

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
AUGUST 13, 2013**

RESOLUTION NO. 2013-36

WHEREAS, there are funds allocated in the agency's Capital Fund budget for the provision of on call architectural and engineering services for the revitalization and modernization of the Housing Authority of New Orleans (HANO) properties; and

WHEREAS, HANO issued Request for Qualifications (RFP) Number 13-911-26 to procure on call architectural and engineering services for the revitalization and modernization of HANO properties Wednesday, June 12, 2013, and received submissions from twelve (12) respondents on Tuesday, July 2, 2013; and

WHEREAS, HANO conducted evaluations and determined a consensus score for each proposal submitted, establishing ECM Consultants, Inc., Perez, APC, Scairono Martinez Architects, Volume Zero, LLC, N-Y Associates, Inc., Yeates & Yeates Architects, Manning Architects and C. Spencer Smith/Broadmoor Design Group as the eight highest ranking firms; and

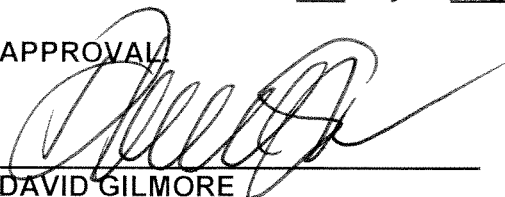
WHEREAS, HANO has successfully completed due diligence verification on ECM Consultants, Inc., Perez, APC, Scairono Martinez Architects, Volume Zero, LLC, N-Y Associates, Inc., Yeates & Yeates Architects, Manning Architects and C. Spencer Smith/Broadmoor Design Group; and

WHEREAS, it is recommended that approval be given to award eight contracts in the cumulative not to exceed amount of \$5,650,000.00 for the duration of the contract period to provide on call architectural and engineering services for the revitalization and modernization of HANO properties;

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby authorizes the award of contracts to ECM Consultants, Inc., Perez, APC, Scairono Martinez Architects, Volume Zero, LLC, N-Y Associates, Inc., Yeates & Yeates Architects, Manning Architects and C. Spencer Smith/Broadmoor Design Group in the cumulative not to exceed amount of \$5,650,000.00 for the duration of the contract period, to provide on call architectural and engineering services for the revitalization and modernization of HANO properties.

Executed this 13th day of August, 2013

APPROVAL:



DAVID GILMORE
ADMINISTRATIVE RECEIVER
CHAIRMAN, BOARD OF COMMISSIONERS



August 13, 2013

MEMORANDUM

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

**From: Audrey Plessy
Interim Procurement Manager**

**Re: Request for Qualifications No. 13-911-26
On Call Architectural and Engineering Services for the Modernization and
Revitalization of HANO Properties**

The Housing Authority of New Orleans (HANO) issued a Request for Qualifications (RFQ) on Wednesday, June 12, 2013 for the purpose of procuring one or more firms to provide On Call Architectural and Engineering Services for the Revitalization and Modernization of HANO Properties, pursuant to Request for Qualifications Number 13-911-26.

The proposal package was prepared and distributed by the Department of Procurement and Contracts. The RFQ was advertised for a total of twenty one (21) days. The advertisement was published in the Times Picayune on Wednesday, June 12, 2013, and Wednesday, June 19, 2013. Additionally, the solicitation, in its entirety, was posted on the HANO website and made available to the public for download. A total of twelve (12) proposals were received on Tuesday, July 2, 2013 from the following firms:

- C. Spencer Smith/Broadmoor Design Group
- Concordia
- ECM Consultants, Inc.
- James Harwick + Partners
- Manning Architects
- N-Y Associates, Inc.
- Perez, APC
- SCNZ Architects
- Scairono Martinez Architects
- St. Martin Brown & Associates
- Volume Zero, LLC
- Yeates & Yeates Architects, LLC

In accordance with the evaluation process outlined in the RFQ, an evaluation committee was established to review the proposals received in response to the solicitation. Upon completing an independent review of each proposal, the committee convened on Wednesday, July 10, 2013, 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 commenced

with a review of the proposals. On Thursday, July 11, 2013, the committee reconvened to discuss the proposals and determine a consensus score for each proposal received. The ranking of the respondents is as follows:

Name	Total (100 Points)
ECM Consultants Inc.	88
Perez, APC	87
Scairono Martinez Architects	80
Volume Zero, LLC	79
N-Y Associates, Inc.	79
Yeates & Yeates Architects	78
Manning Architects	78
C. Spencer Smith/Broadmoor Design Group	77
James Harwick + Partners	71
SCNZ Architects	67
St. Martin Brown & Associates	62
Concordia	58

In accordance with the evaluation plan outlined in the RFP, a due diligence review was conducted on the eight (8) highest ranked respondents to the solicitation. The review consisted of reference verifications, where HANO Real Estate Planning and Development staff and other references were asked to respond to questions regarding the previous performance of the firms. Additionally, the List of Parties Excluded from Federal Procurement and Non Procurement Programs was checked to ensure that the firms are not debarred from participation in federally funded contracts. Further, the Louisiana Secretary of State website was checked to determine if the firms are active and in good standing. Results from the due diligence review indicate that the respondents are responsible.

To provide the agency with the maximum choice of architectural and engineering firms with expertise in the revitalization and modernization as defined in the scope of services, it is recommended that HANO award on call architectural and engineering services contracts to the top eight (8) highest ranked firms that submitted proposals.

I hereby certify that this procurement was conducted in accordance with all applicable Federal and State regulations and laws, and in accordance with HANO's procurement policy. I further certify that ECM Consultants, Inc., Perez, APC, Scairono Martinez Architects, Volume Zero, LLC, N-Y Associates, Inc., Yeates & Yeates Architects, Manning Architects and C. Spencer Smith/Broadmoor Design Group submitted the highest ranked proposals in response to the solicitation. As such, it is recommended that approval be given to award contracts to ECM Consultants, Inc., Perez, APC, Scairono Martinez Architects, Volume Zero, LLC, N-Y Associates, Inc., Yeates and Yeates Architects, Manning Architects and C. Spencer Smith/Broadmoor Design Group to provide on call architectural and engineering services to HANO in the cumulative not to exceed amount of \$5,650,000.00 for the duration of the contract period.