



HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING

BOARD OF COMMISSIONERS

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

MARCH 29, 2016 at 4:00 P.M.

AGENDA (AMENDED)

PRESIDENT
DWAYNE G. BERNAL

VICE PRESIDENT
ALICE RIENER

COMMISSIONERS
TONI HACKETT ANTRUM
DONNA JOHNIGAN
DEBRA JOSEPH
GLEN M. PILIÉ
VONDA RICE
CANTRESE WILSON

- 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 JANUARY 26, 2016
- VI. EXECUTIVE DIRECTOR'S REPORT
- VII. COMMITTEE REPORT(S)
- VIII. ITEMS FOR APPROVAL

AUTHORIZATIONS

- Resolution #2016-03 – Authorization to Submit HANO's Amended Public Housing Agency (PHA) Plans to HUD
- Resolution #2016-04 - Appointment of Crescent Affordable Housing Corporation Board Members
- Resolution #2016-05 – Designation of Financial Transaction Authority
- Resolution #2016-06 - Iberville Phase V Predevelopment Loan
- Resolution #2016-07 - Iberville Phase VI Predevelopment Loan
- Resolution #2016-08 – Approval of One Year Extension Option in Executive Director Employment Contract

RATIFICATION

- Resolution #2016-09 – Ratification of Executed Contract – IFB #15-912-66 – Electrical Distribution and Street Light Repairs at the Fischer I & III Housing Community

- IX. PUBLIC COMMENT(S)
- X. ADJOURNMENT



March 29, 2016

MEMORANDUM

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

**Through: Gregg Fortner
Executive Director**

**From: Shelley Smith
Director, Strategic Planning**

**Re: Authorization to Submit HANO's Amended Public Housing Agency (PHA)
Plans to HUD**

In accordance with federal regulations 24 CFR Part 903, the Housing Authority of New Orleans (HANO)'s Fiscal Year 2016 Public Housing Agency (PHA) Plan has been amended to incorporate policy revisions relative to HUD's Equal Access Rule; the 2013 Violence Against Women Reauthorization Act (VAWA); and Criminal Background Screening. The proposed revisions appear in redline text within the Public Housing Admissions and Continued Occupancy Policy (ACOP) and in the Housing Choice Voucher (HCV) Administrative Plan which are appended to the PHA Plan document. Core elements include: clarifying the definition of "family" which delineates equal access to HUD-assisted housing programs regardless of sexual orientation, gender identity, or marital status; providing greater housing protections for victims covered under VAWA; and expanding housing opportunities for applicants with criminal records.

In response to comments received during the previous planning cycle, HANO led a 6-month long work effort centered on HANO's Criminal Background policies and procedures. An initial Stakeholder Workshop was convened in August 2015 and a Focus Group was subsequently formed to conduct in-depth review and provide recommendations on HANO's Criminal Background provisions. The Focus Group was comprised of a cross-section of HANO resident leaders, third-party property managers, HCV landlords, housing and ex-offender advocates, social service providers, and other government agency staff, and met monthly from October through December 2015.

On February 5, 2016, HANO issued a public notice, making the Amended PHA Plan and the redlined ACOP and HCV Administrative Plan available for 45-day comment. Detailed Criminal Background Screening Procedures were also posted for review at that time. A consultation meeting was held with the HANO Resident Advisory Board on February 22, 2016; a Public Hearing was conducted on March 21, 2016; and the FY 2016 PHA Plan Amendment was discussed with the Development, Asset Management & Operations Committee of the HANO

Board of Commissioners at its meeting on March 22, 2016. All comments were carefully considered before finalizing the respective plan/policy documents.

It is requested that the HANO Board of Commissioner's adopt HANO's FY 2016 PHA Plan Amendment and accompanying policy revisions and authorize their submission to HUD with the required certifications.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2016**

RESOLUTION NO. 2016-03

WHEREAS, in keeping with applicable regulations at 24 CFR Part 903, the Housing Authority of New Orleans (HANO) has amended its Public Housing Agency (PHA) Plan for Fiscal Year 2016 (October 1, 2015 through September 30, 2016); and

WHEREAS, said Amendment consists of policy revisions relative to HUD's Equal Access Rule, the 2013 Violence Against Women Reauthorization Act (VAWA); and Criminal Background Screening; and

WHEREAS, the revisions appear in redline text within the Public Housing Admissions and Continued Occupancy Policy (ACOP) and the Housing Choice Voucher (HCV) Administrative Plan which are appended to the PHA Plan document; and

WHEREAS, core elements include: clarifying the definition of "family" which delineates equal access to HUD-assisted housing programs regardless of sexual orientation, gender identity, or marital status; providing greater housing protections for VAWA victims; and expanding housing opportunities for applicants with criminal records; and

WHEREAS, HANO issued the required public notice and made drafts of the Amended PHA Plan and the accompanying ACOP and HCV Administrative Plan available for 45-day comment on February 5, 2016; and

WHEREAS, a consultation meeting was held with the HANO Resident Advisory Board on February 22, 2016; a Public Hearing was conducted on March 21, 2016; and the Amendment was discussed with the Development, Asset Management & Operations Committee of the HANO Board of Commissioners at its meeting on March 22, 2016; and

WHEREAS, HANO considered comments from the Resident Advisory Board, HANO residents at-large, advocacy organizations, and the general public before finalizing the PHA Plan Amendment;

THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby adopts HANO's amended FY 2016 PHA Plan with the accompanying policies and authorizes their submission to HUD with the required certifications.

Executed this 29th day of March, 2016

APPROVAL:

**DWAYNE G. BERNAL
PRESIDENT, BOARD OF COMMISSIONERS**



March 29, 2016

MEMORANDUM

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

**Through: Gregg Fortner
Executive Director**

**From: Shelley Smith
Director, Strategic Planning**

Re: Appointment of Crescent Affordable Housing Corporation Board Members

Pursuant to the provisions of the Louisiana Housing Authorities Law, and particularly La. R.S. 40:431(C)(10), the Housing Authority of New Orleans (HANO) is authorized to form and operate a nonprofit corporation in connection with the exercise of any of the powers of a local housing authority. On December 11, 2003, HANO organized a nonprofit corporation, Crescent Affordable Housing Corporation (CAHC), in compliance with the requirements of the Louisiana Nonprofit Corporations Law, and received approval as a 501(c)3 corporation from the Internal Revenue Service.

As stated in the Articles of Incorporation, HANO is the sole member of CAHC, and the Bylaws of CAHC provide that the Directors of CAHC shall be appointed by the member and that the number of Directors of the Board shall be three. By Resolution 2014-21, dated July 29, 2014, HANO's Board confirmed the appointments of Shelley Smith, Cynthia Wiggins, and Sieglinde Chambliss as Directors of CAHC.

Since that time, Sieglinde Chambliss has resigned her position with HANO and no longer lives in the jurisdiction. Also, Shelley Smith and Cynthia Wiggins have served on the Board of CAHC for over two years. The Bylaws provide that the term of office shall be two years or until a successor is appointed by the member. It is the recommendation of HANO staff that the Board of Commissioners appoint Stacy Jackson, and re-appoint Shelley Smith and Cynthia Wiggins as Directors of CAHC.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2016**

RESOLUTION NO. 2016-04

WHEREAS, pursuant to the provisions of the Louisiana Housing Authorities Law, and particularly La. R.S. 40:431(C)(10), the Housing Authority of New Orleans (HANO) is authorized to form and operate a nonprofit corporation in connection with the exercise of any of the powers of a local housing authority; and

WHEREAS, HANO organized a nonprofit corporation, Crescent Affordable Housing Corporation (CAHC), in compliance with the requirements of the Louisiana Nonprofit Corporations Law on December 11, 2003, and received approval as a 501(c)3 corporation from the Internal Revenue Service ; and

WHEREAS, HANO is the sole member of CAHC, and the Bylaws of CAHC provide that the Directors of CAHC shall be appointed by the member and that the number of Directors of the Board shall be three; and

WHEREAS, by Resolution 2014-21, dated July 29, 2014, the HANO Board confirmed the appointments of Shelley Smith, Cynthia Wiggins, and Sieglinde Chambliss as Directors of CAHC; and

WHEREAS, since the date of confirmation of their appointments, Sieglinde Chambliss has resigned her position with HANO and no longer lives in the jurisdiction and Shelley Smith and Cynthia Wiggins have served on the board of CAHC for over two years; and

WHEREAS, the CAHC Bylaws provide that term of office shall be two years or until a successor is appointed by the member; and

WHEREAS, it is the recommendation of the Executive Director that the Board of Commissioners appoint Stacy Jackson, and re-appoint Shelley Smith and Cynthia Wiggins as Directors of CAHC.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby appoints Stacy Jackson, and re-appoints Shelley Smith and Cynthia Wiggins as Directors of Crescent Affordable Housing Corporation for a term of two years or until a successor is appointed, and further directs CAHC to take all necessary action in conformance with this Resolution.

Executed this 29th day of March, 2016

APPROVAL:

**DWAYNE G. BERNAL
PRESIDENT, BOARD OF COMMISSIONERS**



March 29, 2016

MEMORANDUM

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

**Through: Gregg Fortner
Executive Director**

**From: Precious Washington
Senior Finance Manager**

Re: Designation of Financial Transaction Authority

The Housing Authority of New Orleans (HANO) Finance Policy requires the designation of certain key staff as authorized signatories to sign or release orders for the payment of monies on behalf of HANO. By Resolution 2015-20, the Board of Commissioners designated the following individuals to serve as authorized signatories for all HANO and HANO related bank accounts:

Group One (Executive Group) will be comprised of two individuals
Gregg Fortner, Executive Director/Robert B. Barbor, General Counsel

Group Two will be comprised of two individuals
Precious Washington, Senior Finance Manager/Arthur Waller, Director HCVP

Due to the hiring of HANO's new Chief Financial Officer, Olukayode Adetayo, HANO wishes to update the signatory authority in accordance with the provisions of the Finance Policy.

It is the recommendation of the Executive Director that the following individuals serve as authorized signatories for all HANO and HANO related bank accounts:

Group One (Executive Group) will be comprised of two individuals
Gregg Fortner, Executive Director/Robert B. Barbor, General Counsel

Group Two will be comprised of two individuals
Olukayode Adetayo, Chief Financial Officer/Arthur Waller, Director HCVP

It is respectfully requested that the Board of Commissioners authorize the individuals named above to act as signatories on HANO and HANO related bank accounts and that the Executive Director, the Chief Financial Officer, and administrative staff take any and all action necessary to effectuate the changes delineated herein.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2016**

RESOLUTION NO. 2016-05

WHEREAS, the Housing Authority of New Orleans (HANO) Finance Policy requires the designation of certain key staff as authorized signatories to sign or release orders for the payment of monies on behalf of HANO; and

WHEREAS, by Resolution 2015-20, the Board of Commissioners designated the following individuals to serve as authorized signatories for all HANO bank accounts:

Group One (Executive Group) will be comprised of two individuals
Gregg Fortner, Executive Director/Robert B. Barbor, General Counsel

Group Two will be comprised of two individuals
Precious Washington, Senior Finance Manager/Arthur Waller, Director HCVP; and

WHEREAS, due to the hiring of HANO's new Chief Financial Officer, Olukayode Adetayo, HANO wishes to update the current authorized signatories; and

WHEREAS, the Executive Director recommends the following individuals to serve as authorized signatories for all HANO bank accounts:

Group One (Executive Group) will be comprised of two individuals
Gregg Fortner, Executive Director/Robert B. Barbor, General Counsel

Group Two will be comprised of two individuals
Olukayode Adetayo, Chief Financial Officer/Arthur Waller, Director HCVP

THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes the individuals named above to act as signatories on HANO bank accounts and that the Executive Director, the Chief Financial Officer, and administrative staff take any and all action necessary to effectuate the changes delineated herein.

Executed this 29th day of March, 2016

APPROVAL:

**DWAYNE G. BERNAL
PRESIDENT, BOARD OF COMMISSIONERS**



March 29, 2016

MEMORANDUM

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

**Through: Gregg Fortner
Executive Director**

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

Re: Iberville Phase V Predevelopment Loan

The Housing Authority of New Orleans (HANO) was awarded the Choice Neighborhoods Implementation (CNI) Grant in 2011 to redevelop Iberville, the last traditional housing development in the City of New Orleans. Through a Request for Qualifications (RFQ) process, the Iberville Revitalization Company, LLC (IRC), a partnership between Historic Restoration, Inc and McCormack Baron Salazar, Inc., was selected as the developer to implement the CNI Transformation Plan. The IRC and HANO have executed the Iberville/Tremé Choice Neighborhoods Initiative Implementation Agreement (Implementation Agreement), which will serve as the governing Master Development Agreement for all components of the CNI Transformation Plan. This document establishes the guiding principles, overarching business terms, and roles and responsibilities of IRC and HANO for the implementation of CNI. The Implementation Agreement was executed by all parties on June 29, 2012.

The Implementation Agreement contemplates that when a rental housing phase is determined to be viable, HANO will provide the Developer a Predevelopment Loan for no more than seventy-five percent (75%) of eligible third-party predevelopment costs for that phase. Phase V of the redevelopment received an award of 9% Low-Income Housing Tax Credits (LIHTC) in late 2015. A Predevelopment Loan Agreement has been negotiated with On Iberville Phase V, LLC ("Developer"), a Developer Affiliate of IRC, for Phase V, which consists of Block G and one historical building. Phase V will support 80 total units, of which 48 will be market rate, 8 will be LIHTC units, and 24 will be public housing CNI replacement units. This phase is estimated to be fully leased by December of 2018. Additional permanent financing will include federal and state historic tax credit equity, a private mortgage, and HANO capital funds.

This Predevelopment Loan covers eligible third-party predevelopment costs such as partnership costs, Low Income Housing Tax Credits financing fees, surveys, building permit fees, appraisals, market studies, and design fees. HANO's predevelopment loan, which represents seventy-five percent (75%) of the HUD-eligible and HANO-approved costs incurred by the Developer prior to closing, shall not exceed \$766,947.00. Payments under this agreement will only be made to the

Developer to reimburse for eligible and approved third-party predevelopment costs. The entire principal amount of the Predevelopment Loan shall mature and be due and payable upon the maturity date of December 31, 2017 or at closing, whichever is earlier.

CERTIFICATIONS

Finance

The Finance Department has certified that the HUD Capital Funds are budgeted and available for the proposed predevelopment budget.

The Board of Commissioners is hereby requested to authorize the Executive Director to execute the Iberville/Tremé Choice Neighborhood Initiative Predevelopment Loan Agreement – Phase V On-site with On Iberville Phase V, LLC in an amount not to exceed \$766,947.00.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2016**

RESOLUTION NO. 2016-06

WHEREAS, the Housing Authority of New Orleans (HANO) and the Iberville Revitalization Company, LLC (IRC), the Master Developer for the Choice Neighborhoods Initiative (CNI), have executed the Iberville/Tremé Choice Neighborhoods Initiative Implementation Agreement (Implementation Agreement), which will serve as the governing Master Development Agreement for all components of the CNI Transformation Plan; and

WHEREAS, the Implementation Agreement contemplated that when a rental housing phase is determined to be viable, HANO will provide the Developer a Predevelopment Loan for no more than seventy-five percent (75%) of eligible third-party predevelopment costs for that phase; and

WHEREAS, the IRC seeks to redevelop Phase V of the Iberville site, which consists of Block G and one historical building, in collaboration with HANO to provide approximately 80 mixed-income rental housing units, including 24 replacement units; and

WHEREAS, the parties have determined Phase V to be viable, and a Predevelopment Loan Agreement has been negotiated with On Iberville Phase V, LLC ("Developer"), a Developer Affiliate of IRC, for Iberville Phase V, which covers eligible third-party predevelopment costs such as partnership costs, Low Income Housing Tax Credits financing fees, soft costs such as surveys, building permit fees, appraisals, market studies, and design fees, and explicitly excludes overhead of the Developer; and

WHEREAS, HANO's predevelopment loan for Iberville Phase V, which represents seventy-five percent (75%) of the HUD-eligible and HANO-approved costs incurred by the Developer prior to closing, shall not exceed \$766,947.00; and

WHEREAS, the Finance Department has certified that this loan amount is budgeted and HUD Capital Funds are available; and

WHEREAS, payments under this agreement will only be made to the Developer to reimburse for eligible and approved third-party predevelopment costs; and

WHEREAS, the entire principal amount of the Predevelopment Loan shall mature and be due and payable upon the maturity date of December 31, 2017 or at closing, whichever occurs earlier.

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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 the Iberville/Tremé Choice Neighborhood Initiative Predevelopment Loan Agreement – Phase V On-site with On Iberville Phase V, LLC in an amount not to exceed \$766,947.00.

Executed this 29th day of March, 2016

APPROVAL:

DWAYNE G. BERNAL
PRESIDENT, BOARD OF COMMISSIONERS



March 29, 2016

MEMORANDUM

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

**Through: Gregg Fortner
Executive Director**

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

Re: Iberville Phase VI Predevelopment Loan

The Housing Authority of New Orleans (HANO) was awarded the Choice Neighborhoods Implementation (CNI) Grant in 2011 to redevelop the last traditional standing housing development in the city, Iberville. Through a Request for Qualifications (RFQ) process, the Iberville Revitalization Company, LLC (IRC), a partnership between Historic Restoration, Inc and McCormack Baron Salazar, Inc., was selected as the developer to implement the CNI Transformation Plan. The IRC and HANO have executed the Iberville/Tremé Choice Neighborhoods Initiative Implementation Agreement (Implementation Agreement), which will serve as the governing Master Development Agreement for all components of the CNI Transformation Plan. This document establishes the guiding principles, overarching business terms, and roles and responsibilities of IRC and HANO for the implementation of CNI. The Implementation Agreement was executed by all parties on June 29, 2012.

The Implementation Agreement contemplates that when a rental housing phase is determined to be viable, HANO will provide the Developer a Predevelopment Loan for no more than seventy-five percent (75%) of eligible third-party predevelopment costs for that phase. Phase VI of redevelopment received an award of 9% Low-Income Housing Tax Credits (LIHTC) in late 2015. A Predevelopment Loan Agreement has been negotiated with On Iberville Phase VI, LLC ("Developer"), a Developer Affiliate of IRC, for Phase VI, which consists of Block D and one historical building. Phase VI will support 50 total units, of which 30 will be LIHTC units and 20 will be public housing CNI replacement units. This phase is estimated to be fully leased by December of 2018. Additional permanent financing will include federal and state historical tax credit equity, a private mortgage, and HUD/HANO capital funds.

This Predevelopment Loan covers eligible third-party predevelopment costs such as partnership costs, Low Income Housing Tax Credits financing fees, surveys, building permit fees, appraisals, market studies, and design fees. HANO's predevelopment loan, which represents seventy-five percent (75%) of the HUD-eligible and HANO-approved costs incurred by the Developer prior to closing, shall not exceed \$504,669.00. Payments under this agreement will only be made to the

Developer to reimburse for eligible and approved third-party predevelopment costs. The entire principal amount of the Predevelopment Loan shall mature and be due and payable upon the maturity date of December 31, 2017 or at closing, whichever is earlier.

CERTIFICATIONS

Finance

The Finance Department has certified that the HUD Capital Funds are budgeted and available for the proposed predevelopment budget.

The Board of Commissioners is hereby requested to authorize the Executive Director to execute the Iberville/Tremé Choice Neighborhood Initiative Predevelopment Loan Agreement – Phase VI On-site with On Iberville Phase VI, LLC in an amount not to exceed \$504,669.00.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2016**

RESOLUTION NO. 2016-07

WHEREAS, the Housing Authority of New Orleans (HANO) and the Iberville Revitalization Company, LLC (IRC), the Master Developer for the Choice Neighborhoods Initiative (CNI), have executed the Iberville/Tremé Choice Neighborhoods Initiative Implementation Agreement (Implementation Agreement), which will serve as the governing Master Development Agreement for all components of the CNI Transformation Plan. This document establishes the guiding principles, overarching business terms, and roles and responsibilities of IRC and HANO for the implementation of CNI; and

WHEREAS, the Implementation Agreement contemplated that when a rental housing phase is determined to be viable, HANO will provide the Developer a Predevelopment Loan for no more than seventy-five percent (75%) of eligible third-party predevelopment costs for that phase; and

WHEREAS, the IRC seeks to redevelop Phase VI of the Iberville site, which consists of Block D and one historical building, in collaboration with HANO to provide approximately 50 mixed-income rental housing units, including 20 public housing CNI replacement units; and

WHEREAS, the parties have determined Phase VI to be viable, and a Predevelopment Loan Agreement has been negotiated with On Iberville Phase VI, LLC (“Developer”), a Developer Affiliate of IRC, for Iberville Phase VI, which covers eligible third-party predevelopment costs such as partnership costs, Low Income Housing Tax Credits financing fees, soft costs such as surveys, building permit fees, appraisals, market studies, and design fees, and explicitly excludes overhead of the Developer; and

WHEREAS, HANO’s predevelopment loan for Iberville Phase VI, which represents seventy-five percent (75%) of the HUD-eligible and HANO-approved costs incurred by the Developer prior to closing, shall not exceed \$504,669.00; and

WHEREAS, the Finance Department has certified that this loan amount is budgeted and HUD Capital Funds are available; and

WHEREAS, payments under this agreement will only be made to the Developer to reimburse for eligible and approved third-party predevelopment costs; and

WHEREAS, the entire principal amount of the Predevelopment Loan shall mature and be due and payable upon the maturity date of December 31, 2017 or at closing, whichever occurs earlier.

Resolution 2016-08
March 29, 2016
Page 2

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans authorizes the Executive Director to execute the Iberville/Tremé Choice Neighborhood Initiative Predevelopment Loan Agreement – Phase VI On-site with On Iberville Phase VI, LLC in an amount not to exceed \$504,669.00.

Executed this 29th day of March, 2016

APPROVAL:

DWAYNE G. BERNAL
PRESIDENT, BOARD OF COMMISSIONERS



March 29, 2016

MEMORANDUM

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

**Through: Gregg Fortner
Executive Director**

**From: Kelly Walker
Human Resources Manager**

**Re: Approval of One Year Extension Option in Executive Director Employment
Contract**

The original contract of employment between the Housing Authority of New Orleans (HANO) and Gregg Fortner as the Executive Director became effective on July 7, 2014.

The initial term of the contract was for a period of two (2) years to begin on July 7, 2014 and terminate on July 6, 2016. The contract also provided an option for an extension of one (1) year upon approval of the Board of Commissioners. The Board of Commissioners agreed to consider and vote on approval of the one (1) year extension at least ninety (90) days prior to the expiration of the original term.

In accordance with the terms of the original contract, the compensation for the extension period shall be negotiated between the Board of Commissioners and Gregg Fortner and shall be determined no later than forty-five (45) days prior to the end of the original term.

All other terms and conditions of the contract of employment will remain the same during the one year option period.

The conflict of interest provisions shall be in effect for two full years after the termination of this extension option as per the terms of the original employment contract.

The Board of Commissioners shall meet with Gregg Fortner within thirty (30) days of the execution of the extension to establish operational benchmarks for the coming term.

HANO respectfully requests that the Board of Commissioners of the Housing Authority of New Orleans approve the one year extension option of the Employment Contract between the Housing Authority of New Orleans and Gregg Fortner to begin on July 7, 2016 and terminate on July 7, 2017.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2016**

RESOLUTION NO. 2016-08

WHEREAS, the Housing Authority of New Orleans (HANO) entered into a Contract of Employment (Contract) effective July 7, 2014 with Executive Director Gregg Fortner for a term of two years, ending July 6, 2016; and

WHEREAS, the Contract provides for a one year extension of the original term at the sole discretion of the Board of Commissioners; and

WHEREAS, the Contract provides that any vote by the Board of Commissioners on the one year option shall be at least ninety (90) days in advance of the expiration of the initial two (2) year term; and

WHEREAS, the Contract provides that the compensation for any extension year of the Contract shall be negotiated between the Board of Commissioners and the Executive Director at least forty five (45) days prior to the end of the initial term; and

WHEREAS, the Contract provides that all other terms and conditions of the Contract shall remain the same during the one year extension.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the one year extension option of Executive Director's original employment contract and hereby extends his employment until July 6, 2017 subject to all terms and conditions of the current contract.

Executed this 29th day of March, 2016

APPROVAL:

**DWAYNE G. BERNAL
PRESIDENT, BOARD OF COMMISSIONERS**



SECTION 3 MWBE CERTIFICATION

Date: March 29, 2016

From: Larry Barabino, Jr. Section 3 MWBE Program Coordinator

Re: Invitation for Bids IFB #15-912-66; Electrical Distribution and Street Lighting System Repairs at the Fischer Housing Community

After reviewing the submitted Section 3 Employment, Training and Contracting Plans, Contracting Schedule and Letters of Intent – Subcontractor Commitment Forms, I find All Star Electric plans in line with HANO's Employment Training and Contracting Policy. All Star Electric plan to self-perform all of the work required for this contract



REVISED

HOUSING AUTHORITY OF NEW ORLEANS

SECTION 3 EMPLOYMENT ACTION PLAN

(Note: FINAL PLAN WILL BE INCORPORATED INTO CONTRACT, IF AWARDED.)

Provide a written Plan describing the process and steps that will be taken to ensure that the requirements relative to the hiring of Section 3 residents will be met. Include in the description what specific actions will be taken to ensure that subcontractors comply with the requirements. The description must outline specific steps to be taken and detail the program or strategy to be employed to achieve the requirements. For construction and related contracts where the General Contractor is unknown at the bid/proposal stage, Respondent must outline a process for meeting the stated requirements and commit to providing a detailed job projection within 30 days of contract execution. Complete attached Employment and Training Schedule outlining job projections by category and anticipated timeline.

Handwritten response on lined paper: Our current list of employees is sufficient to complete this project. In the event more employees are required, All Star Electric will advertise as noted and add Craids List to the other agencies. (Should any position become available by any tier level subcontractor, All Star Electric will contact HANO Section 3 program coordinator and the Fischer Housing Resident Council to identify qualified Section 3 residents.)

NOTE: This plan shall incorporate actions to be taken by the bidder's/offeror's proposed subcontractors/suppliers.

Name: Harold R. Beale Title: Vice President Date: 2-1-16



REVISED

HOUSING AUTHORITY OF NEW ORLEANS

SECTION 3 TRAINING ACTION PLAN

(Note: FINAL PLAN WILL BE INCORPORATED INTO CONTRACT, IF AWARDED.)

Provide a written Plan describing the process and steps that will be taken to ensure that the requirements relative to pre-apprenticeship training, apprenticeship training, paid and unpaid Internships of Section 3 residents will be met. Include in the description what types of internships, trainings, trades and the specific actions that will be taken to ensure that subcontractors comply with the requirements. The description must outline specific steps to be taken and detail the program or strategy to be employed to achieve the requirements. For construction and related contracts where the General Contractor or subcontractors are unknown at the bid/proposal stage, Respondent must outline a process for meeting the stated requirements and commit to providing a detailed job projection within 30 days of contract execution. Complete attached Employment and Training Schedule outlining job projections by category, internships, pre-apprenticeship trainings, apprenticeship trainings and anticipated timeline.

We do not require any training on this project. All of our employees listed are fully trained. No untrained individuals will be assigned or hired for this project.

We do not anticipate this contract exceeding 6 months.

NOTE: This plan shall incorporate actions to be taken by the bidder's/offeror's proposed subcontractors/suppliers.

Name: Harold K. Bzota Title: Vice President Date: 2-1-16



REVISED

HOUSING AUTHORITY OF NEW ORLEANS

CONTRACTING ACTION PLAN FOR SECTION 3/DBE/WBE

(FINAL PLAN WILL BE INCORPORATED INTO CONTRACT, IF AWARDED.)

Provide a written Plan describing the process and steps that will be taken to ensure that the requirements relative to contracting with Section 3 businesses, Minority and Women Business Enterprises will be met. Include in the description what specific actions will be taken to ensure that subcontractors comply with the requirements. The description must outline specific steps to be taken and detail the program or strategy to be employed to achieve the requirements. Provide an outline of the specific contracts that will be awarded to Section 3/DBE/WBE businesses, if known. Use additional sheets of paper, if necessary.

All Star Electric has downloaded the most current list of DBE/SLDBE approved contractors and material suppliers from the Louis Armstrong New Orleans International Airport, Sewerage and Water Board of New Orleans, and HANO's current certified vendors, also the posted list of City of New Orleans.

We will post all open job positions to www.crescentcityjobmatch.com
Our vehicles will have job opportunities and contact information posted.

Advertisements will be placed in trade journals and bid journals for specialty DBE/SLDBE subcontractors

For all specialty subcontractors required on this project, and not available from the list referenced above, All Star Electric will set up with HANO to discuss possible resolution

NOTE: This plan shall incorporate actions to be taken by the bidder's/offeror's proposed subcontractors/suppliers.

Name: Harold K. Bost Title: Vice President Date: 2-1-16



REVISED

HOUSING AUTHORITY OF NEW ORLEANS

LIST OF CORE EMPLOYEES

CONTRACTOR NAME: _____

CONTRACT EXECUTION DATE: _____

List all regular, permanent employees who are currently performing work, or who normally perform work for your company when work is available. Duplicate form if additional space is needed.

EMPLOYEE NAME/ADDRESS	DATE OF HIRE	JOB CLASSIFICATION
Example: John Doe 1515 Mockingbird Lane City, State	10/10/00	Plumber
SEE		
ATTACHED		

Core Employee: Contractor's regular, permanent employee who normally performs work for the contractor when work is available.

Name: Handel K. Boyd Title: Vice President Date: 2-1-16

Housing Authority of New Orleans
List of Core Employees
Contractor Name: All Star Electric, Inc.
Contract Execution Date: 00-00-0000

Name	Address	City	State	Zip Code	Date of Employment	Job Class
Lance Berry	74353 Wilkinson Rd	Convington	LA	70435	05/29/12	Electrician
Kraig Carter	735 Little Farms Ave	Metairie	LA	70003	05/12/15	Apprentice
Brian D Dickey	4819 Lynhuber Dr.	New Orleans	LA	70126	10/15/14	Apprentice
Steve J Engeron	233 Pine Drive	Bridge city	LA	70094	03/07/05	Electrician
Ricardo A Jerez	585 E. Cypress St.	Ponchatoula	LA	70454	04/04/11	Electrician
Joseph Johnson Jr.	144 Riverview Dr.	St. Rose	LA	70087	03/21/12	Electrician
Darrick Lavalais	1719 St. Andrew	New Orleans	LA	70113	05/22/12	Electrician
Kevin Mendoza	5812 Bienvenue Ave.	Marrero	LA	70072	08/07/03	Electrician
L Andre' Murray	13880 River Rd	Destrehan	LA	70047	10/06/14	Electrician
Ricardo Pantoja	2057 Spanish Oak Dr.	Harvey	LA	70058	12/11/12	Electrician
Robin W Pytlik	P.O. Box 10745	Jefferson	LA	70181	09/20/01	Laborer
Anthony Reed	1928 Southern Oaks Dr.	Harvey	LA	70058	07/25/12	Electrician
Herbert A Reese	708 Moss LN	River Ridge	LA	70123	06/30/11	Electrician
Jerome M Rodriguez	406 Clift Street	Jefferson	LA	70121	06/23/08	Electrician
Joey P Saluto	124 Lane St.	Westwego	LA	70094	08/25/14	Operator
David S. Sigurdson	1209 Mehle, Apt C	Arabi	LA	70032	09/03/14	Operator
David M Smith	717 Emma Dr.	Reserve	LA	70084	02/21/08	Foreman
Robert W. Smith	339 Historic West St.	Garyville	LA	70051	10/22/15	Operator
Kenneth Tizzard	229 Schexnaydre Lane	Destrehan	LA	70047	07/05/06	Electrician
Jose Tovar	2240 Leon C. Simon Dr.	New Orleans	LA	70122	07/19/12	Operator
Roy J Trosclair	277 E. 17th St.	Reserve	LA	70084	10/08/03	Electrician
Irving Whittey	6427 Pines Blvd	New Orleans	LA	70126	06/26/14	Electrician

Name: Harold K. Boyd

Title: Vice President

Date: 2-1-16



REVISED

HOUSING AUTHORITY OF NEW ORLEANS
CONTRACTING SCHEDULE

Contracting Schedules that do not reflect a level of participation that meets or exceeds the stated requirements may cause the bid to be deemed non-responsive. Section 3, DBE, and WBE firms not certified by HANO shall not be included on this schedule and shall not be counted towards the participation requirements. Duplicate form if additional space is needed.

ITEM #	DESCRIPTION OF WORK TO BE PERFORMED	NAME AND ADDRESS OF COMPANY TO BE USED TO PERFORM THE WORK	TYPE OF WORK TO BE PERFORMED			TOTAL ESTIMATED AMOUNT OF WORK TO BE PERFORMED	
			LABOR	MATERIALS	BOTH	SECTION 3 \$90,000	DBE
EXAMPLE	PAINING	John Doe Resident Owned Painter, Inc. New Orleans, LA			X		
1.	Lighting Equipment	Balthazar Electric 3701-A Tchoupitoulas St New Orleans, La. 70115		XXXXXX			\$172,665.00
2.							
3.							
4.							
5.							
6.							
7.							

Summary:

- 1) Total Amount to be Awarded to Section 3 Business Concern: \$ _____ Percentage of Total Contract Amount _____ %
- 2) Total Amount to be Awarded to DBE: \$ _____ Percentage of Total Contract Amount _____ %
- 2) Total Amount to be Awarded to WBE: \$ 172,665.00 Percentage of Total Contract Amount 61 %

Name: Hendrick Roberts Title: Vice President Date: 2-1-16



HOUSING AUTHORITY OF NEW ORLEANS
SECTION 3 EMPLOYMENT AND TRAINING SCHEDULE

REVISED

IFB NO. 15-912-66

Employment and Training Schedules that do not reflect a level of participation that meets or exceeds the stated requirements may cause the bid to be deemed non-responsive. Duplicate form if additional space is needed. The Section 3 requirements set forth in this policy are

Job Category	Total Estimated Positions Needed for Contract	Total Estimated Number of Workforce Manhours Needed for Contract	Total Number of Positions Currently Occupied by Core Employees	Total Estimated Number of Workforce Manhours to be Performed by Current Core Employees	Total Estimated Number of Workforce Manhours to be Performed by Section 3 Residents	Training Plan		What Type of Certification Will Be Provided At The Completion of Training
						List Types of Pre-Apprenticeship and Apprenticeship Trainings That Will Be Provided to Section 3 Employees/MAND Residents	Number of "On The Job Training" Positions Available to Section 3 Residents	
Ex. Clerical	2	80 hours	1	80 hours	0			
Electrician	6	709	6	119	0	Electrical Core Electrical Basic	1 1	Apprentice Electrician

Name: Harold R. Bosta Title: Vice President Date: 2-1-16



HOUSING AUTHORITY OF NEW ORLEANS

LETTER OF INTENT - Subcontractor Commitment Form

To: All Star Electric, Inc. IFB# 15-912-66
Name of Prime Contractor


The undersigned will enter into a signed agreement with the Prime Contractor listed above. Copies of agreements including, but not limited to joint ventures, subcontracts, supplier agreements or purchase orders referencing the IFB, RFP, RFQ, or Purchase Order Number shall be forwarded to HANO at:

Housing Authority of New Orleans
4100 Touro Street
New Orleans, Louisiana 70122
Attn: Section 3/DBE/WBE Coordinator

Name of Subcontractor Balthazar Elektriks
Description of Work to Be Performed by Subcontractor Lighting Fixtures
Contract Value (Inclusive of change orders) \$ 172,655.00
Term of Contract (Include start and end dates) AS Per Housing Authority
Subcontractor Status (Section 3, DBE, WBE) WBE

By: Harold K. Boydston
Prime Contract Signature
Harold K. Boydston
Printed or Typed Name
Title: Vice President
Date: 2-1-16

If a corporate seal is not affixed, this document must be notarized. Provide Letter of Intent on Company Letterhead.

Subscribed and sworn to (Notary Public) before me this 1st day of Feb, 2016
My Commission expires: Life
Date Executed: _____
(Seal) 
OFFICIAL SEAL
JAMES F. EZELL
NOTARY PUBLIC - LOUISIANA
NOTARY #53735
PARISH OF JEFFERSON
My Commission Is For Life



PROCUREMENT CERTIFICATION

Date: March 29, 2016

From: Audrey Plessy, Procurement Manager

Re: Invitation for Bids #15-912-66; Electrical Distribution and Street Lighting System Repairs at Fischer I & III Housing Community

The Housing Authority of New Orleans (HANO) issued an Invitation for Bids (IFB) on Wednesday, December 23, 2015, for the purpose of procuring a contractor to perform Electrical Distribution and Street Lighting System Repairs at the Fischer I & III Housing Community, pursuant to Invitation for Bids Number 15-912-66.

The bid package was prepared in conjunction with the project Architect consultant, Development and Modernization and Procurement and Contracts Departments. The Invitation for Bids was advertised for a total of thirty-three days (33) days. The advertisement was published in the Times-Picayune on Wednesday, December 23, 2015, Wednesday, December 30, 2015, and Wednesday, January 6, 2016, and posted on NOLA.com. Additionally, the solicitation, in its entirety, was posted on the Bid Express website and made available to subscribers electronically for download. On Monday, January 25, 2016, three (3) bids were received in response to the solicitation from the following contractors:

<u>Contractor</u>	<u>Base Bid</u>
All Star Electric, Inc.	\$284,711.00
Walter J. Barnes Electric Co. Inc.	\$400,000.00
Jack B. Harper Electrical, LLC	\$552,354.79

In that All Star Electric, Inc. submitted the lowest, responsive bid, a due diligence review was conducted. The review consisted of a reference verification, whereby references were contacted to respond to questions regarding the previous work performance of the contractor. The List of Parties Excluded from Federal Procurement and Non-Procurement Programs was checked to ensure that the contractor is not debarred from participation in federally funded contracts. Further, the Louisiana Secretary of State and Louisiana Licensing Board of Contractors websites were checked to determine if the contractor is registered and licensed with the State. Results from the due diligence review indicate that the bidder is responsible.

Therefore, 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 All Star Electric, Inc. submitted the lowest, responsive and responsible bid. As such, it is recommended that approval be given to award a contract to All Star Electric, Inc. in the amount of Two hundred eighty four thousand seven hundred eleven dollars (\$284,711.00) to perform Electrical Distribution and Street Lighting System Repairs at the Fischer I & III Housing Community, pursuant to Invitation for Bids Number 15-912-66.



March 29, 2016

MEMORANDUM

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

**Through: Gregg Fortner
Executive Director**

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

**Re: Ratification of Executed Contract - IFB #15-912-66
Electrical Distribution and Street Lighting Repairs at the Fischer I & III
Housing Community**

The Housing Authority of New Orleans (HANO) had begun construction on 123 mixed-income units and associated infrastructure at the Fischer I and Fischer III sites on the Westbank at the time Hurricane Katrina struck New Orleans in August 2005. The project restarted after Katrina and the units were occupied by 2007. Now in service for more than 8 years, many of the street lights throughout the development no longer work. It has been determined that the street lights were never accepted by the City of New Orleans Department of Public Works and thus the responsibility for maintenance and repair of the street lights remains HANO's responsibility.

Upon assumption of the property management functions in October 2015, HANO determined its top capital priority was to repair the street lights such that the City of New Orleans would accept responsibility for the operations and maintenance going forward. One of HANO's on-call architects, ECM, assessed the existing conditions and prepared a public bid package for the repair work.

In accordance with all applicable Federal and State regulations and laws, and in accordance with HANO's procurement policy, Invitation for Bids #15-912-66 was first advertised for bid on Wednesday, December 23, 2015 and bids were opened on Monday, January 25, 2016. HANO received three (3) bids that ranged from \$284,711.00 to \$552,354.79. The in-house cost estimate for the project was \$440,795.00. The contract duration is 150 days (five months).

CERTIFICATIONS

Finance

The Finance Department has certified that the funds are available to complete the project from Capital Funds (CFP).

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. All Star Electric, Inc. 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 the Section 3 Employment, Training and Contracting Plans submitted by All Star Electric, Inc. and finds them in accordance with HANO's Employment, Training and Contracting Policy. Because the duration of the contract is less than six months, there is no Section 3 training requirement. The plans are in your packet.

In order to avoid further delays and to alleviate a serious safety concern for the residents of the Fischer I and III communities, the Executive Director, in accordance with HANO's Procurement Policy, executed the contract on behalf of HANO on February 10, 2016. The HANO Procurement Policy states that the Board of Commissioners will ratify the actions of the Executive Director at the next regularly scheduled meeting of the Board.

HANO requests that the Board of Commissioners approve the award of the contract to All Star Electric, Inc. and ratify the actions of the Executive Director in executing the contract for the electrical distribution and street light repairs at the Fischer I and III housing community in the amount of Two Hundred Eighty-Four Thousand Seven Hundred and Eleven Dollars (\$284,711.00), pursuant to Invitation for Bids # 15-912-66.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 29, 2016**

RESOLUTION NO. 2016-09

WHEREAS, the Housing Authority of New Orleans (HANO) manages 123 mixed-income units at the Fischer I and Fischer III sites; and

WHEREAS, it has been determined that the street lights were not accepted by the City of New Orleans Department of Public Works at completion of the infrastructure work that occurred after Hurricane Katrina struck New Orleans; and

WHEREAS, HANO is responsible for the maintenance and repair of the street lights; and

WHEREAS, HANO has determined its top capital priority after taking over property management of the site in October 2015 was to repair the electrical distribution and street lights such that the City of New Orleans would accept responsibility for the operations and maintenance of the street lights thereafter; and

WHEREAS, the Finance Department has certified there is sufficient funding to provide for the repair of the electrical distribution and street lights at the Fischer I and Fischer III housing community; and

WHEREAS, responses to Invitation for Bids (IFB) #15-912-66 for the repair of the electrical distribution and street lights at the Fischer I and Fischer III housing community were received on Monday, January 25, 2016 from three (3) contractors; and

WHEREAS, the lowest, responsive, responsible bid was received from All Star Electric, Inc.; and

WHEREAS, All Star Electric, Inc. submitted evidence of their commitment to comply with HANO's requirements relative to subcontracting opportunities for DBE/WBE and Section 3 Businesses; and

WHEREAS, in order to avoid any further delays and to remedy a serious public safety concern, the Executive Director, in accordance with HANO's Procurement Policy, executed the contract on behalf of HANO on February 10, 2016; and

WHEREAS, the HANO Procurement Policy state that the Board of Commissioners will ratify the actions of the Executive Director at the next regularly scheduled meeting of the Board.



Resolution 2016-09

March 29, 2016

Page 2

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the award of the contract to All Star Electric, Inc. and ratifies the actions of the Executive Director in executing the contract for the electrical distribution and street light repairs at the Fischer I and Fischer III housing community in the amount of Two Hundred Eighty-Four Thousand Seven Hundred and Eleven Dollars (\$284,711.00), pursuant to Invitation for Bids #15-912-66.

Executed this 29th day of March, 2016

APPROVAL:

DWAYNE G. BERNAL
PRESIDENT, BOARD OF COMMISSIONERS