

**MINUTES OF THE MEETING OF
THE BOARD OF DIRECTORS OF
LCTCS FACILITIES CORPORATION**

**February 28, 2013
4:00 p.m.**

A duly called meeting of the Board of Directors of LCTCS Facilities Corporation (the "Corporation") was held by conference call on February 28, 2013. Those directors of the Corporation present included: Stevie Smith, Chair/President; Lambert Boissiere, Secretary/Treasurer and Billy Montgomery. Other participants included Jan Jackson, Liza Sherman, Bill Obier, Brian LaFleur and Michele Nardini.

Approval of Minutes from February 1, 2013 Meeting:

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board approved the minutes of the February 1, 2013 meeting, as presented.

Board Review and Approval of Change Order 3 for Northwest Technical College, Minden Campus Project:

Brian Lafleur discussed the four items included in Change Order 3 for the Northwest Technical College, Minden Campus project, and the addition of 25 days to the contract, as follows:

<u>Northwest Change Order 3</u>	
Add 3 Inch Conduit for Future Expansion	\$ 3,009.00
Additional Concrete, Door & Frame & Receptacles	\$ 12,512.00
Relocate Shop Equipment	\$ 13,863.00
Add Entrance Gate Control System	\$ 10,707.00
<i>11 Additional Days Requested for December 2012 Weather and 5 for January 2013 Weather in addition to 9 Extra Days for 4 Items listed above. Total: 25 Extra Days</i>	
Total: (time addition of 25 days)	\$ 40,091.00

Mr. Lafleur stated the remaining contingency balance for the project after Change Order 3 would total \$783,204.25.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the Board approved Change Order 3 for the Northwest Technical College, Minden Campus project, in the amount of \$40,091, plus an additional 25 days added to the contract.

Board Review and Approval of Furniture, Fixtures and Equipment Vendor for the Northwest Technical College, Minden Campus Project:

Brian Lafleur discussed bids received for furniture, fixtures and equipment for the Northwest Technical College, Minden Campus project. He stated the low bid was received from Sayes Office

Supply in the amount of \$731,429.53, including five alternates. Mr. Lafleur said the budget for furniture, fixtures and equipment was \$450,000. Mr. Lafleur recommended awarding the bid to Say Office Supply, to include all alternates. He said the remaining contingency balance for the project would be \$441,865.72 after awarding the bid for furniture, fixtures and equipment.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the Board approved awarding a contract to Say Office Supply in the amount of \$731,429.53, base bid plus all five alternates, for furniture, fixtures and equipment at the Northwest Technical College, Minden Campus.

Board Review and Approval of Change Order 11 for SOWELA Technical Community College, Arts & Sciences Building Project, Lake Charles:

Brian Lafleur discussed the three items included in Change Order 11 for SOWELA Technical Community College, Arts & Sciences Building project, and the addition of 38 days to the contract, as follows:

<u>SOWELA Change Order 11</u>	
Add Concrete walks, steps & pavers (time addition of 14 days)	\$ 42,019.07
Enlarge Chancellor Conference Room (time addition of 10 days)	\$ 10,346.74
Install Patch Cables in Computer labs & Library and data drops in IT Office (time addition of 14 days)	\$ 18,784.40
TOTAL: (time addition of 38 days)	\$ 71,150.21

Mr. Lafleur stated the remaining contingency balance after the change order would be \$987,072.94.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board approved Change Order 11 for the SOWELA Technical Community College, Arts & Sciences Building project in the amount of \$71,150.21, plus an additional 38 days added to the contract.

Board Review and Approval of Furniture, Fixtures and Equipment Architect Services for the South Louisiana Community College, Evangeline Campus, St. Martinville:

Brian Lafleur proposed a contract with Architects Southwest, APC for design and procurement of furniture, fixtures and equipment at the South Louisiana Community College, Evangeline Campus. Mr. Lafleur stated the budget was \$400,000, and an approximate \$34,000 fee would be paid to Architects Southwest, APC for coordination of design, procurement and installation of furniture, fixtures and equipment. Mr. Lafleur indicated that after vendor bids were obtained by Architects Southwest, APC, the board would be consulted for action on a vendor to provide actual furniture, fixtures and equipment.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board approved awarding a contract to Architects Southwest, APC, for the coordination of furniture, fixtures and equipment design, procurement and installation, for a total cost of \$400,000, including equipment, for the South Louisiana Community College, Evangeline Campus in St. Martinville.

Board Review and Approval of CSRS Contract Amendment #1:

Brian Lafleur discussed amendment #1 to the CSRS Contract, in the amount of \$217,246. Mr. Lafleur indicated the increase was for the addition of the LCTCS SIS Disaster Command Center project, which was not part of the original contract, based on a project cost of \$5,717,000.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board approved amendment #1 for the CSRS contract in the amount of \$217,246 for the addition of the LCTCS SIS Disaster Command Center project.

Board Review and Approval of the RFP Shortlist of Design/Build Teams for the Delgado Community College, Sidney Collier Campus Project, New Orleans:

Bill Obier referred to his letter of February 26, 2013 reporting there had been nine respondents to the RFQ for design/build team for the Delgado Community College, Sidney Collier Campus project. After discussing evaluation criteria, Mr. Obier stated the advisory committee recommended a shortlist of five design/build teams be invited to submit bids for the construction of the campus, including:

- 1) Woodward Design-Build LLC
- 2) Guy Hopkins Construction/Grace Hebert Architects
- 3) McDonnel Construction Services/Manning Architects
- 4) Landis Construction Co., LLC/John T. Campo & Associates, Inc.
- 5) Gibbs Construction/Mathes Brierre Architects

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board approved the short list of design/build teams for the Delgado Community College, Sidney Collier Campus project.

Board Review and Approval of General Contractor for the South Central Louisiana Technical College, Young Memorial Campus, Morgan City:

Bill Obier stated the ability to perform this renovation project resulted from excess dollars that remained after the addition that was completed at South Louisiana Technical College, Young Memorial Campus. Mr. Obier reported there were 3 firms invited to submit bids on the project and all three bids were over the \$660,321.22 budget. He reported the low bidder was Bonneval Construction, Inc. with a bid of \$712,000. Mr. Obier reported that, after value engineering focused negotiations with Bonneval Construction, Inc., a base bid was agreed upon for \$655,246.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board approved the selection of Bonneval Construction, Inc. as the contractor for the South Central Louisiana Technical College, Young Memorial Campus renovation project, with a bid of \$655,246.

Board Resolutions Pertaining to Elaine P. Nunez Community College, Building B Project Memorandum of Understanding, Chalmette:

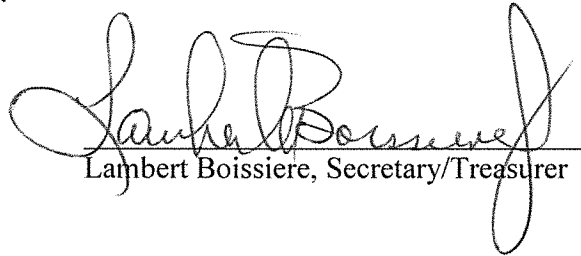
Bill Obier discussed a proposed Memorandum of Understanding between the LCTCS Facilities Corporation and Facility Planning & Control that would allow for collaboration on the renovation of buildings A, B and D at Elaine P. Nunez Community College. Mr. Obier explained that despite being

identified individually, buildings A, B and D were connected via breezeways and hallways and could technically be considered one structure. He said that the MOU would provide that Facility Planning & Control would manage a project where FEMA funds would be used by Facility Planning & Control to completely renovate building A and select portions of building B, resulting in a balance of available Act 391 funding for building A. Mr. Obier stated he was requesting the Board authorize Chair Smith to negotiate and execute the MOU with Facility Planning & Control to accomplish the Elaine P. Nunez Community College renovations, and to reallocate building A funding from Act 391 to supplement the renovation of building B.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board authorized the Board Chair to execute a Memorandum of Understanding with Facility Planning & Control relative to Building A, B and D at Elaine P. Nunez Community College, and authorized the chair to committee funding from Act 391 for Building A to supplement Building B of said project, if necessary.

Jan Jackson said a Ribbon Cutting Ceremony was scheduled for March 7, 2013 at the SOWELA Technical Community College, Arts & Sciences Building, and she asked everyone to try and attend.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the meeting adjourned at 4:35 p.m.



Lambert Boissiere, Secretary/Treasurer