

NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
Minutes of the Marina Committee Meeting
Tuesday November 01, 2016 – 4:30 p.m.

The regular meeting of the Marina Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, November 1, 2016 at 4:30 p.m., in the 2nd floor Conference Center at Lakefront Airport located at 6001 Stars & Stripes Blvd., New Orleans, Louisiana after due legal notice of the meeting was sent to each Board member, the news media, and a copy of the call was posted.

Chair Arrigo called the meeting to order at 4:31 p.m. and led in the pledge of allegiance. The roll was called which constituted a quorum.

Present:

Chair Roy Arrigo
Comm. Stanley Brien
Comm. Chris Morvant

Absent:

Comm. Wilma Heaton

Staff:

Sharon Martiny – Administrative Assistant
Chuck Dixon – Marina Director
Ben Morris – Interim Executive Director

Also Present:

Gerry Metzger – Legal Counsel
Jim Martin - DEI
Chris Fenner – Stuart Consulting Group
Martin Toverly – Gould Evans Architects

Adopt Agenda

Comm. Morvant moved to adopt the Agenda, second by Comm. Brien. Motion passed.

Approval of Prior Minutes

Deferred.

Report on Current Marina Issues – Chuck Dixon, Marina Director

Marina Director Chuck Dixon reported that the Marina has contracted with a different fire alarm company that offers cellular services, which will decrease the need for two phone lines. Staff is working on the 2017 leases with the tenants, and that process is ongoing. Ceiling repairs, in the Harbor Master's office and pier repairs are underway at Orleans Marina. There is money budgeted to repair the roofs of the covered boat slips at South Shore Harbor, and we are getting suggestions from different companies on new design and what will be needed to make those repairs. The contractor selected must secure Longshoreman insurance, which has in the past proven to be difficult. Mr. Metzger advised that a Resolution was adopted for the pier repairs. The contract is being prepared, and will contain an indemnity provision. The contractor is also required to provide the necessary insurance.

Old Business

- 1) Discussion and recommendation to select an architecture firm to provide architectural services to develop building standards for boathouses in the Orleans Marina and to develop a conceptual design for new boathouses on West Roadway**

Chair Arrigo noted that this item was on the Board agenda, but was deferred due to questions regarding building restrictions for boathouses and if an architect had to review plans submitted to the Authority for building improvements to the boathouses.

Legal Counsel Gerry Metzger advised that any tenant improvements must be reviewed and approved by the Board. The Authority currently has an architect under contract to review house plans, but not boathouse improvements. One issue with boathouse improvements is how far improvements can be built out toward the street. Comm. Brien noted that when the Board was initially seated, these matters were brought before the Commercial Real Estate Committee, but have recently moved before the Marina Committee. It is a gray area as to what Committee boathouse matters should be discussed and/or approved. Chair Arrigo noted that the Commercial Real Estate Committee was initially tasked to score the proposals. One score sheet was received from Comm. Eames. The item will be deferred. The Committee will take no action on this matter. The RFP and proposals will be distributed to the Marina Committee for review and scoring.

2) Discussion and recommendation to approve a contract with the lowest responsible bidder, Gill's Crane & Dozier, for NFPAMA Project OM-2016-08-17 – Orleans Marina Pier 4, 5, and 6 Repairs

Chair Arrigo informed the Committee of an issue with the bid documents that were submitted. Mr. Metzger noted that the form was not a uniform bid form. The bids came in excess of the contract amount. The lowest bid submitted was \$240,000, and Anders Construction submitted a bid in the amount of \$384,000. The Committee should recommend to the Board that all bids be rejected and the RFP be re-advertised due to a procedural error. Chair Arrigo requested that the matter be deferred until the next Marina Committee meeting.

3) Status of Boathouse demolition

Mr. Martin advised that plans and specs for the boathouse demolition have been prepared, but dates are needed to advertise the RFP. The current scope of DEI's project runs through the bidding process. The Legal Committee elected to have DEI involved with the construction as the previous boathouse demolition involved legal action. DEI is willing to submit a proposal for Resident Inspection and to monitor construction and negotiate the contract if the Committee wishes.

Mr. Martin noted that DEI was involved in the litigation for the previous boathouse demolition (W-19 and W-20) as there were field representatives present at the demolition site. In regular construction DEI provides a certified inspector. With demolition of buildings in the condition of imminent collapse - depending on how close to collapse the boathouses are – The Authority may elect to have a qualified engineer present. DEI can provide either service. DEI suggests that due to the uncertain nature and condition of the boathouses, the Authority may elect have a structural professional involved due to the fact that some boathouses are leaning on other structures. A Field Representative will be present along with the contractor for more intense demolition to make certain professional decisions. Inspectors make no decisions as they are present to report, observe and note for the record. An engineer will report any concerns on site to the Authority.

Mr. Martin noted that the boathouses to be demolished include 41-46, which are stand-alone sheds in the water and not adjacent to another structure. On the west side, the Authority has instructed to leave some boathouses and demolish others. Some boathouses are welded together and present concerns to warrant a professional prof on site. The demolition is a 23 day project with limited construction administration. There are no monthly invoices to be approved. Services that DEI would provide that are not in the contract include reviewing invoices, the kick off meeting and the pre-bid conference meeting. A Resident Project Representative (RPR) would be present, does not make decisions, and would represent the Authority. The RPR would cease work in the event of a safety issue.

Chair Arrigo noted an issue regarding onsite representation at the construction site, which has not yet been resolved. As the issues have not yet been resolved, DEI should not prepare a proposal at this time.

New Business

None.

Announce Next Marina Meeting

Chair Arrigo announced that the next Marina Committee meeting will be held on Tuesday December 6, 2016.

Adjournment

Comm. Morvant offered a motion to Adjourn, seconded by Comm. Brien and unanimously adopted. The meeting adjourned at 5:14 p.m.