

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

MONDAY, DECEMBER 21, 2020

**9:00 AM**

[December 2020 Board of Directors' Attendee Link](#)  
[+1 504-224-8698](#) United States, New Orleans (Toll)  
Conference ID: 232 270 039#

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 December 21, 2020. COMMENTS WILL BE READ VERBATIM INTO THE RECORD.

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

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## FINAL AGENDA

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1. **ROLL CALL**

2. **APPROVAL OF MINUTES dated November 18, 2020**

3. **EXECUTIVE DIRECTOR'S REPORT**

4. **COMMITTEE REPORTS**

- Finance and Administration Committee – Director Sloss, Chair

5. **ACTION ITEMS**

- Resolution (R-156-2020) 2021 Board/Committee Calendar
- Resolution (R-157-2020) Resolution to Authorize Execution of Documents Related to The National Disaster Resilience Energy Reliability and Monitoring Project
- Resolution (R-159-2020) Resolution to Adopt the Required CDBG-DR Program Policies and Procedures; Accept that Receipt of Program Funds be Administered in Accordance with OCD-DRU Grantee Administrative Manual; Appoint Various Coordinators/ Officers; Authorize Individuals to Execute the Requests for Payment; and, Authorize the Executive Director to Execute all Documents Related to the Turbine Replacement (T7) Project.



## **6. CORRESPONDING RESOLUTIONS**

- Resolution (R-147-2020) 2021 Operating Budget and 2021 Capital Budget Blanket Appropriations, December 21, 2020
- Resolution (R-149-2020) 2021 Operating Budget
- Resolution (R-150-2020) Adoption of 2021 Capital Budget

### **General Superintendent's Report**

#### **• BIDS & RENEWALS**

- Resolution (R-154-2020) Award of Contract 8165 – Repaving Open Cuts in Driveways and Sidewalks Resulting from the Repair to the Sewerage and Water Board of New Orleans Underground Utilities.

#### **• CHANGE ORDERS**

- Resolution (R-131-2020) Ratification of Change Order #1 for Contract 5224 – Hurricane Katrina Related Repairs to New Carrollton, Hospital, Marconi, Paris, and Press Drainage Underpass Pumping Station.

#### **• CONTRACT AMENDMENTS**

- Resolution (R-038-2020) Authorization of Amendment No. 2 to the Agreement Between the Sewerage and Water Board of New Orleans and N-Y Associates, Inc. for Design and Engineering Services for the Waterline Replacement Program.
- Resolution (R-115-2020) Authorization of Amendment No. 7 to the Agreement Between the Sewerage and Water Board of New Orleans and Meyer Engineers, Ltd. for Design and Engineering Services for the Waterline Replacement Program.
- Resolution (R-152-2020) Authorization of Amendment No. 5 to the Agreement Between the Sewerage and Water Board of New Orleans and Arcadis U.S., Inc. for Design and Engineering Services for the Waterline Replacement Program
- Resolution (R-146-2020) Authorization of Amendment No. 4 to the Agreement Between the Sewerage and Water Board of New Orleans and HNTB Corporation for Design and Engineering Services for the Algiers Water Plant Purification Improvements
- Resolution (R-153-2020) Authorization of Amendment No. 4 to the Agreement Between the Sewerage and Water Board of New Orleans and Veolia Water North America, LLC for Capital Program Management Services

### **Chief Financial Officer's Report**

- Resolution (R-158-2020) Authorization for Agreement for Consulting Services for Managing the Preparation, Selection and Implementation of an Advanced Metering Infrastructure Solution with Jacobs Engineering, Inc.



## **7. PUBLIC COMMENT**

## **8. INFORMATION ITEMS**

- Preliminary Financial Results through October 1-31, 2020
- Human Resources Report November 1-30, 2020
- General Superintendent's Report
- Special Counsel's Report
- Safety Report November 1-30, 2020
- Executive Director's Approval of Contracts of \$1,000,000.00 or less
- FEMA November Project Worksheet Status
- DBE Participation on Contracts
  - Bid Recommendations
  - Construction Review Committee – Goal Setting
  - Staff Contract Review Committee – Goal Setting
  - Final Acceptance of Construction Contracts with DBE Participation

## **9. EXECUTIVE SESSION**

Pursuant to La. R.S. 42:17(A)(2), the Sewerage and Water Board of New Orleans Finance and Administration Committee will meet in Executive Session to discuss:

*Stephen Baham v. SWBNO et al.*, CDC # 2016-7789

*Quinton Franklin v. SWBNO*, WC Claim # DB091420101103

*Dwayne Brown v. SWBNO*, WC Claim # QF0118178328, OWC # 20-01070

## **10. ADJOURNMENT**

*This teleconference meeting is being held pursuant to and in accordance with the provisions of Section 4 of Proclamation Number JBE 2020-30, extended by Proclamation 174 JBE 2020, pursuant to Section 3 of Act 302 of 2020.*



# BOARD OF DIRECTORS' MEETING

November 18, 2020

MEETING MINUTES

**SEWERAGE AND WATER BOARD OF NEW ORLEANS**

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## **ROLL CALL**

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The Board of Directors for the Sewerage and Water Board of New Orleans (SWBNO) met on Wednesday November 18, 2020 at 9:00 AM via Microsoft Teams. Hon. Latoya Cantrell, Special Counsel, Ms. Yolanda Grinstead, called the roll and confirmed the following members were present: Director Joseph Peychaud, Director Lynes Sloss, Director Ralph Johnson, Director Alejandra Guzman, Director Robin Barnes, Director Maurice Sholas, Director Janet Howard and Councilmember Jay H. Banks.

The following member(s) were absent: Director Dr. Tamika Duplessis,

Staff present were: Mr. Ghassan Korban, Executive Director; Mr. Robert Turner, General Superintendent; Ms. Christy Harowski, Chief of Staff; Ms. Yolanda Grinstead, Special Counsel; Mr. Darryl Harrison, Deputy Special Counsel; Mr. Dexter Joseph, Budget Department; Mr. Gabriel Bordenave; Ms. Patti Wallace, Purchasing; Ms. Irma Plummer, EDBP; Mr. Jason Higginbotham, Emergency Management, SWBNO; Ms. Tanyell Allen, Board Relations.

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## **APPROVAL OF PREVIOUS MINUTES**

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Mayor Latoya Cantrell presented a motion to accept the minutes of the October 21, 2020, Board Meeting. Director Lynes Sloss moved for approval of the minutes. Director Maurice Sholas seconded. The motion carried.

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## **REPORT OF THE EXECUTIVE DIRECTOR**

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

- Executive Director Korban started his report introducing the new CFO Mr. Grey Lewis. He welcomed Mr. Lewis on board and looks forward to his help in moving the utility forward. Mr. Korban informed the Board of the leak at the Carrollton plant. The leak was on 50" water line that exits at the Panola Station. The leak caused lower than normal water pressure in New Orleans East and Lower 9<sup>th</sup> ward and multi-story buildings. SWBNO are closely monitoring water pressure throughout the city.
- The meter reading incentive pay program is paying off. Despite impacts from hurricane zeta, Sewerage and Water Board are on track to read 80% of meters this month.



- The bond sales are complete, \$64.75 million bond sale to cover our sewer consent decree.

Mayor Cantrell congratulate the Sewerage and Water Board team of steady progress throughout the utility. The community recognizes there is plenty of work to do and SWBNO gets the job done. Celebrating and recognizing these small but meaningful wins will help the utility to continue to grow. Mayor Cantrell acknowledge 80% of reading meters.

Mayor Cantrell recognized Bob Turner and team for being responsive on issues in the field and Mayor thanked them for a job well done.

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## **COMMITTEE REPORTS**

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### Audit Committee Report

Director Alejandra Guzman reported on the summary and actions taken by the Audit Committee. The Audit Committee Report for the month of November was presented and recommended for approval.

Mayor Cantrell asked for a motion to adopt the Audit reports as amended. Director Lynes Sloss moved to adopt Audit minutes as proposed. Director Joseph Peychaud seconded. The motion carried.

### Finance and Administration Committee Report

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

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

### Pension Committee Report

Director Joseph Peychaud reported on the summary and actions taken by the Pension Committee. The Pension Committee Report for the month of November was presented and recommended for approval.

Mayor Cantrell asked for a motion to adopt the Pension reports as amended. Director Ralph Johnson moved to adopt Pension minutes as proposed. Director Robin Barnes seconded. The motion carried.



## **CORRESPONDING RESOLUTIONS**

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**The following resolutions were discussed at the November 11, 2020 Finance and Administration Committee Meeting:**

- Resolution (R-119-2020) Ratification of Award of Emergency Contract 6266 – Turbine 5 Controls System Upgrade
- Resolution (R-122-2020) Ratification of Change Order No. 1 of Contract 1370A – 60Hz Transformers and Switchgear
- Resolution (R-127-2020) Ratification of Change Order 1 for Contract 30218 – Restoration of Gravity Flow Sanitary Sewer Mains by Point Repair at Various Sites throughout Orleans Parish
- Resolution (R-128-2020) Ratification of Change Order 2 for Contract 1404 – Algiers Water Purification Plant Improvements Projects
- Resolution (R-125-2020) Ratification of Change Order 1 of Contract EE20-0004– 2020 Installation of Feeder CFC2 From the Plant Frequency Changer Building to Carrollton Frequency Changer Building Associated with the Extreme Emergency Declaration of Turbine 5
- Resolution (R-124-2020) Authorization of Amendment No. 9 to the Agreement Between the Sewerage and Water Board of New Orleans and CH2M Hill Engineers, Inc. for Program Management and Design and Engineering Services for the Retrofit Power Plant Hazard Mitigation Grant Project
- Resolution (R-108-2020) Authorization of Amendment No. 5 to the Agreement Between the Sewerage and Water Board of New Orleans and Digital Engineering & Imaging, Inc., for Design and Engineering Services for the Waterline Replacement Program
- Resolution (R-109-2020) Authorization of Amendment No. 6 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
- Resolution (R-126-2020) Authorization of Amendment No. 6 to the Agreement Between the Sewerage and Water Board of New Orleans and Rahman, & Associates, Inc., for Design and Engineering Services for the Waterline Replacement Program
- Resolution (R-130-2020) Authorization of Amendment No. 7 to the Agreement Between the Sewerage and Water Board of New Orleans and MWH Americas, Inc. (predecessor in interest to Stantec Consulting Services, Inc., for Design and Engineering Services for the Waterline Replacement Program
- Resolution (R-129-2020) Final Acceptance of Contract EE20-0004 – 2020 Installation of Feeder CFC2 from the Plant Frequency Changer Building to Carrollton Frequency Changer Building Associated with the Extreme Emergency Declaration of Turbine 5



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

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### **INFORMATION ITEMS**

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The following items were submitted for informational purposes only:

- Preliminary Financial Results through September 1- 31, 2020
- Human Resources Report October 1-31, 2020
- Report of the General Superintendent
- FEMA October Project Worksheet Status
- DBE Participation on Contracts

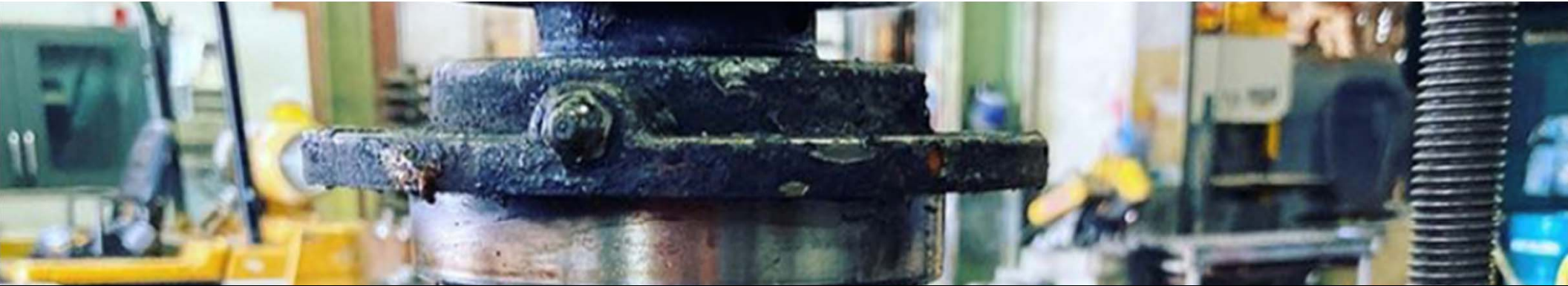
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### **ADJOURNMENT**

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There being no further business to come before the Board, the meeting adjourned at approximately 9:32 AM.





# **Executive Director's Report: December 21, 2020**





# EXECUTIVE DIRECTOR'S REPORT

- **Power Update**
- **Meter Reading Updates**
- **2021 Budget Overview**
- **Communications Highlights**



# Power Update

## Turbine 3

- After Zeta, issues with the condenser worsened significantly
- Repairs estimated over \$10 million

## Turbine 4

- Final inspections nearing completion
- Rough estimate on completing work is approximately 4 months
- If feasible, we will expedite repairs

## Turbine 5

- New control system installed by May 2021
- Return to service date estimated to be June 1, 2020

## Turbine 6

- Anti-icing scheduled to complete near the end of March.

## Turbine 7

- Design and procurement phase – Mid-2022

## Frequency Changer

- Rebidding

## Sub-Station Site Prep

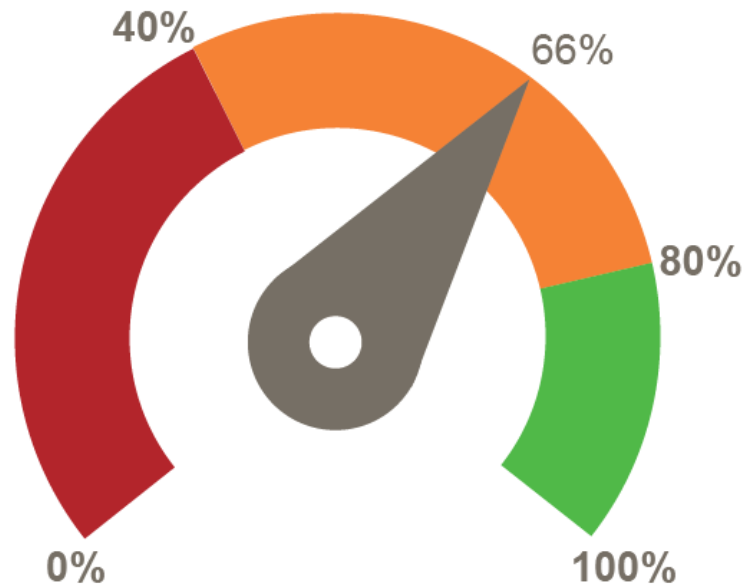
- C7/C8 Demolition Underway
- Completion estimated by mid-May





# METER READING UPDATES cont.

Percent Meters Read December 2020  
(Last 4 Weeks)



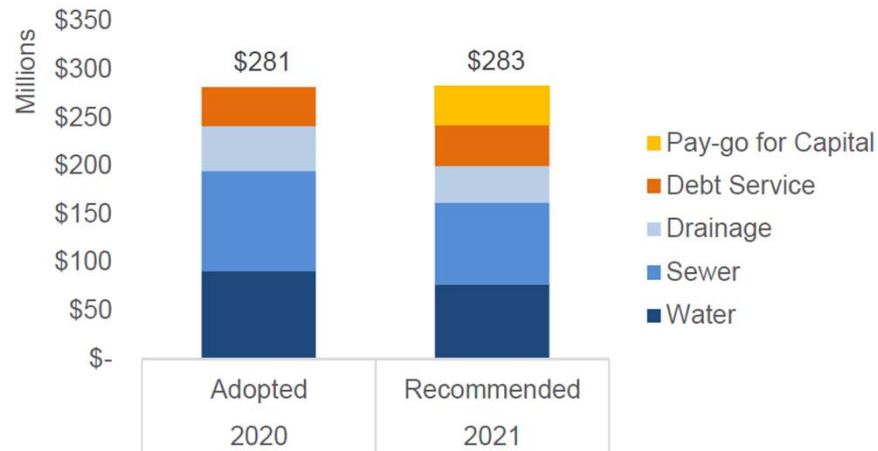


# 2021 Budget

- **Despite the COVID-19 pandemic and associated fiscal impacts to both revenues and expenditures, SWBNO is proud to present a legal, balanced budget that meets our obligations.**
- **2021 budget has modest increase of 0.5% over 2020 budget:**
  - Eliminated funded vacancies (open positions)
  - Reduced or eliminated funding for non-critical projects and purchases
  - Identified \$40M in “Pay-Go” funding for necessary maintenance & repairs during the year
  - Crafted a capital budget reflecting currently funded projects
- **Despite challenges, moving ahead with major planned projects:**
  - Power: substation, frequency changers, T7 purchase
  - Water: AMI, filter gallery rehab
  - Strategic plan, financial system replacement



# 2021 Total O&M Budget



	2020 Adopted	2021 Recommended	\$ Change	% Change
Water	\$ 90,801,009	\$ 77,237,313	\$ (13,563,696)	(14.9%)
Sewer	\$ 103,653,966	\$ 84,835,502	\$ (18,818,464)	(18.1%)
Drainage	\$ 46,512,609	\$ 37,779,361	\$ (8,733,248)	(18.8%)
<b>Total</b>	<b>\$ 240,967,584</b>	<b>\$ 199,852,176</b>	<b>\$ (41,115,408)</b>	<b>(17.1%)</b>
Debt Service	\$ 40,386,025	\$ 42,794,414	\$ 2,408,389	6.0%
Pay-go for Capital	\$ -	\$ 40,000,000	\$ 40,000,000	
<b>Total including Debt Service &amp; Pay-go</b>	<b>\$ 281,353,609</b>	<b>\$ 282,646,590</b>	<b>\$ 1,292,980</b>	<b>0.5%</b>





# Debt Service Coverage Requirements Met

- Section 7.01(a)(ii) of the S&WBNO Bond Covenants provides that Net Revenues shall be at least equal to 125% of the Annual Debt Service.

Debt Service Coverage Calculation	Water	Sewer
Revenues for Debt Service Coverage:		
Total Operating Revenues	\$ 116,193,954	\$ 145,520,580
Total Non-Operating Revenues	\$ 2,802,300	\$ 2,001,400
<b>Total Revenues for Debt Service Coverage</b>	<b>\$ 118,996,254</b>	<b>\$ 147,521,980</b>
Expenses for Debt Service Coverage:		
Operating & Maintenance Expenses	\$ 77,237,313	\$ 84,835,502
Allowance for Doubtful Accounts	\$ 15,171,065	\$ 18,036,645
<b>Total Expenses for Debt Service Coverage</b>	<b>\$ 92,408,378</b>	<b>\$ 102,872,147</b>
<b>Net Revenues Available for Debt Service</b>	<b>\$ 26,587,876</b>	<b>\$ 44,649,833</b>
<b>Debt Service</b>	<b>\$ 13,471,250</b>	<b>\$ 23,642,725</b>
<b>Debt Service Coverage (1.25x Required)</b>	<b>1.97</b>	<b>1.89</b>



# Capital Snapshot

Estimated 2021 Capital Sources		
	Amount	System(s)
FEMA Reimbursements	\$179,281,000	Water/Sewer
Remaining 2020A Bond Proceeds	\$6,000,000	Sewer
Fair Share Funding	\$4,000,000	Water/Drainage
New Bond Proceeds	\$76,605,402	Sewer
WIFIA	\$118,864,000	Sewer
DEQ	\$20,000,000	Sewer
Pay-Go	\$40,000,000	All
Power Program	\$37,700,000	Drainage
State	\$15,525,000	Drainage
<b>TOTAL</b>	<b>\$497,975,402</b>	





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swbneworleans When much of our infrastructure predates WWII, it means our teams often can't order parts off the shelf. We rely on a team to make modifications and parts in-house for our equipment. Check out a day at the Machine Shop.

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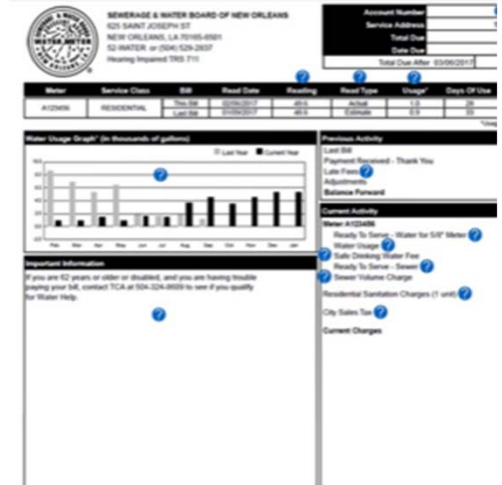
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December 3



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December 7

# SOCIAL MEDIA HIGHLIGHTS



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**@SWBNewOrleans**





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

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

LATOYA CANTRELL, PRESIDENT

625 ST. JOSEPH STREET  
NEW ORLEANS, LA 70165 • 504-529-2837 OR 52W-ATER  
[www.swbno.org](http://www.swbno.org)

December 16, 2020

The Finance and Administration Committee met on Wednesday, December 16, 2020, via Microsoft Teams. The meeting convened at approximately 9:00 A.M.

## **ROLL CALL**

### **Present:**

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

### **Absent:**

## **Cash Flow Overview**

Chief Financial Officer, Mr. Grey Lewis presented an update on the cash flow during the continuing COVID-19 pandemic. It is important the Sewerage and Water Board ensure the cash flow continues to provide service for clean water. While the actual revenues and expenditures to date are close to 2019 levels, despite a 10% rate increase, reflecting the downward pressures caused by COVID-19. Revenue and collection are down as compared to 2019, and this is something that is being factored into the year-end bond covenant. Management continues to identify opportunities to reduce expenditures to mitigate the negative affect of revenue depression due to COVID-19. These estimated assumptions are a model of estimations, they will continue to update this model as the data changes.

Executive Director Korban introduced actuaries Mitchell Bilbe and Chris Johnson. They presented a brief explanation of the Pension committee's Experience Study to provide clarity for all committee members and the public.



The Planning and Budget Director, Dexter Joseph, gave an overview of the upcoming 2021 budget to be adopted at the end of December. Mr. Joseph explained the changes to the budget are due in part to needed flexibility due to the COVID-19 pandemic.

### **ACTION ITEMS**

- Resolution (R-147-2020) 2021 Operating Budget and 2021 Capital Budget Blanket Appropriations, December 21, 2020
  - **Director Janet Howard moved to accept R-147-2020. Director Ralph Johnson seconded. The motion carried.**
- Resolution (R-149-2020) 2021 Operating Budget
  - **Director Alejandra Guzman moved to accept R-149-2020. Director Ralph Janet Howard seconded. The motion carried.**
- Resolution (R-150-2020) Adoption of 2021 Capital Budget
  - **Director Ralph Johnson moved to accept R-150-2020. Director Janet Howard seconded. The motion carried.**

### **General Superintendent's Report**

#### **a. Bid/Renewals**

- Resolution (R-154-2020) Award of Contract 8165 – Repaving Open Cuts in Driveways and Sidewalks Resulting from the Repair to the Sewerage and Water Board of New Orleans Underground Utilities.
  - **Director Ralph Johnson moved to accept Bid Renewals. Director Janet Howard seconded. The motion carried.**

#### **b. Change Orders**

- Resolution (R-131-2020) Ratification of Change Order #1 for Contract 5224 – Hurricane Katrina Related Repairs to New Carrollton, Hospital, Marconi, Paris, and Press Drainage Underpass Pumping Station.
  - **Director Ralph Johnson moved to accept R-131-2020. Director Janet Howard seconded. The motion carried.**



- Resolution (R-151-2020) Ratification of Change Order #4 for Contract 3799 – Installation of Sludge Dryer at the East Bank Wastewater Treatment Plan.
  - **Director Ralph Johnson moved to deferred R-151-2020. Director Janet Howard seconded. The motion carried.**

### **Contract Amendments**

- Resolution (R-038-2020) Authorization of Amendment No. 2 to the Agreement Between the Sewerage and Water Board of New Orleans and N-Y Associates, Inc. for Design and Engineering Services for the Waterline Replacement Program.
- Resolution (R-115-2020) Authorization of Amendment No. 7 to the Agreement Between the Sewerage and Water Board of New Orleans and Meyer Engineers, Ltd. for Design and Engineering Services for the Waterline Replacement Program.
- Resolution (R-152-2020) Authorization of Amendment No. 5 to the Agreement Between the Sewerage and Water Board of New Orleans and Arcadis U.S., Inc. for Design and Engineering Services for the Waterline Replacement Program
- Resolution (R-146-2020) Authorization of Amendment No. 4 to the Agreement Between the Sewerage and Water Board of New Orleans and HNTB Corporation for Design and Engineering Services for the Algiers Water Plant Purification Improvements
- Resolution (R-153-2020) Authorization of Amendment No. 4 to the Agreement Between the Sewerage and Water Board of New Orleans and Veolia Water North America, LLC for Capital Program Management Services
  - **Director Ralph Johnson moved to accept Contract Amendments. Director Janet Howard seconded. The motion carried.**

### **Chief Financial Officer's Report**

- Resolution (R-158-2020) Authorization for Agreement for Consulting Services for Managing the Preparation, Selection and Implementation of an Advanced Metering Infrastructure Solution with Jacobs Engineering, Inc.
  - **Director Ralph Johnson moved to accept R-158-2020. Director Janet Howard seconded. The motion carried.**



## **EXECUTIVE SESSION**

Director Lynes Sloss presented a motion to enter in Executive Session. Director Ralph Johnson moved. Direction Janet Howard seconded. The motion carried.

Director Lynes Sloss presented a motion to exit in Executive Session. Director Joseph Peychaud moved. Direction Ralph Johnson seconded. The motion carried.

Director Lynes Sloss presented a motion to accept the Special Counsel's recommendation of the presented cases. Director Ralph Johnson moved. Director Joseph Peychaud seconded. The motion carried.

## **INFORMATION ITEMS –**

The information items were received.

## **PUBLIC COMMENT –**

None.

## **ADJOURNMENT**

There being no further business to come before the Finance and Administration Committee Meeting. The meeting adjourned at approximately 10:37 AM.

Respectfully submitted,

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Lynes Sloss, Chair



## **COMMITTEE/BOARD CALENDAR - 2021**

**BE IT RESOLVED** by the Sewerage and Water Board of New Orleans that the Sewerage and Water Board does hereby adopt the Committee/ Board meeting calendar for the year 2021, as set forth below:

### **Committee/ Board Meeting Calendar – 2021**

Wednesday	January 13, 2021	9:00 am	Finance Committee
Wednesday	January 13, 2021	10:30 am	Pension Committee
Wednesday	January 20, 2021	9:00 am	Regular Board
Tuesday	February 9, 2021	10:00 am	Audit Committee
Wednesday	February 10, 2021	9:00 am	Finance Committee
Wednesday	February 10, 2021	10:30 am	Strategy Committee
Wednesday	February 16, 2021	9:00 am	Regular Board
Tuesday	March 9, 2021	9:00 am	Governance Committee
Wednesday	March 10, 2021	9:00 am	Finance Committee
Wednesday	March 10, 2021	10:30 am	Operations Committee
Wednesday	March 17, 2021	9:00 am	Regular Board
Tuesday	April 14, 2021	10:00 am	Strategy Committee
Wednesday	April 15, 2021	9:00 am	Finance Committee
Wednesday	April 22, 2021	9:00 am	Regular Board
Tuesday	May 11, 2021	10:00 am	Audit Committee
Wednesday	May 12, 2021	9:00 am	Finance Committee
Wednesday	May 12, 2021	10:30 am	Pension Committee
Wednesday	May 19, 2021	9:00 am	Regular Board
Tuesday	June 8, 2021	9:00 am	Governance Committee
Wednesday	June 9, 2021	9:00 am	Finance Committee
Wednesday	June 9, 2021	10:30 am	Operations Committee
Wednesday	June 16, 2021	9:00 am	Regular Board
Wednesday	July 7, 2021	9:00 am	Finance Committee
Wednesday	July 14, 2021	9:00 am	Regular Board
Tuesday	August 10, 2021	10:00 am	Strategy Committee
Wednesday	August 11, 2021	9:00 am	Finance Committee
Wednesday	August 11, 2021	10:30 am	Pension Committee
Wednesday	August 18, 2021	9:00 am	Regular Board
Wednesday	September 8, 2021	9:00 am	Finance Committee
Wednesday	September 8, 2021	10:30 am	Operations Committee
Wednesday	September 15, 2021	9:00 am	Regular Board



Tuesday	October 12, 2021	10:00 am	Strategy Committee
Wednesday	October 13, 2021	9:00 am	Finance Committee
Wednesday	October 20, 2021	9:00 am	Regular Board
Tuesday	November 9, 2021	10:00 am	Audit Committee
Wednesday	November 10, 2021	9:00 am	Finance Committee
Wednesday	November 10, 2021	10:00 am	Pension Committee
Wednesday	November 17, 2021	9:00 am	Regular Board
Tuesday	December 14, 2021	9:00 am	Governance Committee
Wednesday	December 15, 2021	9:00 am	Finance Committee
Wednesday	December 15, 2020	11:00 am	Operations Committee
Wednesday	December 22, 2020	9:00 am	Regular Board

The holidays for the year are as follows:

New Year's 2021: Friday, January 1, 2021 Family holiday  
 MLK Day: Monday January 18, 2021 Normal holiday  
 Mardi Gras: Tuesday, February 16, 2021 Family holiday  
 Good Friday: Friday April 2, 2021 Normal holiday  
 Memorial Day: Monday, May 31, 2021 Normal holiday  
 Independence Day: Monday July 5, 2021 Family holiday  
 Labor Day: Monday, September 6, 2021 Family holiday  
 Thanksgiving Day: Thursday, November 25, 2021 Family holiday  
 Veterans Day (displaced) Friday November 26, 2021 Normal holiday  
 Christmas Day: Friday, December 24, 2021 Family holiday  
 New Year's 2022: Friday December 31, 2021 Family holiday

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 December 21, 2020.

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GHASSAN KORBAN  
 EXECUTIVE DIRECTOR  
 SEWERAGE AND WATER BOARD



**RESOLUTION TO AUTHORIZE EXECUTION OF DOCUMENTS  
RELATED TO THE NATIONAL DISASTER RESILIENCE ENERGY  
RELIABILITY AND MONITORING PROJECT**

**WHEREAS**, the Sewerage and Water Board (“SWB”) is responsible for water, sewerage and drainage in New Orleans and has a mission to protect the health and safety of our customers, New Orleans residents and visitors; and

**WHEREAS**, the City of New Orleans (“CNO”) is the recipient of \$141.3 million, made available by the Disaster Relief Appropriations Act, 2013 (Public Law 113-2, approved January 29, 2013) (Appropriations Act) and awarded from the U.S. Department of Housing and Urban Development’s Community Development Block Grant - National Disaster Resilience (“CDBG-NDR”) Competition; and

**WHEREAS**, the City’s CDBG-NDR grant application included a Reliable Energy and Smart Systems component, with a goal to develop energy redundancy and monitoring systems at critical water infrastructure sites;

**WHEREAS**, the SWB desires to enhance the existing near-real-time monitoring and reporting for the drainage system to increase the breadth, coverage, and quality of monitoring of critical equipment as well as water levels and volumes; and

**WHEREAS**, these enhancements will build a culture of preparedness for future disasters and allow more responsive, iterative, and adaptive management of the Drainage Pump Stations; and

**WHEREAS**, these enhancements can be accomplished by the installation of sensors at certain major drainage pumping stations; and

**WHEREAS**, SWB has been named a Subrecipient for \$1,190,178 in funding under the CDGB-NDR Grant, for the purchase and installation of sensors at certain of its major drainage pumping stations that will meet the goals in the CDBG-NDR grant;



**NOW, THEREFORE, BE IT RESOLVED** that the President, President Pro Tem, and Executive Director of the Sewerage and Water Board of New Orleans, each and all are hereby authorized to execute any and all documents pertaining to the establishment of the CDBG-NDR Program including but not limited to, Cooperative Endeavor Agreement between the City of New Orleans and the Sewerage and Water Board of New Orleans.

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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  
December 21, 2020.

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



**RESOLUTION TO ADOPT THE REQUIRED CDBG-DR PROGRAM POLICIES AND PROCEDURES; ACCEPT THAT RECEIPT OF PROGRAM FUNDS BE ADMINISTERED IN ACCORDANCE WITH OCD-DRU GRANTEE ADMINISTRATIVE MANUAL; APPOINT VARIOUS COORDINATORS/ OFFICERS; AUTHORIZE INDIVIDUALS TO EXECUTE THE REQUESTS FOR PAYMENT; AND, AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS RELATED TO THE TURBINE REPLACEMENT (T7) PROJECT.**

**WHEREAS**, the Sewerage and Water Board of New Orleans has been awarded a grant under the State of Louisiana Community Development Block Grant Disaster Recovery (CDBG-DR), Katrina/Rita Local Government Infrastructure Program Income funds administered by the Louisiana Office of Community Development-Disaster Recovery Unit.

**WHEREAS**, the Program requires the adoption of plans, policies, and the appointment of individuals for compliance with CDBG-DR Program regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Sewerage and Water Board of New Orleans, as a recipient of CDBG-DR Program funds, does hereby adopt the attached, Exhibit A, CDBG-DR Policies and Procedures, as each applies to the administration of the “Turbine Replacement (T7) Project.”

**BE IT FURTHER RESOLVED** that the Sewerage and Water Board of New Orleans acknowledges and accepts that Program funds will be administered in accordance with the latest edition, and any amendments thereto of the State of Louisiana OCD-DRU Disaster Recovery CDBG Grantee Administrative Manual.

<https://www.doa.la.gov/Pages/ocd-dru/DRadminManual.aspx>.

**BE IT FURTHER RESOLVED** that the following individuals are appointed to the following positions related to the CDBG-DR Program:

1. Fair Housing Coordinator: SWBNO Project Delivery Unit (PDU)
2. Equal Employment Opportunity Officer: SWBNO Project Delivery Unit (PDU)
3. Section 504 Coordinator: SWBNO Project Delivery Unit (PDU)
4. Labor Compliance Officer: Pan American Engineers, LLC
5. Residential Antidisplacement Officer: SWBNO Project Delivery Unit (PDU)
6. Section 3 Coordinator: SWBNO Project Delivery Unit (PDU)

**BE IT FURTHER AND FINALLY RESOLVED**, that the Executive Director is hereby authorized to execute any and all documents pertaining to the CDBG-DR Program including but not limited to, Cooperative Endeavor Agreement between State of Louisiana and the Sewerage and Water Board of New Orleans and any Amendments, Project Application and any Amendments, and Professional Services, Consulting Services, and Construction Contracts and any Amendments thereto.



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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  
December 21, 2020.

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





# **EXHIBIT A**

## **TURBINE REPLACEMENT (T7) PROJECT**

### **CDBG-DR POLICIES AND PROCEDURES**



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# CITIZEN COMPLAINT PROCEDURE

## **SECTION 1: POLICY**

It is the policy of the Sewerage and Water Board of New Orleans (SWBNO) to review all complaints received by the Board.

## **SECTION 2: COMPLAINT PROCEDURE**

The following procedures will be followed on all complaints received by SWBNO:

1. The complainant shall notify the SWBNO Project Manager of the complaint. The initial complaint may be expressed orally or by the written correspondence.
2. The SWBNO Project Manager will notify the Project Delivery Unit (PDU) designated representative of the complaint within two (2) working days.
3. The PDU designated representative will investigate the complaint and will report the findings to the Executive Director within three (3) working days.
4. The Executive Director will notify the complainant of the findings of the PDU designated representative in writing or by telephone within five (5) working days.
5. If the complainant is aggrieved by the decision, he must forward the complaint in writing (if previously submitted orally) to the Executive Director who will forward the complaint along with actions taken by the PDU designated representative to the appropriate committee of the Board of Directors for its review. This will be accomplished within five (5) working days of receipt of the written complaint.
6. The reviewing committee will have thirty (30) working days to review the complaint and forward its decision to the complainant in writing.
7. If the complainant is aggrieved with the decision of the Committee, he must notify the Executive Director in writing that he desires to be afforded a hearing by the SWBNO Board of Directors. The complainant will be placed on the next regularly scheduled Board meeting agenda. The Executive Director will notify the complainant in writing of the date of the hearing.
8. The complainant must bring all relevant data, witnesses, etc. to the hearing. The Board of Directors, at the hearing, will review the complaint and forward within ten (10) days a certified copy of the minutes of the meeting at which the hearing was conducted and a decision was rendered. If a decision is not reached at the hearing, the Board of Directors will inform complainant of an appropriate date to expect a response. Within ten (10) working days of reaching a decision, the complainant will be notified in writing of the decision.



Complaints concerning the general administration of the CDBG Program may be submitted in writing directly to the:

Division of Administration  
Community Development Section  
Post Office Box 94095  
Baton Rouge, Louisiana 70804-9095

### **SECTION 3: COMPLAINTS RELATED TO FAIR HOUSING AND EEO**

All citizen complaints relative to Fair Housing/Equal Opportunity Violations alleging discrimination shall be forwarded for disposition to the:

Department of Housing and Urban Development  
Regional Office  
Fair Housing and Equal Opportunity Division  
Post Office Box 2905  
Fort Worth, Texas 76113-2905

or

Complainant may contact the HUD FH/EO Division directly  
at the Toll Free Telephone # 1 (800) 424-8590

### **SECTION 4: RECORD KEEPING**

The SWBNO will maintain a file for the purpose of keeping reports of complaints.

### **SECTION 5: COMPLIANCE WITH APPLICABLE LAWS**

This policy does not invalidate nor supersede the personnel or other policies of SWBNO which are currently adopted but is intended to serve as a guide for complaints.

### **SECTION 6: UPDATES**

This policy may be amended by majority vote at any regularly scheduled meeting of the SWBNO Board of Directors.



# PROCUREMENT POLICY

## **SECTION 1: POLICY**

It is intended that this policy serve as a guideline for the procurement of supplies, equipment, construction services and professional services for the CDBG-DR-funded “Turbine Replacement (T&) Project.” These guidelines meet the standards established in 2 CFR 200.318-326 and state requirements.

## **SECTION 2: CODE OF CONDUCT**

No employee, officer, or agent of the Sewerage and Water Board of New Orleans (SWBNO) shall participate in the selection or in the award or administration of a contract supported by CDBG-DR project funds if a conflict of interest, real or apparent, would be involved. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the above, has a financial or other interest in the firm selected for award.

No officer, employee or agent of the SWBNO shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Any alleged violations of these standards of conduct shall be referred to the Legal Counsel of the SWBNO. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

## **SECTION 3: PROCUREMENT PROCEDURES**

The director or supervisor of each department or agency of the SWBNO responsible for procurement of services, supplies, equipment, or construction obtained with CDBG-DR project funds shall review all proposed procurement actions to avoid the purchase of unnecessary or duplicative items. Such reviews shall consider consolidation or breaking out to obtain a more economical purchase. When determined appropriate by the Director or Supervisor, an analysis to determine which approach would be the most economical shall be undertaken.

The SWBNO shall take affirmative steps to assure that small and minority firms, women’s business enterprises, and labor surplus firms are solicited whenever they are potential qualified sources. The SWBNO shall also consider the feasibility of dividing total requirements into smaller tasks or quantities to permit maximum participation by small and minority firms, women’s business enterprises, and labor surplus firms. Where permitted by regulations, delivery schedules will be developed which will include participation by such businesses.



The SWBNO shall assist the prime contractor whenever possible by providing copies of lists which identify qualified small and minority firms, women's business enterprises, and labor surplus area firms.

#### **SECTION 4: SELECTION PROCEDURES**

ALL procurement carried out with CDBG-DR project funds, where the SWBNO is a direct party, shall be carried out in a manner that provides maximum free and open competition. Procurement procedures will not restrict or eliminate competition. The SWBNO shall not place unreasonable requirements on firms in order for them to qualify to do business. Nor will the SWBNO encourage or participate in noncompetitive practices among firms. The SWBNO is alert to organizational conflicts which would jeopardize the negotiation process and limit competition. The SWBNO will not require unnecessary experience or bonding requirements.

Pursuant to State law and federal regulations (2 CFR 200.318), all solicitations of offers shall incorporate a clear accurate description of the technical requirements for the material, service, or product to be procured. In competitive procurements, these descriptions shall not contain features which unduly limit competition. The description may include a statement of the qualitative nature of the material, product, or service and the minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications shall be avoided whenever possible. A "brand name or equal" description may be used to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offerors shall be clearly stated.

All solicitations of offers shall clearly set forth all requirements which offerors must fulfill and all other factors to be used in evaluating bids, proposals, or statements of qualifications.

Contracts shall be awarded only to responsible contractors/firms that possess the potential ability to perform successfully under the terms and conditions of the proposed procurement.

Consideration shall be given to such factors as the contractor's/firm's capacity, integrity, compliance with public policy, record of past performance, and financial and technical resources.

#### **SECTION 5: METHODS OF PROCUREMENT**

Direct procurement by the SWBNO shall be made by using one of the following methods depending on the type of service to be procured.

Procurement by Micro-Purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold of \$10,000.00. To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.



Small Purchase Procedures. Relatively simple, informal procurement procedures will be used where the purchase of materials, single task services, supplies, equipment, and/or other property will not cost in the aggregate more than \$250,000.00, except where further limited by state law or Disaster Recovery CDBG policy. The only exception to professional services is that architectural/engineering services must be procured through competitive negotiations. The procurement officer must obtain a minimum of three (3) oral or written price or rate quotations from qualified sources. Documentation on all quotations received (whether oral or written) shall be made a part of the file. Selections shall be made principally on price. Payment shall be made upon delivery or completion.

Competitive Sealed Bids/Formal Advertising. Under this procedure bids are publicly advertised in accordance with the State's Public Bid Law. A firm fixed price contract (either lump sum or unit price) shall be awarded to the responsible bidder whose bid is lowest in price and that conforms to all the material terms and conditions of the advertisement for bids.

The sealed bid method is the preferred method for procuring construction, if the following criteria are met:

1. In order for sealed bidding to be feasible, the following conditions should be present:
  - a. A complete, adequate, and realistic specifications or purchase description is available.
  - b. Two (2) or more responsible bidders are willing and able to compete effectively for the contract; and
  - c. The procurement lends itself to a firm fixed- price contract and selection of the successful bidder can be made principally on the basis of price.
2. When sealed bids are used, the following requirements apply:
  - a. The advertisement for bids shall be publicly advertised in accord with State law
  - b. The advertisement for bids, including the specifications and pertinent attachments, must clearly define the items or services needed in order for the bidders to properly respond
  - c. All bids shall be opened publicly at the time and place specified in the advertisement for bids
  - d. A firm fixed-price contract award will be made in writing to the lowest responsible and responsible bidder whose bid conforms to the advertisement for bids. Where specified in the bid documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts shall only be used to determine low bid when prior experience indicates that such discounts are usually taken advantage of; and
  - e. Notwithstanding the above, any or all bids may be rejected when there are sound documented reasons in accordance with State law.

Competitive Negotiation: Requests for Proposals/Qualification Statements. The technique of competitive proposals is normally conducted with more than one (1) source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when



conditions are not appropriate for the use of sealed bids. Architectural and engineering (A/E) services must be procured via requests for qualification statements. Administrative consulting services and other professional services must be procured by requests for proposals.

If this method is used, the following requirements apply:

1. Requests for proposals or qualification statements must be publicized in accordance with the rules of the State's Disaster Recovery CDBG Program and identify all evaluation factors and their relative importance. Any responses to publicized requests for proposals must be considered to the maximum extent practical
2. Request for proposals or qualification statements must be solicited from an adequate number of qualified sources
3. The request package for proposals or qualification statements shall contain a detailed list of tasks in the proposed scope of work that is expected to be accomplished
4. The request package for proposals or qualification statements shall identify all significant evaluation factors or selection criteria, including the corresponding point system that will be used to rate the proposals/qualification statements
5. The selecting official (or committee, if one is designated) shall review all proposals and statements received and make a technical evaluation of each. This shall also include a written statement that identifies the basis upon which the selection was made
6. Contract award will be made to the responsible offeror whose submission is deemed most advantageous to the program with consideration for price (except for A/E services) and other factors considered. Unsuccessful offerors shall be notified in writing within ten (10) working days of contract award. Documentation of notification shall be maintained in the contract selection file for the individual project; and
7. For (A/E) professional services, qualifications-based procurement must be used whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

Noncompetitive Negotiation/Sole Source. Noncompetitive negotiation shall be used when small purchase, formal advertising, or competitive negotiation procedures are not feasible. Noncompetitive negotiation will involve solicitations of a proposal from only one (1) source. This can also occur if solicitations under the competitive negotiation procedures result in only one (1) proposal or qualification statement. Noncompetitive negotiation shall only be used when written authorization has been obtained from the State's Office of Community Development-Disaster Recovery Unit (OCD-DRU). In order to qualify for this type of procurement, one (1) or more of the following circumstances must apply:

1. The item or service is available only from a single source



2. It is determined that a public urgency or emergency exists, and the urgency will not permit the delay beyond the time needed to employ one of the other three (3) methods of procurement; and
3. After solicitation of a number of sources, competition is determined to be inadequate.

## **SECTION 6: CONTRACT PRICING**

Cost plus percentage of cost and percentage of construction cost methods of contracting MUST NOT be used.

The SWBNO shall perform cost or pricing analysis in connection with EVERY procurement action including contract modifications in accordance with the requirements of 2 CFR 200.323. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the SWBNO must prepare an independent cost estimate (ICE) prior to receiving bids or proposals for all purchases above the Micro Purchase threshold.

Profits must be negotiated as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

Costs or prices based on estimated costs for contracts for CDBG-DR project funds are allowable only to the extent that the costs incurred or cost estimates included in negotiated prices would be allowable under 2 CFR Part 200, Subpart E- Cost Principals.

A time and materials type contract is most appropriate when the scope and extent of the work to be performed are not clearly defined. A time and material contract can only be used after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost is the sum of:

1. The actual cost of materials; and
2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk.

A fixed price contract is appropriate when the scope of work is very well defined and product oriented. A fixed price contract MUST establish a guaranteed price that may not increase unless there is a contract amendment that increases the scope of the work.



## **SECTION 7: PROCUREMENT RECORDS**

The SWBNO shall maintain records sufficient to detail the history of the procurement. These records include, but are not limited to the following:

1. Rationale for the method of procurement
2. Selection of contract type
3. Contractor selection or rejection; and
4. The basis for the contract price.

## **SECTION 8: PROTEST PROCEDURES**

In accordance with good administrative practice and sound business judgment, the SWBNO shall attempt to resolve the settlement of all contractual and administrative issues arising out of procurements informally and without litigation. When appropriate, a mediator may be used to help resolve differences. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

## **SECTION 9: CONTRACT ADMINISTRATION**

The SWBNO shall maintain contract administration systems that ensure contractors/firms perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. The accepted performance of contractors/ firms will be a factor in subsequent contract negotiations and award. Remedial action by the SWBNO through legal processes shall be considered in instances of identified significant nonperformance.

## **SECTION 10: CONTRACT PROVISIONS**

All contracts must contain the following contract provisions and conditions covering the following, as applicable.

1. Contracts for more than the simplified acquisition threshold currently set at \$250,000.00, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.
3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part



60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

4. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.



6. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.
7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
8. Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
9. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
10. See §200.322 Procurement of recovered materials.
11. All negotiated contracts shall include a provision that makes it possible for OCD -DRU, HUD, Inspectors General, the Comptroller General of the United States, or any of their duly authorized representatives, to have access to any books, documents, papers, or records of the contractor/firm that are directly pertinent to the contract, for the purpose of making audit examination excerpts and transcriptions. Further, the contract must include a provision



that all required records will be maintained by the contractor/firm for a period of five years after the SWBNO formally closes out the CDBG-DR “Turbine Replacement (T7) Project.”

12. Pursuant to LRS 38:2227, public entities are required to obtain an attestation regarding past criminal convictions, if any, from the lowest bidder responding to advertisements and letting for bids for public works contracts. The Past Criminal Convictions of Bidders form must be included in all contracts for public works.
13. Pursuant to LRS 38:2212.10, all bidders and contractors performing physical services with public entities must be registered and participate in a status verification system to verify that all employees in the state are legal citizens of the United States, or are legal aliens. The bidder/contractor must sign an attestation that they are complying with this law, and that all subcontractors will comply with this law.
14. Pursuant to LRS 23:1726 bidders and contractors must certify that they are not being assessed penalties regarding unpaid worker’s compensation insurance.



# CONTRACT ADMINISTRATION POLICY

## **SECTION 1: POLICY**

The purpose of this policy is to provide a framework and assign responsibilities for ensuring that full and accurate records of procurement activities related to the Sewerage and Water Board of New Orleans (SWBNO) CDBG-DR “Turbine Replacement (T7) Project” are created in accordance with the requirements of the U.S Department of Housing and Urban Development and the State of Louisiana. The policy aims to ensure that these records are managed and maintained for as long as they are required to support the functions, activities and accountabilities required in accordance with the SWBNO’s Cooperative Endeavor Agreement with the State of Louisiana, Office of Community Development.

## **SECTION 2: SCOPE**

This policy applies to all staff of the SWBNO whether permanent or temporary, including consultants, contractors, and volunteers.

This policy applies to all activities performed by or on behalf of the SWBNO; in whatever manner they are conducted. This includes all written correspondence, whether paper or electronic, and all spoken transactions, including meetings and telephone calls. Equally, it covers all records of these activities regardless of the media in which they are captured.

## **SECTION 3: POLICY STATEMENT**

The SWBNO is subject to requirements of the Public Bid Law found in R.S. 38:2211, et seq. and to the requirements of CDBG regulations found in 2 CFR 200. This requires the SWBNO to maintain a contract administration system which ensures that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders and to maintain records sufficient to detail the significant history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

## **SECTION 4: GUIDELINES**

The SWBNO maintains a separate procurement file for each procurement activity. The procurement file contains all significant information related to the procurement activity including, but not limited to, the following:

1. Rationale for the method of procurement
2. Independent Cost Estimate
3. Selection of contract type
4. Contractor selection or rejection; and
5. The basis for the contract price.



In addition, the SWBNO will maintain a contract administration system which ensures that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. The three primary goals of the contract administration system are to:

1. Ensure production and accountability
2. Ensure compliance with CDBG and other state and federal requirements; and
3. Evaluate organizational and project performance.

The exact nature of the information to be reviewed will vary with the type of procurement, i.e. – public bids, professional services, small purchase, but will generally include the following:

1. Comparison of budgeted versus actual costs
2. Review of progress schedules and program completion dates; and
3. Verification of delivery of goods and services.

## **SECTION 5: REGULATORY FRAMEWORK**

Relevant legislation with which this policy complies includes:

1. La. R.S. 38:2211, et seq.
2. 2 CFR 200
3. Louisiana Office of Community Development Disaster Recovery Unit Policies and Procedures

## **SECTION 6: RESPONSIBILITIES**

The Procurement Director of the SWBNO is responsible for:

1. Ensuring compliance with legislative and regulatory requirements for procurement activities
2. Assigning responsibilities for procurement activities
3. Ensuring that all new staff receive training in procurement requirements and standards
4. Monitoring staff compliance with the SWBNO's procurement procedures systems
5. Ensuring all deliverables are received by the SWBNO
6. Ensuring all contracts are based upon industry standard form of Agreements prepared by AIA, EJCDC or Louisiana Facility Planning and Control; and
7. Serve as contract administrator.

All SWBNO staff are responsible for:

1. Complying with the SWBNO's procurement policies and procedures
2. Creating full and accurate records of procurement activities, transactions, and decisions carried out during the course of daily activity



3. Ensuring that such records are maintained by being captured into the SWBNO's records management system and by handling records with care and respect so as not to damage them or compromise their integrity; and
4. Assist with review of deliverables and contract compliance.

## **SECTION 7: RESOLUTION OF CONTROVERSIES**

1. **Right to Protest.** Any prospective contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the SWBNO Office of the Procurement Director. Protests with respect to a solicitation shall be submitted in writing no later than ten (10) days prior to the receipt of bids, proposals, or qualification statements. If a person protests a solicitation, an award cannot be made until said protest is resolved. Protests with respect to the award of a contract shall be submitted in writing within fourteen (14) days after contract award. Said protest shall state fully and in particular, the reason for protest if a protest is made with respect to the award of a contract. Work on the contract cannot be commenced until it is resolved administratively.
2. **Decision.** The SWBNO's Procurement Director must notify the protesting party in writing and the legal counsel of the SWBNO within fourteen (14) days after receipt of said protest whether or not the protest is denied or granted. If the protest with reference to the solicitation is granted, the solicitation will be canceled and reissued. If the protest with reference to the award is granted, then the award will be voided, and the remaining solicitations may be re-evaluated for another selection. If another selection cannot be made or if it appears to be in the best interest of the SWBNO, a new solicitation will be issued.
3. **Appeal.** If an aggrieved party is not satisfied with the rendered decision, then that party may appeal said decision in writing to the SWBNO Executive Director within seven (7) days of the decision. The protesting party should fully explain the basis of his appeal. The SWBNO Executive Director then must render a decision in writing within fourteen (14) days of receipt of the appeal. The SWBNO Executive Director's decision is final, and an aggrieved party may bring judicial action within two (2) weeks from receipt of said decision.

## **SECTION 8: MONITORING AND REVIEW**

This policy will be regularly monitored and reviewed to ensure that it remains relevant to the aims and requirements of the CDBG-DR program. Staff compliance with the policy and associated procedures will be monitored on an on-going basis through staff self-assessment and by department managers, and by the SWBNO President.

Additional internal review of procurement activities and recordkeeping will be conducted by SWBNO Procurement Director or his designee.



## DUPLICATION OF BENEFITS

### **SECTION 1: POLICY**

The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) requires that recipients of federal disaster recovery funding make certain that no, “person, business concern or other entity” will receive duplicative assistance<sup>1</sup>.

A Duplication of Benefits (DOB) occurs when:

- A beneficiary receives assistance, and
- The assistance is from multiple sources (i.e. private insurance, FEMA, NFIP, non-profits, Sewerage and Water Board of New Orleans (SWBNO), State, etc.), and
- The assistance amount exceeds the need for a particular recovery purpose.

In order to identify and assure that Disaster CDBG assistance does not duplicate other funds received for the same activity (i.e. does not replace other funds received), the SWBNO will use the following process/steps to prevent a DOB from occurring:

1. Identify the total need for assistance prior to any assistance being provided.
2. Identify all potentially duplicative assistance received or to be received.
3. Deduct assistance determined to be duplicative.
4. Determine maximum award.
5. Determine program cap (if applicable).
6. Determine final award.

**The following is an example of the use of the six step process:**

1. Applicant's total need prior to any assistance.....	\$100,000.00
2. All potentially available duplicative assistance.....	\$35,000.00
3. Assistance determined to be duplicative.....	\$30,000.00
4. Maximum eligible award (item 1 less item 3).....	\$70,000.00
5. Program cap (if applicable) .....	\$50,000.00
6. Final award (lesser of items 4 and 5) .....	\$50,000.00

Since disaster recovery needs are calculated at one point in time, subsequent circumstances may occur that affect need. If, after the assistance has been calculated and/or a CDBG award has been made, an applicant can demonstrate a change in circumstances, the award calculation may be subsequently reevaluated to take the increased need into consideration. Such changes in circumstances may include vandalism, contractor fraud, an increase in the cost of materials and labor, a change in local zoning law and building codes, or subsequent damage to a home or business that was partially repaired. However, the reevaluation must be done before the initial need for which assistance was granted has been fully met (e.g. before a damaged house is fully repaired).

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<sup>1</sup> Stafford Act, Title III, Sec. 312, (a)



Once funds are awarded, minus any determined DOB, the applicant is required to notify the SWBNO of the receipt of any additional funds received for the same activity. In the event additional funds are determined to be a DOB, funds will be withheld from future pay requests. In the event all funds have been expended and a DOB is identified, the applicant will be required to repay the funds for return to the U.S. Treasury, through the Office of Community Development / Disaster Recovery Unit.



# FAIR HOUSING POLICY

## **SECTION 1: POLICY**

It is the policy of the Sewerage and Water Board of New Orleans (SWBNO) to provide, within constitutional limitations, for fair housing throughout the service delivery area of the SWBNO.

## **SECTION 2: DEFINITIONS**

1. "Dwelling" means any building, structure, or portion thereof which is occupied as, or designed or intended for occupancy as, a residence by one or more families, and any vacant land which is offered for sale or lease for the construction or location thereon of any such building, structure, or portion thereof.
2. "Family" includes a single individual.
3. "Person" includes one or more individuals, corporations, partnerships, associations, labor organizations, legal representatives, organizations, trustees, trustees in bankruptcy, receivers, and fiduciaries.
4. "To rent" includes to lease, to sublease, to let and otherwise to grant for a consideration the right to occupancy premises owned by the occupant.
5. "Discriminatory housing practice" means an act that is discriminatory under sections 4, 5, or 6.

## **SECTION 3: DISCRIMINATORY PRACTICE**

Subject to the provisions of subsection (2) and section 7, discrimination in the sale or rental of housing strongly discouraged. In particular, the condemnation of discriminatory practices in the sale or rental of housing units shall apply to:

1. All dwellings except as exempted by subsection (2).
2. Nothing in section 4 shall apply to:
  - a. Any single-family house sold or rented by an owner: Provided, that such private individual owner does not own more than three (3) such single-family houses at any one (1) time: Provided further, that, in the case of the sale of any such single-family house by a private individual owner not residing in such house at the time of such sale or who was not the most recent resident of such house prior to such sale, the exemption granted by this subsection shall apply only with respect to one (1) such sale within any twenty-four (24) month period: Provided further, that, such bonafide private individual owner does not own any interest in, nor is there owned or reserved on his behalf, under any express or voluntary agreement, title to or any right to all or a portion of the proceeds from the sale or rental of, more than three (3) such single-family houses at any one (1) time: Provided



further, that, the sale or rental of any such single-family house shall be excepted from the application of this title only if such house is sold or rented (A) without the use in any manner of the sales or rental facilities or the sales or rental services of any real estate broker, agent, or salesman, or of such facilities or services of any person in the business of selling or renting dwellings, or of any employee or agent of any such broker, agent, salesman, or person and (B) without the publication, posting or mailing, after notice of any advertisement or written notice in violation of section 4(3) of this policy, but nothing in this provision shall prohibit the use of attorneys, escrow agents, abstractors, title companies, and other such professional assistance as necessary to perfect or transfer the title, or

- b. Rooms or units in dwellings containing living quarters occupied or intended to be occupied by no more than four (4) families living independently of each other, if the owner actually maintains and occupies one (1) of such living quarters as his residence.
3. For the purposes of subsection (2), a person shall be deemed to be in the business of selling or renting dwellings if:
  - a. He has, within the preceding twelve (12) months, participated as principal in three (3) or more transactions involving the sale or rental of any dwelling or any interest therein, or
  - b. He has, within the preceding twelve (12) months, participated as agent, other than in the sale of his own personal residence in providing sales or rental facilities or sales or rental services in two (2) or more transactions involving the sale or rental of any dwelling or any interest therein, or
  - c. He is the owner of any dwelling designed or intended for occupancy by, or occupied by, five (5) or more families.

#### **SECTION 4: DISCRIMINATION IN THE SALE OR RENTAL OF HOUSING**

As made applicable by section 3 and except as exempted by sections 3(2) and 7, it shall be discriminatory:

1. To refuse to sell or rent after the making of a bonafide offer, or to refuse to negotiate for the sale or rental of, or otherwise make available or deny, a dwelling to any person because of race, color, religion, or national origin.
2. To discriminate against any person in the terms, conditions, privileges or sale or rental of dwelling, or in the provision of services or facilities in connection therewith, because of race, color, religion, or national origin.
3. To make, print, or publish, or cause to be made, printed, or published any notice, statement,



or advertisement, with respect to the sale or rental of a dwelling that indicates any preference, limitation, or discrimination based on race, color, religion, or national origin, or an intention to make any such preference, limitation, or discrimination.

4. To represent to any person because of race, color, religion, or national origin that any dwelling is not available for inspection, sale, or rental when such dwelling is in fact so available.
5. For profit, to induce or attempt to induce any person to sell or rent any dwelling by representatives regarding the entry or prospective entry into neighborhood of a person or persons of a particular race, color, religion, or national origin.

#### **SECTION 5: DISCRIMINATION IN THE FINANCING OF HOUSING**

It shall be discriminatory for any bank, building and loan association, insurance company or other corporation, association, firm or enterprise whose business consists in whole or in part in the making of commercial real estate loans, to deny a loan or other financial assistance to a person applying therefore for the purpose of purchasing, constructing, improving, repairing, or maintaining a dwelling, or to discriminate against him in the fixing of the amount, interest rate, duration, or other terms or conditions of such loan or other financial assistance because of the race, color, religion, or national origin of such person or of any person associated with them in connection with such loan or other financial assistance, or of the present or prospective owners, lessees, tenants, or occupants of the dwelling or dwellings in relation to which such loan or other financial assistance is to be made or given: Provided that, nothing contained in this section shall impair the scope or effectiveness of the exception contained in section (b).

#### **SECTION 6: DISCRIMINATION IN THE PROVISION OF BROKERAGE SERVICES**

It shall be discriminatory to deny any person access or membership or participation in any multiple-listing service, real estate brokers organization or other service, organization, or facility relating to the business of selling or renting dwellings, or to discriminate against him in the terms or conditions of such access, membership, or participation, on account of race, color, religion or national origin.

#### **SECTION 7: EXEMPTION**

Nothing in this policy shall prohibit a religious organization, association, or society, or any nonprofit institution or organization operated, supervised or controlled by or in conjunction with a religious organization, association, or society, from limiting the sale, rental or occupancy of dwellings which it owns or operates for other than a commercial purpose to persons of the same religion, or from giving preference to such account of race, color, or national origin. Nor shall anything in this policy prohibit a private club not in fact open to the public, which as an incident to its primary purpose or purposes provides lodgings which it owns or operates for other than a



commercial purpose, from limiting the rental or occupancy of such lodgings to its member or from giving preference to its members.

#### **SECTION 8: ADMINISTRATION**

1. The authority and responsibility for administering this policy shall be the SWBNO Project Delivery Unit (PDU).
2. The SWBNO PDU may delegate any of these functions, duties, and powers to employees of the SWBNO or to boards of such employees, including functions, duties, and powers with respect to investigating, conciliating, hearing, determining, ordering, certifying, reporting or otherwise acting as to any work, business, or matter under this policy.
3. All executive departments and agencies shall administer their programs and activities relating to housing and urban development in a manner designed to further the purposes of this policy and shall cooperate with the SWBNO PDU to further such purposes.

#### **SECTION 9: EDUCATION AND CONCILIATION**

The SWBNO PDU shall support such educational and conciliatory activities as will further the purposes of this Policy. The SWBNO PDU shall encourage the calling of conferences of persons in the housing industry and other interested parties to acquaint them with the provisions of this policy and his suggested means of implementing it, and shall endeavor, with their advice, to resolve problems of voluntary compliance.

#### **SECTION 10: SEPARABILITY OF PROVISIONS**

If any provision or item of this policy or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this policy which can be given effect without the invalid provisions, items, or applications, and to this end the provisions of this policy are hereby severable.



## SECTION 3 PLAN

### **SECTION 1: POLICY**

The Sewerage and Water Board of New Orleans (SWBNO) is committed to comply with Section 3 of the Housing and Urban Development Act of 1968. This Act encourages the use of small local businesses and the hiring low income residents of the community. The appointed Section 3 Coordinator will coordinate the SWBNO's Section 3 efforts, to advise and assist key personnel and staff on Section 3, to officially serve as focal point on Section 3 complaints, and the on-site monitoring of prime contractors and subcontractors to ensure the implementation and enforcement of the Section 3 Plan. The approval or disapproval of the Section 3 Plan is the ultimate responsibility of the SWBNO. Documentation will be retained on file in the appropriate office for monitoring by the Louisiana Division of Administration, Office of Community Development.

Therefore, the SWBNO shall:

### **SECTION 2: HIRING**

1. Any person who approaches the SWBNO for employment is asked to complete the Employment Application form. When hiring is anticipated, the file which contains all previously completed employment applications is pulled and interviews for the positions are made from those applicants.
2. Preference in hiring will be given to lower income persons residing in the service delivery area of the SWBNO. This means that if two equally qualified persons apply and one is a resident of the service delivery area of the SWBNO and one is not, the resident will be hired.
3. Maintain current records of anticipated hiring as specified on this form and maintain a current listing of employees as noted on the attached Workforce Analysis form.

#### Anticipated SWBNO Turbine Replacement (T7) Project Hiring 2020-2023

Job Classification	# of Positions to be Filled	# of Positions to be Filled by Lower Income SWBNO Residents	# of Positions Filled	# of Positions Filled by Lower Income Residents
Administration, Laborer, Public Works	None Anticipated			



### **SECTION 3: CONTRACTING**

1. The SWBNO will compile a list of businesses, suppliers and contractors located in the service delivery area of the SWBNO.
2. These vendors will be contacted whenever the SWBNO requires supplies, service, or construction to solicit bids or quotes.
3. Preference will be given to small local business. This means if identical bids/quotes are received from a small business located within the service delivery area of the SWBNO and one (1) from outside the service delivery area of the SWBNO, the contract will be awarded to the business located within the service delivery area of the SWBNO.

### **SECTION 4: CDBG CONTRACTS**

All CDBG-DR bid packages and contracts shall include the following Section 3 language.

1. The work to be performed under this contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given lower income of the project area and contracts for work in connection with the project be awarded to business concern residing in the project area.
2. The parties to this contract will comply with the provisions of said Section 3 and the regulation issued pursuant thereto by the secretary of Housing and Urban Development set forth in 24 CFR and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.
3. The contractor will send to each labor organization or representative or workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or worker's representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
4. The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for, or recipient of, federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR. The contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24



CFR, and will not let any subcontract unless the subcontractor has first provided it with the requirements of these regulations.

5. Compliance ahead the provisions of Section 3, the regulations set forth in 24 CFR, and all applicable rules and orders of the Department, issued thereunder prior to the execution of the contract, shall be a condition of the federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors, and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, it successors, and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR 135.

The SWBNO shall require each contractor to prepare a written Section 3 plan as a part of their bids on all jobs exceeding \$100,000 and shall include both Tables A and B. All Section 3 plans shall be reviewed and approved by the SWBNO's Equal Opportunity/Section 3 Compliance Officer and maintained in said office for monitoring by the Division Administration, Office of Community Development.

The SWBNO will maintain all necessary reports and will ensure that all contractors and subcontractors submit required reports.

#### LOWER INCOME CLARIFICATION

A family who resides within the service delivery area of the SWBNO (Orleans Parish) and whose income does not exceed 80 percent of the median family income (\$70,400) for the service delivery area of the SWBNO (Orleans Parish) according to HUD 2020 income limits; therefore, a family of four (4) whose income does not exceed \$56,300 will be considered as a lower income family. Lower income consideration shall be based on the family's total income at the time the individual is hired.



## SECTION 504 ASSURANCE

### **SECTION 1: ASSURANCE**

The Sewerage and Water Board of New Orleans (SWBNO) does hereby assure the Office of Community Development, Division of Administration, that, as a recipient of Community Development Block Grant Disaster Recovery funds for the “Turbine Replacement (T7) Project,” all activities of this grant will be operated in compliance with requirements of Section 504 of the Rehabilitation Act of 1973, as amended.

Because the SWBNO has fifteen (15) or more employees, the SWBNO further assures the Office of Community Development, Division of Administration, that it has appointed a designated Section 504 Coordinator (24 CFR 8.53), and adopted a Section 504 Grievance Procedure (24 CFR 8.53), and made initial and continuing notices in the local newspaper as well as the posting of notices in public places as a means of providing for continuing notification of participants, beneficiaries, applicants, and employees that it does not discriminate on the basis of handicap in its federally assisted programs (24 CFR 8.54).

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Ghassan Korban  
Executive Director  
Sewerage and Water Board of New Orleans

Date



## SECTION 504 GRIEVANCE PROCEDURE

### **SECTION 1: PROCEDURE**

The Sewerage and Water Board of New Orleans (SWBNO) has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the regulation of the U.S. Department of Housing and Urban Development, 24 CFR Part 8, implementing Section 504 of the Rehabilitation Act of 1973, as amended (Public Law 93-112). Section 504 states, in part: No otherwise qualified handicapped individual ... shall, solely by reason of his handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance... To further assist those who may have a grievance concerning Section 504 compliance, the SWBNO has been designated a Section 504 Coordinator to coordinate the efforts undertaken by the SWBNO to comply with requirements of Section 504 and its implementing regulation, 24 CFR Part 8.

1. A complaint should be in writing, contain the name and address of the person filing it, and briefly describe the action alleged to be prohibited by the regulation.
2. A complaint should be filed in the Office of the Section 504 Coordinator within a reasonable time after the person filing the complaint became aware of the action alleged to be prohibited by the regulation.
3. The SWBNO Section 504 Coordinator or his/her designee shall conduct such investigation of a complaint as may be appropriate to determine its validity. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.
4. The SWBNO Section 504 Coordinator shall issue a written decision determining the validity of the complaint no later than thirty (30) days after its filing.
5. The Section 504 Coordinator shall maintain the files and records of the SWBNO relating to complaints filed hereunder. The Section 504 Coordinator may assist persons with the preparation and filing of complaints, participate in the investigation of complaints and advise the SWBNO concerning their resolution.
6. The right of a person to prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the Department of Housing and Urban Development or other Federal or State Agencies. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies. Complaints may be forwarded for disposition to the:

Office of Fair Housing and Equal Opportunity  
Department of Housing and Urban Development  
Washington, DC 20410



Complaints may also be filed at any Regional or Field Office of the Department such as:

Department of Housing and Urban Development  
Regional Office  
Fair Housing and Equal Opportunity Division  
P.O. Box 2905  
Fort Worth, TX 76113-2905

7. Determinations made under these procedures shall be liberally constructed to protect the substantial rights of interested persons, to meet appropriate due process standards and to assure the compliance of the SWBNO with Section 504 and its implementing regulations.



## SECTION 504 COMMUNICATION POLICY

### **SECTION 1: POLICY**

The Sewerage and Water Board of New Orleans (SWBNO) will take such steps as are necessary to ensure that qualified persons with disabilities, including those with impaired sensory skills, receive effective notice. All aids needed to provide this notice, e.g., sign-language interpreters, readers, etc., are provided without cost to the person being served.

### **SECTION 2: PERSONS WITH HEARING IMPAIRMENTS**

#### **1. Qualified sign-language interpreter**

For persons who are hearing-impaired and who use a sign-language as their primary means of communication, the following procedure has been developed and resources identified for obtaining the services of a qualified sign-language interpreter to communicate both verbal and written information:

The SWBNO will provide qualified sign language interpreters on an as needed basis. Such an interpreter will be used at job interviews, large meetings, explanations of policies and procedures, etc. A minimum advance notice for such use is four (4) days unless circumstances or conditions dictate lesser time. In that case, the minimum time will be that required to notify the organization furnishing the interpreter as well as the time required for that organization to act. When time permits, the request is to be in writing. If request is made orally, written documentation must be prepared and placed in the appropriate file.

The SWBNO will contact area agencies and service providers when an interpreter is needed:

Information to be furnished by the SWBNO when requesting an interpreter:

- Reason for using interpreter services.
- Date and time services are needed.
- Place where interpreter is to report and directions, if needed.
- Name and title of person requesting services.
- Name, address, and telephone number of the primary SWBNO point of contact.
- How is cost for services to be billed? Understanding of cost (cost per hour, travel cost, etc.)
- How is interpreter to be notified in case of cancellation or change in time or place?
- How the SWBNO primary point of contact will be notified if services cannot be furnished as agreed to.

#### **2. Written Materials**

All program information will be provided to hearing-impaired persons in writing. Printed materials and writing materials are available.



3. Telecommunication Device for the Deaf (TDD)

The SWBNO participates in the Louisiana Hearing Impaired Relay System. A hearing impaired individual may access this system by calling either 1-800-333-0605 (information), 1-800-846-5277 (TDD users) or 1-800-947-5277 (voice users).

4. Any other auxiliary aids should be discussed.

### **SECTION 3: PERSONS WITH VISUAL IMPAIRMENTS**

1. Reader

Staff will communicate the content of written materials by reading them aloud to visually impaired persons.

2. Large print, taped, and Braille materials

3. Any other available aids should be discussed.

### **SECTION 4: PERSONS WITH MANUAL IMPAIRMENTS**

1. Personal

2. Typewriters

3. Other adaptive self-help devices.



# RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN UNDER SECTION 104(D) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED

## **SECTION 1: POLICY**

The Sewerage and Water Board of New Orleans (SWBNO) will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended as described in 24 CFR 570.606(b)(1).

All replacement housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the SWBNO will notify the public and submit to the Division of Administration the following information in writing:

1. A description of the proposed assisted activity
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to use other than low/moderate-income dwelling units as a direct result of the assisted activity
3. A time schedule for the commencement and completion of the demolition or conversion
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units
5. The source of funding and a time schedule for the provision of replacement dwelling units; and
6. The basis for concluding that each replacement dwelling unit will remain in a low/moderate-income unit for at least ten (10) years from the date of initial occupancy.

The SWBNO will provide relocation assistance, as described in 570.606(b)(2), to each low/moderate-income based household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.



Consistent with the goals and objectives of activities assisted under the Act, the SWBNO will take the following steps to minimize the displacement of persons from their homes:

1. All public facilities projects (water, sewer, gas, etc.) will be designed so that there will be no displacement of any residences or businesses
2. No homes will be demolished that can be rehabilitated; and
3. There will be no displacement of any residential or business occupants on the “Turbine Replacement (T7) Project.”

The Antidisplacement and Relocation Assistance Officer for the SWBNO is noted in the CDBG-DR Program Policies and Procedures authorizing resolution.



## RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE CERTIFICATION

### **SECTION 1: CERTIFICATION**

The Sewerage and Water Board of New Orleans (SWBNO) hereby certifies that it is following a residential anti-displacement and relocation assistance plan and that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as required under S570.606(a) and HUD implementing regulations at 24 CFR Part 42; the requirements in S570.606(b) governing the residential anti-displacement and relocation assistance plan under Section 104(d) of the Housing and Community Development Act of 1974; the relocation requirements of S505.606(c) governing displacement subject to Section 104(d) of the Act; and the relocation requirements of 505.606(d) governing optional relocation assistance under Section 105(a)(11) of the Act.

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Ghassan Korban  
Executive Director  
Sewerage and Water Board of New Orleans

Date



### **SECTION 1: POLICY**

The purpose of this policy is to provide a framework and assign responsibilities for ensuring that full and accurate records of the activities related to the Sewerage and Water Board of New Orleans (SWBNO) “Turbine Replacement (T7) Project” are created in accordance with the requirements of the U.S Department of Housing and Urban Development and the State of Louisiana. The policy aims to ensure that these records are managed and maintained for as long as they are required to support the functions, activities and accountabilities required in accordance with the SWBNO’s Cooperative Endeavor Agreement with the State of Louisiana, Office of Community Development.

### **SECTION 2: SCOPE**

This policy applies to all staff of the SWBNO whether permanent or temporary, including consultants, contractors and volunteers.

This policy applies to all activities performed by or on behalf of the SWBNO, in whatever manner they are conducted. This includes all written correspondence, whether paper or electronic, and all spoken transactions, including meetings and telephone calls. Equally, it covers all records of these activities regardless of the media in which they are captured.

### **SECTION 3: POLICY STATEMENT**

The SWBNO is subject to the Public Records Law found in La. R.S. 44:1, et seq., which provides for the maintenance and disclosure of public records and to the record keeping requirements of the State CDBG regulations found in 24 CFR 570.490. This requires the creation and maintenance of full and accurate records that support the day-to-day functions and activities of the SWBNO related to the CDBG-DR “Turbine Replacement (T7) Project.” These records provide evidence of these functions and activities and form part of the public record.

### **SECTION 4: GUIDELINES**

1. Records Management System. The SWBNO maintains a hard copy physical files records management system for the management of all records related to the CDBG-DR “Turbine Replacement (T7) Project.” The key processes managed by this system include:
  - a. The capture of all records
  - b. The storage of all records; and
  - c. The security and access to such records.

Physical files are stored in designated areas of SWBNO Office’s.

The SWBNO Project Delivery Unit (PDU) is ultimately responsible for the operation and maintenance of the records management system.



2. Recordkeeping Principles. This SWBNO expects that:

- a. All staff will create and maintain full and accurate records of all activity.
- b. All public records will be captured into the central recordkeeping system in accordance with the best practice guidelines issued by the Louisiana Office of Community Development and according to the HUD Model Record Keeping Requirements Guide.
- c. Staff may not keep public records in separate, individual filing systems or on any peripheral computer drive(s).
- d. All records will be named in accordance with the approved CDBG-DR classification scheme.
- e. Physical files will be kept in the designated areas unless required for specific purposes. The location of physical files will be kept up to date at all times.
- f. No staff member will dispose of public records unless authorized to do so.
- g. Records must be retained for a minimum period of five (5) years after closeout of OCD's federal grant providing the Grant Funds. The SWBNO will be notified of that closeout date by OCD. after close-out of the program.

## **SECTION 5: REGULATORY FRAMEWORK**

Relevant legislation with which this policy complies includes:

1. La. R.S. 44:1, et seq.
2. 24 CFR 570.490
3. Louisiana Office of Community Development Policies and Procedures

## **SECTION 6: RESPONSIBILITIES**

The SWBNO PDU is responsible for:

1. Ensuring compliance with legislative and regulatory requirements for recordkeeping
2. Authorizing the recordkeeping policy
3. Assigning responsibilities for recordkeeping
4. Supporting recordkeeping within the CDBG-DR Program
5. Ensuring that SWBNO policies support the creation and maintenance of full and accurate records of the CDBG-DR program's functions and activities
6. Ensuring that the SWBNO's recordkeeping policies and procedures will meet recommended practice guidelines and stand up to external scrutiny
7. Ensuring that no illegal records disposal takes place
8. Ensuring that all new staff receive records management induction; and
9. Monitoring staff compliance with the SWBNO's recordkeeping systems.



All Staff are responsible for:

1. Complying with the SWBNO's documented records management policies and procedures
2. Creating full and accurate records of activities, transactions, and decisions carried out during the course of daily activity
3. Ensuring that such records are maintained by being captured into the SWBNO's records management system and by handling records with care and respect so as not to damage them or compromise their integrity
4. Preventing unauthorized access to records; and
5. Ensuring that no records are destroyed or removed unless permitted by a current disposal authority.

#### **SECTION 7: MONITORING AND REVIEW**

This policy will be regularly monitored and reviewed to ensure that it remains relevant to the aims and requirements of the CDBG-DR program. Staff compliance with the policy and associated procedures will be monitored on an ongoing basis through staff self-assessment and by the SWBNO Project Delivery Unit (PDU).

#### **SECTION 8: CDBG PROGRAM**

The SWBNO will follow the guidelines as described in the DR CDBG Grantee Administrative Manual regarding record keeping.



## MONITORING PLAN

### **SECTION 1: POLICY**

In order for the Sewerage and Water Board of New Orleans (SWBNO) to comply with its monitoring responsibilities of projects funded from the State of Louisiana Community Development Block Grant Disaster Recovery “Turbine Replacement (T7) Project,” the following Monitoring Plan will be utilized.

### **SECTION 2: MONITORING PLAN OBJECTIVES**

The objectives of the Monitoring Plan are that the SWBNO will:

1. Comply with all regulations governing their administrative, financial, and programmatic operations as required in the Cooperative Endeavor Agreement between the SWBNO and the Office of Community Development (OCD)
2. Ensure that CDBG-DR funds are used for intended eligible activities and the activities meet a National Objective
3. Achieve performance objectives as set forth by OCD within schedule and budget
4. Avoid Duplication of Benefits with other programs; and
5. Conduct the program in a manner to prevent, detect, and eliminate fraud, waste and abuse with particular emphasis on mitigation of fraud, abuse and mismanagement related to accounting, procurement, and accountability.

### **SECTION 3: MONITORING REQUIREMENTS AND PROCEDURES**

1. Maintain adequate documentation to demonstrate the project meets a HUD National Objective and is Recovery Related.

The SWBNO will conduct periodic desk reviews of the program files to determine that the files meet the minimum documentation requirements to demonstrate projects meet the eligibility requirements of the program and has an acceptable documented plan of correction to ensure all new & current clients have the necessary documentation.

2. Maintain adequate documentation that the program follows written standards and guidelines for the procurement of supplies, equipment, construction, and services to ensure that they are obtained as economically as possible through an open and competitive process, and that purchases are managed with good administrative practices and sound business judgment & prohibits conflicts of interest.



The SWBNO will conduct periodic desk reviews of program files to determine that:

- a. The SWBNO's written procurement procedures comply with current CDBG-DR procurement guidelines and practices. This review should be conducted on an annual basis at a minimum.
  - b. That each procurement activity is supported by documentation that steps were taken to ensure an open and competitive process and that some form of cost/price analysis was performed.
  - c. A system is in place for tracking property and other assets bought or leased with CDBG-DR funds.
3. Maintain adequate documentation of compliance with HUD Environmental Regulations found at 24 CFR Part 58.

Prior to the expenditure of funds for an activity the SWBNO will verify that the appropriate level of environmental clearance has been obtained. A complete Environmental Review Record will be maintained for the project. The ERR will be reviewed on a periodic basis to ensure that the record is complete and that no changes have occurred that effect the viability of the ERR.

4. Maintain records to document compliance with Federal requirements.

The SWBNO will conduct periodic desk reviews of program files to determine that adequate documentation exists to verify compliance with the following Federal requirements.

- a. Fair Housing Act - 24 CFR part 100 & 107
- b. Executive Order 11063
- c. Civil Rights Act of 1964 - 24 CFR part 1
- d. Age Discrimination Act 42 - 24 CFR part 146
- e. Section 504 of the Rehabilitation Act of 1973
- f. American's with Disabilities Act - 28 CFR part 36
- g. Federal Labor Standards Requirements
- h. Section 3 of the Housing & Urban Development Act of 1968
- i. Good faith efforts to use women and minority owned businesses per Executive Order 11625, 12432, & 12138
- j. Lead Based Paint Requirements - 24 CFR 576.79
- k. Use of facilities and services must be available to all on a nondiscriminatory basis.
- l. Flood Insurance - 24 CFR 576.80(b)
- m. Relocation Requirements - 24 CFR 576.80(b)
- n. Minimize Displacement - 24 CFR 576.80(a)
- o. Conflict of Interest - 24 CFR 675.70(d); 24 CFR 84.42



5. If the activity involves acquisition, relocation, or displacement, then, verify compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

The SWBNO will establish a property acquisition file for each acquisition, relocation or displacement that is subject to the Uniform Relocation Act. The file will be reviewed to verify that it contains all required documentation including notices to homeowners or tenants, appraisal reports, Statement of Just Compensation, executed Acts of Sale or Donation, and a summary closing statement.

6. Follow written policies and procedures to maintain adequate oversight and control of its finances to ensure accurate, current, and complete disclosure of financial results.

The SWBNO will establish written procedures relative to the expenditure of CDBG-DR funds to record financial transactions, to determine the reasonableness and allowability of costs, to separate duties to ensure no one individual has authority over an entire financial transaction, and to routinely compare expenditure & budget. The SWBNO will periodically review its procedures to determine if personnel changes or other factors require revisions to the procedures.

7. Verify that expenditures are eligible under the Cooperative Endeavor Agreement / program regulations, are correctly classified and are supported by the general ledger, timesheets, payroll register, invoices, contracts, purchase orders, and receipts.

The SWBNO will review all expenditures to determine that they are eligible, correctly classified, and have sufficient supporting documentation to demonstrate expenditures were incurred and justified. All invoices shall be signed by the SWBNO President prior to payment. The SWBNO will periodically review the payment files to determine that appropriate review and approval procedures are being followed.

8. Engage an independent auditor on an annual basis to review program income and expenditures.

The SWBNO will maintain on file the most recent annual audit that states that financial statements accurately reflect the actual revenues, assets, expenditures, and liabilities of the CDBG-DR program. The audit file will also contain documentation that the SWBNO quickly addressed any audit deficiencies, compliance findings, questioned costs, or recommendations included in the audit.



9. Verify that the CDBG-DR Program is progressing as planned and that program goals are achievable and within reach.

The SWBNO will maintain documentation that demonstrates goals are being met and produces quantifiable data for performance reporting. The SWBNO will periodically review the performance of its personnel and consultants to determine they have the continuing capacity to carry out the CDBG-DR Program.

#### **SECTION 4: CORRECTIVE ACTION PROCEDURES**

If it is determined that the SWBNO has not met a requirement of the CDBG-DR “Turbine Replacement (T7) Project,” the SWBNO will note this determination and will take corrective action within sixty (60) days. If unable to demonstrate compliance, the SWBNO will take corrective action or remedial action. Said actions will be designed to prevent a continuation of the deficiency; mitigate; to the extent possible, its adverse effects or consequences; and prevent its recurrence.

#### **SECTION 5: SUB-RECIPIENTS**

If sub-recipients are utilized, the SWBNO will be responsible for ensuring that CDBG funds are used in accordance with all program requirements. At a minimum, each project shall be visited at least twice.

The initial visit will review the Sub-recipient’s accounting system, review the Sub-recipient’s understanding of the program financial requirements, review Sub-recipient’s files for required policies and procedures, and review Sub-recipient’s records system for maintaining appropriate programmatic documentation. The purpose of this initial visit is to increase the sub-recipient’s understanding of Program requirements and to discuss the following:

1. Eligible activities
2. Allowable costs
3. Maintenance of appropriate program documentation
4. Reporting requirements
5. Sub-recipient’s financial standards and systems
6. Procurement procedures
7. Environmental clearance procedures
8. Deadline for expenditure of funds

The second visit will occur during the project’s implementation. The visit shall review both financial and programmatic records and files, as well as conducting a review of the accomplishments and progress in relation to original expectations, programmatic objectives and federal objectives.



The organization and frequency for on-site administrative and programmatic monitoring will depend on a Risk Assessment based on the type of project and the prior experience of the sub-recipient with CDBG funded activities. The visits will include compliance with appropriate regulations and the provision of required documents. The files will be examined for completeness and a test of reasonableness of expenditures. In addition, the following may also be included: an Activity Summary, a Project Status Report, a Summary of Problems Encountered, and a Plan for Problem Resolution.

Site visits will also be performed periodically when construction is involved to monitor Labor Standards requirements. Davis Bacon interviews will be performed, payrolls will be reviewed on a weekly basis, and follow up will be provided when wage restitutions are required.

If the activity involves acquisition, relocation, or displacement, then, monitoring will be performed to ensure compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

To ensure further due diligence, sub-recipients will be required to have audits performed pursuant to OMB Circular A-133 and submitted to the SWBNO on an annual basis. In addition, sub-recipients will be required to submit monthly or quarterly reports, as well as annual reports for the duration of the period of the project or restrictive covenant.

If it is determined that the sub-recipient has not met a requirement of the CDBG-DR Program, the SWBNO will provide written notice of this determination and give the sub-recipient an opportunity to demonstrate within thirty (30) days that it has taken corrective action. If unable to demonstrate compliance, the SWBNO will take corrective action or remedial action. Said actions will be designed to prevent a continuation of the deficiency; mitigate; to the extent possible, its adverse effects or consequences; and prevent it recurrence.

Sub-recipients may be required to submit and comply with proposals for action to correct, mitigate and prevent a performance deficiency through one (1) or more of the following:

1. Prepare and follow a schedule of actions for carrying out the affected activities, consisting of schedules, timetables, and milestones necessary to implement the affected activities
2. Establish and follow a management plan that assigns responsibilities for carrying out the remedial action
3. Cancel or revise activities likely to be affected by the performance deficiency, before expending CDBG-DR funding for the activity.





## SEWERAGE AND WATER BOARD

### Inter-Office Memorandum

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**Date:** December 01, 2020

**To:** E. Grey Lewis, Chief Financial Officer *EG*

**From:** Rosita P. Thomas, Finance Administrator *RPT*

**Re:** 2021 OPERATING BUDGET AND 2021 CAPITAL BUDGET  
BLANKET APPROPRIATIONS RESOLUTION

**Attn:** Christy Harowski, Board Relations

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Please find attached Resolution # R-147-2020 for the 2021 Operation Budget and 2021 Capital Budget Blanket Appropriations dated December 21, 2020 for the Finance Committee, and the Full Board approval. Place this resolution on the Finance Committee agenda as an action item.

This resolution is prepared annually and forwarded to the Board of Liquidation in accordance with the Board's policy and the Louisiana State Statues.

Please contact me at 585-2364, if further discussion is necessary.

cc: Ghassan Korban  
Dexter Joseph

Attachment



**2021 Operating Budget and 2021 Capital Budget Blanket Appropriations  
December 21, 2020**

**WHEREAS**, as authorized by Louisiana R.S. 33:4083 that all funds received by the Board from water rates, and from the city by appropriation from its treasury, shall be deposited to the credit of the Board as collected, with fiscal agent of the city, and shall be paid out except upon duly adopted resolution of appropriation, and;

**WHEREAS**, Louisiana R.S. 33: 4094 specifically outlines the procedure for disbursement of Board funds on deposit with the Board of Liquidation, City Debt,

**NOW, THEREFORE, BE IT RESOLVED**, by the Sewerage and Water Board of New Orleans, that this resolution of appropriation is adopted to authorize and empower the disbursement of funds as identified in its 2021 Operation Budget and 2021 Capital Budget, by those designated parties, both within the Board as specified by its by-laws and by and through warrants drawn on the Board of Liquidation, City Debt.

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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 said  
Board, duly called and held, according to the  
law on December 21, 2020

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



**2021 OPERATING BUDGET**

**WHEREAS**, the Sewerage and Water Board has reviewed the Recommended 2021 Operating Budget of which **\$77,237,313** is from the Water Department, **\$84,835,502** is from the Sewerage Department, and **\$37,779,361** is for the Drainage Department for a Total Operation and Maintenance (O&M) Expense Budget of **\$199,852,176**; and

**WHEREAS**, it is the intent of the Board that the Executive Director maintain budgetary controls; and

**WHEREAS**, the authorized expenditure categories for 2021 are:

<b><u>EXPENDITURE CATEGORIES</u></b>	<b><u>2021 BUDGET</u></b>
Personnel Services	\$93,049,408
Services and Utilities	61,305,860
Material and Supplies	40,631,131
Special Current Charges	3,992,796
Furniture and Equipment	<u>872,981</u>
<b>TOTAL Operation and Maintenance Expense</b>	<b>\$199,852,176</b>
<b>Debt Service</b>	<b>\$ 42,794,414</b>
<b>Pay-Go</b>	<b><u>\$ 40,000,000</u></b>
<b>O&amp;M with Debt Service and Pay-Go</b>	<b>\$282,646,590</b>

**NOW THEREFORE BE IT RESOLVED** that the Sewerage and Water Board of New Orleans does hereby approve the 2021 O&M Expense Budget with Debt Service and Pay-Go in the amount of **\$282,646,590**.

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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 the said Board,  
duly called and held, according to law, on  
December 21, 2020.

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



**ADOPTION OF 2021 CAPITAL BUDGET**

**WHEREAS**, the recommended 2021 Capital Budget for the water, sewerage, and drainage systems is **\$465,490,260**; and

**WHEREAS**, identified funding is projected to be available through system revenues, taxes, reserves, bond proceeds, grant funds, and participation by others to finance the Capital Budget are **\$497,975,402**;

**WHEREAS**, the portion of the recommended 2021 Capital Budget requiring funding for the drainage system during 2021 is **\$58,367,652** of which funds have been identified of **\$68,558,333**, resulting in a surplus of funding totaling **\$10,190,682**; and

**WHEREAS**, the portion of the recommended 2021 Capital Budget requiring funding for the water system during 2021 is **\$218,489,930** of which funds have been identified of **\$87,045,733** resulting in a deferral of projects totaling **\$131,444,196**, unless other sources of funding are identified; and

**WHEREAS**, the portion of the recommended 2021 Capital Budget requiring funding for the sewerage system during 2021 is **\$188,632,679** of which funds have been identified of **\$342,371,336**, resulting in a surplus of funding totaling **\$153,738,656**; and

**WHEREAS**, the recommended 2021-2030 Capital Improvement Program is **\$2,040,772,094**;

**NOW THEREFORE BE IT RESOLVED** that the Sewerage and Water Board of New Orleans does hereby adopt the 2021 Total Capital Budget of **\$465,490,260** with funding totaling **\$497,975,402**; and

**BE IT FURTHER RESOLVED** that the Sewerage and Water Board does hereby accept the 2021-2030 Capital Improvement Program.

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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 the said Board,  
duly called and held, according to law, on  
December 21, 2020.

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



**GENERAL SUPERINTENDENT RECOMMENDATIONS  
FOR THE DECEMBER 16, 2020  
FINANCE AND ADMINISTRATION COMMITTEE MEETING**

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

**BIDS AND RENEWALS (1)**

Page 4 R-154-2020	Award of Contract 8165 – Repaving Open Cuts in Driveways and Sidewalks Resulting from the Repair to the Sewerage and Water Board of New Orleans Underground Utilities
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**CHANGE ORDERS (1)**

Page 11 R-131-2020	Ratification of Change Order #1 for Contract 5224 – Hurricane Katrina Related Repairs to New Carrollton, Hospital, Marconi, Paris, and Press Drainage Underpass Pumping Stations
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**CONTRACT AMENDMENTS (5)**

Page 15 R-038-2020	Authorization of Amendment No. 2 to the Agreement Between the Sewerage and Water Board of New Orleans and N-Y Associates, Inc. for Design and Engineering Services for the Waterline Replacement Program
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Page 20 R-115-2020	Authorization of Amendment No. 7 to the Agreement Between the Sewerage and Water Board of New Orleans and Meyer Engineers, Ltd. for Design and Engineering Services for the Waterline Replacement Program
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Page 27 R-152-2020	Authorization of Amendment No. 5 to the Agreement Between the Sewerage and Water Board of New Orleans and Arcadis U.S., Inc. for Design and Engineering Services for the Waterline Replacement Program
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Page 32 R-146-2020	Authorization of Amendment No. 4 to the Agreement Between the Sewerage and Water Board of New Orleans and HNTB Corporation for Design and Engineering Services for the Algiers Water Plant Purification Improvements
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Page 36 R-153-2020      Authorization of Amendment No. 4 to the Agreement Between the  
Sewerage and Water Board of New Orleans and Veolia Water  
North America, LLC for Capital Program Management Services



# **GENERAL SUPERINTENDENT'S RECOMMENDATIONS**

## **BIDS AND RENEWALS**



**CONTRACT 8165- Repaving Open Cuts in Driveways and Sidewalks Resulting from the Repair to the Sewerage and Water Board of New Orleans Underground Utilities**

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**WHEREAS**, the Sewerage and Water Board of New Orleans advertised, according to public bid law, a Request for Bids for Contract 8165- Repaving Open Cuts in Driveways and Sidewalks Resulting from the Repair to the Sewerage and Water Board of New Orleans Underground Utilities.

**WHEREAS**, three (3) bids were received on Monday, November 16, 2020; and,

**NOW, THEREFORE BE IT RESOLVED**, that the responsible and responsive low bid is hereby accepted, and contract awarded therefore to **Wallace C. Drennan, LLC** in the amount of \$1,274,000.00

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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  
December 21, 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**

**CONSTRUCTION SERVICES CONTRACT AWARD**

**Contract 8165- Repaving Open Cuts in Driveways and Sidewalks Resulting from the Repair to the Sewerage and Water Board of New Orleans Underground Utilities.**

Approval to award contract 8165, between the Sewerage and Water Board and Wallace C. Drennan, in the amount of \$1,274,000.00

**CONTRACTOR/SUB/VENDOR INFORMATION**

		DBE PARTICIPATION	
PRIME	SUBS	TARGET	ACTUAL
<i>Wallace C. Drennan</i>	<i>C&amp;M Construction Group</i>	36.00%	
Total		36.00%	

**DESCRIPTION AND PURPOSE**

Original Contract Value	\$1,274,000.00
Previous Change Orders	None
% Change of Contract To Date	0.0%
Value of Requested Change	\$0.00
% For This Change Order	0.0%
<i>Has a NTP been Issued</i>	<i>No</i>
<b>Total Revised Contract Value</b>	N/A
% Total Change of Contract	N/A
Original Contract Completion Date	12/16/2021
Previously Approved Extensions (Days)	None
Time Extension Requested (Days)	Zero
<b>Proposed Contract Completion Date</b>	N/A

**Purpose and Scope of the Contract:**

*The purpose of this contract is for the repaving open cuts in driveways and sidewalks resulting from the repair to the Sewerage and Water Board of New Orleans underground utilities.*

**Reason for Change:**

Error/Omission <input type="checkbox"/>	Differing Site Condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>
Design Change <input type="checkbox"/>	Other <input type="checkbox"/>	

N/A

**Spending to Date:**

Cumulative Contract Amount (as of 12/4/2020)	\$0.00
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Cumulative Contract Spending (as of 12/4/2020)	\$0.00
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**Contractor's Past Performance:**

*The contractor's performance has been satisfactory to date.*

**PROCUREMENT INFORMATION**

Contract Type	Base Bid	Award Based On	Lowest Competitive Bid
Commodity	Public Works Construction	Contract Number	8165
Contractor Market	Public Bid with DBE participation		
Compliance with Procurement Laws?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	CMRC Date (if nec.):	

**BUDGET INFORMATION**

Funding	O&M 6620/4409 and O&M 6621/4407	Department	Networks
System	Water and Sewer	Project Manager	Britton Husby
Job Number		Purchase Order #	Pending

**ESTIMATED FUND SOURCE**

User	Share%	Dollar Amount	Reimbursable?
Sewer System	10	\$127,400.00	No
Water System	90	\$1,146,600.00	No
Drainage System		\$ -	
<b>TOTAL</b>		\$ 1,274,000.00	

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

\_\_\_\_\_  
*Fred Tharp, P.E.*  
*Chief of Networks*  
*Networks*





## SEWERAGE AND WATER BOARD

### Inter-Office Memorandum

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**Date:** December 1, 2020

**To:** Patti Wallace, Purchasing Director

**From:** Fred Tharp, Chief of Networks

**Re:** Bid Recommendation  
Contract 8165: Repaving Open Cuts in Driveways and Sidewalks resulting from the Repair of Sewerage and Water Board of New Orleans Underground Utilities.

Bids were opened for Contract 8165 at 11:00 a.m. on Monday, November 16, 2020. The bids were as follows:

Drennan Construction:	\$1,274,000.00
Fleming Construction:	\$2,057,625.00
Boh Bros:	\$3,399,500.00

The lowest responsive bid was from Drennan Construction with a total base bid of \$1,274,000.00, and it is recommended that Drennan's bid be accepted.

The DBE participation for this contract is 36%.

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Fred Tharp, Chief of Networks

Enclosed: Two (2) copies of Bid Tabulation Summary Sheet

cc: Bob Turner, General Superintendent  
Alvin Porter, EDBP Department  
Britton Husby, Technical Services Department



CONTRACT 8165: RE-PAVING OPEN CUTS IN DRIVEWAYS AND SIDEWALKS RESULTING FROM THE REPAIR  
TO THE SEWERAGE AND WATER BOARD OF NEW ORLEANS UNDERGROUND UTILITIES


BID TABULATION SUMMARY SHEET: (BIDS RECEIVED NOVEMBER 16, 2020)

ITEM	DESCRIPTION	QUANTITY	UNIT	DRENNAN		FLEMING		BOH BROS	
				UNIT BID PRICE	UNIT PRICE EXTENSION	UNIT BID PRICE	UNIT PRICE EXTENSION	UNIT BID PRICE	UNIT PRICE EXTENSION
01	Removal of 6" concrete driveway	4,000	SY	\$10.00	\$40,000.00	\$0.25	\$1,000.00	\$100.00	\$400,000.00
02	Replacement of 6" concrete driveway	4,000	SY	\$85.00	\$340,000.00	\$150.00	\$600,000.00	\$200.00	\$800,000.00
03	Adjust Boxes - Water Water Valve, Water Meter And Clean Outs	200	SY	\$1,250.00	\$250,000.00	\$1,300.00	\$260,000.00	\$740.00	\$148,000.00
04	Repair conc. Sidewalks, 4" thick (reinforced) (>0 SY, <4 SY)	1,000	SY	\$95.00	\$95,000.00	\$250.00	\$250,000.00	\$235.00	\$235,000.00
05	Repair conc. Sidewalks, 4" thick (reinforced) (>=4 SY, <7 SY)	1,500	SY	\$95.00	\$142,500.00	\$200.00	\$300,000.00	\$210.00	\$315,000.00
06	Repair conc. Sidewalks, 4" thick (reinforced) (> 7 SY)	4,000	SY	\$85.00	\$340,000.00	\$150.00	\$600,000.00	\$190.00	\$760,000.00
07	Removal of 4" concrete sidewalk	6,500	SY	\$1.00	\$6,500.00	\$0.25	\$1,625.00	\$100.00	\$650,000.00
08	Additional Cost for adding brick on top of 4" thick concrete base (utilizing items 4 thru 6 above)	300	LF	\$200.00	\$60,000.00	\$150.00	\$45,000.00	\$305.00	\$91,500.00
					<b>\$1,274,000.00</b>		<b>\$2,057,625.00</b>		<b>\$3,399,500.00</b>



Disclaimer: These ARE NOT Official results and are posted for information only. Bid Tabulations are subject to change. Bid tabulations are the results of vendors who responded to the bids and/or Request for Qualifications/Request for Proposals listed. Totals listed on the bid tabulation are for comparison only. Bids will be evaluated for completeness and compliance with specifications by the Purchasing Department and the using SWBNO Departments. The tabulations do not represent a notice of award but only of the bids/responses received. Vendors shall not take any action until the contract/purchase order has been executed. Viewer is advised that Award of any contract/purchase order is subject to review and approval of the SWBNO Board.

**CONTRACT NO.: 8165      REQ. NO      BIDS OPENED: November 16, 2020      ADDENDA: 3      ADVERTISED 3 TIMES IN 25 DAYS**  
**CN200097      11:00 A.M      IN: The Advocate**

**SEALED PROPOSALS: Repaving Open Cuts in Driveways & Sidewalks Resulting from the Repair to the Sewerage & Water Board of N.O. Underground Utilities**

No.	No Furn.	Payment Required	Date	Name of Bidder	Bid Bond/Lic#	Signature	Vol. Ext.	Addenda/ Exception	Participation	Total Bid	Remarks
1	N/A	Yes	11/16/20	Boh Bros. Construction Co., L.L.C. 730 South Tonti Street New Orleans, LA 70119	2179	Yes	Yes	Yes	No	\$3,399,500.00	N/A
2	N/A	Yes	11/16/20	Fleming Construction Company, LLC. 23 East Airline Drive Kenner, LA 70062	935	Yes	Yes	Yes	No	\$2,057,625.00	N/A
3	N/A	Yes	11/16/20	Wallace C. Drennan, Inc. P.O. Box 15438 New Orleans, LA 70175-5438	1033	Yes	No	Yes	No	\$1,274,000.00	N/A



# **GENERAL SUPERINTENDENT'S RECOMMENDATIONS**

## **CHANGE ORDERS**



**RATIFICATION OF CHANGE ORDER NO. 1 FOR CONTRACT 5224 - HURRICANE KATRINA RELATED REPAIRS NEW CARROLLTON, HOSPITAL, MARCONI, PARIS AND PRESS DRAINAGE UNDERPASS PUMPING STATIONS**

**WHEREAS**, on October 23, 2019 the Sewerage and Water Board (S&WB) entered into Contract 5224 with Industrial & Mechanical Contractors, Inc. for FEMA funded repairs to the New Carrollton Avenue Drainage Underpass Pumping Station, the Marconi Drive Underpass Pumping Station, The Hospital Street Underpass Pumping Station and the Press Drive Underpass Pumping Station; and,

**WHEREAS**, this Change Order represents the repair to the pump the impeller at Marconi Dr UPS, new wear rings, impeller nuts and packing sleeves for two pumps at Press Dr UPS, a new cooling water line for pump bearing at New Carrollton UPS, a new spool piece for the discharge piping at New Carrollton UPS, the rehab of valve seats at Paris Ave UPS, and the rehab of check valves at Press Dr UPS. Also, this change will add floodproofing items to the contract such as an elastomeric wall coating and stackable flood barrier to the New Carrollton UPS, the Marconi Dr UPS, the Hospital UPS, and the Paris Ave UPS; and,

**WHEREAS**, this Change Order, in the amount of \$129,020.50, brings the accumulated Contract change order total to \$1,566,712.50, or 9.0% of the original Contract value, and

**NOW THEREFORE BE IT RESOLVED**, that approval of Change Order No. 1 for Contract 5224 is ratified by the Sewerage and Water Board of New Orleans.

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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  
December 21, 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**

**Contract 5224 Hurricane Katrina Related Repairs to Drainage Underpass Stations**

Approval to modify contract 5224, between the Sewerage and Water Board and Industrial & Mechanical Contractors, Inc. in the amount of \$129,020.50

**CONTRACTOR/SUB/VENDOR INFORMATION**

		DBE PARTICIPATION	
PRIME	SUBS	TARGET	ACTUAL
<i>Industrial &amp; Mechanical Contractors, Inc.</i>	<i>JL Construction Group</i>	32.15%	14.29%
	<i>Blue Flash</i>	3.84%	3.84%
Total		36.0%	18.1%

**DESCRIPTION AND PURPOSE**

Original Contract Value	\$1,437,692.00
Previous Change Orders	\$0.00
% Change of Contract To Date	0.0%
Value of Requested Change	\$129,020.50
% For This Change Order	9.0%
<i>Has a NTP been Issued</i>	<i>Yes</i>
<b>Total Revised Contract Value</b>	<b>\$1,566,712.50</b>
% Total Change of Contract	9.0%
Original Contract Completion Date	11/21/2020
Previously Approved Extensions (Days)	99
Time Extension Requested (Days)	0
<b>Proposed Contract Completion Date</b>	<b>2/28/2021</b>

**Purpose and Scope of the Contract:**

*The purpose of this contract is to repair any damages caused by Hurricane Katrina at five drainage underpass stations. These repairs include: roofing repairs, valve refurbishments, pump replacements, electrical cable replacement, etc.*

**Reason for Change:**

Error/Omission <input type="checkbox"/>	Differing Site Condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>
Design Change <input checked="" type="checkbox"/>	Other <input type="checkbox"/>	

*This change order includes a credit for check valve seat refurbishments and check valve innards refurbishments ; additional work on the drainage pumps such as furnishing new impeller nuts, wear rings, packing sleeves; repairing a cracked impeller; resizing an impeller shaft; drilling a new anchor for a pump motor; and fabricating and installing new discharge piping. Not doing this change could result in the UPS's being rendered inoperable. Also, included are Hazard Mitigation items that were left out of the original scope of the contract at the time of bid. This change will restore these items to the contract. Not doing this change could result in loss of FEMA reimbursement for future flooding damages.*



**Spending to Date:**

Cumulative Contract Amount (as of 11/12/2020)	\$1,437,692.00
Cumulative Contract Spending (as of 11/12/2020)	\$1,183,283.29

**Contractor's Past Performance:**

Contractor has performed well on this project. They complete the work according to the contract specifications, and they promptly communicate any construction issues to Construction Manager or the Inspector.

**PROCUREMENT INFORMATION**

Contract Type	Base Bid	Award Based On	Lowest Competitive Bid
Commodity	Public Works Construction	Contract Number	5224
Contractor Market	Public Bid with DBE participation		
Compliance with Procurement Laws?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	CMRC Date (if nec.):	Sept 9 and Oct 22, 2020

**BUDGET INFORMATION**

Funding	CAP	Department	Networks Engineering
System	Drainage	Project Manager	Kevin Braxton
Job Number	05224XXX	Purchase Order #	PG2019 600086

**ESTIMATED FUND SOURCE**

User	Share%	Dollar Amount	Reimbursable?
Sewer System	100%	\$ 129,020.50	Yes, partially
Water System			
Drainage System			
<b>TOTAL</b>		\$ 129,020.50	

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

\_\_\_\_\_  
Kevin Braxton  
Senior Engineer  
Networks Engineering



# **GENERAL SUPERINTENDENT'S RECOMMENDATIONS**

## **CONTRACT AMENDMENTS**



**AUTHORIZATION OF AMENDMENT NO. 2 TO THE AGREEMENT BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND N-Y ASSOCIATES, INC. FOR DESIGN AND ENGINEERING SERVICES FOR THE WATER LINE REPLACEMENT PROGRAM**

**WHEREAS**, by Resolution R-214-2012 approved at its December 2011 meeting **THE SEWERAGE AND WATER BOARD OF NEW ORLEANS** (“Board”) approved a list of engineering and consulting firms, including the Consultant, for the replacement and rehabilitation of its Water Line Replacement Program (WLRP); and

**WHEREAS**, by Resolution R-044-2012, approved March 15, 2012 The **Board** authorized execution of a contract with **N-Y ASSOCIATES, INC.** (Consultant) to provide engineering and design services for the Water Line Replacement Program (WLRP) for the Central Business District, French Quarter and Iberville neighborhoods, and pursuant to Resolution R-045-2012 the Board and Consultant entered into an agreement on May 7, 2012; and,

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

**WHEREAS**, by Resolution R-145-2012 approved August 15, 2012, the Board authorized amending the Agreement to include surveying fees,

**WHEREAS**, the value under amendment no. 1 added surveying fees not to exceed \$7.00 per lineal foot; and

**WHEREAS**, The Settlement provides for fair and reasonable fees to be negotiated in accordance with FP&C State Guidelines with a cost reasonable analysis in lieu of the requirement that the fees for the contract are based upon a not to exceed 18% of the cost of construction; and,

**WHEREAS**, the Board has need of design, bidding, construction administration and record drawings services for project TM010 French Quarter Transmission Mains, add FEMA settlement clauses, and set an end date of June 30, 2023; and,

**WHEREAS**, the Consultant is willing to perform said services in an amount not to exceed \$390,801.00;



**NOW THEREFORE, BE IT RESOLVED**, that the President or President Pro Tem of the Sewerage and Water Board is hereby authorized to execute on behalf of the Sewerage and Water Board of New Orleans Amendment No. 2 with N-Y Associates, Inc. for engineering and construction services for TM010 French Quarter Transmission Mains; amount not to exceed \$390,801.00 to a total maximum compensation of \$2,526,211.09, add FEMA settlement clauses, and set an end date of 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  
December 21, 2020.

---

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



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



**ACTION REQUESTED**

**Amendment to Professional Engineering Services Agreement**  
**TM010 N-Y Associates, Inc. WLRP Agreement**

Request authorization for Amendment No.2 to our WLRP Agreement for Projects TM010 French Quarter Transmission Mains (TMs) in an amount not to exceed \$390,801.

**CONTRACTOR/SUB/VENDOR INFORMATION**

		DBE PARTICIPATION	
PRIME	SUBS	TARGET	ACTUAL
<i>N-Y Associates, Inc.</i>	<i>Infinity Engineering Consultants, LLC</i>	35.00%	23.55%
Total		35.00%	23.55%

**DESCRIPTION AND PURPOSE**

Original Contract - Not to Exceed 18% Cost of Construction	
Total Obligated & Paid to Vendor	\$2,135,410.09
Value of Requested Amendment	\$390,801.00
<i>Has a NTP been Issued</i>	<i>No</i>
<b>Total Revised Contract Value</b>	<b>\$2,526,211.09</b>
Original Contract Completion Date	5/30/2022
Previously Approved Extensions (Days)	0
Time Extension Requested (Days)	396
<b>Proposed Contract Completion Date</b>	<b>6/30/2023</b>

**Purpose and Scope of the Contract:**

*This Water Line Replacement Program (WLRP) agreement provides engineering services for the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans (CNO) Recovery Roads (RR) Program for Central Business District, French Quarter and Iberville neighborhoods per R-214-2011. This WLRP Agreement is FEMA reimbursable. Construction will be reimbursed through the FEMA Project Worksheet (PW) 20232 French Quarter. Design will be reimbursed through PW 20232.*

**Reason for Change:**

Negotiate Fees <input checked="" type="checkbox"/>	Differing Site Condition	Regulatory Requirement
Design Change	Other _____	

*Amendment No. 2. will incorporate additional FEMA clauses, and establishes fair and reasonable negotiated fees for design, bidding, construction administration and record drawings. A Contract Expiration Date of June 30, 2023 will also be established since the original duration was until construction of the project is complete. We also negotiated an hourly billing rate for resident inspection with a not to exceed limit. Fees for the TM project on Decatur and St. Peter Streets; Basic Services \$240,001 (lump sum), the resident inspection rate is \$80/Hour with a not to exceed fee of \$150,800. Additional amendments not anticipated.*



**Spending to Date:**

Cumulative Contract Amount (as of 11/11/2020)	\$2,135,410.09
Cumulative Contract Spending (as of 11/11/2020)	\$2,135,410.09

**Contractor's Past Performance:**

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

**PROCUREMENT INFORMATION**

<b>Contract Type</b>	Professional Services	<b>Award Based On</b>	Qualified List
<b>Commodity</b>	Public Works Construction	<b>Name &amp; FEMA PW</b>	WLRP & 20232
<b>Contractor Market</b>	Public RFQ with DBE participation		
<b>Compliance with Procurement Laws?</b>	Yes    X    No	<b>CMRC Date (if nec.) :</b>	11/19/2020

**BUDGET INFORMATION**

<b>Funding</b>	CP 175-13 & CP 317-06	<b>Department</b>	JIRR
<b>System</b>	Water & Sewer	<b>Project Manager</b>	Norman Rockwell, PE
<b>Job Number</b>	A1348FEM & C1399XXX	<b>Purchase Order #</b>	TBD

**ESTIMATED FUND SOURCE**

User	Share%	Dollar Amount	Reimbursable?
Sewer System	5%	\$18,029.30	WIFIA - 100% FEMA - 100%
Water System	95%	\$372,771.70	
Drainage System			
<b>TOTAL</b>		\$ 390,801.00	

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

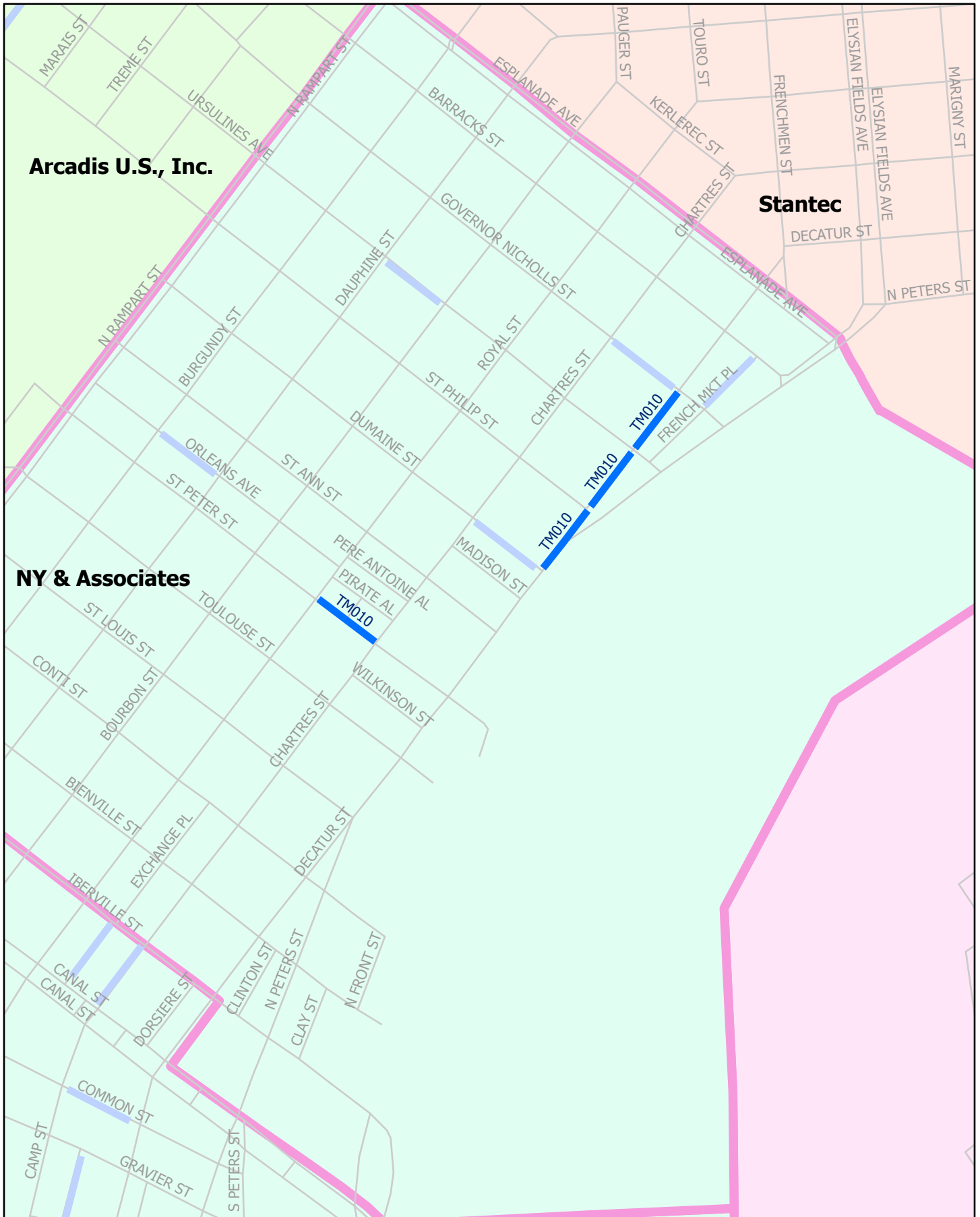
\_\_\_\_\_  
Mark D. Van Hala, P.E.  
Program Administrator  
Joint Infrastructure Recovery Request



**TM010**

— FEMA Water Line Replacement TM010

■ FEMA Water Line Replacement (Other Projects)





**AUTHORIZATION OF CONTRACT AMENDMENT NO. 7 TO THE AGREEMENT BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND MEYER ENGINEERS, LTD., FOR DESIGN AND ENGINEERING SERVICES FOR THE WATERLINE REPLACEMENT PROGRAM**

**WHEREAS**, by Resolution R-214–2011, adopted at its December 2011 meeting, the SEWERAGE AND WATER BOARD OF NEW ORLEANS (“Board”) approved a list of engineering and consulting firms, including MEYER ENGINEERS, LTD. (“Consultant”), for the replacement and rehabilitation of its Water Line Replacement Program (WLRP); and

**WHEREAS**, by Resolution R-001-2012 approved January 18, 2012, the Board authorized execution of a contract with Consultant to provide WLRP engineering and design services the Broadmoor, Freret and Milan neighborhoods; and

**WHEREAS**, by Resolution R-033-2012 approved March 21, 2012, the Board authorized adding the Holy Cross and Lower Ninth neighborhoods to the contract with Consultant; and

**WHEREAS**, pursuant to Resolutions R-001-2012 and R-003-2012 the Board and Consultant entered into a Professional Services Agreement dated May 7, 2012(the “Original Agreement” with compensation based on a percentage of construction costs; and

**WHEREAS**, by Resolution R-143-2012, approved August 15, 2012, the Board authorized amendment of the Original Agreement to provide for compensation for surveying services to be billed in accordance with the prevailing FEMA recommended policy (not to exceed \$7.00 per linear foot in 2012, which includes Consultant’s mark-up on the direct cost of surveying); and

**WHEREAS**, pursuant to Resolution R-143-2012, the Board and Consultant executed an Amendment to the Original Agreement, dated September 24, 2012 (“Amendment No. 1”); and

**WHEREAS**, by Resolution R-162-2014 adopted August 20, 2014, the Board authorized amendment of the Agreement to include program/project management services, and to provide that the fees for the new and original scope of work, including drain lines shall reflect the FEMA Project Worksheets (PWs); and

**WHEREAS**, pursuant to Resolution R-162-2014 the Board and Consultant executed Amendment No. 2 on September 17, 2014; and

**WHEREAS**, by R-178-2019 adopted at its meeting on November 20, 2019, the Board authorized execution of Amendment No. 3 to the Agreement for additional services for RR050 Freret Group A, RR103 LNW NE Group A RR108, LNW NW Group A, RR129 Milan Group A, RR104 LNW NE Group B, RR109 LNW NW Group B, RR112 LNW South Group A, RR010- Broadmoor Group A and TM003A Broadmoor/ Freret neighborhoods, additional fees of \$805,853.36, establishing a total fee of \$2,570,520.14, and to establish a contract expiration date of May 30, 2022; and

**WHEREAS**, pursuant to Resolution R-178-2019, Amendment No. 3 was executed on February 26, 2020; and



**WHEREAS**, by R-030-2020 adopted at its meeting on April 22, 2020, the Board authorized execution of Amendment No. 4 to the Agreement for engineering services for RR104 Lower Ninth Ward Northeast Group B, RR112 Lower Ninth Ward South Group A, RR129 Milan Group A, RR050 Freret Group A, RR010 Broadmoor Group A, and RR011 Broadmoor Group C in the amount of \$422,255.00; in the amount of \$422,255.00, establishing a total not to exceed fee of \$2,992,775.14; and

**WHEREAS**, by R-069-2020 adopted at its meeting on July 22, 2020, the Board authorized execution of Amendment No. 5 to the Agreement for engineering services RR012 Broadmoor Group D, R013 Broadmoor Group E, RR111 LNW Northwest Group D, RR110 LNW Northwest Group C, RR115 LNW South Group E and the Consultant has agreed to provide same for fees in the amount of \$250,901.00, establishing a total not to exceed fee of \$3,243,676.14; and

**WHEREAS**, by R-103-2020 adopted at its meeting on September 24, 2020, the Board authorized execution of Amendment No. 6 to the Agreement for engineering services for RR105 Lower Ninth Ward Northeast Group C, RR106 Lower Ninth Ward Northeast Group D, and RR107 Lower Ninth Ward Northeast Group E and the Consultant has agreed to provide same for fees in the amount of \$191,666.00 and the existing agreement has funds in the amount of \$191,666.00 in the WLRP neighborhoods which are available to transfer to these projects and the total maximum compensation will remain \$3,243,676.14; and

**WHEREAS**, the Board now has need of engineering design and construction services for RR107 Lower Ninth Ward (LNW) Northeast Group E, RR113 LNW South Group C, RR114 LNW South Group D: Final Design, and RR115 LNW South Group E, RR012 Broadmoor Group D, RR013 Broadmoor Group E, RR110 LNW Northwest Group C, RR050 Freret Group A, RR112 LNW South Group A and TM003 Claiborne (Audubon to Napoleon) Transmission Main and the Consultant has agreed to provide same for fees in the amount of \$804,273.00;

**NOW THEREFORE, BE IT RESOLVED**, that the President or President Pro Tem of the Sewerage and Water Board is hereby authorized to execute on behalf of the Sewerage and Water Board of New Orleans Contract Amendment No. 7 with Meyer Engineers, Ltd., to include design and construction services for RR107 Lower Ninth Ward (LNW) Northeast Group E, RR113 LNW South Group C, RR114 LNW South Group D: Final Design, and RR115 LNW South Group E, RR012 Broadmoor Group D, RR013 Broadmoor Group E, RR110 LNW Northwest Group C, RR050 Freret Group A, RR112 LNW South Group A and TM003 Claiborne (Audubon to Napoleon) Transmission Main and the Consultant has agreed to provide same for fees in the amount of \$804,273.00 and the total maximum compensation will not exceed \$4,047,949.14.



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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  
December 21, 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**

**Amendment to Professional Engineering Services Agreement**  
**Meyer Engineers, Ltd. WLRP Agreement**

Request authorization for Amendment No.7 to our WLRP Agreement for Projects RR107, RR113, RR114, RR115, RR012, RR013, RR110, RR050, RR112 and TM003 in an amount not to exceed \$804,273.

**CONTRACTOR/SUB/VENDOR INFORMATION**

		DBE PARTICIPATION	
PRIME	SUBS	TARGET	ACTUAL
<i>Meyer Engineers, Ltd.</i>	<i>Royal Engineers, LLC</i>	35.00%	29.77%
		0.00%	0.00%
		0.00%	0.00%
Total		35.00%	29.77%

**DESCRIPTION AND PURPOSE**

Original Contract - Not to Exceed 18% Cost of Construction	
Amendments 1-6	\$3,243,676.14
Value of Requested Amendment	\$804,273.00
<i>Has a NTP been Issued</i>	<i>No</i>
<b>Total Revised Contract Value</b>	<b>\$4,047,949.14</b>
Original Contract Completion Date	5/30/2022
Previously Approved Extensions (Days)	396
Time Extension Requested (Days)	0
<b>Proposed Contract Completion Date</b>	<b>6/30/2023</b>

**Purpose and Scope of the Contract:**

*This agreement provides engineering services for the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans (CNO) Recovery Roads (RR) Program for the Irish Channel, East Riverside, and Touro neighborhoods. The WLRP Agreement is FEMA reimbursable. Construction fees will be reimbursed through the FEMA Settlement, PW 21031 and PW19846. Design fees are being reimbursed through PW20531, PW20679, PW 21031 and PW19846.*

**Reason for Change:**

Negotiate Fees - X	Differing Site Condition	Regulatory Requirement
Design Change	Other _____	

*Amendment No. 7 provides Negotiated engineering design and construction services fees for Projects RR107, RR113, RR114, RR115, RR012, RR013, RR110, RR050, RR112 and TM003 in an amount not to exceed \$804,273.00. Amendment(s) are still needed for Resident Inspection Services for the following Projects: RR105, RR106, and RR111.*

**Spending to Date:**

Cumulative Contract Amount (as of 11/24/2020)	\$3,243,676.14
Cumulative Contract Spending (as of 11/24/2020)	\$1,376,528.50



**Contractor's Past Performance:**

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

**PROCUREMENT INFORMATION**

<b>Contract Type</b>	Professional Services	<b>Award Based On</b>	Qualified List
<b>Commodity</b>	Public Works Construction	<b>Name &amp; FEMA PW</b>	WLRP & Donors & 21031
<b>Contractor Market</b>	Public RFQ with DBE participation		
<b>Compliance with Procurement Laws?</b>	Yes    X            No	<b>CMRC Date (if nec.) :</b>	10/15/2020 & 11/19/2020

**BUDGET INFORMATION**

<b>Funding</b>	CP 175-13 & CP 317-06	<b>Department</b>	JIRR
<b>System</b>	Water & Sewer	<b>Project Manager</b>	PM Carriere, Er. Rockwell
<b>Job Number</b>	A1348FEM & C1399XXX	<b>Purchase Order #</b>	PG20206000054

**ESTIMATED FUND SOURCE**

User	Share%	Dollar Amount	Reimbursable?
Sewer System	15%	\$120,837.15	WIFIA - 100% FEMA -100%
Water System	85%	\$683,435.85	
Drainage System			
<b>TOTAL</b>		\$ 804,273.00	

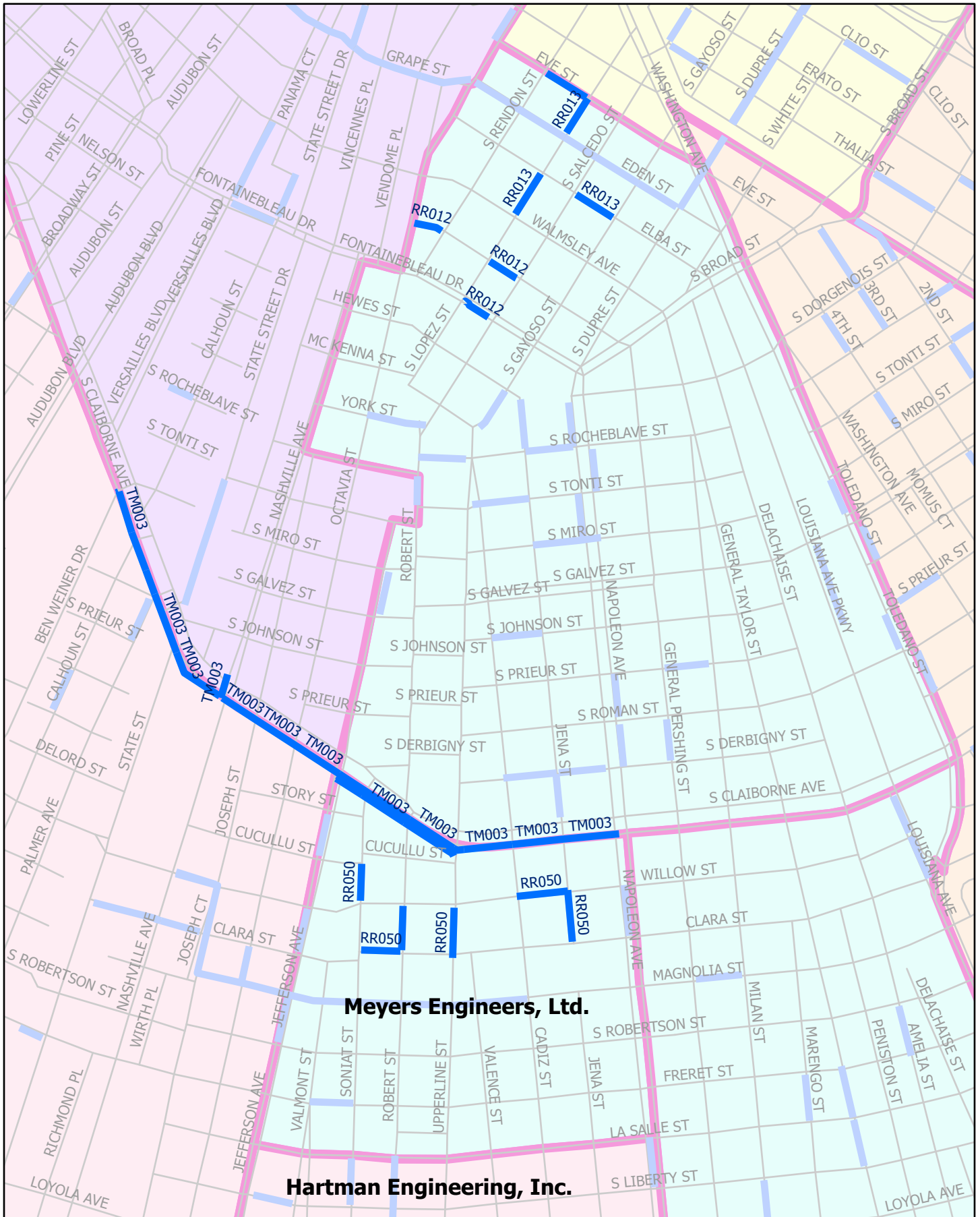
I certify that this contract action complies with all Sewerage and Water Board procurement policies and guidance, ethics rules and meets necessary regulatory requirements, including compliance with financing sources.

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

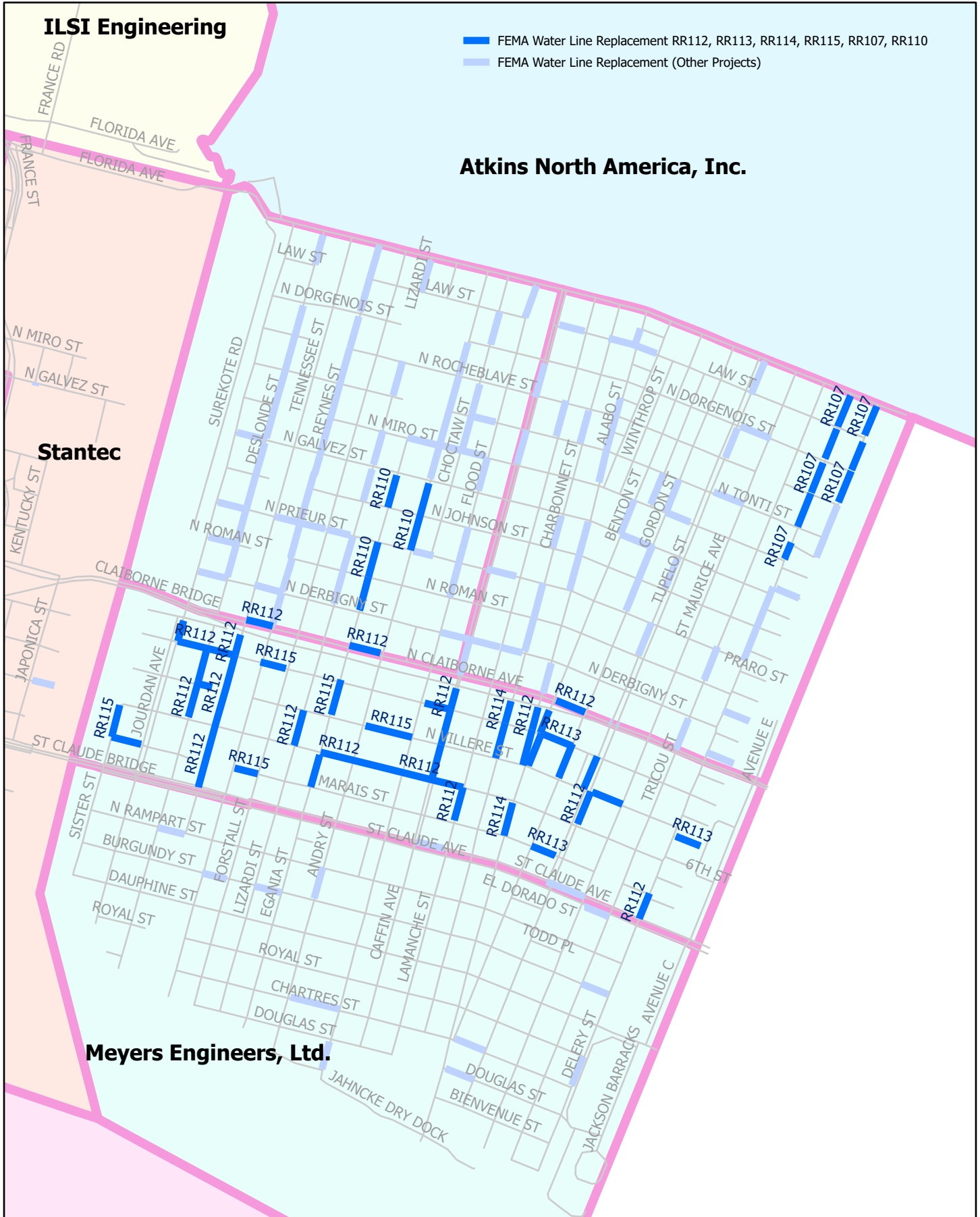


**RR050, RR012, RR013, TM003**

■ FEMA Water Line Replacement (Other Projects)









**AUTHORIZATION OF AMENDMENT NO. 5 TO THE AGREEMENT BETWEEN THE SEWERAGE AND WATER BOARD OF NEW ORLEANS AND ARCADIS U.S. INC. FOR DESIGN AND ENGINEERING SERVICES FOR THE WATER LINE REPLACEMENT PROGRAM**

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

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

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

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

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

**WHEREAS**, by Resolution R-074-2019 approved August 21, 2019, the Board authorized amending the Agreement for engineering and design services for the additional water lines in the Seventh Ward and Treme-Lafitte neighborhoods for a not to exceed fee of \$196,744.91 and for a total fee not to exceed \$973,480.49 and to establish a contract expiration date of December 30, 2022; and,

**WHEREAS**, by Resolution R-057-2020 approved May 20, 2020, the Board authorized amending the Agreement for engineering construction services for RR186 Viavant-Lake Catherine Group C not to exceed fee of \$265,287.75 and for a total fee not to exceed \$1,238,768.24 and set the end date at June 30, 2023; and,

**WHEREAS**, by Resolution R-094-2020 approved August 19, 2020, the Board authorized amending the Agreement for engineering construction services for RR004 Bayou St. John, Fairgrounds, Seventh Ward Group B, RR068 Iberville, Tulane-Gravier, LGD, CBD Group A, and RR183 Treme Lafitte not to exceed fee of \$375,789.13 and for a total fee not to exceed \$1,614,557.37; and,



**WHEREAS**, the Board is in need of engineering construction services for RR036 East Riverside, Garden District, Irish Channel, St Thomas Group B; and

**WHEREAS**, the Consultant is willing to perform said services in an amount not to exceed \$ 45,978.72;

**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 Amendment No. 5 with Arcadis U.S., Inc. to engineering construction services for RR036 East Riverside, Garden District, Irish Channel, St Thomas Group B; amount not to exceed \$45,978.72 to a total maximum compensation of \$1,660,536.09.

---

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  
December 21, 2020.

---

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



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



**ACTION REQUESTED**

**Amendment to Professional Engineering Services Agreement**  
**RR036 Arcadis U.S., Inc. WLRP Agreement**

Request authorization for Amendment No.5 to our WLRP Agreement for Projects RR036 East Riverside, Garden District, Irish Channel, St Thomas Group B in an amount not to exceed \$45,978.72.

**CONTRACTOR/SUB/VENDOR INFORMATION**

		DBE PARTICIPATION	
PRIME	SUBS	TARGET	ACTUAL
<i>Arcadis U.S., Inc.</i>	<i>Integrated Logistical Support Inc.</i>	35.00%	5.25%
		0.00%	0.00%
Total		35.00%	5.25%

**DESCRIPTION AND PURPOSE**

Original Contract - Not to Exceed 18% Cost of Construction	
Amendments 1-4	\$1,614,557.37
Value of Requested Amendment	\$45,978.72
<i>Has a NTP been Issued</i>	<i>No</i>
<b>Total Revised Contract Value</b>	<b>\$1,660,536.09</b>
Original Contract Completion Date	5/30/2022
Previously Approved Extensions (Days)	396
Time Extension Requested (Days)	0
<b>Proposed Contract Completion Date</b>	<b>6/30/2023</b>

**Purpose and Scope of the Contract:**

*This agreement provides engineering services for the Joint Infrastructure Recovery Request (JIRR) program in coordination with the City of New Orleans (CNO) Recovery Roads (RR) Program for the Irish Channel, East Riverside, and Garden District neighborhoods. The WLRP Agreement is FEMA reimbursable. Construction fees will be reimbursed through the FEMA Settlement, PW 21031. Design fees are being reimbursed through PW20660, PW20730, PW20350, and PW 21031.*

**Reason for Change:**

Negotiate Fees <input checked="" type="checkbox"/>	Differing Site Condition	Regulatory Requirement
Design Change	Other _____	

*Amendment No.5 Negotiated engineering design and construction services fees for RR036 -East Riverside, Garden District, Irish Channel, St Thomas Group B: Final Design: \$1,503.86, Bidding fee of \$1,016.91, CA fee of \$3,019.68, Record Drawing fee of \$1,014.89, Resident Inspection NTE \$39,423.38. Amendment(s) will be needed for Construction and Resident Inspection Services for the following Projects: RR136, RR137, RR139, RR186,*



**Spending to Date:**

Cumulative Contract Amount (as of 11/24/2020)	\$1,614,557.37
Cumulative Contract Spending (as of 11/24/2020)	\$352,615.99

**Contractor's Past Performance:**

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

**PROCUREMENT INFORMATION**

<b>Contract Type</b>	Professional Services	<b>Award Based On</b>	Qualified List
<b>Commodity</b>	Public Works Construction	<b>Name &amp; FEMA PW</b>	WLRP & 21031
<b>Contractor Market</b>	Public RFQ with DBE participation		
<b>Compliance with Procurement Laws?</b>	Yes    X    No	<b>CMRC Date (if nec.) :</b>	11/19/2020

**BUDGET INFORMATION**

<b>Funding</b>	CP 175-13	<b>Department</b>	JIRR
<b>System</b>	Water	<b>Project Manager</b>	Chantrell Carriere
<b>Job Number</b>	A1348FEM	<b>Purchase Order #</b>	TBD

**ESTIMATED FUND SOURCE**



User	Share%	Dollar Amount	Reimbursable?
Sewer System	0%	\$0.00	FEMA - 100%
Water System	100%	\$45,978.72	
Drainage System			
<b>TOTAL</b>		\$ 45,978.72	

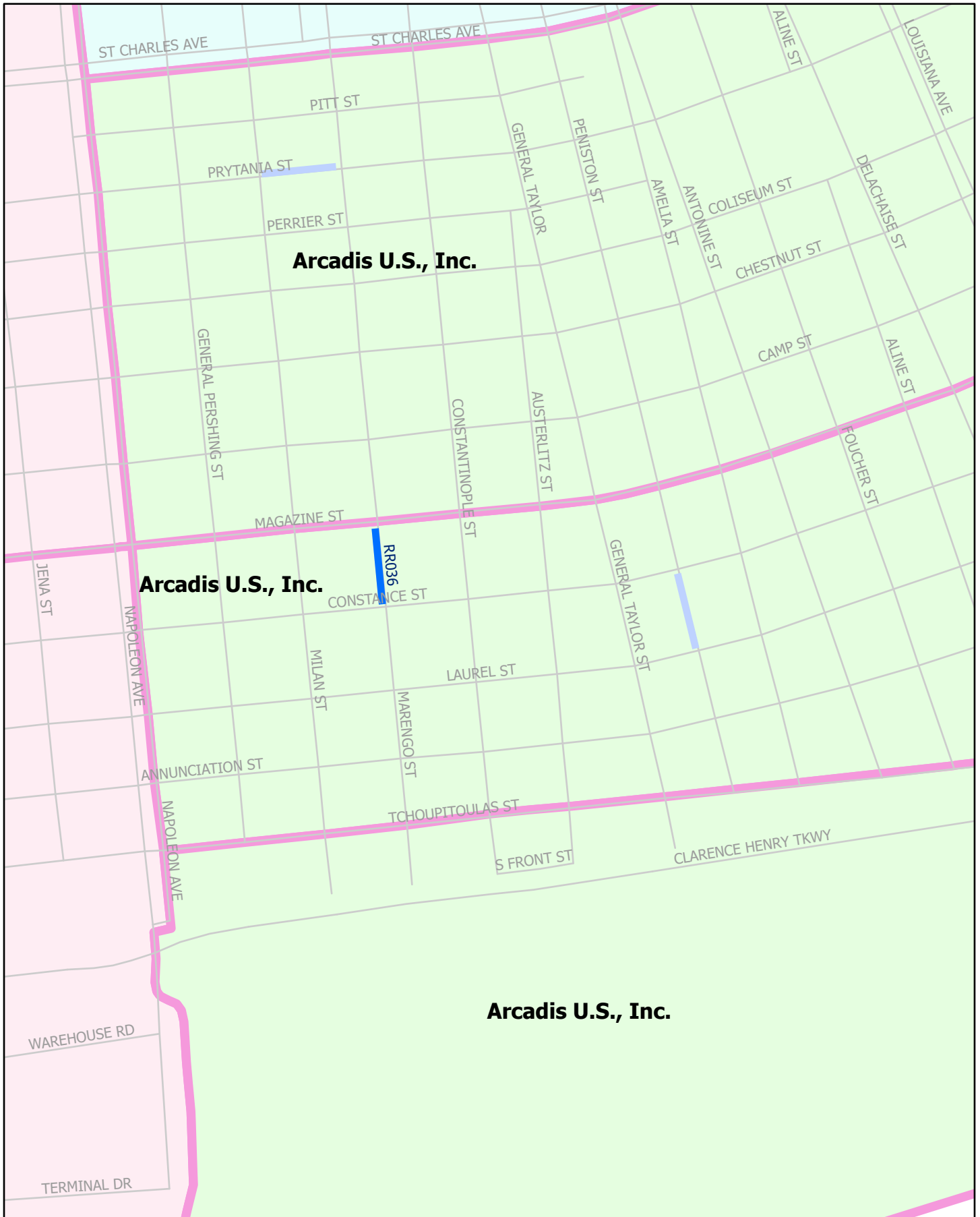
I certify that this contract action complies with all Sewerage and Water Board procurement policies and guidance, ethics rules and meets necessary regulatory requirements, including compliance with financing sources.

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



**Arcadis U.S., Inc.**  
**RR036**

-  FEMA Water Line Replacement RR036
-  FEMA Water Line Replacement (Other Projects)





**CONTRACT AMENDMENT NO. 4 TO THE AGREEMENT BETWEEN THE  
SEWERAGE AND WATER BOARD OF NEW ORLEANS AND HNTB FOR DESIGN  
AND ENGINEERING SERVICES FOR AWP PURIFICATION IMPROVEMENTS**

**WHEREAS**, the Board and HNTB Corporation (“HNTB” or “Consultant”) are parties to a Professional Services Agreement dated June 26, 2015, as authorized by Resolution R –080-2015 approved May 20, 2015, for design and engineering services to provide arc flash analysis of Carrollton Water Purification Plant (CWPP), assessment of storage tank mixing at CWPP and Algiers Water Purification Plant (AWPP), replacement of the launder troughs at AWPP for \$811,455.00, with a DBE participation goal of 35% with Infinity Engineering Consultants LLC and ILSI Engineering, for a maximum amount of \$811,455.00 and an initial term of one (1) year with up to five (5) one-year extension periods; and

**WHEREAS**, the Original Agreement has been amended twice as set forth below (as amended, the “Current Agreement”):

- By Amendment 1 pursuant to Resolution R-147-2018 approved October 17, 2018 to extend the contract to September 15, 2020, memorialize all contract actions to date, including provisions for construction contract administration and increase the fee to be paid to Consultant to a total maximum compensation of \$2,116,011.00;
- By Amendment 2 pursuant to Resolution No. R-20-2020 approved February 19, 2020, to reflect performance by Consultant of additional services including independent cost estimates, additional design services due to unanticipated events during construction, and to authorize additional construction administration assistance for additional construction under Construction Contract 1404 (replacement of the launder troughs at AWPP) anticipated to be completed March 31, 2020, at an additional cost of \$137,087.00; all bringing the total maximum compensation under the Agreement as amended, to a total of \$2,253,098; and
- By Amendment 3 pursuant to Resolution R-071-2020, for additional construction administration assistance through August 31, 2020, at an additional cost of \$197,324.64, for a total contract cost of \$2,450,422.64 due to extension of Construction Contract 1404 for 150 additional days of construction; and

**WHEREAS**, HNTB is performing under the Agreement, professional services related to the construction work for replacement of the launder troughs at AWPP under (Construction Contract 1404 between Max Foote Construction and the Board), and such professional services under the Agreement are needed throughout the completion of construction under Construction Contract 1404; and

**WHEREAS**, due to further extension of Construction Contract 1404 through the month of December 2020, the Board requires additional assistance from HNTB through January 31, 2021 for project administration and project closeout at no known additional cost;



**NOW THEREFORE, BE IT RESOLVED**, that the Sewerage and Water Board of New Orleans hereby authorizes the President/President Pro Tem to execute the Amendment No. 4 to the Agreement with HNTB for design, engineering and construction administration services, extending such Agreement through January 31, 2021.

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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  
December 21, 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 AMENDMENT**

**Arc Flash Analysis, Assessment of Storage Tank Mixing and Launder Trough Replacement**

Approval to modify contract between the Sewerage and Water Board and HNTB for extension through January 31, 2021, in the amount of \$0.

**CONTRACTOR/SUB/VENDOR INFORMATION**

		DBE PARTICIPATION	
PRIME	SUBS	TARGET	ACTUAL
HNTB	Infinity	9.00%	7.30%
	ILSI Engineering	20.00%	19.87%
	GOTECH	1.00%	0.79%
Total		30.00%	27.96%

**DESCRIPTION AND PURPOSE**

Original Contract Value	\$811,455.00
Previous Change Orders	\$1,638,967.64
% Change of Contract To Date	202.0%
Value of Requested Change	\$0.00
% For This Change Order	0.0%
Has a NTP been Issued	Yes
<b>Total Revised Contract Value</b>	<b>\$2,450,422.64</b>
% Total Change of Contract	202.0%
Original Contract Completion Date	10/5/2020
Previously Approved Extensions (Days)	0
Time Extension Requested (Days)	118
<b>Proposed Contract Completion Date</b>	<b>1/31/2021</b>

**Purpose and Scope of the Contract:**

The original agreement was for the design and engineering services for arc flash analysis of Carrollton Water Purification Plant (CWPP), assessment of storage tank mixing at CWPP and Algiers Water Purification Plant (AWPP), and to provide design and engineering services for the replacement of the launderer troughs at AWPP. The agreement was modified to add construction administration and inspection services, chemical feed and SCADA design, and clarifier upgrades.

**Reason for Change:**

Error/Omission	Differing Site Condition	Regulatory Requirement
Design Change	Other ___ Extension	

This amendment is needed to allow ongoing construction administration and inspection services through the completion of construction project 1404 and also to include project closeout extending the S&WB contract with HNTB from September 15, 2020 to January 31, 2021.

**Spending to Date:**

Cumulative Contract Amount (as of 1/1/2020)	\$2,450,422.64
Cumulative Contract Spending (as of 1/1/2020)	\$2,097,109.11



**Contractor's Past Performance:**

According to the Board's project manager, the designer's timeliness of deliverables, conformance to SWBNO policies, procedures, and quality all meet expectations. To date the consultant has not achieved a DBE participation rate of 35%. Current DBE participation is 27.5%. Remaining DBE participation will be met by GOTECH, Integrated Logistical Support, and Infinity Engineering.

<b>PROCUREMENT INFORMATION</b>
--------------------------------

Contract Type	Design Services	Award Based On	Qualification
Commodity	A/E Services	Contract Number	ADMIN for Construction Contract 1404
Contractor Market	Request For Qualifications		
Compliance with Procurement Laws?	Yes          No	CMRC Date (if nec.) :	

<b>BUDGET INFORMATION</b>
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Funding	CP 157-02	Department	Mechanical Engineering
System	Water	Project Manager	David Hingle
Job Number	1404	Purchase Order #	PG 2020 6000065

<b>ESTIMATED FUND SOURCE</b>
------------------------------

User	Share%	Dollar Amount	Reimbursable?
Sewer System	100%	0	
Water System			
Drainage System			
<b>TOTAL</b>		\$ -	

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

\_\_\_\_\_  
NAME

TITLE

DEPT

David Hingle  
Mechanical Engineer  
Mechanical Engineering



**CONTRACT AMENDMENT NO. 4 TO THE AGREEMENT BETWEEN THE  
SEWERAGE AND WATER BOARD OF NEW ORLEANS AND VEOLIA WATER  
NORTH AMERICA, LLC FOR CAPITAL PROGRAM MANAGEMENT (CPM)  
SERVICES**

**WHEREAS**, on November 3, 2015 the Sewerage and Water Board of New Orleans (Board) awarded a contract in the amount of \$1,406,985.00 to Veolia Water North America, LLC to perform construction phase services at the East and West Bank Wastewater Treatment Plants for an initial two year period with five, 1-year extensions; and

**WHEREAS**, on November 13, 2017, the Sewerage and Water Board of New Orleans agreed to extend their agreement from November 2017 to October 2018 to perform construction phase services at the East and West Bank Wastewater Treatment Plants for an amount of \$985,826.00; and

**WHEREAS**, on November 7, 2018, the Sewerage and Water Board of New Orleans agreed to extend their agreement from November 2018 to October 2019 for an amount of \$1,079,132.00; and

**WHEREAS**, on December 18, 2019, the Sewerage and Water Board of New Orleans agreed to extend their agreement from December 2019 to December 2020 for an amount of \$698,823.00; and,

**WHEREAS**, Veolia Water North America, LLC is requesting a one-year contract extension for Capital Program Management at the East and West Bank Wastewater Treatment Plants; and

**WHEREAS**, the Board recommends awarding Veolia Water North America, LLC with a one-year contract extension because of the many ongoing rehabilitation projects at the East and West Bank Wastewater Treatment Plants, and

**WHEREAS**, this contract amendment in the amount of \$0.00, brings the total authorized contract amount for construction phase services to \$4,170,766.00, or 196.4 % of the original Contract value, and

**NOW THEREFORE BE IT RESOLVED**, that approval of Contract Amendment No. 3 for Veolia Water North America, LLC is ratified by the Sewerage and Water Board of New Orleans.



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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 December 21, 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 Amendment**

**Veolia Capital Program Management - Contract Extension #4**

Approval to modify the Capital Program Management Contract, between the Sewerage and Water Board and Veolia Water North America, in the amount of \$0.

**CONTRACTOR/SUB/VENDOR INFORMATION**

		DBE PARTICIPATION	
PRIME	SUBS	TARGET	ACTUAL
<i>Veolia</i>	<i>Trigon</i>	28.70%	0.00%
	<i>Pivotal Engineering</i>	6.30%	44.20%
		0.20%	0.17%
Total		35.20%	44.37%

**DESCRIPTION AND PURPOSE**

Original Contract Value	\$1,406,985.00
Previous Change Orders	\$2,763,781.00
% Change of Contract To Date	196.4%
Value of Requested Change	\$0.00
% For This Change Order	0.0%
<i>Has a NTP been Issued</i>	<i>No</i>
<b>Total Revised Contract Value</b>	<b>\$4,170,766.00</b>
% Total Change of Contract	196.4%
Original Contract Completion Date	11/13/2017
Previously Approved Extensions (Days)	1095
Time Extension Requested (Days)	365
<b>Proposed Contract Completion Date</b>	<b>12/11/2021</b>

**Purpose and Scope of the Contract:**

*Construction Phase Services at the East and West Bank Wastewater Treatment Plants. Projects include: Contract 3799 - Sludge Dryer Installation, FBI Heat Exchanger Installation, and Bio-Reactor Train #4 Mixer Installation.*

**Reason for Change:**

Error/Omission <input type="checkbox"/>	Differing Site Condition <input type="checkbox"/>	Regulatory Requirement <input type="checkbox"/>
Design Change <input type="checkbox"/>	Extension <input checked="" type="checkbox"/>	

*Explain Reason for Change and justification including ramifications for not completing the change.*

**Spending to Date:**

Cumulative Contract Amount (as of 1/1/2020)	\$4,134,016.00
Cumulative Contract Spending (as of 1/1/2020)	\$3,442,199.00



**Contractor's Past Performance:**

*Contractor has had satisfactory performance on this contract to date.*

### PROCUREMENT INFORMATION

<b>Contract Type</b>	RFQ	<b>Award Based On</b>	Qualifications
<b>Commodity</b>	Professional Services	<b>Contract Number</b>	XXXXX
<b>Contractor Market</b>			
<b>Compliance with Procurement Laws?</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	<b>CMRC Date (if nec.) :</b>

### BUDGET INFORMATION

<b>Funding</b>	Sewer	<b>Department</b>	WWTP Operations
<b>System</b>		<b>Project Manager</b>	Felicia Bergeron
<b>Job Number</b>	C1349XXX	<b>Purchase Order #</b>	6000050 PG2020

### ESTIMATED FUND SOURCE

User	Share%	Dollar Amount	Reimbursable?
Sewer System	100%	0	No
Water System			
Drainage System			
<b>TOTAL</b>			

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

\_\_\_\_\_  
*Felicia Bergeron*  
*WWT Superintendent*  
*WWTP Operations*



**AUTHORIZATION FOR AGREEMENT FOR CONSULTING SERVICES FOR  
MANAGING THE PREPARATION, SELECTION, AND IMPLEMENTATION OF AN  
ADVANCED METERING INFRASTRUCTURE SOLUTION WITH JACOBS  
ENGINEERING, INC.**

**WHEREAS**, SWB has experienced ongoing issues regarding the accuracy of readings of its service meters throughout the areas served by SWB, and currently reads water meters manually on a monthly basis but, according to a recent water audit, approximately 20% of customer bills are estimated due to lack of meter access; and

**WHEREAS**, SWB does not have an active meter changeout program and meter readings are uploaded at the end of each day to SWB's billing system which is currently implementing upgrades; and

**WHEREAS**, Advanced Metering Infrastructure ("AMI") has been identified as an effective solution to increase efficiency, accuracy, and the richness of data provided by the SWB metering system; and

**WHEREAS**, on April 16, 2020, SWB issued a request for proposals for "Consulting Services for Managing the Preparation, Selection and Implementation of an Advanced Metering Infrastructure Solution" for the services described therein, and proposals were due on May 1, 2020; and

**WHEREAS**, SWB received six (6) proposals in response to the RFP, including that of Jacobs Engineering Inc., submitted on May 1, 2020 (the "Proposal"), and after evaluation of all proposals including that of Jacobs Engineering, Inc., the evaluation committee recommended that the SWB enter into an agreement with Jacobs Engineering Inc. to provide the desired AMI System Services with a minimum Disadvantaged Business Enterprise (DBE) percentage goal of thirty-five percent (35%); and



**NOW THEREFORE BE IT RESOLVED** that the President of the Board is authorized to execute an agreement by and between the Board and **Jacobs Engineering, Inc. (“Contractor”)** , to provide advanced meter infrastructure services for an **amount not to exceed Four Million One Hundred Five Thousand Four Hundred Thirty-one and No/100 (\$4,105,431.00)** over a term of **4 years, with a DBE goal of thirty-five (35%) percent.**

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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 December 21, 2020.

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



## EXECUTIVE SUMMARY

October 2020

A summary analysis of the financial results and other performance goals is attached for your further review.

(in millions)	<u>Actual</u>	<u>YTD Budget*</u>	<u>Annual Budget</u>	<u>Variance to Ann Budget</u>	<u>Actual/Ann Budget (%)</u>
Operating Revenues	\$216.0	\$ 223.2	\$ 269.0	(\$ 53.0)	(80%)
Ad Valorem/Other Rev**	77.5	n/a	73.5	4.0	105%
Operating Expenditures	231.6	269.1	321.0	89.4	72%

YTD = Year to Date (through October)

\* 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.

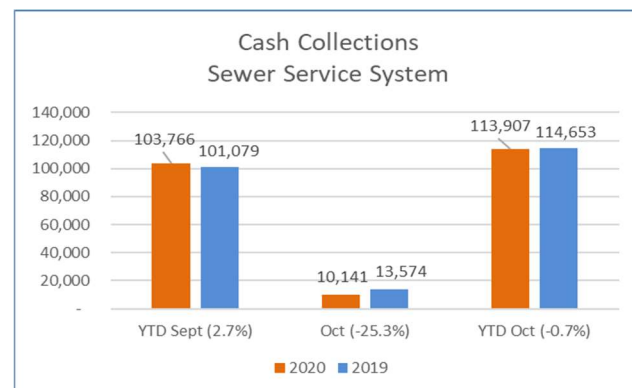
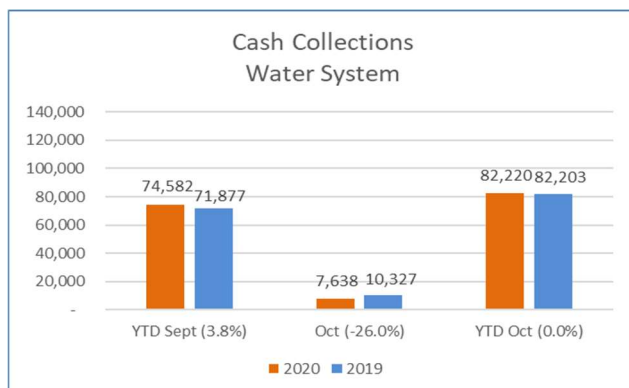
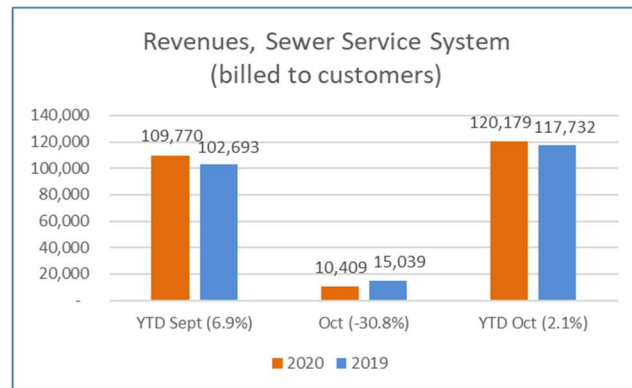
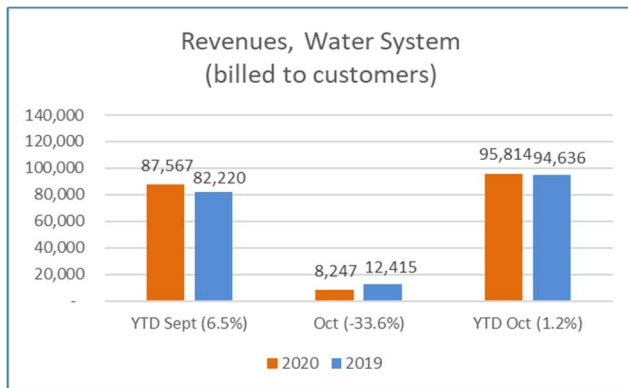
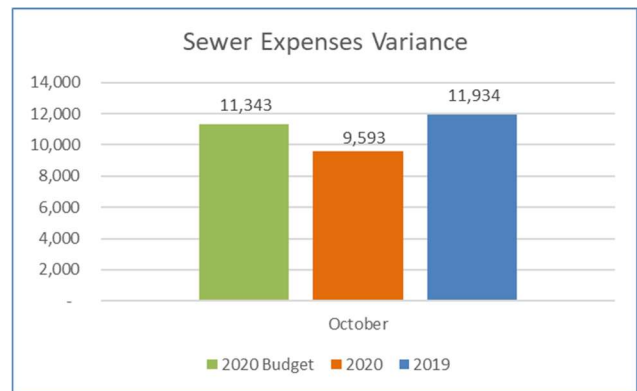
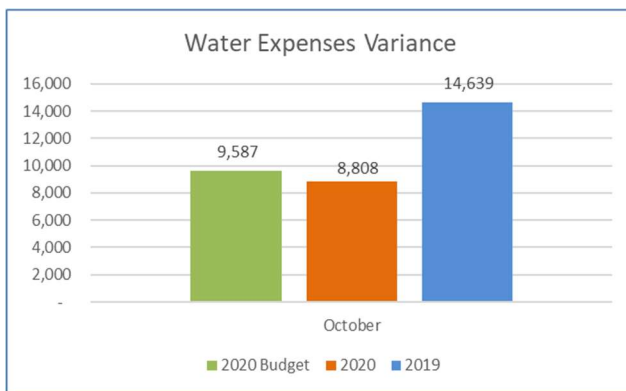
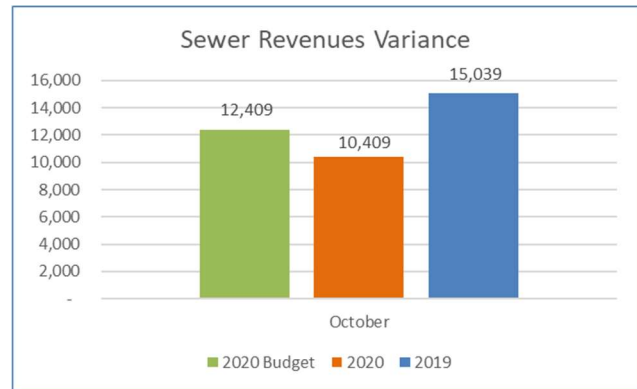
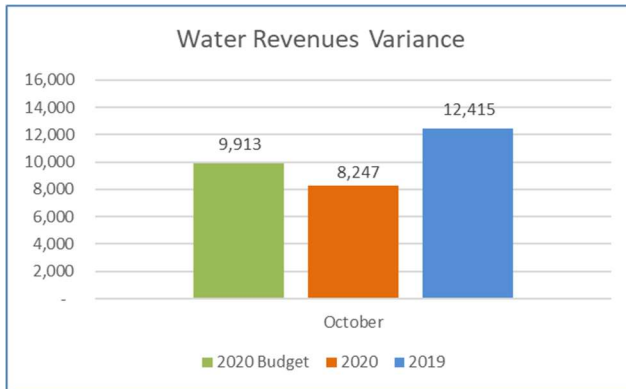
\*\* Ad Valorem and Other Revenue before deduction of interest expense.

### Cash Basis Operating Results (thru October 2020)

Operating Revenues	Budget (MTD)	Actual (MTD)	Budget (YTD)	Actual (YTD)	2019 Actual (YTD)	Actuals as % of YTD Budget
Water Service	9,912,699	8,246,617	99,126,988	95,813,741	94,635,636	96.7%
Sewer Service	12,409,210	10,409,170	124,092,098	120,179,171	117,732,090	96.8%
Non Operating Rev (Drainage)	5,589,266	125,579	55,892,662	65,911,991	67,593,823	
Misc Revenues	632,795	701,999	6,327,952	11,590,468	22,070,895	
Total Revenues	28,543,970	19,483,365	285,439,699	293,495,371	302,032,445	102.8%
<b>Operating Expenses</b>						
Water Service	9,587,310	8,808,349	95,873,104	83,979,280	81,814,660	87.6%
Sewer Service	11,343,257	9,593,191	113,432,567	95,196,942	87,460,561	83.9%
Drainage Service	5,983,982	5,626,003	59,839,815	52,442,934	55,421,852	87.6%
Total Expenses	26,914,549	24,027,544	269,145,487	231,619,156	224,697,073	86.1%
Interest Expense		1,666,760		16,932,957	17,189,324	
Revenues less Expenses	1,629,421	(6,210,939)	16,294,213	44,943,257	60,146,048	
Adjustment for Non-Cash Expense	6,121,125	7,790,602	61,211,250	77,441,173	56,464,212	
Revenues less Adjusted Expenses	7,750,546	1,579,663	77,505,463	122,384,431	116,610,260	



## Revenue and Expense (October 2020)





## Debt Obligations

Debt Information - As of October 31, 2020					
		Water	Sewer	Drainage	Total
Debt Outstanding:					
	Revenue Bonds*	182,065,000	199,365,000		381,430,000
	Limited Tax Bonds			5,850,000	5,850,000
	DEQ SRF Loans*		6,167,550		6,167,550
	GoZone Loan		40,044,839		40,044,839
	Total Debt Outstanding	182,065,000	245,577,389	5,850,000	433,492,389
	Unspent Bond Proceeds <sup>(1)</sup>	223,125	6,305,719		6,528,844
	Available Undrawn DEQ Loan Proceeds (South Shore Basin Project)		9,872,500		9,872,500
	Available Borrowed Funds	223,125	16,178,219	-	16,401,344
(1) As reported by BLCD.					
* Included in Debt Service Coverage Tests					

## Capital

2020 CAPITAL DISBURSEMENTS (As of 10/31/20)			
	Budgeted	Actual Expenditures YTD	Remaining
Grant Funded Projects (FEMA/HMGP)	\$ 209,466,231.00	11,943,813.35	\$ 197,522,417.65
Fair Share Projects	\$ 20,500,000.00	\$ 1,030,625.00	\$ 19,469,375.00
Targeted Funded Projects	\$ 95,428,650.00	\$ 34,714,401.75	\$ 60,714,248.25
<b>Total</b>	<b>\$ 325,394,881.00</b>	<b>\$ 47,688,840.10</b>	<b>\$ 277,706,040.90</b>

## Federal Grant/Funding Status

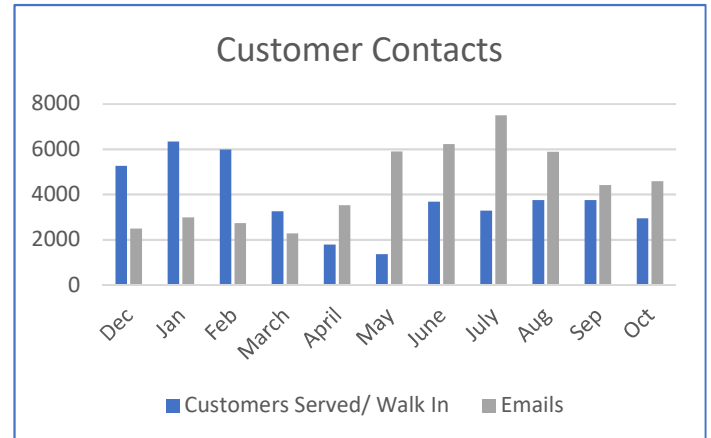
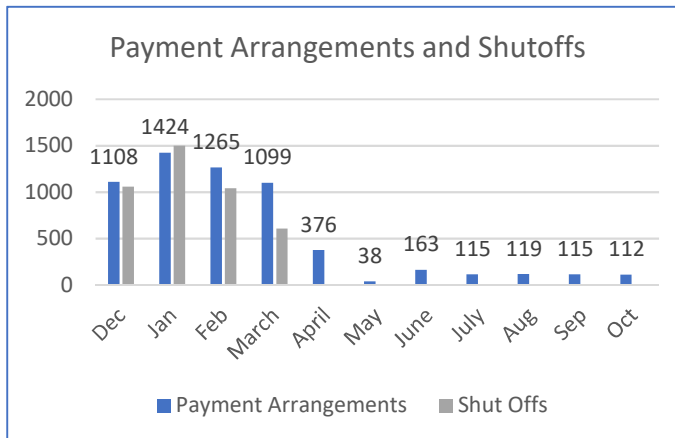
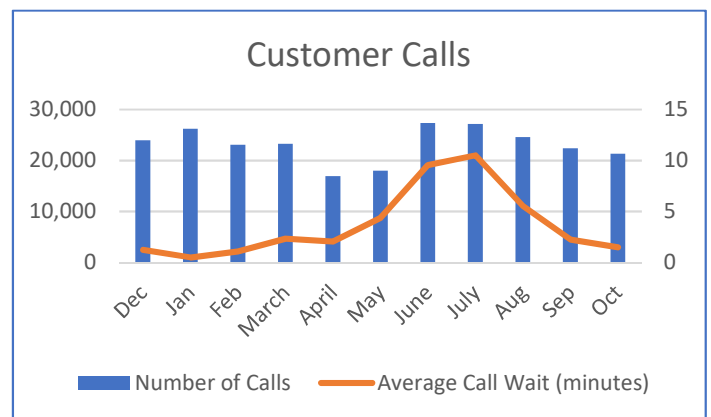
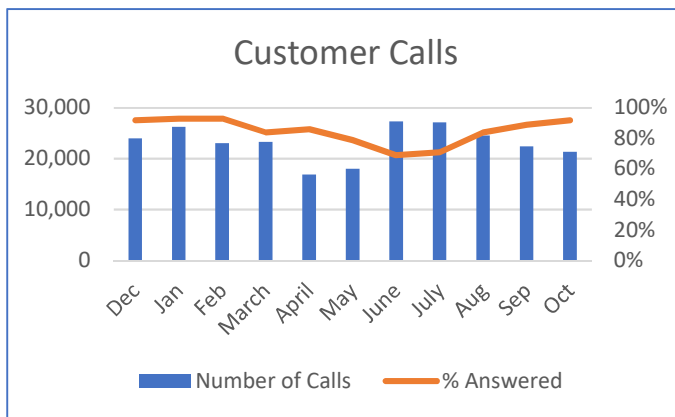
FEDERAL GRANT/FUNDING STATUS (As of 10/31/20)			
	Obligated	Expended	Reimbursed
Hurricane PA Projects	\$ 546,777,822.58	\$ 505,313,633.99	\$ 474,228,202.00
HMGP Projects	\$ 188,871,018.00	\$ 179,582,103.55	\$ 31,420,616.71
JIRR Projects	\$ 268,448,968.15	\$ 8,594,180.13	\$ 7,830,617.74
<b>Totals</b>	<b>\$ 1,004,097,808.73</b>	<b>\$ 693,489,917.67</b>	<b>\$ 513,479,436.45</b>



## Customer Experience (October 2020):

In October 2020, a total of 38,175 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.

Total # Calls	Total calls Answered	Total Dropped Calls	Average Call Wait	% Answered
21,337	19,575	1,762	1 min 49 secs	92%



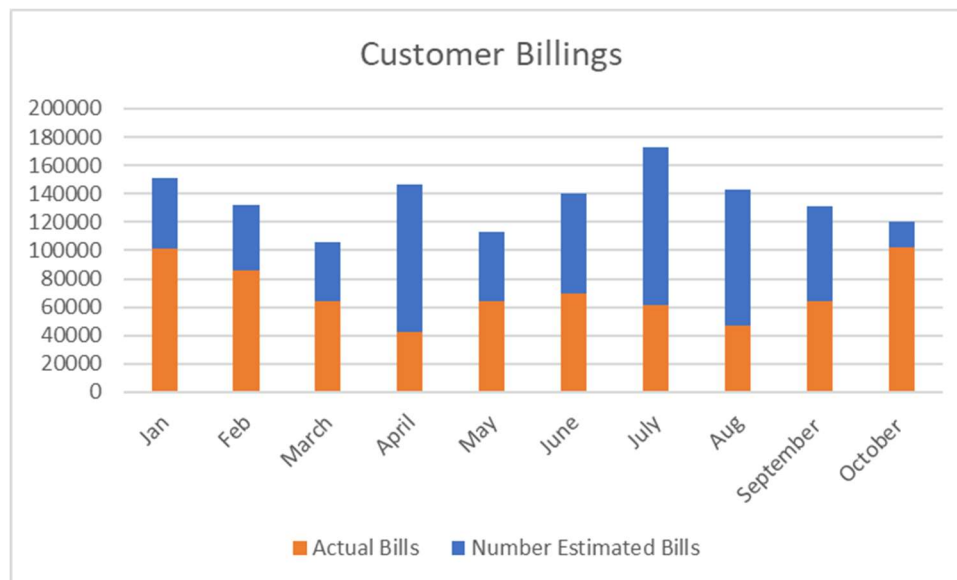


## Billing Accuracy (October 2020)

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. Accuracy of customer bills depends on measuring and reporting the actual water use of each customer. In addition, the integrity of the system relies on 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.**

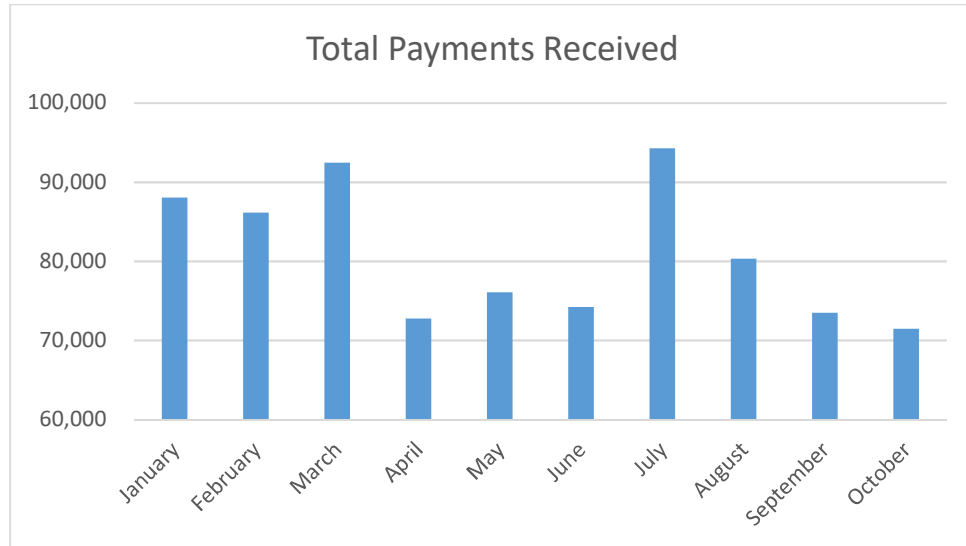
**The high number of estimated reads, caused by COVID-19 related staffing shortages and seasonal turnover, drive billing complaints and inaccuracies. To address this challenge, SWBNO has augmented its meter reading staff with 20 temporary employees to help our internal team provide actual reads of meters over the next three months.**





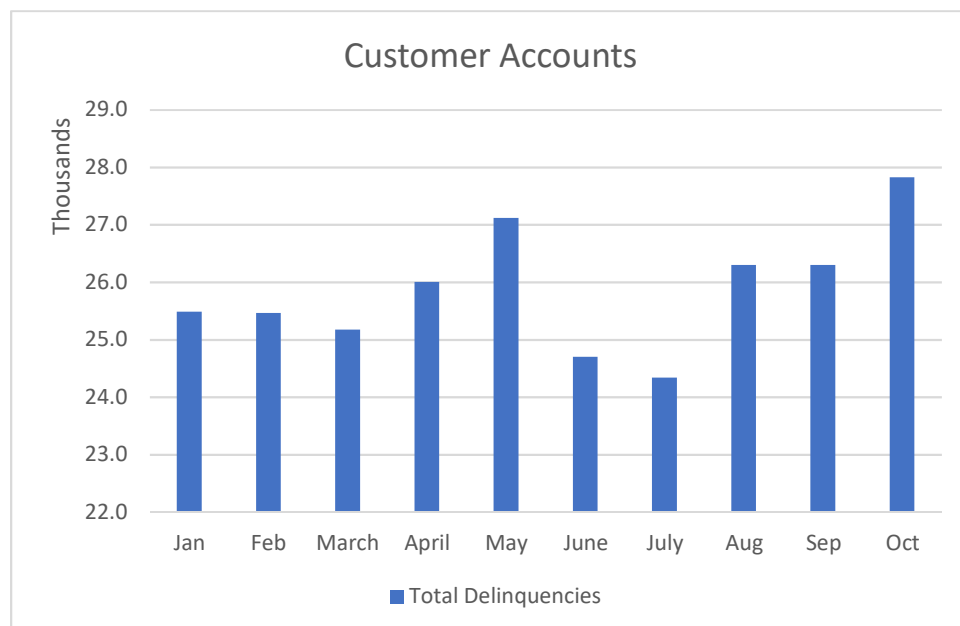
## Collections (October 2020)

A total of 71,461 payments were received in October. These payments are received via mail, walk-ins, online payments, and IVR.



## Active Accounts (October 2020)

CUSTOMER ACCOUNT AGING REPORT					
[As of October 31, 2020]					
CUSTOMER CATEGORY TYPE	TOTAL NUMBER OF ACCOUNTS	TOTAL NUMBER OF DELINQUENCIES	60+ DAYS PAST DUE	TOTAL NUMBER OF ACCOUNTS IN DISPUTE	
Residential	120,311	25,637	\$	34,612,114.33	1,901
Multi-Family	4,583	706	\$	2,516,524.24	86
Commercial	12,820	1,479	\$	7,862,074.85	220
Industrial	31	2	\$	480.84	-
<b>TOTALS</b>	<b>137,745</b>	<b>27,824</b>	<b>\$</b>	<b>44,991,194.26</b>	<b>2,207</b>





## Inactive Accounts (October 2020)

October 2020							
Row Labels	Class Count		Sum of Balance		Average Per Unit Balance		
	September	October	September	October	September	October	
COMMERCIAL	14	14	15,127.93	15,127.93	1,080.57	1,080.57	
HYDRANT	20	18	104,599.83	79,203.44	5,229.99	4,400.19	
INDUSTRIAL	1	1	32,641.78	32,641.78	32,641.78	32,641.78	
LG COMMERCIAL	78	80	1,052,980.74	1,057,850.87	13,499.75	13,223.14	
MULTI FAMILY	710	723	816,005.34	844,797.63	1,149.30	1,168.46	
RESIDENTIAL	30,609	31,181	28,000,011.95	28,650,021.03	914.76	918.83	
SM COMMERCIAL	1,149	1,154	2,048,246.25	2,085,693.21	1,782.63	1,807.36	
<b>Grand Total</b>	<b>32,581</b>	<b>33,171</b>	<b>32,069,613.82</b>	<b>32,765,335.89</b>			

The SWBNO accounting policy requires that inactive accounts are written off at the end of three years. At the end of April 2020, the SWBNO wrote-off 8259 accounts inactive since 2016, for fiscal 2019, reflecting \$3.4M of accounts receivables to bad debt. SWBNO will be updating the estimate for bad debts in December and has included a provisional estimate to date.



## 2019 vs. 2020 Water and Sewerage System Cash Collections

2019 Water Collections						2020 Water Collections				2020 vs. 2019 Collections
Months	Water Service Charges & Fees	Delinquent Fees	Total	Through Oct as % of Annual		Months	Water Service Charges & Fees	Delinquent Fees	Total	
January	\$ 7,269,033	\$ 145,536	\$ 7,414,569	91.7%		January	\$ 9,370,008	\$ 193,867	\$ 9,563,875	\$ 2,149,306
February	\$ 6,261,340	\$ 136,461	\$ 6,397,801			February	\$ 8,510,690	\$ 162,949	\$ 8,673,639	\$ 2,275,839
March	\$ 6,835,909	\$ 98,609	\$ 6,934,519			March	\$ 8,510,036	\$ 162,272	\$ 8,672,308	\$ 1,737,790
April	\$ 8,024,726	\$ 182,469	\$ 8,207,195			April	\$ 6,519,253	\$ 279,649	\$ 6,798,902	\$ (1,408,293)
May	\$ 8,128,278	\$ 148,478	\$ 8,276,756			May	\$ 7,900,869	\$ 105,513	\$ 8,006,382	\$ (270,374)
June	\$ 7,547,372	\$ 150,562	\$ 7,697,934			June	\$ 7,267,122	\$ 82,830	\$ 7,349,952	\$ (347,982)
July	\$ 9,662,101	\$ 194,163	\$ 9,856,264			July	\$ 8,048,453	\$ 43,613	\$ 8,092,066	\$ (1,764,198)
August	\$ 8,483,471	\$ 190,224	\$ 8,673,696			August	\$ 8,528,091	\$ 39,029	\$ 8,567,120	\$ (106,576)
September	\$ 8,246,459	\$ 171,490	\$ 8,417,949		September	\$ 8,829,034	\$ 28,497	\$ 8,857,531	\$ 439,582	
October	\$ 10,133,620	\$ 192,930	\$ 10,326,549		October	\$ 7,613,451	\$ 24,426	\$ 7,637,877	\$ (2,688,672)	
November	\$ 9,064,555	\$ 213,662	\$ 9,278,216		November	\$ 7,190,806	\$ 24,456	\$ 7,215,262	\$ (2,062,954)	
December	\$ 8,126,348	\$ 141,736	\$ 8,268,084	8.3%	December					
TOTAL	\$ 97,783,213	\$ 1,966,318	\$ 99,749,531		TOTAL	\$ 88,287,814	\$ 1,147,101	\$ 89,434,914	\$ (2,046,533)	
YTD (through Nov)	\$ 89,656,865	\$ 1,824,582	\$ 91,481,447							

2019 Sewerage Collections						2020 Sewerage Collections				2020 vs. 2019 Collections							
Months	Sewerage Service Charges & Fees		Delinquent Fees	Total		Through Oct as % of Annual	Months	Sewerage Service Charges & Fees			Delinquent Fees	Total					
January	\$	10,283,064	\$	183,074		\$	10,466,138	91.2%	January	\$	12,683,216	\$	247,883	\$	12,931,099	\$	2,464,962
February	\$	8,856,052	\$	174,247		\$	9,030,299		February	\$	11,510,258	\$	213,939	\$	11,724,198	\$	2,693,898
March	\$	10,920,960	\$	123,706	\$	11,044,666	March		\$	12,337,081	\$	207,785	\$	12,544,866	\$	1,500,200	
April	\$	11,750,766	\$	171,101	\$	11,921,867	April		\$	9,460,656	\$	149,191	\$	9,609,847	\$	(2,312,020)	
May	\$	11,709,701	\$	184,362	\$	11,894,064	May		\$	10,703,694	\$	136,628	\$	10,840,322	\$	(1,053,742)	
June	\$	10,666,270	\$	193,564	\$	10,859,833	June		\$	10,485,228	\$	105,070	\$	10,590,298	\$	(269,535)	
July	\$	12,418,687	\$	240,120	\$	12,658,808	July		\$	11,609,615	\$	54,036	\$	11,663,651	\$	(995,157)	
August	\$	11,484,227	\$	244,491	\$	11,728,718	August		\$	11,850,512	\$	47,804	\$	11,898,316	\$	169,599	
September	\$	11,249,671	\$	225,192	\$	11,474,863	September		\$	11,927,583	\$	35,569	\$	11,963,153	\$	488,290	
October	\$	13,327,187	\$	246,420	\$	13,573,607	October		\$	10,112,092	\$	29,194	\$	10,141,285	\$	(3,432,322)	
November	\$	7,943,403	\$	256,514	\$	8,199,917	November		\$	8,981,302	\$	29,429	\$	9,010,731	\$	810,814	
December	\$	11,698,150	\$	180,495	\$	11,878,645	8.8%	December									
TOTAL						TOTAL	\$	121,661,237	\$	1,256,528	\$	122,917,766		\$	64,987		
YTD (through Nov)																	



**Sewerage and Water Board of New Orleans**  
**Projection of Year End Days Cash Calculation**

	Water	Sewer
As of October 31, 2020		
Unrestricted and undesignated Cash and cash equivalents	16,967,575	39,596,740
Funds from/for customer deposits	13,206,527	-
Deposits	22,950	17,965
Total Unrestricted Cash Balance	30,197,052	39,614,705
Projected November Net Change to Cash (based upon change in bank balances Oct-Nov)	(3,210,626)	4,521,818
Projected December Net Change to Cash (based upon November cashflows)	(4,423,834)	(2,119,589)
Expected Interfund Transfer	-	-
(A) Exepcted Unrestricted Cash Balance 12/31/2020	22,562,593	42,016,934
Estimated 2020 Net Expenditures	85,323,495	78,073,865
(B) Estimated 2020 Net Expenditures per day (/365)	233,763	233,763
(A) / (B) Total Unrestricted Cash Balances / Expenditures per Day	96.5	179.7





## October Financial Statements (unaudited)

### Pages 11-26 as follows:

11. All P&L with Prior year (PY)

12. All P&L with Budget

13 – 14. All Balance Sheet

15. Water P&L with PY

16. Water P&L with Budget

17 – 18. Water Balance Sheet

19. Sewer P&L with PY

20. Sewer P&L with Budget

21 – 22. Sewer Balance Sheet

23. Drainage P&L with PY

24. Drainage P&L with Budget

25 – 26. Drainage Balance Sheet



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	8,246,617	12,415,427	(4,168,810)	-33.6%	95,813,741	94,635,636	1,178,105	1.2%	1
2 Sewerage service charges and del fees	10,409,170	15,038,790	(4,629,620)	-30.8%	120,179,171	117,732,090	2,447,081	2.1%	2
3 Plumbing inspection and license fees	28,374	38,140	(9,766)	-25.6%	371,346	478,306	(106,960)	-22.4%	3
4 Other revenues	545,340	547,631	(2,291)	-0.4%	3,351,287	4,119,827	(768,540)	-18.7%	4
5 Total operating revenues	19,229,501	28,039,988	(8,810,487)	-31.4%	219,715,545	216,965,859	2,749,686	1.3%	5
<b>Operating Expenses:</b>									
6 Power and pumping	1,542,105	2,118,479	(576,374)	-27.2%	14,809,810	14,024,660	785,151	5.6%	6
7 Treatment	1,067,894	2,527,546	(1,459,652)	-57.7%	17,183,756	14,776,023	2,407,733	16.3%	7
8 Transmission and distribution	3,083,398	8,201,566	(5,118,169)	-62.4%	25,086,673	32,817,494	(7,730,821)	-23.6%	8
9 Customer accounts	523,648	576,392	(52,744)	-9.2%	3,780,091	4,409,606	(629,516)	-14.3%	9
10 Customer service	685,475	468,992	216,483	46.2%	6,109,868	3,944,695	2,165,173	54.9%	10
11 Administration and general	3,192,457	6,673,266	(3,480,809)	-52.2%	21,483,662	36,515,004	(15,031,342)	-41.2%	11
12 Payroll related	4,667,499	5,282,582	(615,083)	-11.6%	46,077,889	41,268,989	4,808,900	11.7%	12
13 Maintenance of general plant	1,474,465	2,872,040	(1,397,575)	-48.7%	19,646,234	20,476,389	(830,155)	-4.1%	13
14 Depreciation	5,346,353	4,954,114	392,239	7.9%	53,463,525	50,420,844	3,042,681	6.0%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	2,269,044	361,124	1,907,920	528.3%	22,690,443	3,611,243	19,079,199	528.3%	16
17 Provision for claims	175,205	308,489	(133,284)	-43.2%	1,287,206	2,432,125	(1,144,919)	-47.1%	17
18 Total operating expenses	24,027,544	34,344,591	(10,317,047)	-30.0%	231,619,156	224,697,073	6,922,083	3.1%	18
19 Operating income (loss)	(4,798,043)	(6,304,603)	1,506,560	-23.9%	(11,903,611)	(7,731,215)	(4,172,397)	54.0%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	42	-	42	0.0%	686	35	651	1875.8%	20
21 Three-mill tax	32,861	-	32,861	0.0%	17,809,489	15,180,014	2,629,475	17.3%	21
22 Six-mill tax	34,644	-	34,644	0.0%	18,769,965	16,006,243	2,763,722	17.3%	22
23 Nine-mill tax	51,929	-	51,929	0.0%	28,134,334	23,992,705	4,141,629	17.3%	23
24 Interest income	10,046	251,469	(241,424)	-96.0%	2,341,635	1,751,044	590,591	33.7%	24
25 Other Taxes	-	-	-	0.0%	297,713	297,272	441	0.1%	25
26 Other Income	124,241	190,488	(66,247)	-34.8%	6,350,178	27,839,139	(21,488,961)	-77.2%	26
27 Interest expense	(1,666,760)	(1,817,200)	150,440	-8.3%	(16,932,957)	(17,189,324)	256,367	-1.5%	27
28 Operating and maintenance grants	101	38	63	167.5%	75,826	135	75,691	55997.0%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	(1,412,897)	(1,375,205)	(37,692)	2.7%	56,846,869	67,877,262	(11,030,393)	-16.3%	30
31 Income before capital contributions	(6,210,939)	(7,679,808)	1,468,869	-19.1%	44,943,257	60,146,048	(15,202,790)	-25.3%	31
32 Capital contributions	(2,426,739)	4,331,704	(6,758,443)	-156.0%	15,740,482	19,322,122	(3,581,641)	-18.5%	32
33 Change in net position	(8,637,678)	(3,348,104)	(5,289,574)	158.0%	60,683,739	79,468,170	(18,784,431)	-23.6%	33
34 Audit Adjustment					2,543,545				34
35 Net position, beginning of year					2,356,268,052	2,244,801,991	111,466,061	5.0%	35
36 Net position, end of year					2,416,951,791	2,326,813,706	90,138,085	3.9%	36



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	8,246,617	9,912,699	(1,666,082)	-16.8%	95,813,741	99,126,988	(3,313,247)	-3.3%	1
2 Sewerage service charges and del fees	10,409,170	12,409,210	(2,000,040)	-16.1%	120,179,171	124,092,098	(3,912,927)	-3.2%	2
3 Plumbing inspection and license fees	28,374	51,790	(23,416)	-45.2%	371,346	517,902	(146,556)	-28.3%	3
4 Other revenues	545,340	48,613	496,728	1021.8%	3,351,287	486,125	2,865,162	589.4%	4
5 Total operating revenues	19,229,501	22,422,311	(3,192,810)	-14.2%	219,715,545	224,223,112	(4,507,567)	-2.0%	5
<b>Operating Expenses:</b>									
6 Power and pumping	1,542,105	1,910,649	(368,544)	-19.3%	14,809,810	19,106,494	(4,296,684)	-22.5%	6
7 Treatment	1,067,894	2,194,205	(1,126,310)	-51.3%	17,183,756	21,942,046	(4,758,290)	-21.7%	7
8 Transmission and distribution	3,083,398	3,863,218	(779,820)	-20.2%	25,086,673	38,632,179	(13,545,506)	-35.1%	8
9 Customer accounts	523,648	531,758	(8,109)	-1.5%	3,780,091	5,317,578	(1,537,487)	-28.9%	9
10 Customer service	685,475	788,843	(103,368)	-13.1%	6,109,868	7,888,428	(1,778,560)	-22.5%	10
11 Administration and general	3,192,457	5,232,279	(2,039,823)	-39.0%	21,483,662	52,322,794	(30,839,132)	-58.9%	11
12 Payroll related	4,667,499	3,515,789	1,151,710	32.8%	46,077,889	35,157,888	10,920,001	31.1%	12
13 Maintenance of general plant	1,474,465	2,756,683	(1,282,218)	-46.5%	19,646,234	27,566,830	(7,920,596)	-28.7%	13
14 Depreciation	5,346,353	5,750,583	(404,231)	-7.0%	53,463,525	57,505,833	(4,042,308)	-7.0%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	2,269,044	-	2,269,044	0.0%	22,690,443	-	22,690,443	0.0%	16
17 Provision for claims	175,205	370,542	(195,336)	-52.7%	1,287,206	3,705,417	(2,418,211)	-65.3%	17
18 Total operating expenses	24,027,544	26,914,549	(2,887,005)	-10.7%	231,619,156	269,145,487	(37,526,330)	-13.9%	18
19 Operating income (loss)	(4,798,043)	(4,492,238)	(305,805)	6.8%	(11,903,611)	(44,922,375)	33,018,764	-73.5%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	42	-	42	0.0%	686	-	686	0.0%	20
21 Three-mill tax	32,861	1,501,084	(1,468,223)	-97.8%	17,809,489	15,010,843	2,798,647	18.6%	21
22 Six-mill tax	34,644	1,585,226	(1,550,582)	-97.8%	18,769,965	15,852,257	2,917,708	18.4%	22
23 Nine-mill tax	51,929	2,376,156	(2,324,227)	-97.8%	28,134,334	23,761,558	4,372,777	18.4%	23
24 Interest income	10,046	124,965	(114,919)	-92.0%	2,341,635	1,249,646	1,091,989	87.4%	24
25 Other Taxes	-	323,967	(323,967)	-100.0%	297,713	3,239,667	(2,941,954)	-90.8%	25
26 Other Income	124,241	-	124,241	0.0%	6,350,178	-	6,350,178	0.0%	26
27 Interest expense	(1,666,760)	-	(1,666,760)	0.0%	(16,932,957)	-	(16,932,957)	0.0%	27
28 Operating and maintenance grants	101	210,262	(210,161)	-100.0%	75,826	2,102,618	(2,026,792)	-96.4%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	(1,412,897)	6,121,659	(7,534,555)	-123.1%	56,846,869	61,216,588	(4,369,719)	-7.1%	30
31 Income before capital contributions	(6,210,939)	1,629,421	(7,840,360)	-481.2%	44,943,257	16,294,213	28,649,045	175.8%	31
32 Capital contributions	(2,426,739)	-	(2,426,739)	0.0%	15,740,482	-	15,740,482	0.0%	32
33 Change in net position	(8,637,678)	1,629,421	(10,267,100)	-630.1%	60,683,739	16,294,213	44,389,526	272.4%	33
34 Audit Adjustment									34
35 Net position, beginning of year					2,356,268,052	2,244,801,991	111,466,061	5.0%	35
36 Net position, end of year					2,419,495,336	2,261,096,204	158,399,132	7.0%	36



**SEWERAGE AND WATER BOARD OF NEW ORLEANS**  
**ALL SYSTEM FUNDS**  
**STATEMENTS OF NET POSITION**  
**WITH PRIOR YEAR AND BEGINNING OF YEAR COMPARISONS**  
**October 2020 Closed Financials**

Assets		A	B	C	D	E	F	G	
		Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>Noncurrent assets:</b>									
1	Property, plant and equipment	4,290,015,970	157,629,629	3.7%	4,447,645,599	204,596,334	4.8%	4,243,049,265	1
2	Less: accumulated depreciation	1,082,064,278	68,347,988	6.3%	1,150,412,266	116,225,078	11.2%	1,034,187,188	2
3	Property, plant, and equipment, net	3,207,951,692	89,281,641	2.8%	3,297,233,333	88,371,256	2.8%	3,208,862,077	3
<b>Restricted cash, cash equivalents, and investments</b>									
4	Cash and cash equivalents restricted for capital projects	12,603,056	2,938,599	23.3%	15,541,655	(5,703,912)	-26.8%	21,245,567	4
5	Debt service	32,963,943	(3,367,678)	-10.2%	29,596,265	15,642,872	112.1%	13,953,393	5
6	Debt service reserve	32,089,192	(11,660,000)	-36.3%	20,429,192	(11,660,000)	-36.3%	32,089,192	6
7	Health insurance reserve	2,225,002	(338,002)	-15.2%	1,887,000	(309,634)	-14.1%	2,196,634	7
8	Total restricted cash, cash equivalents, and investments	79,881,193	(12,427,081)	-15.6%	67,454,111	(2,030,675)	-2.9%	69,484,786	8
<b>Current assets:</b>									
<b>Unrestricted and undesignated</b>									
9	Cash and cash equivalents	55,526,025	38,350,778	69.1%	93,876,803	30,237,457	47.5%	63,639,346	9
<b>Accounts receivable:</b>									
10	Customers (net of allowance for doubtful accounts)	51,203,119	(15,546,196)	-30.4%	35,656,923	(4,726,739)	-11.7%	40,383,662	10
11	Taxes	5,040,226	(917,103)	-18.2%	4,123,123	(2,369,985)	-36.5%	6,493,108	11
12	Interest	774	1,373	177.3%	2,147	2,147	0.0%	0	12
13	Grants	27,296,294	(7,804,946)	-28.6%	19,491,348	(7,318,998)	-27.3%	26,810,346	13
14	Miscellaneous	5,874,819	(2,325,813)	-39.6%	3,549,006	(2,182,437)	-38.1%	5,731,443	14
15	Due from (to) other internal departments	57,404	177,332	308.9%	234,736	(1,760,264)	-88.2%	1,995,000	15
16	Inventory of supplies	4,888,703	248,297	5.1%	5,137,000	248,298	5.1%	4,888,702	16
17	Prepaid expenses	537,184	33,413	6.2%	570,597	33,418	6.2%	537,179	17
18	Total unrestricted current assets	150,424,548	12,217,134	8.1%	162,641,682	12,162,896	8.1%	150,478,786	18
<b>Other assets:</b>									
19	Funds from/for customer deposits	12,756,151	450,376	3.5%	13,206,527	5,779,103	77.8%	7,427,424	19
20	Deposits	51,315	-	0.0%	51,315	-	0.0%	51,315	20
21	Total other assets	12,807,466	450,376	3.5%	13,257,842	5,779,103	77.3%	7,478,739	21
22	<b>TOTAL ASSETS</b>	<b>3,451,064,899</b>	<b>89,522,070</b>	<b>-1.1%</b>	<b>3,540,586,969</b>	<b>104,282,581</b>	<b>85.2%</b>	<b>3,436,304,388</b>	<b>22</b>
<b>Deferred outflows or resources:</b>									
23	Deferred amounts related to net pension liability	45,197,190	(53,204,504)	-117.7%	(8,007,314)	(53,204,504)	664.4%	45,197,190	23
24	Deferred amounts related to OPEB	0	47,564,063	0.0%	47,564,063	47,564,063	0.0%	0	24
25	Deferred loss on bond refunding	2,902,222	(302,479)	-10.4%	2,599,743	(326,152)	-11.1%	2,925,895	25
26	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>48,099,412</b>	<b>(5,942,920)</b>	<b>-12.4%</b>	<b>42,156,493</b>	<b>(5,966,592)</b>	<b>-12.4%</b>	<b>48,123,085</b>	<b>26</b>
27	<b>TOTAL ASSETS AND TOTAL DEFERRED OUTFLOWS</b>	<b>3,499,164,311</b>	<b>83,579,150</b>	<b>-13.5%</b>	<b>3,582,743,461</b>	<b>98,315,988</b>	<b>72.8%</b>	<b>3,484,427,473</b>	<b>27</b>



SEWERAGE AND WATER BOARD OF NEW ORLEANS  
ALL SYSTEM FUNDS  
STATEMENTS OF NET POSITION  
WITH PRIOR YEAR COMPARISONS  
October 2020 Closed Financials

	A	B	C	D	E	F	G	
	Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>NET ASSETS AND LIABILITIES</b>								
<b>Net position</b>								
1 Net investments in capital assets	2,755,891,117	(77,193,818)	-2.8%	2,678,697,299	135,326,250	5.3%	2,543,371,049	1
2 Restricted for Debt Service	62,327,899	(12,302,442)	-19.7%	50,025,457	3,982,872	8.7%	46,042,585	2
3 Unrestricted	(491,405,310)	179,634,346	-36.6%	(311,770,964)	32,840,679	-9.5%	(344,611,643)	3
4 Total net position	2,326,813,706	90,138,085	3.9%	2,416,951,791	172,149,800	7.7%	2,244,801,991	4
<b>Long-term liabilities</b>								
5 Claims payable	47,665,305	(4,456,142)	-9.3%	43,209,163	(858,868)	-1.9%	44,068,031	5
6 Accrued vacation and sick pay	9,713,536	(509,205)	-5.2%	9,204,331	(489,459)	-5.0%	9,693,790	6
7 Net pension obligation	129,324,210	(43,271,772)	-33.5%	86,052,438	(37,821,027)	-30.5%	123,873,465	7
8 Other postretirement benefits liability	159,870,760	60,972,738	38.1%	220,843,498	69,274,354	45.7%	151,569,144	8
9 Bonds payable (net of current maturities)	442,697,050	(20,708,706)	-4.7%	421,988,344	(20,708,706)	-4.7%	442,697,050	9
10 Special Community Disaster Loan Payable	-	-	0.0%	-	-	0.0%	-	10
11 Southeast Louisiana Project liability	227,139,545	23,204,325	10.2%	250,343,870	23,204,325	10.2%	227,139,545	11
12 Debt Service Assistance Fund Loan payable	42,689,887	(2,650,800)	-6.2%	40,039,087	(2,650,800)	-6.2%	42,689,887	12
13 Customer deposits	12,756,151	450,376	3.5%	13,206,527	628,887	5.0%	12,577,640	13
14 Total long-term liabilities	1,071,856,444	12,580,438	1.2%	1,084,887,257	30,578,706	2.9%	1,054,308,552	14
<b>Current liabilities (payable from current assets)</b>								
15 Accounts payable and other liabilities	19,795,540	4,431,293	22.4%	24,226,833	(76,534,968)	-76.0%	100,761,801	15
16 Due to City of New Orleans	1,646,785	178,547	10.8%	1,825,332	982,668	116.6%	842,664	16
17 Disaster Reimbursement Revolving Loan	11,205,992	(11,205,992)	-100.0%	-	(11,221,710)	-100.0%	11,221,710	17
18 Retainers and estimates payable	9,738,489	(5,451,060)	-56.0%	4,287,429	(6,058,294)	-58.6%	10,345,723	18
19 Due to other fund	113,978	122,305	107.3%	236,283	119,907	103.0%	116,376	19
20 Accrued salaries	573,083	(896,942)	-156.5%	(323,859)	(1,316,882)	-132.6%	993,023	20
21 Claims payable	757,437	2,125,238	280.6%	2,882,675	(1,472,036)	-33.8%	4,354,711	21
22 Total OPEB liability, due within one year	7,043,121	906,005	12.9%	7,949,126	906,005	12.9%	7,043,121	22
23 Debt Service Assistance Fund Loan payable	5,067,022	(2,416,222)	-47.7%	2,650,800	(2,416,222)	-47.7%	5,067,022	23
24 Advances from federal government	4,762,303	(23,803)	-0.5%	4,738,500	(13,368)	-0.3%	4,751,868	24
25 Other Liabilities	875,071	368,814	42.1%	1,243,885	776,426	166.1%	467,459	25
26 Total current liabilities (payable from current assets)	61,578,821	(11,861,818)	-19.3%	49,717,003	(96,248,475)	-50.3%	145,965,478	26
<b>Current liabilities (payable from restricted assets)</b>								
27 Accrued interest	2,725,236	(174,537)	-6.4%	2,550,699	(174,537)	-6.4%	2,725,236	27
28 Bonds payable	16,900,000	(1,691,000)	-10.0%	15,209,000	(1,691,000)	-10.0%	16,900,000	28
29 Retainers and estimates payable	1,636,155	(1,242,035)	-75.9%	394,120	(1,678,146)	-81.0%	2,072,266	29
30 Total current liabilities (payable from restricted assets)	21,261,391	(3,107,572)	-14.6%	18,153,819	(3,543,683)	-16.3%	21,697,502	30
31 Total current liabilities	82,840,212	(14,969,390)	-18.1%	67,870,822	(99,792,158)	-59.5%	167,662,980	31
32 Total liabilities	1,154,696,655	(17,620,190)	-1.5%	1,152,758,079	(69,213,453)	-5.7%	1,221,971,532	32
<b>Deferred inflows or resources:</b>								
33 Amounts related to net pension liability	5,606,319	3,076,744	54.9%	8,683,063	3,076,744	54.9%	5,606,319	33
34 Amounts related to total OPEB liability	12,047,631	(7,697,103)	-63.9%	4,350,528	(7,697,103)	-63.9%	12,047,631	34
35 TOTAL DEFERRED INFLOWS OF RESOURCES	17,653,950	3,076,744	17.4%	13,033,591	(4,620,359)	-26.2%	17,653,950	35
36 Total Net Position, Liabilities and Deferred Inflows of Resources	3,499,164,311	72,517,895	2.1%	3,582,743,461	98,315,988	2.8%	3,484,427,473	36



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	8,246,617	12,415,427	(4,168,810)	-33.6%	95,813,741	94,635,636	1,178,105	1.2%	1
2 Sewerage service charges and del fees	-	-	-	0.0%	-	-	-	0.0%	2
3 Plumbing inspection and license fees	14,242	27,010	(12,768)	-47.3%	187,083	247,613	(60,530)	-24.4%	3
4 Other revenues <sup>1</sup>	109,413	197,494	(88,081)	-44.6%	3,787,751	2,516,107	1,271,644	50.5%	4
5 Total operating revenues	8,370,272	12,639,931	(4,269,659)	-33.8%	99,788,575	97,399,356	2,389,219	2.5%	5
<b>Operating Expenses:</b>									
6 Power and pumping	152,810	191,555	(38,745)	-20.2%	1,959,088	1,885,385	73,704	3.9%	6
7 Treatment	1,051,957	1,398,945	(346,988)	-24.8%	7,593,030	8,224,706	(631,677)	-7.7%	7
8 Transmission and distribution	1,534,059	5,649,768	(4,115,709)	-72.8%	12,328,167	17,175,748	(4,847,582)	-28.2%	8
9 Customer accounts	261,142	323,042	(61,900)	-19.2%	1,881,697	2,229,959	(348,262)	-15.6%	9
10 Customer service	338,699	258,551	80,149	31.0%	3,021,086	1,969,917	1,051,169	53.4%	10
11 Administration and general	1,045,634	2,404,696	(1,359,062)	-56.5%	7,411,118	12,444,850	(5,033,732)	-40.4%	11
12 Payroll related	1,728,141	2,004,487	(276,345)	-13.8%	17,093,146	15,416,647	1,676,500	10.9%	12
13 Maintenance of general plant	556,607	1,099,544	(542,936)	-49.4%	11,312,761	9,844,136	1,468,624	14.9%	13
14 Depreciation	1,053,625	1,018,044	35,581	3.5%	10,536,249	9,978,573	557,677	5.6%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	1,015,992	167,262	848,730	507.4%	10,159,919	1,672,624	8,487,295	507.4%	16
17 Provision for claims	69,682	123,196	(53,514)	-43.4%	683,017	972,114	(289,096)	-29.7%	17
18 Total operating expenses	8,808,349	14,639,089	(5,830,739)	-39.8%	83,979,280	81,814,660	2,164,620	2.6%	18
19 Operating income (loss)	(438,077)	(1,999,158)	1,561,081	-78.1%	15,809,295	15,584,697	224,599	1.4%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	2,255	119,875	(117,620)	-98.1%	971,419	646,736	324,683	50.2%	24
25 Other Taxes	-	-	-	0.0%	132,482	132,286	196	0.1%	25
26 Other Income	124,241	189,513	(65,272)	-34.4%	5,319,553	6,868,807	(1,549,254)	-22.6%	26
27 Interest expense	(804,046)	(834,524)	30,478	-3.7%	(8,040,458)	(8,345,240)	304,782	-3.7%	27
28 Operating and maintenance grants	27	38	(11)	-29.0%	30,212	(352)	30,564	-8689.5%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	(677,523)	(525,098)	(152,425)	29.0%	(1,586,792)	(697,762)	(889,030)	127.4%	30
31 Income before capital contributions	(1,115,600)	(2,524,256)	1,408,656	-55.8%	14,222,504	14,886,935	(664,431)	-4.5%	31
32 Capital contributions	1,491,491	1,674,211	(182,721)	-10.9%	10,544,986	6,823,295	3,721,691	54.5%	32
33 Change in net position	375,891	(850,045)	1,225,935	-144.2%	24,767,489	21,710,229	3,057,260	14.1%	33
34 Audit Adjustment						478,632			34
35 Net position, beginning of year					371,193,548	337,709,558	33,483,990	9.9%	35
36 Net position, end of year					395,961,037	359,898,419	36,062,618	10.0%	36



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	8,246,617	9,912,699	(1,666,082)	-16.8%	95,813,741	99,126,988	(3,313,247)	-3.3%	1
2 Sewerage service charges and del fees	-	-	-	0.0%	-	-	-	0.0%	2
3 Plumbing inspection and license fees	14,242	25,867	(11,625)	-44.9%	187,083	258,670	(71,587)	-27.7%	3
4 Other revenues <sup>1</sup>	109,413	21,633	87,781	405.8%	3,787,751	216,326	3,571,425	1650.9%	4
5 Total operating revenues	8,370,272	9,960,198	(1,589,926)	-16.0%	99,788,575	99,601,983	186,592	0.2%	5
<b>Operating Expenses:</b>									
6 Power and pumping	152,810	248,272	(95,462)	-38.5%	1,959,088	2,482,717	(523,629)	-21.1%	6
7 Treatment	1,051,957	928,097	123,860	13.3%	7,593,030	9,280,969	(1,687,940)	-18.2%	7
8 Transmission and distribution	1,534,059	1,696,474	(162,414)	-9.6%	12,328,167	16,964,738	(4,636,571)	-27.3%	8
9 Customer accounts	261,142	265,334	(4,192)	-1.6%	1,881,697	2,653,338	(771,640)	-29.1%	9
10 Customer service	338,699	390,983	(52,284)	-13.4%	3,021,086	3,909,832	(888,746)	-22.7%	10
11 Administration and general	1,045,634	1,736,424	(690,790)	-39.8%	7,411,118	17,364,244	(9,953,126)	-57.3%	11
12 Payroll related	1,728,141	1,363,048	365,094	26.8%	17,093,146	13,630,476	3,462,670	25.4%	12
13 Maintenance of general plant	556,607	1,245,296	(688,688)	-55.3%	11,312,761	12,452,956	(1,140,196)	-9.2%	13
14 Depreciation	1,053,625	1,577,667	(524,042)	-33.2%	10,536,249	15,776,667	(5,240,418)	-33.2%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	1,015,992	-	1,015,992	0.0%	10,159,919	-	10,159,919	0.0%	16
17 Provision for claims	69,682	135,717	(66,034)	-48.7%	683,017	1,357,167	(674,149)	-49.7%	17
18 Total operating expenses	8,808,349	9,587,310	(778,961)	-8.1%	83,979,280	95,873,104	(11,893,825)	-12.4%	18
19 Operating income (loss)	(438,077)	372,888	(810,965)	-217.5%	15,809,295	3,728,879	12,080,417	324.0%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	2,255	43,905	(41,650)	-94.9%	971,419	439,051	532,368	121.3%	24
25 Other Taxes	-	208,415	(208,415)	-100.0%	132,482	2,084,153	(1,951,671)	-93.6%	25
26 Other Income	124,241	-	124,241	0.0%	5,319,553	-	5,319,553	0.0%	26
27 Interest expense	(804,046)	-	(804,046)	0.0%	(8,040,458)	-	(8,040,458)	0.0%	27
28 Operating and maintenance grants	27	63,079	(63,052)	-100.0%	30,212	630,786	(600,574)	-95.2%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	(677,523)	315,399	(992,922)	-314.8%	(1,586,792)	3,153,990	(4,740,782)	-150.3%	30
31 Income before capital contributions	(1,115,600)	688,287	(1,803,887)	-262.1%	14,222,504	6,882,869	7,339,634	106.6%	31
32 Capital contributions	1,491,491	-	1,491,491	0.0%	10,544,986	-	10,544,986	0.0%	32
33 Change in net position	375,891	688,287	(312,396)	-45.4%	24,767,489	6,882,869	17,884,620	259.8%	33
34 Audit Adjustment	-	-	-	-	-	-	-	-	34
35 Net position, beginning of year	-	-	-	-	371,193,548	337,709,558	33,483,990	9.9%	35
36 Net position, end of year	-	-	-	-	396,439,669	344,592,427	51,847,242	15.0%	36



**SEWERAGE AND WATER BOARD OF NEW ORLEANS**  
**WATER SYSTEM FUND**  
**STATEMENTS OF NET POSITION**  
**WITH PRIOR YEAR AND BEGINNING OF YEAR COMPARISONS**  
**October 2020 Closed Financials**

Assets		A	B	C	D	E	F	G	
		Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>Noncurrent assets:</b>									
1	Property, plant and equipment	989,053,145	44,660,349	4.5%	1,033,713,494	63,037,533	6.5%	970,675,961	1
2	Less: accumulated depreciation	365,153,147	12,619,274	3.5%	377,772,421	22,118,922	6.2%	355,653,499	2
3	Property, plant, and equipment, net	623,899,998	32,041,075	5.1%	655,941,073	40,918,611	6.7%	615,022,462	3
<b>Restricted cash, cash equivalents, and investments</b>									
4	Cash and cash equivalents restricted for capital projects	2,472,685	1,585,287	64.1%	4,057,972	(6,590,907)	-61.9%	10,648,879	4
5	Debt service	6,545,913	(251,036)	-3.8%	6,294,877	(2,963,260)	-47.1%	3,331,617	5
6	Debt service reserve	13,473,550	-	0.0%	13,473,550	-	0.0%	13,473,550	6
7	Health insurance reserve	772,097	(133,984)	-17.4%	638,113	(142,120)	-18.2%	780,233	7
8	Total restricted cash, cash equivalents, and investments	23,264,245	1,200,267	5.2%	24,464,512	(3,769,767)	-13.4%	28,234,279	8
<b>Current assets:</b>									
<b>Unrestricted and undesignated</b>									
9	Cash and cash equivalents	14,113,138	2,854,437	20.2%	16,967,575	(14,353,447)	-84.6%	31,321,022	9
<b>Accounts receivable:</b>									
10	Customers (net of allowance for doubtful accounts)	25,608,352	(7,962,295)	-31.1%	17,646,057	(2,273,884)	-12.9%	19,919,941	10
11	Taxes	-	-	0.0%	-	-	0.0%	-	11
12	Interest	-	-	0.0%	-	-	0.0%	-	12
13	Grants	17,042,678	(2,893,304)	-17.0%	14,149,374	(599,791)	-4.1%	14,749,165	13
14	Miscellaneous	1,556,609	(776,139)	-49.9%	780,470	522,045	202.0%	258,425	14
15	Due from (to) other internal departments	1,173,759	(2,187,604)	-186.4%	(1,013,845)	2,859,023	-73.8%	(3,872,868)	15
16	Inventory of supplies	2,390,128	(9,144)	-0.4%	2,380,984	(9,143)	-0.4%	2,390,127	16
17	Prepaid expenses	271,464	13,365	4.9%	284,829	13,374	4.9%	271,455	17
18	Total unrestricted current assets	62,156,128	(10,960,684)	-17.6%	51,195,444	(13,841,823)	-21.3%	65,037,267	18
<b>Other assets:</b>									
19	Funds from/for customer deposits	12,756,151	450,376	3.5%	13,206,527	5,779,103	77.8%	7,427,424	19
20	Deposits	22,950	-	0.0%	22,950	-	0.0%	22,950	20
21	Total other assets	12,779,101	450,376	3.5%	13,229,477	5,779,103	77.6%	7,450,374	21
22	<b>TOTAL ASSETS</b>	722,099,472	22,731,034	-3.8%	744,830,506	29,086,124	49.6%	715,744,382	22
<b>Deferred outflows or resources:</b>									
23	Deferred amounts related to net pension liability	15,065,730	(17,734,835)	-117.7%	(2,669,105)	(17,734,835)	-117.7%	15,065,730	23
24	Deferred amounts related to OPEB	-	15,854,688	0.0%	15,854,688	15,854,688	0.0%	-	24
25	Deferred loss on bond refunding	15,248	(4,362)	-28.6%	10,886	(4,362)	-28.6%	15,248	25
26	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	15,080,978	(1,884,509)	-12.5%	13,196,469	(1,884,509)	-12.5%	15,080,978	26
27	<b>TOTAL ASSETS AND TOTAL DEFERRED OUTFLOWS</b>	737,180,451	20,846,525	-16.3%	758,026,975	27,201,615	37.1%	730,825,360	27



**SEWERAGE AND WATER BOARD OF NEW ORLEANS**  
**WATER SYSTEM FUND**  
**STATEMENTS OF NET POSITION**  
**WITH PRIOR YEAR COMPARISONS**  
**October 2020 Closed Financials**

	A	B	C	D	E	F	G	
	Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>NET ASSETS AND LIABILITIES</b>								
<b>Net position</b>								
1 Net investments in capital assets	413,926,558	47,874,698	11.6%	461,801,256	50,217,467	12.2%	411,583,789	1
2 Restricted for Debt Service	19,111,892	656,535	3.4%	19,768,427	2,963,260	17.6%	16,805,167	2
3 Unrestricted	(73,140,030)	(12,468,616)	17.0%	(85,608,646)	5,070,752	-5.6%	(90,679,398)	3
4 Total net position	359,898,420	36,062,617	10.0%	395,961,037	58,251,479	17.2%	337,709,558	4
<b>Long-term liabilities</b>								
5 Claims payable	5,581,055	(1,701,477)	-30.5%	3,879,578	(471,956)	-10.8%	4,351,534	5
6 Accrued vacation and sick pay	3,892,124	(164,106)	-4.2%	3,728,018	(156,819)	-4.0%	3,884,837	6
7 Net pension obligation	43,108,070	(14,423,924)	-33.5%	28,684,146	(12,607,009)	-30.5%	41,291,155	7
8 Other postretirement benefits liability	53,290,253	20,324,247	38.1%	73,614,500	23,091,452	45.7%	50,523,048	8
9 Bonds payable (net of current maturities)	210,512,552	(5,603,514)	-2.7%	204,909,038	(5,603,514)	-2.7%	210,512,552	9
10 Special Community Disaster Loan Payable	-	-	0.0%	-	-	0.0%	-	10
11 Southeast Louisiana Project liability	-	-	0.0%	-	-	0.0%	-	11
12 Debt Service Assistance Fund Loan payable	3,749,704	(3,749,704)	-100.0%	-	(3,749,704)	-100.0%	3,749,704	12
13 Customer deposits	12,756,151	450,376	3.5%	13,206,527	628,887	5.0%	12,577,640	13
14 Total long-term liabilities	332,889,909	(5,318,478)	-1.6%	328,021,807	1,131,337	0.3%	326,890,470	14
<b>Current liabilities (payable from current assets)</b>								
15 Accounts payable and other liabilities	10,777,107	4,173,385	38.7%	14,950,492	(17,555,470)	-54.0%	32,505,962	15
16 Due to City of New Orleans	1,646,785	178,547	10.8%	1,825,332	982,668	116.6%	842,664	16
17 Disaster Reimbursement Revolving Loan	9,410,341	(9,410,341)	-100.0%	-	(9,116,772)	-100.0%	9,116,772	17
18 Retainers and estimates payable	4,685,067	(3,831,812)	-81.8%	853,255	(3,889,900)	-82.0%	4,743,155	18
19 Due to other fund	55,849	58,873	105.4%	114,722	58,058	102.5%	56,664	19
20 Accrued salaries	125,758	(386,860)	-307.6%	(261,102)	(732,664)	-155.4%	471,562	20
21 Claims payable	252,479	836,692	331.4%	1,089,171	(392,829)	-26.5%	1,482,000	21
22 Other postretirement benefits liability	2,347,707	302,002	12.9%	2,649,709	302,002	12.9%	2,347,707	22
23 Debt Service Assistance Fund Loan payable	445,347	(445,347)	-100.0%	-	(445,347)	-100.0%	445,347	23
24 Advances from federal government	2,785,997	(23,803)	-0.9%	2,762,195	(13,368)	-0.5%	2,775,563	24
25 Other Liabilities	690,872	236,833	34.3%	927,705	557,615	150.7%	370,090	25
26 Total current liabilities (payable from current assets)	33,223,309	(8,311,831)	-25.0%	24,911,478	(30,246,008)	-54.8%	55,157,486	26
<b>Current liabilities (payable from restricted assets)</b>								
27 Accrued interest	907,571	(23,720)	-2.6%	883,851	(23,720)	-2.6%	907,571	27
28 Bonds payable	3,575,000	250,000	7.0%	3,825,000	250,000	7.0%	3,575,000	28
29 Retainers and estimates payable	801,592	(722,319)	-90.1%	79,273	(621,352)	-88.7%	700,625	29
30 Total current liabilities (payable from restricted assets)	5,284,163	(496,039)	-9.4%	4,788,124	(395,072)	-7.6%	5,183,196	30
31 TOTAL CURRENT LIABILITIES	38,507,472	(8,807,870)	-22.9%	29,699,602	(30,641,080)	-50.8%	60,340,682	31
32 TOTAL LIABILITIES	371,397,381	(14,126,349)	-3.8%	357,721,409	(29,509,743)	-7.6%	387,231,152	32
<b>Deferred inflows or resources:</b>								
33 Amounts related to net pension liability	1,868,773	1,025,581	54.9%	2,894,354	1,868,773	100.0%	1,868,773	33
34 Amounts related to total OPEB liability	4,015,877	(2,565,702)	-63.9%	1,450,175	4,015,877	100.0%	4,015,877	34
35 TOTAL DEFERRED INFLOWS OF RESOURCES	5,884,650	(1,540,120)	-26.2%	4,344,530	5,884,650	100.0%	5,884,650	35
36 Total Net Position, Liabilities and Deferred Inflows of Resources	737,180,451	21,936,269	3.0%	758,026,975	27,201,615	3.7%	730,825,360	36



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	-	-	-	0.0%	-	-	-	0.0%	1
2 Sewerage service charges and del fees	10,409,170	15,038,790	(4,629,620)	-30.8%	120,179,171	117,732,090	2,447,081	2.1%	2
3 Plumbing inspection and license fees	14,132	11,130	3,002	27.0%	184,263	230,693	(46,430)	-20.1%	3
4 Other revenues	29,193	135,175	(105,982)	-78.4%	737,686	877,140	(139,454)	-15.9%	4
5 Total operating revenues	10,452,495	15,185,095	(4,732,600)	-31.2%	121,101,120	118,839,923	2,261,197	1.9%	5
<b>Operating Expenses:</b>									
6 Power and pumping	468,920	235,737	233,182	98.9%	4,436,755	3,432,114	1,004,641	29.3%	6
7 Treatment	15,937	1,128,601	(1,112,663)	-98.6%	9,590,727	6,551,317	3,039,409	46.4%	7
8 Transmission and distribution	1,160,586	2,058,539	(897,953)	-43.6%	9,308,013	12,027,973	(2,719,960)	-22.6%	8
9 Customer accounts	261,142	249,910	11,232	4.5%	1,881,695	2,156,824	(275,129)	-12.8%	9
10 Customer service	338,699	200,019	138,680	69.3%	3,021,084	1,911,382	1,109,701	58.1%	10
11 Administration and general	1,447,100	2,645,196	(1,198,097)	-45.3%	9,508,508	16,012,040	(6,503,532)	-40.6%	11
12 Payroll related	1,743,089	2,002,827	(259,737)	-13.0%	17,237,501	15,371,954	1,865,547	12.1%	12
13 Maintenance of general plant	627,787	1,128,952	(501,165)	-44.4%	4,933,755	6,676,682	(1,742,927)	-26.1%	13
14 Depreciation	2,209,906	1,968,320	241,586	12.3%	22,099,058	20,419,279	1,679,779	8.2%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	1,249,343	192,888	1,056,455	547.7%	12,493,429	1,928,882	10,564,548	547.7%	16
17 Provision for claims	70,682	123,196	(52,514)	-42.6%	686,417	972,114	(285,696)	-29.4%	17
18 Total operating expenses	9,593,191	11,934,184	(2,340,993)	-19.6%	95,196,942	87,460,561	7,736,381	8.8%	18
19 Operating income (loss)	859,303	3,250,911	(2,391,607)	-73.6%	25,904,178	31,379,362	(5,475,184)	-17.4%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	1,715	109,461	(107,746)	-98.4%	1,220,795	578,143	642,651	111.2%	24
25 Other Taxes	-	-	-	0.0%	165,231	164,986	245	0.1%	25
26 Other Income	-	813	(813)	-100.0%	-	9,081,669	(9,081,669)	-100.0%	26
27 Interest expense	(862,714)	(982,676)	119,962	-12.2%	(8,892,499)	(8,844,084)	(48,415)	0.5%	27
28 Operating and maintenance grants	47	-	47	0.0%	28,143	487	27,656	5680.1%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	(860,952)	(872,402)	11,450	-1.3%	(7,478,330)	981,201	(8,459,531)	-862.2%	30
31 Income before capital contributions	(1,649)	2,378,509	(2,380,158)	-100.1%	18,425,847	32,360,563	(13,934,715)	-43.1%	31
32 Capital contributions	(5,610,162)	907,261	(6,517,423)	-718.4%	2,855,400	5,863,880	(3,008,480)	-51.3%	32
33 Change in net position	(5,611,811)	3,285,769	(8,897,581)	-270.8%	21,281,248	38,224,443	(16,943,195)	-44.3%	33
34 Audit Adjustment					1,862,475				34
35 Net position, beginning of year					812,112,814	784,959,695	27,153,119	3.5%	35
36 Net position, end of year					833,394,062	825,046,613	8,347,449	1.0%	36



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	-	-	-	0.0%	-	-	-	0.0%	1
2 Sewerage service charges and del fees	10,409,170	12,409,210	(2,000,040)	-16.1%	120,179,171	124,092,098	(3,912,927)	-3.2%	2
3 Plumbing inspection and license fees	14,132	25,923	(11,791)	-45.5%	184,263	259,232	(74,969)	-28.9%	3
4 Other revenues	29,193	26,980	2,213	8.2%	737,686	269,799	467,887	173.4%	4
5 Total operating revenues	10,452,495	12,462,113	(2,009,618)	-16.1%	121,101,120	124,621,128	(3,520,008)	-2.8%	5
<b>Operating Expenses:</b>									
6 Power and pumping	468,920	481,322	(12,402)	-2.6%	4,436,755	4,813,217	(376,462)	-7.8%	6
7 Treatment	15,937	1,266,108	(1,250,170)	-98.7%	9,590,727	12,661,077	(3,070,350)	-24.3%	7
8 Transmission and distribution	1,160,586	1,746,474	(585,887)	-33.5%	9,308,013	17,464,738	(8,156,724)	-46.7%	8
9 Customer accounts	261,142	265,334	(4,192)	-1.6%	1,881,695	2,653,338	(771,643)	-29.1%	9
10 Customer service	338,699	390,983	(52,284)	-13.4%	3,021,084	3,909,832	(888,749)	-22.7%	10
11 Administration and general	1,447,100	2,361,196	(914,096)	-38.7%	9,508,508	23,611,962	(14,103,454)	-59.7%	11
12 Payroll related	1,743,089	1,435,948	307,141	21.4%	17,237,501	14,359,483	2,878,017	20.0%	12
13 Maintenance of general plant	627,787	999,759	(371,972)	-37.2%	4,933,755	9,997,587	(5,063,832)	-50.7%	13
14 Depreciation	2,209,906	2,260,417	(50,511)	-2.2%	22,099,058	22,604,167	(505,108)	-2.2%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	1,249,343	-	1,249,343	0.0%	12,493,429	-	12,493,429	0.0%	16
17 Provision for claims	70,682	135,717	(65,035)	-47.9%	686,417	1,357,167	(670,749)	-49.4%	17
18 Total operating expenses	9,593,191	11,343,257	(1,750,065)	-15.4%	95,196,942	113,432,567	(18,235,624)	-16.1%	18
19 Operating income (loss)	859,303	1,118,856	(259,553)	-23.2%	25,904,178	11,188,561	14,715,616	131.5%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	-	-	-	0.0%	-	-	-	0.0%	20
21 Three-mill tax	-	-	-	0.0%	-	-	-	0.0%	21
22 Six-mill tax	-	-	-	0.0%	-	-	-	0.0%	22
23 Nine-mill tax	-	-	-	0.0%	-	-	-	0.0%	23
24 Interest income	1,715	39,057	(37,342)	-95.6%	1,220,795	390,569	830,226	212.6%	24
25 Other Taxes	-	72,806	(72,806)	-100.0%	165,231	728,057	(562,827)	-77.3%	25
26 Other Income	-	-	-	0.0%	-	-	-	0.0%	26
27 Interest expense	(862,714)	-	(862,714)	0.0%	(8,892,499)	-	(8,892,499)	0.0%	27
28 Operating and maintenance grants	47	105,131	(105,084)	-100.0%	28,143	1,051,309	(1,023,166)	-97.3%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	(860,952)	216,994	(1,077,946)	-496.8%	(7,478,330)	2,169,935	(9,648,266)	-444.6%	30
31 Income before capital contributions	(1,649)	1,335,850	(1,337,499)	-100.1%	18,425,847	13,358,497	5,067,350	37.9%	31
32 Capital contributions	(5,610,162)	-	(5,610,162)	0.0%	2,855,400	-	2,855,400	0.0%	32
33 Change in net position	(5,611,811)	1,335,850	(6,947,661)	-520.1%	21,281,248	13,358,497	7,922,751	59.3%	33
34 Audit Adjustment	-	-	-	-	-	-	-	-	34
35 Net position, beginning of year	-	-	-	-	812,112,814	784,959,695	27,153,119	3.5%	35
36 Net position, end of year	-	-	-	-	835,256,537	798,318,192	36,938,345	4.6%	36



**SEWERAGE AND WATER BOARD OF NEW ORLEANS**  
**SEWER SYSTEM FUND**  
**STATEMENTS OF NET POSITION**  
**WITH PRIOR YEAR AND BEGINNING OF YEAR COMPARISONS**  
**October 2020 Closed Financials**

Assets		A	B	C	D	E	F	G	
		Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>Noncurrent assets:</b>									
1	Property, plant and equipment	1,405,583,281	42,208,640	3.0%	1,447,791,921	51,298,165	3.7%	1,396,493,756	1
2	Less: accumulated depreciation	326,914,512	29,747,530	9.1%	356,662,042	48,304,410	15.7%	308,357,632	2
3	Property, plant, and equipment, net	1,078,668,769	12,461,110	1.2%	1,091,129,879	2,993,755	0.3%	1,088,136,124	3
<b>Restricted cash, cash equivalents, and investments</b>									
4	Cash and cash equivalents restricted for capital projects	11,682,386	(658,618)	-5.6%	11,023,768	444,477	4.2%	10,579,291	4
5	Debt service	23,926,495	(2,716,490)	-11.4%	21,210,005	10,650,239	100.9%	10,559,766	5
6	Debt service reserve	18,615,642	(11,660,000)	-62.6%	6,955,642	(11,660,000)	-62.6%	18,615,642	6
7	Health insurance reserve	736,487	(132,632)	-18.0%	603,855	(112,948)	-15.8%	716,803	7
8	Total restricted cash, cash equivalents, and investments	54,961,010	(15,167,740)	-27.6%	39,793,270	(678,232)	-1.7%	40,471,502	8
<b>Current assets:</b>									
<b>Unrestricted and undesignated</b>									
9	Cash and cash equivalents	20,720,238	18,876,502	91.1%	39,596,740	8,660,768	28.0%	30,935,972	9
<b>Accounts receivable:</b>									
10	Customers (net of allowance for doubtful accounts)	25,594,767	(7,546,807)	-29.5%	18,047,960	(2,415,761)	-11.8%	20,463,721	10
11	Taxes	-	-	0.0%	-	-	0.0%	-	11
12	Interest	774	1,373	177.3%	2,147	2,147	0.0%	-	12
13	Grants	6,081,352	(4,520,225)	-74.3%	1,561,127	(4,490,978)	-74.2%	6,052,105	13
14	Miscellaneous	861,496	49,148	5.7%	910,644	(612,497)	-40.2%	1,523,141	14
15	Due from (to) other internal departments	23,143,031	(1,455,349)	-6.3%	21,687,682	5,186,927	31.4%	16,500,755	15
16	Inventory of supplies	1,464,005	171,627	11.7%	1,635,632	171,626	11.7%	1,464,006	16
17	Prepaid expenses	116,883	13,365	11.4%	130,248	13,356	11.4%	116,892	17
18	Total unrestricted current assets	77,982,546	5,589,633	7.2%	83,572,178	6,515,586	8.5%	77,056,592	18
<b>Other assets:</b>									
19	Funds from/for customer deposits	-	-	0.0%	-	-	0.0%	-	19
20	Deposits	17,965	-	0.0%	17,965	-	0.0%	17,965	20
21	Total other assets	17,965	-	0.0%	17,965	-	0.0%	17,965	21
22	<b>TOTAL ASSETS</b>	1,211,630,290	2,883,002	-19.3%	1,214,513,292	8,831,109	7.1%	1,205,682,183	22
<b>Deferred outflows or resources:</b>									
23	Deferred amounts related to net pension liability	15,065,730	(17,734,835)	-117.7%	(2,669,105)	(17,734,835)	664.4%	15,065,730	23
24	Deferred amounts related to OPEB	-	15,854,686	0.0%	15,854,686	15,854,686	0.0%	-	24
25	Deferred loss on bond refunding	2,757,989	(244,594)	-8.9%	2,513,395	(268,267)	-9.6%	2,781,662	25
26	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	17,823,719	(2,124,742)	-11.9%	15,698,976	(2,148,416)	-12.0%	17,847,392	26
27	<b>TOTAL ASSETS AND TOTAL DEFERRED OUTFLOWS</b>	1,229,454,009	758,260	-31.2%	1,230,212,269	6,682,694	-5.0%	1,223,529,575	27



**SEWERAGE AND WATER BOARD OF NEW ORLEANS**  
**SEWER SYSTEM FUND**  
**STATEMENTS OF NET POSITION**  
**WITH PRIOR YEAR COMPARISONS**  
**October 2020 Closed Financials**

	A	B	C	D	E	F	G	
	Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>NET ASSETS AND LIABILITIES</b>								
<b>Net position</b>								
1 Net investments in capital assets	842,760,007	58,903,134	7.0%	901,663,141	40,683,175	4.7%	860,979,966	1
2 Restricted for Debt Service	40,799,143	(12,633,496)	-31.0%	28,165,647	(1,009,761)	-3.5%	29,175,408	2
3 Unrestricted	(58,512,537)	(37,922,189)	64.8%	(96,434,726)	8,760,953	-8.3%	(105,195,679)	3
4 Total net position	825,046,613	8,347,449	1.0%	833,394,062	48,434,367	6.2%	784,959,695	4
<b>Long-term liabilities</b>								
5 Claims payable	5,865,966	(928,867)	-15.8%	4,937,099	265,044	5.7%	4,672,055	5
6 Accrued vacation and sick pay	3,710,536	(192,012)	-5.2%	3,518,524	(183,651)	-5.0%	3,702,175	6
7 Net pension obligation	43,108,070	(14,423,924)	-33.5%	28,684,146	(12,607,009)	-30.5%	41,291,155	7
8 Other postretirement benefits liability	53,290,253	20,324,245	38.1%	73,614,498	23,091,450	45.7%	50,523,048	8
9 Bonds payable (net of current maturities)	226,225,449	(13,124,885)	-5.8%	213,100,564	(13,124,885)	-5.8%	226,225,449	9
10 Special Community Disaster Loan Payable	-	-	0.0%	-	-	0.0%	-	10
11 Southeast Louisiana Project liability	-	-	0.0%	-	-	0.0%	-	11
12 Debt Service Assistance Fund Loan payable	36,552,926	3,486,161	9.5%	40,039,087	3,486,161	9.5%	36,552,926	12
13 Customer deposits	-	-	0.0%	-	-	0.0%	-	13
14 Total long-term liabilities	368,753,200	(4,859,282)	-1.3%	363,893,918	927,110	0.3%	362,966,808	14
<b>Current liabilities (payable from current assets)</b>								
15 Accounts payable and other liabilities	2,975,874	4,194,091	140.9%	7,169,965	(32,644,355)	-82.0%	39,814,320	15
16 Due to City of New Orleans	-	-	0.0%	-	-	0.0%	-	16
17 Disaster Reimbursement Revolving Loan	1,492,473	(1,492,473)	-100.0%	-	(1,687,174)	-100.0%	1,687,174	17
18 Retainers and estimates payable	2,004,362	(579,066)	-28.9%	1,425,296	(1,656,185)	-53.7%	3,081,481	18
19 Due to other fund	26,215	29,207	111.4%	55,422	28,895	108.9%	26,527	19
20 Accrued salaries	98,115	(211,536)	-215.6%	(113,421)	(398,279)	-139.8%	284,858	20
21 Claims payable	252,479	804,934	318.8%	1,057,413	(388,977)	-26.9%	1,446,390	21
22 Other postretirement benefits liability	2,347,707	302,002	12.9%	2,649,709	302,002	12.9%	2,347,707	22
23 Debt Service Assistance Fund Loan payable	4,337,950	(1,687,150)	-38.9%	2,650,800	(1,687,150)	-38.9%	4,337,950	23
24 Advances from federal government	1,976,305	-	0.0%	1,976,305	0	0.0%	1,976,305	24
25 Other Liabilities	170,509	129,655	76.0%	300,164	209,089	229.6%	91,075	25
26 Total current liabilities (payable from current assets)	15,681,989	1,489,663	9.5%	17,171,652	(37,922,135)	-68.8%	55,093,787	26
<b>Current liabilities (payable from restricted assets)</b>								
27 Accrued interest	1,742,994	(138,734)	-8.0%	1,604,260	(138,734)	-8.0%	1,742,994	27
28 Bonds payable	11,510,000	(2,021,000)	-17.6%	9,489,000	2,021,000	17.6%	11,510,000	28
29 Retainers and estimates payable	834,563	(519,716)	-62.3%	314,847	1,056,794	77.0%	1,371,641	29
30 Total current liabilities (payable from restricted assets)	14,087,557	(2,679,450)	-19.0%	11,408,107	(3,216,528)	-22.0%	14,624,635	30
31 TOTAL CURRENT LIABILITIES	29,769,546	(1,189,787)	-4.0%	28,579,759	(41,138,663)	-59.0%	69,718,422	31
32 TOTAL LIABILITIES	398,522,746	(6,049,069)	-1.5%	392,473,677	(40,211,553)	-9.3%	432,685,230	32
<b>Deferred inflows or resources:</b>								
33 Amounts related to net pension liability	1,868,773	1,025,581	54.9%	2,894,354	1,025,581	54.9%	1,868,773	33
34 Amounts related to total OPEB liability	4,015,877	(2,565,702)	-63.9%	1,450,175	(2,565,702)	-63.9%	4,015,877	34
35 TOTAL DEFERRED INFLOWS OF RESOURCES	5,884,650	(1,540,120)	-26.2%	4,344,530	(1,540,120)	-26.2%	5,884,650	35
36 Total Net Position, Liabilities and Deferred Inflows of Resources	1,229,454,009	2,298,379	0.2%	1,230,212,268	6,682,693	0.5%	1,223,529,575	36



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Prior Year	Variance	%	Actual	Prior Year	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	-	-	-	0.0%	-	-	-	0.0%	1
2 Sewerage service charges and del fees	-	-	-	0.0%	-	-	-	0.0%	2
3 Plumbing inspection and license fees	-	-	-	0.0%	-	-	-	0.0%	3
4 Other revenues	406,735	214,962	191,772	89.2%	(1,174,150)	726,579	(1,900,729)	-261.6%	4
5 Total operating revenues	406,735	214,962	191,772	89.2%	(1,174,150)	726,579	(1,900,729)	-261.6%	5
<b>Operating Expenses:</b>									
6 Power and pumping	920,375	1,691,186	(770,811)	-45.6%	8,413,967	8,707,161	(293,194)	-3.4%	6
7 Treatment	-	-	-	0.0%	-	-	-	0.0%	7
8 Transmission and distribution	388,752	493,259	(104,507)	-21.2%	3,450,493	3,613,773	(163,280)	-4.5%	8
9 Customer accounts	1,364	3,441	(2,076)	-60.3%	16,698	22,823	(6,124)	-26.8%	9
10 Customer service	8,077	10,423	(2,346)	-22.5%	67,698	63,396	4,302	6.8%	10
11 Administration and general	699,723	1,623,374	(923,651)	-56.9%	4,564,035	8,058,114	(3,494,079)	-43.4%	11
12 Payroll related	1,196,268	1,275,269	(79,001)	-6.2%	11,747,242	10,480,389	1,266,854	12.1%	12
13 Maintenance of general plant	290,071	643,545	(353,473)	-54.9%	3,399,718	3,955,571	(555,853)	-14.1%	13
14 Depreciation	2,082,822	1,967,750	115,072	5.8%	20,828,218	20,022,992	805,225	4.0%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	3,709	974	2,736	281.0%	37,094	9,737	27,357	281.0%	16
17 Provision for claims	34,841	62,097	(27,256)	-43.9%	(82,229)	487,898	(570,127)	-116.9%	17
18 Total operating expenses	5,626,003	7,771,318	(2,145,315)	-27.6%	52,442,934	55,421,852	(2,978,918)	-5.4%	18
19 Operating income (loss)	(5,219,269)	(7,556,356)	2,337,087	-30.9%	(53,617,084)	(54,695,273)	1,078,188	-2.0%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	42	-	42	0.0%	686	35	651	1875.8%	20
21 Three-mill tax	32,861	-	32,861	0.0%	17,809,489	15,180,014	2,629,475	17.3%	21
22 Six-mill tax	34,644	-	34,644	0.0%	18,769,965	16,006,243	2,763,722	17.3%	22
23 Nine-mill tax	51,929	-	51,929	0.0%	28,134,334	23,992,705	4,141,629	17.3%	23
24 Interest income	6,076	22,134	(16,058)	-72.5%	149,421	526,165	(376,744)	-71.6%	24
25 Other Taxes	-	-	-	0.0%	-	-	-	0.0%	25
26 Other Income	-	162	(162)	-100.0%	1,030,625	11,888,663	(10,858,038)	-91.3%	26
27 Interest expense	-	-	-	0.0%	-	-	-	0.0%	27
28 Operating and maintenance grants	27	-	27	0.0%	17,471	-	17,471	0.0%	28
29 Provision for claims	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	125,579	22,296	103,283	463.2%	65,911,991	67,593,823	(1,681,832)	-2.5%	30
31 Income before capital contributions	(5,093,690)	(7,534,060)	2,440,370	-32.4%	12,294,907	12,898,550	(603,644)	-4.7%	31
32 Capital contributions	1,691,932	1,750,232	(58,299)	-3.3%	2,340,096	6,634,947	(4,294,852)	-64.7%	32
33 Change in net position	(3,401,757)	(5,783,828)	2,382,071	-41.2%	14,635,002	19,533,497	(4,898,495)	-25.1%	33
34 Audit Adjustment						202,438			34
35 Net position, beginning of year					1,172,961,690	1,122,132,738	50,828,952	4.5%	35
36 Net position, end of year					1,187,596,692	1,141,868,673	45,728,019	4.0%	36



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

	A	B	C	D	E	F	G	H	
	MTD	MTD	MTD		YTD	YTD	YTD		
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
<b>Operating revenues:</b>									
1 Sales of water and delinquent fees	-	-	-	0.0%	-	-	-	0.0%	1
2 Sewerage service charges and del fees	-	-	-	0.0%	-	-	-	0.0%	2
3 Plumbing inspection and license fees	-	-	-	0.0%	-	-	-	0.0%	3
4 Other revenues	406,735	-	406,735	100.0%	(1,174,150)	-	(1,174,150)	100.0%	4
5 Total operating revenues	406,735	-	406,735	100.0%	(1,174,150)	-	(1,174,150)	100.0%	5
<b>Operating Expenses:</b>									
6 Power and pumping	920,375	1,181,056	(260,681)	-22.1%	8,413,967	11,810,560	(3,396,593)	-28.8%	6
7 Treatment	-	-	-	0.0%	-	-	-	0.0%	7
8 Transmission and distribution	388,752	420,270	(31,518)	-7.5%	3,450,493	4,202,704	(752,211)	-17.9%	8
9 Customer accounts	1,364	1,090	274	25.2%	16,698	10,902	5,796	53.2%	9
10 Customer service	8,077	6,876	1,200	17.5%	67,698	68,763	(1,065)	-1.5%	10
11 Administration and general	699,723	1,134,659	(434,936)	-38.3%	4,564,035	11,346,587	(6,782,552)	-59.8%	11
12 Payroll related	1,196,268	716,793	479,475	66.9%	11,747,242	7,167,929	4,579,314	63.9%	12
13 Maintenance of general plant	290,071	511,629	(221,558)	-43.3%	3,399,718	5,116,287	(1,716,569)	-33.6%	13
14 Depreciation	2,082,822	1,912,500	170,322	8.9%	20,828,218	19,125,000	1,703,218	8.9%	14
15 Amortization	-	-	-	0.0%	-	-	-	0.0%	15
16 Provision for doubtful accounts	3,709	-	3,709	0.0%	37,094	-	37,094	0.0%	16
17 Provision for claims	34,841	99,108	(64,267)	-64.8%	(82,229)	991,083	(1,073,312)	-108.3%	17
18 Total operating expenses	5,626,003	5,983,982	(357,978)	-6.0%	52,442,934	59,839,815	(7,396,881)	-12.4%	18
19 Operating income (loss)	(5,219,269)	(5,983,982)	764,713	-12.8%	(53,617,084)	(59,839,815)	6,222,731	-10.4%	19
<b>Non-operating revenues (expense):</b>									
20 Two-mill tax	42	-	42	0.0%	686	-	686	0.0%	20
21 Three-mill tax	32,861	1,501,084	(1,468,223)	-97.8%	17,809,489	15,010,843	2,798,647	18.6%	21
22 Six-mill tax	34,644	1,585,226	(1,550,582)	-97.8%	18,769,965	15,852,257	2,917,708	18.4%	22
23 Nine-mill tax	51,929	2,376,156	(2,324,227)	-97.8%	28,134,334	23,761,558	4,372,777	18.4%	23
24 Interest income	6,076	42,003	(35,927)	-85.5%	149,421	420,026	(270,605)	-64.4%	24
25 Other Taxes	-	42,746	(42,746)	-100.0%	-	427,457	(427,457)	-100.0%	25
26 Other Income	-	-	-	0.0%	1,030,625	-	1,030,625	0.0%	26
27 Interest expense	-	-	-	0.0%	-	-	-	0.0%	27
28 Operating and maintenance grants	27	42,052	(42,025)	-99.9%	17,471	420,523	(403,052)	-95.8%	28
29 Provision for grants	-	-	-	0.0%	-	-	-	0.0%	29
30 Total non-operating revenues	125,579	5,589,266	(5,463,687)	-97.8%	65,911,991	55,892,662	10,019,329	17.9%	30
31 Income before capital contributions	(5,093,690)	(394,715)	(4,698,974)	1190.5%	12,294,907	(3,947,153)	16,242,060	-411.5%	31
32 Capital contributions	1,691,932	-	1,691,932	0.0%	2,340,096	-	2,340,096	0.0%	32
33 Change in net position	(3,401,757)	(394,715)	(3,007,042)	761.8%	14,635,002	(3,947,153)	18,582,155	-470.8%	33
34 Audit Adjustment					-				34
35 Net position, beginning of year					1,172,961,690	1,122,132,738	50,828,952	4.5%	35
36 Net position, end of year					1,187,799,130	1,118,185,585	69,613,545	6.2%	36



**SEWERAGE AND WATER BOARD OF NEW ORLEANS**  
**DRAINAGE SYSTEM FUND**  
**STATEMENTS OF NET POSITION**  
**WITH PRIOR YEAR AND BEGINNING OF YEAR COMPARISONS**  
**October 2020 Closed Financials**

nhpiytfc		A	B	C	D	E	F	G	
		Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>Noncurrent assets:</b>									
1	Property, plant and equipment	1,895,379,544	70,760,640	3.7%	1,966,140,184	90,260,636	4.8%	1,875,879,548	1
2	Less: accumulated depreciation	389,996,619	25,981,184	6.7%	415,977,803	45,801,746	12.4%	370,176,057	2
3	Property, plant, and equipment, net	1,505,382,925	44,779,456	3.0%	1,550,162,382	44,458,891	3.0%	1,505,703,491	3
<b>Restricted cash, cash equivalents, and investments</b>									
4	Cash and cash equivalents restricted for capital projects	(1,552,015)	2,011,930	0.0%	459,915	442,518	2543.6%	17,397	4
5	Debt service	2,491,535	(400,153)	-16.1%	2,091,382	2,029,372	3272.7%	62,010	5
6	Debt service reserve	-	-	0.0%	-	-	0.0%	-	6
7	Health insurance reserve	716,418	(71,386)	-10.0%	645,032	(54,566)	-7.8%	699,598	7
8	Total restricted cash, cash equivalents, and investments	1,655,937	1,540,392	93.0%	3,196,329	2,417,324	310.3%	779,005	8
<b>Current assets:</b>									
<b>Unrestricted and undesignated</b>									
9	Cash and cash equivalents	20,692,649	16,619,840	80.3%	37,312,489	35,930,137	2599.2%	1,382,352	9
<b>Accounts receivable:</b>									
10	Customers (net of allowance for doubtful accounts)	-	(37,094)	0.0%	(37,094)	(37,094)	0.0%	-	10
11	Taxes	5,040,226	(917,103)	-18.2%	4,123,123	(2,369,985)	-36.5%	6,493,108	11
12	Interest	-	-	0.0%	-	-	0.0%	-	12
13	Grants	4,172,264	(391,418)	-9.4%	3,780,846	(2,228,230)	-37.1%	6,009,076	13
14	Miscellaneous	3,456,714	(1,598,821)	-46.3%	1,857,893	(2,091,984)	-53.0%	3,949,877	14
15	Due from (to) other internal departments	(24,259,386)	3,820,286	-15.7%	(20,439,100)	(9,806,213)	92.2%	(10,632,887)	15
16	Inventory of supplies	1,034,570	85,814	8.3%	1,120,384	85,815	8.3%	1,034,569	16
17	Prepaid expenses	148,837	6,683	4.5%	155,520	6,688	4.5%	148,832	17
18	Total unrestricted current assets	10,285,874	17,588,186	171.0%	27,874,060	19,489,133	232.4%	8,384,927	18
<b>Other assets:</b>									
19	Funds from/for customer deposits	-	-	0.0%	-	-	0.0%	-	19
20	Deposits	10,400	-	0.0%	10,400	-	0.0%	10,400	20
21	Total other assets	10,400	-	0.0%	10,400	-	0.0%	10,400	21
22	<b>TOTAL ASSETS</b>	<u>1,517,335,137</u>	<u>63,908,034</u>	<u>267.0%</u>	<u>1,581,243,170</u>	<u>66,365,347</u>	<u>545.7%</u>	<u>1,514,877,823</u>	<u>22</u>
<b>Deferred outflows or resources:</b>									
23	Deferred amounts related to net pension liability	15,065,730	(17,734,835)	-117.7%	(2,669,105)	(17,734,835)	-117.7%	15,065,730	23
24	Deferred amounts related to OPEB	-	15,854,690	0.0%	15,854,690	15,854,690	0.0%	-	24
25	Deferred loss on bond refunding	128,985	(53,523)	-41.5%	75,462	(53,523)	-41.5%	128,985	25
26	<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<u>15,194,715</u>	<u>(1,933,668)</u>	<u>-12.7%</u>	<u>13,261,047</u>	<u>(1,933,668)</u>	<u>-12.7%</u>	<u>15,194,715</u>	<u>26</u>
27	<b>TOTAL ASSETS AND TOTAL DEFERRED OUTFLOWS</b>	<u>1,532,529,852</u>	<u>61,974,365</u>	<u>254.3%</u>	<u>1,594,504,217</u>	<u>64,431,679</u>	<u>533.0%</u>	<u>1,530,072,538</u>	<u>27</u>



**SEWERAGE AND WATER BOARD OF NEW ORLEANS**  
**DRAINAGE SYSTEM FUND**  
**STATEMENTS OF NET POSITION**  
**WITH PRIOR YEAR COMPARISONS**  
**October 2020 Closed Financials**

	A	B	C	D	E	F	G	
	Prior Year	Variance	%	Current Year	Variance	%	Beginning of Year	
<b>NET ASSETS AND LIABILITIES</b>								
<b>Net position</b>								
1 Net investments in capital assets	1,499,204,552	(183,971,650)	-12.3%	1,315,232,902	44,425,608	3.5%	1,270,807,294	1
2 Restricted for Debt Service	2,416,864	(325,482)	-13.5%	2,091,382	2,029,372	3272.7%	62,010	2
3 Unrestricted	(359,752,743)	230,025,150	-63.9%	(129,727,592)	19,008,974	-12.8%	(148,736,566)	3
4 Total net position	1,141,868,673	45,728,019	4.0%	1,187,596,692	65,463,954	5.8%	1,122,132,738	4
<b>Long-term liabilities</b>								
5 Claims payable	36,218,284	(1,825,798)	-5.0%	34,392,486	(651,956)	-1.9%	35,044,442	5
6 Accrued vacation and sick pay	2,110,876	(153,087)	-7.3%	1,957,789	(148,989)	-7.1%	2,106,778	6
7 Net pension obligation	43,108,070	(14,423,924)	-33.5%	28,684,146	(12,607,009)	-30.5%	41,291,155	7
8 Other postretirement benefits liability	53,290,254	20,324,247	38.1%	73,614,501	23,091,453	45.7%	50,523,048	8
9 Bonds payable (net of current maturities)	5,959,049	(1,980,307)	-33.2%	3,978,742	(1,980,307)	-33.2%	5,959,049	9
10 Special Community Disaster Loan Payable	-	-	0.0%	-	-	0.0%	-	10
11 Southeast Louisiana Project liability	227,139,545	23,204,325	10.2%	250,343,870	23,204,325	10.2%	227,139,545	11
12 Debt Service Assistance Fund Loan payable	2,387,257	(2,387,257)	-100.0%	-	(2,387,257)	-100.0%	2,387,257	12
13 Customer deposits	-	-	0.0%	-	-	0.0%	-	13
14 Total long-term liabilities	370,213,335	22,758,199	6.1%	392,971,533	28,520,260	7.8%	364,451,274	14
<b>Current liabilities (payable from current assets)</b>								
15 Accounts payable and other liabilities	6,042,559	(3,936,183)	-65.1%	2,106,376	(26,335,143)	-92.6%	28,441,519	15
16 Due to City of New Orleans	-	-	0.0%	-	-	0.0%	-	16
17 Disaster Reimbursement Revolving Loan	303,178	(303,178)	-100.0%	-	(417,764)	-100.0%	417,764	17
18 Retainers and estimates payable	3,049,060	(1,040,181)	-34.1%	2,008,879	(512,208)	-20.3%	2,521,087	18
19 Due to other fund	31,914	34,225	107.2%	66,139	32,954	99.3%	33,185	19
20 Accrued salaries	349,210	(298,546)	-85.5%	50,664	(185,939)	-78.6%	236,603	20
21 Claims payable	252,479	483,611	191.5%	736,090	(690,231)	-48.4%	1,426,321	21
22 Total OPEB liability, due within one year	2,347,707	302,002	12.9%	2,649,709	302,002	12.9%	2,347,707	22
23 Debt Service Assistance Fund Loan payable	283,725	(283,725)	-100.0%	-	(283,725)	-100.0%	283,725	23
24 Advances from federal government	-	-	0.0%	-	-	0.0%	-	24
25 Other Liabilities	13,690	2,325	17.0%	16,016	9,722	154.5%	6,294	25
26 Total current liabilities (payable from current assets)	12,673,522	(5,039,650)	-39.8%	7,633,872	(28,080,333)	-78.6%	35,714,205	26
<b>Current liabilities (payable from restricted assets)</b>								
27 Accrued interest	74,671	(12,083)	-16.2%	62,588	(12,083)	-16.2%	74,671	27
28 Bonds payable	1,815,000	80,000	4.4%	1,895,000	(80,000)	-4.4%	1,815,000	28
29 Retainers and estimates payable	-	-	0.0%	-	-	0.0%	-	29
30 Total current liabilities (payable from restricted assets)	1,889,671	67,917	3.6%	1,957,588	67,917	3.6%	1,889,671	30
31 TOTAL CURRENT LIABILITIES	14,563,193	(4,971,733)	-34.1%	9,591,460	(28,012,416)	-74.5%	37,603,876	31
32 TOTAL LIABILITIES	384,776,528	17,786,465	4.6%	402,562,993	507,844	0.1%	402,055,150	32
<b>Deferred inflows or resources:</b>								
33 Amounts related to net pension liability	1,868,773	1,025,581	54.9%	2,894,354	1,025,581	54.9%	1,868,773	33
34 Amounts related to total OPEB liability	4,015,877	-	0.0%	1,450,177	-	0.0%	4,015,877	34
35 TOTAL DEFERRED INFLOWS OF RESOURCES	5,884,650	(1,540,118)	-26.2%	4,344,532	(1,540,118)	-26.2%	5,884,650	35
36 Total Net Position, Liabilities and Deferred Inflows of Resources	1,532,529,852	63,514,484	4.1%	1,594,504,217	64,431,680	4.2%	1,530,072,538	36



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# HR/Payroll Report

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**DECEMBER 2020**

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**Sewerage and Water Board of New Orleans**



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# ***Human Resource/Payroll Report***

*Areas of Focus:*

*Benefits*

*Recruitment, Classification, Compensation*

*Employee Relations*

*Payroll*



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## Benefits

SWBNO's Benefits Department manages three separate areas of HR:

1. Benefits Administration
2. Pension Administration
3. Leave Management

### **November 2020**

#### Benefits Administration Reporting

- 3,176 Current Group Healthcare Plan enrollment (employees, pensioners, dependents)
- 3,099 Total Group Healthcare claims processed
- 2,826 Employer-Sponsored life insurance & Supplemental life enrollments

### **Benefits Administration**

Open Enrollment is an annual event where medical insurance plans allow members the opportunity to elect or change certain benefit options. Open Enrollment ensures that members receive a comprehensive overview of the benefit offerings to enable them to make informed decisions on what benefits suit the needs of them and their families. SWBNO's 2021 Open Enrollment for medical benefits is ongoing and ends on December 18, 2020. Changes made during Open Enrollment will become effective on January 1, 2021. SWBNO will continue to offer a comprehensive benefits package with no increase in the standard health insurance contribution rates. SWBNO's benefits package includes medical and prescription coverage for employees and pensioners and dental and vision coverage for employees. This coverage is also available for eligible dependents.



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## Pension Administration

### November 2020

#### Pension Administration Reporting

- 795 Active Pensioners & Beneficiaries
- 75 Active DROP Participants

A 457(b) Deferred Compensation Plan is a voluntary retirement savings plan that allows employees to withhold a portion of their salary on a pre-tax basis. This plan offers both a tax savings and a supplement to the employee's SWBNO retirement allowance. Contributions are deducted from the employee's paycheck and transferred to one of SWBNO's Deferred Compensation partners. The value of the Deferred Compensation account is the sum of the contributions deducted from the employee's paycheck and any investment returns credited to the employee's account. The Deferred Compensation Plan offers flexibility by allowing the employee to withdraw the contributed funds upon employment separation or retain the funds on deposit until retirement. Upon retirement, employees have the option to transfer DROP funds and leave accruals to their Deferred Compensation account.

Current Elected Members:

### Employee Members

Christopher Bergeron

Term expires August 31, 2021

Adam Kay

Term expires August 31, 2024

Latressia Matthews

Term expires August 31, 2022

### Retiree Member

Harold Heller, Jr.

Term expires August 31, 2023



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**November 2020  
Leave Management  
Reporting**

- 2 Employees who received paid FFCRA Leave
- 3 Employees who received paid Parental Leave
- 1 Employee who received paid Military Leave

**Leave Management****Families First Coronavirus Response Act (FFCRA) Leave**

In August 2020, SWBNO implemented an emergency leave program for employees affected by the COVID-19 pandemic. This program is being administered in accordance with the Families First Coronavirus Response Act recently signed into law to provide relief for those directly affected. Employees initiate this process by submitting a completed FFCRA request form to the Benefits Department. The Benefits Department has implemented an FFCRA process to determine the need for FFCRA leave. Pursuant to the FFCRA, there are six COVID-19 related qualifying events that would qualify an employee for FFCRA leave. This leave option is set to end on December 31, 2020.

**Parental Leave**

Pursuant to the City of New Orleans' initiative to provide paid leave to eligible employees following the birth of a child or the adoption of a child, SWBNO provides up to eight (8) weeks of paid Parental Leave. This alleviates the financial impact on employees and provides paid time off for bonding with a newborn child or placement of an adoptive child.

**Leave Donation**

City employees can donate days of accrued Sick Leave and Annual Leave to eligible employees who are approved for a medical leave of absence. Donated leave can be for either the employee's medical leave of absence or the employee's immediate family member's illness.

**Military Leave**

SWBNO pays up to fifteen (15) days of paid Military Leave per year to employees who enter into active military duty with the U.S. Armed Forces. Employees can use accumulated Sick Leave and Annual Leave beyond the fifteen (15) days of paid Military Leave.



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## **Recruitment, Classification & Compensation**

In addition to the 328 vacancies the division is actively recruiting; We would also like to celebrate the following new hires as they begin their SWBNO careers.

- Edgar Lewis-Chief Financial Officer
- Roosevelt Daniel III- Utility Plant Worker
- Raymond Carter Jr.-Networks Maintenance Technician I
- Lindsay Kirsch-Environmental Enforcement Technician I
- Andrew James- Accountant
- Raneeka Lewis-Inventory Control
- Kenneth Jury- Networks Maintenance Technician I
- Tina Lapene- Environmental Enforcement Technician I
- Kenneth Young- Engineer Intern II
- Daniel Pounds- Utility Plant Worker
- Timothy Fleming- Networks Maintenance Technician I
- Daward Jones-Networks Maintenance Technician I

We would like to congratulate the follows employees on their promotions:

- Linda Spears
- Michelle Wise-Green
- Nkenge Gould
- Jimmie Moss
- David Peters
- Rapheal Parker III
- Derrick Moore
- Chris Bergeron
- Wayne Casmere
- Paula Armstrong



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## Employee Relations/Training

### **What is Employee Relations?**

Employee Relations is a division of the Human Resources department that provides direction and oversight for employee related matters like time-off, formal and informal employee complaints, investigation of harassment and discrimination claims, termination of employees, and unemployment compensation claims. Employee relations also coordinates workplace educational opportunities.

### **What Employee Relations Does?**

Employee relations are the relationships among SWBNO's employees and between the employees and the company itself. Every individual has multiple relationships with their colleagues at work – relationships with their peers, managers, and other employees. The relationship with each is good, mediocre, or bad.

The Employee Relations Office manages these relationships. Employee Relations manages many responsibilities related to employees including policy development and interpretation, liaison between different employees, performance management, and training employees.

Some other responsibilities Employee Relations takes on:

- It is the first point of contact for upper and lower level employees with questions or who need assistance regarding workplace conflicts, internal policy interpretations, and general consultations related to work. Employee Relations focuses on customer-service and expanding workplace communication.
- Employee Relations is neutral and does not side with certain employees but instead tries to reach solutions that work for all through collaboration.
- The department represents the interests of the company as a whole and makes decisions based on what is right for the entire organization.
- Employee Relations facilitates communications between management and lower level employees concerning workplace decisions, grievances, conflicts, and problem resolutions.
- The department provides a place for employees to confidentially talk about their questions and concerns without fear of negative consequences. With very few exceptions, like when a danger is posed by the information provided or a law is being broken, conversations with Employee Relations staff are kept confidential.
- Employee Relations manages workplace educational opportunities to help enhance positive workplace interaction among employees, job satisfaction, and employee retention.

Disciplinary Actions – 6  
Terminations – 0  
EEOC Complaints – 0

Resignations – 13  
Grievances – 3  
Mediations – 3



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## Training

The Training Unit is responsible for supporting the learning and development of all SWBNO employees, ensuring compliance with training mandates required by law.

Our goal is to assist employees in the pursuit of their career potential, whether they aspire to advance in their current career path, explore a change of career within the organization, or simply become an expert in their current role.

All SWBNO employees are required to complete the following mandatory annual training:

- Customer Service (30- minutes)
- Diversity and Inclusion (1- hour)
- Ethics (1-hour)
- Harassment Prevention (1- hour)
- Safety (30 minutes, minimum)
- KnowBe4 – Cybersecurity Training – (30-minutes)

The monthly training newsletter includes additional remote Training and Development Opportunities such as:

- PERFORM Training
- Business Software Application Training
- Antiracism Information and Resources
- Growth and Development Opportunities
- TED talks
- The Muse



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## Payroll

### **UPCOMING HOLIDAYS:**

Christmas Eve-December 24, 2020

Christmas Day-December 25,2020

New Year's Day - January 1, 2021



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

**December 16, 2020**

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

The following report for the month of November presented herewith:

Contract 1368 – M.R. Pittman Group, LLC – Hazard Mitigation Grant Project. Oak Street Pumping Station. This work is approximately 99% complete. (CP Item 112).

Contract 1370A – Walter J. Barnes Electric Co., Inc. – 60Hz Transformer/Switchgear. This work is approximately 36% complete. (CP Item 676-05).

Contract 1377 – M.R. Pittman Group, LLC – Water Hammer Hazard Mitigation Program. Claiborne Avenue Pump Station & Off-Site Improvements. This work is approximately 22% complete. (CP Item 175).

Contract 170065 – Echologics, LLC. – Leak Detection Services. This work is approximately 99% complete. (CP Item 175).

Contract 180034 – Tree Remediation Services. This work is approximately 11% complete. (O & M Item).

Contract 2129 – Wallace C. Drennan, Inc. – Water Point Repair. This work is approximately 96% complete. (CP Item 214).

Contract 2130 – Wallace C. Drennan, Inc. – Water Point Repair. This work is approximately 96% complete. (CP Item 175).



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

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

Contract 3799 – Industrial & Mechanical Contractors, Inc. – Installation of Sludge Dryer at the East Bank Wastewater Treatment Plant. This work is approximately 95% complete. (CP Item 348).

Contract 30102 – The McDonnell Group – DPS 17/Station D Structural Repairs. This work is 100% complete. (CP Item 511).

Contract 30109 – Cycle Construction – Sewer Pumping Station A Structural Rehabilitation. This work is approximately 55% complete. (CP Item 326).

Contract 30213 – Grady Crawford – South Shore Sewer Rehabilitation No. 1. This work is approximately 25% complete. (CP Item 317).

Contract 30214 – Grady Crawford – South Shore Sewer Rehabilitation No. 2. This work is approximately 50% complete. (CP Item 317).

Contract 30217 – CES – Cleaning & CCTV Inspection. This work is approximately 99% complete. (CP Item 375).

Contract 30218 – Wallace C. Drennan, Inc. – Sewer Point Repair. This work is approximately 46% complete. (O & M Item).



Contract 30219 – Wallace C. Drennan, Inc. – Manhole to Manhole & Sewer Point Repair. This work is approximately 44% complete. (CP Item 175).

Contract 30222 – Grady Crawford – South Shore Sewer Rehabilitation No. 3. This work is approximately 60% complete. (CP Item 317).

Contract 30223 – BLD Services – South Shore Sewer Rehabilitation No. 4. This work is approximately 60% complete. (CP Item 317).

Contract 30224 – BLD Services – South Shore Sewer Rehabilitation No. 5. This work is approximately 40% complete. (CP Item 317).

Contract 5224 – Industrial & Mechanical Contractors, Inc. – Hurricane Katrina Related Repairs to New Carrollton Hospital, Marconi, Paris & Press Drainage Underpass Stations. This work is approximately 80% complete. (CP Item 511).

Contract 5243 – Industrial & Mechanical Contractors, Inc. – Drainage Pump Station #4 Anti-Siphon Project. This work is approximately 99% complete. (CP Item 535).

Contract 8145 – Wallace C. Drennan, Inc. – Repaving Zone 4. This work is approximately 86% complete. (O & M Item).

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

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



## PLUMBING DEPARTMENT

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

There were 218 Plumbing and 3 Backflow permits issued during the month of **November**. This department complied with 191 requests for Plumbing Inspections, which consists of inspections conducted with Licensed Plumbing Contractors, Property Owners, Tenants, Department of Health and Hospitals Sanitarians, and Environmental Inspectors.

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

	<u>Sep</u>	<u>Oct</u>	<u>2020 Nov</u>	<u>2019 Nov</u>	<u>YTD 2020</u>
Plumbing Permits Issued	245	218	206	299	
Backflow Permits Issued	007	003	017	023	
	<b>252</b>	<b>221</b>	<b>223</b>	<b>322</b>	<b>2497</b>
<b>Inspections Conducted</b>					
Water	180	107	131	364	
Special	000	000	000	125	
Final	123	071	066	076	
<b>Totals</b>	<b>303</b>	<b>178</b>	<b>197</b>	<b>565</b>	<b>3661</b>

## RAINFALL REPORT FOR NOVEMBER 2020

The rainfall for the month of **November** was **4.88"**, compared to the 127-year average of **3.57"** for the month of **November**. The cumulative rainfall through the Eleventh month of the year was **58.43"** compared to the 127-year average of **54.46"**.



**AVERAGE DAILY PUMPAGE FOR THE MONTH OF NOVEMBER**

New Orleans Side  
Algiers Side

132.05 Million Gallons Per Day  
10.24 Million Gallons Per Day

Respectfully submitted,



**ROBERT TURNER  
GENERAL SUPERINTENDENT**

RT/zfg  
GENSUP%12-16-20



**SEWERAGE AND WATER BOARD OF NEW ORLEANS  
OFFICE OF SPECIAL COUNSEL**

**December 21, 2020**

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

The following represents Legal Department activities during the month of  
**November 2020.**

**CONTRACTS EXECUTED BEFORE SPECIAL COUNSEL:**

**Morton Salt, Inc. – Furnishing Sodium Chloride - \$36, 802.50**

**CIVIL SUITS FILED AGAINST BOARD:**

**New:**

**GINA NOLAN, ET AL, V. SEWERAGE AND WATER BOARD OF NEW ORLEANS,  
No. 20-07582, Civil District Court.** In this case, plaintiffs sued seeking  
judgment for property damages and injuries allegedly sustained when  
their vehicle veered into the right lane and into a puddle, as a result of  
standing water accumulated on the roadway surface caused by a  
chronic water leak from faulty pipes, water lines, and public water,  
sewerage and drainage systems of the S&WB, vehicle lost traction and slid  
out of control at or near the intersection of Press Drive on or about  
September 10, 2019.

**Respectfully submitted,**

  
**YOLANDA Y. GRINSTEAD  
SPECIAL COUNSEL**





Department	IMS Incident#	Date of Accident	Reported via email/phone	Incident Type	Description	Location	Assigned to	Root Cause	Corrective Action Recommendation	Closed Date
AWP Power	9551	2/10/2020	phone	Fire	Truck 357 Hood Fire	Corner of Magellan and Mercedes	Eric Williams	Equipment Malfunction	Spoke with Janell Jones with Support Services regarding fire extinguishers being properly inspected and maintained for emergency use.	2/21/2020
Networks	9552	2/18/2020	email	injury	Left middle finger cut on tools	N. Preiur and Rene St	Joseph Mirabin	Human Factor/Personnel error	Must ensure proper PPE is worn. Also, there must be a written SOP that identifies how to properly perform the specific job duty.	2/26/2020
Facility Maintenance	9590	3/9/2020	email	injury	Vehicle Accident (Employee Rear Ended)	Claiborne and 1st. Street	Eric Williams	Human-error from a non-S&WB employee	Employee was rear ended in a hit and run vehicular accident. No Corrective Active recommendation has the employee was not at fault.	3/10/2020
Networks	9673	6/18/2020	email	Fire	Trailer A711 breaks caught fire	3900 Downman Rd	Craig Williams	Equipment Malfunction	The Safety department recommends following SOPs, performing equipment safety inspections, as well as performing regular Preventive Maintenance..	6/27/2020
Networks	9684	7/6/2020	email	injury	Door malfunction and hit employee right shoulder	5001 Schindler Dr	Craig Williams	Equipment Malfunction	The Safety department recommends completing daily inspections and required trainings. It is also recommended that zone managers and QA/SI create a policy for reporting all work hazards for employees.	7/23/2020
Meter Reading	9681	7/7/2020	email	injury	Shin and Had injury as result of wet pavement	941 Tricou St	Eric Williams	Environmental (Wet Pavement)	The Safety department recommends that employee follow safe foot placement principles, apply the three points of contact rule, and ensure foundations are safe to walk on.	7/10/2020
Meter Reading	9682	7/7/2020	email	injury	Right Leg Foot Injury (Hole in Ground)	2122 Marengo St	Joseph Mirabin	Environmental (Soil Erosion)	The Safety department recommends that employee be given PPE of arm and shin pads.	8/23/2020
Networks	9683	7/8/2020	email	injury	Hand injury while searching for tools	2100 Beck St.	Nathaniel Stewart	Human Error Not wearing PPE Gloves	The Safety department recommends that employees have a daily five-minute discussion which includes items identified in the Job Safety Analysis (JSA) pertinent to the job site.	7/20/2020
Networks	9692	7/9/2020	email	injury	Vehicle Accident (Right Broken Thumb and Bruised shoulder)	1814 Mirabeau ave.	Craig Williams	Equipment Malfunction (Break Malfunction)	Pre Trip Inspection. It should also be noted that the 2nd cause was the employee failed drug screening	8/19/2020
Meter Reading	9705	7/15/2020	email	injury	Right hand Injury (Meter fell on hand)	2458 Gladiou St.	Eric Williams	Human Error (Job SOP Training Needed)	The Safety department recommends that the employee's supervisor ensures proper training for accessing meter (opening) has been implemented. Supervisor should also ensure that training is given if needed.	7/17/2020
CWP Pumping and Power	9709	7/23/2020	email	injury	Left Leg Injury ( Employee Slipped )	EMD'S 1&3 PUMPING & POWER HIGH LIFT AREA OF THE SWB CWP	Joseph Mirabin	Human Error (Not following standard procedures)	Safety is requesting that procedures for altering the high lift dept. delay start time by 30 min. to ensure adequate preparation time for the employees. Safety also recommends that there is proper stair installation for better access to the EMDs.	8/4/2020
Networks	9715	7/26/2020	email	injury	Hand Injury while searching for tools	25 Gull street	Nathaniel Stewart	Human Error Not wearing PPE Gloves	It is recommended that the employees start a housekeeping program and have a daily five-minute discussion that includes items identified in the Job Safety Analysis (JSA) pertinent to the job site.	8/5/2020
Meter Reading	9716	7/27/2020	email	injury	Spider Bite on Arm	Washington and Laurel Street	Craig Williams	Environmental	The Safety department recommends a daily five-minute meeting on safety awareness to prevent complacency.	8/19/2020
Networks	n/a	8/3/2020	email	injury	Finger Injury (Basin Smashed Finger)	4000 Block of Magazine Street	Nathaniel Stewart	Human Error (basin was not properly installed by employee)	The Safety department recommends that a job safety analysis is done at each job site. It is also recommended that a meeting is given to address safety issues and at-risk behaviors.	8/18/2020
Sewer Operations	n/a	8/4/2020	email	injury	Left Leg Injury (Manhole Smashed finger)	SPS Park Timbers	Eric Williams	Human Error (Manhole was not properly installed)	Safety department recommends employee complete a visual scan and safety walk through of work area prior to beginning grass cutting duties.	8/6/2020
Facility Maintenance	9740	8/5/2020	email	injury	Right Leg Injury (Fell in hole)	2729 Short St.	Joseph Mirabin	Human Error (No pre site inspection was done)	In the future, use a piece of plywood to cover the hole to prevent someone's foot from going into open space. It is also recommended that the foreman or most senior person would discuss job safety analysis prior to starting the job as a precaution measure prior to starting the job.	8/19/2020
Networks	n/a	8/17/2020	email	injury	Right Leg / Lower Back (Fell in hole)	4641 Eastview Dr.	Craig Williams	Human Error (No pre site inspection was done)	Spoke with Mr. James Gatlin, the QA/SI ( Quality Assurance/Safety Inspector ) for Zone 2. Mr. Gatlin stated that he will discuss this incident with the crew and supervisor, and explain the proper procedures for handling damage hydrants when work crew locate them on their work order.	8/21/2020





# SEWERAGE AND WATER BOARD

## Inter-Office Memorandum

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Date: December 4, 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. Morton Salt Inc.**

P.O. Box 15438  
New Orleans, LA 70175-5438

- Contract HL190038 Sodium Chloride
- Start Date : 11/23/2020 with one (1) year renewal option
- \$36,802.50
- DBE Goal 36%

**2. LCPtracker Inc**

117 East Chapman  
Orange, CA 92866

- Master Subscription Software as a Service Licensed Agreement
- Start Date: 10/7/2020
- \$18,950.00
- DBE Goal 0%

**3. Tanner Industries Inc.**

735 Davisville Road  
Southampton, PA 18966

- Contract AL200027 & CM200030, Furnishing Anhydrous Ammonia
- Start Date: 10/27/2020, one (1) year renewal option
- \$358,050.00 annually
- DBE Goal 0%

**4. Christine D. Thomas, Attorney at Law LLC**

701 Loyola Avenue, Suite 201  
New Orleans, LA. 70150

- Contract for Administrative Hearing Officer to conduct hearings on behalf of the Board
- Start Date: 10/20/2020, five (5) successive one (1) year extensions not to exceed a total of six (6) years
- \$75,000.00 annually at rate of \$75.00 per hour
- DBE Goal 0%



**5. Itron Inc**

2111 North Molter Road  
Liberty Lake, Washington 99019

- Contract Extension Service Agreement for the operation of handheld devices for reading of Board meters used to determine Board customer services bills based on metered water usage
- Start Date: 4/1/2020 – April 1/1/2021
- \$41,930.00
- DBE Goal 0%

**6. DiGiovanni Construction LLC**

712 Jefferson Avenue  
Metairie, LA 70001,

- CV20-0014 Algiers Water Purification Plant Chemical House and Old Head House Building Repairs
- Start Date: 30 Days from NTP
- \$137,802.00
- DBE Goal 0%

**7. M.R. Pittman Group, LLC**

171 I-310 Service Road,  
St. Rose, LA 70087

- Contract 1413 Furnish and Installation of Turbine 6 Air Inlet Heater at the Main Water Purification Plant
- Start Date: 150 from TNP
- \$754,900.00
- DBE Goal 25%

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



**Project Delivery Unit  
November 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	\$ 27,734,255.70	\$ 26,158,109.94	\$ 1,576,145.76	94%	42	\$ 27,734,255.70	\$ 27,427,104.70	32	\$ 22,025,919.44	100%	76%	10	\$ 5,708,336.26
Hurricane Katrina - Wastewater Treatment Plant	128	\$ 90,803,270.37	\$ 82,873,802.34	\$ 7,929,468.03	91%	127	\$ 83,765,860.77	\$ 80,355,483.77	120	\$ 38,257,447.07	99%	94%	7	\$ 45,508,413.70
Hurricane Katrina - Carrollton Water Plant	55	\$ 76,019,829.37	\$ 66,324,093.04	\$ 9,695,736.33	87%	54	\$ 64,304,777.65	\$ 64,211,524.10	51	\$ 13,730,451.46	98%	93%	3	\$ 50,574,326.19
Hurricane Katrina - Distribution Network	27	\$ 196,982,528.55	\$ 162,723,466.54	\$ 34,259,062.01	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	143	\$ 58,844,680.54	96%	86%	16	\$ 19,810,725.43
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%	7	\$ 1,554,775.01	\$ 67,467.45	2	\$ 7,391.29	88%	25%	5	\$ 1,547,383.72
Tropical Storm Nate	2	\$ 439,728.39	\$ 80,519.47	\$ 359,208.92	18%	2	\$ 439,728.39	\$ -	1	\$ 20,939.45	100%	50%	1	\$ 418,788.94
Hurricane Barry	2	\$ 947,134.10	\$ -	\$ 947,134.10	0%	0	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
<b>Total</b>	<b>459</b>	<b>\$ 479,772,344.91</b>	<b>\$ 414,981,742.01</b>	<b>\$ 64,790,602.90</b>	<b>86%</b>	<b>444</b>	<b>\$ 375,848,884.62</b>	<b>\$ 375,616,656.13</b>	<b>394</b>	<b>\$ 165,817,142.65</b>	<b>97%</b>	<b>86%</b>	<b>50</b>	<b>\$ 210,031,741.97</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	\$ 5,353,880.43	\$ 263,095,087.72	2%	0	\$ -	\$ -	0	\$ -	0%	0%	0	\$ -
Hurricane Katrina - JIRR Donors	53	\$ 67,564,903.11	\$ 54,518,259.69	\$ 13,046,643.42	81%	39	\$ 47,358,863.71	\$ 50,545,168.92	5	\$ 240,117.50	74%	9%	34	\$ 47,118,746.21
<b>Total</b>	<b>55</b>	<b>\$ 336,013,871.26</b>	<b>\$ 59,872,140.12</b>	<b>\$ 276,141,731.14</b>	<b>18%</b>	<b>39</b>	<b>\$ 47,358,863.71</b>	<b>\$ 50,545,168.92</b>	<b>5</b>	<b>\$ 240,117.50</b>	<b>71%</b>	<b>9%</b>	<b>34</b>	<b>\$ 47,118,746.21</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	17	\$ 212,649,796.00	\$ 111,297,718.90	\$ 101,352,077.10	52%	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>27</b>	<b>\$ 233,626,176.00</b>	<b>\$ 131,436,673.23</b>	<b>\$ 102,189,502.77</b>	<b>56%</b>	<b>14</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>52%</b>	<b>0%</b>	<b>0</b>	<b>\$ -</b>

<b>TOTALS as of 09.29.2020</b>			FEMA Obligated	FEMA Revenue Received	FEMA Obligation Balance
			<b>\$ 1,049,412,392.17</b>	<b>\$ 606,290,555.36</b>	<b>\$ 443,121,836.81</b>





## SEWERAGE AND WATER BOARD

### Inter-Office Memorandum

**Date:** December 2, 2020

**To:** Ghassan Korban, Executive Director

**Thru:** Irma Plummer, EDBP Director



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

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

#### **ANALYSES CONDUCTED BY EDBP**

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

For the month of November 2020, the EDBP Department did not receive any Professional Services contracts to review.

For the month of November 2020, the EDBP Department received one (1) Construction contract to review.

#### **CONTRACT #8165 – REPAVING OF OPEN CUTS IN DRIVEWAYS & SIDEWALKS RESULTING FROM REPAIR TO THE SEWERAGE AND WATER BOARD OF N.O. UNDERGROUND UTILITIES**

On Monday, November 16, 2020, three (3) bids were received for subject contract. The bid totals are as follows:

<b>Wallace C. Drennan, Inc.</b>	<b>\$1,274,000.00</b>
<b>Fleming Construction Co., LLC</b>	<b>\$2,057,625.00</b>
<b>Boh Bros. Construction Co., LLC</b>	<b>\$3,399,500.00</b>

**Thirty-six percent (36%) DBE participation** was established for this project.

The apparent lowest bidder, **Wallace C. Drennan, Inc.**, submitted C&M Construction Group, Inc., (eligible, certified SLDBE) as their DBE subcontractor, to perform concrete and asphalt restoration; \$470,000 – 36.89%

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



The apparent second lowest bidder, **Fleming Construction Co., LLC.**, submitted Rue Contractors (eligible, certified SLDBE) as their DBE subcontractor, to perform concrete and asphalt restoration; \$740,745 – 36.00%

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

Based upon analysis of DBE participation, the Economically Disadvantaged Business Program recommends that the DBE participation submitted by **Wallace C. Drennan, Inc.**, and **Fleming Construction Co., LLC** be considered as responsive to meeting EDBP bid requirements.

### **CONSTRUCTION REVIEW COMMITTEE RECOMMENDATIONS**

There were no new construction projects presented to EDBP, therefore the CRC committee did not convene for the month of November 2020.

### **STAFF CONTRACT REVIEW COMMITTEE RECOMMENDATIONS**

The Staff Contract Review Committee convened on Thursday, November 12, 2020, and made the following recommendations:

### **OPEN MARKET CONTRACTS**

**1) Request for Furnishing Solid Wall (PVC) Pipe SDR 26 & 35 and Polyvinyl Chloride (PVC) C-900 Pipe for the Water Distribution System**

Budget Amount: \$75,000.00  
Renewal Option(s): One (1) year with two (2) one (1) year renewal options  
Recommended 0%  
Percentage Goal:  
Justification: Does not lend itself to subcontracting opportunities.

**2) Request for RFQ for Furnishing Professional Legal Services**

Budget Amount: \$300,000.00  
Renewal Option(s): RFQ list will be valid for a period of six (6) years  
Recommended N/A  
Percentage Goal:  
Justification: Reaffirming 35% goal on individual contracts; any deviation will be brought to committee



## **RENEWAL CONTRACTS**

### **1) Renewal of Contract for Furnishing Hand Tools, Hardware Supplies, Paint & Paint Supplies**

Budget Amount:	\$10,625.30
Amount Spent:	\$6,604.00
Renewal Term(s):	First of two (2) one (1) year renewal options
Renewal Cost:	\$10,625.30
Recommended	30%
Percentage Goal:	
Percentage Goal	31.48%
Achieved:	
Prime Contractor:	Southeast Safety & Supply

### **2) Renewal of Contract for Furnishing Auditing Services for the Calendar Year Ending 12/31/2020**

Budget Amount:	\$400,000.00
Amount Spent:	\$258,000.00
Renewal Term(s):	Third of four (4) one (1) year renewal options
Renewal Cost:	\$400,000.00
Recommended	35%
Percentage Goal:	
Percentage Goal	31.28%
Achieved:	
Prime Contractor:	Postlewaithe & Netterville

## **CONSTRUCTION RENEWAL CONTRACTS with DBE PARTICIPATION**

There were no construction renewal contracts for projects with a DBE Participation Goal to review for the month of November 2020.

## **FINAL ACCEPTANCE CONTRACTS with DBE PARTICIPATION**

There were no final acceptance construction contracts with a DBE participation goal to review for the month of November 2020.

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

There were no contracts with DBE participation awarded for the month of November 2020.



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

<b>Category</b>	<b>Category Dollar Amount</b>	<b>SLDBE Dollar Value</b>
<b>Construction Projects</b>	<b>\$ 38,392,749</b>	<b>\$ 13,923,050</b>
<b>Goods &amp; Services Projects</b>	<b>\$ 277,257</b>	<b>\$ 49,041</b>
<b>Professional Services Projects</b>	<b>\$ 3,019,825</b>	<b>\$ 19,800</b>
<b>Grand Total</b>	<b>\$ 41,689,831</b>	<b>\$ 13,991,891</b>



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

**Construction Projects Awarded 2020**

Contract No./Description	%DBE Goal	Contract \$	Prime	Sub(s)	% DBE Part (Prime)	\$ Sub Award	\$ Sub Paid	% DBE Sub Paid	Award date
Cont #1370A: 60Hz Transformer/Switchgear	20%	\$ 11,746,364.00	Walter J. Barnes	C. Watson Group	16.99%	\$ 1,995,132.00			2/19/2020
				Marrero, Couvillion, & Associates	3.29%	\$ 387,010.00			
				Balthazar Electric Wholesale Distributors	5.91%	\$ 693,720.00			
				<b>Total</b>	<b>26.19%</b>	<b>\$ 3,075,862.00</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>			
Cont #2143: Water Main Line Replacements and Extensions at Scattered Locations throughout Orleans Parish	36%	\$ 1,621,000.00	Infinity Construction and Trucking	Gentilly Debris Removal	<b>36.05%</b>	<b>\$ 584,300.00</b>			8/19/2020



Contract No./Description	%DBE Goal	Contract \$	Prime	Sub(s)	% DBE Part (Prime)	\$ Sub Award	\$ Sub Paid	% DBE Sub Paid	Award date
Cont #1403: Demolition of Abandoned C-7 & C-8 Basins and Other Site Improvements at the Carrollton Water Treatment Plant	36%	\$ 7,569,394.00	Cycle Construction Co.	Three C's Properties, Inc.	32.19%	\$ 2,436,533.00			9/24/2020
				Twin Shores Landscaping and Construction Services, Inc.	7.27%	\$ 550,000.00			
				<b>Total</b>	<b>39.46%</b>	<b>\$ 2,986,533.00</b>			



**Sewerage & Water Board of New Orleans Open Market Bids with DBE Participation January 2020 - November 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>
YW20-0006 Furnishing Safety Supplies	30%	\$140,670.00	Southeast Safety & Supply	Corporate Buisness Supplies	30%	<b>\$42,201.00</b>	\$42,201.00	30%	6/23/2020
YW20-0013 Furnishing Hoses and Accessories	5%	\$136,586.55	Atlas Hose & Gasket Co.	Next Generation Logistics	5%	<b>\$6,839.93</b>	\$6,839.93	5%	9/2/2020
<b>Total Goods &amp; Services Projects</b>		<b>\$277,256.55</b>			<b>35%</b>	<b>\$49,040.93</b>	<b>\$49,040.93</b>		



**Sewerage & Water Board of New Orleans Open Market Bids with DBE Participation January 2020 - November 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>
Master Professional Service Agreement	35%	\$197,500.00	Lotus Insurance Solutions	F.W. Insurance Services, LLC	35.00%				4/1/2020
Master Professional Service Agreement	35%	\$428,770.00	Jacobs Engineering Group, Inc.	Intergrated Logistical Support, Inc. (ILSI); Infinity Engineering Consultants, LLC	35.00%				6/2/2020
Professional Services Agreement	36%	\$830,000.00	PFM Group Consulting, LLC	Pending submission of DBE Participation Summary Sheet	36%				7/30/2020
Engineering Services for Power Frequency Converter at Carrollton Water Plant	35%	Dependent on Option: 1) 608,165.00 2) \$640,122.00 3)	Jacobs Engineering Group, Inc.	Pending submission of DBE Participation Summary Sheet	35%				9/2/2020
Insurance Broker Services		\$49,500.00	Eagan Insurance Agency, LLC	F.W. Insurance Services, LLC	35%	\$19,800.00			9/30/2020
Operation Controls System for Turbine 5 at Carrollton Water Plant		\$1,514,055.00	Nexus Controls, LLC		10.00%				10/27/2020
<b>Total Professional Services Projects</b>	<b>35%</b>	<b>\$3,019,825.00</b>			<b>31%</b>	<b>\$19,800.00</b>			