

B. S23C011

Referred To: Azizah Hinnawi

Date Filed: 03/08/23

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Number of Pages Total: 7

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A Bill

This is a bill to allocate \$3,067.72 from the Senate Operating Account to assist Alpha Epsilon Delta Pre-Health Honor Society host a Health Fair which will be on Friday, April 14th from 12-3 pm, at the University Center Ballroom.

Whereas, Alpha Epsilon Delta (AED) is registered with the Office of Student Involvement and Leadership;

Whereas, the event is beneficial to the UNO community. This event is a great opportunity for us to contribute to our UNO Community by providing information for taking care of their health and the health of those around them, while everyone in attendance gets the opportunity to network with professionals in the healthcare field;

Whereas, the Health Fair will be conducted during the hours of lunchtime, and we believe that providing food will incentivize the members of our UNO Community to participate in our Health Fair;

Whereas, Free services will be provided such as health screenings, STI testing, introductions to the Stop the Bleed course, educational pamphlets, and more to contribute to the prevention of health problems in our community;

Whereas, all UNO students, faculty, and staff are invited to attend AED's health fair.

BE IT ENACTED BY THE UNIVERSITY OF NEW ORLEANS STUDENT GOVERNMENT ASSOCIATION THAT:

- I. THE AMOUNT OF \$3,067.72 BE ALLOCATED FROM THE Senate Operating Account TO Alpha Epsilon Delta FOR the Health Fair.
 - II. ALL UNUSED FUNDS SHALL REVERT BACK TO THE STUDENT GOVERNMENT ASSOCIATION AT THE END OF THE CURRENT FISCAL YEAR.
 - III. SEE ATTACHED BUDGET.
 - IV. Alpha Epsilon Delta SHALL REPORT BACK TO THE STUDENT GOVERNMENT ASSOCIATION WITHIN 30 DAYS UPON COMPLETION OF THE EVENT.
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Senate Action: <u>PASS</u>	Vote: <u>15Y - 4A - 1N</u>
<u>Azizah Himmawi</u>	<u>03/17/23</u>
PRESIDING OFFICER'S SIGNATURE	DATE
SG President's Action: <u>PASS</u>	
<u>Arabo M Charles</u>	<u>03/17/23</u>
SGA PRESIDENT'S SIGNATURE	DATE
VETO OVERRIDE	
Senate Action on Veto: _____	Vote: _____
_____	_____
PRESIDING OFFICER'S SIGNATURE	DATE

Budget

Purchase	Company	Price
Letter Balloons: AED HEALTH FAIR	Amazon	\$23.65
Party Balloons: 100-Pack white, blue, and light blue	Amazon	\$12.75
Chamvis Balloon Arch Kit	Amazon	\$27.99
Health Professionals Photo Booth Props	Amazon	\$9.99
Wrinkle Free Black Backdrop Curtain Panels	Amazon	\$29.60
Background Stand Backdrop Support System Kit	Amazon	\$39.99
4 pack Gold Foil Fringe Curtain Backdrop	Amazon	\$14.99
Blue Disposable Plastic Tablecloth for rectangle tables (12 pack)	Amazon	\$17.99
Amazon Tax	Amazon	\$19.60
Traditional Sandwich Board (Qty: 100)	UNO Catering	\$1,395.00
Express Box Lunch (Qty: 80)	UNO Catering	\$876
Iced Water (Qty: 6 gallons)	UNO Catering	\$29.70
Lemonade (Qty: 4 gallons)	UNO Catering	\$64.00
Granola Bars (Qty: 50)	UNO Catering	\$112.50
Assorted Cookies (Qty: 7 dozen)	UNO Catering	\$118.65
Catering Tax	UNO Catering	\$275.32
TOTAL Decorations	Amazon	\$196.55
TOTAL Food & Beverage	UNO Catering	\$2,871.17
TOTAL Decorations + Food & Beverage	Amazon + UNO Catering	\$3,067.72

UNO Catering

2000 Lakeshore Dr.
 New Orleans LA USA 70148
 504.841.9333
 unocatering@compass-usa.com



Customer: 1189 An Bui

Master Invoice #259 | AED health fair quote
 Created: 02/13/2023 | 3 Services

Totals	Master Invoice Total	Payments	Refunds	Balance Due
	\$2,871.17	\$0.00	\$0.00	\$2,871.17

AED health fair quote: LUNCH

Invoice ID	Event Date	Name	Status	Pay Method	Total	Payments	Refunds	Balance Due
4825	04/14/2023	AED health fair quote: LUNCH Service 1 of 3	Confirmation Pending	Cost Center tbd tbd tbd	\$2,495.61	\$0.00	\$0.00	\$2,495.61

Customer Information
 First Name: An
 Last Name: Bui
 Address: 2000 Lakeshore Drive
 City: New Orleans
 State: Louisiana
 Zip Code: 70148
 : 70148
 Department: AED
 Email: anbui@uno.edu
 Phone: tbd

Delivery / Pickup Information
 Method: On Campus Set Up and Service
 Delivery Contact: An Bui
 Delivery Phone: tbd
 Building: university center
 Floor: 2nd
 Room # / Name: Ballroom
 Serviceware: Disposable

Payment Information
 Payment Type: Cost Center
 Cost Center #: tbd
 Fund Code: tbd

Event Information
 Guest Count: 180
 Pick-up/ Delivery Date: Friday, 4/14/2023
 Event Start Time: 12:00 PM

3/1/23, 12:21 PM

Master Invoice 259

Function Code: tbd
 Event Authorized By: Event Not Yet Authorized

Event End Time: 1:30 PM
 Kitchen Pick-up Time: 11:00 AM
 Catering Set-Up Time: 11:30 AM

FOOD	Qty.	Price	Ext.
Traditional Sandwich Board			
Traditional sandwich board with your choice of sandwich, house-made cookie and condiments, and choice of sweet tea or lemonade			
<ul style="list-style-type: none"> • 25 Ham and Swiss • 25 Smoked Turkey Club • 25 Italian • 25 Grilled Veggie wrap 	100	\$13.95	\$1,395.00
<ul style="list-style-type: none"> • Sweet tea 			
Express Box Lunch			
All sandwiches served on chef's selection of fresh bread with individual bagged chips, house made cookie and condiments.			
<ul style="list-style-type: none"> • 20 Ham and swiss • 20 Smoked Turkey Club • 20 Italian • 20 Grilled Veggie Wrap 	80	\$10.95	\$876.00

Order Summary	Order Totals
Food	Sub Total
\$2,271.00	\$2,271.00
Any service/staffing/administrative charges above are charges for the --administration of the function and are not purported to be a tip or gratuity and will not be distributed as a tip or gratuity to the employees who provided service to the guests.	Delivery Charge
	\$10.00
	State Tax (4.45%)
	\$101.06
	City Tax (5%)
	\$113.55
	Order Total
	\$2,495.61
	Balance Due
	\$2,495.61

Special Instructions

Water service

Invoice ID	Event Date	Name	Status	Pay Method	Total	Payments	Refunds	Balance Due
4827	04/14/2023	Water service Service 2 of 3	Confirmation Pending	Cost Center tbd tbd tbd	\$112.56	\$0.00	\$0.00	\$112.56

Customer Information
 First Name: An
 Last Name: Bui
 Address: 2000 Lakeshore Drive
 City: New Orleans

Delivery / Pickup Information
 Method: On Campus Set Up and Service
 Delivery Contact: An Bui
 Delivery Phone: tbd
 Building: university center

3/1/23, 12:21 PM

Master Invoice 259

State: Louisiana
Zip Code: 70148
: 70148
Department: AED
Email: anbui@uno.edu
Phone: tbd

Floor: 2nd
Room # / Name: Ballroom
Serviceware: Disposable

Payment Information

Payment Type: Cost Center
Cost Center #: tbd
Fund Code: tbd
Function Code: tbd
Event Authorized By: Event Not Yet Authorized

Event Information

Guest Count: 280
Pick-up/ Delivery Date: Friday, 4/14/2023
Event Start Time: 12:00 PM
Event End Time: 3:00 PM
Kitchen Pick-up Time: 11:00 AM
Catering Set-Up Time: 11:30 AM

BEVERAGE	Qty.	Price	Ext.
Iced Water- per gallon	6	\$4.95	\$29.70
Lemonade - per gallon	4	\$16.00	\$64.00

Order Summary	Order Totals
Beverage	Sub Total
\$93.70	\$93.70
	Delivery Charge
	\$10.00
	State Tax (4.45%)
	\$4.17
	City Tax (5%)
	\$4.69
	Order Total
	\$112.56
	Balance Due
	\$112.56

Any service/staffing/administrative charges above are charges for the --administration of the function and are not purported to be a tip or gratuity and will not be distributed as a tip or gratuity to the employees who provided service to the guests.

Special Instructions

SNACK

Invoice ID	Event Date	Name	Status	Pay Method	Total	Payments	Refunds	Balance Due
4826	04/14/2023	SNACK Service 3 of 3	Confirmation Pending	Cost Center tbd tbd tbd	\$263.00	\$0.00	\$0.00	\$263.00

Customer Information

First Name: An
Last Name: Bui
Address: 2000 Lakeshore Drive
City: New Orleans

Delivery / Pickup Information

Method: On Campus Set Up and Service
Delivery Contact: An Bui
Delivery Phone: tbd
Building: university center

3/1/23, 12:21 PM

Master Invoice 259

State: Louisiana
Zip Code: 70148
: 70148
Department: AED
Email: anbui@uno.edu
Phone: tbd

Floor: 2nd
Room # / Name: Ballroom
Serviceware: Disposable

Payment Information

Payment Type: Cost Center
Cost Center #: tbd
Fund Code: tbd
Function Code: tbd
Event Authorized By: Event Not Yet Authorized

Event Information

Guest Count: 250
Pick-up/ Delivery Date: Friday, 4/14/2023
Event Start Time: 2:00 PM
Event End Time: 2:30 PM
Kitchen Pick-up Time: 1:00 PM
Catering Set-Up Time: 1:30 PM

FOOD	Qty.	Price	Ext.
Individually wrapped granola bars (minimum of 12) - each	50	\$2.25	\$112.50
Assorted freshly-baked 2 oz. cookies - per dozen	7	\$16.95	\$118.65

Order Summary	Order Totals
Food	Sub Total
\$231.15	\$231.15
Any service/staffing/administrative charges above are charges for the --administration of the function and are not purported to be a tip or gratuity and will not be distributed as a tip or gratuity to the employees who provided service to the guests.	Delivery Charge
	\$10.00
	State Tax (4.45%)
	\$10.29
	City Tax (5%)
	\$11.56
	Order Total
	\$263.00
	Balance Due
	\$263.00

Special Instructions