

**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
JULY 24, 2012**

**RESOLUTION NO. 2012-25**

**WHEREAS**, legislation was passed by Congress and implemented by the U.S. Department of Housing and Urban Development (HUD) under the 1998 Quality Housing and Work Responsibility Act (QHWRA), which requires the development of a Public Housing Agency (PHA) Plan with Annual and 5-Year components; and,

**WHEREAS**, HUD issued final rules under 24 CFR Part 903 and developed a standardized template(s) for preparation of the PHA Plan; and the Housing Authority of New Orleans (HANO) prepared its PHA Annual Plan for Fiscal Year beginning October 1, 2012 in accordance with HUD requirements; and,

**WHEREAS**, the Housing Authority of New Orleans held a consultation meeting with the Resident Advisory Board on May 8, 2012; issued public notice and made a draft of the Annual Plan available for 45-day comment on May 10, 2012; and conducted a PHA Plan public hearing on June 26, 2012; and,

**WHEREAS**, the Housing Authority of New Orleans considered comments from the Resident Advisory Board, HANO residents at-large, and the general public, and revised the Annual Plan as appropriate; and

**WHEREAS**, on July 17, 2012 Mayor Mitchell Landrieu provided certification that the HANO PHA Plans are consistent with the Consolidated Plan of the City of New Orleans; and

**WHEREAS**, in accordance with Notice PIH 2008-41, HANO compiled specified portions of the Annual Plan in the prescribed "condensed" template format for submission to HUD; and

**WHEREAS**, in order to comply with regulatory requirements, the HANO PHA Plan was submitted to HUD on July 18, 2012 prior to the scheduled July 24, 2012 HANO Board meeting;

**BE IT THEREFORE RESOLVED**, that the Board of Commissioners hereby ratifies submission of the HANO Annual Plan and related certifications for fiscal year beginning October 1, 2012 to HUD and authorizes the Administrative Receiver signature on any and all documents necessary to complete the process for HANO's PHA Plan for FY beginning October 1, 2012.

**Executed this 24<sup>th</sup> day of July 2012.**

**APPROVAL:**

  
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**DAVID GILMORE  
ADMINISTRATIVE RECEIVER  
CHAIRMAN, BOARD OF COMMISSIONERS**



July 24, 2012

**MEMORANDUM**

**TO: David Gilmore**  
**Administrative Receiver**  
**Chairman, Board of Commissioners**

**FROM: Shelley Smith**  
**Director of Strategic Planning**

**RE: Ratification of Submission of PHA Annual Plan to HUD for FY Beginning**  
**October 1, 2012**

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Under the Quality Housing and Work Responsibility Act (QHWRA) of 1998 and accompanying HUD regulations, housing authorities are required 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, and serves as an application to HUD for capital funds.

HANO's current 5-Year Plan was prepared and adopted in a previous planning cycle and is in effect for the period October 1, 2010 through September 30, 2015. Thus, for purposes of this fiscal year which begins October 1, 2012, HANO's submission is limited to the Annual Plan only.

On May 10, 2012 the draft Annual Plan was posted for the required 45-day public comment and made available for review at HANO's developments, at its Central Office, and on the Agency's website. The Plan was posted for review in two formats: the *full* format includes all Plan template components while the *condensed* format contains only those elements required for submission to HUD pursuant to Notice PIH 2008-41.

The draft Plan was reviewed with the Resident Advisory Board (RAB) at a consultation meeting on May 8, 2012 and a report containing HANO's responses to the RAB's recommendations was prepared and incorporated into the Plan. A PHA Plan public hearing was held on June 26, 2012 in conjunction with the monthly Board of Commissioners meeting. All comments were considered and the Annual Plan was revised where appropriate.

On July 17, 2012, Mayor Mitchell Landrieu executed HUD form-50077-SL certifying that HANO's PHA Plans are consistent with the Consolidated Plan of the City of New Orleans.

In order to meet the July 18, 2012 PHA Plan submission deadline required by federal regulations, HANO's PHA Plan was submitted to HUD prior to the scheduled HANO July 24, 2012 Board meeting. It is therefore requested that the Board of Commissioner's ratify the July 18, 2012 submission of the HANO PHA Annual Plan and related certifications to HUD for fiscal year beginning October 1, 2012.

**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
JULY 24, 2012**

**RESOLUTION NO. 2012-26**

**WHEREAS**, the Housing Authority of New Orleans (HANO) executed **Contract # 11-911-17** with **CBD Construction Services LLC** for the Interior Repair and Renovation of Building B at HANO Headquarters project in the amount of \$407,000.00 on February 16, 2012 funded by the HCVP funds;

**WHEREAS**, it has been determined that Change Order No. 3 is now required due to significantly improve the buildings existing systems viability and improve the sanitary conditions for staff and clients to be performed along with the original Scope of Services prepared for this project;

**WHEREAS**, there are funds allocated in the Central Office Cost Center for Change Order **No. 3** to CBD Construction Services, LLC contract for the Interior Repair and Renovation of Building B at HANO Headquarters, Contract #11-911-17; and

**WHEREAS**, approval of the Board of Commissioners is requested to ratify execution of Change Order **No. 3** that results in a **\$159,020.96** modification to the contract amount to perform upgrades to the large restrooms in Building A and B at HANO Headquarters

**WHEREAS** the price proposal has been reviewed and negotiated by HANO staff and thereby found to be a fair and reasonable addition to the Interior Repair and Renovation of Building B at HANO Headquarters project's contract; and

**WHEREAS** funding for Change Order No. 3 will be provided by Central Office Cost Center funds.

**BE IT THEREFORE RESOLVED**, that the Board of Commissioners of the Housing Authority of New Orleans does hereby ratify Change Order **No. 3** to Contract # **11-911-17** between **HANO** and **CBD Construction LLC** in the additional amount of **one hundred fifty nine thousand twenty dollars and ninety six cents (\$159,020.96)**.

Executed this 24<sup>th</sup> day of July, 2012

APPROVAL

  
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**DAVID GILMORE,  
ADMINISTRATIVE RECEIVER  
CHAIRMAN, BOARD OF COMMISSIONERS**



**July 24, 2012**

**MEMORANDUM**

**To: David Gilmore  
Administrative Receiver  
Chairman, Board of Commissioners**

**From: Desiree Andrepont,  
Director, Real Estate, Planning & Development**

**Re: Ratification of Change Order#3 for Contract #11-911-17 for Interior Repair and  
Renovation of Building B at HANO Headquarters**

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The Housing Authority of New Orleans is requesting Board of Commissioners approval of Change Order No. 3 to Contract #11-911-17 with CBD Construction Services LLC Interior Repair and Renovation of Building B at HANO Headquarters. This additional work represents a modification of the original scope of work and it could not be completed by the original contract term date of July 6, 2012. As such, Change Order No. 3 was negotiated resulting in an increase in the amount of one hundred fifty nine thousand, twenty dollars and ninety six cents (\$159,020.96) to the contract. The previous contract amount was \$456,406.61. The new contract amount for this project is \$624,427.57

This memorandum serves as a summary of Change Order No. 3 in the amount of \$159,020.96.

This change order is necessary due to the following:

After inspection of the restrooms by senior staff in Building "A", it was determined that additional upgrades were needed to significantly improve the building's existing systems viability and to improve the sanitary conditions for staff and clients. The restrooms currently include leaky valves and fixtures, rusted partitions, old and corroded flush valves, inoperable and nonexistent exhaust fans, broken lavatory cabinets, and missing and defective dispensers. Additionally, floor and wall tiles are cracked and broken. This Change Order will enable the contractor to make all of the repairs deemed necessary to make a significant and consistent impact on the working conditions at HANO.

Please note that the Modernization Department has reviewed Change Order No. 3, and has found the scope of work and related costs to be fair and reasonable. The Architect and this department further certify that the work is:

1. within the General Scope of Work of the original contract;
2. necessary and cost-effective
3. and cannot be practicably performed under a separate contract.

As such, ratification of Change Order No. 3 to CBD Construction Services LLC to perform upgrades to the restrooms in Building A and B at HANO Main Office in the amount of \$159,020.96 is requested.