



**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
ANNUAL MEETING**

VIA ZOOM

MEETING ID: 854 1070 3707

PASSWORD: 717774

BOARD OF COMMISSIONERS

**PRESIDENT
DEBRA JOSEPH**

**VICE PRESIDENT
ISABEL BARRIOS**

**COMMISSIONERS
AVERY FORET
SHARON JASPER
CAROL JOHNSON
MONIKA MCKAY
HYMA MOORE
KIM PIPER
BILL ROUSELLE**

Please note the certification of the Housing Authority of New Orleans (“HANO”) that is posted with this Agenda and which does certify that because of and pursuant to Executive Order and Emergency Proclamations Numbers 25 JBE 2020, 30 JBE 2020, and 33 JBE 2020 signed by Governor John Bel Edwards, HANO is unable to operate in accordance with the quorum requirement of La. R.S. 42:19 and therefore will conduct all or portions of this meeting by telephonic-conferencing and/or video-conferencing means without a physical quorum present. Procedures for appropriate participation by the public in this meeting are posted on HANO’s website.

COMMITTEE APPOINTMENTS

DECEMBER 8, 2020 at 4:00pm

DEVELOPMENT

AGENDA

**CHAIR
CAROL JOHNSON**

**COMMISSIONERS
AVERY FORET
ISABEL BARRIOS
KIM PIPER**

I. STATEMENT BY GENERAL COUNSEL

II. CALL TO ORDER

III. ROLL CALL

IV. COMMENTS FROM THE PRESIDENT

V. APPROVAL OF THE AGENDA

VI. APPROVAL OF THE MINUTES

- Regular Meeting Held on October 27, 2020

VII. EXECUTIVE DIRECTOR’S REPORT

VIII. COMMISSIONER REPORTS

- Residents’ Advisory Board (RAB) Report
- Landlords’ Advisory Board Committee Report

IX. COMMITTEE REPORT(S)

- Asset Management & Operations Committee Report
- Development Committee Report

***ASSET MANAGEMENT &
OPERATIONS***

**CHAIR
BILL ROUSELLE**

**COMMISSIONERS
ISABEL BARRIOS
SHARON JASPER
HYMA MOORE**

FINANCE & AUDIT

**CHAIR
DEBRA JOSEPH**

**COMMISSIONER
ISABEL BARRIOS
CAROL JOHNSON**

PERSONNEL

**CHAIR
DEBRA JOSEPH**

**COMMISSIONERS
ISABEL BARRIOS
KIM PIPER
BILL ROUSELLE**

X. NEW BUSINESS

- Setting of Schedule of Regular Meetings for 2021
- Election of Officers

**ITEMS FOR APPROVAL
AUTHORIZATON(S)**

- RESOLUTION NO. 2020-28 - HCVP Administrative Policy Change on HAP Proration upon Move-Out
- RESOLUTION NO. 2020-29 - Approval of the Selection of an On-Call A&E Service Provider

XI. PUBLIC COMMENTS

- Public Comment(s)
- Board of Commissioners Comment(s)

XII. EXECUTIVE SESSION

Pursuant to La. R.S. 42:17(A)(2), Executive Session to discuss the litigation matter captioned HANO v Trinity Christian Community, No. 2018-00864, Civil District Court for the Parish of Orleans.

XIII. ANNOUNCEMENTS AND REMINDERS

XIV. ADJOURNMENT



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COMMITTEE APPOINTMENTS

DEVELOPMENT

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**COMMISSIONERS
ISABEL BARRIOS
KIM PIPER**

**ASSET MANAGEMENT &
OPERATIONS**

**CHAIR
BILL ROUSELLE**

**COMMISSIONERS
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HYMA MOORE**

FINANCE & AUDIT

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PERSONNEL

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**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

DECEMBER 8, 2020 at 4:00 pm

VIA ZOOM

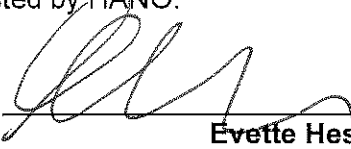
**CERTIFICATION OF INABILITY TO OPERATE
DUE TO LACK OF QUORUM**

In accordance with ACT 302, of the 2020 Regular Session of the Louisiana Legislature, signed by the Governor on June 12, 2020, La. R.S. 42:17.1 was enacted to allow for public bodies to conduct public meetings via electronic means when the "governor has declared a state of emergency or disaster involving a geographic area within the jurisdiction of the public body and the nature of the emergency or disaster would cause a meeting of the public body conducted pursuant to the other provisions of this Chapter to be detrimental to the health, safety, or welfare of the public."

This notice shall serve as an acknowledgement of the Public Health Emergency declared in regard to the COVID-19 pandemic by Governor John Bel Edwards in executive orders and proclamations including but not limited to 30 JBE 2020, 59 JBE 2020 and 84 JBE 2020 dated March 16, 2020, May 14, 2020, and June 25, 2020 respectively.


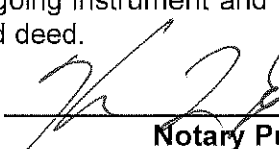
This notice also shall serve as certification by the Housing Authority of New Orleans ("HANO") that an in-person meeting of this public body would be detrimental to the health, safety, or welfare of the public. As attested to below, Evette Hester, Secretary of the HANO Board of Commissioners, has conferred with members of HANO's Board of Commissioners and confirmed their inability to attend an in-person meeting because of the measures put in place by federal, state, and city officials to protect the health and safety of the public in regard to the COVID-19 pandemic.

Considering the foregoing, the Regular Meeting of the HANO Board of Commissioners to be held on December 8, 2020 at 4:00 p.m. will be held by videoconference in a manner that allows for observation and input by members of the public as set forth in the Notice and Agenda of the meeting that has been posted by HANO.



Evette Hester
Secretary, HANO Board of Commissioners

On this 4th day of December, 2020 before me personally appeared Evette Hester, to me known to be the person described herein and that she executed it as her free act and deed.

Notary Public
STATE OF LOUISIANA
BAR NO. 23887
MY COMMISSION IS FOR LIFE

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
ANNUAL MEETING
DECEMBER 8, 2020**

RESOLUTION NO. 2020-28

WHEREAS, the Code of Federal Regulations at 24 CFR Part 982.52 require the development of an Administrative Plan for the Housing Choice Voucher Program (HCVP); and,

WHEREAS, the Housing Authority of New Orleans (HANO) has been provided the authority to implement individualized policies in the Administrative Plan to meet its local needs; and

WHEREAS, the HCVP Department is working to increase its Housing Assistance Payment (HAP) expenses; and

WHEREAS, HANO is working to recruit and maintain landlord participation in the HCV Program; and

WHEREAS, will no longer prorate Housing Assistance Payment when a family/participant moves out of a unit to allow the property owner to keep the entire month's rent; and

WHEREAS, HANO was not required to complete the Public Hearing process due to the COVID-19 waivers provided by HUD and adopted by HANO;

THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby ratifies HANO's policy change to the HCVP Administrative Plan that allows the payment of an entire month's rent to a landlord when there is a move out.

Executed this 8th Day of December, 2020.

APPROVAL:



**DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS**



December 8, 2020

MEMORANDUM

**To: Board of Commissioners
President Debra Joseph, Vice President Isabel Barrios,
Commissioner Avery Foret, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Monika McKay,
Commissioner Hyma Moore, Commissioner Kim Piper and
Commissioner Bill Rouselle**

**Through Evette Hester
Executive Director**

**From: April Kennedy
Director, Housing Choice Voucher Program (HCVP)**

Re: HCVP Administrative Policy Change on HAP Proration upon Move-Out

The Code of Federal Regulations at 24 CFR Part 982.52 requires the nation's Housing Authorities to develop a written Administrative Plan, which is a supporting document to the PHA Plan. Federal regulations require that certain subjects be covered in the Administrative Plan, as well as provide local Housing Authorities the ability to craft individualized policies within the framework of the Federal regulations.

The Housing Authority of New Orleans (HANO)'s current Administrative Plan was amended utilizing a HUD waiver to streamline operations during this COVID-19 pandemic and went into effect October 1, 2020. In accordance with the HUD waiver for approval, the revision made to the Administrative Plan effective October 1, 2020 is now being presented to the Board for ratification.

HANO is working to increase the Housing Assistance Payment (HAP) funds spent by the Agency for utilization purposes and the proposed new policy will enhance the agency's efforts while also providing additional support to HCVP property owners. HANO will alter its policy on how HAP is paid to property owners when a family/participant moves out of an assisted unit. HANO's current Administrative Plan states that the agency will prorate assistance based on the move-out date. HANO will cease prorating HAP upon move out and will pay HAP for the entire month during which the family/participant moves out.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
ANNUAL MEETING
DECEMBER 8, 2020**

RESOLUTION NO. 2020-29

WHEREAS, the Housing Authority of New Orleans (HANO) issued Request for Qualifications (RFQ) #20-910-18 for on-call architectural and engineering services on June 22, 2020; and

WHEREAS, HANO received thirteen proposals in response to RFQ #20-910-18; and

WHEREAS, in accordance with all the rules and regulations detailed in the RFQ, 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 thirteen proposals that were submitted in response to RFQ #20-910-18; and

WHEREAS, the Evaluation Committee final ranking of the thirteen proposals that were submitted in response to RFQ #20-910-18 found the proposal of VergesRome Architects to be the highest scoring proposal; and

WHEREAS, HANO now asks that it be allowed to begin to negotiate an on-call architectural and engineering contract with VergesRome Architects to provide on call architectural and engineering services to HANO, over a two-year period with an option for a third year, in the cumulative not to exceed amount of \$3,000,000.00,

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing approves and authorizes HANO Executive Director, Evette Hester, to enter into negotiations with VergesRome Architects for an on-call architectural and engineering services contract.

Executed this 8th Day of December, 2020.

APPROVAL:



**DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS**



December 8, 2020

MEMORANDUM

**To: Board of Commissioners
President Debra Joseph, Vice President Isabel Barrios,
Commissioner Avery Foret, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Monika McKay,
Commissioner Hyma Moore, Commissioner Kim Piper and
Commissioner Bill Rouselle**

**Through Evette Hester
Executive Director**

**From: Gionne Jourdan
Director, Development and Modernization**

**Re: RFQ #20-910-18 – On-Call Architectural and Engineering Services for
Modernization of Various Portions of HANO Properties**

On June 22, 2020, the Housing Authority of New Orleans (HANO) issued a Request for Qualifications (RFQ) #20-910-18 for on-call architectural and engineering services. The overall intent of the solicitation was to secure a qualified architect and engineer who are expected to assist the Authority with, but not limited to, the planning, designing, preparation of drawings and specifications; and providing subsequent contract administration services necessary to modernize and/or develop HANO properties located throughout the City of New Orleans. More specifically, the selected service provider may advise and/or assist HANO with pertinent technical matters, including but not limited to evaluating both the short and/or long-term capital needs of certain development projects; overall planning and development for HANO-owned land; designing repairs and capital improvements for public bid; and assessing compliance with the Americans with Disabilities Act (ADA) as well as with Uniform Federal Accessibility Standards (UFAS), Fair Housing Act and (FHA) requirements, the Bid/Construction Documents, and other local, state and federal regulations as they pertain to specific projects or sites. Specific work scopes for each project the will be made via Task Orders issued under the on-call A&E Contract.

The proposed contract for on-call architectural and engineering services will be for a term of two years with an option for a third year. The contract will not exceed the amount of \$3,000,000.00.

HANO received thirteen (13) proposals on or before the deadline date of July 21, 2020. In accordance with the evaluation process outlined in the RFQ, an Evaluation Committee was established to review the received proposals. The Stage I evaluation process included a review of each respondent's written qualifications and a shortlist was then created. Stage II of the process included a virtual presentation via Zoom with the shortlisted Respondents, who addressed any questions and/or concerns the Committee may have had based on their written submission. Following each 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:

1. VergesRome Architects
2. Infinity Engineering Consultants, LLC
3. ECM Consultants, Inc.
4. Volume Zero, LLC

The evaluation committee hereby recommends that HANO enter into negotiations with the Highest-ranked respondent, VergesRome Architects.

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 Architectural and Engineering Services Contract pursuant to Request for Qualifications #20-910-18.