



HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING

HELEN W. LANG MEMORIAL BOARDROOM, BUILDING B
4100 TOURO STREET, NEW ORLEANS, LA 70122

July 12, 2017 at 4:00 P.M.

BOARD OF COMMISSIONERS

PRESIDENT
ALICE RIENER

VICE PRESIDENT
ANDREANECIA M. MORRIS

COMMISSIONERS
DWAYNE G. BERNAL
TONI HACKETT ANTRUM
DONNA JOHNIGAN
DEBRA JOSEPH
VONDA RICE
CANTRESE WILSON

COMMITTEE APPOINTMENTS

DEVELOPMENT,
ASSET MANAGEMENT & OPERATIONS

CHAIR
ANDREANECIA M. MORRIS

COMMISSIONERS
DEBRA JOSEPH
CANTRESE WILSON
VONDA RICE (Alternate)

FINANCE & AUDIT

CHAIR
TONI HACKETT ANTRUM

COMMISSIONERS
DWAYNE G. BERNAL
ALICE RIENER
DEBRA JOSEPH (Alternate)

AGENDA

- I. STATEMENT BY GENERAL COUNSEL
- II. CALL TO ORDER
- III. ROLL CALL
- IV. APPROVAL OF THE AGENDA
- V. APPROVAL OF THE MINUTES OF THE MEETING HELD ON MAY 31, 2017
- VI. EXECUTIVE DIRECTOR'S REPORT
- VII. COMMITTEE REPORT(S)
- VIII. ITEMS FOR APPROVAL

AUTHORIZATIONS

- Resolution #2017-10 – Authorization to Submit HANO's PHA Annual Plan to HUD for FY 2018 Beginning October 1, 2017
- Resolution #2017-11 - Authorization to Submit HANO's Capital Fund Program (CFP) Plan to HUD FFY 2017-2021
- Resolution #2017-12 - Award of Contracts - RFP 17-906-12 - On Call Real Property Legal Services
- IX. COMMENTS
 - Public Comment(s)
 - Board of Commissioners Comment(s)
- X. ADJOURNMENT



July 12, 2017

MEMORANDUM

To: Board of Commissioners
President Alice Riener, Vice President Andreanecia M. Morris,
Commissioner Toni Hackett Antrum, Commissioner Dwayne G. Bernal,
Commissioner Donna Johnigan, Commissioner Debra Joseph,
Commissioner Vonda Rice and Commissioner Cantrese Wilson

Through Gregg Fortner
Executive Director

From: Shelley Smith
Director, Strategic Planning

Re: Authorization to Submit HANO's Public Housing Agency (PHA) Annual Plan to HUD

The U. S. Housing Act of 1937 as amended and accompanying the United States Department of Housing and Urban Development (HUD) regulations require the nation's housing authorities to develop 5-Year and Annual Public Housing Agency (PHA) Plans. The *5-Year Plan*, which is prepared every fifth fiscal year, delineates the PHA's mission, goals, and objectives. The *Annual Plan* describes the Agency's immediate operations, policies, services, and programs.

The Housing Authority of New Orleans (HANO)'s current 5-Year Plan was adopted through last year's planning cycle and is in effect for the period October 1, 2015 through September 30, 2020. For purposes of this planning cycle, HANO's proposed submission is limited to the Annual PHA Plan for fiscal year beginning October 1, 2017. The submission also includes several proposed policy updates to the Public Housing Admissions and Continued Occupancy Policy (ACOP) and to the Housing Choice Voucher Administrative Plan.

The Capital Fund Program (CFP) Final Rule "decoupled" the *CFP 5-Year Action Plan* from the PHA Plan requiring that the two Plans be separately submitted to HUD. However, HANO's PHA and CFP were developed under a concurrent preparation schedule and through a combined stakeholder engagement process.

The PHA Annual Plan was compiled in the template format prescribed by HUD as outlined in Notice PIH 2015-18 and posted for 45-day public comment beginning on April 21, 2017. There was a Plan review and consultation meeting with the HANO Resident Advisory Board (RAB) on May 10, 2017 and a report containing RAB comments and HANO responses has been appended to the Plan document. On May 31, 2017 the required "Certification of Consistency with the Consolidated Plan" was executed by the City's Office of Community Development.

A June 6th Public Hearing was conducted at the end of the 45-day comment period, and on June 12th the PHA Annual Plan was presented to the Development, Asset Management & Operations Committee of the HANO Board of Commissioners. All comments were carefully considered before finalizing the Plan.

It is requested that the HANO Board of Commissioner's adopt the FY 2017 PHA Annual Plan and provide authorization to submit the Plan and related certifications to HUD.

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JULY 12, 2017**

RESOLUTION NO. 2017-10

WHEREAS, the U. S. Housing Act of 1937 as amended and accompanying the United States Department of Urban Development (HUD) regulations require the development of a Public Housing Agency (PHA) Plan with Annual and 5-Year components; and,

WHEREAS, the Housing Authority of New Orleans (HANO)'s current, adopted 5-Year Plan is in effect for the period October 1, 2015 through September 30, 2020 and this submission is limited to the Annual Plan for fiscal year beginning October 1, 2017; and

WHEREAS, the PHA Annual Plan was compiled according to the template format prescribed by HUD regulations and further outlined in Notice PIH 2015-18; and

WHEREAS, HANO issued public notice and made the PHA Annual Plan; the Public Housing Admissions and Continued Occupancy Policy; and the Housing Choice Voucher Administrative Plan available for 45-day comment on April 21, 2017; and held a Plan consultation meeting with the Resident Advisory Board on May 10, 2017; and

WHEREAS, the required "Certification of Consistency with the Consolidated Plan" was executed by the City of New Orleans Office of Community Development on May 31, 2017; and

WHEREAS, HANO conducted a Public Hearing on June 6, 2017; and the PHA Annual Plan and related policies were discussed at the Development, Asset Management & Operations Committee of the HANO Board of Commissioners on June 12, 2017; and all comments were considered before finalizing the PHA Annual Plan and proposed policies;

THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby adopts HANO's PHA Annual Plan for fiscal year beginning October 1, 2017 and authorizes its submission along with the associated policy documents and requisite certifications to HUD.

Executed this 12th day of July, 2017

APPROVAL:

**ALICE RIENER
PRESIDENT, BOARD OF COMMISSIONERS**



July 12, 2017

MEMORANDUM

**To: Board of Commissioners
President Alice Riener, Vice President Andreanecia M. Morris,
Commissioner Toni Hackett Antrum, Commissioner Dwayne G. Bernal,
Commissioner Donna Johnigan, Commissioner Debra Joseph,
Commissioner Vonda Rice and Commissioner Cantrese Wilson**

**Through Gregg Fortner
Executive Director**

**From: Jennifer Adams
Director, Development and Modernization**

**Re: Authorization to Submit HANO's Capital Fund Program (CFP) Plan to HUD
FFY 2017-2021**

The Housing Authority of New Orleans (HANO) has prepared its Capital Fund Program (CFP) 5-Year Action Plan describing capital improvements needed to ensure long-term viability of the Agency's public housing developments. The Plan covers Federal Fiscal Years (FFYs) 2017 – 2021 and will be updated yearly on a rolling basis. The Capital Fund Program Final Rule decoupled the CFP Plan from the Public Housing Agency (PHA) Plan. Therefore, HANO's CFP 5-Year Action Plan will be separately transmitted to the United States Department of Housing and Urban Development (HUD). HANO's PHA and CFP Plans, however, were developed under a concurrent preparation schedule and through a combined stakeholder engagement process.

Funding for the Plan is essentially derived from two HUD formula grants: Capital Fund Program (CFP) grants and Replacement Housing Factor (RHF) grants, which can only be utilized for redevelopment purposes. Under HUD's revised capital funding formula, RHF grants are being phased-out and replaced with "Demolition and Disposition Transitional Funding (DDTF)" which is added to the CFP grants calculation. As permitted by regulations, HANO allocates limited portions of these grants for administration, operations, and management improvements and the remaining funds are dedicated to capital work items. Project cost estimates are based on HANO's historical cost for similar projects and will be finalized once the Agency engages with Architectural and Engineering firms.

When HANO began the planning process, it had not received notification of its FFY 2017 capital grant allocations; therefore, the basis for the CFP 5-Year Action Plan grant amounts were estimated projections of anticipated funding formula changes. As captured in the table below, the Action Plan contemplates an average of approximately \$11.0 million annually in capital funding bringing the total projected 5-year budget to approximately \$55.5 million.

HANO CAPITAL FUND 5-YEAR ACTION PLAN						
PROJECTED FUNDING	FFY 2017 Year 1	FFY 2018 Year 2	FFY 2019 Year 3	FFY 2020 Year 4	FFY 2021 Year 5	TOTALS
CFP	11,355,063	11,001,585	11,046,215	11,000,000	11,000,000	55,403,233
RHF - Increment 1	104,354	-	-	-	-	104,354
RHF – Increment 2	32,960	-	-	-	-	32,960
TOTALS	11,492,377	11,001,585	11,046,215	11,000,000	11,000,000	55,540,547

*All grant amounts projected in the Plan are subject to Congressional Appropriation.

The need for capital repairs at HANO’s existing public housing sites far outweighs the projected capital funding levels. Thus, properties owned by HANO and its affiliates were given initial priority for capital improvements (Fischer, Guste, and occupied Scattered Sites); and next-level priority was given to the oldest of the mixed-finance sites (The Estates and River Gardens). The CFP Plan also reflects HANO’s ongoing commitment to the Iberville Choice Neighborhoods Initiative, to Phase II remediation and redevelopment of B.W. Cooper, and to redevelopment of vacant Scattered Sites.

All proposed capital work items and activities are outlined within the CFP 5-Year Action Plan in the format prescribed by HUD. The Action Plan was posted for the required 45-day public comment on April 21, 2017 and reviewed by the Resident Advisory Board (RAB) at a consultation meeting on May 10, 2017. On May 31, 2017, the required “Certification of Consistency with the Consolidated Plan” was executed by the City’s Office of Community Development.

On June 6, 2017, a Public Hearing was conducted at the end of the 45-day comment period, and on June 12, 2017 the Capital Fund Plan was presented to the Development, Asset Management & Operations Committee of the HANO Board of Commissioners. All comments were carefully considered before finalizing the Plan.

On June 30, 2017, HANO received notification of its FFY 2017 allocation in the amount of \$13,107,345. Prior to submittal of the CFP Plan, the amount by which the 2017 actual allocation exceeds the projected funding will be spread among the work activities already identified in Plan.

It is requested that the HANO Board of Commissioners adopt the HANO CFP 5-Year Action Plan for FFY 2017 – 2021 and provide authorization to submit the Plan and related documents to HUD.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
JULY 12, 2017**

RESOLUTION NO. 2017-11

WHEREAS, the Housing Authority of New Orleans (HANO) has prepared its Capital Fund Program (CFP) 5-Year Action Plan for Federal Fiscal Years (FFs) 2017 – 2021 describing capital improvements needed to ensure long-term viability of the Agency’s public housing developments; and

WHEREAS, the Capital Fund Final Rule decoupled the CFP Plan from the Public Housing Agency (PHA) Plan and therefore, HANO’s CFP Action Plan will be separately transmitted to the United States Department of Housing and Urban Development (HUD) upon authorization by the HANO Board of Commissioners; and

WHEREAS, HANO’s CFP Action Plan contemplates, subject to Congressional Appropriation, approximately \$11.0 million in annual HUD capital grants bringing the total projected 5-year budget to approximately \$55.5 million, and all proposed work items are outlined in the HUD-prescribed format in the CFP 5-Year Action Plan document; and

WHEREAS, as permitted by regulations, HANO has allocated limited portions of its projected CFP and RHF grants for administration, operations, and management improvements with the remaining funds dedicated to capital work items; and

WHEREAS, HANO issued a public notice and made the CFP Action Plan available for 45-day comment on April 21, 2017; held a Plan consultation meeting with the Resident Advisory Board on May 10, 2017; and the required “Certification of Consistency with the Consolidated Plan” was executed by the City of New Orleans Office of Community Development on May 31, 2017; and

WHEREAS, HANO conducted a Public Hearing on June 6, 2017; the CFP Action Plan was discussed at the Development, Asset Management & Operations Committee of the HANO Board of Commissioners on June 12, 2017; and all comments were considered before finalizing the CFP Action Plan document;

THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby adopts HANO’s CFP 5-Year Action Plan for FFYs 2017 – 2021 and authorizes its submission with the requisite documents to HUD.

Executed this 12th day of July, 2017

APPROVAL:

**ALICE RIENER
PRESIDENT, BOARD OF COMMISSIONERS**



July 12, 2017

MEMORANDUM

**To: Board of Commissioners
President Alice Riener, Vice President Andreanecia M. Morris,
Commissioner Toni Hackett Antrum, Commissioner Dwayne G. Bernal,
Commissioner Donna Johnigan, Commissioner Debra Joseph,
Commissioner Vonda Rice and Commissioner Cantrese Wilson**

**Through Gregg Fortner
Executive Director**

**From: Robert Barbor
General Counsel**

**Kevin Oufnac
Deputy General Counsel**

Re: Award of Contracts - RFP 17-906-12 - On Call Real Property Legal Services

The Housing Authority of New Orleans (HANO) issued a Request for Proposals (RFP) on Friday, April 22, 2017 for the purpose of procuring one or more firms to provide On Call Real Property Legal Services for HANO, pursuant to Request for Proposals Number 17-906-12.

The proposal package was prepared and distributed by the Procurement and Contracts Department. The RFP was advertised for a total of 24 days. The advertisement was published in the Times-Picayune on Friday, April 22, 2017 and on Wednesday, April 26, 2017. Additionally, the solicitation, in its entirety, was posted on the HANO website and made available to the public for download. A total of three (3) proposals were received on Tuesday, May 16, 2017 from the following firms:

1. Ballard Spahr
2. Reno and Cavanaugh
3. Deutsch Kerrigan

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 June 5, 2017 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 discussed the proposals and determined a consensus score for each proposal received.

The ranking of the respondents is as follows:

Name	Total (100 Points)
Deutsch Kerrigan	83.5
Ballard Spahr	79.5
Reno and Cavanaugh	65.5

At the conclusion of the review of all submissions, the committee determined that in order to provide the agency with the maximum choice of law firms in the areas of expertise as defined in the scope of services, HANO should contract with all three (3) respondents. Fee proposals received from these firms were reviewed, and the hourly rates were determined to be fair and reasonable in comparison to the in-house cost estimate.

Deutsch Kerrigan, Ballard Spahr, and Reno and Cavanaugh submitted evidence of their commitment to comply with HANO's requirements relative to subcontracting opportunities for DBE/WBE and Section 3 Businesses, and will work with HANO's Section 3 Coordinator to identify training opportunities for Section 3 residents.

To provide the agency with the maximum choice of law firms in the areas of expertise as defined in the scope of services and to avoid any interruption in the provision of legal services on current projects, it is recommended that all three (3) firms be utilized to provide the widest range of expertise to HANO for on call legal services in the cumulative not to exceed amount of \$950,000.00 for the period of 4 years.

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JULY 12, 2017**

RESOLUTION NO. 2017-12

WHEREAS, The Housing Authority of New Orleans (HANO) seeks to provide on call real property legal service in connection with the development of affordable low-income housing and related matters; and

WHEREAS, HANO's prior three year contract for on call real property legal representation is nearing expiration and a new procurement was necessary to secure the required legal expertise; and

WHEREAS, there are funds allocated to provide in HANO's Operating Budget for the provision of on call legal services; and

WHEREAS, HANO issued Request for Proposals (RFP) Number 17-906-12 to procure on call legal services on Friday, April 22, 2017, and received responsive proposals from three (3) respondents on May 16, 2017; and

WHEREAS, HANO conducted evaluations of each proposal submitted establishing all three respondents as highly qualified; and

WHEREAS, HANO has successfully completed due diligence verification on all respondents and determined they are responsible; and

WHEREAS, it is recommended to provide the agency with the maximum choice of law firms in the areas of expertise as defined in the scope of services, and to avoid any interruption in the provision of legal services for current projects, that approval be given to award contracts in the cumulative not to exceed amount of \$950,000.00 for the period of four years, to all three respondents to provide HANO on call real property legal services.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby authorizes the award of contracts to Deutsch Kerrigan, Reno and Cavanaugh, and Ballard Spahr in the cumulative not to exceed amount of \$950,000.00 for the period of four years to provide HANO on call real property legal services.

Executed this 12th day of July, 2017

APPROVAL:

**ALICE RIENER
PRESIDENT, BOARD OF COMMISSIONERS**