

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
July 24, 2012**

RESOLUTION No. 2012- 27

WHEREAS, there are funds allocated in the HOPE VI Grant for the provision of Supportive Services at The Estates; and

WHEREAS, HANO issued Request for Proposals (RFP) Number 12-916-07 to procure Supportive Services at the Estates on February 2, 2012 and received submissions from three (3) respondents on February 29, 2012; and

WHEREAS, HANO conducted evaluations of proposals submitted by each firm, establishing CDC 58:12, Inc. as the highest ranking firm; and

WHEREAS, HANO has successfully completed due diligence verification on CDC 58:12, Inc.; and

WHEREAS, it is recommended that approval be given to enter into an agreement with CDC 58:12, Inc. to provide Supportive Services at the Estates in an amount not to exceed \$514,515. HANO will reserve the right to exercise the second year option in the amount not to exceed \$477,335.

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans authorizes the award of a contract to CDC 58:12, Inc. to provide Supportive Services at the Estates in an amount not to exceed \$514,515 and to exercise the second year option in the amount not to exceed \$477,335. Budgets for supplies and materials for additional programs and activities will be negotiated and provided at the approval of HANO.

Executed this 24th day of July, 2012.

APPROVAL:



**DAVID GILMORE
ADMINISTRATIVE RECEIVER
CHAIRMAN, BOARD OF COMMISSIONERS**



July 24, 2012

MEMORANDUM

**To: David Gilmore, Administrative Receiver
Board of Commissioners**

**From: Angela Anderson
Director of Procurement and Contracts**

**Re: Supportive Services at the Estates
RFP #12-916-07**

The Housing Authority of New Orleans (HANO) issued a Request for Proposals (RFP) on Thursday, February 2, 2012 for the purpose of procuring Supportive Services at The Estates, pursuant to Request for Proposals Number 12-916-07.

The proposal package was prepared by the Department of Procurement and Contracts. The RFP was advertised for a total of twenty eight (28) days on www.nola.com. The advertisement was published in the Times-Picayune newspaper on Thursday, February 2, 2012. In addition, the solicitation, in its entirety, was posted on the HANO website and made available to the public for download. On February, 29, 2012, proposals were received from the following companies:

- CDC58:12, Inc (formally Desire Street Ministries)
- MFR Solutions, Inc.
- Urban Strategies, Inc.

In accordance with the evaluation process outlined in the RFP, an evaluation committee was established to review the proposals received in response to the solicitation. On Monday, May 7, 2012, the evaluation committee met, and was given an overview of the scope of services, and instructed on the proper procedure for proposal evaluation. Upon completion of the training, the committee commenced with a review of the proposals. The committee scored the proposals and ranked the respondents as follows:

Name	Total (100 Points)
Urban Strategies, Inc.	71
MFR Solutions, Inc.	71
CDC 58:12, Inc.	51

In determining the scores, the committee discussed each proposal in detail. The committee was able to reach consensus on all scores. Following the Stage I evaluation, the evaluation committee decided to short list all three respondents. The committee developed a list of questions, specific to the shortlisted companies and on Friday, May 11, 2012, requested a Best and Final Offer from each company.

The evaluation committee reconvened on Friday, May 18, 2012, for presentations/interviews with CDC 58:12, Inc., MFR Solutions, Inc. and Urban Strategies, Inc. Following the presentations/interviews, the evaluation committee commenced with the Stage II evaluation and scoring using the same criteria that were used during Stage I evaluations.

The results of Stage II evaluations are as follows:

Name	Total (100 Points)
CDC 58:12, Inc.	79
MFR Solutions, Inc	72
Urban Strategies, Inc.	53

The scoring for two of the proposals changed considerably as a result of the interviews. While the Urban Strategies proposal demonstrated their technical proficiency and experience in other neighborhoods and cities, during the interviews they were unable to demonstrate basic knowledge about the Estates neighborhood and resident population, they could not expound on all of the information contained in their proposal, and they did not demonstrate familiarity with the programs and services available to the Estates community nor the stakeholders in the neighborhood. Conversely, while there were questions about the technical proficiency of CDC 58:12, Inc. from their written proposal, during the interviews they clearly demonstrated their ability to provide appropriate and superior programs and services to the Estates residents and their familiarity with HUD standards. They demonstrated their experience and commitment to the residents of the Estates, their ability to form partnerships and identify and raise funds for sustainable programs in the Desire community, and their commitment to working with the resident leadership at the Estates to cultivate Section 3 opportunities. The committee was able to reach consensus on all scores.

In accordance with the evaluation plan outlined in the RFP, a due diligence review was conducted on CDC 58:12, Inc., the highest ranked respondent to the solicitation. The review consisted of a reference verification, whereby HANO's Client Services personnel were contacted to respond to questions regarding the work that the contractor is currently providing in the Desire community. Additionally, the List of Parties Excluded from Federal Procurement and Non Procurement Programs was checked to ensure that the contractor is not debarred from participation in federally funded contracts. Further, the Louisiana Secretary of State website was checked to determine if the contractor is registered with the State. Results from the due diligence review indicate that the respondent is responsible.

CDC 58:12, Inc., has submitted certifications attesting that they are a DBE firm and have agreed to comply in good faith with HANO's requirements to provide employment and training to Section 3 residents.

Pursuant to the recommendations of the General Counsel, I hereby certify that this procurement was conducted in accordance with all applicable Federal and State regulations and laws, and in accordance with HANO's procurement policy. It is hereby requested that approval be given to execute a contract with CDC 58:12, Inc. to provide Supportive Services at the Estates in an amount not to exceed \$514,515. HANO will reserve the right to exercise the second year option in the amount not to exceed \$477,335. Budgets for supplies and materials for additional programs and activities will be negotiated and provided upon HANO approval.