between the Sewerage and Water Board and JEI Solutions, in the amount of \$4,861,156.00

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
JEI Solutions	Clay Construction Group, LLC 9.12% Jaes Plumbing & Construction LLC 9.04% Perc Enterprises, Inc. 11.88%	30%	N/A

DESCRIPTION AND PURPOSE

Original Contract Value:	\$4,861,156.00
Previous Changes Orders:	\$0
% Change of Contract:	N/A
Value of Requested Change:	0
% Change of Contract:	N/A
Has an NTP been issued	No
Total Revised Contract Value:	\$4,861,156.00
% Change of Contract to Date:	N/A
Original Contract Completion Date:	TBD
Time Extension requested:	N/A

Proposed Contract Completion Date: One year with the option to renew three one-year terms for a total of four-year contract period

Purpose and Scope of the Contract:

Furnishing and for Skilled and Unskilled Labor for Maintenance

Reason for Change**V****PROCUREMENT INFORMATION**

Contract Type:	Public Bid	Award Based On:	Lowest Responsive and Responsible bidder
Commodity:	Labor	Contract Number:	8164
Contractor Market:	Open Market		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

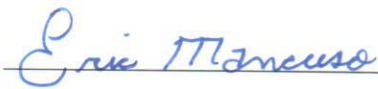
Funding:	O&M 4260/3291	Department:	Facility Maintenance
System:	Combined	Department Head:	Eric Mancuso
Job Number:	8164	Purchase Order #:	TBD

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer System	33.3	
Water System	33.3	
Drainage System	33.3	
Grant		

Other		
TOTAL ESTIMATED RENEWAL DOLLAR AMOUNT		

I certify that this contract action complies with all Sewerage and Water Board procurement policies and guidance, ethics rules and meets necessary regulatory requirements, including compliance with financing sources,



Name: Eric Mancuso

Title: Utility Service Administrator

Department: Facility Maintenance

GENERAL SUPERINTENDENT'S RECOMMENDATIONS

CHANGE ORDERS

**RATIFICATION OF CHANGE ORDER NO. 4 FOR CONTRACT 30102- DPS
17/STATION D STRUCTURAL REPAIRS**

WHEREAS, on August 10, 2018 the Sewerage and Water Board entered into Contract 30109 with The McDonnell Group, LLC in the amount of \$8,766,710.00 for DPS 17/Station D Structural Repairs; and,

WHEREAS, Contract Change Order No. 1 (R-102-2019) increased the contract value by \$705,562.00 and,

WHEREAS, Contract Change Order No. 2 (R-145-2019) reduced the contract value by \$153,368.00 and,

WHEREAS, Contract Change Order No. 3 (R-020-2020) increased the contract value by \$393,940.00 and,

WHEREAS, a field change order was required to account for unforeseen conditions found within the roof components and associated time to install the additional plywood sheathing; and,

WHEREAS, Change Order No. 4, in the amount of \$190,489.00 brings the accumulated Contract change order total to \$1,136,623.00 or 12.97 percent of the original Contract value and adds 27 days to the Contract Times; and,

NOW THEREFORE BE IT RESOLVED, the approval of Change Order No. 4 for Contract 30102 is hereby approved by the Sewerage and Water Board of New Orleans, bringing the accumulated Contract Total to \$9,903,333.00.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban,
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

**Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS CONTRACTOR FACT SHEET**



ACTION REQUESTED

CONTRACT CHANGE ORDER

Contract 30102 DPS 17/Station D Structural Repairs

Approval to modify contract #30102, between the Sewerage and Water Board and The McDonnell Group, in the amount of \$190,489.00

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
The McDonnell Group, LLC	Small Construction	20.3%	20.78%
	SS&E	2.7%	.33%
	Allstar Electric	.2%	.17

DESCRIPTION AND PURPOSE

Original Contract Value:	\$8,766,710.00
Previous Changes Orders:	\$946,134.00
% Change of Contract To Date:	10.79%
Value of Requested Change:	\$190,489.00
% For This Change Order:	2.17%
Has a NTP been issued	Yes
Total Revised Contract Value:	\$9,903,333.00
% Total Change of Contract:	12.97%
Original Contract Completion Date:	10/5/2019
Time Extension requested:	27 Calendar days
Proposed Contract Completion Date:	7/3/2020

Purpose and Scope of the Contract:

The purpose of this contract is to strengthen the main wind force resisting system at DPS 17/Station D. The building is showing signs of structural failures in the walls and floor slab. Large shear cracks have developed in every wall and in one area the concrete floor has broken in pieces.

The Original SOW consists of crack and joint repair to the brick masonry walls that are a part of the main wind force resisting system. These walls will then be filled with compatible injectable fill, helical tied and reinforced with hollowed steel bars. The hollow steel bars will tie into the roof diaphragm. Additional structural steel members are to be added to the roof truss system increasing the lateral load capacity bringing the roof up to current wind load requirements. Demolishing a brick/concrete staircase and upper level locker room/restroom is being done to relieve the floor slab from major loads. This will be replaced with a light framed plastic composite staircase.

Reason for Change:

Design error/Omission <input type="checkbox"/>	Differing Site condition <input checked="" type="checkbox"/>	Regulatory Requirement <input checked="" type="checkbox"/>	Design Change <input type="checkbox"/>	Other <input type="checkbox"/>
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FCO 11- This change is being submitted due to an unforeseen condition. No existing plywood was found on top of the existing wood substrate. All historical drawings show that the station had 3 layers of roof: tongue and groove planks, plywood and metal roof. The design repair for the facility was to use the plywood as a diaphragm that would transfer the wind loads to the main wind force resisting system (walls).

Spending to date:

Cumulative Contract Value (as of 1/1/2020):	\$9,318,904.00
Cumulative Contract Spending (as of 1/1/2020):	\$7,547,721.14

Contractor's Past Performance:

Although there have been unforeseen site conditions that have proven to be difficult obstacles the contractor's timeliness of deliverables, conformance to SWBNO policies and procedures, quality meet expectations. To date the contractor has not achieved a DBE participation rate of 23.2% but are very close to completion.

PROCUREMENT INFORMATION

Contract Type:	Base Bid	Award Based On:	Lowest Competitive bid
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Commodity:	Public Works Construction	Contract Number:	30102
Contractor Market:	Public Bid with DBE participation		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

Funding:	Capital 511	Department:	Civil Engineering
System:	Drainage	Department Head:	Frank Fromherz
Job Number:	30102	Purchase Order #:	PG20186000202

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer System		
Water System		
Drainage System	100	\$190,489.00
Grant		
Other		
TOTAL ESTIMATED RENEWAL DOLLAR AMOUNT		\$190,489.00

**RATIFICATION OF CHANGE ORDER NO. 3 FOR CONTRACT 3799-
INSTALLATION OF SLUDGE DRYER AT THE EAST BANK WASTEWATER
TREATMENT PLANT**

WHEREAS, on August 29, 2018 the Sewerage and Water Board (S&WB) entered into Contract 3799 with Industrial and Mechanical Contractors, Inc. in the amount of \$3,667,900.00 for Installation of the Sludge Dryer at the EBWWTP; and,

WHEREAS, Change Order #1 was ratified in the amount of \$3,102.80 on September 11, 2019; and,

WHEREAS, Change Order #2 added 90 days to the Contract Time and made the new contract completion date August 3, 2020; and,

WHEREAS, this Change Order represents the re-routing of 3 existing plant electrical conduits which interfere with the installation of the hot oil piping header; and,

WHEREAS, this change order, in the amount of \$13,915.00, brings the accumulated contract change order total to 0.5% of the original contract value and adds zero days to the contract time; and,

NOW, THEREFORE BE IT RESOLVED, the approval of Change Order No. 3 for Contract 3799 is hereby approved by the Sewerage and Water Board of New Orleans bringing the accumulated Contract Total to \$3,684,9417.80.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS CONTRACTOR FACT SHEET



ACTION REQUESTED

CONTRACT CHANGE ORDER

Contract 3799

Approval to modify Contract #3799, Installation of the Sludge Dryer at the East Bank Wastewater Treatment Plant, between the Sewerage and Water Board and Industrial and Mechanical Contractors (IMC) in the amount of \$13,915.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	<u>DBE PARTICIPATION GOAL: 38%</u>	
		Estimate at Bid	Actual
IMC	Ashley Savarino Unlimited Construction	38.16%	43.93%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$3,667,900.00
Previous Changes Orders:	\$3,102.80
% Change of Contract To Date:	0.1%
Value of Change:	\$13,915.00
% for this Change Order:	0.5%
Has an NTP been issued	Yes
Total Revised Contract Value:	\$3,684,917.80
% Total Change of Contract:	0.5%
Original Contract Completion Date:	05-03-2020
Time Extensions granted previously:	90 days
Contract Completion Date:	08-03-2020

Purpose and Scope of the Contract:

The Original SOW was to install a sludge dryer in the Solids Building at the East Bank Wastewater Treatment Plant. The sludge dryer was previously purchased in a separate contract.

Reason for Change

Design error/Omission <input type="checkbox"/>	Differing Site condition <input checked="" type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>	Design Change <input type="checkbox"/>	Other <input type="checkbox"/>
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Change Order 3: Involves the re-routing of 3 existing plant electrical conduits just to the north of the sludge dryer which interfere with the installation of the hot oil piping header as supplied by Komline- Sanderson.

Spending to date:

Cumulative Contract Value (as of 4/24/2020): \$3,671,002.80

Cumulative Contract Spending (as of 2/1/2020): \$2,617,134.00

Contractor's Past Performance:

The contractor's timeliness of deliverables, conformance to SWBNO policies and procedures, and quality meet expectations.

PROCUREMENT INFORMATION

Contract Type:	Base Bid	Award Based On:	Lowest Competitive Bid
Commodity:	Public Works Construction	Contract Number:	3799
Contractor Market:	Public Bid with DBE participation		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

Funding:	CP – 348 / FEMA	Department:	WWTP Operations
System:	Sewer	Department Head:	Felicia Bergeron
Job Number:	03799XXX	Purchase Order #:	

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer System	100%	\$13,915.00
Water System		
Drainage System		
Grant		
Other		
TOTAL ESTIMATED RENEWAL DOLLAR AMOUNT		\$13,915.00

RATIFICATION OF CHANGE ORDER NO. 9 FOR CONTRACT 1368 – HAZARD MITIGATION GRANT PROGRAM - OAK STREET PUMPING STATION

WHEREAS, the Sewerage and Water Board entered into Contract 1368 with MR Pittman Group in the amount of \$23,092,500.00 for FEMA funded repairs to the Oak Street Pumping Station; and,

WHEREAS, the Board by Resolution R-021-2018 approved on February 21, 2018 Change Order No. 1 increasing the contract value by \$1,303,043.27; and,

WHEREAS, the Board by Resolution R-046-2018 approved on April 18, 2018 Contract Change Order No. 2 increasing the contract value by \$256,436.17; and,

WHEREAS, the Board by Resolution R-114-2018 approved on August 15, 2018 Contract Change Order No. 3 increasing the contract value by \$2,032,389.01; and,

WHEREAS, the Board by Resolution R-010-2019 approved on January 16, 2019 Contract Change Order No. 4 increasing the contract value by \$831,352.85; and,

WHEREAS, the Board by Resolution R-100-2019 approved on May 15, 2019 Contract Change Order No. 5 increasing the contract value by \$299,261.24; and,

WHEREAS, the Board by Resolution R-117-2019 approved on August 21, 2019 Contract Change Order No. 6 increasing the contract value by \$1,228,610.03; and,

WHEREAS, the Board by Resolution R-184-2019 approved on December 18, 2019 Contract Change Order No. 7 increasing the contract value by \$174,766.42; and,

WHEREAS, the Board by Resolution R-043-2020 approved on April 22, 2020 Contract Change Order No. 8 increasing the contract value by \$176,060.02; and,

WHEREAS, this Change Order represents one (1) work item, Field Change Orders 50. This change includes providing materials, equipment and labor to install the 54" flowmeters; and,

WHEREAS, this Change Order, in the amount of \$87,189.21, brings the accumulated Contract change order total to \$6,389,108.22, or 27.29% of the original Contract value.

NOW THEREFORE BE IT RESOLVED, that approval of Change Order No. 9 for Contract 1368 is approved by the Sewerage and Water Board of New Orleans bringing the accumulated Contract Total to \$29,481,608.22.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban,
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS CONTRACTOR FACT SHEET



ACTION REQUESTED

CONTRACT CHANGE ORDER
CONTRACT 1368 – Change Order 9

Approval to modify contract # Contract 1368 - HMGP Oak Street Pump Station Upgrade and Rehabilitation Project, between the Sewerage and Water Board and M.R. Pittman Group, in the amount of \$87,189.21

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION GOAL: 11%	
		Target	Actual (as of 3/19/20)
M. R. Pittman Group, LLC	The Beta Group. Landrieu Concrete C Watson Group, LLC. JEI Solutions, Inc. Blue Flash Sewer Service, Inc. J. Brown Construction, LLC	11.98%	11.76%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$23,092,500.00
Previous Changes Orders:	\$6,301.919.01
% Change of Contract:	27.29%
Value of Requested Change:	\$87,189.21
% Change of Contract:	0.37%
Has an NTP been issued	Yes

Total Revised Contract Value: \$29,481,608.22
% Change of Contract to Date: 27.67%
Original Contract Completion Date: June 16, 2019
Current Contract Completion Date: 3/24/2020
Time Extension requested: 0 days
Proposed Contract Completion Date: 5/22/2020

Purpose and Scope of the Contract:

This contract consists of the upgrade to and rehabilitation of the existing Oak Street Pump Station located at the intersection of General Ogden Street and Oak Street. The work includes but is not limited to demolition of existing pumps, valves, piping, electrical, controls, HVAC, rooms, grating system, supports, concrete and other components within the station. Installation of new pumps, piping, valves, HVAC, electrical gear, controls, rooms, structural modifications, upgrading the hoist, buried valve and flow meter replacement, cleaning and inspection of existing piping along with other associated and detailed work.

Reason for Change

Design error/Omission <input type="checkbox"/>	Differing Site condition <input checked="" type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>	Design Change <input type="checkbox"/>	Other _____ <input type="checkbox"/>
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This change includes providing materials, equipment, and labor to install the 54" flowmeter after discovering the existing site conditions differed from the record drawings.

Spending to date:

Cumulative Contract Value (as of 1/1/2020): \$29,218,358.99
 Cumulative Contract Spending (as of 1/1/2020): \$28,331,958.50

Contractor's Past Performance:

PROCUREMENT INFORMATION

Contract Type:	Base Bid	Award Based On:	Lowest Competitive Bid
Commodity:	Public Works Construction	Contract Number:	1368
Contractor Market:	Public Bid with DBE Participation		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

Funding:	CP 676-06	Department:	Mechanical Engineering
System:	S/W/D	Department Head:	Gerald Pitalo
Job Number:	01368	Purchase Order #:	PG2019000045

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer System		
Water System		
Drainage System		
HMGP	100%	\$87,189.21
Other		
TOTAL ESTIMATED RENEWAL DOLLAR AMOUNT		\$87,189.21

GENERAL SUPERINTENDENT'S RECOMMENDATIONS

CONTRACT AMENDMENTS

AUTHORIZATION OF CONTRACT AMENDMENT NO. 3 FOR PROFESSIONAL SERVICES BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND ARCADIS U.S. INC. FOR ENGINEERING AND DESIGN SERVICES FOR THE WATERLINE REPLACEMENT PROGRAM

WHEREAS, by Resolution R-043-2012 approved March 21, 2012 **THE SEWERAGE AND WATER BOARD OF NEW ORLEANS** (Board) authorized execution of a contract with **MALCOLM PIRNIE/ARCADIS U.S. INC.** (Consultant) to provide engineering and design services for the Water Line Replacement Program for the Irish Channel, East Riverside, and Touro neighborhoods, and pursuant to Resolution R-043-2012 the Board and Contractor entered into an agreement on October 17, 2012; and,

WHEREAS, the fee under the original agreement was not to exceed 18% of the construction cost and the Consultant provided a DBE participation summary; and

WHEREAS, by Resolution R-045-2013 approved March 20, 2013, the Board authorized amending the Agreement to assign the neighborhoods of Seventh Ward, Treme-Lafitte and Tulane-Gravier and compensation of surveying work and by Resolution R-160-2014 approved August 20, 2014, the Board authorized amending the Agreement to include Program/Project Management Services,

WHEREAS, pursuant to Resolution R-045-2013 and R-160-2014 the Board and Contractor executed Amendment No. 1 on November 20, 2014; and,

WHEREAS, under Amendment No. 1 the fees Program/Project Management Services, are not to exceed 10% construction cost; and

WHEREAS, by Resolution R-074-2019 approved August 21, 2019, the Board authorized amending the Agreement for engineering and design services for the additional water lines in the Seventh Ward and Treme-Lafitte neighborhoods for a total of \$196,744.91; and,

WHEREAS, the Board needs to assign the engineering construction services for RR186 Viavant-Lake Catherine Group C; and

WHEREAS, the Consultant is willing to perform these services for \$218,393.10

WHEREAS, the Board is need of engineering construction services for RR035 East Riverside, Garden District, Irish Channel, St Thomas Group A; and

WHEREAS, the Consultant is willing to perform these services for \$46,894.65

NOW, THEREFORE BE IT RESOLVED, that the President or President Pro Tem of the Sewerage and Water Board is hereby authorized to execute on behalf of the Sewerage and Water Board of New Orleans Contract Amendment No. 3 to the existing agreement with Arcadis U.S., Inc. to include engineering construction services fees RR186 Viavant-Lake Catherine Group C and RR035 East Riverside, Garden District, Irish Channel, St Thomas Group A increase the contract by \$265,287.75, for a total contract amount NTE \$1,238,768.24 and set the end date at 06/30/2023.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban,
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS PROFESSIONAL SERVICES FACT SHEET



ACTION REQUESTED

PROFESSIONAL SERVICES AMENDMENT

Arcadis U.S., Inc.

Approval of Contract Amendment No. 3 for \$265,287.75

CONSULTANT/SUBCONSULTANT INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
Arcadis U.S., Inc.	Integrated Logistical Support Inc., aka ILSI Engineering	35%	14%

DESCRIPTION AND PURPOSE

Original Contract Value:	Total Fee of this agreement shall not to exceed 18% of the construction cost.
Amendments:	
# 1. R-045-2013: Neighborhoods	Total Fee of this amendment shall not to exceed
R-160-2014: PPM services	10% of construction cost.
Work Obligated prior to Amend. # 2.	\$ 776,735.58
# 2. R-160-2014 FEMA Settlement	\$ 196,744.91 (see below)
Value through Amend. # 2.	\$ 973,480.49
# 3. R-057-2020 – Fees for CA&I	\$ 265,287.75 (see below)
Total Revised Value of Contract:	\$1,238,768.24
Original Contract Dates:	10/17/2012 to end of construction
Time Extensions Authorized:	12/30/2022 (Amendment No2.)
Set term to PW 21031 (Settlement):	06/30/2023 (Amendment No2.)

Purpose and Scope of the Contract:

This agreement provides engineering services for the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans(CNO) Recovery

Roads(RR) Program for the following neighborhoods – the Irish Channel, East Riverside, and Touro neighborhoods.

Amendment No. 1 added program/project management (PPM) services; the total fee for this service was not to exceed 10% the cost of construction and added Seventh Ward, Tremé-Lafitte and Tulane-Gravier neighborhoods.

Amendment No. 2 incorporated the Settlement, and other FEMA clauses, rescinded program/project management services, and set fees for RR engineering construction services associated with AES 01 – AES 04 for \$196,744.91. It also set a total value of the contract at \$973,480.49.

Reason for Amendment:

Negotiate Fee(s) <input checked="" type="checkbox"/>	Differing Site condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>	RR Project Additions <input checked="" type="checkbox"/>	Other <input type="checkbox"/> FEMA, GOHSEO & CNO.
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Amendment No. 3 adds engineering construction services for the following neighborhoods Lake Catherine, Plum Orchard and Viavant. Because our WLRP contract with Atkins has been terminated. Arcadis has been determined to be best qualified to perform these services because Arcadis is:

1. Short listed for the Water Line Replacement Program(WLRP), and
2. The WLRP engineer of record for the Irish Channel, East Riverside, and Touro neighborhoods,
3. Arcadis is willing to perform construction engineering services for
RR136 Pines Village Group C,
RR137 Pines Village Group D,
RR138 Plum Orchard/West Lake Forest Group A, and
RR186 Viavant-Lake Catherine Group C

GSO's JIRR and the Consultant have agreed to fees and rates on Construction Engineering Services for:

1. RR186 Viavant-Lake Catherine Group C fees NTE \$218,393.10
Cost Reasonable Analysis was forwarded to PDU 6May20
2. RR035 East Riverside, Garden District, Irish Channel, St Thomas Group A fees NTE \$46,894.65
Cost Reasonable Analysis was forwarded to PDU 7May20

Fees and rates are subject to assumptions made and time it takes the construction contractor to install the water lines. Consultant is willing to perform requested engineering construction services for fees and rates for a total not to exceed \$265,287.75.

Potential Amendments Through the End of the Contract:

Staff still needs to negotiate fees for bid documents/final design, bidding, construction administration, record drawings, and hourly rates for resident inspection for the following RR projects:

Wave 2:

RR004 - Bayou St. John, Fairgrounds, Seventh Ward Group B - Construction
Start Date 6-05-2020

RR138 Plum Orchard/West Lake Forest Group A, Construction Start Date 9-
21-2020

RR183 - Treme-Lafitte Group B - Construction Start Date 07-06-2020

Wave 3:

RR068 - Iberville, Tulane-Gravier, LGD, CBD Group A, Construction Start Date
08-21-2020

RR136 Pines Village Group C, Construction Start Date 12-12-2020

RR137 Pines Village Group D, Construction Start Date 12-31-2020

Wave 4:

RR065 - Hollygrove Group E - Construction Start Date 11-12-2020

Engineering Services Amendment(s) will be presented to the CMRC and Board, when necessary, upon negotiating cost reasonable fees and/or rates for these projects or combination thereof.

Spending on Agreement:

Cumulative Contract Spending: 10/17/2012 to 04/01/2020: \$365,182.53

Contractor's Past Performance:

The Consultant's timeliness of deliverables, conformance to S&WB policies and procedures, quality all meet expectations. To date the consultant has not achieved a DBE participation rate of 35%. DBE participation will be met by Resident Inspection services during Construction. The Consultant has proposed DBE participation rates on these four projects of

1. DBE of 79% for RR186 Viavant-Lake Catherine Group C.

PROCUREMENT INFORMATION

Contract Type:	Professional Services	Award Based On:	Best Qualified
Commodity:	Engineering Services	Contract Number:	PW 21031
Contractor Market:	Public RFQ with DBE participation		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

Funding:	CP 175-13	Department:	JIRR
System:	Water	Department Head:	Mark D Van Hala PE
Job Number:	A1369FEM	Purchase Order #:	PG20196000121

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer		
Water		
Drainage		
Grant		
Other – FEMA (PW 21031)	100%	\$ 265,287.75
TOTAL ESTIMATED DOLLAR AMOUNT OF AMENDMENT		\$ 265,287.75

Mark D. Van Hala, P.E.
Program Administrator
Joint Infrastructure Recovery Request

**AUTHORIZATION OF AMENDMENT NO. 4 TO THE AGREEMENT
BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND
ECM CONSULTANTS, INC. FOR DESIGN AND ENGINEERING SERVICES
FOR WATER LINE REPLACEMENT PROGRAM**

WHEREAS, the Sewerage and Water Board of New Orleans (“Board”) and ECM Consultants, Inc. (“Consultant”) are parties to an original agreement dated February 27, 2012, authorized by Resolution R-001-2012 approved January 18, 2012 for Consultant with Trigon Associates, LLC to provide engineering and design services for the Water Line Replacement Program (WLRP) for the Read Blvd East, Read Blvd West, Venetian Isles, and Village de L’est neighborhoods (“Original Agreement”); and

WHEREAS, the Original Agreement provided for compensation not to exceed 18% of the cost of construction and duration until construction of the project was complete; and

WHEREAS, the Original Agreement was first amended September 10, 2012, pursuant to Resolution R-142-2012, approved August 15, 2012, to provide for compensation for surveying services at a rate not to exceed \$7 per linear foot in 2012, in accordance with prevailing FEMA recommended policy; and

WHEREAS, by Resolution R-151-2014, approved August 20, 2014, the Board authorized Amendment No. 2, executed September 17, 2014, to include program/project management services, design and inspection services of repair or replacement of drain lines damaged by Katrina as approved and funded by FEMA PWs for the City Department of Public Works, and compensation not to exceed ten (10%) percent of construction costs as negotiated by Board staff and based on amounts approved by FEMA in applicable PWs; and

WHEREAS, to prevent unnecessary delays to the Board’s WLRP and the City of New Orleans (City) Recovery Roads (RR) Program as a result of DPW modifying its project limits, the Board tasked its consultants with providing biddable documents for those projects including adding water lines into projects in the Read Blvd East, Read Blvd West, and Village de L’est neighborhoods; and,

WHEREAS, by Resolution R-024-2020, approved February 19, 2020, the Board authorized Amendment No. 3 to establish engineering services fees for RR145, RR146, RR147, RR153, RR188, RR189 in the amount of \$761,578.60, to provide for fixed compensation rather than based on percentage of construction costs, to remove project/program management work from its scope and reduce the costs accordingly, to incorporate clauses that allow for Fair and Reasonable fees to be negotiated in accordance with FP&C State Guidelines and Cost Reasonable Analysis, incorporate the latest FEMA and Federal Requirements clauses into the Contract, and to establish a contract expiration date of June 30, 2023; and

WHEREAS, it is necessary to amend the current agreement to establish engineering construction services for resident inspection rate and fee for RR153 Read Blvd West Group C and to add Integrated Logistical Support Inc. as an approved DBE; and

WHEREAS, the Consultant is willing to perform these services for RR153 not to exceed the amount of \$45,000.00;

NOW, THEREFORE BE IT RESOLVED, that the President or President Pro Tem of the Sewerage and Water Board is hereby authorized to execute on behalf of the Sewerage and Water Board of New Orleans Contract Amendment No. 4 to the existing agreement with ECM Consultants, Inc. to add Integrated Logistical Support Inc. as an approved DBE, establish the engineering construction services resident inspection fees for RR153 Read Blvd West Group C in an amount not to exceed \$45,000.00, for maximum compensation under the Agreement at an amount not to exceed One Million Four Hundred Fifty-Seven Thousand Five Hundred Fifty-Eight and 10/100 (\$1,457,558.10) Dollars.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS PROFESSIONAL SERVICES FACT SHEET



ACTION REQUESTED

Engineering Services Amendment to Professional Services Agreement

ECM Consultants, Inc.

Authorize Amendment No. 4 for \$45,000.00.

CONSULTANT/SUBCONSULTANT INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
ECM Consultants, Inc.	Trigon Associates, LLC Integrated Logistical Support Inc., aka ILSI Engineering (add No.4)	35%	13% 0%

DESCRIPTION AND PURPOSE

Original Contract Value:	Total Fee of this agreement shall not to exceed 18% of the construction cost.
Amendments:	
# 1. R-142-2012: Surveying Rate	Not to exceed \$7/LF.
# 2. R-151-2014: PPM services	Total Fee of this amendment shall not to exceed 10% of construction cost.
Obligations Prior To Amendment No. 3	\$ 650,979.49
# 3. R-024-2020 FEMA Settlement	\$ 761,578.61 (see below)
Amend. # 3 Value	\$ 1,412,558.10 (R-024-2020)
# 4. R-060-2020RR Fees	\$ 45,000.00 (see below)
Total Revised Value of Contract:	\$ 1,457,558.10
Original Contract Dates:	2/27/2012 to end of construction
Contract Completion Date:	6/30/2023 (Amendment #3)

Purpose and Scope of the Contract:

This agreement provides engineering services in association with the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans(CNO) Recovery Roads(RR) Program for the following neighborhoods – Read Blvd East (PW 19846), Read East-Venetian Isles (PW 20348), Read Blvd West (PW 20756), and Village de L'est (PW 20692).

Amendment No. 1 added Latest FEMA Survey Fee, not to exceed \$7/LF in 2012.

Amendment No. 2 added program/project management (PPM) services; the total fee for this service was not to exceed 10% the cost of construction.

Amendment No.3, incorporated the Settlement, and other FEMA clauses, rescinded program/project management services, and set fees for RR engineering construction services associated with AES 01 – AES 07 (RR145 Read Blvd East Group B, RR146 Read Blvd East Group C, RR147 Read Blvd East Group D, RR153 Read Blvd West Group C, RR188 Village de L'est Group B, RR189 Village de L'est Group C) for \$761,578.61. Amendment No.3 also set a contract value \$1,412,558.10 and a contract completion date of 6/30/2023.

Reason for Amendment:

Negotiate Fee(s) <input checked="" type="checkbox"/>	Differing Site condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>	Design Change <input type="checkbox"/>	Other <input type="checkbox"/> FEMA, GOHSEP & CNO.
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Amendment No. 4

1. Establishes Resident Inspection service rates and a not to exceed fee of \$45,000.00 for Resident Inspection service on RR153 Read Blvd West Grp C. Cost Reasonable Analysis – Completed 5Mar20 and submitted to PDU.
2. Add Integrated Logistical Support Inc., also known as ILSI Engineering, as a WLRP agreement DBE Firm.

Potential RR Fees & Rates Amendments Through the End of the Contract:

1. Amendments Completed: Staff has negotiated fees related for bid documents, design, bidding, construction administration, record drawings for RR145, RR146, RR147, RR153, RR188, & RR189, Amendments No. 3 RR153, Amendments No. 4
2. Amendments Needed: Staff will negotiate fees related for bid documents, design, bidding, construction administration, record drawings, and/or resident inspection for the following RR projects:
Wave 3:
RR148 Read Blvd East Group E – Construction Start 11-07-2021
RR149 Read Blvd East Group F – Construction Start 08-16-2020

Engineering Services Amendment(s) will be presented to the CMRC and Board, when necessary, upon negotiating cost reasonable fees and/or rates for these projects or combination thereof.

Spending To Date:

Cumulative Contract Spending: 2/27/2012 to 4/1/2020: \$ 650,979.49

Contractor's Past Performance:

The engineer's timeliness of deliverables, conformance to S&WB policies, procedures, and quality meet expectations. To date the consultant has not achieved a DBE participation rate of 35% because DBE participation will be met by Resident Inspection Services during Construction.

PROCUREMENT INFORMATION

Contract Type:	Professional Services	Award Based On:	Best Qualified
Commodity:	Engineering Services	Contract Number:	WLRP & PW 21031.
Contractor Market:	Public RFQ with DBE participation		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

Funding:	CP 175-13	Department:	JIRR
System:	Water	Department Head:	Mark D Van Hala PE
Job Number:	A1361FEM	Purchase Order #:	To Be Requested upon Amendment Approval

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer		
Water		
Drainage		
Grant		
Other – FEMA (PW 21031)	100%	\$ 45,000.00
TOTAL ESTIMATED DOLLAR AMOUNT OF AMENDMENT		\$ 45,000.00

I certify that this contract action complies with Sewerage and Water Board procurement policies and guidance, ethics rules and meets necessary regulatory requirements, including compliance with financing sources,

Mark D. Van Hala, P.E.

Program Administrator

Joint Infrastructure Recovery Request

AUTHORIZATION OF AMENDMENT NO. 4 TO THE AGREEMENT BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND RAHMAN AND ASSOCIATES, INC. FOR ENGINEERING AND DESIGN SERVICES FOR THE WATERLINE REPLACEMENT PROGRAM

WHEREAS, the **SEWERAGE AND WATER BOARD OF NEW ORLEANS** (“Board”) and **RAHMAN AND ASSOCIATES, INC.** (Consultant) are parties to an original agreement dated March 13, 2012, authorized by Resolution R-020-2012 approved February 15, 2012, for Consultant to provide engineering and design services for the Water Line Replacement Program (WLRP) for the Lakeshore-Lake Vista, Lake Terrace & Oaks, and Filmore neighborhoods(Original Agreement); and

WHEREAS, the fee under the original agreement was not to exceed 18% of the cost of construction with duration until construction of the project was complete; and

WHEREAS, the Board by Resolution R-146-2012 approved on August 15, 2012 an amendment to the Original Agreement to provide for compensation for surveying services at a rate not to exceed \$7 per linear foot in 2012; and,

WHEREAS, pursuant to Resolution R-146-2012, the Board and Consultant executed Amendment No. 1 dated October 1, 2012, amending the Original Agreement to provide for compensation for surveying services at a rate not to exceed \$7 per linear foot in 2012; and,

WHEREAS, by Resolution R-166-2014, the Board authorized amending the Agreement to include program/project management services, design and inspection services of repair or replacement of drain lines damaged by Katrina as approved and funded by FEMA PWs for the City Department of Public Works, and payment of fees therefor; and,

WHEREAS, pursuant to Resolution R-166-2014 approved on August 14, 2014, the Board and Consultant executed Amendment 2, dated September 17, 2014, for program/project management services, design and inspection services of repair or replacement of drain lines and for compensation of survey work in accordance with FEMA recommended policy; and,

WHEREAS, pursuant to Resolution R-086-2019 approved on August 21, 2019, the Board and Consultant executed Amendment 3 to establish engineering services fees for RR037, RR072, RR073 not to exceed \$84,975.17, to provide for fixed compensation rather than based on percentage of construction costs, removed project/program management work from its scope and reduce the costs accordingly, to incorporate clauses that allow for Fair and Reasonable fees to be negotiated in accordance with FP&C State Guidelines and Cost Reasonable Analysis, to incorporate the latest FEMA and Federal Requirements clauses into the Agreement, and to established a contract expiration date of November 30, 2021; and

WHEREAS, the Board is in need of final design and/or engineering construction services for the RR037 Filmore North Group A, RR038 Filmore North Group B, RR042 Filmore South Group A, RR043 Filmore South Group B, RR069 Lake Terrace & Oaks Group A, RR072 Lake Terrace & Oaks Group D, RR073 Lake Vista Group A, and DPW582 Oak Park Drainage; and

WHEREAS, the Consultant is willing to perform same for \$390,265.69, and a total fee not to exceed \$2,040,533.31.

NOW, THEREFORE BE IT RESOLVED, that the President or the President Pro Tem be and is hereby authorized to execute on behalf of the Sewerage and Water Board of New Orleans Contract Amendment No. 4 to the existing agreement with Rahman & Associates engineering services for the RR037 Filmore North Group A, RR038 Filmore North Group B, RR042 Filmore South Group A, RR043 Filmore South Group B, RR069 Lake Terrace & Oaks Group A, RR072 Lake Terrace & Oaks Group D, RR073 Lake Vista Group A, and DPW582 Oak Park Drainage at a fee not to exceed \$390,265.69 and a total fee not to exceed \$2,040,533.31 and extend the contract end date to June 30, 2023.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban,
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS PROFESSIONAL SERVICES FACT SHEET



ACTION REQUESTED

PROFESSIONAL SERVICES AMENDMENT

Rahman and Associates, Inc.

Authorization of Contract Amendment No. 4 for \$417,440.89

CONSULTANT/SUBCONSULTANT INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
Rahman and Associates, Inc.	C&S Consultants	35%	13%

DESCRIPTION AND PURPOSE

Original Contract R-020-2012:	Total Fee of this agreement shall not to exceed 18% of the construction cost.
Amendments:	
# 1. R-146-2012: Survey	Survey rate tied to latest FEMA guidelines, \$7/LF
# 2. R-166-2014: PPM services	Total Fee of this amendment shall not to exceed 10% of construction cost.
Work Obligated prior to Amend. # 3.	\$1,619,801.65
# 3. R-086-2019: Settlement...	\$ 30,465.97 (see below)
Work Obligated through Amend. # 3.	\$1,650,267.62
# 4. R-063-2020: RR Fees	\$ 390,265.69 (see below)
Total Revised Value of Contract:	\$2,040,533.31
Original Contract Dates:	10/17/2012 to end of construction
Time Extensions Authorized:	11/30/2021 (Amendment No. 3)
Set time per Settlement:	06/30/2023 (Amendment No. 4)

Purpose and Scope of the Contract:

This agreement provides engineering services for the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans(CNO) Recovery Roads(RR) Program for Lakeshore-Lake Vista, Lake Terrace & Oaks, and Filmore neighborhoods.

Amendment No. 1 added FEMA's latest reimbursable surveying rate, at that time the rate was not to exceed \$7/LF.

Amendment No. 2 added program/project management (PPM) services; the total fee for this service was not to exceed 10% the cost of construction and added Seventh Ward, Tremé-Lafitte and Tulane-Gravier neighborhoods.

Amendment No. 3 incorporated the Settlement, and other FEMA clauses, rescinded program/project management services, and set fees for RR engineering construction services associated with RR037, RR072, RR073 not to exceed \$84,975.17 and a total increase of \$30,465.97. Amendment No. 3 also set a total value of the contract at \$1,650,267.62 and Authorized a Time Extensions of 12/30/2022.

Reason for Amendment:

Negotiate Fee(s) <input checked="" type="checkbox"/>	Differing Site condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>	Neighborhood Additions <input type="checkbox"/>	Other <input type="checkbox"/> FEMA, GOHSEO & CNO.
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1. Amendment No. 4 adds final design and/or engineering construction services for the following Recovery Roads (RR) projects: \$390,265.69
 - i. RR037 Filmore North Group A
 - ii. RR038 Filmore North Group B
 - iii. RR042 Filmore South Group A
 - iv. RR043 Filmore South Group B
 - v. RR069 Lake Terrace and Oaks Group A
 - vi. RR072 Lake Terrace and Oaks Group D
 - vii. RR073 Lake Vista Group A
 - viii. DPW582 Oak Park Drainage
2. The Contract Completion Date is established as 6/30/2023, which coincides Project Worksheet (PW) 21031, the FEMA Settlement.

Potential Amendments Through the End of the Contract:

Staff still needs to negotiate fees for bid documents, design, bidding, construction administration, record drawings, and/or resident inspection for the following RR projects:

Wave 3:

- RR039 Filmore North Group C
- RR041 Filmore North Group E
- RR071 Lake Terrace and Oaks Group C
- RR074 Lake Vista Group B
- RR079 Lakeshore Group B
- RR080 Lakeshore Group C

Wave 4: RR040 Filmore North Group D
 RR044 Filmore South Group C
 RR045 Filmore South Group D
 RR070 Lake Terrace and Oaks Group B
 RR075 Lake Vista Group C
 RR076 Lake Vista Group D
 RR077 Lake Vista Group E
 RR081 Lakeshore Group D
 RR082 Lakeshore Group E

Spending Previous Years:

Cumulative Contract Spending: 3/13/2012 to 4/1/2020: \$ 1,048,304.81

Contractor's Past Performance:

According to the Board's project manager, the designer's timeliness of deliverables, conformance to SWBNO policies and procedures, quality all meet expectations. To date the consultant has not achieved a DBE participation rate of 35%. Current DBE participation is calculated to be 13.0%. Remaining DBE participation will be met by Resident Inspection Services during Construction.

PROCUREMENT INFORMATION

Contract Type:	Professional Services	Award Based On:	Best Qualified
Commodity:	Engineering Services	Contract Number:	PW 21031
Contractor Market:	Public RFQ with DBE participation		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

Funding:	CP 175-13	Department:	JIRR
System:	Water	Department Head:	Mark D Van Hala PE
Job Number:	A1369FEM	Purchase Order #:	PG20196000182

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer		
Water		
Drainage		
Grant		
Other – FEMA (PW 21031)	100%	\$ 390,265.69
TOTAL ESTIMATED DOLLAR AMOUNT OF AMENDMENT		\$ 390,265.69

I certify that this contract action complies with all Sewerage and Water Board procurement policies and guidance, ethics rules and meets necessary regulatory requirements, including compliance with financing sources,

Mark D. Van Hala, P.E.

Program Administrator

Joint Infrastructure Recovery Request

AUTHORIZATION OF AMENDMENT NO. 5 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN SEWERAGE AND WATER BOARD OF NEW ORLEANS AND MWH AMERICAS, INC. (predecessor in interest to STANTEC CONSULTING SERVICES, INC.) FOR DESIGN AND ENGINEERING SERVICES FOR THE WATER LINE REPLACEMENT PROGRAM (WLRP)

WHEREAS, by Resolution R-214-2011, adopted at its December 2011 Board meeting, the Board approved a list of engineering and consulting firms, including MWH Americas, Inc. (“MWH”), for the replacement and rehabilitation of its Water Line Replacement Program (WLRP); and

WHEREAS, by Resolution R-001-2012, approved at its January 18, 2012 meeting, the Board authorized execution of a contract with MWH to provide engineering and design services for the Board’s Waterline Replacement Program (WLRP) for the Bywater, Florida, Florida Development, Marigny, St. Claude and St. Roch neighborhoods, and pursuant to Resolution R-001-2012 the Board and MWH entered into a Professional Services Agreement dated April 3, 2012 (the “Original Agreement”); and

WHEREAS, the fee under the original agreement was not to exceed 18% of the cost of construction with duration until construction of the project was complete; and

WHEREAS, by Resolution R-144-2012 on August 15, 2012, the Board authorized amendment of the Original Agreement to provide for compensation for surveying services to be billed in accordance with the prevailing FEMA recommended policy (not to exceed \$7.00 per linear foot in 2012, which includes Consultant’s mark-up on the direct cost of surveying); and

WHEREAS, by Resolution R-163-2014 on August 20, 2014, the Board authorized amending the Original Agreement as Amendment No. 2, to include program/project management services, design and inspection services of repair or replacement of drain lines damaged by Katrina as approved and funded by the Federal Emergency Management Agency (“FEMA”) under Project Worksheets (“PWs”), for the City of New Orleans (“City”), through its Department of Public Works (“DPW”),

WHEREAS, the fee under Amendment No. 2 was not to exceed 10% of the construction cost; and

WHEREAS, by Resolution R-233-2014 on November 19, 2014, the Board authorized amending the Original Agreement as amended by Amendment No. 3, to include identification FEMA eligible ADA curb ramps noted in PWs for the City and DPW, and payment of fees therefor; and

WHEREAS, by merger effective January 1, 2017, **STANTEC CONSULTING SERVICES, INC.** (“Consultant”) acquired MWH and assumed all its responsibilities under the Agreement as amended; and

WHEREAS, to prevent unnecessary delays to the Sewerage and Water Board’s Water Line Replacement Program and the City of New Orleans Recovery Roads Program as a result of DPW modifying its project limits after S&WB designs were completed, S&WB tasked its consultants with realigning their previously completed designs to correspond to those project limits modified by DPW; and,

WHEREAS, by Resolution R-010-2020, the Board authorized amending the Original Agreement as amended by Amendment No. 4, to include final design for RR004 Bayou St John, Fairgrounds and Seventh Ward Group B and RR170 St Claude Group E, and final design and engineering construction services for projects RR166 St Claude Group A, RR167 St Claude Group B, RR168 St Claude Group C, RR180 St Roch Group A, RR181 St Roch Group B and in the amount of \$342,272.60, to delete any future program/project management services and all unaccrued program/project management services fees, and to establish a contract expiration date of May 30, 2022; and,

WHEREAS, the Board is in need of engineering design services for on RR167: St Claude Group B (a DOTD revision), RR004: Bayou St. John, Fairgrounds, Seventh Ward Group B Construction Admin & Inspection, RR020: Bywater, Marigny Group A (Final Design, Construction Admin and Inspection, RR170: St. Claude Group E (Construction Admin and Inspection, and RR168: St. Claude Group C Construction Admin and Inspection; and

WHEREAS, the Consultant is willing to perform these services for an amount not to exceed \$119,874.90 for a total fee under the Agreement not to exceed \$1,359,751.73;and,

NOW, THEREFORE BE IT RESOLVED, that the President or President Pro Tem of the Sewerage and Water Board is hereby authorized to execute on behalf of the Sewerage and Water Board of New Orleans Contract Amendment No. 5 to the existing agreement with Stantec Consulting Services, Inc. (as successor in interest to MWH Americas, Inc.) to include engineering services for RR167: St Claude Group B, RR004: Bayou St. John, Fairgrounds, Seventh Ward Group B, RR020: Bywater, Marigny Group A, RR170: St. Claude Group E, and RR168: St. Claude Group C; at an amount not to exceed \$119,874.90 and for a total fee under the Agreement not to exceed \$1,359,751.73, and extend the contract expiration date from May 30, 2022 to June 30, 2023.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban,
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS PROFESSIONAL SERVICES FACT SHEET



ACTION REQUESTED

PROFESSIONAL SERVICES ADDITIONAL ENGINEERING SERVICES

Stantec Consulting Services, Inc.

Approval of Contract Change No. 5 for \$119,874.90

CONSULTANT/SUBCONSULTANT INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
Stantec Consulting Services, Inc.	Gotech, Inc. IMS Engineers	35%	0.0% 0.0%

DESCRIPTION AND PURPOSE

Original Contract R-001-2012:	Total Fee of this agreement shall not to exceed 18% of the construction cost.
Amendments:	
# 1. R-144-2012: Survey	Survey rate tied to latest FEMA guidelines, \$7/LF
# 2. R-163-2014: PPM services	Total Fee of this amendment shall not to exceed 10% of construction cost.
# 3. R-233-2014: ADA Curb Ramps	\$ 557,031.57 (see below)
Obligations through Amend. # 4.	\$ 897,149.23
# 4. R-10-2020 Settlement...	\$ 342,272.60 (see below)
Value per Amend. # 4.	\$ 1,239,876.83
# 5. Proposed Amendment	\$ 119,874.90 (see below)
Total Revised Value of Contract:	\$ 1,359,751.73
Original Contract Dates:	4/09/2012 to end of construction
Time Extensions Authorized:	May 30, 2022 (Amendment No. 4)
Time Extensions Proposed:	06/30/2023. (Amendment No. 5)

Purpose and Scope of the Contract:

This agreement provides engineering services for the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans(CNO) Recovery Roads(RR) Program for Bywater, Florida Area, Marigny, St. Roch, and St. Claude neighborhoods.

Amendment No. 1 added FEMA's latest reimbursable surveying rate, at that time the rate was not to exceed \$7/LF.

Amendment No. 2 added program/project management (PPM) services; the total fee for this service was not to exceed 10% the cost of construction.

Amendment No. 3 added ADA Curb Ramps evaluations up to \$557,031.57.

Amendment No. 4. incorporated the Settlement, and other FEMA clauses, rescinded program/project management services, and set fees for RR engineering construction services associated with RR085, RR166, RR167, RR168, RR170, RR180, and RR181 in the amount of \$342,272.60.

Reason for Amendment:

Negotiate Fee(s) <input checked="" type="checkbox"/>	Differing Site condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>	Design Modification <input type="checkbox"/>	Other <input type="checkbox"/> FEMA, GOHSEP & CNO
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Amendment No. 5. proposes fair and reasonable engineering construction services fees in the amount of \$119,874.90 for the following projects:

- 1.) RR167: St Claude Group B
- 2.) RR004: Bayou St. John, Fairgrounds, Seventh Ward Group B
- 3.) RR020: Bywater, Marigny Group A
- 4.) RR170: St. Claude Group E
- 5.) RR168: St. Claude Group C

Spending Previous Years:

Cumulative Contract Spending: 9/10/2012 to 04/16/2020: \$ 575,230.87

Contractor's Past Performance:

The designer's timeliness of deliverables, conformance to SWBNO policies, procedures, and quality meet expectations. DBE participation will be met by Resident Inspection services during Construction.

PROCUREMENT INFORMATION

Contract Type:	Professional Services	Award Based On:	Best Qualified
Commodity:	Engineering Services	Contract Number:	PW 21031
Contractor Market:	Public RFQ with DBE participation		

Compliance with procurement laws	Yes <input checked="checked" type="checkbox"/>	No <input type="checkbox"/>
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BUDGET INFORMATION

Funding:	CP 175-13/CP 175-14	Department:	JIRR
System:	Water	Department Head:	Mark D Van Hala PE
Job Number:	A1348FEM	Purchase Order #:	PG20196000145

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer		
Water		
Drainage		
Grant		
Other – FEMA (WLRP)	100%	\$ 119,874.90
TOTAL ESTIMATED DOLLAR AMOUNT OF AMENDMENT		\$ 119,874.90

I certify that this contract action complies with all Sewerage and Water Board procurement policies and guidance, ethics rules and meets necessary regulatory requirements, including compliance with financing sources,

Mark D. Van Hala, P.E.
Program Administrator
Joint Infrastructure Recovery Request

AUTHORIZATION OF AMENDMENT NO. 4 TO THE AGREEMENT BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND TRIGON ASSOCIATES, LLC FOR ENGINEERING AND DESIGN SERVICES FOR THE WATERLINE REPLACEMENT PROGRAM

WHEREAS, the **SEWERAGE AND WATER BOARD OF NEW ORLEANS** (“Board”) and **TRIGON ASSOCIATES, LLC** (Consultant) are parties to an original agreement dated March 20, 2012, authorized by Resolution R-001-2012 approved January 18, 2012, for Consultant to provide engineering and design services for the Water Line Replacement Program (WLRP) for the Lakeview, Lakewood, Navarre, and West End neighborhoods (Original Agreement); and,

WHEREAS, the fee under the original agreement was not to exceed 18% of the cost of construction cost with duration until construction of the project was complete; and

WHEREAS, the Board by Resolution R-148-2012 approved on August 15, 2012, an amendment to the Original Agreement to provide for compensation for surveying services at a rate not to exceed \$7 per linear foot in 2012; and,

WHEREAS, pursuant to Resolution R-148-2012, the Board and Consultant executed Amendment No. 1 dated September 10, 2012, amending the Original Agreement to provide for compensation for surveying services at a rate not to exceed \$7 per linear foot in 2012; and,

WHEREAS, by Resolution R-153-2013 approved on August 13, 2013, the Board authorized amending the Agreement to provide for additional compensation of \$58,324.00, due to delays encountered by the contractor in the installation of the new water lines, including unknown utilities, aging valves, tees and other fittings, additional construction phase services ; and,

WHEREAS, pursuant to Resolution R-153-2013, the Board and Consultant executed Amendment No. 2 dated November 12, 2013, to provide for additional compensation in the amount of \$58,324.00; and,

WHEREAS, the Board by Resolution R-136-2014 approved on July 16, 2013, authorized amending the agreement to include program/project management services, design and inspection services of repair or replacement of drain lines damaged by Katrina as approved and funded by FEMA PWs for the City Department of Public Works, and payment of fees therefor; and,

WHEREAS, pursuant to Resolution R-136-2014 the Board and Consultant executed Amendment 3 dated August 6, 2014, to provide for program/project management services, increase/decrease compensation for design, construction inspection services and program and project management in accordance with the maximum allowed under the corresponding approved FEMA Project Worksheets; and,

WHEREAS, the Board proposes removal of project/program management services from its scope and reduce the costs accordingly, incorporate clauses that allow for Fair and Reasonable fees to be negotiated in accordance with FP&C State Guidelines and Cost Reasonable Analysis, incorporate the latest FEMA and Federal Requirements clauses into the Contract; and

WHEREAS, the Board is in need of final design services for the RR085 Lakeview North Group C, RR094 Lakewood Group A, RR132 Navarre Group A, and RR193 West End Group A; and

WHEREAS, the Consultant is willing to perform same for \$33,429.00.

NOW, THEREFORE BE IT RESOLVED, that the President or the President Pro Tem be and is hereby authorized to execute on behalf of the Sewerage and Water Board of New Orleans Contract Amendment No. 4 to the existing agreement with Trigon Associates, Inc. to set final design fees for the RR085 Lakeview North Group C, RR094 Lakewood Group A, RR132 Navarre Group A, and RR193 West End Group A at a fee not to exceed \$33,429.00, to remove project/program management services, incorporate clauses that allow for fair and reasonable fees to be negotiated in accordance with FP&C State guidelines and cost reasonable analysis, incorporate the latest FEMA and Federal Requirements clauses into the Contract; establish a total fee not to exceed \$1,191,219.89 and set the contract end date at June 30, 2023.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans,
do hereby certify that the above and foregoing
is a true and correct copy of a resolution adopted
at the Regular Meeting of said Board,
duly called and held, according to law, on
May 20, 2020.

Ghassan Korban,
EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

Sewerage and Water Board of New Orleans
BOARD OF DIRECTORS PROFESSIONAL SERVICES FACT SHEET



ACTION REQUESTED

Engineering Services Amendment to Professional Services Agreement

Approval of Contract Amendment No. 4 for \$33,429.00

CONSULTANT/SUBCONSULTANT INFORMATION

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
Trigon Associates, LLC	GAEA CONSULTANTS, CIRUCLAR CONSULTING	20%	0%
		20%	0%

0%

DESCRIPTION AND PURPOSE

Original Contract Value: Total Fee of this agreement shall not to exceed 18% of the construction cost. T

Previous Amendments

- | | |
|---------------------------------|--|
| 1. R-148-2012 – Surveying rate | Surveying work fee NTE \$7.00 per lineal foot. |
| 2. R-153-2013– Delays In Const. | Added \$58,325 for Delays in Construction. |
| 3. R-136-2014 – Added P&PMS | Not to exceed 10% of construction cost. |

Work Obligated through 12/31/2019: **\$ 1,157,790.89**

Amendment No. 4 Value **\$ 33,429.00** (see below)

Total Revised Value of Contract: \$ 1,191,219.89

Original Contract Dates: 3/20/2012 - construction of project is complete.

Amended Completion Date: 6/30/2023 (PW 21031 End Date)

Purpose and Scope of the Contract:

This agreement provides engineering services for the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans(CNO) Recovery Roads(RR) Program for the following neighborhoods – Lakeview (PW 19846), Lakeview (PW 20701), Lakewood (PW 20313), Navarre (PW 20347) and West End (PW 20649).

Amendment No. 1 added Surveying work rate NTE \$7.00 per lineal foot.

Amendment No. 2 added \$58,325 for Delays in Construction.

Amendment No. 3 added Program and Project Management Services(P&PMS); the total fee for this service was not to exceed 10% the cost of construction and added Seventh Ward, Treme-Lafitte and Tulane-Gravier neighborhoods.

Reason for Amendment:

Negotiate Fee(s) <input checked="" type="checkbox"/>	Differing Site condition <input type="checkbox"/>	Regulatory Requirement <input checked="" type="checkbox"/>	Design Change <input type="checkbox"/>	Other <input checked="" type="checkbox"/> FEMA, GOHSEO & CNO.
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Since the Board and Consultant entered into the 2012 original agreement, FEMA has issued the PW Settlement. The CNO has re-allocated neighborhood work into smaller RR projects within each neighborhood. Program/project management services are now being performed by Board staff.

Therefore Amendment No. 4:

- a. Establishes the value of the agreement through Amendment No.4 : \$1,157,790.89.
- b. Removes the requirement that the fees for the contract are based upon a Not To Exceed(NTE) 18% of the Cost of Construction.
- c. Incorporates clauses that allow for Fair and Reasonable fees to be negotiated in accordance with FP&C State Guidelines and a Cost Reasonable Analysis.
- d. Incorporate the latest FEMA and Federal Requirements clauses into the Contract.
- e. Rescinds unaccrued project/program management fees authorized by Amendment 3.
- f. Determines the amount of work to be completed in accordance with the JIRR Program and negotiates fees for that work in accordance with FP&C Guidelines.
- g. Establishes engineering service fees for for the following projects and tasks:
 - i. RR085 Lakeview North Group C, of \$16,729.00 for Final Design.
 - ii. RR094 Lakewood Group A, of \$6,300.00 for Final Design.
 - iii. RR132 Navarre Group A, of \$5,000.00 for Final Design.
 - iv. RR193 West End Group A of \$5,400.00 for Final Design.
- h. Agrees to schedules for negotiated tasks.
- i. Identifies future RR projects which need to be negotiated.
- j. Sets the Contract Completion Date to 6/30/2023, which is the Board's completion date in Project Worksheet(PW) 21031, the FEMA Settlement.

Potential Amendments Through the End of the Contract:

Staff still needs to negotiate fees related for bid documents, design, bidding, construction administration, record drawings, and/or resident inspection for the following RR projects:

JIRR Wave 1

1. RR094 Lakewood Group A,
2. RR132 Navarre Group A,
3. RR193 West End Group B,

JIRR Wave 2

4. RR085 Lakeview North Group C,
5. RR194 West End Group B,

JIRR Wave 3

6. RR084 Lakeview North Group B,
7. RR086 Lakeview North Group D,
8. RR091 Lakeview South Group B,
9. RR095 Lakewood Group B,
10. RR195 West End Group C,

JIRR Wave 4

11. RR087 Lakeview North Group E,
12. RR088 Lakeview North Group F,
13. RR089 Lakeview North Group G,
14. RR096 Lakewood Group C,
15. RR196 West End Group D,
16. RR197 West End Group E,
17. RR198 West End Group F, and
18. RR199 West End Group G

Engineering Services Amendment(s) to this Professional Services Agreement will be presented to the CMRC and/or the Board upon negotiating cost reasonable fees and/or rates for these projects or combination thereof.

Spending To Date:

Cumulative Contract Spending: 12/12/2012 to 12/31/2019: \$ 1,157,790.89

Contractor's Past Performance:

The engineer's timeliness of deliverables, conformance to SWBNO policies and procedures, quality meet expectations. To date the consultant has not achieved a DBE participation rate of 40%, because DBE participation will be met by Resident Inspection Services during Construction.

PROCUREMENT INFORMATION

Contract Type:	Professional Services	Award Based On:	Best Qualified
Commodity:	Engineering Services	Contract Number:	PW 21031
Contractor Market:	Public RFQ with DBE participation		
Compliance with procurement laws	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

BUDGET INFORMATION

Funding:	CP 175-13	Department:	JIRR
System:	Water	Department Head:	Mark D Van Hala PE
Job Number:	A1369FEM	Purchase Order #:	PG20196000121

ESTIMATED FUND SOURCE

User	Share%	Dollar Amount
Sewer		
Water		
Drainage		
Grant		
Other – FEMA (21031)	100%	\$ 33,429.00
TOTAL ESTIMATED DOLLAR AMOUNT OF AMENDMENT		\$ 33,429.00

I certify that this contract action complies with all Sewerage and Water Board procurement policies and guidance, ethics rules and meets necessary regulatory requirements, including compliance with financing sources,

Mark D. Van Hala, P.E.

Program Administrator

Joint Infrastructure Recovery Request

AMENDING BY-LAWS

WHEREAS, at the Regular Meeting of the Governance Committee, on December 10, 2019, amendments to the By-Laws of the Sewerage and Water Board of New Orleans were considered and drafted; and

WHEREAS, at the Regular Meeting of the Governance Committee, on March 10, 2020, the Committee passed a motion to recommend adoption of the following amendments of the By-Laws to the Board of Directors:

- Article I Section 1
- Article I Section 2
- Article I Section 3
- Article I Section 4
- Article II Section 1
- Article III Section 1
- Article IV Section 1
- Article IV Section 2
- Article V Section 1
- Article V Section 2
- Article V Section 4
- Article V Section 5
- Article V Section 6
- Article V Section 7
- Article V Section 8
- Article VI Section 1
- Article VI Section 2
- Article VI Section 3
- Article VI Section 4
- Article VI Section 5
- Article VI Section 6
- Article VI Section 7
- Article VI Section 8
- Article VI Section 9
- Article VI Section 10
- Article VI Section 12
- Article VI Section 14
- Article VI Section 15
- Article VII Section 1
- Article X Section 1
- Article XI Section 1; and

WHEREAS, the Executive Director of the Sewerage and Water Board of New Orleans, in compliance with Article X of said By-Laws, served notice of these amendments to the aforementioned Articles upon every member of the Board more than one (1) week prior to the meeting of March 10, 2020; and

WHEREAS, at the Regular Monthly Meeting of the Sewerage and Water Board of New Orleans, on May 20, 2020 in compliance with Article X of the By-Laws of the Sewerage and Water Board of New Orleans, amendments to the aforementioned Articles were presented to the Board of Directors for their consideration; and

WHEREAS, at the Regular Monthly Meeting of the Sewerage and Water Board of New Orleans, on June 17, 2020, in compliance with Article X of the By-Laws of the Sewerage and Water Board of New Orleans, said By-Laws are hereby amended as follows:

To amend the existing By-Laws, effective June 17, 2020, through the aforementioned Articles, which shall read as follows:

ARTICLE I

Section 1 is hereby amended as follows:

Section 1:

Regular meetings of the Board of Directors (“Board” or “SWBNO”) shall be held on the third Wednesday of each month in the SWBNO 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 SWBNO Board Room, the President of the Board or President Pro Tempore 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 is hereby amended as follows:

Section 2:

The President of the Board may call a special meeting at any time upon written request signed four (4) members of the Board.

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

Section 3 is hereby amended as follows:

Section 3:

No subject shall be considered at any special meeting, except those promulgated on the agenda. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.

Section 4 is hereby amended as follows:

Section 4:

Six members shall constitute a quorum for the transaction of business at all Board meetings. 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.

ARTICLE II

Section 1 is hereby amended as follows:

Section 1:

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

ARTICLE III

Section 1 is hereby amended as follows:

Section 1:

Voting shall be by voice vote, except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote. On voice votes, the name of each voting "nay" shall be required in the minutes upon his/her request. Roll Call votes shall be required for budget approval.

ARTICLE IV

Section 1 is hereby amended as follows:

Section 1:

The President of the Board. In addition to such duties as may be established by the Board, the President shall have the following duties:

Appointments. The President shall appoint members of the Board as set forth in R.S. 33:4071. The President shall also appoint all members of all committees of the Board.

Meetings. The President shall preside at all meetings of the Board and has the right to vote at any meeting of the Board or any of the Board's committees.

Administrative Matters. The President shall have authority to open all documents addressed to the Board, and to sign all contracts, checks, warrants and other documents or papers in the name of the Board, and as directed by it. The President may also be authorized other duties as established by the Board.

Section 2 is hereby amended as follows:

Section 2:

The President Pro Tempore 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 Tempore 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 Tempore are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tempore shall have the same right to vote as any other member of such committee or the Board in each such meeting. The President Pro Tempore shall serve for a term of two (2) years. The Board shall have the option to re-elect the same President Pro Tempore for another two (2) year term should the Board so desire, it being the intention of this section that the above-referenced terms shall constitute a full, complete, and consecutive term. Should any President Pro Tempore be removed, as such through causes beyond his or her control, and thereafter returns to the Board and is reinstated to the position of President Pro Tempore, s/he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms as set forth above.

ARTICLE V

Section 1 is hereby amended as follows:

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/her 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. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.

Section 2 is hereby amended as follows:

Section 2:

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

Section 4 is hereby amended as follows:

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. The Executive Director shall attend to the publication of motions and resolutions and other notices as required.

Section 5 is hereby amended as follows:

Section 5:

The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. The Executive Director shall keep an inventory of all property acquired or disposed of by the Board and 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 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 is hereby amended as follows:

Section 6:

The Executive Director shall also perform such other duties germane to such office, as may be required of him by direction of the Board.

Section 7 is hereby amended as follows:

Section 7:

Neither the Executive Director, nor any unclassified employee shall engage in any other occupation or employment that would interfere or conflict with their SWBNO 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 SWBNO duties.

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

Section 8 is hereby amended as follows:

Section 8:

The Executive Director, if absent, may name a designee to carry out his duties as prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director or by the Board.

ARTICLE VI

Section 1 is hereby amended as follows:

Section 1:

There shall be five (5) standing committees, named as follows: Audit Committee, Finance and Administration Committee, Operations Committee, Governance Committee, and Strategic Planning 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 established by the Board or the President of the Board.

All committees shall meet at least biannually, if not more often as provided in these By-Laws.

Section 2 is hereby amended as follows:

Section 2:

The President of the Board shall appoint each Chairperson and all members of the committees, named in Article VI, Section 1. The President may appoint each Vice Chairperson of the five (5) standing Committees. The composition of the committees may be re-examined periodically and new appointments may be made so that all members of the Board may participate in all phases of SWBNO's administration.

Each committee shall consist of five (5) members of the Board. Each Board member must be assigned to serve on a at least one (1) committee.

Three (3) members of any standing committee shall constitute a quorum.

Section 3 is hereby amended as follows:

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.

The Audit Committee shall meet at a minimum quarterly and as needed.

Section 4 is hereby amended as follows:

Section 4:

The Finance and Administration 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 and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.

The Finance and Administration Committee shall meet monthly unless authorized designated by the Chairperson of the Finance and Administration Committee.

Section 5 is hereby amended as follows:

Section 5:

The Governance Committee shall make recommendations regarding the management of 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; consideration of Bylaw changes; and policy level oversight of the Board's legislative and governmental relations agenda setting and activities.

The Governance Committee shall meet at a minimum biannually and as needed.

Section 6 is hereby amended as follows:

Section 6:

The Strategic Planning Committee shall make recommendations regarding the affairs of the Board and the organization relating to short-term and long-term planning for the capabilities of the Board.

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

The Strategic Planning Committee shall meet at a minimum biannually and as needed.

Section 7 is hereby amended as follows:

Section 7:

The Operations Committee shall make recommendations regarding the affairs of the Board relating to the Board's systems of sewerage, water, and drainage; the Board's Economically Disadvantaged Business Enterprise Program ("EDBE"); and the Board's customer relations policies and procedures.

The following matters are illustrative of those brought before the Operations Committee for consideration: a review of EDBE policies and procedures; customer billing and collections; meter reading; meter installation and removal, customer service; work order management; power and technology upgrades; and organizational performance metrics.

The Operations Committee shall meet at a minimum quarterly and as needed.

Section 8 is hereby amended as follows:

Section 8:

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 the Chairperson – President Pro Tempore; four (4) members appointed by the President of the Board, at least one of which shall be a member of the Finance Committee; three (3) employee members, elected by the employees of SWBNO; and one (1) retiree representative, elected by SWBNO retirees. Five (5) members shall constitute a quorum.

The committee shall make recommendations of matters relating to the management of the Employee Retirement System, including establishment of the rules and regulations and management of the pension fund.

The Pension Committee shall meet at a minimum quarterly and as needed.

Section 9 is hereby amended as follows:

Section 9:

- A. The Board of Trustees, as defined in the Rules and Regulations of the Employees' 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 10 is hereby amended as follows:

Section 10:

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 Committee for consideration. This committee consists of: the General Superintendent, the

Supervisor of SWBNO Plumbing Department; and seven (7) members, appointed by the President of the Board as follows:

- four (4) members of the Board of Directors of SWBNO;
- one (1) licensed master plumber; one licensed journeyman plumber;
- and one (1) 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.

The Plumbing Conference Committee shall meet at a minimum of biannually and as needed.

Section 11 is hereby amended as follows:

Section 11:

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

Section 12 is hereby amended as follows:

Section 12:

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 13 is hereby amended as follows:

Section 13:

Both the President of the Board and the President Pro Tempore 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 Tempore, when acting as ex-officio members of a committee, in accordance with these By-Laws, shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.

Section 14 is hereby amended as follows:

Section 14:

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

Section 15 is hereby amended as follows:

Section 15:

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

Section 1 is hereby amended as follows:

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, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, General Superintendent, or the Executive Director's designee. 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 appropriations; and said audit sheet or sheets require the same signatory authorization, as stated above.

The persons holding the following positions shall be authorized to act with respect to the bank deposit accounts of the Board including merchant credit, operational expense, and pension trust accounts:

The Executive Director, Chief Financial Officer, and Chief Administrative Officer are hereby designated as authorized to sign on behalf of the Board, documents related to the management of such deposit accounts held in the name of the Board.

Any transfers of money from, between or among accounts of the Board shall require two (2) signatures, one of which must be provided by the Executive Director, Chief Financial Officer, or Chief Administrative Officer. The second signature must be provided by staff designated by two of the following, in writing: the Executive Director, Chief Financial Officer, or Chief Administrative Officer.

ARTICLE X

Section 1 is hereby amended as follows:

Section 1:

The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together 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 XI

Section 1 is hereby amended as follows:

Section 1:

The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together 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.

I, Ghassan Korban, Executive Director,
Sewerage and Water Board of New Orleans, do hereby
certify that the above and foregoing is a true and
correct copy of a Resolution adopted at the Regular
Monthly Meeting of said Board, duly called and held,
according to law, on June 17, 2020.

GHASSAN KORBAN, EXECUTIVE DIRECTOR
SEWERAGE AND WATER BOARD OF NEW ORLEANS

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Reference	Current By-Law	Proposed Amendment	If Amendment is Adopted
Article I Section 1	<p>Regular meetings of the Board shall be held on the third Wednesday of each month in the Board Room.</p> <p>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.</p> <p>The time and location of the meetings shall be promulgated by the Executive Director at least 24 hours in advance.</p>	<p>Regular meetings of the Board of Directors (“Board” or “SWBNO”) shall be held on the third Wednesday of each month in the SWBNO Board Room.</p> <p>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 SWBNO Board Room, the President of the Board or President Pro Tempore 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.</p> <p>The time and location of the meetings shall be promulgated by the Executive Director's Office at least 24 hours in advance.</p>	<p>Regular meetings of the Board of Directors (“Board” or “SWBNO”) shall be held on the third Wednesday of each month in the SWBNO Board Room.</p> <p>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 SWBNO Board Room, the President of the Board or President Pro Tempore 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.</p> <p>The time and location of the meetings shall be promulgated by the Executive Director's Office at least 24 hours in advance.</p>
Article I Section 2	<p>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.</p> <p>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.</p>	<p>The President of the Board may call Special meetings may be called by the President of the Board, and shall be called by him when so requested at any time, in writing upon written request signed by four (4) members of the Board.</p> <p>Written notice stating the agenda, and the time, and the place of any Board meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.</p>	<p>The President of the Board may call a special meeting at any time upon written request signed four (4) members of the Board.</p> <p>Written notice stating the agenda, time, and place of any Board meeting shall be served by the Executive Director on each member and promulgated at least 24 hours in advance.</p>
Article I Section 3	<p>No subject 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.</p>	<p>No subject shall be considered at any special meetings, except those promulgated on the agenda. embraced in the call. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.</p>	<p>No subject shall be considered at any special meeting, except those promulgated on the agenda. However, upon approval of 2/3 of the members present, a matter not on the agenda may be taken up.</p>
Article I Section 4	<p>Six members shall constitute a quorum for the transaction of business at all Board meetings. Written notice stating the agenda and the time and the place of the meeting shall be served by the Executive Director on each Trustee, and promulgated at least 24 hours in advance.</p> <p>Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee's</p>	<p>Six members shall constitute a quorum for the transaction of business at all Board meetings. Written notice stating the agenda and the time and the place of the meeting shall be served by the Executive Director on each Trustee, and promulgated at least 24 hours in advance.</p> <p>Eight members shall constitute a quorum for the transaction of any business by the Board of Trustees of the Employee's</p>	<p>Six members shall constitute a quorum for the transaction of business at all Board meetings.</p> <p>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.</p>

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	Retirement System of the Sewerage and Water Board of New Orleans.	Retirement System of the Sewerage and Water Board of New Orleans.	
Article I 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.		
Article I Section 6	In the absence of specific rules, policies, or procedures, Robert's Rules of Order, as newly revised, shall be used in conducting a meeting.		
Article II 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.	Officers of the Board shall be the President and the President Pro Tempore. The Mayor of the City of New Orleans is the Ex-Officio President of the Board (“The President” or The President of the Board”). The President Pro Tempore shall be elected by a majority of the members of the Board.	Officers of the Board shall be the President and the President Pro Tempore. The Mayor of the City of New Orleans is the Ex-Officio President of the Board (“The President” or “The President of the Board”). The President Pro Tempore shall be elected by a majority of the members of the Board.
Article III 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.	Voting shall be by voice vote viva-voee , except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote. On voice votes, the name of each voting “nay” shall be required in the minutes upon his/her request. Roll Call votes shall be required for budget approval.	Voting shall be by voice vote, except if otherwise noted herein, a majority of all members present to prevail. Appropriations shall be by roll call vote. On voice votes, the name of each voting “nay” shall be required in the minutes upon his/her request. Roll Call votes shall be required for budget approval.
Article IV 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.	The President of the Board. In addition to such duties as may be established by the Board, The President shall the following duties: Appointments. The President shall appoint members of the Board as set forth in R.S. 33:4071. The President shall also appoint all members of all committees of the Board. Meetings. The President shall preside at all meetings of the Board and has the right to vote at any meeting of the Board or any of the Board’s committees. Administrative Matters. The President shall have authority to open all documents addressed to the Board, and to sign all contracts, checks, warrants, and other documents or papers in the name of the Board, and as directed by it. The President may also be authorized other duties as established by the Board.	The President of the Board. In addition to such duties as may be established by the Board, the President shall have the following duties: Appointments. The President shall appoint members of the Board as set forth in R.S. 33:4071. The President shall also appoint all members of all committees of the Board. Meetings. The President shall preside at all meetings of the Board and has the right to vote at any meeting of the Board or any of the Board's committees. Administrative Matters. The President shall have authority to open all documents addressed to the Board, and to sign all contracts, checks, warrants and other documents or papers in the name of the Board, and as directed by it. The President may also be authorized other duties as established by the Board.

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Article IV Section 2	<p>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.</p> <p>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.</p>	<p>The President Pro Tempore 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 Tempore 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 Tempore are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tempore shall have the same right to vote as any other member of such committee or the Board in each such meeting. The President Pro Tempore shall serve for a term of two (2) years period with an option for the Board to re-elect him. The Board shall have the option to re-elect the same President Pro Tempore for another two (2) year term should the Board so desire, it being the intention of this section that the above-referenced terms shall constitute a full, complete, and consecutive term and. sShould any President Pro Tempore who is be removed as such by his removal from the Board through causes beyond his or her control, who and thereafter returns to the Board and is reinstated to the position of President Pro Tempore, s/he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms as set forth above.</p>	<p>The President Pro Tempore 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 Tempore 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 Tempore are in attendance at any committee or Board meeting and the President is presiding, the President Pro Tempore shall have the same right to vote as any other member of such committee or the Board in each such meeting. The President Pro Tempore shall serve for a term of two (2) years. The Board shall have the option to re-elect the same President Pro Tempore for another two (2) year term should the Board so desire, it being the intention of this section that the above-referenced terms shall constitute a full, complete, and consecutive term. Should any President Pro Tempore be removed, as such through causes beyond his or her control, and thereafter returns to the Board and is reinstated to the position of President Pro Tempore, s/he shall be entitled to serve, if elected by the Board, two (2) full and consecutive two (2) year terms as set forth above.</p>
Article V Section 1	<p>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.</p>	<p>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/her 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. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.</p>	<p>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/her 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. The Sewerage and Water Board employees' indemnity bond is considered as satisfying the statutory requirement for the Executive Director's indemnity bond.</p>
Article V Section 2	<p>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</p>	<p>The Executive Director shall be present at all meetings of the Board and its Committees. HeThe Executive Director shall</p>	<p>The Executive Director shall be present at all meetings of the Board and its Committees. The Executive Director shall cause</p>

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		cause the keep of full and accurate written records of the proceedings at all such meetings	the keep of full and accurate written records of the proceedings at all such meetings
Article V Section 3	The Executive Director shall be custodian and hold in safekeeping all records and papers belonging to the Board.		
Article V 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.	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. The Executive Director He shall attend to the publication of motions and resolutions and other notices as required.	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. The Executive Director shall attend to the publication of motions and resolutions and other notices as required.
Article V Section 5	<p>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 is required to make written report at each regular meeting of all transactions named in this section.</p> <p>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.</p> <p>At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director shall 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.</p>	<p>The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. The Executive Director He shall keep an inventory of all property acquired or disposed of by the Board and is required to make written report at each regular meeting of all transactions named in this section.</p> <p>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.</p> <p>At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director shall 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.</p>	<p>The Executive Director shall keep all the accounts of the Board, relating to the receipt and disbursement of funds. The Executive Director shall keep an inventory of all property acquired or disposed of by the Board and is required to make written report at each regular meeting of all transactions named in this section.</p> <p>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.</p> <p>At least one day in advance of its regular monthly meeting or of any committee meetings, the Executive Director shall 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.</p>
Article V Section 6	The Executive Director shall also perform such other duties germane to such 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.	The Executive Director shall also perform such other duties germane to such 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.	The Executive Director shall also perform such other duties germane to such office, as may be required of him by direction of the Board.
Article V Section 7	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	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	Neither the Executive Director, nor any unclassified employee shall engage in any other occupation or employment that would interfere or conflict with their SWBNO duties. The unclassified

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	<p>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.</p> <p>The Executive Director shall receive such certification from the President Pro Tem before engaging in any other occupation or employment as described above.</p>	<p>Sewerage and Water Board SWBNO 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</p> <p>The Executive Director shall receive such certification from the President Pro Tempore before engaging in any other occupation or employment as described above.</p>	<p>employees shall not engage in any other occupation or employment unless certified by the Executive Director as not interfering or in conflict with their SWBNO duties.</p> <p>The Executive Director shall receive such certification from the President Pro Tempore before engaging in any other occupation or employment as described above.</p>
Article V Section 8	<p>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.</p>	<p>A Deputy Director shall act in the absence of the The Executive Director, if absent, may name a designee to carry out the his duties as prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director of by the Board.</p>	<p>The Executive Director, if absent, may name a designee to carry out his duties as prescribed by these By-Laws, as well as any other duties that are assigned by the Executive Director of by the Board.</p>
Article VI Section 1	<p>There shall be four (4) standing Committees, to be named respectively: the Audit Committee, the Finance and Administration Committee, the Governance Committee, and the Strategy Committee.</p> <p>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."</p> <p>A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.</p> <p>Other Ad Hoc Committees may be established by the Board or the President of the Board.</p>	<p>There shall be four (4) five (5) standing Committees, to be named respectively named as follows: the Audit Committee, the Finance and Administration Committee, the Operations Committee, the Governance Committee, and the Strategic Planning the Strategy Committee.</p> <p>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."</p> <p>A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.</p> <p>Other Ad Hoc Committees may be established by the Board or the President of the Board.</p> <p>All committees shall meet at least biannually, if not more often as provided in these By-Laws.</p>	<p>There shall be five (5) standing committees, named as follows: Audit Committee, Finance and Administration Committee, Operations Committee, Governance Committee, and Strategic Planning Committee.</p> <p>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."</p> <p>A Plumbing Conference Committee is established in accordance with the Plumbing Code of the City of New Orleans.</p> <p>Other Ad Hoc Committees may be established by the Board or the President of the Board.</p> <p>All committees shall meet at least biannually, if not more often as provided in these By-Laws.</p>
Article VI Section 2	<p>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 four (4) 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</p>	<p>The President of the Board shall appoint each the Chairpersons and all members of the foregoing committees, named in Article VI, Section 1. The President of The Board may appoint the each Vice Chairpersons of the four (4) five (5) standing Committees. The make-up composition of the Committees may be re-examined periodically and new appointments made so that all</p>	<p>The President of the Board shall appoint each Chairperson and all members of the committees, named in Article VI, Section 1. The President may appoint each Vice Chairperson of the five (5) standing Committees. The composition of the committees may be re-examined periodically and new appointments may be made</p>

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	<p>and Water Board operations and administration. Each Board member must be assigned to serve on at least one (1) Committee.</p> <p>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.</p>	<p>members of the Board may participate in all phases of Sewerage and Water Board operations and SWBNO's administration. Each Board member must be assigned to serve on at least one (1) Ccommittee.</p> <p>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.</p>	<p>so that all members of the Board may participate in all phases of SWBNO's administration.</p> <p>Each committee shall consist of five (5) members of the Board. Each Board member must be assigned to serve on a at least one (1) committee.</p> <p>Three (3) members of any standing committee shall constitute a quorum.</p>
Article VI Section 3	<p>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.</p> <p>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.</p>	<p>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.</p> <p>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.</p> <p><i>The Audit Committee shall meet at a minimum quarterly and as needed.</i></p>	<p>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.</p> <p>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.</p> <p>The Audit Committee shall meet at a minimum quarterly and as needed.</p>
Article VI Section 4	<p>The Finance and Administration Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.</p> <p>The following matters are illustrative of those brought before the Finance and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.</p>	<p>The Finance and Administration Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.</p> <p>The following matters are illustrative of those brought before the Finance and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.</p> <p><i>The Finance and Administration Committee shall meet monthly unless authorized designated by the Chairperson of the Finance and Administration Committee.</i></p>	<p>The Finance and Administration Committee shall monitor operational performance and align financial resources to achieve the objectives of the Board.</p> <p>The following matters are illustrative of those brought before the Finance and Administration Committee for consideration: organizational performance metrics; operating and capital budgets; and financial reporting.</p> <p>The Finance and Administration Committee shall meet monthly unless authorized designated by the Chairperson of the Finance and Administration Committee.</p>
Article VI Section 5	<p>The Governance Committee shall manage the business of the Board of Directors.</p>	<p>The Governance Committee shall <i>make recommendations regarding the management of</i> the business of the Board of Directors.</p>	<p>The Governance Committee shall make recommendations regarding the management of the business of the Board of Directors.</p>

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	<p>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.</p>	<p>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; and policy level oversight of the Board's legislative and governmental relations agenda setting and activities.</p> <p>The Governance Committee shall meet at a minimum biannually and as needed.</p>	<p>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; consideration of Bylaw changes; and policy level oversight of the Board's legislative and governmental relations agenda setting and activities.</p> <p>The Governance Committee shall meet at a minimum biannually and as needed.</p>
Article VI Section 6	<p>The Strategy Committee shall have charge of the affairs of the Board relating to long-term planning for the capabilities of the organization.</p> <p>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.</p>	<p>The Strategy Strategic Planning Committee shall make recommendations regarding have charge of the affairs of the Board and the organization relating to short-term and long-term planning for the capabilities of the organization the Board.</p> <p>The following matters are illustrative of those brought before the Strategy Strategic Planning Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.</p> <p>The Strategic Planning Committee shall meet at a minimum biannually and as needed.</p>	<p>The Strategic Planning Committee shall make recommendations regarding the affairs of the Board and the organization relating to short-term and long-term planning for the capabilities of the Board.</p> <p>The following matters are illustrative of those brought before the Strategic Planning Committee for consideration: strategic planning; facilities planning; personnel planning; financial planning; and information technology planning.</p> <p>The Strategic Planning Committee shall meet at a minimum biannually and as needed.</p>
Article VI Section 7		<p>The Operations Committee shall make recommendations regarding the affairs of the Board relating to the Board's systems of sewerage, water, and drainage; the Board's Economically Disadvantaged Business Enterprise Program ("EDBE"); and the Board's customer relations policies and procedures.</p> <p>The following matters are illustrative of those brought before the Operations Committee for consideration: a review of EDBE policies and procedures; customer billing and collections; meter reading; meter installation and removal; customer service; work order management; power and technology upgrades; and organizational performance metrics.</p>	<p>The Operations Committee shall make recommendations regarding the affairs of the Board relating to the Board's systems of sewerage, water, and drainage; the Board's Economically Disadvantaged Business Enterprise Program ("EDBE"); and the Board's customer relations policies and procedures.</p> <p>The following matters are illustrative of those brought before the Operations Committee for consideration: a review of EDBE policies and procedures; customer billing and collections; meter reading; meter installation and removal, customer service; work order management; power and technology upgrades; and organizational performance metrics.</p>

Revisions to By-Laws of the Sewerage and Water Board of New Orleans
(As of August 19, 2015)

		The Operations Committee shall meet at a minimum quarterly and as needed.	The Operations Committee shall meet at a minimum quarterly and as needed.
Article VI Section 7 Redesignated as Article VI Section 8	<p>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 the 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.</p> <p>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.</p>	<p>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 the Chairperson – President Pro Tempore; four (4) members appointed by the President of the Board, at least one of which shall be a member of the Finance Committee; Three (3) employee members, elected by the employees of SWBNO; and one (1) retiree representative, elected by SWBNO Board retirees. Five (5) members shall constitute a quorum.</p> <p>The Committee shall make recommendations 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.</p> <p>The Pension Committee shall meet at a minimum quarterly and as needed.</p>	<p>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 the Chairperson – President Pro Tempore; four (4) members appointed by the President of the Board, at least one of which shall be a member of the Finance Committee; three (3) employee members, elected by the employees of SWBNO; and one (1) retiree representative, elected by SWBNO retirees. Five (5) members shall constitute a quorum.</p> <p>The committee shall make recommendations of matters relating to the management of the Employee Retirement System, including establishment of the rules and regulations and management of the pension fund.</p> <p>The Pension Committee shall meet at a minimum quarterly and as needed.</p>
Article VI Section 8 Redesignated as Article VI Section 9	<p>A. The Board of Trustees, as defined in the Rules and Regulations of the Employees’ 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:</p> <p style="padding-left: 40px;">a. Selection, hiring, and termination of various investment managers, custodial banks and financial consulting firms.</p>		

Revisions to By-Laws of the Sewerage and Water Board of New Orleans
(As of August 19, 2015)

	<p>b. The establishment of an Investment Policy, Asset Allocation Policy and Rebalancing Policy.</p> <p>c. Deciding what portion of the Retirement System assets a particular investment manager shall invest.</p> <p>d. Evaluating the performance of a particular investment manager, including placing that investment manager on probation.</p> <p>e. Receipt and review of actuarial reports and annual investment reports prepared by the investment consultant.</p> <p>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:</p> <p>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.</p> <p>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</p>		
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Revisions to By-Laws of the Sewerage and Water Board of New Orleans
(As of August 19, 2015)

	<p>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.</p> <p>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.</p>		
<p>Article VI Section 9</p> <p>Redesignated as Article VI Section 10</p>	<p>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.</p>	<p>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 SWBNO Plumbing Department; and seven (7) members, appointed by the President of the Board as follows:</p> <p style="padding-left: 40px;">four (4) members of the Sewerage and Water Board appointed by the President; one (1) licensed master plumber, one (1) licensed journeyman plumber, and one (1) member of any allied plumbing or engineering trade or profession.</p> <p>Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board.</p> <p>Five members constitute a quorum.</p>	<p>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 Committee for consideration. This committee consists of: the General Superintendent, the Supervisor of SWBNO Plumbing Department; and seven (7) members, appointed by the President of the Board as follows:</p> <p style="padding-left: 40px;">four (4) members of the Board of Directors of SWBNO; one (1) licensed master plumber; one licensed journeyman plumber; and one (1) member of any allied plumbing or engineering trade or profession.</p> <p>Except for the first two above, all shall be appointed to two (2) year terms by the President of the Board.</p> <p>Five members constitute a quorum.</p>

Revisions to By-Laws of the Sewerage and Water Board of New Orleans
(As of August 19, 2015)

		The Plumbing Conference Committee shall meet at a minimum of biannually and as needed.	The Plumbing Conference Committee shall meet at a minimum of biannually and as needed.
Article VI Section 10 Redesignated as Article VI Section 11	Any of the Committees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.	Any of the Ccommittees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.	Any of the committees may meet upon regular call of the Chairperson and shall meet upon ruling to that effect by the Board.
Article VI Section 11 Redesignated as Article VI Section 12	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.	All reports of Ccommittees 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.	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.
Article VI Section 12 Redesignated as Article VI Section 13	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.	Both the President of the Board and the President Pro Tempore 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 Tempore, when acting as ex-officio members of a Ccommittee, in accordance with these By-Laws the foregoing , shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.	Both the President of the Board and the President Pro Tempore 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 Tempore, when acting as ex-officio members of a committee, in accordance with these By-Laws, shall be true members in every sense and shall be counted towards the establishment of a quorum for the meeting.
Article VI Section 13 Redesignated as Article VI Section 14	Action taken by a Committee of the Board shall be by a majority of those present.	Action taken by a Ccommittee of the Board shall be by a majority of those present.	Action taken by a Ccommittee of the Board shall be by a majority of those present.
Article VI Section 14 Redesignated as Article VI Section 15	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.	Whenever there is an absence of a quorum required for a Ccommittee 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 Ccommittee, however, the members present may, if they so desire, receive information or reports pertaining to matters on the agenda for such meeting.	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.

Revisions to By-Laws of the Sewerage and Water Board of New Orleans
(As of August 19, 2015)

<p>Article VII Section 1</p>	<p>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, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided 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.</p> <p>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 audit sheet(s), and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>All checks for payment of construction contracts shall be handled in the same manner, as stated above.</p>	<p>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, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, General Superintendent, or the Executive Director's designee. Said warrants shall be listed on audit sheet(s), setting forth, the number of the warrant date of warrant, and number of appropriations; and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>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 audit sheet(s), and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>All checks for payment of construction contracts shall be handled in the same manner, as stated above.</p> <p>The persons holding the following positions shall be authorized to act with respect to the bank deposit accounts of the Board including merchant credit, operational expense, and pension trust accounts:</p> <p>The Executive Director, Chief Financial Officer, and Chief Administrative Officer are hereby designated as authorized to sign on behalf of the Board, documents related to the</p>	<p>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, which has subsequently been reenacted as LRS 33:4094 through 33:4136, and all said warrants except those for contracts require two (2) signatures, one of which must be provided by the Executive Director, General Superintendent, or the Executive Director's designee. 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 appropriations; and said audit sheet or sheets require the same signatory authorization, as stated above.</p> <p>The persons holding the following positions shall be authorized to act with respect to the bank deposit accounts of the Board including merchant credit, operational expense, and pension trust accounts:</p> <p>The Executive Director, Chief Financial Officer, and Chief Administrative Officer are hereby designated as authorized to sign on behalf of the Board, documents related to the management of such deposit accounts held in the name of the Board.</p> <p>Any transfers of money from, between or among accounts of the Board shall require two (2) signatures, one of which must be provided by the Executive Director, Chief Financial Officer, or Chief Administrative Officer. The second signature must be provided by staff designated by two of the following, in writing: the Executive Director, Chief Financial Officer, or Chief Administrative Officer.</p>
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Revisions to By-Laws of the Sewerage and Water Board of New Orleans
(As of August 19, 2015)

		<p>management of such deposit accounts held in the name of the Board.</p> <p>Any transfers of money from, between or among accounts of the Board shall require two (2) signatures, one of which must be provided by the Executive Director, Chief Financial Officer, or Chief Administrative Officer. The second signature must be provided by staff designated by two of the following, in writing: the Executive Director, Chief Financial Officer, or Chief Administrative Officer.</p>	
Article VII 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 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 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 Section 1	Any amendments 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.	Any amendments or changes to these b By-Laws shall be adopted only after approved by a quorum of the b Board, provided that notice of the proposed amendment or change shall be given at a regular monthly meeting preceding final action upon such amendment or change , the amendment to be filed in writing at this meeting and entered upon the Minutes of the Board; further provided that the Executive Director of the Board shall have delivered a copy of the proposed amendment or change with a notice of the meeting for final action, to every member of the Board not less than a week prior to said meeting.	Any amendments or changes to these By-Laws shall be adopted only after approved by a quorum of the Board, provided that notice of the proposed amendment or change shall be given at a regular monthly meeting preceding final action upon such amendment or change, the amendment to be filed in writing at this meeting and entered upon the Minutes of the Board; further provided that the Executive Director of the Board shall have delivered a copy of the proposed amendment or change with a notice of the meeting for final action, to every member of the Board not less than a week prior to said meeting.
Article XI 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	The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together with an Order of Business. Contained within	The Executive Director shall distribute an agenda for the regular monthly meeting of the Board at least 24 hours in advance of the meeting, together with an Order of Business. Contained within

Revisions to By-Laws of the Sewerage and Water Board of New Orleans
(As of August 19, 2015)

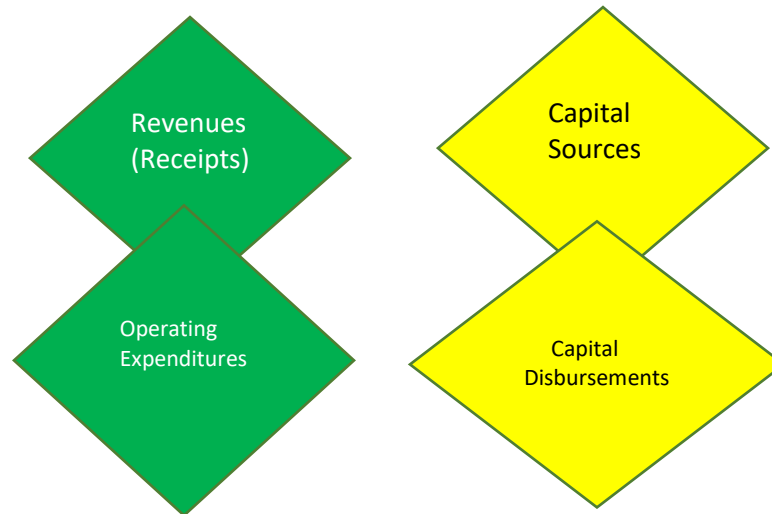
	<p>of Business may be a consent agenda which can be adopted at the Board meeting in globo by voice vote of the majority members present. Only matters receiving a unanimous vote of the members present at a meeting of the Committee before which it has been brought shall be placed upon a consent agenda 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.</p> <p>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.</p>	<p>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.</p> <p>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.</p>	<p>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.</p> <p>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.</p>
Article XII Section 1	<p>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.</p>		

EXECUTIVE SUMMARY

March 2020

As of the end of March 2020, with three months of the fiscal year completed but the periods not yet closed, we are on track with budgetary expectations. At this early point in time, water and sewer revenues are above the anticipated amount by 5% and operating expenditures are below budget by 44%. A summary analysis of the financial results and other performance goals is attached for your further review.

- On-Target
- Caution
- Under-Target



(in millions)

	Budget	YTD Budget	Actual	Variance Favorable/(Unfavorable)	Actual/YTD Budget %
Revenues (Operating)	\$ 269.0	\$ 67.2	\$ 70.3	\$ 3.1	105%
Ad Valorem/Other	\$ 73.5	\$ 18.4	\$ 16.9	\$ (1.5)	-9%
Expenditures	\$ 321.0	\$ 80.2	\$ 35.0	\$ 45.2	44%

YTD = Year to Date

	Water		Sewer		Drainage
	2019 (P)	2020 (P)	2019 (P)	2020 (P)	
Debt Service Coverage Ratios	2.83	2.24	3.13	1.83	N/A

A = Actual P = Preliminary

MONTHLY FINANCIAL REPORT

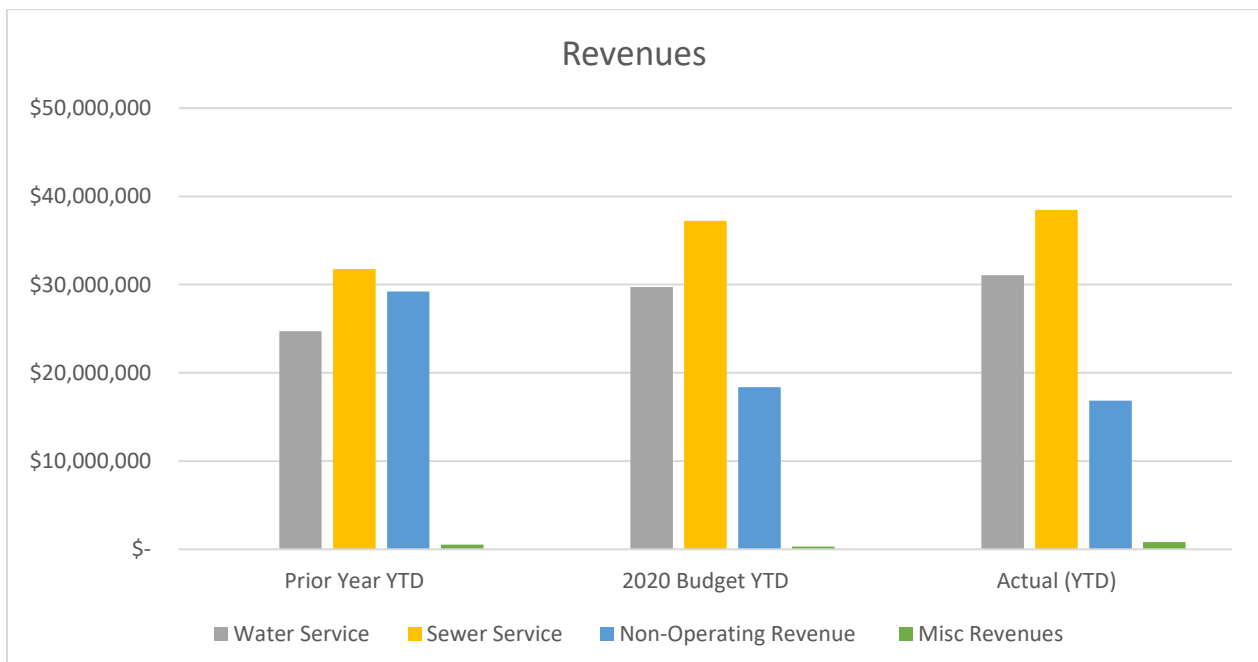
MONTHLY FINANCIAL REPORT (MARCH)

OPERATING BUDGET REVENUES	Budget (MTD)	Actual (MTD)	2020 Budget YTD	Actual (YTD)	Prior Year YTD	Actuals as % of YTD Budget
Water Service	\$ 9,912,698.75	\$ 9,906,975.00	\$ 29,738,096.25	\$ 31,061,416.00	\$ 24,724,530.00	104.45%
Sewer Service	\$ 12,409,209.75	\$ 12,431,422.00	\$ 37,227,629.25	\$ 38,463,163.00	\$ 31,745,553.00	103.32%
Non-Operating and Maintenance Revenues	\$ 6,121,658.75	\$ 18,710,419.00	\$ 18,364,976.25	\$ 16,858,289.00	\$ 29,229,312.00	91.80%
Misc Revenues	\$ 100,402.67	\$ 191,070.00	\$ 301,208.00	\$ 832,777.00	\$ 543,547.00	276.48%
Total Revenues	\$ 28,543,969.92	\$ 41,239,886.00	\$ 85,631,909.75	\$ 87,215,645.00	\$ 86,242,942.00	101.85%
OPERATING EXPENSES						
Water Service	\$ 9,449,973.00	\$ 4,249,927.00	\$ 28,349,919.00	\$ 12,935,883.00	\$ 23,610,421.00	45.63%
Sewer Service	\$ 11,203,802.75	\$ 6,077,402.00	\$ 33,611,408.25	\$ 14,688,058.00	\$ 21,529,529.00	43.70%
Drainage Service	\$ 6,094,106.25	\$ 4,126,110.00	\$ 18,282,318.75	\$ 7,470,167.00	\$ 15,695,962.00	40.86%
Total Expenses	\$ 26,747,882.00	\$ 14,453,439.00	\$ 80,243,646.00	\$ 35,094,108.00	\$ 60,835,912.00	43.73%
Adjustment for Non-Cash Expenses	\$ (6,121,125.00)	\$ (5,230,762.00)	\$ (18,363,375.00)	\$ (13,254,863.00)	\$ (16,330,904.00)	
Debt Service Payments (Prin. and Interest)		\$ -	\$ (9,309,988.75)	\$ (4,576,279.73)		
Adjusted Total Expenses	\$ 20,626,757.00	\$ 9,222,677.00	\$ 52,570,282.25	\$ 17,262,965.27	\$ 44,505,008.00	
Net Operating Income	\$ 7,917,212.92	\$ 32,017,209.00	\$ 33,061,627.50	\$ 69,952,679.73	\$ 41,737,934.00	

Variance Analysis for Major Reported Items

Revenues:

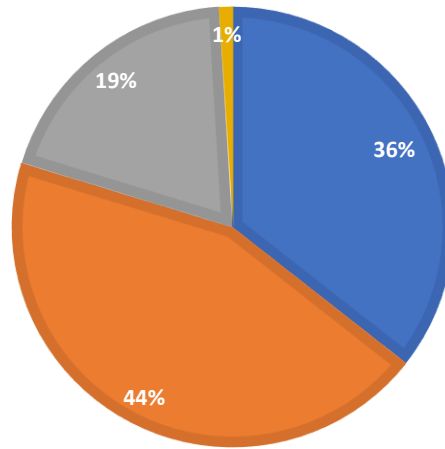
The year to date revenues are up compared to budget by \$1.6 million or approximately 2%. This can be attributed to the partial receipt of 2020 ad valorem taxes. Also, water and sewer revenues are higher than the budgeted amount by 5%; \$1.3 million or 4% for Water Revenues and \$1.2 million or 3% for Sewer Revenues. Given the recent events surrounding the COVID-19 health emergency, the revenue trends will be carefully watched over the coming months as continued decreases in commercial use is anticipated.



MONTHLY FINANCIAL REPORT

2020 YTD REVENUE MIX

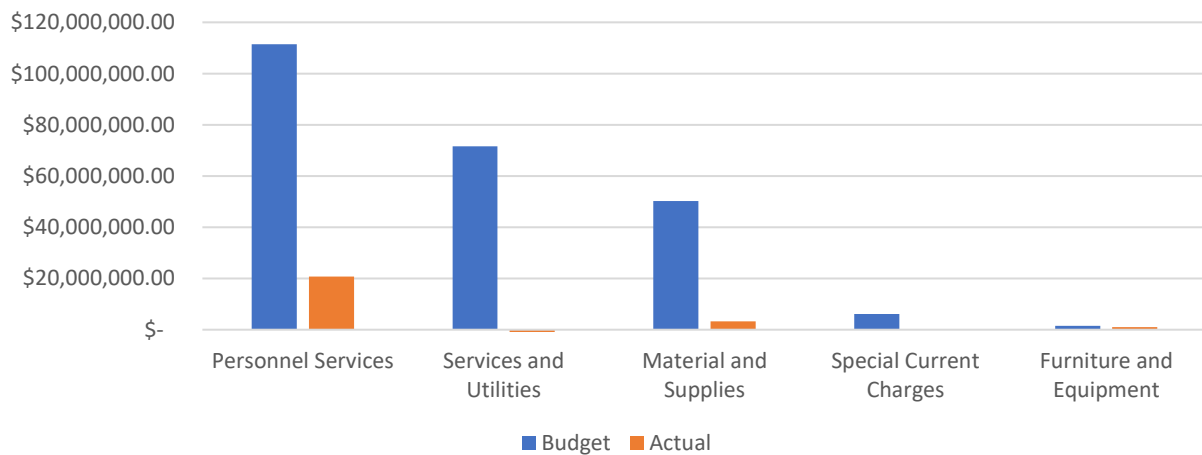
■ Water Service ■ Sewer Service ■ Non-Operating Revenue ■ Misc Revenues



Expenses:

Expenses through March are below the budgeted straight-line amount by 44%. At this early point in the fiscal year, effective trends may not exist.

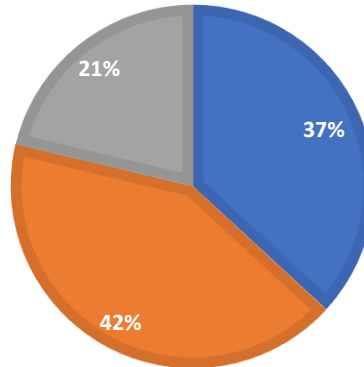
Operating Expenses by Category



MONTHLY FINANCIAL REPORT

2020 YTD EXPENSE MIX

■ Water Service ■ Sewer Service ■ Drainage Service



Capital

2020 CAPITAL DISBURSEMENTS (As of 3/31/20)

	Budgeted	Actual Expenditures	
		YTD	Remaining
Grant Funded Projects (FEMA/HMGP)	\$ 209,466,231.00	\$ 1,738,309.27	\$ 207,727,921.73
Fair Share Projects	\$ 20,500,000.00	\$ -	\$ 20,500,000.00
Targeted Funded Projects	\$ 95,428,650.00	\$ 3,616,577.78	\$ 91,812,072.22
Total	\$ 325,394,881.00	\$ 5,354,887.05	\$ 320,039,993.95

Federal Grant/Funding Status

FEDERAL GRANT/FUNDING STATUS (As of 3/31/20)

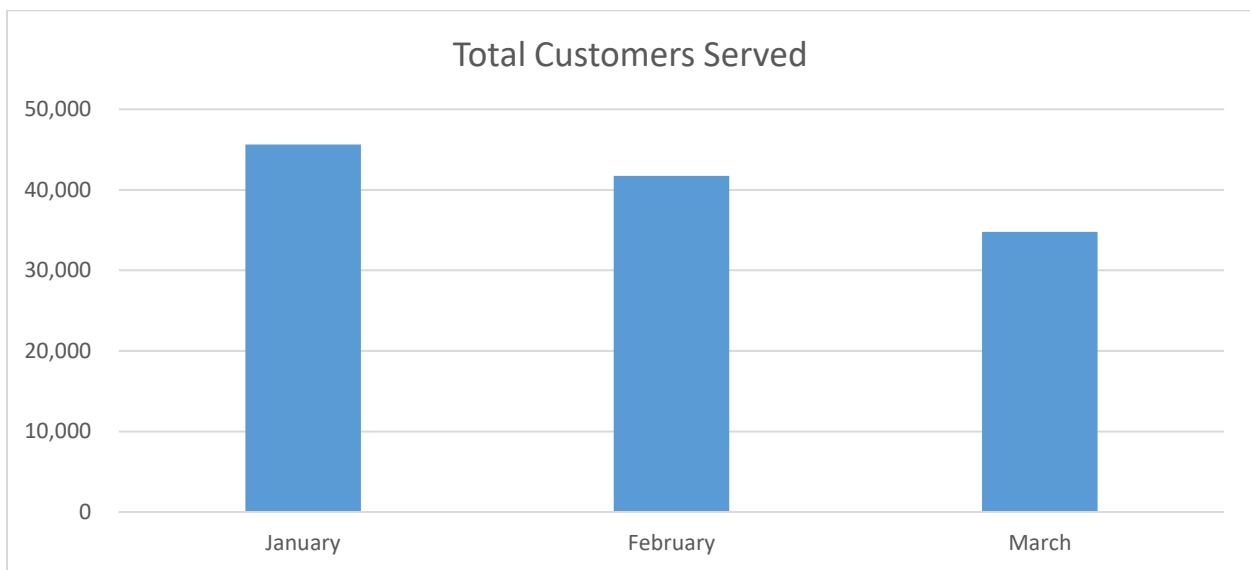
	Authorized	Obligated	Expended	Reimbursed
Hurricane PA Projects	\$ 547,876,986.00	\$ 547,137,978.39	\$ 448,281,138.00	\$ 468,256,212.44
HMGP Projects	\$ 217,955,728.00	\$ 171,774,769.00	\$ 177,820,381.00	\$ 127,622,354.00
JIRR Projects	\$ 268,448,968.00	\$ 268,448,968.15	\$ 7,694,088.00	\$ 3,934,463.00
Totals	\$ 1,034,281,682.00	\$ 987,361,715.54	\$ 633,795,607.00	\$ 599,813,029.44

Customer Experience:

In March 2020, a total of 34,795 customers were served via the call center, walk-in centers, IVR or emails. This does not include actions and responses related to investigations. The following charts provide a summary of the benchmarks related to phone calls from customers to the call center, the emergency phone center and visits to our walk-in centers.

Call Center

Total # Calls	Total calls Answered	Total Dropped Calls	Average Call Wait	% Answered
23,273	19,640	3,633	2 min 34 secs	84%

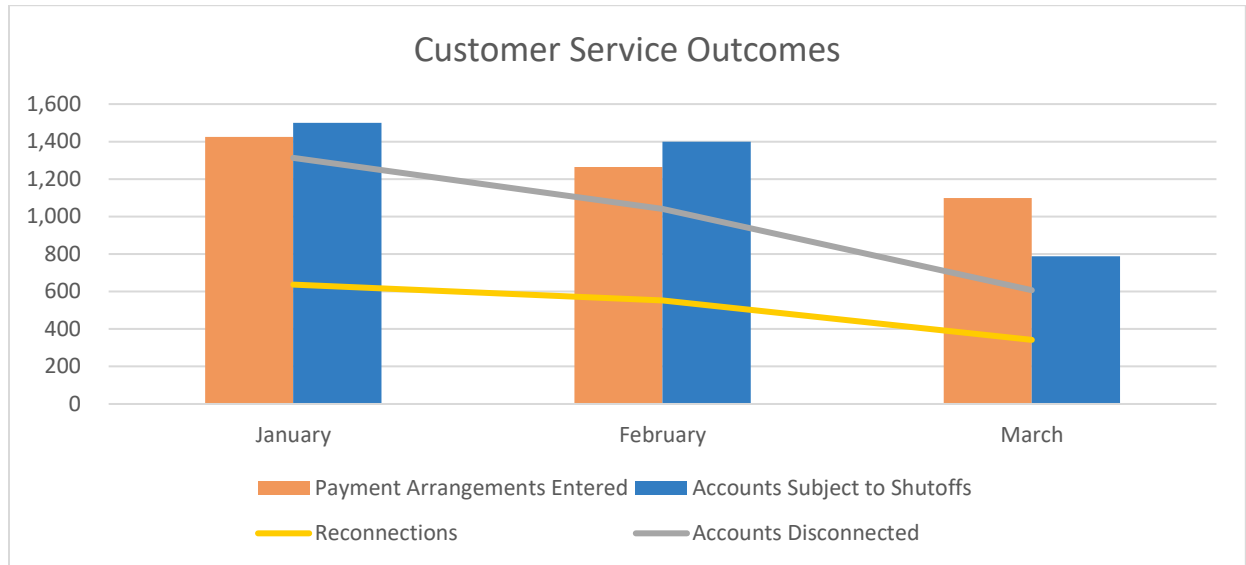


Administrative

Payment Arrangements	Shut-Offs
1,099	607

Walk-In Customers	E-mails Received
3,259	2,282

MONTHLY FINANCIAL REPORT



Billing Accuracy

The billing and collections division is responsible for the creation and distribution of accurate customer bills, resolving all billing complaints, interfacing with large non-residential customers and ensuring successful collections efforts to ensure the financial solvency of SWBNO. In order to provide for the accuracy of the customer bills, it is necessary to measure and report the actual water use of each customer and ensure the integrity of the system by coordinating account investigations as necessary from either customer inquiries or from staff-initiated queries. The following metrics are monitored to help management measure and improve the bill accuracy, improve the customer response time and implement best practice collection activity.

The Sewerage and Water Board (SWBNO) suspended water service shut-offs Thursday, March 12, and will adhere to this policy change for the duration of the Mayor's Declared Emergency in response to the COVID-19 pandemic.

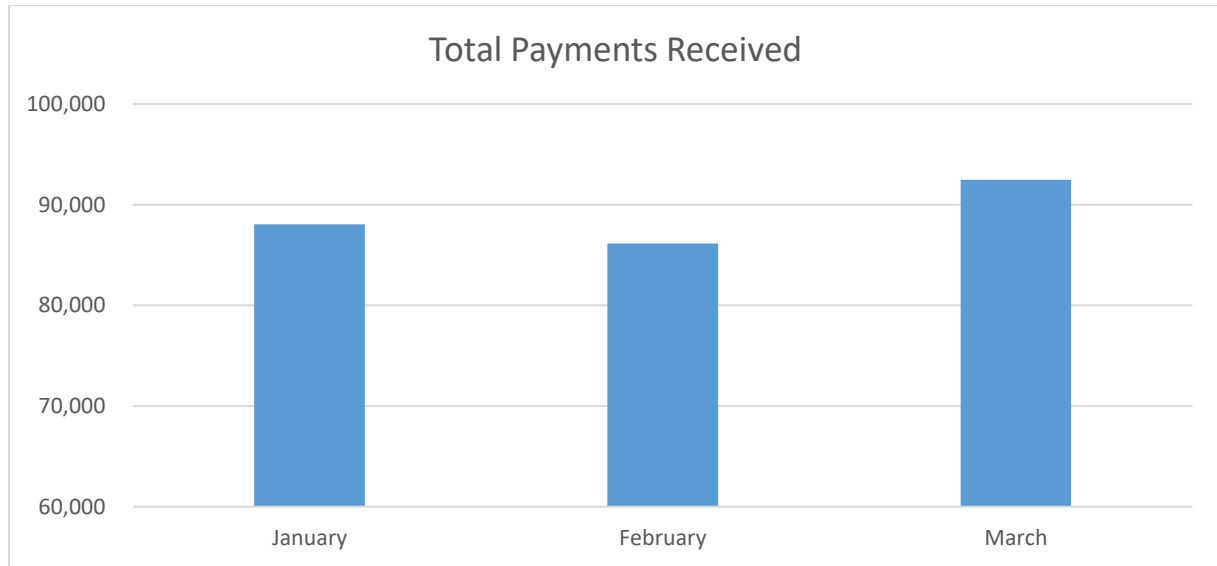
MARCH 2020 METRICS		
	February	March
# of Estimated Bills*	45,560	40,889
# of Actual Bills	86,280	64,599
# of Meters Read*	77,132	42,965
# of New Investigation Requests	1,025	870
# of Completed Investigation Requests	1,561	973
Avg # of Days to Complete Investigation Requests	72	67
Avg # of Days for New Account Requests (Transfers)	14	17

**Due to billing cycles, information on the number of estimated bills and number of meters read may overlap months causing some information to be reported in the following month's data.*

MONTHLY FINANCIAL REPORT

Collections

A total of 92,477 payments were received in February. These payments are received via mail, walk-ins, online payments, and IVR.



Active Accounts

CUSTOMER ACCOUNT AGING REPORT					
[As of March 31, 2020]					
CUSTOMER CATEGORY TYPE	TOTAL NUMBER OF ACCOUNTS	TOTAL NUMBER OF DELINQUENCIES	60+ DAYS PAST DUE	TOTAL NUMBER OF ACCOUNTS IN DISPUTE	
Residential	119,444	23,037	\$ 24,690,013.22	1,906	
Multi-Family	4,585	691	\$ 2,207,063.56	124	
Commercial	12,790	1,445	\$ 7,709,894.48	239	
Industrial	31	3	\$ 7,329.50	-	
TOTALS	136,850	25,176	\$ 34,614,300.76	2,269	

# of Disconnect Notices Sent	2,727
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Inactive Accounts

March 2020							
Row Labels	Class Count		Sum of Balance		Average Per Unit Balance		
	February	March	February	March	February	March	
COMMERCIAL	15	15	16,811.73	16,497.93	1,120.78	1,099.86	
HYDRANT	48	48	225,006.86	219,022.67	4,687.64	4,562.97	
INDUSTRIAL	1	1	32,641.78	32,641.78	32,641.78	32,641.78	
LG COMMERCIAL	124	124	1,147,018.67	1,081,837.85	9,250.15	8,724.50	
MULTI FAMILY	1,016	1,019	1,097,586.97	1,095,700.48	1,080.30	1,075.27	
RESIDENTIAL	42,330	42,468	31,144,263.02	31,692,451.85	735.75	746.27	
SM COMMERCIAL	1,702	1,707	2,496,520.13	2,505,268.67	1,466.82	1,467.64	
Grand Total	45,236	45,382	36,159,849.16	36,643,421.23			

SEWERAGE AND WATER BOARD OF NEW ORLEANS
ALL SYSTEM FUNDS
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH PRIOR YEAR COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%	
Operating revenues:									
1 Sales of water and delinquent fees	9,906,975	9,336,136	570,839	6.1%	31,061,416	24,724,530	6,336,886	25.6%	1
2 Sewerage service charges and del fees	12,431,422	10,880,178	1,551,244	14.3%	38,463,163	31,745,553	6,717,610	21.2%	2
3 Plumbing inspection and license fees	32,660	41,780	(9,120)	-21.8%	117,756	138,210	(20,454)	-14.8%	3
4 Other revenues	158,410	214,835	(56,424)	-26.3%	715,021	405,337	309,684	76.4%	4
5 Total operating revenues	22,529,467	20,472,929	2,056,539	10.0%	70,357,356	57,013,630	13,343,726	23.4%	5
Operating Expenses:									
6 Power and pumping	820,619	1,569,504	(748,885)	-47.7%	2,069,306	4,169,769	(2,100,464)	-50.4%	6
7 Treatment	336,384	(1,629,289)	1,965,672	-120.6%	748,961	814,977	(66,016)	-8.1%	7
8 Transmission and distribution	798,348	1,457,781	(659,433)	-45.2%	5,490,073	9,430,470	(3,940,397)	-41.8%	8
9 Customer accounts	333,173	420,348	(87,175)	-20.7%	1,044,991	1,096,005	(51,014)	-4.7%	9
10 Customer service	495,754	280,941	214,813	76.5%	1,377,356	872,340	505,016	57.9%	10
11 Administration and general	2,882,595	3,169,120	(286,525)	-9.0%	8,506,982	9,447,013	(940,031)	-10.0%	11
12 Payroll related	2,804,404	4,132,490	(1,328,086)	-32.1%	6,462,919	11,523,907	(5,060,988)	-43.9%	12
13 Maintenance of general plant	751,400	2,258,145	(1,506,746)	-66.7%	(3,861,344)	7,150,526	(11,011,870)	-154.0%	13
14 Depreciation	4,954,114	4,954,114	-	0.0%	12,894,591	14,862,341	(1,967,750)	-13.2%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	361,124	276,461	84,664	30.6%	1,082,399	829,382	253,017	30.5%	16
17 Provision for claims	(84,476)	290,757	(375,233)	-129.1%	(722,127)	639,181	(1,361,307)	-213.0%	17
18 Total operating expenses	14,453,439	17,180,372	(2,726,932)	-15.9%	35,094,109	60,835,912	(25,741,803)	-42.3%	18
19 Operating income (loss)	8,076,028	3,292,557	4,783,471	145.3%	35,263,248	(3,822,282)	39,085,530	-1022.6%	19
Non-operating revenues (expense):									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	5,131,011	2,395,596	2,735,415	114.2%	5,131,011	7,395,596	(2,264,585)	-30.6%	21
22 Six-mill tax	5,428,615	2,527,306	2,901,309	114.8%	5,428,615	7,527,306	(2,098,691)	-27.9%	22
23 Nine-mill tax	8,137,139	3,788,331	4,348,809	114.8%	8,137,139	13,788,331	(5,651,191)	-41.0%	23
24 Interest income	13,654	24,873	(11,220)	-45.1%	59,193	419,340	(360,147)	-85.9%	24
25 Other Taxes	-	99,091	(99,091)	-100.0%	(198,475)	99,091	(297,566)	-300.3%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	-	-	-	0.0%	(1,699,195)	-	(1,699,195)	0.0%	27
28 Operating and maintenance grants	-	(202)	202	-100.0%	-	(352)	352	-100.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	18,710,419	8,834,995	9,875,424	111.8%	16,858,289	29,229,312	(12,371,024)	-42.3%	30
31 Income before capital contributions	26,786,447	12,127,552	14,658,895	120.9%	52,121,536	25,407,031	26,714,506	105.1%	31
32 Capital contributions	-	2,841,251	(2,841,251)	-100.0%	157,471	3,937,700	(3,780,229)	-96.0%	32
33 Change in net position	26,786,447	14,968,803	11,817,644	78.9%	52,279,007	29,344,731	22,934,276	78.2%	33
34 Audit Adjustment						2,543,545			34
35 Net position, beginning of year					2,247,345,536	2,244,801,991	2,543,545	0.1%	35
36 Net position, end of year					2,299,624,543	2,274,146,722	25,477,821	1.1%	36

SEWERAGE AND WATER BOARD OF NEW ORLEANS
ALL SYSTEM FUNDS
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH BUDGET COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
Operating revenues:									
1 Sales of water and delinquent fees	9,906,975	9,912,699	(5,724)	-0.1%	31,061,416	29,738,096	1,323,320	4.4%	1
2 Sewerage service charges and del fees	12,431,422	12,409,210	22,212	0.2%	38,463,163	37,227,629	1,235,534	3.3%	2
3 Plumbing inspection and license fees	32,660	51,790	(19,130)	-36.9%	117,756	155,371	(37,615)	-24.2%	3
4 Other revenues	158,410	48,613	109,798	225.9%	715,021	145,838	569,184	390.3%	4
5 Total operating revenues	22,529,467	22,422,311	107,156	0.5%	70,357,356	67,266,934	3,090,423	4.6%	5
Operating Expenses:									
6 Power and pumping	820,619	2,203,861	(1,383,242)	-62.8%	2,069,306	6,611,582	(4,542,277)	-68.7%	6
7 Treatment	336,384	2,292,893	(1,956,510)	-85.3%	748,961	6,878,680	(6,129,719)	-89.1%	7
8 Transmission and distribution	798,348	4,394,159	(3,595,810)	-81.8%	5,490,073	13,182,476	(7,692,402)	-58.4%	8
9 Customer accounts	333,173	728,061	(394,888)	-54.2%	1,044,991	2,184,184	(1,139,192)	-52.2%	9
10 Customer service	495,754	940,561	(444,807)	-47.3%	1,377,356	2,821,684	(1,444,328)	-51.2%	10
11 Administration and general	2,882,595	5,983,041	(3,100,446)	-51.8%	8,506,982	17,949,122	(9,442,140)	-52.6%	11
12 Payroll related	2,804,404	952,409	1,851,995	194.5%	6,462,919	2,857,228	3,605,691	126.2%	12
13 Maintenance of general plant	751,400	3,131,772	(2,380,372)	-76.0%	(3,861,344)	9,395,316	(13,256,660)	-141.1%	13
14 Depreciation	4,954,114	5,750,583	(796,470)	-13.9%	12,894,591	17,251,750	(4,357,159)	-25.3%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	361,124	-	361,124	0.0%	1,082,399	-	1,082,399	0.0%	16
17 Provision for claims	(84,476)	370,542	(455,017)	-122.8%	(722,127)	1,111,625	(1,833,752)	-165.0%	17
18 Total operating expenses	14,453,439	26,747,882	(12,294,443)	-46.0%	35,094,109	80,243,646	(45,149,538)	-56.3%	18
19 Operating income (loss)	8,076,028	(4,325,571)	12,401,599	-286.7%	35,263,248	(12,976,713)	48,239,961	-371.7%	19
Non-operating revenues (expense):									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	5,131,011	1,501,084	3,629,927	241.8%	5,131,011	4,503,253	627,758	13.9%	21
22 Six-mill tax	5,428,615	1,585,226	3,843,390	242.5%	5,428,615	4,755,677	672,938	14.2%	22
23 Nine-mill tax	8,137,139	2,376,156	5,760,984	242.4%	8,137,139	7,128,467	1,008,672	14.1%	23
24 Interest income	13,654	124,965	(111,311)	-89.1%	59,193	374,894	(315,701)	-84.2%	24
25 Other Taxes	-	323,967	(323,967)	-100.0%	(198,475)	971,900	(1,170,375)	-120.4%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	-	-	-	0.0%	(1,699,195)	-	(1,699,195)	0.0%	27
28 Operating and maintenance grants	-	210,262	(210,262)	-100.0%	-	630,786	(630,786)	-100.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	18,710,419	6,121,659	12,588,761	205.6%	16,858,289	18,364,976	(1,506,688)	-8.2%	30
31 Income before capital contributions	26,786,447	1,796,088	24,990,359	1391.4%	52,121,536	5,388,264	46,733,273	867.3%	31
32 Capital contributions	-	-	-	0.0%	157,471	-	157,471	0.0%	32
33 Change in net position	26,786,447	1,796,088	24,990,359	1391.4%	52,279,007	5,388,264	46,890,744	870.2%	33
34 Audit Adjustment									34
35 Net position, beginning of year					2,247,345,536	2,244,801,991	2,543,545	0.1%	35
36 Net position, end of year					2,302,168,088	2,250,190,255	51,977,834	2.3%	36

SEWERAGE AND WATER BOARD OF NEW ORLEANS
WATER SYSTEM FUND
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH PRIOR YEAR COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%	
Operating revenues:									
1 Sales of water and delinquent fees	9,906,975	9,336,136	570,839	6.1%	31,061,416	24,724,530	6,336,886	25.6%	1
2 Sewerage service charges and del fees	-	-	-	0.0%	-	-	-	0.0%	2
3 Plumbing inspection and license fees	17,050	20,890	(3,840)	-18.4%	77,196	69,105	8,091	11.7%	3
4 Other revenues ¹	115,205	177,718	(62,513)	-35.2%	523,754	516,634	7,120	1.4%	4
5 Total operating revenues	10,039,230	9,534,744	504,486	5.3%	31,662,366	25,310,269	6,352,097	25.1%	5
Operating Expenses:									
6 Power and pumping	130,212	256,703	(126,491)	-49.3%	330,595	675,049	(344,454)	-51.0%	6
7 Treatment	325,648	533,687	(208,039)	-39.0%	1,653,081	2,027,251	(374,170)	-18.5%	7
8 Transmission and distribution	(84,408)	610,976	(695,384)	-113.8%	2,537,597	4,775,186	(2,237,590)	-46.9%	8
9 Customer accounts	166,109	209,142	(43,033)	-20.6%	521,557	545,430	(23,873)	-4.4%	9
10 Customer service	244,776	137,953	106,823	77.4%	682,120	429,934	252,186	58.7%	10
11 Administration and general	907,265	922,601	(15,335)	-1.7%	3,216,244	3,163,750	52,494	1.7%	11
12 Payroll related	1,102,992	1,542,203	(439,211)	-28.5%	2,764,922	4,290,434	(1,525,512)	-35.6%	12
13 Maintenance of general plant	305,818	1,178,386	(872,567)	-74.0%	(2,204,274)	3,930,140	(6,134,414)	-156.1%	13
14 Depreciation	1,018,044	1,018,044	-	0.0%	3,054,131	3,054,131	-	0.0%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	167,262	154,529	12,733	8.2%	501,787	463,588	38,199	8.2%	16
17 Provision for claims	(33,790)	116,203	(149,993)	-129.1%	(121,876)	255,528	(377,404)	-147.7%	17
18 Total operating expenses	4,249,927	6,680,425	(2,430,498)	-36.4%	12,935,883	23,610,421	(10,674,538)	-45.2%	18
19 Operating income (loss)	5,789,303	2,854,319	2,934,984	102.8%	18,726,483	1,699,848	17,026,635	1001.7%	19
Non-operating revenues (expense):									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	9,223	15,553	(6,330)	-40.7%	34,562	199,290	(164,729)	-82.7%	24
25 Other Taxes	-	44,095	(44,095)	-100.0%	(88,322)	44,095	(132,417)	-300.3%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	-	-	-	0.0%	(804,046)	-	(804,046)	0.0%	27
28 Operating and maintenance grants	-	(355)	355	-100.0%	-	(352)	352	-100.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	9,223	59,293	(50,070)	-84.4%	(857,806)	243,034	(1,100,840)	-453.0%	30
31 Income before capital contributions	5,798,525	2,913,612	2,884,913	99.0%	17,868,677	1,942,882	15,925,795	819.7%	31
32 Capital contributions	0	1,073,114	(1,073,114)	-100.0%	1,307	1,300,810	(1,299,503)	-99.9%	32
33 Change in net position	5,798,525	3,986,726	1,811,800	45.4%	17,869,985	3,243,692	14,626,293	450.9%	33
34 Audit Adjustment						478,632			34
35 Net position, beginning of year					338,188,190	337,709,558	478,632	0.1%	35
36 Net position, end of year					356,058,175	340,953,250	15,104,925	4.4%	36

SEWERAGE AND WATER BOARD OF NEW ORLEANS
WATER SYSTEM FUND
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH BUDGET COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
Operating revenues:									
1 Sales of water and delinquent fees	9,906,975	9,912,699	(5,724)	-0.1%	31,061,416	29,738,096	1,323,320	4.4%	1
2 Sewerage service charges and del fees	-	-	-	0.0%	-	-	-	0.0%	2
3 Plumbing inspection and license fees	17,050	25,867	(8,817)	-34.1%	77,196	77,601	(405)	-0.5%	3
4 Other revenues ¹	115,205	21,633	93,573	432.6%	523,754	64,898	458,857	707.0%	4
5 Total operating revenues	10,039,230	9,960,198	79,032	0.8%	31,662,366	29,880,595	1,781,771	6.0%	5
Operating Expenses:									
6 Power and pumping	130,212	287,705	(157,493)	-54.7%	330,595	863,115	(532,520)	-61.7%	6
7 Treatment	325,648	1,021,244	(695,596)	-68.1%	1,653,081	3,063,731	(1,410,650)	-46.0%	7
8 Transmission and distribution	(84,408)	1,908,430	(1,992,838)	-104.4%	2,537,597	5,725,290	(3,187,694)	-55.7%	8
9 Customer accounts	166,109	363,288	(197,179)	-54.3%	521,557	1,089,864	(568,307)	-52.1%	9
10 Customer service	244,776	465,518	(220,742)	-47.4%	682,120	1,396,553	(714,433)	-51.2%	10
11 Administration and general	907,265	1,991,854	(1,084,589)	-54.5%	3,216,244	5,975,562	(2,759,317)	-46.2%	11
12 Payroll related	1,102,992	432,557	670,434	155.0%	2,764,922	1,297,672	1,467,250	113.1%	12
13 Maintenance of general plant	305,818	1,396,194	(1,090,376)	-78.1%	(2,204,274)	4,188,582	(6,392,855)	-152.6%	13
14 Depreciation	1,018,044	1,577,667	(559,623)	-35.5%	3,054,131	4,733,000	(1,678,869)	-35.5%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	167,262	-	167,262	0.0%	501,787	-	501,787	0.0%	16
17 Provision for claims	(33,790)	135,717	(169,507)	-124.9%	(121,876)	407,150	(529,026)	-129.9%	17
18 Total operating expenses	4,249,927	9,580,173	(5,330,245)	-55.6%	12,935,883	28,740,518	(15,804,635)	-55.0%	18
19 Operating income (loss)	5,789,303	380,026	5,409,277	1423.4%	18,726,483	1,140,077	17,586,406	1542.6%	19
Non-operating revenues (expense):									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	9,223	43,905	(34,683)	-79.0%	34,562	131,715	(97,154)	-73.8%	24
25 Other Taxes	-	208,415	(208,415)	-100.0%	(88,322)	625,246	(713,567)	-114.1%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	-	-	-	0.0%	(804,046)	-	(804,046)	0.0%	27
28 Operating and maintenance grants	-	63,079	(63,079)	-100.0%	-	189,236	(189,236)	-100.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	9,223	315,399	(306,177)	-97.1%	(857,806)	946,197	(1,804,003)	-190.7%	30
31 Income before capital contributions	5,798,525	695,425	5,103,101	733.8%	17,868,677	2,086,274	15,782,403	756.5%	31
32 Capital contributions	-	-	-	0.0%	1,307	-	1,307	0.0%	32
33 Change in net position	5,798,525	695,425	5,103,101	733.8%	17,869,985	2,086,274	15,783,711	756.6%	33
34 Audit Adjustment					-				34
35 Net position, beginning of year					338,188,190	337,709,558	478,632	0.1%	35
36 Net position, end of year					356,536,807	339,795,832	16,740,975	4.9%	36

SEWERAGE AND WATER BOARD OF NEW ORLEANS
SEWER SYSTEM FUND
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH PRIOR YEAR COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%	
Operating revenues:									
1 Sales of water and delinquent fees	-	-	-	0.0%	-	-	-	0.0%	1
2 Sewerage service charges and del fees	12,431,422	10,880,178	1,551,244	14.3%	38,463,163	31,745,553	6,717,610	21.2%	2
3 Plumbing inspection and license fees	15,610	20,890	(5,280)	-25.3%	40,560	69,105	(28,545)	-41.3%	3
4 Other revenues	39,123	35,553	3,570	10.0%	175,185	213,583	(38,398)	-18.0%	4
5 Total operating revenues	12,486,155	10,936,621	1,549,534	14.2%	38,678,908	32,028,241	6,650,667	20.8%	5
Operating Expenses:									
6 Power and pumping	211,205	409,653	(198,448)	-48.4%	580,442	1,150,843	(570,401)	-49.6%	6
7 Treatment	10,736	(2,162,975)	2,173,711	-100.5%	(904,120)	(1,212,274)	308,154	-25.4%	7
8 Transmission and distribution	579,117	505,812	73,305	14.5%	2,296,606	3,625,181	(1,328,574)	-36.6%	8
9 Customer accounts	166,109	209,142	(43,033)	-20.6%	521,556	545,429	(23,872)	-4.4%	9
10 Customer service	244,775	137,953	106,823	77.4%	682,119	429,933	252,186	58.7%	10
11 Administration and general	1,332,503	1,515,755	(183,252)	-12.1%	4,383,696	4,249,720	133,976	3.2%	11
12 Payroll related	1,113,040	1,540,159	(427,119)	-27.7%	2,791,466	4,293,998	(1,502,532)	-35.0%	12
13 Maintenance of general plant	292,498	656,866	(364,368)	-55.5%	(2,027,856)	1,920,417	(3,948,273)	-205.6%	13
14 Depreciation	1,968,320	1,968,320	-	0.0%	5,904,960	5,904,960	-	0.0%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	192,888	121,931	70,957	58.2%	578,665	365,794	212,870	58.2%	16
17 Provision for claims	(33,790)	116,203	(149,993)	-129.1%	(119,477)	255,528	(375,005)	-146.8%	17
18 Total operating expenses	6,077,402	5,018,819	1,058,583	21.1%	14,688,058	21,529,529	(6,841,470)	-31.8%	18
19 Operating income (loss)	6,408,753	5,917,801	490,952	8.3%	23,990,850	10,498,712	13,492,138	128.5%	19
Non-operating revenues (expense):									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	3,198	5,353	(2,155)	-40.3%	8,314	211,971	(203,657)	-96.1%	24
25 Other Taxes	-	54,995	(54,995)	-100.0%	(110,154)	54,995	(165,149)	-300.3%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	-	-	-	0.0%	(895,149)	-	(895,149)	0.0%	27
28 Operating and maintenance grants	-	153	(153)	-100.0%	-	-	-	0.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	3,198	60,502	(57,304)	-94.7%	(996,989)	266,966	(1,263,955)	-473.5%	30
31 Income before capital contributions	6,411,951	5,978,303	433,648	7.3%	22,993,861	10,765,678	12,228,183	113.6%	31
32 Capital contributions	0	711,051	(711,051)	-100.0%	156,163	1,452,622	(1,296,459)	-89.2%	32
33 Change in net position	6,411,951	6,689,354	(277,403)	-4.1%	23,150,024	12,218,300	10,931,724	89.5%	33
34 Audit Adjustment						1,862,475			34
35 Net position, beginning of year					786,822,170	784,959,695	1,862,475	0.2%	35
36 Net position, end of year					809,972,194	797,177,995	12,794,199	1.6%	36

SEWERAGE AND WATER BOARD OF NEW ORLEANS
SEWER SYSTEM FUND
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH BUDGET COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
Operating revenues:									
1 Sales of water and delinquent fees	-	-	-	0.0%	-	-	-	0.0%	1
2 Sewerage service charges and del fees	12,431,422	12,409,210	22,212	0.2%	38,463,163	37,227,629	1,235,534	3.3%	2
3 Plumbing inspection and license fees	15,610	25,923	(10,313)	-39.8%	40,560	77,770	(37,210)	-47.8%	3
4 Other revenues	39,123	26,980	12,143	45.0%	175,185	80,940	94,246	116.4%	4
5 Total operating revenues	12,486,155	12,462,113	24,042	0.2%	38,678,908	37,386,339	1,292,570	3.5%	5
Operating Expenses:									
6 Power and pumping	211,205	1,360,466	(1,149,261)	-84.5%	580,442	4,081,397	(3,500,954)	-85.8%	6
7 Treatment	10,736	1,271,650	(1,260,914)	-99.2%	(904,120)	3,814,949	(4,719,069)	-123.7%	7
8 Transmission and distribution	579,117	1,958,430	(1,379,313)	-70.4%	2,296,606	5,875,290	(3,578,684)	-60.9%	8
9 Customer accounts	166,109	363,288	(197,179)	-54.3%	521,556	1,089,863	(568,307)	-52.1%	9
10 Customer service	244,775	465,516	(220,741)	-47.4%	682,119	1,396,549	(714,430)	-51.2%	10
11 Administration and general	1,332,503	2,698,961	(1,366,458)	-50.6%	4,383,696	8,096,883	(3,713,188)	-45.9%	11
12 Payroll related	1,113,040	113,456	999,584	881.0%	2,791,466	340,368	2,451,099	720.1%	12
13 Maintenance of general plant	292,498	1,150,941	(858,442)	-74.6%	(2,027,856)	3,452,822	(5,480,678)	-158.7%	13
14 Depreciation	1,968,320	2,260,417	(292,097)	-12.9%	5,904,960	6,781,250	(876,290)	-12.9%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	192,888	-	192,888	0.0%	578,665	-	578,665	0.0%	16
17 Provision for claims	(33,790)	135,717	(169,507)	-124.9%	(119,477)	407,150	(526,627)	-129.3%	17
18 Total operating expenses	6,077,402	11,778,841	(5,701,439)	-48.4%	14,688,058	35,336,522	(20,648,463)	-58.4%	18
19 Operating income (loss)	6,408,753	683,272	5,725,481	838.0%	23,990,850	2,049,817	21,941,033	1070.4%	19
Non-operating revenues (expense):									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	3,198	39,057	(35,859)	-91.8%	8,314	117,171	(108,857)	-92.9%	24
25 Other Taxes	-	72,806	(72,806)	-100.0%	(110,154)	218,417	(328,571)	-150.4%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	-	-	-	0.0%	(895,149)	-	(895,149)	0.0%	27
28 Operating and maintenance grants	-	105,131	(105,131)	-100.0%	-	315,393	(315,393)	-100.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	3,198	216,994	(213,796)	-98.5%	(996,989)	650,981	(1,647,970)	-253.2%	30
31 Income before capital contributions	6,411,951	900,266	5,511,685	612.2%	22,993,861	2,700,797	20,293,063	751.4%	31
32 Capital contributions	-	-	-	0.0%	156,163	-	156,163	0.0%	32
33 Change in net position	6,411,951	900,266	5,511,685	612.2%	23,150,024	2,700,797	20,449,227	757.2%	33
34 Audit Adjustment					-				34
35 Net position, beginning of year					786,822,170	784,959,695	1,862,475	0.2%	35
36 Net position, end of year					811,834,669	787,660,492	24,174,177	3.1%	36

SEWERAGE AND WATER BOARD OF NEW ORLEANS
DRAINAGE SYSTEM FUND
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH PRIOR YEAR COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H		
	MTD	MTD	MTD		YTD	YTD	YTD			
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%		
Operating revenues:										
1	Sales of water and delinquent fees	-	-	0.0%	-	-	-	0.0%	1	
2	Sewerage service charges and del fees	-	-	0.0%	-	-	-	0.0%	2	
3	Plumbing inspection and license fees	-	-	0.0%	-	-	-	0.0%	3	
4	Other revenues	4,082	1,563	2,519	161.1%	16,082	(324,880)	340,962	-105.0%	4
5	Total operating revenues	4,082	1,563	2,519	161.1%	16,082	(324,880)	340,962	-105.0%	5
Operating Expenses:										
6	Power and pumping	479,202	903,149	(423,947)	-46.9%	1,158,269	2,343,878	(1,185,609)	-50.6%	6
7	Treatment	-	-	-	0.0%	-	-	-	0.0%	7
8	Transmission and distribution	303,639	340,993	(37,354)	-11.0%	655,870	1,030,104	(374,233)	-36.3%	8
9	Customer accounts	955	2,065	(1,109)	-53.7%	1,879	5,147	(3,268)	-63.5%	9
10	Customer service	6,204	5,036	1,168	23.2%	13,117	12,473	644	5.2%	10
11	Administration and general	642,826	730,764	(87,938)	-12.0%	907,042	2,033,543	(1,126,501)	-55.4%	11
12	Payroll related	588,372	1,050,128	(461,756)	-44.0%	906,531	2,939,475	(2,032,944)	-69.2%	12
13	Maintenance of general plant	153,083	422,893	(269,810)	-63.8%	370,786	1,299,969	(929,183)	-71.5%	13
14	Depreciation	1,967,750	1,967,750	-	0.0%	3,935,500	5,903,250	(1,967,750)	-33.3%	14
15	Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16	Provision for doubtful accounts	974	-	974	0.0%	1,947	-	1,947	0.0%	16
17	Provision for claims	(16,895)	58,351	(75,246)	-129.0%	(480,774)	128,124	(608,898)	-475.2%	17
18	Total operating expenses	4,126,110	5,481,128	(1,355,017)	-24.7%	7,470,167	15,695,962	(8,225,795)	-52.4%	18
19	Operating income (loss)	(4,122,028)	(5,479,564)	1,357,536	-24.8%	(7,454,085)	(16,020,842)	8,566,757	-53.5%	19
Non-operating revenues (expense):										
20	Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21	Three-mill tax	5,131,011	2,395,596	2,735,415	114.2%	5,131,011	7,395,596	(2,264,585)	-30.6%	21
22	Six-mill tax	5,428,615	2,527,306	2,901,309	114.8%	5,428,615	7,527,306	(2,098,691)	-27.9%	22
23	Nine-mill tax	8,137,139	3,788,331	4,348,809	114.8%	8,137,139	13,788,331	(5,651,191)	-41.0%	23
24	Interest income	1,233	3,968	(2,734)	-68.9%	16,318	8,079	8,238	102.0%	24
25	Other Taxes	-	-	-	0.0%	-	-	-	0.0%	25
26	Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27	Interest expense	-	-	-	0.0%	-	-	-	0.0%	27
28	Operating and maintenance grants	-	-	-	0.0%	-	-	-	0.0%	28
29	Provision for claims	-	-	-	0.0%	-	-	-	0.0%	29
30	Total non-operating revenues	18,697,999	8,715,201	9,982,798	114.5%	18,713,083	28,719,312	(10,006,229)	-34.8%	30
31	Income before capital contributions	14,575,971	3,235,637	11,340,334	350.5%	11,258,998	12,698,470	(1,439,472)	-11.3%	31
32	Capital contributions	-	1,057,087	(1,057,087)	-100.0%	-	1,184,268	(1,184,268)	-100.0%	32
33	Change in net position	14,575,971	4,292,724	10,283,247	239.6%	11,258,998	13,882,738	(2,623,740)	-18.9%	33
34	Audit Adjustment	202,438								34
35	Net position, beginning of year	1,122,335,176								35
36	Net position, end of year	1,133,594,174								36

SEWERAGE AND WATER BOARD OF NEW ORLEANS
DRAINAGE SYSTEM FUND
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
WITH BUDGET COMPARISONS
March 2020 Preliminary Financials

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
Operating revenues:									
1 Sales of water and delinquent fees	-	-	-	0.0%	-	-	-	0.0%	1
2 Sewerage service charges and del fees	-	-	-	0.0%	-	-	-	0.0%	2
3 Plumbing inspection and license fees	-	-	-	0.0%	-	-	-	0.0%	3
4 Other revenues	4,082	-	4,082	100.0%	16,082	-	16,082	100.0%	4
5 Total operating revenues	4,082	-	4,082	100.0%	16,082	-	16,082	100.0%	5
Operating Expenses:									
6 Power and pumping	479,202	555,690	(76,488)	-13.8%	1,158,269	1,667,071	(508,802)	-30.5%	6
7 Treatment	-	-	-	0.0%	-	-	-	0.0%	7
8 Transmission and distribution	303,639	527,298	(223,659)	-42.4%	655,870	1,581,895	(926,025)	-58.5%	8
9 Customer accounts	955	1,486	(530)	-35.7%	1,879	4,457	(2,578)	-57.8%	9
10 Customer service	6,204	9,527	(3,324)	-34.9%	13,117	28,582	(15,464)	-54.1%	10
11 Administration and general	642,826	1,292,226	(649,399)	-50.3%	907,042	3,876,677	(2,969,635)	-76.6%	11
12 Payroll related	588,372	406,396	181,976	44.8%	906,531	1,219,189	(312,658)	-25.6%	12
13 Maintenance of general plant	153,083	584,637	(431,554)	-73.8%	370,786	1,753,912	(1,383,126)	-78.9%	13
14 Depreciation	1,967,750	1,912,500	55,250	2.9%	3,935,500	5,737,500	(1,802,000)	-31.4%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	974	-	974	0.0%	1,947	-	1,947	0.0%	16
17 Provision for claims	(16,895)	99,108	(116,004)	-117.0%	(480,774)	297,325	(778,099)	-261.7%	17
18 Total operating expenses	4,126,110	5,388,869	(1,262,759)	-23.4%	7,470,167	16,166,607	(8,696,440)	-53.8%	18
19 Operating income (loss)	(4,122,028)	(5,388,869)	1,266,841	-23.5%	(7,454,085)	(16,166,607)	8,712,521	-53.9%	19
Non-operating revenues (expense):									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	5,131,011	1,501,084	3,629,927	241.8%	5,131,011	4,503,253	627,758	13.9%	21
22 Six-mill tax	5,428,615	1,585,226	3,843,390	242.5%	5,428,615	4,755,677	672,938	14.2%	22
23 Nine-mill tax	8,137,139	2,376,156	5,760,984	242.4%	8,137,139	7,128,467	1,008,672	14.1%	23
24 Interest income	1,233	42,003	(40,769)	-97.1%	16,318	126,008	(109,690)	-87.1%	24
25 Other Taxes	-	42,746	(42,746)	-100.0%	-	128,237	(128,237)	-100.0%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	-	-	-	0.0%	-	-	-	0.0%	27
28 Operating and maintenance grants	-	42,052	(42,052)	-100.0%	-	126,157	(126,157)	-100.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	18,697,999	5,589,266	13,108,733	234.5%	18,713,083	16,767,799	1,945,285	11.6%	30
31 Income before capital contributions	14,575,971	200,397	14,375,574	7173.5%	11,258,998	601,192	10,657,806	1772.8%	31
32 Capital contributions	-	-	-	0.0%	-	-	-	0.0%	32
33 Change in net position	14,575,971	200,397	14,375,574	7173.5%	11,258,998	601,192	10,657,806	1772.8%	33
34 Audit Adjustment					-				34
35 Net position, beginning of year					1,122,335,176	1,122,132,738	202,438	0.0%	35
36 Net position, end of year					1,133,796,612	1,122,733,930	11,062,682	1.0%	36

HR Activities for April 2020

May 14, 2020

Your monthly snapshot of all the exciting things happening in SWBNO HR



Training

- Free online learning opportunities for all Board employees through FEMA/GOHSEP
- Zoom conferencing demonstrations and tutorials for all Board employees
- Free online Microsoft Office training through New Orleans Public Library
- Free self-paced continuing education programs through Delgado's Workforce Development program until June 30



Recruitment/Class/Comp & Employee Relation



- 3 new hires, 25 employee promotions, 3 resignations, 1 termination and 237 vacancies
- As a response to employee COVID-19 concerns, we provided onsite promotional drug testing for Board employees in safety sensitive roles.
- Provided resources and support for Board Supervisors to conduct online interviews to adhere to COVID-19 social distancing guidelines



Benefits

- Provided our employees with Employee Assistance Program (EAP) information to ensure Board mental wellness during this pandemic
- 91 deferred retirement option plan (DROP) participants
- Managing the HR COVID-19 Response team to ensure Board employees are safe. This includes contact tracing, working with Tulane Medical for re-testing and providing the latest CDC recommendations to our employees

**OFFICE OF GENERAL SUPERINTENDENT
SEWERAGE AND WATER BOARD OF NEW ORLEANS**

May 20, 2020

To the Honorable President and members of the Sewerage and Water Board of New Orleans:

The following report for the month of April presented herewith:

Contract 1384 – M.R. Pittman Group, LLC – Sycamore Filter Gallery Backwash Pump Replacement. Contract accepted by the Board on December 18, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 122).

Contract 170065 – Echologics, LLC. – Leak Detection Services. This work is approximately 68% complete. (CP Item 175).

Contract 2106 – Fleming Construction Co., Inc. – New Water, Sewer & Drain Service Connection. Contract accepted by the Board on August 21, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 175).

Contract 2125 – Wallace C. Drennan, Inc. – Waterline Replacement & Extensions. Contract accepted by the Board on October 16, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 175).

Contract 2129 – Wallace C. Drennan, Inc. – Water Point Repair. This work is approximately 38% complete. (CP Item 214).

Contract 2130 – Wallace C. Drennan, Inc. – Water Point Repair. This work is approximately 90% complete. (CP Item 175).

Contract 2133– Wallace C. Drennan, Inc. – Emergency Water Point Repair. Contract accepted by the Board on August 21, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 175).

Contract 2134 – Fleming Construction Co., Inc. – Emergency Water Point Repair. Contract accepted by the Board on August 21, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 175).

Contract 2135 – Boh Brothers Construction Co., LLC – Emergency Water Point Repair. Contract accepted by the Board on August 21, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 175).

Contract 2136 – Grady-Crawford – Emergency Water Point Repair. This work is approximately 55% complete. (CP Item 214).

Contract 3665 – TKT MJ, Inc. – Hurricane Katrina 404 Hazard Mitigation Grant Program Replacement of DOTD Sewage Lift Station. Contract is currently in litigation. This work is 100% complete. (CP Item 340).

Contract 3667 – TKT MJ, Inc. – Hurricane Katrina 404 Hazard Mitigation Grant Program Replacement of Plum Orchard Sewage Lift Station. Contract is currently in litigation. This work is 100% complete. (CP Item 340).

Contract 3799 – Industrial & Mechanical Contractors, Inc. – Installation of Sludge Dryer at the East Bank Wastewater Treatment Plant. This work is approximately 75% complete. (CP Item 348).

Contract 30102 – The McDonnell Group – DPS 17/Station D Structural Repairs. This work is approximately 75% complete. (CP Item 511).

Contract 30109 – Cycle Construction – Sewer Pumping Station A Structural Rehabilitation. This work is approximately 30% complete. (CP Item 326).

Contract 30110 – Barnes Electric – Electrical Improvements Phase 2 at the EBWWTP. Contract accepted by the Board on September 18, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 348).

Contract 30205 – Wallace C. Drennan, Inc. – New Orleans East Basin, Plum Orchard Sewer Rehabilitation. Contract accepted by the Board on April 17, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 317/375).

Contract 30207 – BLD Services, Inc. – New Orleans East Read East & West Viavant. This work is Contract accepted by the Board on November 20, 2019, awaiting clear lien & retainage payment. This work is 100% complete. (CP Item 317).

Contract 30208 – Fleming Construction Co., Inc. – New Orleans East De'Lest & Venetian Isles. This work is approximately 99% complete. (CP Item 317).

Contract 30217 – CES – Cleaning & CCTV Inspection. This work is approximately 65% complete. (CP Item 375).

Contract 30218 – Wallace C. Drennan, Inc. – Sewer Point Repair. This work is approximately 62% complete. (O & M Item).

Contract 30219 – Wallace C. Drennan, Inc. – Manhole to Manhole & Sewer Point Repair. This work is approximately 35% complete. (CP Item 175).

Contract 5224 – Industrial & Mechanical Contractors, Inc. – Hurricane Katrina Related Repairs to New Carrollton Hospital, Marconi, Paris & Press Drainage Underpass Stations. This work is approximately 30% complete. (CP Item 511).

Contract 5243 – Industrial & Mechanical Contractors, Inc. – Drainage Pump Station #4 Anti-Siphon Project. This work is approximately 10% complete. (CP Item 535).

Contract 8144 – Wallace C. Drennan, Inc. – Paving of Open Cuts in Streets, Driveways, & Sidewalks resulting from the repair to the Sewerage & Water Board of New Orleans Underground Utilities. This work is approximately 99% complete. (CP Item 880).

Contract 8145 – Wallace C. Drennan, Inc. – Repaving Zone 4. This work is approximately 50% complete. (O & M Item).

Contract 8161 – Fleming Construction Co., Inc. – Paving Zone 1. This work is approximately 24% complete. (O & M Item).

Contract 8162 – Fleming Construction Co., Inc. – Paving Zone 3. This work is approximately 14% complete. (O & M Item).

Contract 8163 – Fleming Construction Co., Inc. – Paving Zone 4. This work is approximately 24% complete. (O & M Item).

PLUMBING DEPARTMENT

Submitted herewith, you will find the monthly report for work performed by the Plumbing Department;

There were 246 Plumbing and 6 Backflow permits issued during the month of **April**. This department complied with 329 requests for Plumbing Inspections, which consists of inspections conducted with Licensed Plumbing Contractors, Property Owners, Tenants, Department of Health and Hospitals Sanitarians, and Environmental Inspectors.

For your information, the following numbers are of the permits issued and inspections conducted.

	<u>Feb</u>	<u>Mar</u>	<u>2020</u> <u>Apr</u>	<u>2019</u> <u>Apr</u>	<u>YTD 2020</u>
Plumbing Permits Issued	245	170	246	277	
Backflow Permits Issued	025	012	006	001	
	270	182	252	278	827
Inspections Conducted					
Water	303	321	192	356	
Special	081	027	000	313	
Final	119	130	128	156	
Totals	503	478	320	825	1831

RAINFALL REPORT FOR APRIL 2020

The rainfall for the month of **April** was **5.29"**, compared to the 127-year average of **4.98"** for the month of **April**. The cumulative rainfall through the Fourth month of the year was **14.20"** compared to the 127-year average of **18.98"**.

AVERAGE DAILY PUMPAGE FOR THE MONTH OF APRIL

New Orleans Side
Algiers Side

130.03 Million Gallons Per Day
10.13 Million Gallons Per Day

Respectfully submitted,



ROBERT TURNER
GENERAL SUPERINTENDENT

RT/zfg
GENSUP%5-20-20

Project Delivery Unit
April 2020 Closeout Snapshot

FEMA Public Assistance	# of Project Worksheets	FEMA Obligated	FEMA Revenue Received per LAPA	FEMA Obligation Balance	% Financially Complete	# of Projects Submitted for Closeout	OBLIGATED Value of Projects Submitted for Closeout	POTENTIAL Value of Projects Submitted to Closeout	# of Projects Officially Closed	OBLIGATED Value of Projects Officially Closed	% Submitted	% Closed	# of Projects Submitted but Not Officially Closed	OBLIGATED Value of Projects Submitted but Not Officially Closed
Hurricane Katrina - St. Joseph Headquarters	20	\$ 3,337,110.14	\$ 3,032,390.41	\$ 304,719.73	91%	19	\$ 2,236,513.15	\$ 2,236,513.15	19	\$ 2,236,513.15	95%	95%	0	\$ -
Hurricane Katrina - Central Yard	42	\$ 27,870,814.74	\$ 26,158,109.94	\$ 1,712,704.80	94%	42	\$ 27,870,814.74	\$ 27,563,663.74	29	\$ 21,830,477.97	100%	69%	13	\$ 6,040,336.77
Hurricane Katrina - Wastewater Treatment Plant	128	\$ 89,768,344.80	\$ 81,818,793.12	\$ 7,949,551.68	91%	127	\$ 83,812,204.42	\$ 80,401,827.42	118	\$ 35,351,435.93	99%	92%	9	\$ 48,460,768.49
Hurricane Katrina - Carrollton Water Plant	55	\$ 75,901,500.33	\$ 66,324,093.04	\$ 9,577,407.29	87%	54	\$ 64,186,448.61	\$ 64,093,195.06	51	\$ 13,730,451.46	98%	93%	3	\$ 50,455,997.15
Hurricane Katrina - Distribution Network	27	\$ 196,982,528.55	\$ 162,620,287.54	\$ 34,362,241.01	83%	25	\$ 116,490,014.08	\$ 120,481,931.60	18	\$ 30,028,021.61	93%	67%	7	\$ 86,461,992.47
Hurricane Katrina - Pump Stations	166	\$ 81,286,159.38	\$ 72,165,651.77	\$ 9,120,507.61	89%	159	\$ 78,655,405.97	\$ 80,169,077.46	140	\$ 55,875,255.65	96%	84%	19	\$ 22,780,150.32
Hurricane Gustav	9	\$ 667,553.90	\$ 668,689.06	\$ (1,135.16)	100%	9	\$ 667,553.90	\$ 667,553.90	8	\$ 665,778.64	100%	89%	1	\$ 1,775.26
Hurricane Isaac	8	\$ 1,554,775.01	\$ 955,019.44	\$ 599,755.57	61%	6	\$ 1,151,599.94	\$ 67,467.45	2	\$ 7,391.29	75%	25%	4	\$ 1,144,208.65
Tropical Storm Nate	2	\$ 439,728.39	\$ 80,519.47	\$ 359,208.92	18%	1	\$ 20,939.45	\$ -	1	\$ 20,939.45	50%	50%	0	\$ -
Hurricane Bary	1	\$ -	\$ -	\$ -	0%	0	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
Total	458	\$ 477,808,515.24	\$ 413,823,553.79	\$ 63,984,961.45	87%	442	\$ 375,091,494.26	\$ 375,681,229.78	386	\$ 159,746,265.15	97%	84%	56	\$ 215,345,229.11

FEMA Joint Infrastructure	# of Project Worksheets	FEMA Obligated	FEMA Revenue Received per LAPA	FEMA Obligation Balance	% Financially Complete	# of Projects Submitted for Closeout	OBLIGATED Value of Projects Submitted for Closeout	POTENTIAL Value of Projects Submitted to Closeout	# of Projects Officially Closed	OBLIGATED Value of Projects Officially Closed	% Submitted	% Closed	# of Projects Submitted but Not Officially Closed	OBLIGATED Value of Projects Submitted but Not Officially Closed
Hurricane Katrina - JIRR settlement	2	\$ 268,448,968.15	\$ 3,934,462.51	\$ 264,514,505.64	1%	0	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
Hurricane Katrina - JIRR donors	53	\$ 68,006,552.64	\$ 54,477,410.58	\$ 13,529,142.06	80%	36	\$ 47,179,833.23	\$ 50,366,138.44	1	\$ 34,116.14	68%	0%	35	\$ 47,145,717.09
Total	55	\$ 336,455,520.79	\$ 58,411,873.09	\$ 278,043,647.70	17%	36	\$ 47,179,833.23	\$ 50,366,138.44	1	\$ 34,116.14	65%	2%	35	\$ 47,145,717.09

FEMA Hazard Mitigation Grant Program	# of Contracts	FEMA Obligated	FEMA Revenue Received per LAHM	FEMA Obligation Balance	% Financially Complete	# of Contracts Completed	OBLIGATED Value of Projects Submitted for Closeout	POTENTIAL Value of Projects Submitted to Closeout	# of Projects Officially Closed	OBLIGATED Value of Projects Officially Closed	% Submitted	% Closed	# of Projects Submitted but Not Officially Closed	OBLIGATED Value of Projects Submitted but Not Officially Closed
Hurricane Katrina - Retrofit of Power House	12	\$ 198,391,716.00	\$ 107,483,399.78	\$ 90,908,316.22	54%	5	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
Hurricane Katrina - Flood Mitigation of 9 SPS	9	\$ 19,987,722.00	\$ 19,299,825.10	\$ 687,896.90	97%	9	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
Hurricane Ike - Five Underpass Generators	1	\$ 988,658.00	\$ 839,129.23	\$ 149,528.77	85%	0	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
Total	22	\$ 219,368,096.00	\$ 127,622,354.11	\$ 91,745,741.89	58%	14	\$ -	\$ -	0	\$ -	64%	0%	0	\$ -

TOTALS as of 05.04.2020

FEMA Obligated	FEMA Revenue Received	FEMA Obligation Balance
\$ 1,033,632,132.03	\$ 599,857,780.99	\$ 433,774,351.04



SEWERAGE AND WATER BOARD

Inter-Office Memorandum

Date: May 8, 2020

To: Brionne Lindsey
Sewerage and Water Board New Orleans –Board Relations

Through: Ghassan Korban, SWBNO Executive Director

From: Patti J. Wallace, Purchasing Director
Purchasing Department

Re: **Executive Director's Approval of Contracts of \$1,000,000.00 or less**

1. **All Star Forest Products, Inc.**

PO Box 7538
Jackson, MS. 39284

- Furnishing Rough Pine Hardwood Lumber
- Requisition# YW20-0002
- Start Date: 06/01/2020
- \$58,950.00 annually
- DBE Goal 0%

2. **Big Easy Construction**

19 Rail Street
New Orleans, LA 70124

- Replacing Existing Shingle Roof
- Requisition #YO200038
- Start Date: 06/01/2020
- \$21,480.00 annually
- DBE Goal 0%

3. **Big Easy Construction**

19 Rail Street
New Orleans, LA 70124

- Replacing Existing Shingle Roof
- Requisition #YO200040
- Start Date: 06/01/2020
- \$26,860.00 annually
- DBE Goal 0%

4. **Gootee Construction**

1001 South Harimaw Ct.,
New Orleans, LA 70124

- Replacing Four Heaters at Garage II
- Requisition# YO200042
- Start Date: 06/01/2020
- \$23,566.00 annually
- DBE Goal 0%

5. **Grady Crawford**

12290 Greenwell Springs Rd.
Baton Rouge, LA 70814

- Contract 30214
- South Shore Sewer Rehabilitation Contract No.2
- Start Date: 5/7/20 thru 12/31/21
- \$977,828.00
- DBE Goal 25%

Upon request, complete contract available for review in the Procurement Office.



SEWERAGE AND WATER BOARD

Inter-Office Memorandum

Date: May 7, 2020

To: Ghassan Korban, Executive Director

Thru: Irma Plummer, EDBP Director



From: Kelly Thompson, EDBP Compliance Officer

Re: EDBP Department Summary – April 2020

ANALYSES CONDUCTED BY EDBP

For the month of April 2020, the EDBP Department did not receive any Goods and Services contracts to review.

For the month of April 2020, the EDBP Department received one (1) Professional Service contract to review.

REQUEST FOR QUALIFICATIONS: ENGINEERING SERVICES FOR POWER FREQUENCY CONVERTER AT CARROLLTON WATER PLANT

On Thursday, April 30, 2020, one (1) proposal was received for subject project. The respondent is as follows:

Jacobs Engineering Group, Inc.

434 pts

The only evaluated score was from **Jacobs Engineering Group, Inc.** with a total raw score of 434 points.

Thirty-five percent (35%) SLDBE participation goal was requested on subject proposal.

Jacobs Engineering Group, Inc. submitted ILSI Engineering (eligible – certified DBE) for Civil, Electrical and Structural engineering as well as construction and inspection. ILSI Engineering is not certified to perform electrical engineering tasks. Infinity Engineering Consultants, LLC (eligible – certified SLDBE) was submitted to perform Electrical and Mechanical engineering. Signed correspondence from all DBEs on their letterhead reaffirming negotiated terms was provided.

Total Participation: 35%

Based on analysis of the SLDBE participation submitted, the Economically Disadvantaged Business Program recommends that the SLDBE participation submitted by **Jacobs Engineering Group, Inc.** be considered responsive to meeting EDBP proposal requirements.

For the month of April 2020, the EDBP Department did not receive any Construction contracts to review.

CONSTRUCTION REVIEW COMMITTEE RECOMMENDATIONS

The Construction Review Committee did not convene for the month of April 2020.

STAFF CONTRACT REVIEW COMMITTEE RECOMMENDATIONS

The Staff Contract Review Committee did not convene for the month of April 2020.

FINAL ACCEPTANCE CONTRACTS with DBE PARTICIPATION

There were no projects with DBE Participation Goals to review for the month of April 2020.

SEWERAGE & WATER BOARD OF NEW ORLEANS CONTRACTS WITH DBE PARTICIPATION FOR April 2020

There were no awarded contracts to report for the month of April 2020.

Sewerage & Water Board New Orleans Awarded Projects with SLDBE Participation January 2020 - April 2020

Category	Category Dollar Amount	SLDBE Dollar Value
Construction Projects	\$ 24,341,199	\$ 8,892,381
Goods & Services Projects	\$ -	\$ -
Professional Services Projects	\$ -	\$ -
Grand Total	\$ 24,341,199	\$ 8,892,381

Sewerage & Water Board of New Orleans Open Market Bids with DBE Participation January 2020 - April 2020

Construction Projects Awarded 2020

Contract No./Description	%DBE Goal	Contract \$	Prime	Sub(s)	% DBE Part (Prime)	\$ Sub Award	\$ Sub Paid	% DBE Sub Paid	Award date
Cont #1370A: 60Hz Transformer/Switchgear	20%	\$ 11,414,960.00	Frischhertz Electric Co., Inc.	Carter Electric Supply, LLC	29.33%	\$ 3,348,180.00			2/19/2020
				Balthazar Elektriks Wholesale Distrubutors	7.34%	\$ 837,440.00			
				Total	36.67%	\$ 4,185,620.00			
Cont #30223: Southern Basin #4-Sewer Rehabilitation	36%	\$ 4,786,566.00	BLD Services, LLC	Choice Supply Solutions, LLC	6.02%	\$ 288,000.00			2/19/2020
				Advantage Manhole & Concrete Services, Inc.	2.84%	\$ 136,000.00			
				C&M Construction Group, Inc.	22.48%	\$ 1,076,000.00			
				Prince Dump Truck Service, LLC	4.68%	\$ 224,000.00			
				Total	36.02%	\$ 1,724,000.00			
Cont #30213: Southern Basin #1-Sewer Rehabilitation	36%	\$ 1,584,847.24	Grady Crawford Construction Co., Inc. of Baton Rouge	V. Keeler & Associates	3.37%	\$ 53,452.19			4/22/2020
				Commander Corporation	30.42%	\$ 482,185.18			
				Dieudonne Enterprises	1.87%	\$ 29,672.00			
				EFT Diversified	3.44%	\$ 54,466.46			
				Total	39.11%	\$ 619,775.83			

Contract No./Description	%DBE Goal	Contract \$	Prime	Sub(s)	% DBE Part (Prime)	\$ Sub Award	\$ Sub Paid	% DBE Sub Paid	Award date
Cont #30222: Southern Basin #3-Sewer Rehabilitation	36%	\$ 1,977,879.20	Grady Crawford Construction Co., Inc. of Baton Rouge	V. Keeler & Associates	5.24%	\$ 103,683.24			4/22/2020
				Commander Corporation	24.54%	\$ 485,469.60			
				Dieudonne Enterprises	1.91%	\$ 37,832.00			
				EFT Diversified	4.35%	\$ 86,000.00			
				Total	36.05%	\$ 712,984.84			
Cont #30224: Southern Basin #5-Sewer Rehabilitation	36%	\$ 4,576,947.00	BLD Services, LLC	Choice Supply Solutions, LLC	5.72%	\$ 262,000.00			4/22/2020
				Advantage Manhole & Concrete Services, Inc.	3.80%	\$ 174,000.00			
				C&M Construction Group, Inc.	21.80%	\$ 998,000.00			
				Prince Dump Truck Service, LLC	4.72%	\$ 216,000.00			
				Total	36.05%	\$ 1,650,000.00			
Total Construction Projects		\$ 24,341,199.44			36.53%	\$8,892,380.67			

Sewerage & Water Board of New Orleans Open Market Bids with DBE Participation January 2020 - April 2020

Goods & Services Projects Awarded 2020

Contract No./Description	%DBE Goal	Contract \$	Prime	Sub(s)	% DBE Part (Prime)	\$ Sub Award	\$ Sub Paid	% DBE Sub Paid	Award date
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**Total Goods & Services
Projects**

Sewerage & Water Board of New Orleans Open Market Bids with DBE Participation January 2020 - April 2020

Professional Services Projects Awarded 2020

Contract No./Description	%DBE Goal	Contract \$	Prime	Sub(s)	% DBE Part (Prime)	\$ Sub Award	\$ Sub Paid	% DBE Sub Paid	Award date
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**Total Professional Services
Projects**