AGENDA

I. STATEMENT BY GENERAL COUNSEL

II. CALL TO ORDER

III. ROLL CALL

IV. APPROVAL OF THE AGENDA

V. APPROVAL OF THE MINUTES
   - REGULAR MEETING HELD ON OCTOBER 30, 2018
   - SPECIAL MEETING HELD ON NOVEMBER 7, 2018

VI. EXECUTIVE DIRECTOR’S REPORT

VII. COMMITTEE REPORT(S)

VIII. ITEMS FOR APPROVAL

    AUTHORIZATION(S)
    - Resolution #2018-19 – Approval of Change Order #4 for Contract #18-912-06 BW Cooper Phase II Preparation Foundation and Soil Remediation
    - Resolution #2018-20 – Approval of Contract #18-912-37 Furnish and Install HVAC Condenser Conversion Kits and Refrigerant at Guste I House Community
    - Resolution #2018-21 – Approval of Contractor for the Implementation of the Jobs Plus Initiative Program Grant

IX. SETTING OF SCHEDULE OF REGULAR MEETINGS FOR 2019

X. ELECTION OF OFFICERS

XI. COMMENTS
    - Public Comment(s)
    - Board of Commissioners Comment(s)

XII. EXECUTIVE SESSION
    - Pursuant to La. R.S. 42:17(A)(1) Executive Session to discuss the performance of the Executive Director, as required by Board Resolution 2018-13
    - Pursuant to La. R.S. 42:17(A)(2) Executive Session to discuss the case captioned Parkcrest Builders v HANO, No. 15-1533, E.D. La.

XIII. ADJOURNMENT
December 12, 2018

MEMORANDUM

To: Board of Commissioners
   President Alice Rie ner, Commissioner Isabel Barrios,
   Commissioner Toni Hackett Antrum, Commissioner Sharon Jasper,
   Commissioner Debra Joseph, Commissioner Casius Pealer,
   Commissioner Kim Piper and Commissioner Lisha A. Wheeler

Through Gregg Fortner
   Executive Director

From: Jennifer Adams
   Director, Development and Modernization

Re: Change Order #4 - Contract #18-912-06 – B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation

The Housing Authority of New Orleans (HANO) executed contract #18-912-06 – B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation under the authority of Resolution #2018-02 in March of 2018 for the BW Cooper Phase 2 portion of the property roughly bounded by S. Miro, Erato Street, S. Prieur, and Earhart Blvd and intersected by S. Galvez Street. A notice to proceed was issued to begin work on April 18, 2018. The contract duration was 5 months and is now substantially complete.

The demolition of the slabs was a requirement of the Phase 1 Low Income Housing Tax Credit (LIHTC) partnership agreement to access the remaining tax credit equity to pay off HANO’s bridge loan for the redevelopment. Since the contractor reached substantial completion on the demolition contract, we received 98% of the bridge loan repayment, $192,000 remains in a maintenance reserve.

The contract’s largest line item cost was the excavation of soil as required by Louisiana Department of Environmental Quality’s (LDEQ) Corrective Action Plan (CAP) and replacement of clean soil. The bid contained 22 unit prices used to quantify soil remediation and underground utilities whose extent could not be fully quantified until the work was performed. Soil removal and replacement operations were monitored on a daily basis by an environmental consultant and the process of reconciling the quantities from bid to actual began when work was winding down in September.

The original contract amount was $2,211,618.10. Three (3) previous change orders whose amounts were beneath the threshold for board approval have resulted in a net increase of $66,600.32 (3%) to the contract. The currently proposed Change Order #4 in the amount of 150,260.17 reconciles the soil and utilities removal quantities from the original bid. Primarily, the soil overage was due to a portion of the project around the existing Administration Building that
was originally designated outside the boundaries of the work area at the time of the bid and later determined prudent to include in the work scope.

The value of the contract overall, after approval of this change order would be $2,428,478.59, a 9.8% increase from the original bid. Funds for the change order will come from the bridge loan repayment we have received.

**CERTIFICATIONS**

**Finance**
The Chief Financial Officer has certified that the funds are available to pay the change order.

HANO requests that the Board of Commissioners authorize the Executive Director to execute Change Order #4 to Contract # 18-912-06 – B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation in an amount not to exceed $150,260.17.
WHEREAS, the Housing Authority of New Orleans (HANO) executed contract #18-912-06 - B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation under the authority of Resolution #2018-02 in March of 2018 for the BW Cooper Phase 2 portion of the property roughly bounded by S. Miro, Erato Street, S. Prieur, and Earhart Blvd and intersected by S. Galvez Street; and

WHEREAS, a Notice to Proceed was issued to begin work on April 18, 2018; and

WHEREAS, the contract work is now substantially complete; and

WHEREAS, the bid contained unit prices to quantify soil remediation and replacement and underground utilities whose extent could not be fully quantified until the work was performed; and

WHEREAS, soil removal and replacement operations were monitored on a daily basis; and

WHEREAS, HANO’s project architect and environmental consultant have confirmed that soil removal and replacement quantities exceed the original bid primarily due to a portion of the site that was originally designated outside the boundaries of the work area at the time of the bid and later determined prudent to include in the work scope; and

WHEREAS, the original contract amount was $2,211,618.10; and

WHEREAS, three (3) previous change orders whose amounts were beneath the threshold for board approval have resulted in a net increase of $66,600.32 (3%) to the contract; and

WHEREAS, the current Change Order #4 in the amount of One Hundred Fifty Thousand Two Hundred Sixty Dollars and Seventeen Cents ($150,260.17) is necessary to reconcile the soil and utilities removal quantities from the original bid; and

WHEREAS, the Finance Department has certified there is sufficient funding to provide for Change Order #4; and

WHEREAS, the cost has been reviewed and negotiated by the project architect and HANO staff and has been found to be fair and reasonable; and
THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans authorizes the Executive Director to execute Change Order #4 to Contract # 18-912-06 – B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation in the amount not to exceed One Hundred Fifty Thousand, Two Hundred Sixty Dollars and Seventeen Cents ($150,260.17).

Executed this 12th day of December, 2018

APPROVAL:

_______________________________________
ALICE RIEKER
PRESIDENT, BOARD OF COMMISSIONERS
December 12, 2018

MEMORANDUM

To: Board of Commissioners
   President Alice Riener, Commissioner Isabel Barrios,
   Commissioner Toni Hackett Antrum, Commissioner Sharon Jasper,
   Commissioner Debra Joseph, Commissioner Casius Pealer,
   Commissioner Kim Piper and Commissioner Lisha A. Wheeler

Through Gregg Fortner
   Executive Director

From: Jennifer Adams
   Director, Development and Modernization

Re: Award of Contract - IFB #18-912-37 - Furnish and Install HVAC Condensers, Conversion Kits and Refrigerant at Guste I Housing Community

The Guste I Housing Community is a mixed-finance community owned by the Housing Authority of New Orleans (HANO) through its affiliated subsidiary, Crescent Affordable Housing Corporation (CAHC) and bounded by MLK Jr Boulevard, S. Robertson, S. Liberty, and Thalia Streets in Central City. The project was placed in service in 2007. The community consists of 82 low-income housing tax credit units—67 of which are public housing and 15 of which are project based vouchers. After 10 years of operation, the Heating, Ventilation, and Air Conditioning (HVAC) units are reaching the end of their useful life. Additionally, the Environmental Protection Agency is has been phasing out the availability of the refrigerant used in the units over the last 10 years, making the regular re-charge of units extremely costly. Thus, HANO staff prepared a bid package for replacement of the HVAC condensers (outside unit) and conversion of the refrigerant system to a more readily available refrigerant.

HANO’s Invitation for Bids #18-912-37 was first advertised for bid on Wednesday, September 26, 2018 and bids were opened on Thursday, November 8, 2018. HANO received three (3) bids that ranged from $271,000 to $164,850. The project budget was $197,351. The contract duration is 90 days.

CERTIFICATIONS

Finance
   The Chief Financial Officer has certified that the funds are available to complete the project.

Procurement
   The Procurement Manager has certified that this procurement was conducted in accordance with all applicable Federal and State regulations and laws, and in accordance with HANO’s procurement policy. The results of the due diligence indicate that the bidder is responsible. Rock
Enterprises Construction, LLC submitted the lowest, responsive and responsible bid. The procurement memo is in your packet.

DBE/WBE/Section 3
The Section 3/ MWBE Program Coordinator has reviewed Rock Enterprises Construction, LLC’s Employment, Training and Contracting Plans and finds them in accordance with HANO’s Employment, Training and Contracting Policy. The plans and memo are in your packet.

HANO requests that the Board of Commissioners approve the award of a contract and authorize the Executive Director to execute a contract with Rock Enterprises Construction, LLC to furnish and install HVAC condensers, conversion kits and refrigerant at the Guste I Housing Community in an amount not to exceed One Hundred Sixty Four Thousand Eight Hundred Fifty Dollars ($164,850.00) pursuant to Invitation for Bids #18-912-37.
RESOLUTION NO. 2018-20

WHEREAS, the Housing Authority of New Orleans (HANO) owns and operates Guste I Housing Community through its affiliated subsidiary, Crescent Affordable Housing Corporation (CAHC) consisting of 82 low-income housing tax credit units—67 of which are public housing and 15 of which are project based vouchers; and

WHEREAS, HANO has confirmed that the existing Heating, Ventilation, and Air Conditioning (HVAC) condensers have reached the end of their useful life and that replacement units should be sought to service the community; and

WHEREAS, the Finance Department has certified there is sufficient funding to provide for the HVAC condenser replacement at Guste I Housing Community; and

WHEREAS, HANO issued Invitation for Bids (IFB) #18-912-37 to procure a contractor to furnish and install HVAC condensers, conversion kits and refrigerant at Guste I Housing Community; and

WHEREAS, HANO received three (3) responses to the Invitation for Bids (IFB) #18-912-37 on Thursday, November 8, 2018; and

WHEREAS, the lowest, responsive, responsible bid was received from Rock Enterprises Construction, LLC; and

WHEREAS, Rock Enterprises Construction, LLC submitted evidence of their commitment to comply with HANO’s requirements relative to subcontracting opportunities for DBE/WBE and Section 3 Businesses and hiring opportunities for Section 3 individuals; and

WHEREAS, HANO has successfully completed due diligence verification Rock Enterprises Construction, LLC and determined they are responsible; and

WHEREAS, it is recommended that approval be given to award a contract to Rock Enterprises Construction, LLC in an amount not to exceed One Hundred Sixty Four Thousand Eight Hundred Fifty Dollars ($164,850.00), to furnish and install HVAC condensers, conversion kits and refrigerant at Guste I Housing Community.
THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the award of a contract and authorizes the Executive Director to execute a contract with Rock Enterprises Construction, LLC to furnish and install HVAC condensers, conversion kits and refrigerant at Guste I Housing Community in an amount not to exceed One Hundred Sixty Four Thousand Eight Hundred Fifty Dollars ($164,850.00) pursuant to Invitation for Bids #18-912-37.

Executed this 12th day of December, 2018

APPROVAL:

_______________________________________
ALICE RIENER
PRESIDENT, BOARD OF COMMISSIONERS
December 12, 2018

MEMORANDUM

To: Board of Commissioners
   President Alice Riener, Commissioner Isabel Barrios,
   Commissioner Toni Hackett Antrum, Commissioner Sharon Jasper,
   Commissioner Debra Joseph, Commissioner Casius Pealer,
   Commissioner Kim Piper and Commissioner Lisha A. Wheeler

Through Gregg Fortner
   Executive Director

From: April Kennedy
   Choice Neighborhoods Initiative (CNI) Administrator

Re: Contractor for the Implementation of the Jobs Plus Initiative Grant at
   Bienville Basin and Faubourg Lafitte Housing Communities
   (RFP # 18-903-45)

On July 23, 2018, the Department of Housing and Urban Development (HUD) awarded HANO a
$2.3 Million Jobs Plus Initiative Program Grant. This grant funding is to assist HANO with the
development of locally-based approaches to increase earnings and advance employment
outcomes for public housing residents at Bienville Basin and Faubourg Lafitte Housing
Communities. The Jobs Plus grant will support initiatives to improve employment and earnings
for public housing residents through supportive services such as case management, work
readiness, employer linkages, job placement and financial literacy. There is also a component of
the grant, known as Jobs Plus Earned Income Disregard (JPEID) that will offset any rent increase
due to rising earned income for Jobs Plus participants, removing a major disincentive to
employment.

The Jobs Plus Initiative Grant term is 48 months with program implementation commencing on
January 23, 2019. Therefore, HANO issued a Request for Proposal (RFP) on Friday, November
2, 2018 for the purpose of seeking qualified and experienced Contractors to provide program
services for the implementation of a Jobs Plus Initiative Program at the Bienville Basin and
Faubourg Lafitte Housing Communities, pursuant to Request for Proposals Number 18-903-45.

Proposals were due on November 16, 2018. Urban Strategies, Inc. (USI) was the only respondent
to the RFP. In accordance with the evaluation process outlined in the RFP, an evaluation
committee was established to review the proposal. The Evaluation committee reached consensus
with a score of 91 out of 100 total points.

Based on the Evaluation Committee’s Score, it is recommended that approval be granted to
award a contract to Urban Strategies, Inc. to provide program services for the Implementation of
a Jobs Plus Initiative Program Grant at the Bienville Basin and Faubourg Lafitte Housing
Communities.
CERTIFICATIONS

Finance
Finance confirmed that HUD has loaded the total grant award of $2.3M into the Line of Credit Control System (LOCCS).

Procurement
The Procurement Manager has certified that this procurement was conducted in accordance with all applicable Federal and State regulations and laws, and in accordance with HANO’s procurement policy. The results of the due diligence indicate that the respondent is responsible.

DBE/WBE/Section 3
The Section 3 / MWBE Program Coordinator has reviewed Urban Strategies, Inc. Employment, Training and Contracting Plans and finds them in accordance with HANO’s Employment, Training and Contracting Policy.

HANO requests that the Board of Commissioners approve the award of a contract and authorize the Executive Director to execute a contract with Urban Strategies, Inc. to provide services for the Implementation of a Jobs Plus Initiative Program Grant at Bienville Basin and Faubourg Lafitte Housing Communities, in a total amount not to exceed One million four hundred sixty-four thousand, four hundred dollars ($1,464,400.00). This contract shall be for an initial period of two (2) years, with an option to extend for two (2) additional one year periods totaling 4 years. The option(s) shall only be exercised if Urban Strategies, Inc. has satisfactorily performed under the Contract.
WHEREAS, the Department of Housing and Urban Development awarded the Housing Authority of New Orleans (HANO) a $2.3 Million Jobs Plus Initiative Program Grant; and

WHEREAS, there are funds allocated in the Jobs Plus Initiative Program Grant for the provision of case management and supportive services related to the implementation of the Jobs Plus program; and

WHEREAS, HANO issued Request for Proposals (RFP) Number 18-903-45 to procure a contractor for the Implementation of a Jobs Plus Initiative Program Grant at Bienville Basin and Faubourg Lafitte on November 2, 2018 and received one (1) proposal on November 16, 2018; and

WHEREAS, HANO conducted an evaluation of the proposal submitted by Urban Strategies, Inc. and established the proposal as responsive with at total score of 91 out of 100; and

WHEREAS, HANO has successfully completed due diligence verification on Urban Strategies, Inc., and;

WHEREAS, it is recommended that a contract be awarded to Urban Strategies, Inc. to provide services for Implementation of the Jobs Plus Initiative Grant to include, but are not limited to: Comprehensive Case Management, Service Coordination, Workforce Development, Employment and Job Training, Outreach Engagement, Tracking and Reporting, as well as Evaluation and Sustainability; in an amount not to exceed $1,464,400.00.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the award of a contract and authorizes the Executive Director to execute a contract with Urban Strategies, Inc. to provide services for the Implementation of a Jobs Plus Initiative Grant at Bienville Basin and Faubourg Lafitte Housing Communities, in an amount not to exceed One million four hundred sixty-four thousand, four hundred dollars ($1,464,400.00), pursuant to Request for Proposals Number 18-903-45.

Executed this 12th day of December, 2018

APPROVAL:

_______________________________________
ALICE RIENER
PRESIDENT, BOARD OF COMMISSIONERS