



HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING

HARMONY OAKS COMMUNITY CENTER
2514 WASHINGTON AVENUE, NEW ORLEANS, LA 70113

DECEMBER 10, 2019 at 3:00 P.M.

BOARD OF COMMISSIONERS

PRESIDENT
CASIUS PEALER

COMMISSIONERS
ISABEL BARRIOS
TONI HACKETT ANTRUM
SHARON JASPER
CAROL JOHNSON
DEBRA JOSEPH
KIM PIPER
BILL ROUSELLE

COMMITTEE APPOINTMENTS

DEVELOPMENT,
ASSET MANAGEMENT &
OPERATIONS

CHAIR
ISABEL BARRIOS

COMMISSIONERS
SHARON JASPER
CAROL JOHNSON
DEBRA JOSEPH

FINANCE & AUDIT

CHAIR
TONI HACKETT ANTRUM

COMMISSIONERS
CASIUS PEALER
KIM PIPER
BILL ROUSELLE

AGENDA

- I. STATEMENT BY GENERAL COUNSEL
- II. CALL TO ORDER
- III. ROLL CALL
- IV. COMMENTS FROM THE CHAIR
- V. APPROVAL OF THE AGENDA
- VI. APPROVAL OF THE MINUTES
 - Regular Meeting held on October 29, 2019
 - Special Meeting held on November 19, 2019
- VII. EXECUTIVE DIRECTOR’S REPORT
- VIII. COMMISSIONER REPORTS
 - Residents’ Advisory Board (RAB) Report
 - Landlords’ Advisory Board Committee Report
- IX. COMMITTEE REPORT(S)
 - Development, Asset Management & Operations Committee Report
- X. NEW BUSINESS
 - Customer Service Data Regarding HCVP Inspections
 - Commissioners’ Terms of Office
- XI. NEW BUSINESS
 - ITEMS FOR APPROVAL
 - AUTHORIZATON(S)
 - RESOLUTION NO. 2019-27 – Approval of Predevelopment Loans for Florida and Christopher Park
 - RESOLUTION NO. 2019-28 – Approval of Contract Pursuant to RFQ #19-911-21 On-Call Architectural/Engineering for Guste Community
 - RESOLUTION NO. 2019-29 – Approval of Contract Pursuant to RFQ #19-911-23 On-Call Architectural/Engineering for Fischer Community
- XII. PUBLIC COMMENTS
 - Public Comment(s)
 - Board of Commissioners Comment(s)
- XIII. ANNOUNCEMENTS AND REMINDERS
- XIV. ADJOURNMENT



December 10, 2019

MEMORANDUM

**To: Board of Commissioners
President Casius Pealer, Commissioner Toni Hackett Antrum,
Commissioner Isabel Barrios, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Debra Joseph,
Commissioner Kim Piper and Commissioner Bill Rouselle**

**Through Evette Hester
Executive Director**

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

**Re: Predevelopment Loans for the Redevelopment of Florida and Christopher
Park with LDG Multifamily, LLC**

On February 26, 2019, the Board of Commissioners approved Resolution No. 2019-03 authorizing the Housing Authority of New Orleans (HANO) Executive Director to execute any all documents related to the Option to Lease and Development Agreements for the Florida and Christopher Park sites. The Agreements for both sites were entered into on September 16, 2019 by HANO and LDG Multifamily, LLC, the Developer.

As part of the negotiation of terms, the Developer requested that HANO provide predevelopment loan funds for each development. The split of costs is proposed to be shared 70% to the Developer and 30% to HANO. These Predevelopment Loans cover predevelopment costs such as Low Income Housing Tax Credit financing fees, environmental and geotechnical reports, surveys, building permit fees, appraisals, market studies, and design fees.

HANO will provide up to \$240,000, or 30% of incurred costs, whichever is less, to LDG Multifamily, LLC for each of the sites under separate loan documents. Payments under this agreement will only be made to the Developer to reimburse for eligible and approved predevelopment costs. The entire principal amount of the Predevelopment Loans shall mature and be due and payable upon the maturity date of September 30, 2020 or at closing, subject to the conditions in the Loan Agreements.

HANO staff recommends that HANO enter into Predevelopment Loans with the Developer for the properties.

The Chief Financial Officer has certified that there are funds available for each project.

Therefore, it is requested that the Board of Commissioners of the Housing Authority of New Orleans authorize the Executive Director to execute any and all documents necessary to

effectuate the Predevelopment Loans and approve the use of up to Two Hundred Forty Thousand Dollars (\$240,000) in HANO development funds for the Florida site and up to Two Hundred Forty Thousand Dollars (\$240,000) in HANO development funds for the Christopher Park site, with LDG Multifamily, LLC in order to facilitate the predevelopment activities related to redevelopment of both sites.

**HOUSING AUTHORITY OF NEW ORLEANS
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DECEMBER 10, 2019**

RESOLUTION NO. 2019-27

WHEREAS, on February 26, 2019, the Board of Commissioners approved Resolution No. 2019-03 allowing the Housing Authority of New Orleans (HANO) Executive Director to execute any all documents related to the Option to Lease and Development Agreements for the Florida and Christopher Park sites; and

WHEREAS, the Agreements for both sites were entered into on September 16, 2019 by HANO and LDG Multifamily, LLC, the Developer; and

WHEREAS, the Developer requested that HANO provide predevelopment loan funds for each development. The split of costs is proposed to be shared 70% to the Developer and 30% to HANO; and

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

WHEREAS, the entire principal amount of the Predevelopment Loans shall mature and be due and payable upon the maturity date of September 30, 2020 or at closing, subject to the conditions set out in the Loan Agreements; and

WHEREAS, the Finance Department has certified that these loan amounts are available;

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby authorizes the Executive Director to execute any and all documents necessary to effectuate the Predevelopment Loans and approve the use of up to Two Hundred Forty Thousand Dollars (\$240,000) in HANO development funds for the Florida site and up to Two Hundred Forty Thousand Dollars (\$240,000) in HANO development funds for the Christopher Park site, with LDG Multifamily, LLC in order to facilitate the predevelopment activities related to redevelopment of both sites.

Executed this 10th day of December, 2019.

APPROVAL:

**CASIUS PEALER
PRESIDENT, BOARD OF COMMISSIONERS**



December 10, 2019

MEMORANDUM

**To: Board of Commissioners
President Casius Pealer, Commissioner Toni Hackett Antrum,
Commissioner Isabel Barrios, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Debra Joseph,
Commissioner Kim Piper and Commissioner Bill Rouselle**

**Through Evette Hester
Executive Director**

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

**Re: Award of Contract
RFQ #19-911-21 On-Call Architectural and Engineering Services for the
Revitalization and Modernization of the HANO Guste Properties**

The current Capital Fund Plan contemplates more than \$4.5 million in rehabilitation/modernization activity at the Guste properties over the next three grant years. As the contracts for on-call architectural and engineering services, primarily used to guide modernization/rehabilitation work at the Housing Authority of New Orleans (HANO)-owned properties, were set to expire in September 2019, HANO prepared a new Request for Qualifications (RFQ) #19-911-21 specifically for the Guste properties summarized below:

Property Name	Placed In Service Date	# of Buildings	# of Units
Guste Highrise	1965	1	385
Guste I	2007	35	82
Guste II	2012	8	16
Guste III	2017	44	155

The RFQ was issued on Wednesday, August 12, 2019 and a total of nine (9) proposals were received on Friday, September 13, 2019. 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. The evaluation committee convened to evaluate and score the proposals. The ranking of the respondents is as follows:

A/E Firm	Total Points (Out of 100)
ECM Consultants, Inc.	97
Verges Rome Architects	84
Perez	77
N-Y Associates	77
Manning Architects	73
Scairono Martinez Architects	71
Yeates & Yeates Architects	70
Volume Zero	68
Ehlinger & Associates	48

The two highest ranked respondents were requested to review their hourly rates. The evaluation committee reconvened to evaluate the two firms' submissions. It was determined that the revised hourly rates submitted by the highest-ranked respondent were fair and reasonable. Due diligence was conducted, and it was determined that the proposal submitted by highest-ranked respondent, ECM Consultants, Inc., was responsive.

The RFQ contemplates on-call task orders will be issued over a contract period of two years with and additional one year extension. The cumulative amount of task orders over the three-year term is estimated at \$450,000.

The Chief Financial Officer has certified that the funds are available to for the contract.

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 highest-ranked respondent's proposal is responsive. The procurement memo is in your packet.

The Director of Development and Modernization has reviewed ECM's Employment, Training and Contracting Plans and finds them in accordance with HANO's Employment, Training and Contracting Policy. The plans are in your packet.

The Board of Commissioners is hereby requested to authorize the Executive Director to award a contract to ECM Consultants, Inc. to provide on-call architectural and engineering services to HANO for the Guste properties in the cumulative not to exceed amount of Four Hundred Fifty Thousand Dollars (\$450,000.00) over a three-year period.

**HOUSING AUTHORITY OF NEW ORLEANS
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DECEMBER 10, 2019**

RESOLUTION NO. 2019-28

WHEREAS, there are funds allocated in the agency's Capital Fund budget for the provision of on-call architectural and engineering services; and

WHEREAS, The Housing Authority of New Orleans (HANO) issued a Request for Qualifications (RFQ) #19-911-21 on Monday, August 12, 2019 and nine (9) proposals were received on Friday, September 13, 2019; and

WHEREAS, HANO conducted evaluations of proposals submitted by each firm, establishing ECM Consultants, Inc., as the highest ranked proposal in response to the solicitation; and

WHEREAS, HANO has successfully completed due diligence verification on ECM Consultants, Inc.; and

WHEREAS, it is recommended that approval be given to award a contract to ECM Consultants, Inc. to provide on-call architectural and engineering services to HANO for the Guste properties in the cumulative not to exceed amount of \$450,000.00 over a maximum three-year period;

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans authorizes the Executive Director to award a contract to ECM Consultants, Inc. to provide on-call architectural and engineering services to HANO for the Guste properties in the cumulative not to exceed amount of Four Hundred Fifty Thousand Dollars (\$450,000) over a maximum three-year period

Executed this 10th day of December, 2019.

APPROVAL:

**CASIUS PEALER
PRESIDENT, BOARD OF COMMISSIONERS**



December 10, 2019

MEMORANDUM

To: Board of Commissioners
President Casius Pealer, Commissioner Toni Hackett Antrum,
Commissioner Isabel Barrios, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Debra Joseph,
Commissioner Kim Piper and Commissioner Bill Rouselle

Through Evette Hester
Executive Director

From: Jennifer Adams
Director, Development and Modernization

Re: Award of Contract
RFQ #19-911-23 On-Call Architectural and Engineering Services for the
Fischer 1, Fischer III, Fischer IV, and Fischer Senior Village Housing
Communities

The current Capital Fund Plan contemplates more than \$2 million in rehabilitation/modernization activity at the Fischer properties over the next three grant years. As the contracts for on-call architectural and engineering services, primarily used to guide modernization/rehabilitation work at the Housing Authority of New Orleans (HANO)-owned properties, were set to expire in September 2019, HANO prepared a new Request for Qualifications (RFQ) #19-911-23 specifically for the Fischer properties summarized below:

Property Name	Placed In Service Date	# of Units
Fischer Senior Village	2005	100
Fischer I	2006	20
Fischer III	2006	103
Fischer IV & IVA	2012	103

The RFQ was issued on Wednesday, August 12, 2019 and a total of nine (9) proposals were received on Friday, September 13, 2019. 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. The evaluation committee convened to evaluate and score the proposals. The ranking of the respondents is as follows:

A/E Firm	Total Points (Out of 100)
ECM Consultants, Inc.	97
Verges Rome Architects	84
Perez	77
N-Y Associates	77
Manning Architects	73
Scairono Martinez Architects	71
Yeates & Yeates Architects	70
Volume Zero	68
Ehlinger & Associates	48

The 2 highest ranked respondents were requested to review their hourly rates. The evaluation committee reconvened to evaluate the two firms' submissions. It was determined that the revised hourly rates submitted by the highest-ranked respondent were fair and reasonable. Due diligence was conducted, and it was determined that the proposal submitted by highest-ranked respondent, ECM Consultants, Inc., was responsive.

The RFQ contemplates on-call task orders will be issued over a contract period of two years with and additional one year extension. The cumulative amount of task orders over the three-year term is estimated at \$250,000.

The Chief Financial Officer has certified that the funds are available to for the contract.

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 highest-ranked respondent's proposal is responsive. The procurement memo is in your packet.

The Director of Development and Modernization has reviewed ECM's Employment, Training and Contracting Plans and finds them in accordance with HANO's Employment, Training and Contracting Policy. The plans are in your packet.

The Board of Commissioners is hereby requested to authorize the Executive Director to award a contract to ECM Consultants, Inc. to provide on-call architectural and engineering services to HANO for the Fischer properties in the cumulative not to exceed amount of Two Hundred Fifty Thousand Dollars (\$250,000.00) over a three-year period.

**HOUSING AUTHORITY OF NEW ORLEANS
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RESOLUTION NO. 2019-29

WHEREAS, there are funds allocated in the agency's Capital Fund budget for the provision of on-call architectural and engineering services; and

WHEREAS, the Housing Authority of New Orleans (HANO) issued a Request for Qualifications (RFQ) #19-911-23 on Monday, August 12, 2019 and nine (9) proposals were received on Friday, September 13, 2019; and

WHEREAS, HANO conducted evaluations of proposals submitted by each firm, establishing ECM Consultants, Inc., as the highest ranked proposal in response to the solicitation; and

WHEREAS, HANO has successfully completed due diligence verification on ECM Consultants, Inc.; and

WHEREAS, it is recommended that approval be given to award a contract to ECM Consultants, Inc. to provide on-call architectural and engineering services to HANO for the Fischer properties in the cumulative not to exceed amount of \$250,000.00 over a maximum three-year period;

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans authorizes the Executive Director to award a contract to ECM Consultants, Inc. to provide on-call architectural and engineering services to HANO for the Fischer properties in the cumulative not to exceed amount of Two Hundred Fifty Thousand Dollars (\$250,000) over a maximum three-year period.

Executed this 10th day of December, 2019.

APPROVAL:

**CASIUS PEALER
PRESIDENT, BOARD OF COMMISSIONERS**