



HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
ANNUAL MEETING

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

DECEMBER 12, 2018 at 4:00 P.M.

BOARD OF COMMISSIONERS

PRESIDENT  
ALICE RIENER

COMMISSIONERS  
ISABEL BARRIOS  
TONI HACKETT ANTRUM  
SHARON JASPER  
DEBRA JOSEPH  
CASIUS PEALER  
KIM PIPER  
LISHA A. WHEELER

COMMITTEE  
APPOINTMENTS

DEVELOPMENT,  
ASSET MANAGEMENT &  
OPERATIONS

CHAIR  
LISHA WHEELER

COMMISSIONERS  
DEBRA JOSEPH  
SHARON JASPER

FINANCE & AUDIT

CHAIR  
TONI HACKETT ANTRUM

COMMISSIONERS  
CASIUS PEALER  
KIM PIPER  
ALICE RIENER

PERSONNEL

CHAIR  
CASIUS PEALER

COMMISSIONERS  
ISABEL BARRIOS  
DEBRA JOSEPH  
ALICE RIENER

AGENDA

- I. STATEMENT BY GENERAL COUNSEL
- II. CALL TO ORDER
- III. ROLL CALL
- IV. APPROVAL OF THE AGENDA
- V. APPROVAL OF THE MINUTES
  - REGULAR MEETING HELD ON OCTOBER 30, 2018
  - SPECIAL MEETING HELD ON NOVEMBER 7, 2018
- VI. EXECUTIVE DIRECTOR'S REPORT
- VII. COMMITTEE REPORT(S)
- VIII. ITEMS FOR APPROVAL
  - AUTHORIZATION(S)
    - Resolution #2018-19 – Approval of Change Order #4 for Contract #18-912-06 BW Cooper Phase II Preparation Foundation and Soil Remediation
    - Resolution #2018-20 – Approval of Contract #18-912-37 Furnish and Install HVAC Condenser Conversion Kits and Refrigerant at Guste I House Community
    - Resolution #2018-21 – Approval of Contractor for the Implementation of the Jobs Plus Initiative Program Grant
- IX. SETTING OF SCHEDULE OF REGULAR MEETINGS FOR 2019
- X. ELECTION OF OFFICERS
- XI. COMMENTS
  - Public Comment(s)
  - Board of Commissioners Comment(s)
- XII. EXECUTIVE SESSION
  - Pursuant to La. R.S. 42:17(A)(1) Executive Session to discuss the performance of the Executive Director, as required by Board Resolution 2018-13
  - Pursuant to La. R.S. 42:17(A)(2) Executive Session to discuss the case captioned Parkcrest Builders v HANO, No. 15-1533, E.D. La.
- XIII. ADJOURNMENT



**December 12, 2018**

**MEMORANDUM**

**To: Board of Commissioners  
President Alice Riener, Commissioner Isabel Barrios,  
Commissioner Toni Hackett Antrum, Commissioner Sharon Jasper,  
Commissioner Debra Joseph, Commissioner Casius Pealer,  
Commissioner Kim Piper and Commissioner Lisha A. Wheeler**

**Through Gregg Fortner  
Executive Director**

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

**Re: Change Order #4 - Contract #18-912-06 – B.W. Cooper Phase 2 Preparation  
of Foundation, Demolition and Soil Remediation**

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The Housing Authority of New Orleans (HANO) executed contract #18-912-06 – B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation under the authority of Resolution #2018-02 in March of 2018 for the BW Cooper Phase 2 portion of the property roughly bounded by S. Miro, Erato Street, S. Prieur, and Earhart Blvd and intersected by S. Galvez Street. A notice to proceed was issued to begin work on April 18, 2018. The contract duration was 5 months and is now substantially complete.

The demolition of the slabs was a requirement of the Phase 1 Low Income Housing Tax Credit (LIHTC) partnership agreement to access the remaining tax credit equity to pay off HANO's bridge loan for the redevelopment. Since the contractor reached substantial completion on the demolition contract, we received 98% of the bridge loan repayment, \$192,000 remains in a maintenance reserve.

The contract's largest line item cost was the excavation of soil as required by Louisiana Department of Environmental Quality's (LDEQ) Corrective Action Plan (CAP) and replacement of clean soil. The bid contained 22 unit prices used to quantify soil remediation and underground utilities whose extent could not be fully quantified until the work was performed. Soil removal and replacement operations were monitored on a daily basis by an environmental consultant and the process of reconciling the quantities from bid to actual began when work was winding down in September.

The original contract amount was \$2,211,618.10. Three (3) previous change orders whose amounts were beneath the threshold for board approval have resulted in a net increase of \$66,600.32 (3%) to the contract. The currently proposed Change Order #4 in the amount of 150,260.17 reconciles the soil and utilities removal quantities from the original bid. Primarily, the soil overage was due to a portion of the project around the existing Administration Building that

was originally designated outside the boundaries of the work area at the time of the bid and later determined prudent to include in the work scope.

The value of the contract overall, after approval of this change order would be \$2,428,478.59, a 9.8% increase from the original bid. Funds for the change order will come from the bridge loan repayment we have received.

## **CERTIFICATIONS**

### Finance

The Chief Financial Officer has certified that the funds are available to pay the change order.

HANO requests that the Board of Commissioners authorize the Executive Director to execute Change Order #4 to Contract # 18-912-06 – B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation in an amount not to exceed \$150,260.17.

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**RESOLUTION NO. 2018-19**

**WHEREAS**, the Housing Authority of New Orleans (HANO) executed contract #18-912-06 - B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation under the authority of Resolution #2018-02 in March of 2018 for the BW Cooper Phase 2 portion of the property roughly bounded by S. Miro, Erato Street, S. Prieur, and Earhart Blvd and intersected by S. Galvez Street; and

**WHEREAS**, a Notice to Proceed was issued to begin work on April 18, 2018; and

**WHEREAS**, the contract work is now substantially complete; and

**WHEREAS**, the bid contained unit prices to quantify soil remediation and replacement and underground utilities whose extent could not be fully quantified until the work was performed; and

**WHEREAS**, soil removal and replacement operations were monitored on a daily basis; and

**WHEREAS**, HANO's project architect and environmental consultant have confirmed that soil removal and replacement quantities exceed the original bid primarily due to a portion of the site that was originally designated outside the boundaries of the work area at the time of the bid and later determined prudent to include in the work scope; and

**WHEREAS**, the original contract amount was \$2,211,618.10; and

**WHEREAS**, three (3) previous change orders whose amounts were beneath the threshold for board approval have resulted in a net increase of \$66,600.32 (3%) to the contract; and

**WHEREAS**, the current Change Order #4 in the amount of One Hundred Fifty Thousand Two Hundred Sixty Dollars and Seventeen Cents (\$150,260.17) is necessary to reconcile the soil and utilities removal quantities from the original bid; and

**WHEREAS**, the Finance Department has certified there is sufficient funding to provide for Change Order #4; and

**WHEREAS**, the cost has been reviewed and negotiated by the project architect and HANO staff and has been found to be fair and reasonable; and

**Resolution No. 2018-19  
December 12, 2018  
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**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of New Orleans authorizes the Executive Director to execute Change Order #4 to Contract # 18-912-06 – B.W. Cooper Phase 2 Preparation of Foundation, Demolition and Soil Remediation in the amount not to exceed One Hundred Fifty Thousand, Two Hundred Sixty Dollars and Seventeen Cents (\$150,260.17).

**Executed this 12<sup>th</sup> day of December, 2018**

**APPROVAL:**

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**ALICE RIENER  
PRESIDENT, BOARD OF COMMISSIONERS**



**December 12, 2018**

**MEMORANDUM**

**To: Board of Commissioners  
President Alice Riener, Commissioner Isabel Barrios,  
Commissioner Toni Hackett Antrum, Commissioner Sharon Jasper,  
Commissioner Debra Joseph, Commissioner Casius Pealer,  
Commissioner Kim Piper and Commissioner Lisha A. Wheeler**

**Through Gregg Fortner  
Executive Director**

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

**Re: Award of Contract - IFB #18-912-37 - Furnish and Install HVAC Condensers,  
Conversion Kits and Refrigerant at Guste I Housing Community**

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The Guste I Housing Community is a mixed-finance community owned by the Housing Authority of New Orleans (HANO) through its affiliated subsidiary, Crescent Affordable Housing Corporation (CAHC) and bounded by MLK Jr Boulevard, S. Robertson, S. Liberty, and Thalia Streets in Central City. The project was placed in service in 2007. The community consists of 82 low-income housing tax credit units—67 of which are public housing and 15 of which are project based vouchers. After 10 years of operation, the Heating, Ventilation, and Air Conditioning (HVAC) units are reaching the end of their useful life. Additionally, the Environmental Protection Agency is has been phasing out the availability of the refrigerant used in the units over the last 10 years, making the regular re-charge of units extremely costly. Thus, HANO staff prepared a bid package for replacement of the HVAC condensers (outside unit) and conversion of the refrigerant system to a more readily available refrigerant.

HANO's Invitation for Bids #18-912-37 was first advertised for bid on Wednesday, September 26, 2018 and bids were opened on Thursday, November 8, 2018. HANO received three (3) bids that ranged from \$271,000 to \$164,850. The project budget was \$197,351. The contract duration is 90 days.

**CERTIFICATIONS**

Finance

The Chief Financial Officer has certified that the funds are available to complete the project.

Procurement

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 results of the due diligence indicate that the bidder is responsible. Rock

Enterprises Construction, LLC submitted the lowest, responsive and responsible bid. The procurement memo is in your packet.

DBE/WBE/Section 3

The Section 3/ MWBE Program Coordinator has reviewed Rock Enterprises Construction, LLC's Employment, Training and Contracting Plans and finds them in accordance with HANO's Employment, Training and Contracting Policy. The plans and memo are in your packet.

HANO requests that the Board of Commissioners approve the award of a contract and authorize the Executive Director to execute a contract with Rock Enterprises Construction, LLC to furnish and install HVAC condensers, conversion kits and refrigerant at the Guste I Housing Community in an amount not to exceed One Hundred Sixty Four Thousand Eight Hundred Fifty Dollars (\$164,850.00) pursuant to Invitation for Bids #18-912-37.

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**RESOLUTION NO. 2018-20**

**WHEREAS**, the Housing Authority of New Orleans (HANO) owns and operates Guste I Housing Community through its affiliated subsidiary, Crescent Affordable Housing Corporation (CAHC) consisting of 82 low-income housing tax credit units—67 of which are public housing and 15 of which are project based vouchers; and

**WHEREAS**, HANO has confirmed that the existing Heating, Ventilation, and Air Conditioning (HVAC) condensers have reached the end of their useful life and that replacement units should be sought to service the community; and

**WHEREAS**, the Finance Department has certified there is sufficient funding to provide for the HVAC condenser replacement at Guste I Housing Community; and

**WHEREAS**, HANO issued Invitation for Bids (IFB) #18-912-37 to procure a contractor to furnish and install HVAC condensers, conversion kits and refrigerant at Guste I Housing Community; and

**WHEREAS**, HANO received three (3) responses to the Invitation for Bids (IFB) #18-912-37 on Thursday, November 8, 2018; and

**WHEREAS**, the lowest, responsive, responsible bid was received from Rock Enterprises Construction, LLC; and

**WHEREAS**, Rock Enterprises Construction, LLC submitted evidence of their commitment to comply with HANO's requirements relative to subcontracting opportunities for DBE/WBE and Section 3 Businesses and hiring opportunities for Section 3 individuals; and

**WHEREAS**, HANO has successfully completed due diligence verification Rock Enterprises Construction, LLC and determined they are responsible; and

**WHEREAS**, it is recommended that approval be given to award a contract to Rock Enterprises Construction, LLC in an amount not to exceed One Hundred Sixty Four Thousand Eight Hundred Fifty Dollars (\$164,850.00), to furnish and install HVAC condensers, conversion kits and refrigerant at Guste I Housing Community.



**Resolution No. 2018-20**  
**December 12, 2018**  
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**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the award of a contract and authorizes the Executive Director to execute a contract with Rock Enterprises Construction, LLC to furnish and install HVAC condensers, conversion kits and refrigerant at Guste I Housing Community in an amount not to exceed One Hundred Sixty Four Thousand Eight Hundred Fifty Dollars (\$164,850.00) pursuant to Invitation for Bids #18-912-37.

**Executed this 12<sup>th</sup> day of December, 2018**

**APPROVAL:**

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**ALICE RIENER**  
**PRESIDENT, BOARD OF COMMISSIONERS**



**December 12, 2018**

**MEMORANDUM**

**To: Board of Commissioners  
President Alice Riener, Commissioner Isabel Barrios,  
Commissioner Toni Hackett Antrum, Commissioner Sharon Jasper,  
Commissioner Debra Joseph, Commissioner Casius Pealer,  
Commissioner Kim Piper and Commissioner Lisha A. Wheeler**

**Through Gregg Fortner  
Executive Director**

**From: April Kennedy  
Choice Neighborhoods Initiative (CNI) Administrator**

**Re: Contractor for the Implementation of the Jobs Plus Initiative Grant at  
Bienville Basin and Faubourg Lafitte Housing Communities  
(RFP # 18-903-45)**

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On July 23, 2018, the Department of Housing and Urban Development (HUD) awarded HANO a \$2.3 Million Jobs Plus Initiative Program Grant. This grant funding is to assist HANO with the development of locally-based approaches to increase earnings and advance employment outcomes for public housing residents at Bienville Basin and Faubourg Lafitte Housing Communities. The Jobs Plus grant will support initiatives to improve employment and earnings for public housing residents through supportive services such as case management, work readiness, employer linkages, job placement and financial literacy. There is also a component of the grant, known as Jobs Plus Earned Income Disregard (JPEID) that will offset any rent increase due to rising earned income for Jobs Plus participants, removing a major disincentive to employment.

The Jobs Plus Initiative Grant term is 48 months with program implementation commencing on January 23, 2019. Therefore, HANO issued a Request for Proposal (RFP) on Friday, November 2, 2018 for the purpose of seeking qualified and experienced Contractors to provide program services for the implementation of a Jobs Plus Initiative Program at the Bienville Basin and Faubourg Lafitte Housing Communities, pursuant to Request for Proposals Number 18-903-45.

Proposals were due on November 16, 2018. Urban Strategies, Inc. (USI) was the only respondent to the RFP. In accordance with the evaluation process outlined in the RFP, an evaluation committee was established to review the proposal. The Evaluation committee reached consensus with a score of 91 out of 100 total points.

Based on the Evaluation Committee's Score, it is recommended that approval be granted to award a contract to Urban Strategies, Inc. to provide program services for the Implementation of a Jobs Plus Initiative Program Grant at the Bienville Basin and Faubourg Lafitte Housing Communities.

## **CERTIFICATIONS**

### **Finance**

Finance confirmed that HUD has loaded the total grant award of \$2.3M into the Line of Credit Control System (LOCCS).

### **Procurement**

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 results of the due diligence indicate that the respondent is responsible.

### **DBE/WBE/Section 3**

The Section 3 / MWBE Program Coordinator has reviewed Urban Strategies, Inc. Employment, Training and Contracting Plans and finds them in accordance with HANO's Employment, Training and Contracting Policy.

HANO requests that the Board of Commissioners approve the award of a contract and authorize the Executive Director to execute a contract with Urban Strategies, Inc. to provide services for the Implementation of a Jobs Plus Initiative Program Grant at Bienville Basin and Faubourg Lafitte Housing Communities, in a total amount not to exceed One million four hundred sixty-four thousand, four hundred dollars (\$1,464,400.00). This contract shall be for an initial period of two (2) years, with an option to extend for two (2) additional one year periods totaling 4 years. The option(s) shall only be exercised if Urban Strategies, Inc. has satisfactorily performed under the Contract.

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**RESOLUTION NO. 2018-21**

**WHEREAS**, the Department of Housing and Urban Development awarded the Housing Authority of New Orleans (HANO) a \$2.3 Million Jobs Plus Initiative Program Grant; and

**WHEREAS**, there are funds allocated in the Jobs Plus Initiative Program Grant for the provision of case management and supportive services related to the implementation of the Jobs Plus program; and

**WHEREAS**, HANO issued Request for Proposals (RFP) Number 18-903-45 to procure a contractor for the Implementation of a Jobs Plus Initiative Program Grant at Bienville Basin and Faubourg Lafitte on November 2, 2018 and received one (1) proposal on November 16, 2018; and

**WHEREAS**, HANO conducted an evaluation of the proposal submitted by Urban Strategies, Inc. and established the proposal as responsive with at total score of 91 out of 100; and

**WHEREAS**, HANO has successfully completed due diligence verification on Urban Strategies, Inc., and;

**WHEREAS**, it is recommended that a contract be awarded to Urban Strategies, Inc. to provide services for Implementation of the Jobs Plus Initiative Grant to include, but are not limited to: Comprehensive Case Management, Service Coordination, Workforce Development, Employment and Job Training, Outreach Engagement, Tracking and Reporting, as well as Evaluation and Sustainability; in an amount not to exceed \$1,464,400.00.

**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the award of a contract and authorizes the Executive Director to execute a contract with Urban Strategies, Inc. to provide services for the Implementation of a Jobs Plus Initiative Grant at Bienville Basin and Faubourg Lafitte Housing Communities, in an amount not to exceed One million four hundred sixty-four thousand, four hundred dollars (\$1,464,400.00), pursuant to Request for Proposals Number 18-903-45.

**Executed this 12<sup>th</sup> day of December, 2018**

**APPROVAL:**

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**ALICE RIENER  
PRESIDENT, BOARD OF COMMISSIONERS**