

AGENDA
FEBRUARY 18, 2004

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consider January 14, 2004 Regular Meeting Minutes for approval
- V. Consider January 28, 2004 Special Meeting Minutes for approval
- VI. Executive Director's Report
 - A. **Northern Expansion Update**
 - a. Construction status:
 - i. N. Doucet Drive Asphalt Extension – John Plaisance
 - ii. Slip B, West Bulkhead – Larry Picciola
 - iii. Slip B, Hydraulic Dredging – Larry Picciola
 - iv. Slip B, Delmar Site – Joe Picciola
 - B. **Airport Update**
 - a. Project status:
 - i. Hangar Construction
 - ii. Environmental Assessment
 - C. **New Port Administration Building**
 - D. **FEMA Update**
 - a. Breakwater Project
 - b. Debris Fence Project
 - E. **Port Security**
 - a. Harbor Patrol Vessel
 - b. Security Camera System
 - F. **Highway Improvements**
- VII. Committee Reports
 - A. **Executive Committee**
 - a. Election of Officers
 - i. President
 - ii. Vice President
 - iii. Secretary
 - iv. Treasurer
 - b. Consider approving Request from Air Logistics
 - c. Consider approving Request from ASCO USA to assign lease to ASCO Magnolia, LLC
 - d. Consider authorizing Director Falgout to execute a grant application and grant assurances for Airport Improvements
 - B. **Permits & Waterways Committee**
 - a. Public Notices:
 - i. Terry Serigny
 - ii. Wendell Hohensee
 - iii. Apache Corporation
 - C. **Construction and Development Committee**
 - a. Consider awarding contract for Port Security Camera System
 - b. Consider accepting low bid for Slip B Dredging
 - c. Consider approving Change Order No. 2 for FEMA Breakwater Project
 - d. Consider adopting Substantial Completion for FEMA Breakwater Project
 - e. Consider accepting low bid for supplying limestone, sand, and other suitable material
 - f. Consider accepting low bid for supplying fuel to Galliano and Fourchon Warehouses
 - g. Consider accepting low bid for supplying garbage services to Galliano and Fourchon
 - h. Consider approving Change Order No. 3 for Airport Hangar
 - i. Consider awarding Substantial Completion for Airport Hangar
 - j. Consider adopting a resolution certifying compliance with Public Bid Law for N. Doucet Drive Extension Overlay
 - D. **Finance Committee**
 - a. Consider payment of invoices and recognize Expenditures over \$10,000
- VIII. Public Comment
 - a. Consider canceling February Fourchon Committee Meeting
- IV. Any other business
- X. Adjournment

OFFICIAL PROCEEDINGS OF THE GREATER LAFOURCHE PORT COMMISSION
February 18, 2004

The Board of Commissioners of the Greater Lafourche Port Commission met in regular session on Wednesday, February 18, 2004 at 10:30 AM.

President Melancon called the meeting to order, and Secretary Collins called the roll.

PRESENT: John Melancon, Larry Griffin, Donald Vizier, Wilbert Collins, Harry Cheramie, Jimmy Lafont, Chuckie Cheramie and Beau Martin.

ABSENT: Ervin Bruce

Upon motion by Donald Vizier and second by Chuckie Cheramie, the minutes of the January 14, 2004 regular meeting were unanimously approved.

Upon motion by Donald Vizier and second by Harry Cheramie, the minutes of the January 28, 2004 special meeting were unanimously approved.

Executive Director's Report

Northern Expansion – Engineer John Plaisance reported that we have received approval from DOTD to award the N. Doucet Drive Asphalt Extension project to Barriere Construction Company. The contracts are on their way to be executed by Barriere. Upon receipt of signed contracts, a pre-construction meeting will be scheduled. Director Falgout questioned Mr. Plaisance whether we can have the waterline subcontract done before the overlay. Director Breaux reported that Barriere would speak to the subcontractor to get it out as soon as possible. Engineer Larry Picciola reported that bids were received for the Hydraulic Dredging of Slip B on February 9, 2004. The lowest bidder was Mike Hooks, Inc. at \$1,816,368.07, that includes Alternate Bid No. 1. The contract will be awarded once DOTD approves the bids. Engineer Larry Picciola reported that minor comments were received from DOTD regarding the West Bulkhead project. He will be checking with PSI to confirm the design before resubmitting to DOTD. Engineer Joe Picciola reported that the draft lease with Delmar was received, however, there are some stipulations about estimates on improvements. He will be updating the numbers to ensure that estimates are accurate since they will be included as part of the agreement as a “not to exceed” stipulation. Commissioner Beau Martin questioned whether we are going to change engineers’ insurance requirements to avoid subsequent problems for these port projects. Discussion followed.

Airport Update - Engineer Joe Picciola reported that the Hangar is substantially complete. There are 18 punch list items that amount to less than \$5,000, with the most expensive item being the sidewalk between the hangar and terminal building. The retainage amount being held totals \$12,000. He also explained the different Fire Wall options, which include spray on, gypsum, or block wall. All three designs are Fire Marshal approved, and he expects prices by the end of this week. Discussion followed regarding the actual installation of each type. Director Falgout reported that the Environmental Assessment is ongoing but nearing completion. He also stated that when the South Lafourche Levee District encapsulated the area within the levee system, they performed mitigation for all the impacted

area within the levee, so it is anticipated that no mitigation will be required for runway improvements. FAA has indicated they want to move quickly to construct the runway improvements and possibly commence even before the EA is formally complete.

New Port Administration Building – Director Falgout reported that the move to the new building went very well because of the moving committee that was created. He also complemented the employees for the transition and the team effort of working together to complete this job. Director Breaux reported that Lamar is currently in its lien period and stated that 5% retainage which amounts to \$77,204.28 is being held until clear lien is received. He stated that the amount of \$28,000 is being held from the retainage to cover the punch list items that need to be completed by the beginning of March. Director Breaux also stated that landscaping work is being done in front of the building, and he is planning to resurface the parking lot and erect a new sign in front the office.

FEMA Update – Director Breaux reported that the Breakwater Project is substantially complete, and there is a Change Order to adjust final quantities. As-built drawings will be used to apply for a new permit for any future work. He also reported that we received approval of funding for the Debris Fence Project, so we are working on final drawings for that project.

Port Security - Director Falgout reported that the Harbor Patrol Vessel should be complete by the end of April or the beginning of May. Director Breaux said we will build a covered boatlift in the front marina to accommodate two vessels, ours and the Sheriff's water patrol. Director Falgout stated that the RFP's have been received for the Security Camera System.

Highway Improvements - Roy Francis reported that DOTD has issued a preliminary construction plan in-hand and the test pile program will be starting in the next 2 months. We are currently working on permits for the highway system to possibly receive bids for the construction contract at the end of this year or early 2005. He reported that last year's Energy Bill which lacked 2 Senate votes is being reevaluated by the Senate. The bill may still include some of the Coastal Provisions and will also be subject to appropriations. The House is talking about making it a 5-year bill for Coastal Provisions which will bring the cost down to \$18B instead of \$31B. Mr. Francis also reported that he received a letter from Gov. Blanco in support of the highway project. He presented to the board copies of the Jan./Feb. issue of *Public Roads* magazine that features the LA 1 project as an example of how to get things done. He stated that the 3rd phase of the URS Toll Study would determine the amount of the toll, interest rate, and rating for the bond sale. The draft final report has been received, but the rate of traffic, amount of axles, and the rate of growth for the Port and the Gulf of Mexico are still to be determined. Commissioner Martin questioned the scouring under the Leeville Bridge. Director Falgout reported that NOAA sent a team to survey under the bridge last week to do a bottom profile. We should receive a copy of the information gathered by next week, and it will be made available to everyone. He also stated that the key issue that opens up several doors for possible financing of this project and makes it eligible for Truman-Hobbs funding is the fact that it's a problem to vessel navigation. Mr. Francis added that the Department's engineers have deemed the Leeville Bridge a potential "critical failure". Discussion followed regarding funding of bridge projects, the need for added road curvature signs going to the Port, and the scouring of the Leeville Bridge. Director Falgout reported that Barriere Construction is currently placing stone in the open areas along the shoulders of LA 1 and is doing the basic overlaying of the road to prepare for the 8' asphalt shoulders from

Leeville to Port Fourchon. Commissioner Chuckie Cheramie commended IT Specialist, April Danos for her dedication to getting accurate traffic data from multiple sources. Director Falgout explained that this is another example of the many things we do to assist this project. He also reported that the amount of State, Federal, and local funding currently spent on this project is approximately \$20M. We are continuing to proceed with the development of the highway system as if a toll will be assessed for the possible construction to begin as early as the end of this year or beginning of 2005.

Committee Reports

Executive Committee – Chairman John Melancon reported that the committee met on January 28, 2004 at the Operations Building in Port Fourchon. Present were John Melancon, Donald Vizier, and Wilbert Collins; Larry Griffin was absent. They also met on February 16, 2004 at the Administration Building in Galliano; all members were present. The Commission then discussed items that were discussed at the Committee Meetings.

Chairman Melancon called for the election of officers. Commissioner Beau Martin made a motion which was seconded by Jimmy Lafont to veer from the agenda and elect officers in the order of Secretary, Treasurer, Vice President, and President. The motion passed with a 6-2 vote to alter the agenda. For the office of Secretary, Harry Cheramie was nominated by Beau Martin and seconded by Chuckie Cheramie. Nominations were closed and Harry Cheramie was elected Secretary by unanimous vote. President Melancon congratulated Mr. Cheramie on receiving the position which was previously held by his father for 29 years. For the office of Treasurer, Johnny Melancon was nominated by Wilbert Collins and seconded by Larry Griffin. Nominations were closed and Johnny Melancon was elected Treasurer by unanimous vote. Mr. Melancon addressed the board stating that he enjoyed serving as President for the past 3 years and although the board may disagree on some things, all its efforts are toward making this port grow. He is proud to have represented and led each one of the commissioners who served under his presidency and also thanked them for entrusting him with this position. He also stated that he is proud of all employees of the Commission. He is not seeking the election for President again because he feels each person should have an opportunity to serve and lead this commission. For the office of Vice President, Jimmy Lafont was nominated by Harry Cheramie and seconded by Chuckie Cheramie; Larry Griffin was nominated by Donald Vizier and seconded by Wilbert Collins. Nominations were closed, and both motions ended in a 4-4 vote leaving the position vacant. For the office of President, Donald Vizier was nominated by Wilbert Collins and seconded by Johnny Melancon; Beau Martin was nominated by Jimmy Lafont and seconded by Chuckie Cheramie. Nominations were closed, and Donald Vizier was elected President by a 5-3 vote. Donald Vizier addressed the board thanking them for the presidency. He stated that he has been a commissioner for 15 years and hopes everyone has patience with him as he takes on this new role. He also complimented Mr. Melancon for doing a great job for the past three years.

President Vizier presented for the board's approval a request from Air Logistics to relinquish a portion of their lease site. He stated that Evergreen and Mayeux are interested in this property, and we will advertise for proposals. Upon Motion by Harry Cheramie and second by Chuckie Cheramie, the board approved advertising for proposals for this available property.

President Vizier presented for the board's consideration a request from ASCO USA to assign its lease to ASCO Magnolia, LLC. A motion to table this item to obtain more information from ASCO was made by Chuckie Cheramie, second by Johnny Melancon, and unanimously approved.

President Vizier presented for the board's consideration authorizing Director Falgout to execute a grant application and grant assurances for the Airport Improvements, which would allow for acquisitions of grant funding from FAA and DOTD. Upon motion by Larry Griffin, second by Harry Cheramie, and unanimously approved, the Commission directed Mr. Falgout to execute the application.

Permits & Waterways Committee – Chairman Jimmy Lafont reported that the committee met on January 28, 2004 at the Operations Building in Port Fourchon and on February 16, 2004 in Galliano; all were present. The Commission then discussed items that were discussed at the Committee Meetings.

Chairman Lafont presented to the board the public notices received from Terry Serigny, Wendall Hohensee and Apache Corporation. There are no concerns with these notices therefore no action needs to be taken.

Construction and Development Committee – Acting Chairman Chuckie Cheramie reported that the committee met on January 28, 2004 at the Operations Building in Port Fourchon; all members were present. The committee also met on February 16, 2004 at the Administration Building in Galliano; Present were Donald Vizier and Chuckie Cheramie; Ervin Bruce was absent. The Commission then discussed items that were discussed at the Committee Meetings.

Chairman Cheramie presented for the board's consideration awarding the contract for the Port Security Camera System. Director Falgout reported that the proposals were received for the camera system project and reviewed by Jim Brindle (our consultant), April Danos, and Jon Callais. Their recommendation is to award the contract to Interstate Electronic Systems in the amount of \$567,872. Upon motion by Chuckie Cheramie and second by Wilbert Collins, the board unanimously approved awarding of contract to IES.

Chairman Cheramie presented the bids for Slip B Dredging. Mike Hooks, Inc. is the apparent low bidder with the total base bid of \$1,745,266.92. Director Falgout reported that the bid of \$.92 per cubic yard is one of the lowest figures we have had in a while. He also reported the Alternate No. 1 consists of dredging the shallow spot in Flotation Canal. Upon motion by Beau Martin and second by Harry Cheramie, the board unanimously approved awarding the Base Bid and Alternate No. 1 to Mike Hooks, Inc.

Chairman Cheramie presented Change Order No. 2 for the FEMA Breakwater Project for approval. The Change Order balances the final quantities and does not exceed the original FEMA estimate. Upon motion by Wilbert Collins and second by Chuckie Cheramie, the board unanimously approved Change Order No. 2.

Chairman Cheramie presented for the board's approval Substantial Completion of the FEMA Breakwater Project. Director Falgout reported that the job is complete, including the additional stone that was added. Upon motion by Chuckie Cheramie and second by Johnny Melancon, the Commission unanimously approved the Substantial Completion.

Chairman Cheramie presented the bids for supplying limestone, sand, and other suitable material. Director Breaux reported that letters were sent out to all suppliers requesting information on their bid to make sure it meets the specifications. Upon motion by

Johnny Melancon and second by Wilbert Collins, the board unanimously accepted the lowest bidders provided that they meet the bid specifications

Chairman Cheramie presented the bids for supplying fuel to Galliano and Fourchon Warehouses for approval. The only bidder was Retif in the amount of \$1.40 per gallon for mid-grade Octane. Upon motion by Jimmy Lafont and second by Chuckie Cheramie, the low bid from Retif was accepted.

Chairman Cheramie presented the bids for supplying garbage services to Galliano and Fourchon for approval. The only bidder was SWDI, and the total bid results in a reduction in the previous years' prices. Upon motion by Wilbert Collins and second by Beau Martin, the low bid from SWDI was accepted.

Chairman Cheramie presented Change Order No. 3 for the Airport Hangar for approval. Director Falgout reported this includes the installation of ridge ventilators, gutters, and downspouts which total \$2,028.32. This represents half of the total cost which is shared 50/50 with Lamar Contractors. Upon motion by Wilbert Collins and second by Harry Cheramie, the board approved Change Order 3.

Chairman Cheramie presented for the board's approval Substantial Completion for the Airport Hangar. Director Falgout reported the punch list items total less than \$5,000 and we are withholding \$12,000 for retainage. Upon motion by Johnny Melancon and second by Chuckie Cheramie, the board unanimously approved substantial completion.

Chairman Cheramie presented for the board's consideration a resolution certifying compliance with Public Bid Law for N. Doucet Drive Extension Overlay. Upon motion by Wilbert Collins and second by Larry Griffin, the board unanimously adopted the resolution.

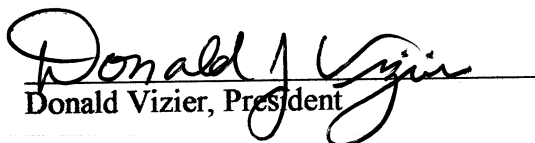
Finance Committee - Chairman Larry Griffin reported that the committee met on January 28, 2004 at the Operations Building in Port Fourchon. Present were Donald Vizier and Harry Cheramie; Larry Griffin was absent. They also met on February 16, 2004 at the Administration Building in Galliano. Present were Larry Griffin and Donald Vizier; Harry Cheramie was absent. The Commission then discussed items that were discussed at the Committee Meetings.


Newly elected Treasurer, Johnny Melancon recognized expenditures over \$10,000 and presented this month's invoices for payment. Upon motion by Johnny Melancon and second by Wilbert Collins, the board unanimously approved the invoices for the month.

Upon motion by Larry Griffin and second by Wilbert Collins, the board unanimously agreed to cancel the February Fourchon Committee Meeting scheduled for February 25, 2004.

Upon motion by Larry Griffin and second by Chuckie Cheramie, the commission adjourned the meeting.

ATTEST:


Donald Vizier, President


Harry Cheramie, Secretary