

Minutes
LCTCS Facilities Corporation
Board Conference Call
Thursday July 16, 2015
4:00 p.m.

A duly called meeting of the Board of Directors of LCTCS Facilities Corporation was conducted by conference call on Thursday June 16, 2015. Directors of the Corporation present included: Stevie Smith, Chair/President, Lambert Boissiere, Secretary/Treasurer, Director Gene Thibodeaux and Director Billy Montgomery. Other participants included: Jan Jackson, Bill Obier, Gretchen Lindquist, Ed Jenkins, Brian Lafleur and Lane Sisung.

I. Welcome and Approval of May 28, 2015 Minutes

Chair Smith welcomed the group and asked for approval of the May 28, 2015 minutes.

Board Action: A motion was made by Director Montgomery to accept and approve the minutes and seconded by Director Thibodeaux, the motion carried.

II. Act 360 Small Business Outreach Plan

Ed Jenkins of CSRS summarized the proposed Small Business Outreach Plan for Act 360. He said that goal of the Small Business Outreach Plan is to ensure that emerging, small and underutilized construction related businesses have viable opportunities to participate in all Act 360 construction projects. Mr. Jenkins added that the Small Business Outreach Program will create awareness among small, minority, women and disabled veteran-owned companies of these opportunities. He reviewed the format of the plan as distributed with the agenda, mentioning the Plan Objectives, Overview, the Process for Small Business inclusion, Program Components, Criteria for Compliance and Non-Compliance and Reporting for each Act 360 project and the program. Mr. Jenkins referred to the last paragraph of the plan stating that the Program Manager will recommend exclusion from future consideration for future Act 360 projects, any contractors that fail to comply with the percentages or capacity building opportunities represented in the official RFQ and RFP responses.

A discussion by the board ensued and all agreed that the language in the conclusion of the plan should be changed to read "*Any award will take into consideration the submitting contractor's history as to its successful compliance with the required percentages or capacity building opportunities called for on previously awarded projects. Previous non-compliance in this regard may negatively affect any such new submission deeming it misleading and unreliable.*"

Board Action: A motion was made by Secretary Treasurer Boissiere to accept the Small Business Outreach Plan from Charbonnet & Associates as amended. The motion was seconded by Director Thibodeaux the motion carried.

III. Purchase of Land for Act 360 Delgado Community College River City and Avondale Projects

Jan Jackson of LCTCS, stated that the property owned by the Jefferson Parish Economic Development and Port Commission, referred to as JEDCO, is planned for transfer to the State of Louisiana and LCTCS to be used as facilities for construction of Act 360 projects for Delgado Community College, identified in the Act as the River City Project and Avondale Campus Project. She added that the college plans to place these two projects on the same property. She related that the recommendation is for the Facilities Corporation's purchase the property from JEDCO in a transaction described as an "Act of Credit Sale." Additionally, she said that although the property has an appraised value of \$975,000 (\$92,875 per acre), JEDCO would transfer title of the Property to the LCTCS Facilities Corporation for the price of \$464,285, which will come due without interest, five years following the date the Transfer is executed. Further, she added that the Contingent Price would be considered discharged in the event that either JEDCO secures access to the \$705,000 pursuant to House Bill 2 of the 2015 Legislature for the construction of a road located on adjoining property owned by JEDCO and, that JEDCO resolves a dispute regarding title to the property on which the described road will sit. She said that in that regard, JEDCO agrees to diligently pursue to completion and to use all commercially reasonable means to secure the described funding and to resolve the described legal dispute in a prompt and expeditious manner and to keep the Facilities Corporation informed on its progress in addressing these matters. She concluded that JEDCO acknowledges that the Facilities Corporation will subsequently transfer title to the LCTCS on behalf of Delgado Community College for the Act 360 projects.

Jan Jackson said that the recommended action is that the Board authorize the Chair to execute an agreement with the Jefferson Parish Economic Development and Port Commission (JEDCO) for purchase of 10.5 acres of land at a price not to exceed \$464,285, located in Avondale Louisiana, Lot 26-A1-C2, Churchill Farms Subdivision, for transfer to the LCTCS on behalf of Delgado Community College, provided that all environmental, financial, legal and other required conditions are met.

Board Action: A motion was made by Secretary Treasurer Boissiere to approve the transaction and authorize the Chair to execute an agreement with the Jefferson Parish Economic Development and Port Commission. The motion was seconded by Director Thibodeaux.

IV. Change in Design Build Bridging Architect for Act 360 Central Louisiana Technical Community College Alexandria Campus Project

Ed Jenkins, CSRS, said that KSA Alliance Architects of Shreveport currently serves as the LCTCS Facilities Corporation's Bridging Architect for Region 1 (including Alexandria), as approved by the Board on September 18, 2014. Mr Jenkins also related that KSA has completed Bridging Architect services for the Jonesboro, Winnsboro and Bossier Parish Community College projects as listed in the Bridging Request for Qualifications (RFQ). He said that Holly & Smith of Hammond, is currently serving as the Facility Corporation's Bridging Architect for Region 4, recently completing bridging services for the Northshore Technical Community College STEM Building project in Lacombe, and currently providing Bridging services for the Delgado Community College River City Campus project and is better able to take on the Central Louisiana Technical Community College Alexandria Campus project. He added that if the change in bridging Architect is approved by the Board, the action will allow KSA Alliance, Inc. to apply for Architectural and Design-Build services for the remaining projects in Region 1.

Board Action: Director Montgomery moved that the board approve a change in the appointment of the Bridging Architect for the Act 360 Central Louisiana Technical Community College Alexandria Campus Project to Holly & Smith Architects of Hammond, from the previously Board approved Architect for Region 1, KSA Alliance, Inc. of Shreveport. Secretary Treasurer Boissiere seconded the motion. The motion carried.

V. Alternate 1/Change Order #2 for Act 391 Delgado Community College Maritime Services Training Facility

Ed Jenkins, CSRS, explained that the emergency generator was not accepted and became Alternate #1 in the Bid Phase for the Act 360 Delgado Community College Maritime Training Center project through the Value Engineering negotiation, requiring the contractor to bring the Project within Construction Budget. He said that if approved, the alternate will become Project Change Order #2. He said that this alternate and change order is necessary to provide emergency electrical power availability to new facility. He assured the Board that the price was established at bid and is the lowest of all bidder quotations, having been thoroughly reviewed by the project architect and the Program Manager. He pointed out that the date of Substantial Completion shall remain February 10, 2016

Board Action: Secretary Treasurer Boissiere moved that the Board accept Alternate #1/Change Order #2, emergency generator and fuel tank, at a cost not to exceed \$121,000, for the Act 391 Delgado Community College Maritime Services Training Facility project.

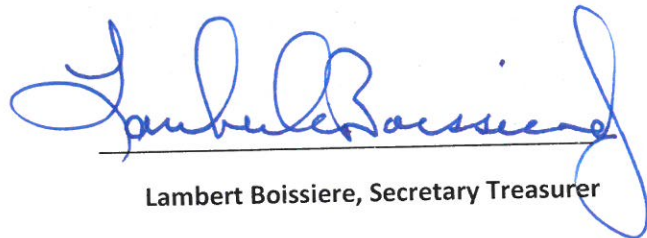
VI. LCTCS Facilities Corporation Audited Financial Statements as of December 31, 2014.

Lane Sisung, United Professionals Company, related to the board that the audit, prepared by LaPorte APAC, contained no findings or management recommendations. He said that the key changes in the audit for the calendar year 2013 include....

- Total corporation assets have increased from \$196,569,243 to \$350,155,722. This primarily reflects the college 12 percent match deposits and the Act 360 bond proceeds.
- Total liabilities have increased from \$172,745,015 to \$314,640,982.
- The \$20,000,000 SOWELA CDBG project for the construction of the SOWELA Technical Community College Campus Training Building required a single audit. (The CDBG project uses federal funds and the Facilities Corporation had to be audited in compliance with the requirements of Office of Management and Budget (OMB) Circular A-133. This audit is required when an entity spends \$500,000 or more of federal funds.)

Board Action: Secretary/Treasurer Lambert Boissiere moved acceptance of the LCTCS Facilities Corporation Audited Financial Statements as of December 31, 2014. Director Montgomery seconded the motion. The motion carried.

Adjournment: Secretary/Treasurer Lambert Boissiere moved adjournment at 4:39 p.m.



Lambert Boissiere, Secretary Treasurer