

**PORT OF IBERIA DISTRICT
BOARD OF COMMISSIONERS
SPECIAL MEETING – FRIDAY, AUGUST 3, 2018
PORT ADMINISTRATIVE OFFICE – 12:00 P.M.
MINUTES**

The Special meeting of the Port of Iberia District Board of Commissioners was called to order by Commissioner Mark Dore', at the Port of Iberia Administrative Office, on Friday, August 3, 2018, at 12:13 P.M.

In attendance were Commissioners Mark Dore', Danny J. David, Sr., Larry G. Rader and Gene L. Jefferies.

Commissioner Roy A. Pontiff, President, Elbridge "Smitty" Smith, III, Vice-President, and Simieon d. Theodile, Secretary-Treasurer were absent.

Also present were Joanna Durke, Administrative Assistant, Tracy Domingue, Bookkeeper-Secretary, Brandi Landry, Receptionist-Secretary, and Ray Allain, Port Attorney.

Thus, with a quorum being acknowledged, Commissioner Danny J. David, Sr. recited the opening prayer and the Pledge of Allegiance.

The purpose of the Special Meeting was to discuss matters relative to Port-Site Bulkhead Relocation Project Phase II B – (Phase II) – Private Bulkhead 11B (Private Property).

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Larry G. Rader, to approve and authorize Commissioner Mark Dore' to act as Chairman Pro-Tem for the Special Meeting held on Friday, August 3, 2018 in the absence of Board President Roy Pontiff, Vice-President Elbridge "Smitty" Smith, III, and Secretary-Treasurer Simieon d. Theodile.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Simieon d. Theodile.

And the motion was therefore passed on this the 3rd day of August, 2018.

I. PORT-SITE BULKHEAD RELOCATION PROJECT PHASE II B – (PHASE II) – PRIVATE BULKHEAD 11B (PRIVATE PROPERTY).

{1} Discuss/Consider Approval of Substantial Completion of Private Bulkhead 11B.

It is noted that a letter dated July 26, 2018 from Mr. Zack Autin, GIS Engineering, LLC. was presented to the Board for review. The letter included the Engineer's Punch List Items Form.

Mr. Oneil Malbrough, GIS Engineering, LLC, reported that they did an inspection on July 25, 2018 and they consider the project to be substantially complete and have produced a punch list of items for the contractor to complete. The contractor is planning on completing the punch list items the weekend of Saturday, August 4th – Sunday, August 5th, 2018. The LA DOTD final inspection is scheduled for Monday, August 6, 2018. The first punch list item is to install Three (3) additional truckloads of limestone across the site to finish grading the site. This item will reflect an increase in quantity on the Balancing Change Order at the end of the job. The second punch list item is that the contractor needs to compact the limestone. Mr. Larry Blanchet, Coastal Construction and Engineering, suggested the third punch list item for GIS Engineering to add 79 additional butterfly clips to the galvanized walkway to better secure it to the framing below. This is in addition to what was shown in the original plans. The contractor has given a quote of \$2,000 to add the additional 79 clips. The fourth and fifth punch list items entail touch-up painting across the site that needs to be performed. In addition, there was a list of post-construction submittals that the Contractor is required to provide within 20 days.

A motion was made by Commissioner Larry G. Rader, seconded by Commissioner Danny J. David, Sr. to approve and accept Substantial Completion for Port-Site Bulkhead Relocation Project Phase II B – (Phase II) – Private Bulkhead 11B (Private Property) in accordance with the contract dated December 19, 2017, contingent upon the punch list items being completed; and motion further approves and authorizes Chairman Pro Tem Mark Dore' to execute the Substantial Completion; and motion further acknowledges that the 45- day Clear Lien Period will commence once the Substantial Completion has been recorded with the Iberia Parish Clerk of Court's Office.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Simieon d. Theodile.

And the motion was therefore passed on this the 3rd day of August, 2018.

{2} Discuss/Consider Approval of Change Order Number 3 for Bulkhead 11B.

A motion was made by Commissioner Gene L. Jefferies, seconded by Commissioner Larry G. Rader, to approve and authorize Change Order Number 3 regarding Port-Site Bulkhead Relocation Project Phase II B – (Phase II) – Private Bulkhead 11B (Private Property) as it relates to an increase in the amount of \$2,000.00 to provide and install 79 grading clips (butterfly clips) utilizing a magnetic base drill to drill through the existing steel walkway on the land side of the North walkway bulkhead alignment to mitigate potential health and safety concerns regarding loading/unloading personnel and equipment from moored vessels; and the motion further authorizes the Chairman Pro Tem to execute said Change Order Number 3 in accordance with the contract dated December 19, 2017; and motion further acknowledges that the revised contract amount is \$787,434.40.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Simieon d. Theodile.

And the motion was therefore passed on this the 3rd day of August, 2018.

{3} Discuss/Consider Approval of Owner/Tenant Agreement for Tenant Acceptance of Bulkhead 11B Following Completion of Punch List Items.

Mr. Oneil Malbrough, GIS Engineering, LLC, reported that the Owner-Tenant Agreement for Tenant Acceptance of the Bulkhead 11b Project is identical to the agreement that was drafted for the owner of private Bulkheads 6 & 7 when the owner needed to use the bulkheads for a loadout as soon as possible. This is the same situation where the private owner of the bulkhead needs to utilize his bulkhead ASAP. GIS Engineering, LLC has drafted the agreement that once all the physical construction items on the punch list are complete and the LA DOTD has performed their final inspection, the Owner accepts the bulkhead as-is and gains ownership of it. GIS Engineering, LLC recommends approval of the Owner-Tenant Agreement of the Acceptance of Bulkhead 11B contingent on the contractor completing items 1-5 on the punch list and the LA DOTD final inspection.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Gene L. Jefferies to approve and authorize Chairman Pro-Tem Mark Dore' to execute the Owner-Tenant Agreement for acceptance of Bulkhead 11B following completion of punch list items and the LA DOTD final inspection.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Mark Dore', Danny J. David, Sr., Larry G. Rader, and Gene L. Jefferies.

Nays: None.

Absent at Voting: Roy A. Pontiff, Elbridge "Smitty" Smith, III, and Simieon d. Theodile.

And the motion was therefore passed on this the 3rd day of August, 2018.

II. ADJOURNMENT.

On a motion made by Commissioner Danny J. David, Sr., and seconded by Commissioner Gene L. Jefferies, the meeting was adjourned at 12:35 p.m.



SECRETARY-TREASURER



PRESIDENT