

**DIVISION OF ADMINISTRATION
Facility Planning & Control**

**JOINT LEGISLATIVE COMMITTEE
ON THE
BUDGET**

Briefing Book

for

September 19, 2014

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September 19, 2014

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- 1) Sandel Hall Renovation
University of Louisiana Monroe
Monroe, Louisiana
Project No. 19-629-03B-03, Part 01
State ID No.: 08871
Site Code: 8-37-007
Date of Contract: May 22, 2014
Original Contract Amount: \$14,000,000
Contract amount decreased by Change Order 1: \$(82,677) 08/05/14
New Contract Sum: \$13,917,323

- 2) Bossier Parish Police Jury
Sewerage District 1 of the Parish of Bossier, Planning and Construction
(Bossier Parish)
Project Number 50-J08-06B-02
Date of Contract: October 16, 2013
Original Contract Amount: \$12,904,000
Changes by previous change orders: \$0.00
Change Order 1: \$ 0.00 02/14/14
Contract amount increased by Change Order 2: \$86,149 4/30/14
New contract sum: \$12,990,149

- 3) Replace HVAC in Administration Building
Louisiana Correctional Institute for Women (LCIW)
St. Gabriel, Louisiana
Project No. 01-107-06B-11, Part E1
State ID No: S02839
Site Code: 2-24-003
Date of Contract: November 4, 2013
Original Contract Amount: \$189,800
Changes by previous change orders:
Change Order 1: \$0 05/30/2014
Contract amount increased by Change Order 2: \$52,478 8/12/2014
New contract sum: \$242,278

- 4) New Residence Hall – Hart Site
Louisiana State University
Baton Rouge, Louisiana

Project No. 19-601-10-01, part 01

State ID No: new

Site Code: 2-17-014

Date of Contract: July 15, 2013

Original Contract Amount: \$24,664,000

Changes by previous change orders (1-5): \$89,664

Change Order 1: \$ 2,159 11/06/13

Change Order 2: -\$ 8,028 03/10/14

Change Order 3: \$47,582 03/27/14 (previously reported to JLBC)

Change Order 4: \$12,792 04/28/14

Change Order 5: \$35,159 07/07/14

Contract amount increased by Change Order 6: \$13,023

(\$66,634 less \$53,611 credit)

08/17/14

New contract sum: \$24,766,687

5) Replace HVAC Systems in Two Patients Buildings

Villa Feliciana Geriatric Hospital

Jackson, Louisiana

Project No. 09-319-05B-01 Part 01

State ID No. 02796

Site Code: 2-19-019

Date of Contract: April 16, 2013

Original Contract Amount: \$5,995,000

Changes by previous change orders: \$233,617

Change Order 1: \$5,444 10/31/2013

Change Order 2: \$54,965 11/26/2013 (previously reported to JLBC)

Change Order 3: \$15,558 12/03/2013

Change Order 4: \$6,368 12/03/2013

Change Order 5: \$11,724 12/03/2013

Change Order 6: -\$22,218 12/03/2013

Change Order 7: \$340 01/10/2014

Change Order 8: \$3,550 01/10/2014

Change Order 9: \$2,807 01/31/2014

Change Order 10: \$3,913 01/31/2014

Change Order 11: \$14,465 01/31/2014

Change Order 12: \$22,615 01/31/2014

Change Order 13: \$27,139 01/31/2014

Change Order 14: \$18,997 01/31/2014

Change Order 15: \$25,764 01/31/2014

Change Order 16: \$38,737 06/20/2014

Change Order 17: \$3,449 06/30/2014

Contract amount increased by Change Order 18: \$58,275 07/28/2014

New contract sum: \$6,286,892

Increase in Rental Rate
Due to Renovation to Lease Space

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Increase in Rental Rate Due to Renovations to Leased Office/Warehouse Space
Louisiana Community and Technical College System
Baton Rouge Community College
Aviation and Maintenance Training Program
10700 Hooper Road
Baton Rouge, Louisiana
Lease Number 19-8954

BOBBY JINDAL
GOVERNOR



KRISTY H. NICHOLS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of the Commissioner

August 19, 2014

The Honorable Jim Fannin, Chairman
Joint Legislative Committee on the Budget
Post Office Box 80372
Baton Rouge, Louisiana 70804

Re: Request for Supplemental Funds
Interagency Transfer
Marsh Island Headquarters
Vermilion Bay, Louisiana
Project No. 01-107-05B-13, Part ZJ and I16-513-09A-ORM, Part 01

Dear Representative Fannin:

In August 2012, the Joint Legislative Committee on the Budget approved \$950,000 in interagency funds for the Marsh Island Headquarters Project. Due to an increase in scope of work by combining several facilities into one building, Facility Planning and Control is requesting authorization to accept an additional interagency transfer of \$1,600,000 from the Louisiana Department of Wildlife and Fisheries through the Russell Sage Special Fund #2.

Facility Planning and Control has a written commitment from the agency stating that they will provide supplemental funds beyond FEMA eligible repair/replacement costs for this project; therefore, we are requesting the Committee's approval to receive these funds.

Please place this item on the agenda for the next meeting of the Committee.

Sincerely,

Handwritten signature of Mark A. Moses in black ink.

Mark A. Moses
Director

Handwritten signature of Kristy H. Nichols in black ink.

Kristy H. Nichols
Commissioner of Administration

MAM:mk

cc: Ms. Sherry Phillips Hymel, Senate Fiscal Division
Ms. Portia Johnson, DOA
Mr. Mark Moses, FPC
Mr. Stephen Losavio, FPC
Ms. Lisa Smeltzer, FPC
Ms. Diane Brown, FPC
Mr. John Carpenter, LFO
Mr. Patrick Goldsmith, House Fiscal Division
Ms. Ternisa Hutchinson, DOA, Planning & Budget
Mr. Barry Dusse, DOA, Planning & Budget
Mr. Sam Roubique, DOA, Planning & Budget
Ms. Penny Bouquet, House Fiscal Division
Ms. Martha Hess, Senate Counsel
Ms. Raynel Gascon, Senate Fiscal Division
Mr. Gary Judice, FPC



State of Louisiana
Division of Administration
Office of the Commissioner

August 19, 2014

The Honorable Jim Fannin, Chairman
Joint Legislative Committee on the Budget
Post Office Box 80372
Baton Rouge, Louisiana 70804

Re: Request for Supplemental Funds
Interagency Transfer
Southwest Louisiana War Veteran's Home
Chapel Expansion Project
Jennings, Louisiana
Project No. 03-134-13-01, Part 01

Dear Representative Fannin:

Act 24 of 2013 appropriated \$325,891 of Federal Funds and Fees and Self Generated Revenue for the referenced project. Refinement of the design effort revealed that this amount appears insufficient to construct the facility as envisioned.

Southwest Louisiana War Veteran's Home is requesting authorization to supplement the current project funding in the amount of \$15,000. These supplemental funds will be provided to Facility Planning and Control by the agency as a combination of federal (\$10,500) and self generated funds (\$4,500).

The project is to increase the size of the existing chapel at the facility in order to allow non-ambulatory residents to attend church services.

Therefore, on behalf of the Southwest Louisiana War Veteran's Home, Facility Planning and Control is requesting approval of supplemental funds in the amount of \$15,000.

Please place this item on the agenda for the next meeting of the committee.

Sincerely,



Mark A. Moses

Director



Kristy H. Nichols

Commissioner of Administration

MAM:mk

cc: Ms. Sherry Phillips Hymel, Senate Fiscal Division
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Mr. Barry Dusse, DOA, Planning & Budget
Mr. Sam Roubique, DOA, Planning & Budget
Ms. Penny Bouquet, House Fiscal Division
Ms. Martha Hess, Senate Counsel
Ms. Raynel Gascon, Senate Fiscal Division

BOBBY JINDAL
GOVERNOR



KRISTY H. NICHOLS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of the Commissioner

August 19, 2014

The Honorable Jim Fannin, Chairman
Joint Legislative Committee on the Budget
Post Office Box 80372
Baton Rouge, Louisiana 70804

Re: Request for Supplemental Funds
Act 729 - Interagency Transfer
Department of Culture, Recreation and Tourism
Office of State Parks
Preventive Maintenance/Major Repairs and Improvements
State Project No. 06-264-02-02 and 06-264-07-13

Dear Representative Fannin:

Act 23 of 2002 appropriated \$4,500,000 to project 06-264-02-02 and in March 2006, the Joint Legislative Committee on the Budget supplemented the project for debris removal with an additional \$876,000 for a total funding of \$5,376,000.

Also, Act 28 of 2007 appropriated \$5,700,000 to project 06-264-07-13, and the committee supplemented the project with an additional \$1,304,850 in October 2007. The committee approved additional funding for debris removal in March 2009 in the amount of \$1,400,000, and \$113,191.37 and in December 2010 for a total project funding of \$8,518,041.37.

In order to expedite debris removal and emergency protective measures on the grounds and facilities at hurricane damaged state parks, the Office of State Parks chose to utilize funds available in the Preventative Maintenance /Major Repairs and Improvement Fund-Act729. These outlays, most of which will be refunded by FEMA through the Governor's Office of Homeland Security and Emergency Preparedness, will reimburse the respective project upon receipt.

We request the following Preventative Maintenance/Major Repairs and Improvement projects be supplemented with additional Interagency Transfers to cover the cost of debris removal and hurricane repairs in the following amounts.

Project 06-264-02-02 \$ 12,000
Project 06-264-07-13 \$111,808

Please place this item on the agenda for the next meeting of the committee.

Sincerely,



Mark A. Moses
Director



Kristy H. Nichols
Commissioner of Administration

MAM:mk

cc: Ms. Sherry Phillips Hymel, Senate Fiscal Division
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State of Louisiana
Division of Administration
Office of the Commissioner

August 19, 2014

The Honorable Jim Fannin, Chairman
Joint Legislative Committee on the Budget
Post Office Box 80372
Baton Rouge, Louisiana 70804

Re: Combination of Appropriations
Shearman Fine Arts Building Renovation and Addition
Project No. 19-627-02B-03
and
Shearman Fine Arts Building - Renovation of Existing Space
Project No. 19-627-12-01
McNeese State University
Lake Charles, Louisiana

Dear Representative Fannin:

Act 21 of 2010 appropriated \$17,770,000 of General Obligation Bonds to Facility Planning and Control on behalf of McNeese State University for the Shearman Fine Arts Building Renovation and Addition.

Act 25 of 2014 appropriated \$4,400,000 of Priority 1 and \$2,700,000 of Priority 2 General Obligation Bonds to Facility Planning and Control on behalf of McNeese State University for the Shearman Fine Arts Building Renovation of Existing Space.

Both of these projects are intended to renovate the existing Shearman Fine Arts Building. Pursuant to Section 5 of Act 25 of 2014, Facility Planning and Control requests the appropriations for these two projects be combined under the Shearman Fine Arts Building Renovation and Addition, Project No. 19-627-02B-03, for accounting and auditing purposes.

Please place this item on the agenda for the next meeting of the Committee.

Sincerely,

Handwritten signature of Mark A. Moses in black ink.

Mark A. Moses
Director

Handwritten signature of Kristy H. Nichols in black ink.

Kristy H. Nichols
Commissioner of Administration

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Mr. Sam Roubique, DOA, Planning & Budget
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Ms. Raynel Gascon, Senate Fiscal Division



State of Louisiana
Division of Administration
Office of the Commissioner

August 19, 2014

The Honorable Jim Fannin, Chairman
Joint Legislative Committee on the Budget
Post Office Box 80372
Baton Rouge, Louisiana 70804

Re: Approval of Change Order over \$100,000
Sandel Hall Renovation
University of Louisiana Monroe
Monroe, Louisiana
Project No. 19-629-03B-03, Part 01

Dear Representative Fannin:

Act 2 of 2004, Act 27 of 2006, Act 20 of 2009, Act 24 of 2013 and Act 25 of 2014 appropriated \$17,903,000 in funding for this Capital Outlay project. This project consists of the selective demolition and total renovation of the existing Sandel Hall, built in 1963. The completed project will allow the University to consolidate most student services into one centrally located facility. A construction contract was awarded to Breck Construction on May 22, 2014, and the completion date is August 11, 2015.

Change Order 2 reduces the costs of the exterior fiber optic and copper communications work. It was determined that the subcontract price for this work substantially exceeded the design phase estimate. After bids were received and the construction contract awarded, the fiber optic and copper communications scope and costs were reviewed with the Designer, the Subcontractor, the Contractor and the University resulting in a credit of \$(288,323.79). Therefore, we are requesting approval of a credit change order in this amount.

Please place this item on the agenda for the next meeting of the Committee.

Sincerely,

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Mark A. Moses
Director

Handwritten signature of Kristy H. Nichols in black ink.

Kristy H. Nichols
Commissioner of Administration

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Mr. Sam Roubique, DOA, Planning & Budget
Ms. Penny Bouquet, House Fiscal Division
Ms. Martha Hess, Senate Counsel
Ms. Raynel Gascon, Senate Fiscal Division
Mr. Jason Roubique, ULM
Mr. Steve Betts, FPC

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GOVERNOR



KRISTY H. NICHOLS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of the Commissioner

August 19, 2014

The Honorable Jim Fannin, Chairman
Joint Legislative Committee on the Budget
Post Office Box 80372
Baton Rouge, Louisiana 70804

Re: Reporting of Change Orders over \$50,000 and under \$100,000
Facility Planning and Control

Dear Representative Fannin:

In accordance with R.S. 39:126 any change order in excess of fifty thousand dollars but less than one hundred thousand dollars shall be submitted to the Joint Legislative Committee on the Budget for review but shall not require committee approval. Pursuant to this authority Facility Planning & Control has issued change orders which are itemized on the attached list.

Please place this item on the agenda of the next meeting of the Committee.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark A. Moses".

Mark A. Moses
Director

A handwritten signature in black ink, appearing to read "Kristy H. Nichols".

Kristy H. Nichols
Commissioner of Administration

MAM:mk

cc: Ms. Sherry Phillips Hymel, Senate Fiscal Division
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Mr. Barry Dusse, DOA, Planning & Budget
Mr. Sam Roubique, DOA, Planning & Budget
Ms. Penny Bouquet, House Fiscal Division
Ms. Martha Hess, Senate Counsel
Ms. Raynel Gascon, Senate Fiscal Division

- 1) **Sandel Hall Renovation**
University of Louisiana Monroe
Monroe, Louisiana
Project No. 19-629-03B-03, Part 01
State ID No.: 08871
Site Code: 8-37-007
Date of Contract: May 22, 2014
Original Contract Amount: \$14,000,000
Contract amount decreased by Change Order 1: \$(82,677) 08/05/14
New Contract Sum: \$13,917,323

Change Order 1 is a credit change order that reduces the scope and a cost of non critical items, such as terrazzo flooring in one stairwell, roll up counter door finishes, and changes the type of automatic fire extinguishing system in the IT rooms.

- 2) **Bossier Parish Police Jury**
Sewerage District 1 of the Parish of Bossier, Planning and Construction
(Bossier Parish)
Project Number 50-J08-06B-02
Date of Contract: October 16, 2013
Original Contract Amount: \$12,904,000
Changes by previous change orders: \$0.00
Change Order 1: \$ 0.00 02/14/14
Contract amount increased by Change Order 2: \$86,149 4/30/14
New contract sum: \$12,990,149

Change Order 2 increases the project amount for excavation and replacement of 1,333 cubic yards of previously undiscovered soft, spongy soil at the location of a proposed structure. The project contract time has been extended by fifteen (15) days. The State is participating in 100% of the cost which represents a portion of the unobligated appropriated State funds.

- 3) **Replace HVAC in Administration Building**
Louisiana Correctional Institute for Women (LCIW)
St. Gabriel, Louisiana
Project No. 01-107-06B-11, Part E1
State ID No: S02839
Site Code: 2-24-003
Date of Contract: November 4, 2013
Original Contract Amount: \$189,800
Changes by previous change orders:
Change Order 1: \$0 05/30/2014
Contract amount increased by Change Order 2: \$52,478 8/12/2014
New contract sum: \$242,278

Change Order 2 increases the project amount to provide for replacement of duct board with new insulated galvanized ductwork, balancing dampers, replacement of missing ductwork, relocation of a system sensor, control sequencing, and final air balancing that are necessary in the LCIW Administration Building. This amount is covered by the project contingency.

4) New Residence Hall – Hart Site

Louisiana State University

Baton Rouge, Louisiana

Project No. 19-601-10-01, part 01

State ID No: new

Site Code: 2-17-014

Date of Contract: July 15, 2013

Original Contract Amount: \$24,664,000

Changes by previous change orders (1-5): \$89,664

Change Order 1:	\$ 2,159	11/06/13
Change Order 2:	-\$ 8,028	03/10/14
Change Order 3:	\$47,582	03/27/14 (previously reported to JLCB)
Change Order 4:	\$12,792	04/28/14
Change Order 5:	\$35,159	07/07/14

Contract amount increased by Change Order 6: \$13,023

(\$66,634 less \$53,611 credit)

08/17/14

New contract sum: \$24,766,687

Change Order 6 increases the project amount due to fire and domestic water site infrastructure to benefit the future Hart Site Phase 2 residential hall currently being designed for the campus site just north of this project while incorporating a cost reduction by deleting the lightning protection system. The infrastructure enhancement is expected to result in savings to the overall residential development for this area of the campus. This project is being funded with residential housing fees and self-generated funds and this change order amount is covered by the project contingency. We are reporting this change order because each individual item exceeds \$50,000.

5) Replace HVAC Systems in Two Patients Buildings

Villa Feliciana Geriatric Hospital

Jackson, Louisiana

Project No. 09-319-05B-01 Part 01

State ID No. 02796

Site Code: 2-19-019

Date of Contract: April 16, 2013

Original Contract Amount: \$5,995,000

Changes by previous change orders: \$233,617

Change Order 1:	\$5,444	10/31/2013
Change Order 2:	\$54,965	11/26/2013 (previously reported to JLBC)
Change Order 3:	\$15,558	12/03/2013
Change Order 4:	\$6,368	12/03/2013
Change Order 5:	\$11,724	12/03/2013
Change Order 6:	-\$22,218	12/03/2013
Change Order 7:	\$340	01/10/2014
Change Order 8:	\$3,550	01/10/2014
Change Order 9:	\$2,807	01/31/2014
Change Order 10:	\$3,913	01/31/2014
Change Order 11:	\$14,465	01/31/2014
Change Order 12:	\$22,615	01/31/2014
Change Order 13:	\$27,139	01/31/2014
Change Order 14:	\$18,997	01/31/2014
Change Order 15:	\$25,764	01/31/2014
Change Order 16:	\$38,737	06/20/2014
Change Order 17:	\$3,449	06/30/2014

Contract amount increased by Change Order 18: \$58,275 07/28/2014

New contract sum: \$6,286,892

Change Order 18 increases the project amount by \$58,275 for adjustment to sprinkler head heights (Dorm 1). Variation of existing conditions required the ceiling height to be lowered to accommodate the new HVAC equipment at some locations. Therefore all ceiling fixtures and devices were also lowered, including but not limited to the sprinkler heads. The project contract time will be extended by thirty (30) days. This amount is covered by the project contingency.



BOBBY JINDAL
GOVERNOR

KRISTY H. NICHOLS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of the Commissioner

August 28, 2014

The Honorable Jim Fannin, Chairman
Joint Legislative Committee on the Budget
Post Office Box 80372
Baton Rouge, Louisiana 70804

**Re: Increase in Rental Rate Due to Renovations to Leased Office/Warehouse Space
Louisiana Community and Technical College System
Baton Rouge Community College – Aviation and Maintenance Training Program
10700 Hooper Road
Baton Rouge, Louisiana
Lease Number 19-8954**

Dear Representative Fannin:

The Baton Rouge Community College, Aviation and Maintenance Program, is currently housed in 51,380 usable square feet of leased office/warehouse space located at 10700 Hooper Road in Baton Rouge. The lease was procured in accordance with La. Revised Statute 39:1597, "Sole Source Procurements" based on a May 8, 2013 sole source determination letter from Ms. Jan Jackson with the Louisiana Community and Technical College System (LCTCS).

The lease commenced July 1, 2013 and ends June 30, 2016. The original lease rate was \$15.151732/usf, or \$778,496.04 annually.

In May, 2014, Facility Planning and Control (FPC) approved \$9,976.50 in additional rentals for construction of classroom space, in accordance with La. R.S. 39:1644(E).

LCTCS is now requesting approval to increase rentals for the lease in order to reimburse the Lessor for renovations totaling \$289,854.47 for fencing, construction of classrooms and offices, and infrastructural changes needed to operate a glycol training unit at the building.

Per LCTCS, when the Hooper Road building was leased in 2013 to house their Aviation Program, it was their intention to house a Glycol Unit at Baton Rouge Community College Frazier Campus, located at 550 Julia Street in Baton Rouge. However, the Department of Environmental Quality would not approve location of the unit at the Julia Street building because of its close proximity to residential areas. LCTCS has indicated that DEQ has granted approval to locate the Glycol Unit at the Hooper Road Building. LCTCS states "Because of prohibitive costs and numerous

inconvenient locations, the Hooper Road facility was chosen. This location provides an enclosed area with uninterrupted training regardless of the weather. Also, this facility (Hooper Road Building) provides ample space for expansion as the petro-chemical industry increases its demand for trained process technology operators.”

La. R.S. 39:1644(D) states “In the event alterations or modifications of space currently under lease are required to meet changed operating requirements, a lease may be amended. Such lease amendment may, with approval of the division of administration, provide an adjustment in monthly lease payments not to exceed twenty-five percent of the original annual lease price per square foot, sufficient to reimburse the lessor for paying for the leasehold improvements; provided, however, that any adjustment in monthly lease payments shall also require the approval of the Joint Legislative Committee on the Budget and the continuance of an adjustment in excess of the current lease shall be further contingent on the appropriation of funds therefore in the following fiscal year.

To determine compliance with maximum limits set by R.S. 39:1644(d), FPC added the \$9,976.50 of renovation costs approved in May, 2014 with the current \$289,854.47 request, which totals \$299,830.97. If approved by the JLCB, FPC will amend the lease effective November, 1, 2014, which will spread the renovation costs over 20 months (November 1, 2014 through June 30, 2016). That would increase the monthly rentals to \$79,866.22, or \$958,394.64 annually. That represents a 23.108479% increase over the original annual rental payments, which is below the maximum increase allowed in the statute.

Therefore, on behalf of LCTCS we are requesting approval of additional rentals stated above. Please place this item on the agenda for the next meeting of the committee.

Sincerely,



Mark A. Moses
Director



Kristy H. Nichols
Commissioner of Administration

MAM:mk

cc: Ms. Sherry Phillips Hymel, Senate Fiscal Division
Ms. Portia Johnson, DOA
Mr. Mark Moses, FPC
Mr. Stephen Losavio, FPC
Ms. Lisa Smeltzer, FPC
Ms. Diane Brown, FPC
Mr. John Carpenter, LFO
Mr. Patrick Goldsmith, House Fiscal Division
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Mr. Randy Janies, FPC