

# SEWERAGE & WATER BOARD OF NEW ORLEANS

## FINANCE AND ADMINISTRATION COMMITTEE MEETING

WEDNESDAY, JUNE 10, 2020

**9:00 AM**

[June 2020 Finance and Administration Attendee Link](#)

PUBLIC COMMENT WILL BE ACCEPTED VIA EMAIL TO [BOARDRELATIONS@SWBNO.ORG](mailto:BOARDRELATIONS@SWBNO.ORG). ALL PUBLIC COMMENTS MUST BE RECEIVED PRIOR TO 9:30 AM ON June 10, 2020. COMMENTS WILL BE READ VERBATIM INTO THE RECORD.

Lynes Sloss Janet Howard  
Joseph Peychaud Ralph Johnson Alejandra Guzman

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### FINAL AGENDA

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1. **ROLL CALL**

2. **DISCUSSION ITEM**

- a. Updated Cashflow Projections

3. **ACTION ITEMS**

**General Superintendent's Report**

b. **CHANGE ORDERS**

- Resolution (R-074-2020) Ratification of Change Order No. 10 for Contract 1368 –Oak Street Pumping Station HMGP

c. **CONTRACT AMENDMENTS**

- Resolution (R-061-2020) Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Linfield, Hunter & Junius for Design and Engineering Services for the Water Line Replacement Program
- Resolution (R-073-2020) Ratification of Contract Amendment No. 4 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

d. **FINAL ACCEPTANCES**

- Resolution (R-075-2020) Final Acceptance for 2131- Installation of New Water, Sewer and Drain Services throughout Orleans Parish

e. **OTHER RECOMMENDATIONS**

- Resolution (R-076-2020) Resolution Affirming Emergency Declaration at New and Old River Intakes

4. **INFORMATION ITEMS**

- f. Monthly Financial Summary
- g. FEMA May Project Worksheet Status
- h. Executive Director's Approval of Contracts of \$1,000,000.00 or Less
- i. DBE Participation on Contracts
  - DBE Bid Analysis
  - Construction Review Committee – Goals Setting
  - Staff Contract Review Committee - Goals Setting
  - Final Acceptance of Construction Contracts with DBE Participation

5. **PUBLIC COMMENT**

6. **ADJOURNMENT**

*This teleconference meeting is being held pursuant to Executive Proclamation No. 75 JBE 2020, Section 2 (C).*

**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 April 30, 2020, by Proclamation Number Governor John Bel Edwards authorized Additional Measures for COVID-19 Public Health Emergency, pursuant to Proclamation No. 75 JBE 2020, Section 2 (C); and

**WHEREAS**, Section 2 (C) of Proclamation No. 75 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 75 JBE 2020, Section 2 (C), I hereby certify that the Finance and Administration Committee of the Sewerage and Water Board of New Orleans will meet by teleconference/video conference on June 10, 2020, at 9:00 a.m., 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 9th DAY OF JUNE 2020.**

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GHASSAN KORBAN  
EXECUTIVE DIRECTOR  
SEWERAGE AND WATER BOARD OF NEW ORLEANS



EXECUTIVE DEPARTMENT

PROCLAMATION NUMBER 75 JBE 2020

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

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- 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 74 JBE 2020, the Governor extended the emergency declaration for the COVID-19 emergency and ordered that Louisiana move into Phase 2 of Resilient Louisiana;
- WHEREAS,** it is necessary to renew certain other provisions of Proclamation Number 59 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 26, 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 26, 2020.
  - c) The requirement for the renewal of a motor vehicle inspection certificate required under La. R.S. 32:1304 is suspended until June 26, 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 26, 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 26, 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 after March 9, 2020 but before June 5, 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 June 5, 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 July 31, 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 July 5, 2020.
- l) 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 July 31, 2020.
- m) 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.
- n) 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.
- o) 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 until July 31, 2020.

- p) 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.
  - q) 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 July 1, 2020.
  - r) The expiration of identification cards issued pursuant to La. R.S. 40:1321 which expired on or after March 9, 2020 but before June 5, 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) Deadlines set forth by law within the following (excluding liberative prescription and peremptive periods applicable to legal proceedings in all courts, administrative agencies, and boards) are hereby suspended until Monday, June 15, 2020:
    - 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 23 of Louisiana Revised Statutes, Labor and Worker's Compensation;
    - j) Title 32 of Louisiana Revised Statutes, Motor Vehicles and Traffic Regulations;

- k) Title 40 of Louisiana Revised Statutes, Public Health and Safety;
  - l) Title 46 of Louisiana Revised Statutes, Public Welfare and Assistance;
  - m) Title 47 of Louisiana Revised Statutes, Revenue and Taxation;
  - n) Title 49 of Louisiana Revised Statutes, State Administration; and
  - o) 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 Monday, June 15th.
  - 3) The suspension of deadlines in Title 18 from order Proclamation Number 59 JBE 2020 is terminated.
  - 4) Liberative prescriptive and preemptive periods applicable to legal proceedings in all courts, administrative agencies, and boards are suspended through July 5, 2020.
  - 5) 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.
  - 6) 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: 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 7: 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 8: FUNERAL SERVICES**

- A) Indoor funeral services shall be limited to the same number of attendees as required by Proclamation Number 74 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 9: 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 10:** 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 11:** 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 12:** Unless otherwise provided in this order, these provisions are effective from Friday, June 5, 2020 to June 26, 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 4<sup>th</sup> day of June, 2020.

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GOVERNOR OF LOUISIANA

**Sewerage & Water Board of N.O. Simple Cash Flow Table by Fund**

	2019 (Unaudited)	2020 (Baseline)	Post-Pandemic Scenarios		Managed Scenario to Stressed CAPEX reduction & - OPEX reduction @ 5.0%
			2020 (Optimistic)	2020 (Stressed)	
Total Cash on Hand at Beginning of Period:	\$71,027,085	\$69,676,107	\$69,676,107	\$69,676,107	\$69,676,107
<b>WATER</b>					
Water Cash at Beginning of Period:	\$38,771,396	\$28,656,320	\$28,656,320	\$28,656,320	\$28,656,320
Operating Revenue (Collections)	\$116,000,444	\$150,554,025	\$141,418,472	\$137,643,623	\$137,643,623
Fair Share Revenue	\$6,648,638	\$11,000,000	\$1,000,000	\$0	\$0
Investment Income	\$821,542	\$0	\$0	\$0	\$0
Operating Expenses	(\$85,323,555)	(\$92,953,452)	(\$92,953,452)	(\$92,953,452)	(\$88,305,779)
Non-Operating Expenses	\$0	\$0	\$0	\$0	\$0
Net Capital Projects Expenses	(\$34,467,595)	(\$52,619,927)	(\$38,194,717)	(\$38,194,717)	(\$38,194,717)
Potential Reduction in Capital Projects					\$5,500,000
Debt Service	(\$13,794,550)	(\$13,473,550)	(\$13,473,550)	(\$13,473,550)	(\$13,473,550)
Net Change in Water Cash	(\$10,115,076)	\$2,507,096	(\$2,203,247)	(\$6,978,096)	\$3,169,576
Water Cash at End of Period:	\$28,656,320	\$31,163,416	\$26,453,073	\$21,678,224	\$31,825,896
Cash Days on Hand	123	133	113	93	136
<b>SEWERAGE</b>					
Sewerage Cash at Beginning of Period:	\$30,953,937	\$33,113,983	\$33,113,983	\$33,113,983	\$33,113,983
Operating Revenue (Collections)	\$135,171,691	\$143,017,107	\$134,455,755	\$130,855,205	\$130,855,205
Non-Operating Revenue (Bond offerings, & Loans)	\$0	\$82,419,478	\$82,159,657	\$82,159,657	\$82,159,657
Fair Share Revenue	\$9,514,383	\$2,000,000	\$1,000,000	\$0	\$0
Investment Income	\$803,790	\$0	\$0	\$0	\$0
Operating Expenses	(\$84,206,703)	(\$91,736,728)	(\$91,736,728)	(\$91,736,728)	(\$87,149,892)
Non-Operating Expenses	\$0	\$0	\$0	\$0	\$0
Debt Covenant Related Capital Expense	\$0	(\$82,419,478)	(\$81,840,873)	(\$81,840,873)	(\$81,840,873)
Net Capital Projects Expenses	(\$34,409,152)	(\$33,329,934)	(\$26,504,717)	(\$26,504,717)	(\$26,504,717)
Potential Reduction in Capital Projects					\$5,000,000
Debt Service	(\$24,713,963)	(\$26,418,430)	(\$26,585,097)	(\$26,585,097)	(\$26,585,097)
Net Change in Sewerage Cash	\$2,160,046	(\$6,467,985)	(\$9,052,003)	(\$13,652,553)	(\$4,065,717)
Sewerage Cash at End of Period:	\$33,113,983	\$26,645,998	\$24,061,980	\$19,461,430	\$29,048,266
Cash Days on Hand	144	115	104	84	126
<b>DRAINAGE</b>					
Drainage Cash at Beginning of Period:	\$1,301,752	\$7,905,804	\$7,905,804	\$7,905,804	\$7,905,804
Operating Revenue	\$0	\$0	\$0	\$0	\$0
Non-Operating Revenue (Millages)	\$55,960,598	\$65,000,000	\$56,435,229	\$56,435,229	\$56,435,229
Fair Share Revenue	\$20,021,658	\$7,500,000	\$5,500,000	\$5,000,000	\$5,000,000
Investment Income	\$562,888	\$0	\$0	\$0	\$0
Operating Expenses	(\$39,567,697)	(\$43,105,963)	(\$44,487,026)	(\$44,487,026)	(\$42,262,675)
Non-Operating Expenses	\$0	\$0	\$0	\$0	\$0
Net Capital Projects Expenses	(\$28,054,845)	(\$24,144,934)	(\$16,519,717)	(\$16,406,092)	(\$16,406,092)
Debt Service	(\$2,318,550)	(\$1,895,664)	(\$1,895,665)	(\$1,895,664)	(\$1,895,664)
Net Change in Drainage Cash	\$6,604,052	\$3,353,439	(\$967,179)	(\$1,353,553)	\$870,799
Drainage Cash at End of Period:	\$7,905,804	\$11,259,243	\$6,938,625	\$6,552,251	\$8,776,603
Cash Days on Hand	73	104	64	60	81
<b>Net Change in Cash</b>	<b>(\$1,350,978)</b>	<b>(\$607,450)</b>	<b>(\$12,222,429)</b>	<b>(\$21,984,202)</b>	<b>(\$25,342)</b>
Total Cash at End of Period	\$69,676,107	\$69,068,657	\$57,453,678	\$47,691,905	\$69,650,765

Notes:  
 Baseline Expense numbers are driven off of first 3 months of the year, projected off of budgeted yearly growth rate  
 See more complete description of Assumptions to the model, attached.

## SWBNO – COVID-19 CASHFLOW STRESS SCENARIOS

SWBNO Management have modeled several scenarios designed to stress each system's liquidity position in consequence of reduced revenue. Along with a baseline scenario, two scenarios have been created to illustrate possible COVID-19 outlooks before any adjustments are made to operating expenses: an "Optimistic" Stress Scenario and a Full "Stress" Scenario. The revenue and capital expense assumptions are noted below. More importantly, the final column titled "Managed Scenario" reflects the potential actions of management to reduce the negative impact of the pandemic: a 5% OPEX reduction and a deferment of capital projects.

### REVENUE ASSUMPTIONS:

#### ***Baseline Scenario***

- Forecasted revenue trends mirror the pattern seen in the first quarter of the year. As expected, revenues were trending higher than 2019 since a 10% rate increase was implemented in January 2020.

#### ***"Optimistic" Stress Scenario***

- Revenue:
  - Actual cash collections are reflected through May.
  - Actual revenues reflect that May revenues represent a 10% decrease from February (pre-covid)
  - Revenues continue at the levels collected in May until Sept when recovery begins at 3.333% increase month over month.

#### ***Full "Stress" Scenario***

- Revenue:
  - Actual cash collections are reflected through May.
  - Actual revenues reflect that May revenues represent a 10% decrease from February (pre-covid)
  - Revenues continue at the levels collected in May through the end of the year.

### OPERATING EXPENSE ASSUMPTIONS:

***Baseline:*** The 2020 Budget provides an expectation that the operating expenses will increase by 3.97% (SWBNO Adopted 2020 Budget, pg 21). Accordingly, 2020 Baseline operating expenses are forecasted to be 3.97% greater than 2019 operating expenses. However, the 2020 baseline operating expenditures are greater than the 2019 expenditures by more than 3.97% because January 2020 expenses reflected payments for 2019 obligations.

***Optimistic and Stress Scenarios*** hold the Operating Expenses constant to Base Scenario

## **CAPITAL EXPENSE ASSUMPTIONS:**

### ***Base Scenario***

Capital Expenses for each system reflect the total “Targeted” capital budget items for that system, plus 1/3 of the capital budget items for items categorized as “combo”.

For Water: All targeted capital budget and 1/3 of targeted combo projects were included, except that the budget was reduced by one-half of the JIRR water line projects of \$15M, which is expected to be deferred into 2021.

### ***“Optimistic” and “Stress” Scenario***

Only the Capital Expenses categorized as “Urgent” and “Critical” are funded. Items noted as “Necessary”, “Desirable” would not be funded.

For Water: All targeted capital budget and 1/3 of targeted combo projects were included, except that the budget was reduced by one-half of the JIRR water line projects of \$15M, which is expected to be deferred into 2021.

## **MANAGEMENT ACTION SCENARIO:**

Management continues to identify opportunities to reduce expenditures in order to mitigate the negative affect of revenue depression due to COVID-19.

- The management of operating expenses becomes one of the most useful tools to manage towards covenant compliance. Considering the stress scenarios, SWBNO will look to reduce Operating Expenses to satisfy covenants. The forecasts consider a 5% operating expense adjustment which could achieved with personnel cost adjustments, including a reduction or delay in new hiring.
- Management also has the discretion to delay certain capital projects that are not related to the federal consent decree.
  - For the sewer system, the managed scenario reflects that \$5m of the capital projects will be delayed until after 2020.
  - For the water system: one additional exception was made relative to the Base Scenario: only half of the cost of the \$11 million project related to the construction of a new chemical storage facility paid in 2020.

**GENERAL SUPERINTENDENT RECOMMENDATIONS  
FOR THE JUNE 10, 2020  
FINANCE AND ADMINISTRATION COMMITTEE MEETING**

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

**CHANGE ORDERS (1)**

Page 4 R-074-2020      Ratification of Change Order No. 10 for Contract 1368 – Hazard Mitigation Grant Program - Oak Street Pumping Station Rehabilitation

**CONTRACT AMENDMENTS (2)**

Page 10 R-061-2020      Ratification of Contract Amendment No. 4 for Professional Services Between the Sewerage and Water Board of New Orleans and Linfield, Hunter & Junius for Design and Engineering Services for the Water Line Replacement Program

Page 15 R-073-2020      Ratification of Contract Amendment No. 4 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

**FINAL ACCEPTANCES (1)**

Page 21 R-075-2020      Final Acceptance for Contract 2131 – Installation of New Water, Sewer and Drain Services Throughout Orleans Parish

**OTHER RECOMMENDATIONS (1)**

Page 26 R-076-2020      Resolution Affirming Emergency Declaration At New And Old River Intakes

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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 June 10, 2020  
Finance and Administration Committee Meeting.

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

# **GENERAL SUPERINTENDENT'S RECOMMENDATIONS**

## **CHANGE ORDERS**

**RATIFICATION OF CHANGE ORDER NO. 10 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**, the Board by Resolution R-067-2020 approved on May 20, 2020 Contract Change Order No. 9 increasing the contract value by \$87,189.21; and

**WHEREAS**, this Change Order represents one (1) work item, Field Change Order 51. This Change Order represents costs associated with the special requirements from the U.S. Army Corps of Engineers (USACE) when excavating within 1000 feet of a levee, specifically the backfilling of the previous excavation; and,

**WHEREAS**, this Change Order, in the amount of \$423,577.17, brings the accumulated Contract change order total to \$6,812,685.39, or 27.67% of the original Contract value.

**NOW THEREFORE BE IT RESOLVED**, that approval of Change Order No. 10 for Contract 1368 is approved by the Sewerage and Water Board of New Orleans bringing the accumulated Contract Total to \$29,905,185.39.

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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  
June 17, 2020.

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**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/AMENDMENT/AWARD**

**CONTRACT 1368 – Change Order 10**

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, LLC, in the amount of \$423,577.17

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b>	<b>SUBS:</b>	<b>DBE PARTICIPATION GOAL:</b>	
		<b>Target</b>	<b>Actual (as of 3/19/20)</b>
		<b>11%</b>	
<b>M. R. Pittman Group, LLC</b>	<b>The Beta Group.</b>	<b>0.21%</b>	<b>0.03%</b>
	<b>Landrieu Concrete</b>	<b>0.64%</b>	<b>0.38%</b>
	<b>C Watson Group, LLC.</b>	<b>1.43%</b>	<b>0.92%</b>
	<b>JEI Solutions, Inc.</b>	<b>9.70%</b>	<b>7.8%</b>
	<b>Blue Flash Sewer Service, Inc.</b>	<b>N/A</b>	<b>2.48%</b>
	<b>J. Brown Construction, LLC</b>	<b><u>N/A</u></b>	<b><u>0.15%</u></b>
	<b>Total</b>	<b>11.98%</b>	<b>11.76%</b>

**DESCRIPTION AND PURPOSE**

Original Contract Value:	\$23,092,500.00
Previous Changes Orders:	\$6,389,108.22
% Change of Contract:	27.67%
Value of Requested Change:	\$423,577.17
% Change of Contract:	1.83%
Has an NTP been issued	Yes

**Total Revised Contract Value:** \$29,905,185.39  
 % Change of Contract to Date: 29.5%  
 Original Contract Completion Date: June 16, 2019  
 Current Contract Completion Date: 3/24/2020  
 Time Extension requested: 153 days  
**Proposed Contract Completion Date:** 10/22/2020

**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 checked="" type="checkbox"/>	Design Change <input type="checkbox"/>	Other _____ <input type="checkbox"/>
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A significant portion of the work done under this contract was located within 1000 feet of the Mississippi River levees. This work includes replacing two buried valves next to the Oak St. Pumping Station and the related piping work. The permit issued by Flood Protection Authority includes special requirements from the U.S. Army Corps of Engineers (USACE) on how to backfill this area to prevent compromising the levees. This change order represents the additional costs associated with those requirements.

The contractor will begin work on the backfill requirements once the river level drops below 11 feet.

**Spending to date:**

Cumulative Contract Value (as of 6/1/2020): \$29,481,608.22  
 Cumulative Contract Invoiced (as of 6/1/2020): \$28,850,768.44

**PROCUREMENT INFORMATION**

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

**BUDGET INFORMATION**

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

**ESTIMATED FUND SOURCE**

User	Share%	Dollar Amount
Sewer System		
Water System		
Drainage System		
Grant - HMGP	100%	\$423,577.17
Other		
<b>TOTAL ESTIMATED RENEWAL DOLLAR AMOUNT</b>		<b>\$423,577.17</b>

# **GENERAL SUPERINTENDENT'S RECOMMENDATIONS**

## **CONTRACT AMENDMENTS**

**AUTHORIZATION OF CONTRACT AMENDMENT NO. 4 TO THE AGREEMENT BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND LINFIELD, HUNTER & JUNIUS, INC., FOR DESIGN AND ENGINEERING SERVICES FOR THE WATERLINE REPLACEMENT PROGRAM**

**WHEREAS**, pursuant to Resolution R-042-2012 approved March 15, 2012, **THE SEWERAGE AND WATER BOARD OF NEW ORLEANS** (Board) and **LINFIELD, HUNTER & JUNIUS, INC.**, (Consultant) executed an agreement dated September 10, 2012, for Consultant to provide engineering and design services for the Water Line Replacement Program (WLRP) for the Leonidas, Marlyville-Fountainbleau, East Carrollton and Black Pearl neighborhoods (the “Original Agreement”); 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**, pursuant to Resolution R-161-2014 on August 20, 2014, the Board and Contractor executed Amendment No. 1 to the Original Agreement (as amended, the “Agreement”), adding program/project management services, design and inspection services for 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**, the fee under Amendment No. 1 was not to exceed 10% of the construction cost; and

**WHEREAS**, pursuant to Resolution R-007-2020 on January 22, 2020, the Board and Contractor executed Amendment No. 2, amending the Agreement to delete any future program/project management services and all unaccrued program/project management services fees, to include engineering construction services in the RR009 Black Pearl, East Carrollton Group A and RR118 Marlyville-Fontainebleau Group C at a fee not to exceed \$26,274.82 (for a total fee not to exceed \$813,913.28) and to establish a contract expiration date of June 30, 2023; and

**WHEREAS**, the Board was in need of additional engineering construction services in projects RR008 Black Pearl Group B and RR009 Black Pearl Group C, and RR118 Marleyville Fontainebleau Group C at a fee not to exceed \$119,651.11 (for a total fee not to exceed \$933,564.39) and are currently executing Amendment No. 3 for same; and

**WHEREAS**, the Board is need of surveying, geotechnical, design and engineering construction service fees for RRTM006 Leonidas/Fig Transmission Main Project; and

**WHEREAS**, the Consultant is willing to perform the additional described services for \$832,977.91, for a total contract fee not to exceed \$1,766,542.30;

**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 Linfield, Hunter and Junius, Inc. to include design and engineering construction services for the RRTM006 Leonidas/Fig Transmission Main Project at a fee not to exceed \$832,977.91, for a total contract fee not to exceed \$1,766,542.30.

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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  
June 17, 2020.

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**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**  
**Linfield, Hunter & Junius, Inc.**

Approval of Contract Amendment No. 4 for \$ 832,977.91

**CONSULTANT/SUBCONSULTANT INFORMATION**

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
Linfield, Hunter & Junius, Inc. (LHJ)	Infinity Engineering Consultants, LLC	35%	0.0%

**DESCRIPTION AND PURPOSE**

Original Contract: R-042-2012                      Fee not to exceed 18% of construction cost

Previous Amendments:

- |                            |  |
|----------------------------|--|
| 1. R-161-2014 PPM services | Fee not to exceed 10% of construction cost |
| 2. R-007-2020 RR009, RR118 | \$ <b>10,411.39</b> (See Below)            |

Value through Amendment no. 2:                      \$ **813,913.28**

- |                                   |                                  |
|-----------------------------------|----------------------------------|
| 3. CMRC 30Apr20 - RR008, 009, 118 | \$ <b>119,651.11</b> (See Below) |
|-----------------------------------|----------------------------------|

Value through Amendment no. 3:                      \$ **933,564.39**

- |                        |                                  |
|------------------------|----------------------------------|
| 4. R-061-2020: RRTM006 | \$ <b>832,977.91</b> (See Below) |
|------------------------|----------------------------------|

Total Revised Value of Contract:                      **\$1,766,542.30**

Original Contract Dates:                                      12/12/2012 through construction completion.

Time Extensions Authorized:                                6/30/2023 (Amend. No.2)

**Purpose and Scope of the Contract:**

Per R-042-2012 the Water Line Replacement Program agreement was entered into for the for the following neighborhoods: Leonidas, Marlyville-Fountainbleau, East Carrollton and Black Pearl. Infinity Engineering Consultants, LLC is the DBE firm at a 35% participation rate.

Per R-161-2014, Amendment No.1 added program/project management services; the fee was not to exceed 10% the cost of construction.

Per R-007-2020, Amendment No.2 incorporated the Settlement and rescinded program/project management services (-\$15,863.43)and established fees for engineering construction services for RR009 Black Pearl, East Carrollton Group A and RR118 Marlyville Fountainbleau Group C in the amount of \$26,274.82. The net change in contract fees is \$10,411.39.

Per CMRC meeting of 30Apr20, Amendment No.3 established design and engineering construction service fees: bid documents, design, bidding, construction administration, record drawings for RR008 – Black Pearl Group B, RR009 – Black Pearl Group C, RR118 – Marlyville-Fountainbleau Group C in the amount of \$119,651.11.

**Reason for Amendment:**

Negotiate Fee(s) and rates <input checked="" type="checkbox"/>	Differing Site condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>	Design Change <input type="checkbox"/>	Other: GOHSEP FEMA & CNO <input type="checkbox"/>
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Amendment No.4 will establish surveying, geotechnical, design and engineering construction service fees and rates for RRTM006 Leonidas/Fig Transmission Main Project totaling NTE \$832,977.91, broken out in the following amounts:

1. Geotechnical Engineering services: \$ 14,300 (Lump Sum)
2. Survey for Design Work: \$ 47,530.00 (Lump Sum)
3. Basic Engineering Services:
  - a. Phase II & III. Design: \$ 504,690.15 (Lump Sum)
  - b. DOTD Permitting: \$12,000.00 (Not to Exceed)
  - c. Phase IV. Bidding: \$ 32,737.00
  - d. Phase V. Construction Administration: \$ 133,955.66 (Lump Sum)
  - e. Phase VI. Record Drawings: \$ 30,648.58 (Lump Sum)
4. Resident Inspection Services: \$ 97,680.00 (Not to Exceed) at \$74/hour

**Potential Amendments Through the End of the Contract:**

Staff is negotiating fees related to bid documents, design, bidding, construction administration, record drawings, and resident inspection for the following projects:

3rd Wave RR033 - East Carrollton Group B, RR098 – Leonidas Group C, RR119 - Marlyville-Fontainebleau Group D, RR120 - Marlyville-Fontainebleau Group E

4th Wave RR034 - East Carrollton Group C, RR099 – Leonidas Group D, RR121 - Marlyville-Fontainebleau Group F, RR122 - Marlyville-Fontainebleau Group G, RR123 - Marlyville-Fountainbleau Group H

**Spending:** 12/12/2012 to 4/01/2020: \$ 459,026.46

**Contractor’s Past Performance:**

The designer’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 35%. DBE participation will be met by Resident Inspection Services during Construction.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Professional Services	<b>Award Based On:</b>	Best Qualified
<b>Commodity:</b>	Engineering Services	<b>Contract Number:</b>	PW 20484, PW 20769, & PW 21031
<b>Contractor Market:</b>	Public RFQ with DBE participation		
<b>Compliance with procurement laws</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

**BUDGET INFORMATION**

<b>Funding:</b>	CP 175-13	<b>Department:</b>	JIRR
<b>System:</b>	Water	<b>Department Head:</b>	Mark D Van Hala PE
<b>Job Number:</b>	A1369FEM	<b>Purchase Order #:</b>	PG20196000146

**ESTIMATED FUND SOURCE**

User	Share%	Dollar Amount
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Sewer		
Water		
Drainage		
Grant		
Other – FEMA (PW 20484, PW 20769, & PW 21031)	100%	\$ 832,977.91
<b>TOTAL ESTIMATED DOLLAR AMOUNT OF AMENDMENT</b>		<b>\$ 832,977.91</b>

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

**WHEREAS**, by Resolution R-043-2012 approved March 21, **the Sewerage and Water Board of New Orleans** (Board) authorized execution of a contract with **NEEL-SCHAFFER, INC.** (Contractor) to provide engineering and design services for the Water Line Replacement Program for the City Park, Dixon and Mid City neighborhoods, and pursuant to Resolution R-043-2012 the Board and Contractor entered into an agreement on September 10, 2012 (the “Original Agreement”); 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-164-2014, 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-164-2014, the Board and Contractor executed Amendment No. 1 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**, the fee under Amendment No. 1 was not to exceed 10% of the construction cost; and

**WHEREAS**, by Resolution R-083-2019, the Board authorized amending the Agreement to establish engineering and design services fees and rates in the City Park, Dixon and Mid City neighborhoods, in an amount of \$75,253.81 for a total fee not to exceed \$735,317.20; and

**WHEREAS**, pursuant to Resolution R-083-2019 the Board and Contractor executed Amendment No. 2 dated March 19, 2020; and

**WHEREAS**, by Resolution R-037-2020, the Board authorized amending the Agreement to extend the Agreement through June 20, 2023, and to establish fees and rates for RR201 Taft Place, RR025 City Park Group A, RR125 Mid City Group B, RR126 Mid City Group C, RR127 Mid City Group D, RR128 Mid City Group E, RR014 BW Cooper, Gert Town, Dixon Group A, RR017 BW Cooper, Gert Town, Dixon Group D, and RR019 BW Cooper, Gert Town, and Dixon Group F in the amount of \$ \$438,202.32 for a total fee not to exceed \$742,469.93, which should have been set forth as \$1,173,519.54;

**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 current agreement with Neel-Schaffer, Inc., stating that the total fee authorized to be paid to Neel-Schaffer, Inc. is not to exceed \$1,173,519.54, through and including June 30, 2023.

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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.

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**Ghassan Korban,**  
EXECUTIVE DIRECTOR

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



**ACTION REQUESTED**

**Engineering Services Amendment to Professional Services Agreement**  
**Neel-Schaffer Inc. WLRP Agreement**

Authorization of Contract Amendment No. 4 for \$431,049.61

**CONSULTANT/SUBCONSULTANT INFORMATION**

PRIME:	SUBS:	DBE PARTICIPATION:	
		Target	Actual
Neel-Schaffer Inc.	GoTech, Inc.	35%	18%

**DESCRIPTION AND PURPOSE**

Original Contract Value:	Fee not to exceed 18% of construction cost
Previous Amendments:	
1. R-164-2014: PPM Services	Fee not to exceed 10% of construction cost
2. R-083-2019: Settlement	\$ <b>735,317.20</b>
3. R-037-2020: Fees for Projects	\$ <b>7,152.73</b> (see below)
4. R-073-2020: Correct NTE Amount	\$ <b><u>431,049.61</u></b>
Total Revised Value of Contract:	\$ <b>1,173,519.54</b>
Original Contract Dates:	09/10/2012 to end of construction.
Time Extensions Authorized:	5/30/2022 (Amendment No.2)
Revised End Date:	6/30/2023 (Amendment No.3)

**Purpose and Scope of the Contract:**

Per R-044-2012, our Water Line Replacement Program (WLRP) agreement provides engineering services for the following neighborhoods – City Park, Mid City and Dixon. GoTech, Inc. is the DBE firm at a 35% participation rate.

Per R-083-2019, Amendment No.1 added program/project management (PPM) services; the total fee for this service was not to exceed 10% the cost of construction.

Per R-083-2019, Amendment No.2 incorporated The FEMA Settlement, Clauses, FP&C State Guidelines and rescinded PPM services. Amendment No. 2 set engineering and construction services fees for RR025 City Park Group A, RR125 Mid City Group B and RR201 Taft Place.

Per R-037-2020, Amendment No. 3 set engineering and construction services fees in the amount of \$438,202.34 for the following projects: RR201 Taft Place, RR025 City Park Group A, RR125 Mid City Group B, RR126 Mid City Group C, RR127 Mid City Group D, RR128 Mid City Group E, RR014 BW Cooper, Gert Town, Dixon Group A, RR017 BW Cooper, Gert Town, Dixon Group D, RR019 BW Cooper, Gert Town, Dixon Group F. Amendment No. 3 set the Contract Completion Date as 6/30/2023.

**Reason for Amendment:**

Original Terms Plus Negotiated Fee <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, GOHSEO & CNO
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Per R-073-2020, Amendment No. 4 corrects agreement not to exceed amount to \$1,173,519.54.

**Potential Amendments Through the End of the Contract:**

Engineering and construction services fees are being negotiated for RRTM005 Monroe, Spruce, Leonidas & Cohn Transmission Main Project.

**Spending To Date:** 09/10/2012 to 5/01/2020: \$ 414,489.34

**Contractor's Past Performance:**

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

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Professional Services	<b>Award Based On:</b>	Best Qualified
<b>Commodity:</b>	Engineering Services	<b>Contract Number:</b>	WLRP
<b>Contractor Market:</b>	Public RFQ with DBE participation		

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

<b>Funding:</b>	CP 175-13	<b>Department:</b>	JIRR
<b>System:</b>	Water	<b>Department Head:</b>	Mark D Van Hala PE
<b>Job Number:</b>	A1369FEM	<b>Purchase Order #:</b>	PCCG192040451

**ESTIMATED FUND SOURCE**

<b>User</b>	<b>Share%</b>	<b>Dollar Amount</b>
Sewer		
Water		
Drainage		
Grant		
Other – FEMA (21031)	100%	\$ 431,049.61
<b>TOTAL ESTIMATED DOLLAR AMOUNT OF AMENDMENT</b>		\$ 431,049.61

# **GENERAL SUPERINTENDENT'S RECOMMENDATIONS**

## **FINAL ACCEPTANCES**

**FINAL ACCEPTANCE FOR CONTRACT NO. 2131 - INSTALLATION OF NEW WATER, SEWER AND DRAIN SERVICE CONNECTIONS AT VARIOUS SITES THROUGHOUT ORLEANS PARSH**

**WHEREAS**, the Sewerage and Water Board entered into Contract No. 2131 with Fleming Construction in the amount of \$2,962,550.00 (Resolution Number R-064-2018, May 16, 2018); and,

**WHEREAS**, it was determined in the Board's best interest that the management of the installation of new water, sewer and drain service connections be performed by independent contractors and therefore terminated Contract 2131 with Fleming Construction; and,

**WHEREAS**, the TOTAL Contract expenditure was \$402,803.20, resulting in a \$2,559,746.80 decrease to the Contract value: and,

**WHEREAS**, Contract 2131 is ready for Final Acceptance by the Sewerage & Water Board of New Orleans; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Sewerage and Water Board of New Orleans that that the Final Acceptance is hereby approved.

---

I, Ghassan Korban, Executive Director,  
of the 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

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

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



**ACTION REQUESTED**

**CONSTRUCTION SERVICES AMENDMENT - RATIFICATION  
New Utility Installation Services**

Approval to ratify the Final Acceptance of Contract 2131.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b>	<b>SUBS:</b>	<b>DBE PARTICIPATION GOAL BY CONTRACT (SPENT):</b>
<b>Fleming Construction</b>	<b>Cooper Contracting Group</b>	<b>3.7% (27.3%)</b>
	<b>F.P. Richard</b>	<b>.23% (1.72%)</b>
	<b>Hebert's Trucking</b>	<b>.68% (4.99%)</b>

**DESCRIPTION AND PURPOSE**

Original Contract Value:	\$2,962,550.00
Previous Amendments Value:	N/A
Current Amendment Value:	N/A
Original Contract Dates:	7/11/2018 to 7/11/2019
Time Extensions Authorized:	0 days
Additional time Requested:	Zero
No. of Option Years in Contract:	1
<b>Total Revised Value of Contract:</b>	<b>\$2,962,550.00</b>

**Purpose and Scope of the Contract:**

The SWBNO has provided a customer paid service to install new customer services for new water, sewer and drainage connections with inspection services additionally included.

**Reason for Amendment:**

This is for Final Acceptance of the contract as all work is completed.

**Spending Previous Years:**

Cumulative Contract Value: 7/11/2018 to 7/11/19: \$5,962,550.00

Cumulative Contract Spending: 7/11/2018 to 7/11/19: \$402,803.20

**Contractor's Past Performance:**

According to the Board's project manager, the Contractor's performance met all expectations. The contractor achieved a final **DBE participation of 34.01%** of the Contract Amount Spent - less than the contract goal of 36%, but acceptable as the S&WB terminated the Contract prior to completion of Contract duration.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Unit Price Basis	<b>Award Based On:</b>	Lowest Competitive Bid
<b>Commodity:</b>	Construction Services	<b>Contract Number:</b>	2131
<b>Contractor Market:</b>	Public Bid with DBE Participation		
<b>Compliance with procurement laws</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

**BUDGET INFORMATION**

<b>Funding:</b>	Capital (Customer Paid Services)	<b>Department:</b>	Networks
<b>System:</b>	Water, Sewer and Drainage	<b>Department Head:</b>	Fred Tharp

**ESTIMATED FUND SOURCE**

User	Share%	Dollar Amount
Sewer Bonds	45%	\$181,261.44

Water Bonds	45%	\$181,261.44
Drainage Bonds	10%	\$40,280.32
Grant		
Other		
<b>TOTAL</b>		\$402,803.20

# **GENERAL SUPERINTENDENT'S RECOMMENDATIONS**

## **OTHER RECOMMENDATIONS**

**RESOLUTION AFFIRMING EMERGENCY DECLARATION AT NEW AND OLD RIVER INTAKES**

**WHEREAS**, on February 2, 2016, at 10:30 pm both River Intakes of the drinking water process for the East Bank of Orleans Parish were struck by the oil tanker Nordbay; and

**WHEREAS**, the Intakes contain sacrificial structures called “dolphins” that protect the Intakes and many of these were heavily damaged at both intake locations; and

**WHEREAS**, if the Intakes are damaged the raw water furnishing the drinking water supply for the City of New Orleans on the East Bank would be greatly compromised, and pose a significant risk to the health and safety of New Orleanians and visitors to the City; and

**WHEREAS**, on February 8, 2016, Durward Dunn, Inc. was given the task of supplying barges at both Intakes to temporarily protect them until the Intakes could be repaired; and

**WHEREAS**, thereafter the engineering firm Neel-Schaffer was hired on December 5, 2017, to analyze the Intake structures to consider improving said structures; and

**WHEREAS**, the barges are still in place, and it is no easy task to remove them, however, the work to repair the Intakes is scheduled to begin late 2020; and

**WHEREAS**, the barges will be removed when the work on the Intake structures begins, which is approximately January 2021. \$1,054,207.45 has been spent through December of 2020 and \$1,325,397.45 will have been spent through 2020 for additional barge rental and maintenance; and

**WHEREAS**, to date, there has been no official documentation of the emergency declaration for this accident.

**NOW THEREFORE**, the Board hereby ratifies that an emergency has existed since the February 2, 2016 incident when oil tanker Nordbay crashed into the River Intakes.

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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.

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

## EXECUTIVE SUMMARY

### April 2020

As of the end of April 2020, with four months of the fiscal year completed, we are within or below the budget expectations. At this point, water and sewer revenues are slightly below the year to date budget by 1% and total operating expenditures are below year to date budget by 51%. A summary analysis of the financial results and other performance goals is attached for your further review.

(in millions)

	Annual <u>Budget</u>	YTD <u>Budget</u>	<u>Actual</u>	<u>Actual/ Variance</u>	<u>Budget</u>	<u>Actual/YTD Budget %</u>
Revenues (Operating)	\$ 269.0	\$ 89.7	\$ 89.0	\$ 0.7	33%	99%
Ad Valorem/Other	\$ 73.5	n/a	\$ 40.9	\$ 16.4	56%	n/a
Expenditures	\$ 321.0	\$ 107.0	\$ 61.4	\$ 45.6	19%	57%

YTD = Year to Date (through April)

YTD Budget assumes revenues and expenditures are collected and spent evenly throughout the year. Ad Valorem taxes are generally collected in the first quarter of each year. In 2020, tax receipt processing from the City has been slowed in consequence the cyberattack on the City in late 2019.

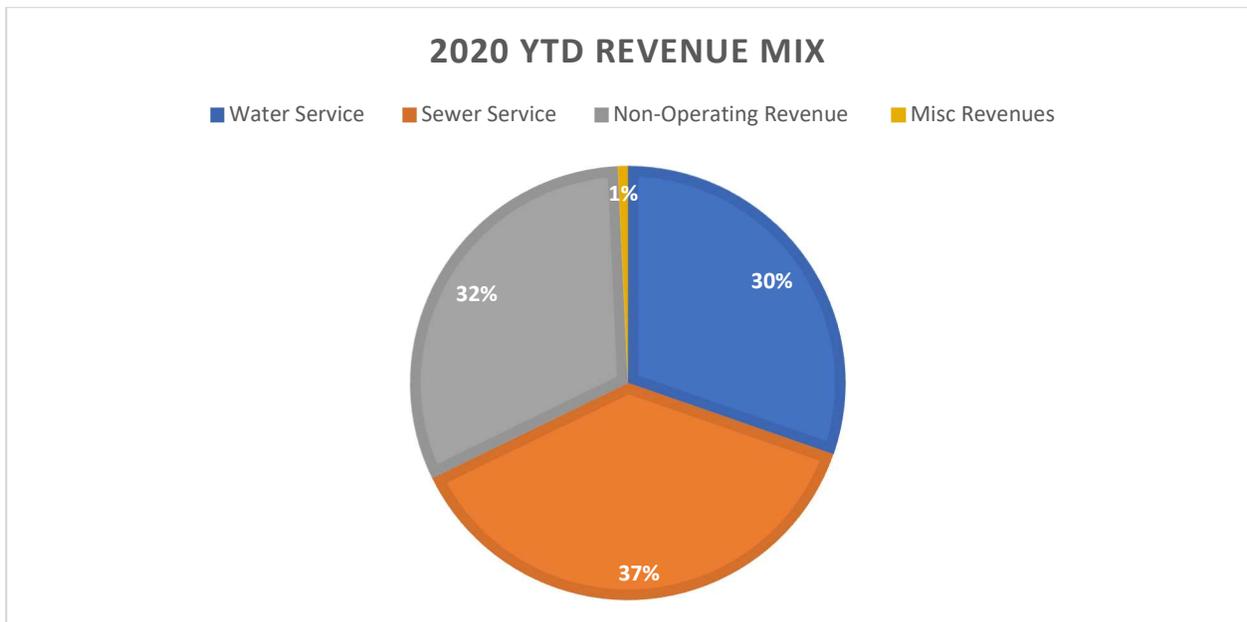
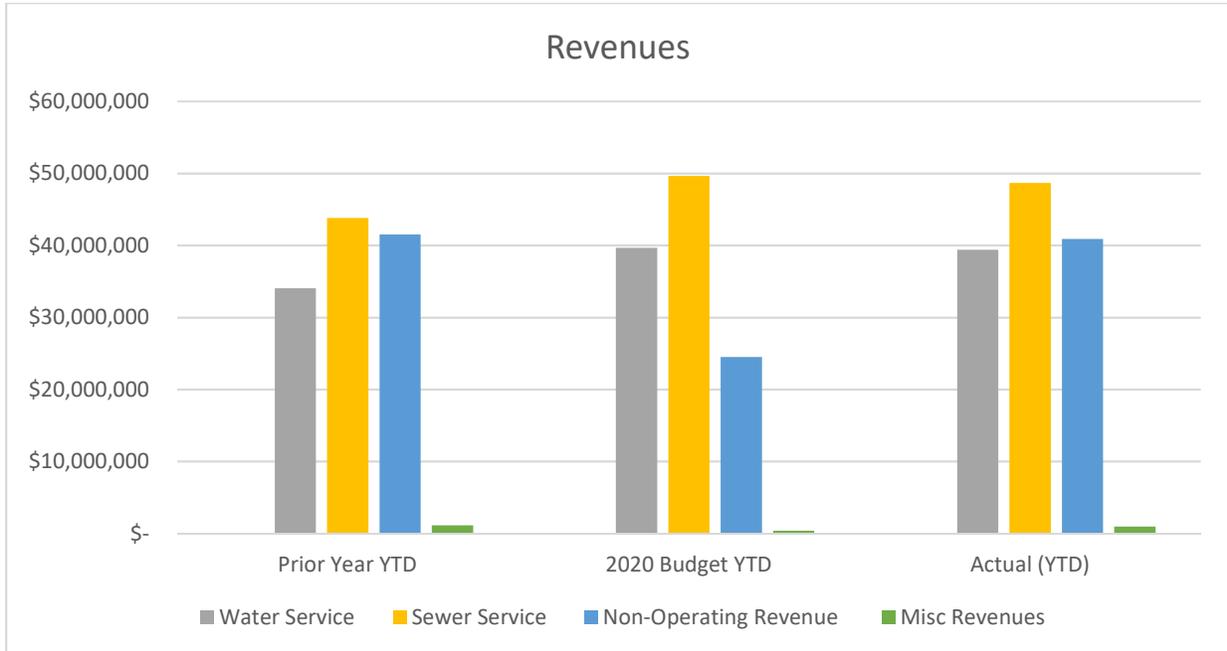
## MONTHLY FINANCIAL REPORT (APRIL)

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	\$ 8,328,296.00	\$ 39,650,795.00	\$ 39,389,712.00	\$ 34,055,157.00	99.34%
Sewer Service	\$ 12,409,209.75	\$ 10,181,822.00	\$ 49,636,839.00	\$ 48,644,985.00	\$ 43,812,825.00	98.00%
Non-Operating and Maintenance Revenues	\$ 6,121,658.75	\$ 24,044,205.00	\$ 24,486,635.00	\$ 40,902,493.00	\$ 41,486,118.00	167.04%
Misc Revenues	\$ 100,402.67	\$ 120,444.00	\$ 401,610.67	\$ 953,221.00	\$ 1,141,308.00	237.35%
<b>Total Revenues</b>	<b>\$ 28,543,969.92</b>	<b>\$ 42,674,767.00</b>	<b>\$ 114,175,879.67</b>	<b>\$ 129,890,411.00</b>	<b>\$ 120,495,408.00</b>	<b>113.76%</b>
<b>OPERATING EXPENSES</b>						
Water Service	\$ 9,449,973.00	\$ 6,019,008.00	\$ 37,799,892.00	\$ 21,532,210.00	\$ 30,547,826.00	56.96%
Sewer Service	\$ 11,203,802.75	\$ 9,449,617.00	\$ 44,815,211.00	\$ 26,454,128.00	\$ 28,150,610.00	59.03%
Drainage Service	\$ 6,094,106.25	\$ 4,046,413.00	\$ 24,376,425.00	\$ 13,495,906.00	\$ 20,094,970.00	55.36%
<b>Total Expenses</b>	<b>\$ 26,747,882.00</b>	<b>\$ 19,515,038.00</b>	<b>\$ 106,991,528.00</b>	<b>\$ 61,482,244.00</b>	<b>\$ 78,793,406.00</b>	<b>57.46%</b>
Adjustment for Non-Cash Expenses	\$ (6,121,125.00)	\$ (5,324,285.00)	\$ (24,484,500.00)	\$ (20,543,575.00)	\$ (21,886,483.00)	
Debt Service Payments (Prin. and Interest)		\$ -	\$ (12,413,318.33)	\$ (12,998,446.25)		
<b>Adjusted Total Expenses</b>	<b>\$ 20,626,757.00</b>	<b>\$ 14,190,753.00</b>	<b>\$ 70,093,709.67</b>	<b>\$ 27,940,222.75</b>	<b>\$ 56,906,923.00</b>	
<b>Net Operating Income</b>	<b>\$ 7,917,212.92</b>	<b>\$ 28,484,014.00</b>	<b>\$ 44,082,170.00</b>	<b>\$ 101,950,188.25</b>	<b>\$ 63,588,485.00</b>	

## Variance Analysis for Major Reported Items

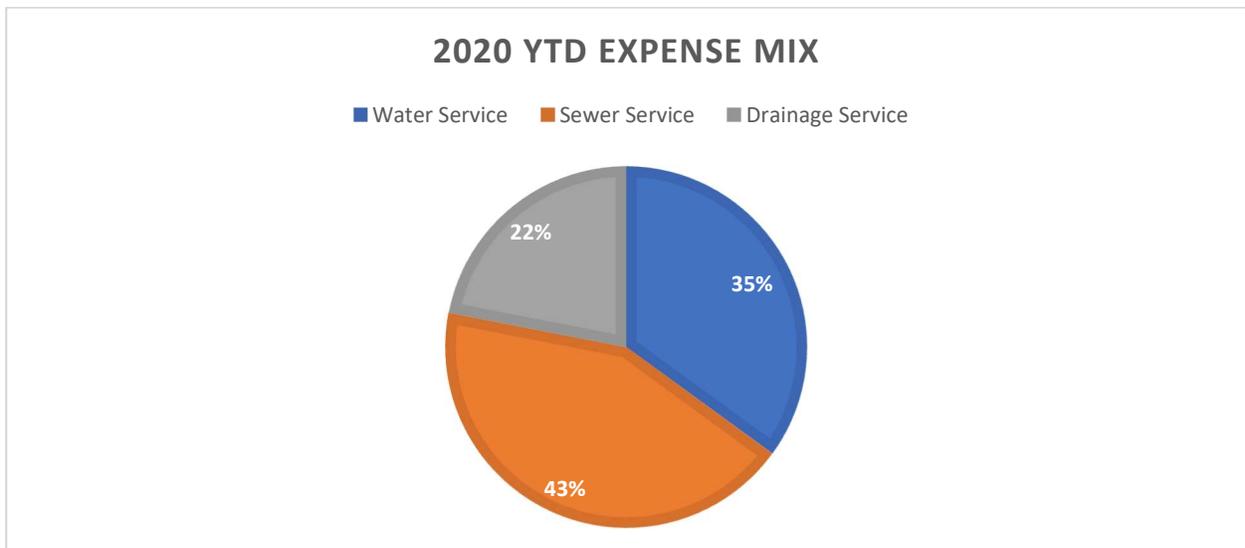
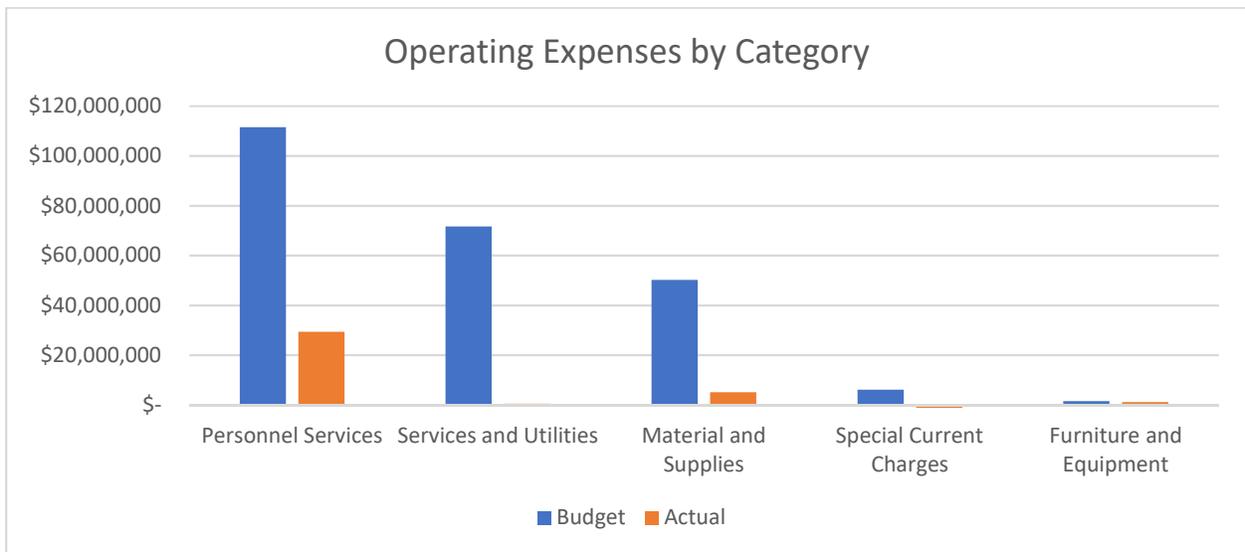
### Revenues:

For water and sewer systems, the year to date revenues are \$1.2M less than or 99% of year to date 2020 budget and \$10.2M or 113% greater than unaudited 2019 revenue. Non-Operating and Maintenance Revenues reflect that most of this year’s tax revenue has been collected in the first quarter of the year. Given the recent events surrounding the COVID-19 health emergency, the revenue trends will be carefully watched over the coming months.



Expenses:

Expenses recorded through April are lower than the year to date budget, assuming that budgeted expenses are spent evenly throughout the year. However, we know recorded expenditures are artificially low since they may not yet reflect extra expenditures related to the COVID19 pandemic and that there is currently a processing lag to capturing encumbrances. The SWB is implementing new systems to streamline expense management and accounting of expenses.



MONTHLY FINANCIAL REPORT

**Capital**

2020 CAPITAL DISBURSEMENTS (As of 4/30/20)

	Budgeted	Actual Expenditures		Remaining
		YTD		
Grant Funded Projects (FEMA/HMGP)	\$ 209,466,231.00	\$ 2,118,325.88		\$ 207,347,905.12
Fair Share Projects	\$ 20,500,000.00	\$ -		\$ 20,500,000.00
Targeted Funded Projects	\$ 95,428,650.00	\$ 5,886,980.00		\$ 89,541,670.00
<b>Total</b>	<b>\$ 325,394,881.00</b>	<b>\$ 8,005,305.88</b>		<b>\$ 317,389,575.12</b>

**Federal Grant/Funding Status**

FEDERAL GRANT/FUNDING STATUS (As of 4/30/20)

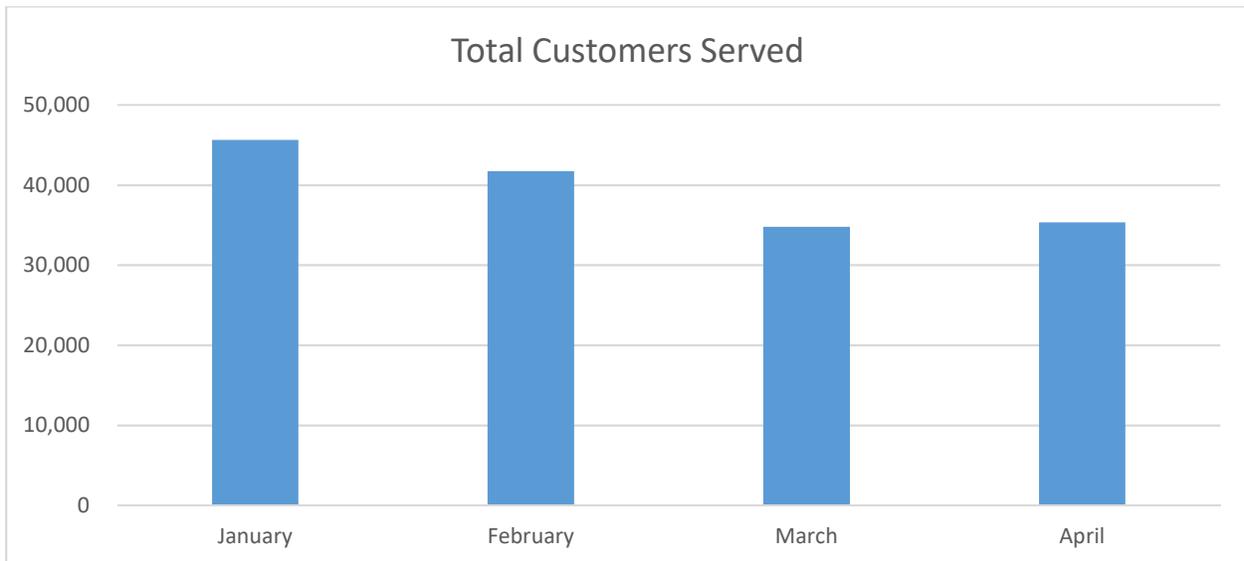
	Authorized	Obligated	Expended	Reimbursed
<b>Hurricane PA Projects</b>	\$ 547,876,986.00	\$ 547,137,978.39	\$ 449,632,553.00	\$ 468,294,184.05
<b>HMGP Projects</b>	\$ 217,955,728.00	\$ 171,774,769.00	\$ 178,081,127.00	\$ 127,622,354.00
<b>JIRR Projects</b>	\$ 268,448,968.00	\$ 268,448,968.15	\$ 7,803,440.00	\$ 3,969,231.83
<b>Totals</b>	<b>\$ 1,034,281,682.00</b>	<b>\$ 987,361,715.54</b>	<b>\$ 635,517,120.00</b>	<b>\$ 599,885,769.88</b>

## Customer Experience:

In April 2020, a total of 35,343 customers were served via the call center, IVR or emails. Call center staff have been redirected to support virtual response activities. These reports do not include actions and responses related to investigations.

### Call Center

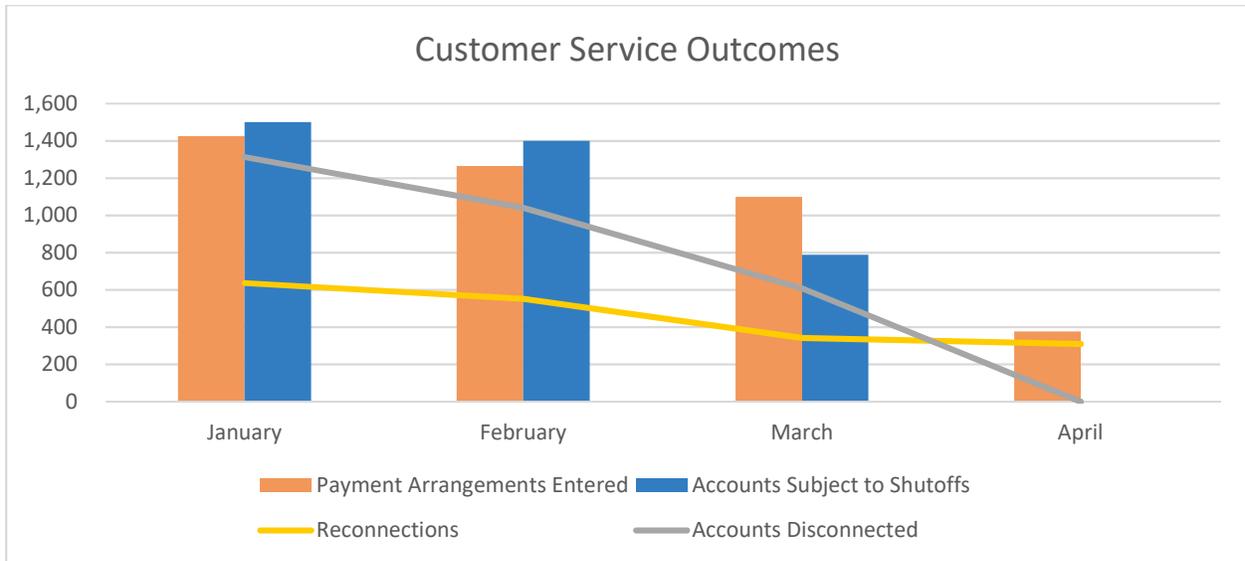
Total # Calls	Total calls Answered	Total Dropped Calls	Average Call Wait	% Answered
16,900	14,454	2,446	2 min 04 secs	86%



### Administrative

Payment Arrangements	Shut-Offs
376	0

Customers served by walk in center staff (redirected to call-backs)	E-mails Received
1,782	3,528



## 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 proclamation in response to the COVID-19 pandemic.**

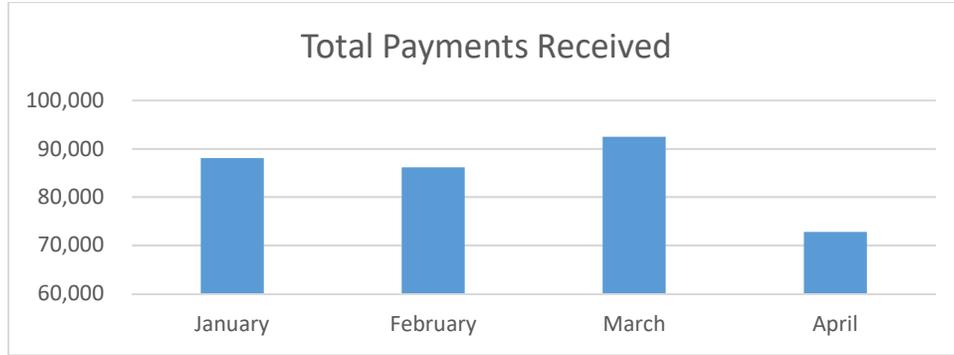
APRIL 2020 METRICS		
	March	April
# of Estimated Bills*	40,889	104,048
# of Actual Bills	64,599	42,164
# of Meters Read*	42,965	29,356
# of New Investigation Requests	870	886
# of Completed Investigation Requests	973	1,012
Avg # of Days to Complete Investigation Requests	67	58
Avg # of Days for New Account Requests (Transfers)	17	24

*\*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 72,775 payments were received in April. These payments are received via mail, walk-ins, online payments, and IVR.



### Active Accounts

CUSTOMER ACCOUNT AGING REPORT					
[As of April 30, 2020]					
CUSTOMER CATEGORY TYPE	TOTAL NUMBER OF ACCOUNTS	TOTAL NUMBER OF DELINQUENCIES	60+ DAYS PAST DUE	TOTAL NUMBER OF ACCOUNTS IN DISPUTE	
Residential	119,486	23,710	\$ 26,432,790.02	1,667	
Multi-Family	4,588	719	\$ 2,183,095.46	132	
Commercial	12,835	1,572	\$ 9,345,886.80	345	
Industrial	31	5	\$ 3,416.10	-	
<b>TOTALS</b>	<b>136,940</b>	<b>26,006</b>	<b>\$ 37,965,188.38</b>	<b>2,144</b>	

# of Disconnect Notices Sent	0
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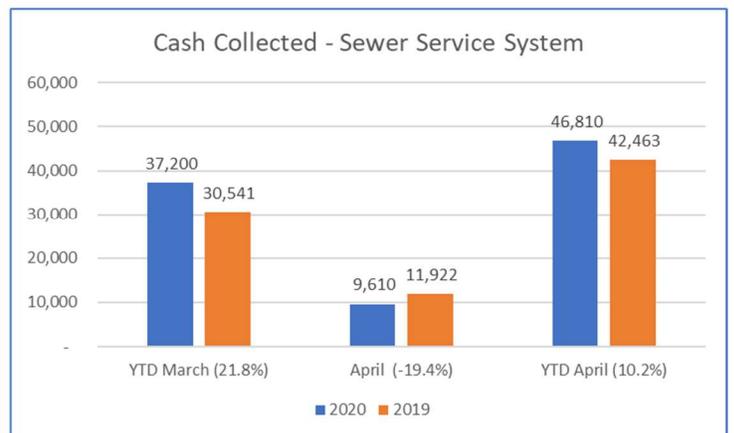
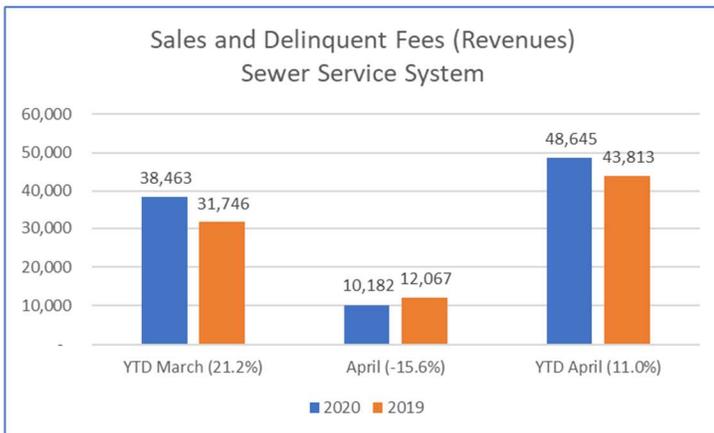
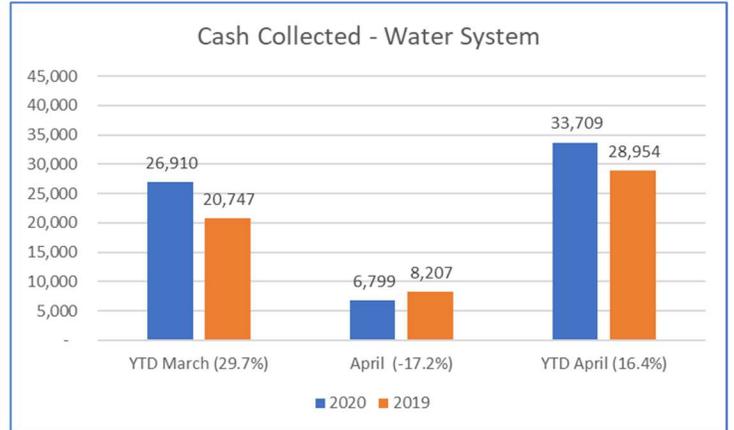
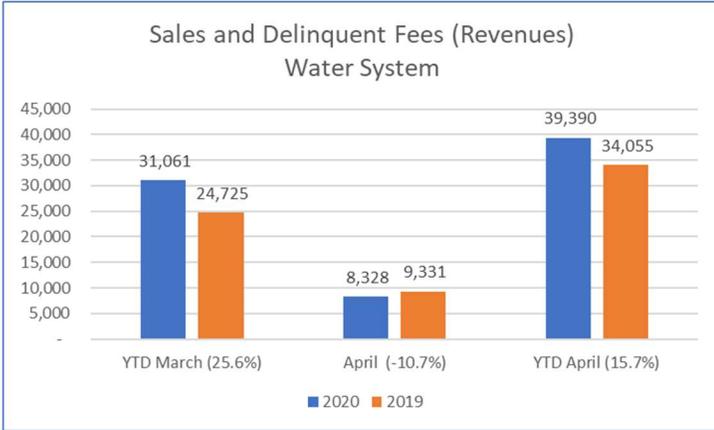
Active accounts which are 60-days past due reflect customer accounts which are greater than \$50 and eligible to receive notice of delinquent shut-off. Since the SWBNO is operating under a no shut-off policy related to the Mayor’s Declared Emergency proclamation, delivery of these notices has been suspended.

### Inactive Accounts

April 2020							
Row Labels	Class Count		Sum of Balance		Average Per Unit Balance		
	March	April	March	April	March	April	
COMMERCIAL	15	15	16,497.93	16,880.53	1,099.86	1,125.37	
HYDRANT	48	23	219,022.67	83,418.63	4,562.97	3,626.90	
INDUSTRIAL	1	1	32,641.78	32,641.78	32,641.78	32,641.78	
LG COMMERCIAL	124	94	1,081,837.85	1,055,916.42	8,724.50	11,233.15	
MULTI FAMILY	1,019	776	1,095,700.48	1,017,996.20	1,075.27	1,311.85	
RESIDENTIAL	42,468	33,025	31,692,451.85	29,445,600.61	746.27	891.62	
SM COMMERCIAL	1,707	1,271	2,505,268.67	2,310,588.25	1,467.64	1,817.93	
<b>Grand Total</b>	<b>45,382</b>	<b>35,205</b>	<b>36,643,421.23</b>	<b>33,963,042.42</b>			

The SWBNO policy requires that inactive accounts are written off at the end of three years. At the end of April, the SWBNO wrote-off 8259 accounts inactive since 2016 reflecting \$3.4M of accounts receivables to bad debt.

## Revenues and Cash Collected



**Sewerage and Water Board of New Orleans**  
**Comparative Variance Indicators for Financial Results**  
**Through April 2020**

<b>Statement of Revenues, Expenses, and Changes in Net Position with Prior Year Comparisons</b>	<b>Total</b>	<b>Water</b>	<b>Sewer</b>	<b>Drainage</b>
Revenues				
Operating Expenses				
Non-Operating Revenues and Expenses				
Income before Capital Contributions				
<b>Statement of Revenues, Expenses, and Changes in Net Position with Budget Comparisons</b>	<b>Total</b>	<b>Water</b>	<b>Sewer</b>	<b>Drainage</b>
Revenues				
Operating Expenses				
Non-Operating Revenues and Expenses				
Income before Capital Contributions				
<b>Statement of Net Position with Prior Year Comparisons</b>	<b>Total</b>	<b>Water</b>	<b>Sewer</b>	<b>Drainage</b>
Plant, Property, and Equipment				
Restricted Current Assets				
Unrestricted Undesignated Current Assets				
Net Position				
Long-Term Liabilities				
Current Liabilities from Unrestricted Assets				
Current Liabilities from Restricted Assets				
<b>Statement of Cash Flows with Prior Year Comparisons</b>	<b>Total</b>	<b>Water</b>	<b>Sewer</b>	<b>Drainage</b>
Operating Activities				
Non-Capital Financing Activities				
Capital and Related Financing Activities				
Investing Activities				
Net Increase in Cash				

Green = Favorable Variance

Yellow = Unfavorable Variance / No Action Recommended

Red = Unfavorable Variance / Action Recommended

**Sales and Delinquent Fees**

\$ in 1000s

<b>Water</b>	<b>2020</b>	<b>2019</b>	<b>Difference</b>	<b>% change</b>	<b>2020</b>
YTD March	31,061	24,725	6,337	25.6%	26,910
April	8,328	9,331	(1,002)	-10.7%	6,799
YTD April	<u>39,390</u>	<u>34,055</u>	<u>5,335</u>	<u>15.7%</u>	<u>33,709</u>
 <b>Sewer</b>					
YTD March	38,463	31,746	6,718	21.2%	37,200
April	10,182	12,067	(1,885)	-15.6%	9,610
YTD April	<u>48,645</u>	<u>43,813</u>	<u>4,832</u>	<u>11.0%</u>	<u>46,810</u>

**Cash collections**

<b>2019</b>	<b>Difference</b>	<b>% change</b>
20,747	6,163	29.7%
8,207	(1,408)	-17.2%
<u>28,954</u>	<u>4,755</u>	<u>16.4%</u>
30,541	6,659	21.8%
11,922	(2,312)	-19.4%
<u>42,463</u>	<u>4,347</u>	<u>10.2%</u>



# SEWERAGE AND WATER BOARD OF NEW ORLEANS

June 10, 2020

Finance and Administration Committee  
Sewerage and Water Board of New Orleans  
New Orleans, Louisiana

## **Preliminary Unaudited Financial Results through April 2020**

Attached are the *Statement of Revenues, Expenses, and Changes in Net Position* with budget and prior year comparisons for the water, sewer, drainage and total systems through April 2020. This data reflects preliminary results and may change upon completion of the 2019 audit. The Variance Indicators for Financial Results through April 2020 is also attached. Also, attached is the Unrestricted Cash in days through April 2020.

### **Operating Revenues:**

**Water System Fund** (pages 7 and 8, line 5) April 2020 MTD operating revenues of \$8,423,620 is \$1,536,578 (or 15.4%) less than budgeted and \$1,115,582 (or 11.7%) less than April 2019 MTD. April 2020 YTD operating revenues of \$40,085,986 is \$245,193 (or 0.6%) more than budgeted and \$5,236,515 (or 15.0%) more than April 2019 YTD.

**Sewer System Fund** (pages 13 and 14, line 5) April 2020 MTD operating revenues of \$10,206,942 is \$2,255,171 (or 18.1%) less than budgeted and \$1,913,975 (or 15.8%) less than April 2019 MTD. April 2020 YTD operating revenues of \$48,885,850 is \$962,601 (or 1.9%) less than budgeted and \$4,736,692 (or 10.7%) more than April 2019 YTD.

**Drainage System Fund** (pages 19 and 20, line 5) April 2020 MTD operating revenues of \$0 is 100.0% more than budgeted and \$335,540 (or 100.0%) less than April 2019 MTD. April 2020 YTD operating revenues of \$16,082 is 100.0% more than budgeted and \$5,422 (or 50.9%) more than April 2019 YTD.

**Total System Funds** (pages 1 and 2, line 5) April 2020 MTD operating revenues of \$18,630,562 is \$3,791,749 (or 16.9%) less than budgeted and \$3,365,097 (or 15.3%) less than April 2019 MTD. April 2020 YTD operating revenues of \$88,987,918 is \$701,326 (or 0.8%) less than budgeted and \$9,978,629 (or 12.6%) more than April 2019 YTD.

### **Operating Expenses:**

**Water System Fund** (pages 7 and 8, line 18) April 2020 MTD operating expenses of \$6,019,008 is \$3,561,165 (or 37.2%) less than budgeted and \$918,397 (or 13.2%) less than April 2019 MTD. April 2020 YTD operating expenses of \$18,227,898 is \$20,092,793 (or 52.4%) less than budgeted and \$12,319,928 (or 40.3%) less than April 2019 YTD.

**Sewer System Fund** (pages 13 and 14, line 18) April 2020 MTD operating expenses of \$9,449,617 is \$2,329,224 (or 19.8%) less than budgeted and \$2,828,536 (or 42.7%) more than April 2019 MTD. April 2020 YTD operating expenses of \$23,410,682 is \$23,704,680 (or 50.3%) less than budgeted and \$4,739,927 (or 16.8%) less than April 2019 YTD.

**Drainage System Fund** (pages 19 and 20, line 18) April 2020 MTD operating expenses of \$4,046,413 is \$1,342,456 (or 24.9%) less than budgeted and \$352,595 (or 8.0%) less than April 2019 MTD. April 2020 YTD operating expenses of \$13,495,906 is \$8,059,569 (or 37.4%) less than budgeted and \$6,599,064 (or 32.8%) less than April 2019 YTD.

**Total System Funds** (pages 1 and 2, line 18) April 2020 MTD operating expenses of \$19,515,038 is \$7,232,844 (or 27.0%) less than budgeted and \$1,557,545 (or 8.7%) more than April 2019 MTD. April 2020 YTD operating expenses of \$55,134,486 is \$51,857,042 (or 48.5%) less than budgeted and \$23,658,919 (or 30.0%) less than April 2019 YTD.



## SEWERAGE AND WATER BOARD OF NEW ORLEANS

### Non-Operating Revenues:

**Water System Fund** (pages 7 and 8, line 28) April 2020 MTD non-operating revenues of \$20 is \$315,379 (or 100.0%) less than budgeted and \$14,958 (or 99.9%) less than April 2019 MTD. April 2020 YTD non-operating revenues of -\$857,786 is \$2,119,382 (or 168.0%) less than budgeted and \$1,115,797 (or 432.5%) less than April 2019 YTD.

**Sewer System Fund** (pages 13 and 14, line 28) April 2020 MTD non-operating revenues of \$2 is \$216,991 (or 100.0%) less than budgeted and \$5,601 (or 100.0%) less than April 2019 MTD. April 2020 YTD non-operating revenues of -\$996,987 is \$1,864,961 (or 214.9%) less than budgeted and \$1,269,556 (or 465.8%) less than April 2019 YTD.

**Drainage System Fund** (pages 19 and 20, line 28) April 2020 MTD non-operating revenues of \$24,044,182 is \$18,454,916 (or 330.2%) more than budgeted and \$11,807,957 (or 96.5%) more than April 2019 MTD. April 2020 YTD non-operating revenues of \$42,757,266 is \$20,400,201 (or 91.2%) more than budgeted and \$1,801,729 (or 4.4%) more than April 2019 YTD.

**Total System Funds** (pages 1 and 2, line 28) April 2020 MTD non-operating revenues of \$24,044,205 is \$17,922,546 (or 292.8%) more than budgeted and \$11,787,399 (or 96.2%) more than April 2019 MTD. April 2020 YTD non-operating revenues of \$40,902,493 is \$16,415,858 (or 67.0%) more than budgeted and \$583,624 (or 1.4%) less than April 2019 YTD.

### Income Before Contributions in Aid of Construction:

**Water System Fund** (pages 7 and 8, line 29) April 2020 MTD income before contributions of \$2,404,632 is \$1,709,207 (or 245.8%) more than budgeted and \$212,143 (or 8.1%) less than April 2019 MTD. April 2020 YTD income before capital contributions of \$21,000,303 is \$18,218,604 (or 654.9%) more than budgeted and \$16,440,646 (or 360.6%) more than April 2019 YTD.

**Sewer System Fund** (pages 13 and 14, line 29) April 2020 MTD income before contributions of \$757,327 is \$142,938 (or 15.9%) less than budgeted and \$4,748,111 (or 86.2%) less than April 2019 MTD. April 2020 YTD income before capital contributions of \$24,478,182 is \$20,877,118 (or 579.7%) more than budgeted and \$8,207,063 (or 50.4%) more than April 2019 YTD.

**Drainage System Fund** (pages 19 and 20, line 29) April 2020 MTD income before contributions of \$19,997,769 is \$19,797,372 (or 9879.1%) more than budgeted and \$11,825,011 (or 144.7%) more than April 2019 MTD. April 2020 YTD income before capital contributions of \$29,277,441 is \$28,475,852 (or 3552.4%) more than budgeted and \$8,406,214 (or 40.3%) more than April 2019 YTD.

**Total System Funds** (pages 1 and 2, line 29) April 2020 MTD income before contributions of \$23,159,729 is \$21,363,641 (or 1189.5%) more than budgeted and \$6,864,757 (or 42.1%) more than April 2019 MTD. April 2020 YTD income before capital contributions of \$74,755,925 is \$67,571,574 (or 940.5%) more than budgeted and \$33,053,923 (or 79.3%) more than April 2019 YTD.



## SEWERAGE AND WATER BOARD OF NEW ORLEANS

The balances of funds from the Series 2014 bond proceeds available for capital construction as of April 30, 2020 are:

	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
<b>Original Balance</b>	\$ 154,727.35	\$ 53,215.52	\$ 207,942.87
<b>Less Disbursements</b>	-	-	-
<b>Plus Reimbursements</b>	-	-	-
<b>Plus Income</b>	27.80	-	27.80
<b>Ending Balance</b>	\$ 154,755.15	\$ 53,215.52	\$ 207,970.67

The balances of funds from the Series 2015 bond proceeds available for capital construction as of April 30, 2020 are:

	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
<b>Original Balance</b>	\$ 129,244.12	\$ 95,333.24	\$ 224,577.36
<b>Less Disbursements</b>	-	-	-
<b>Plus Reimbursements</b>	-	-	-
<b>Plus Income</b>	2.14	3.68	5.82
<b>Ending Balance</b>	\$ 129,246.26	\$ 95,336.92	\$ 224,583.18

<b>Total</b>	\$ 284,001.41	\$ 148,552.44	\$ 432,553.85
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The days-of-cash at April 30, 2020 were 138 days for the water system, 164 days for the sewer system, 371 days for the drainage system and 188 days for the total systems. Drainage and total systems results were above the policy target of 180 days. Water and sewer systems did not meet its policy target of 180 days.

SWBNO has a debt service target of 1.50 times for both the water and sewer systems. The bond covenant minimum coverages are 1.25 times for both water and sewer. The preliminary 2019 debt service is 2.83 for water and 3.13 for sewer. They both meet the debt service target and bond covenant minimum.

**Certification.** In connection with the accompanying unaudited monthly financial report of the Sewerage and Water Board of New Orleans for the period ending April 30, 2020, I hereby certify that, to my knowledge, the preliminary information contained in the report presents the financial condition and results of the Board.

Joanne Forhan  
Interim Controller

**Project Delivery Unit  
May 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	\$ 27,845,461.90	\$ 26,158,109.94	\$ 1,687,351.96	94%	42	\$ 27,845,461.90	\$ 27,538,310.90	29	\$ 21,830,477.97	100%	69%	13	\$ 6,014,983.93
Hurricane Katrina - Wastewater Treatment Plant	128	\$ 90,849,614.02	\$ 81,818,793.12	\$ 9,030,820.90	90%	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 Barry	1	\$ -	\$ -	\$ -	0%	0	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
<b>Total</b>	<b>458</b>	<b>\$ 478,864,431.62</b>	<b>\$ 413,823,553.79</b>	<b>\$ 65,040,877.83</b>	<b>86%</b>	<b>442</b>	<b>\$ 375,066,141.42</b>	<b>\$ 375,655,876.94</b>	<b>386</b>	<b>\$ 159,746,265.15</b>	<b>97%</b>	<b>84%</b>	<b>56</b>	<b>\$ 215,319,876.27</b>

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	\$ 4,015,444.78	\$ 264,433,523.37	1%	0	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
Hurricane Katrina - JIRR donors	53	\$ 67,974,464.64	\$ 54,504,232.40	\$ 13,470,232.24	80%	38	\$ 47,181,256.48	\$ 50,367,561.69	1	\$ 34,116.14	72%	0%	37	\$ 47,147,140.34
<b>Total</b>	<b>55</b>	<b>\$ 336,423,432.79</b>	<b>\$ 58,519,677.18</b>	<b>\$ 277,903,755.61</b>	<b>17%</b>	<b>38</b>	<b>\$ 47,181,256.48</b>	<b>\$ 50,367,561.69</b>	<b>1</b>	<b>\$ 34,116.14</b>	<b>69%</b>	<b>2%</b>	<b>37</b>	<b>\$ 47,147,140.34</b>

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	\$ -
<b>Total</b>	<b>22</b>	<b>\$ 219,368,096.00</b>	<b>\$ 127,622,354.11</b>	<b>\$ 91,745,741.89</b>	<b>58%</b>	<b>14</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>64%</b>	<b>0%</b>	<b>0</b>	<b>\$ -</b>

TOTALS as of 05.28.2020	FEMA Obligated	FEMA Revenue Received	FEMA Obligation Balance
	<b>\$ 1,034,655,960.41</b>	<b>\$ 599,965,585.08</b>	<b>\$ 434,690,375.33</b>



# SEWERAGE AND WATER BOARD

## Inter-Office Memorandum

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Date: June 1, 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. Lamarque Ford**

3101 Williams Blvd  
Kenner, LA 70065

- Furnishing & Installing Automotive Remanufactured Engines and Related Parts
- Requisition# YG20-0005
- Start Date: 07/01/2020
- \$614,080.00 annually
- DBE Goal 0%

**2. Walter J Barnes Electric Co Inc.**

2324 Severn Ave.,  
Suite 200 Metairie, LA 70001

- Project EE200004 - 2020 Installation Of Feeder CFC2 From The Plant Frequency Changer To Carrollton Frequency Changer
- 60 Days from the NTP
- 476,488.35
- DBE Goal 0%

**3. Pipeline Services Inc.**

3400 W. Esplanade Ave. N. Suite B,  
Metairie, LA 70002

- West Bank Wastewater Treatment Plant Back Flow Preventer
- 30 Days from the NTP
- \$38,990.00
- DBE Goal 0%

**4. Pipeline Services Inc.**

3400 W. Esplanade Ave. N. Suite B,  
Metairie, LA 70002

- East Bank Wastewater Treatment Plant Back Flow Preventer
- 30 Days from the NTP
- \$119,880.00
- DBE Goal 0%

**5. Atakapa Services LLC**

10542 S. Glenstone Place,  
Baton Rouge, LA 70810

- Contract 3742 Cleaning and CCTV Inspection of Sanitary Sewer Mains and Scattered Sites within Orleans Parish
- One (1) year with an additional two (1) year renewal options
- \$793,750.00
- DBE Goal 36%

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



# SEWERAGE AND WATER BOARD

## Inter-Office Memorandum

**Date:** June 1, 2020

**To:** Ghassan Korban, Executive Director

**Thru:** Irma Plummer, EDBP Director

(IP)

**From:** Lyria Hicks, EDBP Compliance Officer

**Re:** EDBP Department Summary – May 2020

### ANALYSES CONDUCTED BY EDBP

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

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

### **REQUEST FOR PROPOSAL FOR BAYOU SAINT JOHN GREEN INFRASTRUCTURE DEMONSTRATION PROJECT**

On Tuesday, May 5, 2020, two (2) proposals were received for subject project. The respondents are as follows:

<b>Dana Brown and Associates (DBA)</b>	<b>468 pts</b>
<b>Arcadis</b>	<b>431 pts</b>

The highest evaluated score was from **Dana Brown and Associates**, with a total raw score of 468 points.

Five (5%) SLDBE participation goal was requested on subject proposal.

**Dana Brown and Associates** submitted itself (ineligible, certified SLDBE) to provide green infrastructure design, landscape architecture and community engagement; and Adaptation Strategies (eligible, certified SLDBE) to provide water quality testing and monitoring. Signed correspondence from DBE on its letterhead was provided reaffirming negotiated terms.

**Total participation:** 15%

Note: SWBNO policy does not allow the work performed by the prime to be counted towards meeting the posted DBE participation goal.

**Arcadis** submitted APS Engineering and Testing LLC (Eligible, certified SLDBE) to provide geotechnical/infiltration testing and utility investigation; GOTECH, Inc. (Eligible, certified SLDBE) to provide land surveying; The Hawthorne Agency, Inc. (Eligible, certified SLDBE) to provide community outreach and education; and ILSI Engineering, Inc. – (Eligible, certified SLDBE) to provide planning and design, green infrastructure, civil/site design and OM&M services. Signed correspondence from DBEs on their letterhead was provided reaffirming negotiated terms.

**Total participation:** 35%

Based on analysis of the DBE participation submitted, the Economically Disadvantaged Business Program recommends that the proposed DBE participation submitted by Dana Brown and Associates and Arcadis be considered responsive in meeting EDBP proposal requirements.

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

### **CONSTRUCTION REVIEW COMMITTEE RECOMMENDATIONS**

The Construction Review Committee convened on Thursday, May 14, 2020, and made the following recommendations:

#### **OPEN MARKET CONTRACTS**

- 1) **Contract #8165: Repaving Open Cuts in Driveways and Sidewalks Resulting from the Repair to the Sewerage and Water Board of New Orleans Underground Utilities**
- |                    |   |
|--------------------|---|
| Budget Amount:     | \$1,122,400.00  |
| Renewal Option(s): | Initial term of One (1) year with two (2) one-year renewal option |
| Recommended Goal:  | 36%   |
| Justification:     | N/A   |

#### **INFORMATION ITEM**

- 1) **Contract #1403: C-7/C-8 BASIN DEMOLITION**
- |                    |                  |
|--------------------|------------------|
| Budget Amount:     | \$\$6,545,033.75 |
| Renewal Option(s): | None             |
| Recommended Goal:  | 36%              |
| Justification:     | N/A              |

***CRC approved 36% DBE Participation Goal during March 2018 meeting. CRC extended goal at October 2018 meeting, and again at October 2019 meeting. Budget nor scope of work had changed for either extension.***

*This 6-month extension does include a budget increase due to inflation of cost of materials and labor, and for additional scope of work. The overall budget increase is \$326,014.75, of which \$37,351 is the added cost estimate related the additional SCADA scope of work. The EDBP recommended goal of 36% DBE participation remains intact.*

### STAFF CONTRACT REVIEW COMMITTEE RECOMMENDATIONS

The Staff Contract Review Committee convened on Thursday, May 14, 2020, and made the following recommendations:

#### OPEN MARKET CONTRACTS

**1) Request for Furnishing Anhydrous Ammonia**

Budget Amount: \$400,000.00  
Renewal Option(s): Initial term of One (1) year with one (1) one-year renewal option  
Recommended Goal: 0%  
Justification: Does not lend itself to subcontracting opportunities

**2) Request for Furnishing Fluorosilicic Acid**

Budget Amount: \$300,000.00  
Renewal Option(s): \$ Initial term of One (1) year with one (1) one-year renewal option  
Recommended Goal: 0%  
Justification: Does not lend itself to subcontracting opportunities

**3) Request for Auction Services for Sale of Junk Water Meters, Scrape Metal and Electrical Cable**

Budget Amount: Not an expenditure but a revenue  
Renewal Option(s): Initial term of One (1) year with three (3) one-year renewal options  
Recommended Goal: 0%  
Justification: Does not lend itself to subcontracting opportunities

**4) Request for Furnishing Leak Detection and Fire Flow Testing Services**

Budget Amount: \$1,000,000.00  
Renewal Option(s): Initial term of One (1) year with two (1) one-year renewal options  
Recommended Goal: 15%  
Justification: N/A

**RENEWAL CONTRACTS**

**1) Request for Furnishing Polyelectrolyte to the Algiers and Carrollton Water Plant**

Budget Amount: \$800,000.00  
Amount Spent: \$710,000.00  
Renewal Term(s): First of two (2) one-year renewal options  
Renewal Cost: \$800,000.00  
Recommended Percentage Goal: 0%  
Percentage Goal Achieved: 0%  
Prime Contractor: Polydyne, Inc.

**FINAL ACCEPTANCE CONTRACTS with DBE PARTICIPATION**

There was one (1) project with DBE Participation Goals to review for the month of May 2020.

Contract #2132: Installation of New Water, Sewer, and Drain Service Connections at Various Sites throughout Orleans Parish

**1) Contract #2132: Installation of New Water, Sewer, and Drain Service Connections at Various Sites throughout Orleans Parish**

DBE Goal: 36%  
DBE Participation: 49.27%  
Achieved:  
Prime Contractor: Fleming Construction Company, LLC  
Justification: Does not lend itself to subcontracting opportunities

The Economically Disadvantage Business Program recommends that the participation on subject contract be approved for Final Acceptance.

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

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

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

Category	Category Dollar Amount	SLDBE Dollar Value
<b>Construction Projects</b>	\$ 29,202,355	\$ 10,352,217
<b>Goods &amp; Services Projects</b>	\$ -	\$ -
<b>Professional Services Projects</b>	\$ -	\$ -
<b>Grand Total</b>	\$ 29,202,355	\$ 10,352,217

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

**Construction Projects Awarded 2020**

<b>Contract No./Description</b>	<b>%DBE Goal</b>	<b>Contract \$</b>	<b>Prime</b>	<b>Sub(s)</b>	<b>% DBE Part (Prime)</b>	<b>\$ Sub Award</b>	<b>\$ Sub Paid</b>	<b>% DBE Sub Paid</b>	<b>Award date</b>
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			
				<b>Total</b>	<b>36.67%</b>	<b>\$ 4,185,620.00</b>			
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			
				<b>Total</b>	<b>36.02%</b>	<b>\$ 1,724,000.00</b>			
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			
<b>Total</b>	<b>39.11%</b>	<b>\$ 619,775.83</b>							

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			
				<b>Total</b>	<b>36.05%</b>	<b>\$ 712,984.84</b>			
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			
				<b>Total</b>	<b>36.05%</b>	<b>\$ 1,650,000.00</b>			
Cont #8164: Skilled and Unskilled Maintenance for Labor	30%	\$ 4,861,156.00	JEI Solutions	Clays Construction Group, LLC	9.12%	\$ 443,100.00			4/22/2020
				Jaes Plumbing & Construction LLC	9.04%	\$ 439,236.00			
				Perc Enterprises, Inc.	11.88%	\$ 577,500.00			
				<b>Total</b>	<b>30.03%</b>	<b>\$ 1,459,836.00</b>			

Contract No./Description	%DBE Goal	Contract \$	Prime	Sub(s)	% DBE Part (Prime)	\$ Sub Award	\$ Sub Paid	% DBE Sub Paid	Award date
Total Construction Projects		\$ 29,202,355.44			35.45%	\$10,352,216.67			

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

**Professional Services Projects Awarded 2020**

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

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

**Goods & Services Projects Awarded 2020**

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