

HANO

*Housing Authority of New Orleans*

Management Report  
February 2019

## ***Finance***

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### **I. Cash Balances**

HANO has a variety of bank accounts to support central office operations, major housing programs, and redevelopment activities. The balance in all accounts as of 2/1/2019 is \$75,323,361.99.

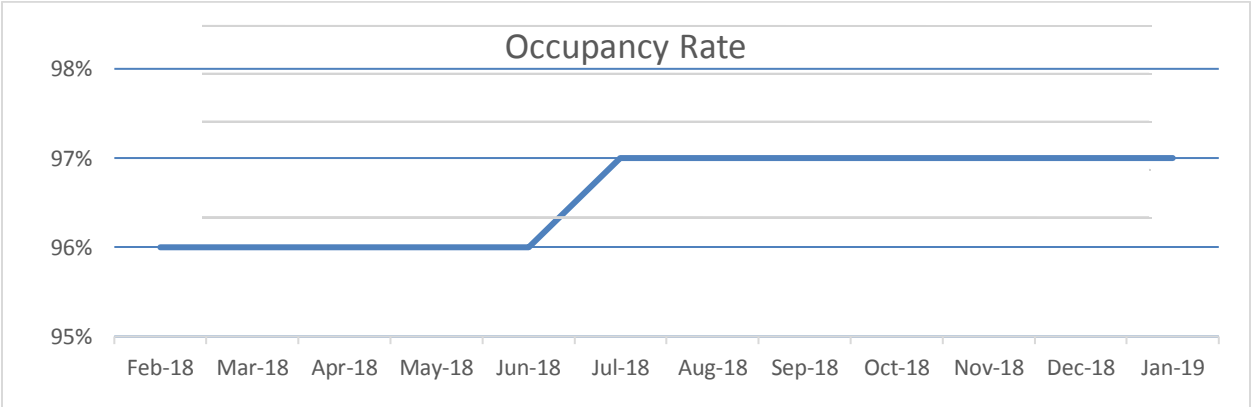
### **II. Budget vs Actual – December 2018**

<b>HCVP - HAP</b>	<b>December 2018</b>	<b>December 2018</b>
<b>TOTAL REVENUE</b>	\$ 38,967,872	\$ 39,506,997
<b>TOTAL EXPENSES</b>	\$ 39,896,865	\$ 39,506,997
<b>VARIANCE</b>	\$ (928,993)	\$ -
	<b>YTD Actuals</b>	<b>YTD Budgets</b>
<b>HCVP - ADMIN</b>	<b>December 2018</b>	<b>December 2018</b>
<b>TOTAL REVENUE</b>	\$ 3,280,603	\$ 2,876,256
<b>TOTAL EXPENSES</b>	\$ 2,714,885	\$ 2,764,487
<b>VARIANCE</b>	\$ 565,718	\$ 111,769
	<b>YTD Actuals</b>	<b>YTD Budgets</b>
<b>Consolidated AMP's</b>	<b>December 2018</b>	<b>December 2018</b>
<b>TOTAL REVENUE</b>	\$ 1,769,998	\$ 1,683,780
<b>TOTAL EXPENSES</b>	\$ 1,797,290	\$ 1,692,725
<b>VARIANCE</b>	\$ (27,291)	\$ (8,945)
	<b>YTD Actuals</b>	<b>YTD Budgets</b>
<b>Consolidated COCC</b>	<b>December 2018</b>	<b>December 2018</b>
<b>TOTAL REVENUE</b>	\$ 2,833,777	\$ 2,734,278
<b>TOTAL EXPENSES</b>	\$ 2,295,605	\$ 2,478,887
<b>VARIANCE</b>	\$ 538,171	\$ 255,391

# Asset Management

## Public Housing Occupancy by Month

Month	Occupancy Rate
Oct-18	97%
Nov-18	97%
Dec-18	97%
Jan-19	97%
Feb-19	
Mar-19	
Apr-19	
May-19	
Jun-19	
Jul-19	
Aug-19	
Sep-19	
Oct-19	



***Public Housing Unit Turnover***

	<b>Annual 9/17 - 8/18</b>	<b>9/18</b>	<b>10/18</b>	<b>11/18</b>	<b>12/18</b>	<b>1/19</b>
Move-Ins	300	28	14	13	37	13
Move-Outs	203	5	15	14	14	12
Variance	97	23	(-1)	(-1)	23	1

***Public Housing Unit Turnover, Excluding Phases in Lease-up\****

	<b>Annual 9/17 - 8/18</b>	<b>9/18</b>	<b>10/18</b>	<b>11/18</b>	<b>12/18</b>	<b>1/19</b>
Move-Ins	225	21	10	9	24	13
Move-Outs	201	5	15	13	14	12
Variance	24	16	(-5)	(-4)	10	1

*\*excludes Bienville Basin V, Bienville Basin VI, Guste III*

***Housing Choice Voucher Program***

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***HCVP Performance – Overall Analysis***

<b>Category</b>	<b>Score</b>
Utilization Rate	98.27%
Recertification %	98.72%
Inspections %	96.74%
Vouchers “On the Street”	481

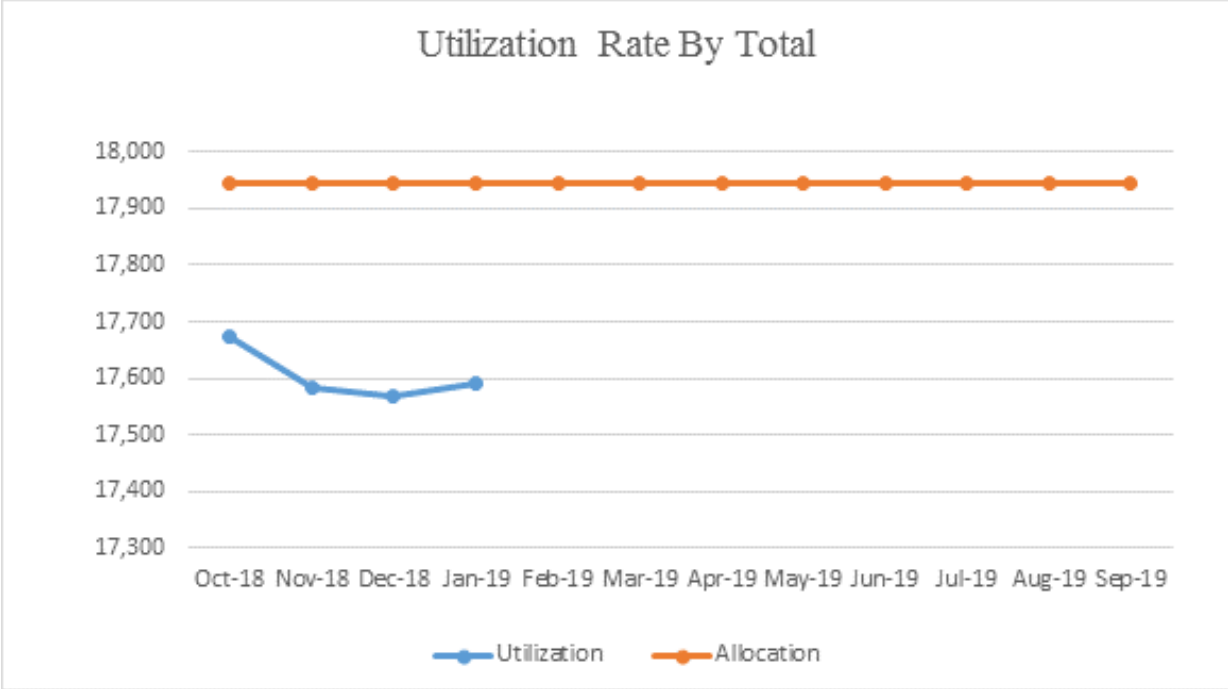
***HCVP Utilization***

<b>Category</b>	<b>Total</b>
SEMAP Utilization Vouchers	17,649
Non-Utilization Vouchers	256
<b>Total Vouchers Managed</b>	<b>17,905</b>

***HCVP Utilization by Month***

<b>Month</b>	<b>Occupancy Rate</b>
Oct-18	98.62%
Nov-18	98.13%
Dec-18	98.03%
Jan-19	98.02%
Feb-19	
Mar-19	
Apr-19	
May-19	
Jun-19	
Jul-19	
Aug-19	
Sep-19	

*(Please note: Numbers are pulled from the Voucher Management System (VMS). VMS is ran on the 15<sup>th</sup> of the following month. Any numbers for the current month are not finalized and will change in the following month.)*



<b>Summary of Total Families Housed for all Rental Assistance Programs for January 2019</b>	
Housing Choice Voucher Program (HCVP)	<b>17,349</b>
Veterans Administration Supportive Housing (VASH)	<b>300</b>
Mainstream Vouchers (MS5)	<b>24</b>
Single Room Occupancy (SRO)	<b>124</b>
<b>Total Housed all Rental Assistance Programs</b>	<b>17,797</b>
<b>Total Rental Assistance Paid all Programs</b>	<b>\$ 13,090,052.00</b>

## *Development and Modernization (for work thru 1/31/19)*

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### **DEVELOPMENT**

#### **Iberville/Choice Neighborhoods Initiative (CNI)**

##### *Onsite*

Phases 1-6 (626 units) complete. Phase 7 (56 units) under construction and is currently 98% complete. Leasing is expected to begin in March 2019.

J Block/Basin Street Building/Future Cemetery Museum: The final historic building was leased to the New Orleans Cemetery Experience in December 2017. Plans to renovate the building into a museum that celebrates the spiritual culture of New Orleans are underway. The State Office of Historic Preservation unveiled the display depicting the history of the site in celebration of the City's Tricentennial in front of the Basin Street Building on November 13, 2018. The project is currently in the early design stages and is anticipated to begin construction in toward the end of 2019.

##### *Winn Dixie Phase 1/1501 St. Louis/Eastern Adjacent*

- 76 total units; 30 replacement units
- Site Preparation: Demolition of former Winn Dixie building is complete. Archaeology Phase 1 is complete and Phase 2 is now underway. Environmental testing is complete. The cleanup plan was submitted to LDEQ in September 2018 for review. LDEQ reviewed and responded in writing to the report in mid-October. The next steps will be to obtain final approval from LDEQ by March 2019. The developer issued the bid for site preparation and remediation on January 18, 2019, and Bid Opening is on February 20, 2019.
- Infrastructure: The developer issued the bid for infrastructure work on January 16, 2019, and Bid Opening is on February 20, 2019.
- HANO is negotiating a Cooperative Endeavor Agreement with the City of New Orleans to pay for the infrastructure work, and it should be ready for signature by March 2019.
- Vertical Construction: Design Development drawings are complete and were review by the CPC BZA (City Planning Commission's Board of Zoning Adjustments) in December. A design-build contractor has been selected and an Early Start Agreement has been executed. Value Engineering is underway and test piles have been driven on the site. Construction documents are approaching 100% complete.
- Financing: The Developer has selected an FHA Lender and is working through due diligence. Responses to the RFP for tax credit syndicators were received and a syndicator has been chosen. The project received an award of \$1,500,000 through a City of New Orleans NOFA. A PILOT was approved by the Industrial Development Board at its February Board Meeting. MBS submitted the HUD Development Proposal draft to HANO. The draft is expected to be submitted to HUD in March. The project is anticipating a financial closing in May 2019.

*CNI Off-site*

- 332 Off site replacement units complete
- 71 Off site replacement units are under construction:
  - St. Ann (59) – Financial closing occurred in December 2018 and construction is underway. St. Ann also received funds in the City of New Orleans NOFA.
  - St. Bernard Project (12) – Construction began in January 2019.
- 20 Off site replacement units in predevelopment:
  - Lafitte 2017 (20) - anticipated financial closing second quarter 2019
- City of New Orleans 2016 CNI NOFA Awardees: HANO continues to work through archaeology and disposition strategies for one HANO lot awarded to Jane Place and 6 HANO lots awarded to Home by Hand.

**Faubourg Lafitte***Homeownership*

FEMA funding and construction loans will fund 45 homeownership units, 16 of which will be targeted to buyers below 80% of AMI and 29 will be market rate. Drawings have been submitted for permitting and the project is expected to bid in late February 2019. Financial partners continue to negotiate documents for a projected closing in March 2019.

*Historic Building Rehab (Lafitte 2017)*

The third historic building on site will be renovated into 6 residential units and property management office and is grouped with 19 scattered offsite units that will be built in the surrounding neighborhood under a single 4% LIHTC application. HANO has committed non-federal funds to the project. Current activities include preparation of drawings and environmental review. Closing anticipated summer of 2019.

**St. Bernard/Columbia Parc**

All residential phases complete.

*Infrastructure*

HANO is funding the infrastructure for the commercial component that fronts St. Bernard Avenue. Phase 1, a portion of Foy Street to support the charter school is 100% complete. Phase 2, a parking area to support the health clinic is substantially complete. The final phase, to support a grocery store and pharmacy, has received a commitment from the grocery store and plans are being finalized to procure a contractor.

**Guste III**

The construction of 155 units began in late 2013. The original contractor was terminated, and, after a minor amount of progress, the contractor's surety company abandoned the project in August 2016 with 10 of 155 certificates of occupancy achieved. HANO executed 5 separate contracts to complete the work and all units had received certificates of occupancy by the end of 2017. Currently all 113 units that are available for occupancy have been leased. The remaining 42 units have not been released to the property manager because of the discovery of construction issues from the original contractor. Repairs are scheduled to take place in at least 2 contracts. One bid was received in December for the Group 5 and 6 repairs and was more than the budget. HANO issued a new IFB, designed to reduced costs and increase competition on



February 8, 2019. Pricing is due in March. HANO is also procuring archaeological services to complete the requirements of its Memorandum of Agreement between the State Historic Preservation Office, HANO, and FEMA to archive artifacts recovered from the site and prepare public engagement outreach materials regarding the information collected from the archaeological activities.

### **Bywater/Marigny Scattered Sites**

The current development plan for 18 scattered sites in the Marigny and Bywater neighborhoods includes 150 units of mixed income rental and 10 units of affordable and market homeownership. To date, 6 meetings have been conducted between September and January to solicit design input from a variety of stakeholders including neighborhood associations and the Historic District Landmarks Commission. The re-zoning application was submitted January 17, 2019. The zoning request is scheduled to be presented at the March 12 City Planning Commission meeting. When zoning is approved, the developer will complete financing applications.

### **Requests for Qualifications**

#### *RFQ 16-911-42 Uptown Scattered Sites*

The HANO Board approved negotiations with Perez/Harmony, JC Patin, REO, and Project Homecoming in April 2017. Perez/Harmony has since declined to continue. Project Homecoming merged with Jericho Road. HANO and CPC met in July 2018 to clarify density limits on several properties. HANO provided REO a draft Predevelopment Agreement for their review and comment. Negotiations with the three remaining developers are ongoing.

#### *RFQ 18-911-19 Non-ACC Scattered Sites*

The HANO Board approved negotiations with MACO for 5 of the properties in July 2018. MACO submitted 9% LIHTC applications in August 2018. Although the developer did not receive a 9% LIHTC allocation, he did receive funds from the City of New Orleans NOFA and will restructure the project financing.

#### *RFQ 18-911-29 Vacant Scattered Sites*

Proposals were submitted July 18, 2018. HANO is negotiating with the developers on potential projects. The developer, LDG, presented their proposals for the vacant land at Christopher Park and Florida at the Development Committee meeting on February 19, 2019. It was recommended by the committee for LDG to present to the full Board on February 26, 2019 in order for the Board to provide approval to execute an Option to Lease and Development Agreement.

The developer, Iris Development, presented their proposals for rental and homeownership on scattered sites in the Uptown and Riverbend areas of New Orleans. The committee has allowed for Iris to introduce the project to the full Board on February 26, 2019 in order for the Board to provide approval to execute an Option to Lease and Purchase and Development Agreement.

#### *RFQ 18-911-48 for Development of Vacant Properties 2019*

HANO received six (6) proposals on January 31, 2019. The proposals are in the process of review by HANO staff.

**DEMOLITION/DISPOSITION****BW Cooper**

Foundation demolition and soil remediation at the BW Cooper Phase II site is substantially complete and punch list work is complete. HANO has provided Final Acceptance and is processing the final payment to the contractor.

**MODERNIZATION****Guste High Rise (385 units)**

Mechanical Room Upgrades	\$400,000	Complete Q2 2018
Security Cameras	\$250,000	Engineer has been procured to complete the design; Bid expected to advertise Q1 2019
Fan Coil Units – Lobby	\$7,400.00	Substantially Complete Q1 2019
Fan Coil Units – Residential Units	\$1,000,000	Procure designer after security cameras are bid
Replace Roof	\$300,000	Begin design after fan coils

**Guste I (82 total units)**

Exterior Painting – Phase 1 (buildings on MLK)	\$69,000.	RFQ 18-912-31 project awarded; work 50% completed
HVAC Replacements	\$200,000	IFB 18-912-37 presented for board approval December 2018; board tabled the item pending a study to determine the appropriate size of the HVAC units
Exterior Painting Phase 2	\$240,000	Procurement will follow HVAC replacement
Roof Replacement	\$600,000	Procurement will follow Paint Phase 2

**Guste II (16 total units)**

HVAC Replacement	\$50,000	Investigating cause of coolant leaks
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**Fischer (326 units)**

Renovate units – Fischer Senior (3), Fischer 3 (1), Fischer IV (6)	\$250,000	Scope of work in units has been compiled and an IFB is expected to be release in March 2019
2001 Wagner – renovate kitchen	\$28,200.	RFQ 18-912-38 project awarded; Notice to Proceed was issued in 1/23/19.

**Occupied Scattered Sites (85 units)**

Westbank Renovations – 3 units	\$80,000	RFQ 18-912-24 substantially complete December 2018
Uptown - repair fire damaged unit	\$45,000	RFQ 18-912-36 project awarded; work began January 2019

**Florida**

Repair return air ductwork	\$100,000	RFQ 18-912-40 bids were submitted 11/08/18; Notice to Proceed expected to be issued late February 2019.
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## CAPITAL FUNDS PROCESS

2018 Capital Funds were awarded in May 2018 in the amount of \$17,979,571.00 and subsequently increased to \$18,140,528 due to a 10% upward adjustment. The Capital Fund Five Year Action Plan was approved by the HANO Board in July 2018 and submitted to HUD. HUD approved it in October 2018 funds will be available as activities receive environmental clearance.

### *Active Capital Fund Grants*

Grant Year	Obligation Deadline	Expenditure Deadline	TOTAL GRANT	Obligation as of 1/31/2019		Expenditure as of 1/31/2019	
<b>Capital Fund Program (CFP)</b>							
2015	4/12/2017	4/12/2019	\$10,997,903.00	\$10,636,097.83	97%	\$9,522,314.70	87%
2016	4/12/2018	4/12/2020	\$11,922,986.00	\$11,031,684.77	93%	\$7,921,058.82	66%
2017	8/15/2019	8/15/2021	\$12,968,213.00	\$6,613,654.16	51%	\$5,068,144.13	39%
2018	5/28/2020	5/28/2022	\$18,140,528.00	\$3,397,457.00	19%	\$0.00	0%
<b>Totals</b>			<b>\$54,029,630.00</b>	<b>\$31,678,893.76</b>	<b>59%</b>	<b>\$22,511,517.65</b>	<b>42%</b>

## Procurement and Contracts

### **Active Solicitations**

Solicitation/Contract Number	Description of Service/Work	Status of Procurement
Request for Proposals (RFP) #16-911-42	Development of Uptown Vacant Scattered Site Properties	Negotiations to enter into a Master Development Agreement (MDA) with multiple Developers to develop various properties is currently underway.
Request for Qualifications (RFQ) #18-911-19	Development of Scattered Site Properties	Board of Commissioners authorized the Executive Director to enter into negotiations with MACO Development Co., LLC on development agreements for the redevelopment of five properties. Prior to execution, HANO's Board of Commissioners must provide a final approval of the Master Development Agreement (MDA) (refer to Board Resolution #2018-11).
Request for Qualifications (RFQ) #18-911-29	Development of Vacant Properties	Negotiations to enter into a Master Development Agreement (MDA) with multiple Developers to develop various properties is currently underway.
Request for Proposals (RFP) #18-914-33	Housing Quality Standards (HQS) Inspections Services	Six (6) proposals were received on 9/11/2018. The Evaluation Committee convened on 9/27/2018 to commence with Stage I Evaluations. Three (3) firms were shortlisted. Negotiations were conducted with the highest ranked respondent. Contract award is pending Board approval.

<p>Invitation for Bids (IFB) #18-912-37</p>	<p>Furnish &amp; Install HVAC Condensers, Conversion Kits &amp; Refrigerant at the Guste I Housing Community</p>	<p>On 12/12/2018, a Board Resolution was presented to HANO's Board of Commissioners at the December Board Meeting requesting approval to award a contract in the amount of \$164,850.00 to Rock Enterprises Construction, LLC the lowest, responsive and responsible bidder.</p> <p>Prior to award of a contract, HANO's Board of Commissioners requested staff to review the Scope of Work and confirm that the HVAC Units proposed for installation maintain the capacity to properly service the buildings and its residents.</p> <p>In accordance with LA Public Bid Law, HANO shall award or reject all bids no later than 45 calendar days after the bid opening, or both parties must mutually agree to extend the deadline for contract award by one or more extensions of thirty (30) calendar days. Initially, HANO and Rock Enterprises, LLC mutually agreed to extend the date of contract award until 1/13/2019. Subsequently, an agreement was executed to extend the date of contract award to 2/12/2019.</p> <p>Since the bid opening date of Thursday, November 8, 2018, the contractors' cost to purchase materials and supplies increased. Therefore, Rock Enterprises, LLC declined to execute an extension to the date of contract award as requested by HANO.</p> <p>On February 13, 2019, in accordance with Louisiana R.S. 38:2214 (B), the Housing Authority of New Orleans rejected all bids submitted in response to the referenced project for "just cause".</p>
<p>Request for Quotes (RFQ) #18-912-38</p>	<p>Exterior &amp; Interior Repairs at 2001 Wagner Street at the Fischer Housing Community</p>	<p>Bayou General Contractors was awarded a contract in the amount of \$28,200. A Notice to Proceed was issued on Monday, January 28, 2019.</p>

Request for Quotes (RFQ) #18-912-40	Return Air Duct & Grille Corrective & Replacement Work at the Florida Housing Community	On 11/8/2018, one (1) quote was submitted by A/C Man, LLC, in the amount of \$109,844.82. Pre-Construction Conference was held on February 19, 2019. Awaiting Bonds and Insurance documents prior to execution of a Notice to Proceed.
Request for Proposals (RFP) #18-913-44	Laundry Equipment Rental and Services at the Guste High Rise	On 12/21/2018, two (2) proposals were received in response to the solicitation. An evaluation committee convened on 1/16/2019 to commence with Stage I Evaluations to review and score the proposals. Based on the scores from Stage I Evaluations, contract negotiations are underway with the Highest ranked Respondent.
Invitation for Bids (IFB) #18-912-46	Corrective and Restoration Work to Vertical and Horizontal Fire Rated Separations in Units at the Guste III Housing Development Group 5 – 6	On 12/18/2018 one (1) bid was submitted by Colmex Construction, LLC, in a base bid amount of \$1,700,000, and Add Alternate #1 in the amount of \$107,904 (if accepted).  On February 1, 2019, in accordance with Louisiana R.S. 38:2214 (B)(2), the Housing Authority of New Orleans rejected the bid submitted by Colmex Construction, LLC for “just cause”, as the bid amount exceeded the established threshold of HANO’s in-house cost estimate.
Request for Proposals (RFP) #19-911-01	Investigation of Fire Rated Separations of Walls and Ceilings in Units at the Guste III Housing Community Group 5 & 6	On Friday, January 25, 2019, an RFP was distributed to eight (8) contractors. On Tuesday, February 5, 2019, one (1) proposal was received. On Friday, February 8, 2019, the Evaluation Committee convened to review and score the proposal.  Upon conclusion of the meeting, the committee recommended a contract award to PSI, Inc. in the amount of \$6,750.00. A recommendation to award and a contract have been routed for signature.
Invitation for Bids (IFB) #19-912-02	Corrective and Restoration Work to Vertical and Horizontal Fire Rated Separations in Units at the Guste III Housing Development Group 5 – 6 (RE-BID)	The solicitation was advertised in the Times Picayune on Friday, February 8, 2019. A pre-bid conference was held on Thursday, February, 21, 2019, whereby seven (7) contractors were in attendance.  A draft of addendum #1 is being prepared, and will be issued the week of February 25 <sup>th</sup> .
Request for Quotes (RFQ) #19-911-03	Appraisal Services at Various Properties	On Monday, February 4, 2019, an RFQ was distributed to three (3) contractors. On Wednesday, February 6, 2019, three (3) quotes were received in response to the solicitation. Murphy Appraisal Services, LLC submitted the lowest quote in the amount of \$5,900.00 to perform the requested services.

Request for Quotes (RFQ) #19-913-04	On Call Agency Wide Pest Control Services	On Monday, February 18, 2019, an RFQ was distributed to seven (7) contractors, and posted on HANO's website. Quotes are due Wednesday, March 6, 2019.
Request for Proposals (RFP) #19-901-05	Executive Search Services	On Tuesday, February 19, 2019, an RFP was distributed to five (5) contractors, and posted on HANO's website. Proposals are due Wednesday, March 6, 2019.

## ***Upcoming Events***

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### **Housing Choice Voucher Program Participant Community Meetings**

Date: Wednesday, March 20, 2019  
 Location: Gernon Brown Recreation Center  
 1001 Harrison Ave. 70124  
 Time: 6:00p.m. – 8:00p.m.

Date: Wednesday, March 27, 2019  
 Location: Treme Recreation Center  
 900 N. Villere St. 70116  
 Time: 6:00p.m. – 8:00p.m.

Date: Wednesday, April 3, 2019  
 Location: Sanchez Multi-Purpose Center  
 1616 Caffin Ave. 70117  
 Time: 6:00p.m. – 8:00p.m.

Date: Wednesday, April 10, 2019  
 Location: Joe Brown Park Center  
 5601 Read Blvd. 70127  
 Time: 6:00p.m. – 8:00p.m.

Date: Wednesday, April 17, 2019  
 Location: Alice Harte Elementary Charter School  
 4422 General Meyer Ave. 70131  
 Time: 6:00p.m. – 8:00p.m.

Date: Wednesday, April 24, 2019  
 Location: Lakeview Christian Center  
 5885 Fleur de Lis Dr. 70124  
 Time: 6:00p.m. – 8:00p.m.