

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2022**

RESOLUTION NO. 2022-05

WHEREAS, the Housing Authority of New Orleans (HANO) issued Request for Proposals (RFP) #22-913-12 for on-call agency-wide HVAC services on December 17, 2021 ; and

WHEREAS, HANO received two proposals in response to RFP #22-913-12; and

WHEREAS, in accordance with all the rules and regulations detailed in the RFP, the HANO Procurement Policy, and the Procurement Handbook for Public Housing Agencies ("HUD Procurement Handbook"), an Evaluation Committee was established by HANO and the Evaluation Committee reviewed the two proposals that were submitted in response to RFP #22-913-12; and

WHEREAS, the Evaluation Committee's final ranking of the two proposals that were submitted in response to RFP #22-913-12 determined Tropical, LLC's proposal to be the highest scoring proposal; and

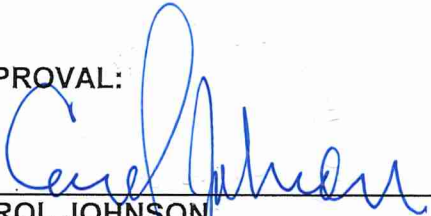
WHEREAS, HANO now asks that it be allowed to award an On-Call HVAC contract to Tropical, LLC;

WHEREAS, the initial contract is a one-year term with a not-to-exceed value of \$150,000, and four one-year option periods: Year 2 (\$75,000), Year 3 (\$50,000), Year 4 (\$50,000), and Year 5 (\$50,000), reserving the right to amend the not-to-exceed limits if it is in the best interest of the agency.

THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing approves and authorizes HANO Executive Director, Evette Hester, to award a contract to Tropical, LLC for an on-call HVAC services contract.

Executed this 29th day of March, 2022

APPROVAL:



**CAROL JOHNSON
PRESIDENT, BOARD OF COMMISSIONERS**



March 29, 2022

MEMORANDUM

To: Board of Commissioners
President Carol Johnson, Commissioner Isabel Barrios, Commissioner Avery Foret, Commissioner Sharon Jasper, Commissioner Percy Manson, Commissioner Monika McKay, Commissioner Kim Piper and Commissioner Paul Richard

Through: Evette Hester
Executive Director

From: William Webb 
Director, Asset Management

Re: RFP #22-913-12 – On-Call HVAC Services

On January 20, 2022, HANO issued a Request for Proposals (RFP) #22-913-12 for On-Call HVAC Services. The overall intent of the solicitation was to secure multiple firms to secure Agency-Wide On-Call HVAC Service for HANO. These services will assist with the agency's requirement for repair or abatement of all emergency repair needs that may arise during normal business hours as well as after hours and on weekends and holidays.

HANO received two (2) proposals on or before the deadline date of December 17, 2021. In accordance with the evaluation process outlined in the RFP, an Evaluation Committee was established to review the received proposals. The Stage I evaluation process included a review of each respondent's written qualifications. Following the Evaluation Stage, the committee discussed the proposals and came to a consensus score based on the information provided in the proposals received.

The final ranking of the Respondents is as follows:

Firm Name	Total (100 Points)
Tropical, LLC	90
Johnson Controls	70

The evaluation committee hereby recommends that HANO award a contract to the highest-ranked respondent. Tropical LLC. The initial contract is a one-year term with a not-to-exceed value of \$150,000. Additionally, there are four one-year option periods: Year 2 (\$75,000), Year 3

(\$50,000), Year 4 (\$50,000), and Year 5 (\$50,000), reserving the right to amend the not-to-exceed limits if it is in the best interest of the agency.

CERTIFICATIONS

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 procurement memo is in your packet. HANO requests that the Board of Commissioners authorize the Executive Director to execute an On-Call Agency-Wide HVAC Services Contract pursuant to Request for Proposals #22-913-12.

[Resolution On The Following Page]