

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

February 17, 2011
2:00 p.m.

A duly called meeting of the Board of Directors of LCTCS Facilities Corporation (the "Corporation") was held by conference call on February 17, 2011. Those directors of the Corporation present included: Stevie Smith, Chair; Lambert Boissiere, Secretary/Treasurer; Billy Montgomery; and, Gene Thibodeaux. Other participants include Jan Jackson, Bill Obier, Brian LaFleur, Lane Sisung, Liza Sherman and Michele Nardini.

Approval of Minutes:

On the motion of Secretary Boissiere, seconded by Director Thibodeaux, the Board approved the minutes of the November 18, 2010, December 22, 2010 and December 30, 2010 meetings as presented.

Shelby M. Jackson General Contractor:

Bill Obier referred to his letter of February 8, 2011 which stated all bids received on December 21, 2010 had come in over budget and that CSRS had been negotiating with Lincoln Builders, the low bidder, to re-bid the project. Mr. Obier said Lincoln Builders had provided a new bid for the project in the amount of \$3,977,446, with an alternate bid of \$222,000 for a multi-purpose building. The advisory committee recommended awarding the \$3,977,446, base bid only, for the Shelby Jackson Campus and to continue negotiations on the alternate bid. Brian Lafleur said Lincoln Builders had revised the bid and it amounted to \$3,997,218.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the Board approved awarding a contract to Lincoln Builders in the amount of \$3,997,218 for the construction of the Shelby M. Jackson Campus in Ferriday.

Transfer of Northwest Campus Property in Minden and access strip for Florida Parishes Campus in Greensburg to the State of Louisiana and inclusion of properties in the Ground and Facilities Leases and Leasehold Mortgage:

Lane Sisung reviewed the portion of the Act 391 Cooperative Endeavor Agreement, which outlines the procedures for transferring property purchased by the Facilities Corporation to the State of Louisiana for lease back to the Corporation.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the Board approved the transfer of the following three parcels of land to the State of Louisiana and authorized their inclusion in the Ground and Facilities Lease and Leasehold Mortgage:

- a) Two sites acquired for the Northwest Louisiana Technical College Campus in Minden, including:

1. A parcel of land donated for the site of the Minden Campus; and,
2. The "Hasty Property", an additional site which was purchased for the site of Minden Campus.

b) A strip of land that was donated for access to the Florida Parishes site in Greensburg.

SOWELA Nursing Building:

Chair Smith discussed working with Facility Planning & Control on the construction of a Nursing Building at SOWELA Technical Community College, utilizing Act 391 funds, the funds committed by the H.C. Drew Trust, and cash from state appropriations that were restricted for the Allied Health and Nursing building.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Montgomery, the Board authorized Chair Smith to execute a Memorandum of Understanding with the Division of Administration, Facility Planning & Control, for the construction of the SOWELA Allied Health and Nursing Building and authorized Chair Smith to take all other action necessary to effectuate the construction of the SOWELA Nursing Building.

Acadiana Technical College Evangeline Campus:

Lane Sisung discussed the intention of the St. Martin Parish School Board to enter into a Cooperative Endeavor Agreement with the Facilities Corporation to donate a block of land in St. Martinville for the Evangeline Campus. Mr. Sisung said a building is located on a corner of the property that is not needed for the campus. He mentioned exclusion of that area remained to be worked out in the agreement.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the board authorized Chair Smith to execute a Cooperative Endeavor Agreement with the St. Martin Parish School Board, and to take all other action necessary to effectuate the acquisition of the property, excluding the portion referred to as the location of the "Smiley Center", for the construction of the Evangeline Campus in St. Martinville.

Auditor and Tax Preparation Engagement:

Lane Sisung presented the proposal of LaPorte Sehr Romig Hand to perform Audit and Tax Preparation services.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the board approved the renewal of a contract with LaPorte Sehr Romig Hand to perform audit and tax preparation services in the amount of \$28,000 to \$32,000 for audit services and \$2,500 to \$5,000 for tax preparation services, and authorized Chair Smith to sign the documents necessary for the renewal of the contract.

Ratification of General Liability Insurance Contract for Northwest, Gulf Area and SOWELA:

Mr. Sisung discussed the statutory requirement to acquire general liability insurance for projects entered into after January 1, 2011 and said he had gained email approval from the Board for this purchase which required ratification.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Thibodeaux, the Board ratified the email poll authorization to enter into a contract for general liability insurance with Liberty International Underwriters, as Brokered by Regions Insurance, in the amount of \$61,885 for a period of three years, plus a one year extension.

Ratification of Opening of L. E. Fletcher Bank Account:

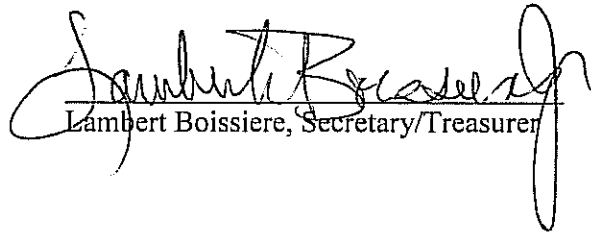
Mr. Sisung sought ratification on the opening of a separate bank account in Houma to handle the CDBG funds for the L. E. Fletcher land acquisition.

On the motion of Secretary/Treasurer Boissiere, seconded by Director Thibodeaux, the Board ratified the opening of a bank account with Coastal Commerce Bank to handle the CDBG funds for the L. E. Fletcher Option Land Purchase.

Key Campus Updates:

- a. **L. E. Fletcher Land Option Cooperative Endeavor:** Chair Smith said all documentation was being circulated to obtain the grant and he expected the funds to be received within sixty days.
- b. **L. E. Fletcher Update** – Mr. Lafleur reported there were two change orders under review that would be presented to the Board at a later date; he said the project should remain under budget with the change orders.
- c. **Gulf Area Escrowed Retainage Request** – Mr. Sisung discussed a bill from the previous legislative session which specified that contractors own their retainage, and that a separate escrow account must be opened to hold this retainage. Mr. Sisung said only one contractor had requested the creation of the separate escrow account thus far and the bond trustee also requires an escrow agreement. Mr. Sisung said the contractor had been informed that all fees in association with the escrow account and escrow agreement would be passed on to his company. Ms. Sisung said he planned to include a provision for waiving the opening of the escrow account in future contracts with contractors.
- d. **Northwest and Florida Parishes Groundbreaking** – Jan Jackson discussed the successful Northwest Campus Ground Breaking Ceremony in Minden on February 16, 2011. Chair Smith announced the Florida Parishes Ground Breaking Ceremony would be held in Greensburg on February 18, 2011 at 1:30 p.m.

On the motion of Director Montgomery, seconded by Secretary/Treasurer Boissiere, the meeting adjourned at 2:45 p.m.


Lambert Boissiere, Secretary/Treasurer