



**Proposal Name: To Provide Charter Bus Service for Team Travel for Jefferson Parish Athletic Teams and Other Related Needs on an As-Needed Basis for a Period of Three (3) Years with an Option of One (1) Additional Year**

**Proposal No. 0437**

**Proposal Receipt Date and Time: April 19, 2022, at 3:30 PM**



April 12, 2022

Jefferson Parish  
Department of Purchasing  
P.O. Box 9  
Gretna, LA 70054

Dear Department of Purchasing,

New Orleans Tours (hereinafter, NOT) is proud to submit our proposal for Jefferson Parish Athletic Team Charter Bus Travel.

In our recent past New Orleans Tours held this contract with Jefferson Parish and it interested in re-establishing our relationship. New Orleans Tours is locally owned and operated and was founded in 1973. Throughout our history we have been a go-to supplier for many prestigious groups and organizations. Our lengthy existence displays our financial stability and ability to get the job done right.

New Orleans Tours has long-standing relationships with the Sugar Bowl, NCAA College Football Playoffs, NFL, Zurich Golf Classic, New Orleans Bowl, Anthony Travel and are a member of New Orleans & Company and the Greater New Orleans Sports Foundation.

- Our relationship with the Sugar Bowl as exclusive motorcoach provider is for the last twenty-six (26) years
- Our relationship with the Zurich Golf Classic as exclusive motorcoach provider is for the last thirteen (13) years
- Our relationship with the New Orleans Bowl as exclusive motorcoach provider is for the last ten (10) years

Because we work so well with many local prep teams and college teams New Orleans Tours is many schools' first choice for their transportation needs.

We have the drive and willingness to provide quality service and excellent value to our clients—that's why we have so many loyal long-term sports teams as customers.

New Orleans Tours stands ready to work with Jefferson Parish to fulfill their Athletic Teams charter bus transportation needs now and into the future.

New Orleans Tours

A handwritten signature in black ink, appearing to read "Warren L. Reuther, Jr.", is positioned above the printed name.

**Warren L. Reuther, Jr.**  
President



## Table of Contents

<b>Proposer Qualifications and Experience</b>	4
<b>Scope of Work/Services</b>	
Scope of Work/Services	5
Period of Agreement	5
Cost Proposal	
Deliverables	6
Location	7
Financial Profile	7
<b>Technical Proposal</b>	
Elements A-D	8-9
Qualifications and Experience	9
References	10
Financial Profile of Company	11
<b>Attachments</b>	
Attachment A	Certificate of Insurance
Attachment B	Cost Proposal (uploaded separately)
Financial Documents	
Signature Page	
Corporate Resolution	
New Orleans Tours Corporate Resolution	
RFP Affidavit	



## **Proposer Qualifications and Experience**

New Orleans Tours as a company that has provided quality transportation for over 50 years and has among its many clients the following—

Sugar Bowl                      exclusive provider for twenty-six (26) years

Zurich Golf Classic            exclusive provider for thirteen (13) years

New Orleans Bowl              exclusive provider for ten (10) years

New Orleans Tours also is the exclusive provider for all of Anthony Travel's clients (most men's and women's college teams in all sports) visiting New Orleans and Baton Rouge. We also work closely with On Location (NFL fan travel division) and worked with the NCAA on all past and the recent Men's Final Four.

New Orleans Tours is only able to retain this impressive book of business due to our attention to detail and our caring staff. Without those qualities we are just another bus company albeit one without our first-rate client list.

Our coaches have interior and exterior cameras and GPS tracking for safety along with many passenger amenities ( Satellite TV, Wi-Fi, USB outlets, CD/DVD player) to pamper our guests.

New Orleans Tours enjoys a strong affiliation with the Greater New Orleans Sports Foundation where we often provide transportation for varied outings sponsored by GNOSF.

We deliver 24/7 dispatch services (with an after-hours emergency number) operate our own fueling facility and onsite maintenance facility offering services to clients such as Megabus and Xavier University, among others.

New Orleans Tours is in for the long haul—make no mistake about it — over 50 years and still going strong.



### **Scope of Work/Services**

NOT understands and agrees to provide services as needed throughout the term of this contract.

NOT understands that where necessary overnight stays may be needed.

NOT further understands that Jefferson Parish will provide driver accommodations.

NOT understands that buses may travel from Jefferson Parish to anywhere in the continental United States.

NOT understands that the length of each trip may vary based on the appropriate team's success in said tournament.

NOT understands that the tournament location may be provided with short notice.

NOT understands that service will be on an as-needed basis with no guarantee as to the level of business provided in any given contract year.

### **Period of Agreement**

NOT understands that this contract is for a period of three years commencing no earlier than June 24, 2022, with an option to extend for one additional year.

### **Cost Proposal**

Please find Attachment B enclosed

**Deliverables**

- Departure dates and times available 24/7, and each month of the year, though the bulk of the needed services will take place in July and August.

NOT agrees to offer services throughout each year of the contract and understands the bulk will take place in July and August annually

- Proposer able to accommodate reservations being made with, as little as a 24-hour notification.

NOT asks that all requests for service be sent via email to our Operations staff (emails to be provided) as soon as a need becomes known. NOT Operations will then respond timely via email with a confirmation of requested service.

- A safe, air-conditioned, clean, well-maintained, fully operating, fully insured bus, able to seat a minimum of twenty-five passengers, with a manufacturer date no older than 2014 will be provided for all requests under this agreement.

The buses NOT will provide will be safe, air-conditioned, well-maintained, fully operating and fully insured (COI attached). All of our compliant (2014 or newer) buses hold a maximum of 54 passengers (using current COVID-19 protocols) and only these buses will be used in this contract.

- A certified driver passing all regulations for charter bus drivers set forth by the Louisiana Public Service Commission. Successful proposer shall be required to provide drivers who have been properly vetted by proposer, including preemployment, criminal background checks searching national databases and evidencing that the driver has no felony convictions in accordance with the Louisiana Class A, B, C, D, or E Standards; pre-employment drug/alcohol screenings using certified laboratories in accordance with uniform testing standards; and driving record checks. Parish reserves the right to inspect evidence of compliance with this provision at any time prior to or during the drivers' performance of the scope of services underlying this RFP.

This is to certify that all New Orleans Tours drivers have been background checked and pre-employment as well as randomly drug and alcohol tested per DOT and CDL guidelines throughout their employment. New Orleans Tours further certifies that all our drivers and vehicles comply with all local, state, and federal regulations and licensing requirements.

- Driver able and willing to stay overnight in a Jefferson Parish-provided facility at Jefferson Parish expense for room and board.

NOT agrees that all drivers will be able and willing to stay in a Jefferson Parish-provided facility at Jefferson Parish's expense for room and board.



**Location**

NOT understands and agrees that departure for this service may be at any Jefferson Parish Recreation Department's Eastbank or Westbank playground locations or either of its Main Business Offices.

**Financial Profile**

Please find financial documents attached marked Financial Documents including financial statements.



**Proposal Elements**

(A) Technical

A. A safe, air-conditioned, clean, well-maintained, fully operating, fully insured bus, able to seat a minimum of twenty-five passengers, with a manufacturer date no older than 2014 will be provided for all requests under this agreement.

The buses NOT will provide will be safe, air-conditioned, well-maintained, fully operating and fully insured (COI attached). All four of our compliant (2014 or newer) MCI or Van Hool buses (VIN and other details furnished on request) hold a maximum of 54 passengers (using current COVID-19 protocols) and only these buses will be used in this contract. NOT performs preventative maintenance on all its buses on a mileage-based schedule. Each inspection is done at an interval of 15,000 miles and consists of inspections A, B and C.

**A & B Inspection**

- Drop oil
- R+R Oil Filter
- R+R Fuel Filter
- R+R Fuel Element w/ O rings
- R+R A/C Cabin Filter Media
- R+R Coolant Filter
- R+ R Crankcase Filter
- Inspection of Breaks Front , Drive and Tag Measures in % in terms of life
- Inspection of Tires Front , Drive and Tag Tread Depth
- Grease Drive Line
- Grease Sway Bar End Link
- 4 Point Inspection Bumper to Bumper
- Test Exterior Lightning
- Test Interior Lightning
- Inspection of Wheel Seals
- Test PA system
- Window Push Out Emergency Exits
- Inspection of windshield wiper blades and Fluid
- Cycle Wheelchair lift " optional "
- Clean Radiator
- Clean Overhead Blower Filter
- Check for first aid and roadside flags
- Check for spare tire
- Connect to ECM to pull Diagnostics on engine
- Inspection of onboard Fire Extinguisher
- Check ALL seats and seat belts for any excessive wear
- Every 15,000 miles

**C Inspection**

- A & B Inspection and additionally
- R+R transmission filter and fluid
- Check Diff Fluid
- R+R DEF Filter
- Preform Aftertreatment Regeneration if needed



Every 45,000 miles

All safety issues are addressed and repaired at the time found along with written work orders to validate the repairs done.

**B. Departure dates and times available 24/7.**

NOT agrees to offer services throughout each year of the contract and understands the bulk of work will take place in July and August annually.

**C. Proposer able to accommodate reservations being made with, as little as a 24-hour Notification.**

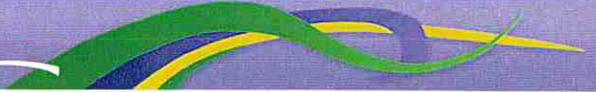
NOT asks that all requests for service be sent via email to our Operations staff (emails to be provided) as soon as a need becomes known. NOT Operations will select a driver and compliant bus to serve Jefferson Parish's request and understands it may be with as little as 24-hour notice. NOT Operations will then respond timely to Jefferson Parish client via email with a confirmation of requested service.

**D. Driver able and willing to stay overnight in a Jefferson Parish-provided facility at Jefferson Parish expense for room and board.**

NOT agrees that all drivers will be able and willing to stay in a Jefferson Parish-provided facility at Jefferson Parish's expense for room and board. NOT does many overnight trips and this is a normal and usual part of each overnight trip where the client provides the driver's accommodation.

**Qualifications and Experience**

New Orleans Tours certifies that all drivers have been background checked and pre-employment as well as randomly drug and alcohol tested per DOT and CDL guidelines throughout their employment. Once hired NOT use EnvocMoves to track all drivers' records. EnvocMoves instantaneously alerts NOT to any driver flag or possible non-compliant driver condition for follow up. New Orleans Tours further certifies that all our drivers and vehicles comply with all local, state, and federal safety regulations and licensing requirements. NOT's USDOT number is 213082 and has a Satisfactory Safety Rating as of 04/13/2022. NOT agrees to provide evidence of compliance upon request.



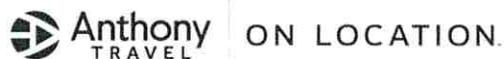
## References

**Allstate Sugar Bowl** – New Orleans Tours, Inc. has provided and managed all transportation for both participating teams, including the families, Alumni, media, conference representatives, and VIP's. We have provided the buses/staff/logistical support for the Sugar Bowl for twenty-six years.

Contact - Mr. Jeff Hundley  
Chief Executive Officer  
Allstate Sugar Bowl - 1500 Sugar Bowl Drive  
New Orleans, LA 70112  
(504) 828-2440 Office | (504) 427-0912 Mobile  
[jeffh@sugarbowl.org](mailto:jeffh@sugarbowl.org)

**Zurich Golf Classic** – Fore Kids Foundation – up to forty-five buses & complete management of Shuttle for 5,000 people per day for last 13 years.

Contact – Mr. Steve Worthy  
President, Fore!Kids Foundation  
11005 Lapalco Blvd.  
Avondale, LA 70094  
(504) 342-3000 Office | (831) 917-2960 Mobile



Provides the motor-coach transfer for most athletic teams visiting our area to play Tulane, ULL, LSU, and other Universities. We have worked with Anthony Travel since 1992.

Contact – Mr. Ed Lane  
Vice President of Transportation  
Anthony Travel, a division of On Location  
574.344.2116 Office | 978-828-4486 Mobile  
[edlane@anthonytravel.com](mailto:edlane@anthonytravel.com)



## **Financial Profile of Company**

Please see documents attached

With a 50+ year story we have seen many changes to New Orleans and have interwoven ourselves into the fabric of both past and present New Orleans. NOT's longevity speaks well to our ability to provide quality service at a competitive price point.

New Orleans Tours has a solid base of business from our multi-year contracts we hold with Anthony Travel and a Master Transportation Services Agreement with Tulane University. These are coupled with our inter-company referrals because of networking with our other in-house divisions. Additionally, we have a strong presence in our local and regional school markets for both sports team transportation and non-sport outings as well. We have spread our base of services across multiple business sectors but maintain a heavy footprint in sports and tourism related companies.

At present NOT is displaying a faster than expected uptick in post-pandemic revenue. We have increased our 2022 forecast by almost fifty percent as a result and continue to investigate new income streams while moving into our new normal.

Client#: 31571

HOSPITAL

**ACORD**<sup>TM</sup>

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
4/11/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Louisiana Companies 801 North Blvd. Baton Rouge, LA 70802 225 383-4761	<b>CONTACT NAME:</b> Jennifer C. Broussard, CIC, CISR	
	<b>PHONE (A/C, No., Ext):</b> 225 383-4761 <b>FAX (A/C, No.):</b> 225-387-4336 <b>E-MAIL ADDRESS:</b> jrbroussard@lacompanies.com	
<b>INSURED</b> New Orleans Tours, Inc. 4220 Howard Avenue New Orleans, LA 70125	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	INSURER A : R L I Insurance Company	13056
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	

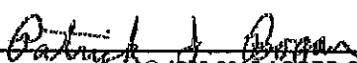
**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	LGB0014697	08/01/2021	08/01/2022	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>	X	X	LFB0017277	08/01/2021	08/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Blanket additional insured in favor of certificate holder with respect to the general liability and auto liability policies as required by written contract when executed prior to a loss, subject to policy terms, conditions and exclusions.

Additional insured provision on the auto policy is primary and non-contributory as required by written (See Attached Descriptions)

<b>CERTIFICATE HOLDER</b> Jefferson Parish Department of Purchasing PO Box 9 Gretna, LA 70054	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---	--

## DESCRIPTIONS (Continued from Page 1)

contract executed prior to a loss, subject to policy terms, conditions, and exclusions.

Blanket waiver of subrogation is provided in favor of certificate holder with respect to the workers compensation, general liability and auto liability policies as required by written contract when executed prior to a loss, subject to policy terms, conditions and exclusions.

**New Orleans Tours, Inc.**  
**Balance Sheet**  
As Of December 31, 2021

<u>ASSETS</u>		Current Period	Last Period	Prior YE Balance
<b>Current assets:</b>				
Operating Account - Chase	103901	446,061.54	703,773.53	13,240.01
Cash Reserve - Auto Liability Insurance	104101	50,000.00	50,000.00	50,000.00
Petty Cash - Operations	105001	500.00	500.00	369.58
Petty Cash - Howard Ave	105101	1,000.00	1,000.00	1,000.00
Petty Cash - Shop Fund	105201	300.00	300.00	300.00
Accounts Receivable - ACCPAC	110001	51,836.20	49,503.18	41,559.00
A/R RBS	111001	795,853.21	796,683.05	465,687.04
Accounts Receivable Clearance	112001	2,825.52	0.00	0.00
Bad Debt Allowance	117001	(60,747.90)	(47,390.70)	(34,977.15)
Prepaid Taxes - Property	141401	0.00	137.96	0.00
Prepaid Expenses - NOT	141701	164,735.41	191,584.20	6,446.13
Prepaid - Comdata (Fuel and Travel)	141801	502.13	1,431.07	(59.57)
Prepaid Insurance	142001	70,901.98	0.00	15,905.96
Inventory - Tire	151501	1,438.17	1,903.34	1,234.74
<b>Total current assets</b>		<u>1,525,206.26</u>	<u>1,749,425.63</u>	<u>560,705.74</u>
<b>Fixed assets:</b>				
Automobiles and Coaches	171001	8,289,391.91	8,247,581.91	8,237,078.01
Equipment	173001	86,195.96	86,195.96	86,195.96
Computers	173501	30,234.83	30,234.83	30,234.83
Assets - Great American Coach	179001	342,000.00	342,000.00	342,000.00
Assets - Car Nola	179101	60,569.50	60,569.50	60,569.50
Leasehold Improvements - Howar	181301	3,400.00	3,400.00	3,400.00
Less: Accum. Depreciation	192401	(4,634,975.53)	(4,583,461.23)	(4,011,255.97)
		<u>4,176,816.67</u>	<u>4,186,520.97</u>	<u>4,748,222.33</u>
<b>Other assets:</b>				
Due from NOP	132001	103,525.08	103,525.08	76,345.11
Advance to Shareholders	145001	402,605.97	399,883.69	384,754.24
Deposits	192001	1,600.00	1,600.00	1,600.00
Partnership - Airport Shuttle	195501	1,226,184.57	1,220,835.32	1,342,579.46
		<u>1,733,915.62</u>	<u>1,725,844.09</u>	<u>1,805,278.81</u>
		<u>7,435,938.55</u>	<u>7,661,790.69</u>	<u>7,114,206.88</u>

**LIABILITY AND SHAREHOLDER'S EQUITY**

<b>Current liabilities:</b>				
Accounts Payable- Accrued	200001	34,126.67	18,422.09	55,355.89
Interest Payable	201101	15,141.16	14,325.97	9,435.44
Accounts Payable - Post Petition	201301	1,976,576.04	2,141,472.73	1,266,219.21
Unclaimed Payroll Checks	202001	561.26	561.26	561.26
Tips Payable	203501	150.00	0.00	150.00
Accrued Workers Comp Insurance	204301	0.00	7,618.44	0.00
Insurance Reserve - Liability	206501	3,344.00	6,680.88	0.00
Payroll Payable	234501	56,935.18	46,107.24	25,825.79
Unearned Income	238001	308,010.03	355,791.24	0.00
Customer Deposits	245001	134,769.90	100,994.40	43,994.50
Charter Deposits - Customer	245501	158,954.90	145,500.00	0.00
<b>Total current liabilities</b>		<b>2,688,569.14</b>	<b>2,837,474.25</b>	<b>1,401,542.09</b>
<b>Long term liabilities:</b>				
Due to DMI	130401	34,910.28	35,607.48	38,268.13
Due to HE	131601	9,047.66	9,047.66	9,047.66
Due to Reuther & Smith	134001	99,586.04	99,586.04	99,586.04
Due to ASI	232301	604,436.42	602,683.29	584,552.96
Due to Warren Reuther, Jr.	232601	100,000.00	100,000.00	100,000.00
Chase Loan - 5002	281401	66,187.47	70,452.73	115,920.43
FB & T Loan - 0366	281501	989,302.87	999,680.83	1,061,564.53
EDIL Loan	281601	150,000.00	150,000.00	150,000.00
PPP Loan Round 1 - Chase Loan 5009	281701	27,795.05	28,467.83	461,284.00
PPP Loan Round 2 - Chase Loan 5018	281801	424,212.00	424,212.00	0.00
Capital Lease - Airport Shuttle, Inc. (4 bus lease)	284501	409,232.59	425,541.92	601,190.04
Capital Lease - Airport Shuttle, Inc. (2 bus lease - MRB)	284601	207,891.54	215,831.08	301,338.26
Capital Lease - Airport Shuttle, Inc. (2 bus lease - Chase)	284701	84,041.24	93,237.60	192,526.21
Capital Lease - Airport Shuttle, Inc. (2 bus - Chase 8011)	284901	88,499.27	98,159.37	202,191.00
Capital Lease - Airport Shuttle, Inc. (David Tours 8015)	285101	164,391.08	168,024.29	206,606.43
Capital Lease - Airport Shuttle, Inc. (MCI 2 Bus 8015)	285201	277,677.62	283,814.58	348,984.88
Capital Lease - Airport Shuttle, Inc. (MCI 2 New 8030)	285301	337,729.57	346,872.49	444,672.02
		<b>4,074,940.70</b>	<b>4,151,219.19</b>	<b>4,917,732.59</b>
<b>Shareholder's equity:</b>				
Less: Treasury Stock at Cost	287001	(510,000.00)	(510,000.00)	(510,000.00)
Common Stock	320001	82,500.00	82,500.00	82,500.00
Retained Earnings	399901	1,222,432.20	1,222,432.20	1,222,432.20
Profit (loss) for period		(122,503.49)	(121,834.95)	0.00
<b>Total shareholder's equity</b>		<b>672,428.71</b>	<b>673,097.25</b>	<b>794,932.20</b>
		<b>7,435,938.55</b>	<b>7,661,790.69</b>	<b>7,114,206.88</b>

**New Orleans Tours, Inc.**

**Statement of Earnings**

For The Year Ending December 31, 2021 and December 31, 2021

December  
2021

Unaudited

		Current YTD	%	Current Period	%
<b>Revenue:</b>					
Commissions Income	410001	12,421.47	0.54	6,910.30	1.98
Hotel Sales	421001	26,909.80	1.18	26,909.80	7.72
Bus Charters - Local	432001	835,625.99	36.55	178,983.34	51.36
Bus Charter - Intrastate	432101	749,433.11	32.78	60,322.00	17.31
Bus Charter - Interstate	432201	471,763.00	20.64	31,190.00	8.95
Bus Charter - Admissions	432401	17,255.00	0.75	0.00	0.00
Bus Charter - Staff	432501	32,278.50	1.41	28,858.50	8.28
Refunds/Discounts NOT	464001	(9,314.75)	(0.41)	(12.94)	(0.00)
Purchases Discount	468001	(10,098.55)	(0.44)	(1,100.00)	(0.32)
Maintenance Income	492001	6,056.09	0.26	0.00	0.00
Fuel Income	492501	104,157.10	4.56	11,858.01	3.40
Labor Income	493001	49,650.00	2.17	4,575.00	1.31
		<u>2,286,136.76</u>	<u>100.00</u>	<u>348,492.01</u>	<u>100.00</u>
<b>Cost of sales:</b>					
Admission Fees	501001	4,387.00	0.19	0.00	0.00
Bus/Limo Rental	505001	54,037.05	2.36	11,927.05	3.42
Supplies	512001	26,167.45	1.14	2,665.29	0.76
Hotel	531001	26,909.80	1.18	26,909.80	7.72
Tour Guides/Escorts Groups BTR	531201	1,875.00	0.08	150.00	0.04
Porterage	563001	80.00	0.00	0.00	0.00
Parts	758001	68,805.16	3.01	12,349.20	3.54
Communication Expenses	773001	20,101.81	0.88	1,994.11	0.57
Fuel and Oil Expense Outside Sales	789002	87,917.99	3.85	9,950.62	2.86
		<u>290,281.26</u>	<u>12.70</u>	<u>65,946.07</u>	<u>18.92</u>
Gross profit		<u>1,995,855.50</u>	<u>87.30</u>	<u>282,545.94</u>	<u>81.08</u>
<b>Costs and expenses:</b>					
Salaries - Sales	602001	42,791.47	1.87	2,942.40	0.84
Labor - Drivers	604001	444,864.80	19.46	58,001.39	16.64
Labor - Mechanics	604501	165,862.02	7.26	13,953.08	4.00
Labor - Dispatcher	605001	79,743.66	3.49	18,375.64	5.27
Labor - Detailers	605501	33,358.27	1.46	5,090.68	1.46
Salaries - Operations	607001	69,844.60	3.06	11,416.68	3.28
Labor - Shuttle	608001	45,971.67	2.01	9,294.13	2.67
Commissions	625001	13,343.50	0.58	5,499.50	1.58
Insurance - Health	631001	36,506.70	1.60	2,542.20	0.73
Ins - Liab/Worker Comp	636001	58,127.68	2.46	8,235.78	2.36
Contract Labor	640001	0.00	0.00	(1,732.22)	(0.50)
Testing / Physicals	650501	5,346.62	0.23	922.41	0.26
Fringe Benefits	673001	1,525.00	0.07	1,525.00	0.44
Training	680001	508.80	0.02	508.80	0.15
Payroll Taxes	691001	66,365.07	2.90	9,264.52	2.66
Business Meals	702101	141.23	0.01	0.00	0.00
Bank Charges	710001	166.00	0.01	15.00	0.00
Bank Charges COMDATA	710002	4,839.71	0.20	344.77	0.10
Credit Card Fees	710101	11,937.08	0.52	1,785.41	0.51
Late Fees & Finance Charges	711001	4,290.01	0.19	39.00	0.01
Advertising and promotion	730001	581.83	0.03	0.00	0.00
Tire Expense	732001	16,663.41	0.73	2,599.74	0.75
Dues/Subscriptions	734001	3,028.47	0.13	14.22	0.00
Equipment Rental	743001	2,730.00	0.12	0.00	0.00
Office Supplies	745001	378.79	0.02	0.00	0.00
Travel and Lodging	753001	29,275.07	1.28	630.00	0.18
Equipment Repair/Maintenance	756001	24,237.28	1.06	0.00	0.00
Other Repair and Maintenance	756501	1,181.15	0.05	0.00	0.00
Parking	758601	20.00	0.00	0.00	0.00
Postage & Courier	759001	10.76	0.00	0.00	0.00
Garbage/Pest Services	766501	643.96	0.03	0.00	0.00
Licenses / Fees	775001	14,489.04	0.63	1,035.69	0.30
Automobile	780001	1,840.10	0.08	545.11	0.16

Professional Fees - Accounting	783001	5,700.00	0.25	500.00	0.14
Professional Fees - Legal	783101	1,687.50	0.07	0.00	0.00
Professional Fees - Other	783201	8,282.42	0.36	1,112.90	0.32
Professional Fees - Transportation	783202	4,829.74	0.21	395.10	0.11
Fuel and Oil Expense	789001	186,605.77	8.12	28,988.46	8.32
Bad Debt	799901	28,480.45	1.25	13,357.20	3.83
Computer	811001	3,560.86	0.16	174.07	0.05
Utilities	813001	10,395.14	0.45	(628.94)	(0.18)
Insurance - Passenger Liability	834001	256,309.70	11.21	32,693.17	9.38
Liability Claims Expense	834101	48,524.88	2.12	(656.00)	(0.19)
Telephone	861001	20,368.85	0.89	2,422.24	0.70
Telephone	861002	0.00	0.00	(288.48)	(0.08)
Overages/Shortages	875501	9.00	0.00	0.00	0.00
Fines and penalties	876001	878.00	0.04	0.00	0.00
		<u>1,753,045.86</u>	<u>76.68</u>	<u>230,916.65</u>	<u>66.26</u>
Earnings (loss) from operations		242,809.64	10.62	51,629.29	14.82
Other income and expenses:					
Interest Income	494501	17,851.73	0.78	2,722.28	0.78
Other Income	495001	1,080,607.37	47.27	47,781.21	13.71
Taxes - Other Than Income	791001	(101,408.69)	(4.44)	(9,160.42)	(2.63)
Depreciation & Amortization	810001	(623,719.56)	(27.28)	(51,514.30)	(14.78)
Rent to Related Party	820001	(114,000.00)	(4.99)	(9,500.00)	(2.73)
Interest Expense	885001	(168,548.75)	(7.37)	(12,427.88)	(3.57)
HE Allocation	898001	(339,700.34)	(14.86)	(25,547.97)	(7.33)
Partnership - Airport Shuttle	899901	(116,394.89)	(5.09)	5,349.25	1.53
		<u>(385,313.13)</u>	<u>(15.98)</u>	<u>(52,297.83)</u>	<u>(15.01)</u>
Earnings (loss) before income taxes		(122,503.49)	(5.36)	(668.54)	(0.19)
Income taxes:					
		0.00	0.00	0.00	0.00
Net earnings (loss) for period		<u>(122,503.49)</u>	<u>(5.36)</u>	<u>(668.54)</u>	<u>(0.19)</u>

**New Orleans Tours, Inc.**  
**Cash Flow Statement**  
**12/31/2021**

	<u>Year to Date</u>	<u>Month to Date</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
NET INCOME (LOSS)	(122,503)	(669)
Adjustments to reconcile net loss to net cash provided (used) by operating activities:		
Depreciation & Amortization	623,720	51,514
<b>Changes in assets and liabilities</b>		
<b>Decrease (Increase) in:</b>		
Accounts Receivable	(317,498)	9,029
Inventory	(203)	465
Inventory(Non Cash)	0	0
Prepaid Expenses	(213,847)	(42,986)
<b>Increase (Decrease) In:</b>		
Accounts Payable	716,063	(164,082)
Related Party Changes	(28,506)	(1,866)
Accrued Expenses	(17,885)	4,899
Accrued Payroll	31,109	10,828
Accrued Interest	0	0
Unearned Income	308,010	(47,781)
Customer Deposits	249,730	47,230
Other Changes in Balance Sheet	(130)	0
Net cash provided by(used) operating activities	1,228,058	(133,218)
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of property & equipment Incl CIP	(52,314)	(41,810)
Proceeds from sale of Fixed Assets	0	0
Net cash provided by (used) investing activities	(52,314)	(41,810)
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>		
Partnership - Airport Shuttle	116,395	(5,349)
Chase Loan - 5002	(49,733)	(4,265)
FB & T Loan - 0386	(72,262)	(10,378)
PPP Loan Round 1 - Chase Loan 5009	(433,489)	(673)
PPP Loan Round 2 - Chase Loan 5018	424,212	0
Capital Lease - Airport Shuttle, Inc. (4 bus lease)	(191,957)	(16,309)
Capital Lease - Airport Shuttle, Inc. (2 bus lease - MRB)	(93,447)	(7,940)
Capital Lease - Airport Shuttle, Inc. (2 bus lease - Chase)	(108,485)	(9,196)
Capital Lease - Airport Shuttle, Inc. (2 bus - Chase 8011)	(113,692)	(9,660)
Capital Lease - Airport Shuttle, Inc. (David Tours 8015)	(42,215)	(3,633)
Capital Lease - Airport Shuttle, Inc. (MCI 2 Bus 8015)	(71,307)	(6,137)
Capital Lease - Airport Shuttle, Inc. (MCI 2 New 8030)	(106,942)	(9,143)
Net cash provided (used) by financing activities	(742,923)	(82,684)
Change in cash	432,822	(257,712)
Cash, beginning of period	13,240	703,774
Cash, end of period	446,062	446,062

**Request for Proposals # 437**

**To Provide Charter Bus Service for Team Travel for Jefferson Parish Athletic Teams and Other Related Needs on an As-Needed Basis for a Period of Three (3) Years with an Option of One (1) Additional Year**

**SIGNATURE PAGE**

The Jefferson Parish Department of Purchasing is soliciting Request for Proposals (RFP'S) from qualified proposers who are interested in providing FILL IN PROJECT DESCRIPTION for the for the Jefferson Parish Recreation Department.

**Request for Proposals will be received until 3:30 p.m. Local Time on: April, 19, ~~2021~~ 2022**

Acknowledge Receipt of Addenda: Number: \_\_\_\_\_  
Number: \_\_\_\_\_  
Number: \_\_\_\_\_  
Number: \_\_\_\_\_  
Number: \_\_\_\_\_  
Number: \_\_\_\_\_

Name of Proposer: New Orleans Tours, Inc.

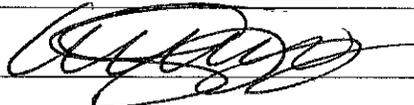
Address: 4220 Howard Avenue

New Orleans, LA 70125

Phone Number: (504) 587-1606 Fax Number (504) 592-0529

Type Name of Person Authorized to Sign: Warren L. Reuther, Jr.

Title of Person Authorized to Sign: President

Signature of Person Authorized to Sign: 

Email Address of Person Authorized to Sign: warrenreuther@bigeasy.com

Date: April 18, 2022

This RFP signature page must be signed by an authorized Representative of the Company/Firm for proposal to be valid. Signing indicates you have read and comply with the Instructions and Conditions.

**CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
New Orleans Tours

---

INCORPORATED.

AT THE MEETING OF DIRECTORS OF New Orleans Tours  
INCORPORATED, DULY NOTICED AND HELD ON July 6, 2017,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT WAS:

RESOLVED THAT Warren L. Reuther, Jr., BE AND IS HEREBY APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES, DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE EXECUTION OF ALL PROPOSALS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES, CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH PROPOSAL OR CONTRACT, THIS CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE AND CORRECT COPY OF AN EXCERPT OF THE MINUTES OF THE ABOVE DATED MEETING OF THE BOARD OF DIRECTORS OF SAID CORPORATION, AND THE SAME HAS NOT BEEN REVOKED OR RESCINDED.

  
\_\_\_\_\_

**SECRETARY-TREASURER**

April 14, 2022

\_\_\_\_\_

**DATE**

**CORPORATE SALES CONTRACT SIGNING AUTHORITY RESOLUTION FOR AIRPORT  
SHUTTLE, INC., DELTA TRANSIT, INC., DESTINATION MANAGEMENT, INC.,  
LODGING, INC., HOSPITALITY ENTRPRISES, INC., NEW ORLEANS PADDLEWHEELS,  
INC., NEW ORLEANS TOURS, INC. AND ON THE TOWN, INC.**

I, Don Duvernay, Secretary of the above named companies, corporations organized and existing under the laws of the State of Louisiana (the "Companies"), do hereby certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Board of Directors of the Companies duly held and convened on April 5, 2017, at which meeting a duly constituted quorum of the Board of Directors was present and acting throughout, and that such resolution has not been modified, rescinded or revoked, and is at present in full force and effect:

**RESOLVED:** That the following individuals are empowered and authorized, on behalf of the Companies, to execute and deliver sales contracts and amendments thereto, and all documents required by such contracts and amendments up to the following amounts:

General Manager, ALL Companies - \$25,000.00

Operations Manager, New Orleans Tours - \$10,000.00

Sales Managers, Hospitality Enterprises & New Orleans Paddlewheels - \$10,000.00

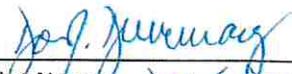
Director of Sales, New Orleans Paddlewheels - \$25,000.00

Vice President - \$100,000.00

Treasurer - \$100,000.00

President - \$250,000.00

IN WITNESS WHEREOF, the undersigned has affixed his/her signature this 6th day of July, 2017.

  
Print Name: DON J. DUVERNAY  
Its Secretary

Request for Proposal

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Orleans

BEFORE ME, the undersigned authority, personally came and appeared: WARREN L. REUTHER, Jr.

\_\_\_\_\_, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized PRESIDENT of NEW ORLEANS TOURS Inc. (Entity), the party who submitted a proposal in response to RFP Number 0437, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B  there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Affiant further said:

Debt Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B  There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **telephone or by personal contact**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B  there are **NO** solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

Subcontractor Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned RFP.

Choice B  There are **NO** subcontractors which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.



Signature of Affiant

WARREN L. REUTHER, JR.

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 14 DAY OF April, 2022.



Notary Public

Nicholas Berg

Printed Name of Notary

33006

Notary/Bar Roll Number

My commission expires Death.

**NICHOLAS H. BERG**  
**NOTARY PUBLIC**  
Parish of Orleans, State of Louisiana  
LSBA 33006  
My Commission is issued for Life.