

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
DECEMBER 11, 2012**

RESOLUTION NO. 2012-57

WHEREAS, there are funds allocated in the FY 2013 Operating Budget to provide for the supply of office supplies; and

WHEREAS, the Housing Authority of New Orleans (HANO) will fill its office supply needs for fiscal year 2013 through a cooperative procurement; and

WHEREAS, Louisiana R. S. 39:1702 allows for political subdivisions to purchase from contracts in place for various materials, equipment and supplies; and

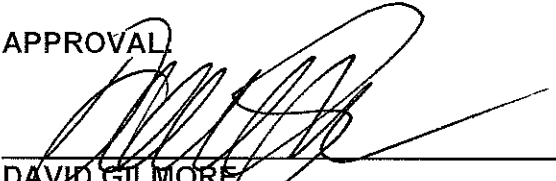
WHEREAS, Office Depot has been awarded TCPN Contract #R5023 to supply office supplies; and

WHEREAS, HANO has entered into agreement through the cooperative purchase process with Office Depot and awarded a purchase order in an amount not to exceed Three Hundred Thousand Dollars (\$300,000.00) to supply office supplies for FY 2013.

THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of New Orleans hereby ratifies the award of a purchase order to Office Depot in an amount not to exceed Three Hundred Thousand Dollars (\$300,000.00) to supply office supplies for FY 2013.

Executed this 11th day of December, 2012.

APPROVAL



DAVID GILMORE
ADMINISTRATIVE RECEIVER
CHAIRMAN, BOARD OF COMMISSIONERS



December, 11 2012

MEMORANDUM

**To: David Gilmore
Chairman, Board of Commissioners**

**From: Audrey Plessy
Interim Manager of Procurement and Contracts**

Re: Ratification of Award for Purchase of Office Supplies for FY 2013

The scope of work for this procurement consists of the purchase of office supplies, pursuant to The Cooperative Purchasing Network (TCPN) Contract #R5023 in an amount not to exceed Three Hundred Thousand Dollars (\$300,000.00).

Louisiana R.S. 39:1702 allows for political subdivisions to purchase from cooperative contracts in place for various materials, equipment and supplies. In that Office Depot is the current TCPN contract holder for provision of office supplies, HANO is meeting its office supply needs through this cooperative agreement.

Please be advised that this procurement was conducted in accordance with all applicable Federal and State regulations and laws, and in accordance with HANO's procurement policy.

Office Depot has been awarded TCPN Contract #R5023 for the supply of office supplies. HANO set up its account with Office Depot and now is requesting ratification of the actions taken by staff of the award of a purchase order to Office Depot to supply office supplies for FY 2013 in an amount not to exceed Three Hundred Thousand Dollars (\$300,000.00).