



HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING

SEPTEMBER 28, 2021 at 4:00pm

VIA ZOOM

MEETING ID: 890 5991 4740

PASSWORD: 237540

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, 33 JBE 2020, 59 JBE 2020, 84 JBE 2020, 93 JBE 2021, 94 JBE 2021, 117 JBE 2021, 118 JBE 2021, 167 JBE 2021 and 168 JBE 2021 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.

BOARD OF COMMISSIONERS

PRESIDENT
DEBRA JOSEPH

VICE PRESIDENT
ISABEL BARRIOS

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

COMMITTEE APPOINTMENTS

DEVELOPMENT

CHAIR
CAROL JOHNSON

COMMISSIONERS
AVERY FORET
MONIKA MCKAY
KIM PIPER

*ASSET MANAGEMENT &
OPERATIONS*

CHAIR
BILL ROUSELLE

COMMISSIONERS
ISABEL BARRIOS
SHARON JASPER

FINANCE & AUDIT

CHAIR
DEBRA JOSEPH

COMMISSIONER
CAROL JOHNSON

PERSONNEL

CHAIR
DEBRA JOSEPH

COMMISSIONERS
ISABEL BARRIOS
KIM PIPER
BILL ROUSELLE

AGENDA

- 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 July 27, 2021
- VII. EXECUTIVE DIRECTOR’S REPORT
- VIII. COMMITTEE REPORT(S)
 - Development Committee Report
 - Asset Management and Operations Committee Report
- IX. NEW BUSINESS

ITEMS FOR APPROVAL

AUTHORIZATON(S)

- RESOLUTION NO. 2021-19 - Approval of the Contract for Guste Corrective Roof Work
- RESOLUTION NO. 2021-20- Approval of Updates to the HANO Procurement Policy

- X. **PUBLIC COMMENTS**
 - **Public Comment(s)**
 - **Board of Commissioners Comment(s)**

XI. **ANNOUNCEMENTS AND REMINDERS**

XII. **ADJOURNMENT**



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BOARD OF COMMISSIONERS

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VIA ZOOM

**PRESIDENT
DEBRA JOSEPH**

**VICE PRESIDENT
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**CERTIFICATION OF INABILITY TO
OPERATE AN IN-PERSON 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."

COMMITTEE APPOINTMENTS

DEVELOPMENT

**CHAIR
CAROL JOHNSON**

**COMMISSIONERS
AVERY FORET
MONIKA MCKAY
KIM PIPER**

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 167 JBE 2021 and 168 JBE 2021 dated August 31, 2021.

**ASSET MANAGEMENT &
OPERATIONS**

**CHAIR
BILL ROUSELLE**

**COMMISSIONERS
ISABEL BARRIOS
SHARON JASPER**

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.

FINANCE & AUDIT

**CHAIR
DEBRA JOSEPH**


**COMMISSIONER
CAROL JOHNSON**

Considering the foregoing, the Regular Meeting of the HANO Board of Commissioners to be held on September 28, 2021 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.

PERSONNEL

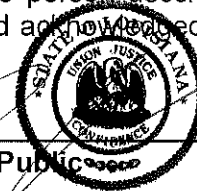
**CHAIR
DEBRA JOSEPH**

**COMMISSIONERS
ISABEL BARRIOS
KIM PIPER
BILL ROUSELLE**



Evette Hester
Secretary, HANO Board of Commissioners

On this 22nd day of September, 2021 before me personally appeared Evette Hester, to me known to be the person described herein and who executed the foregoing instrument and acknowledged that she executed it as her free act and deed.



Notary Public
KEVIN QUENAC
NOTARY PUBLIC
STATE OF LOUISIANA
BAR NO. 23887
MY COMMISSION IS FOR LIFE



September 28, 2021

MEMORANDUM

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

**Through: Evette Hester
Executive Director**

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

**Re: Award of Contract- IFB #21-912-24 Corrective Roof Repairs Work at the
Guste High Rise Community**

The Guste High Rise is 385-unit, housing community that was constructed in 1965 and is owned by HANO. It is located in Central City and is bounded by Clio, S. Liberty, Thalia, and Simon Bolivar Streets. The building is designated for elderly tenants and consists of 100% of public housing.

The Guste Homes Resident Management Corporation (GHRMC) reported that the Guste High Rise building received a citing from inspections performed by the Real Estate Assessment Center (REAC). The citing was due to excessive water ponding on a majority of the roofing surface creating a slippery surface and causing the expansion joints to leak. The leaks have affected residency because the ponding water eventually leaks into some of the individual units.

As a result, HANO engaged ECM Consultants, Inc. (ECM) to investigate these matters and to prepare Construction Bid Documents. ECM was also to provide a cost estimate to allow HANO to procure a contractor to make the necessary repairs to the building. ECM confirmed that the roof does not slope properly and that water sits on the roof until it evaporates. Evaporation may take several days or weeks, depending upon weather conditions. In addition, another factor that has contributed to the ponding water is the flashing expansion joints located around the building's perimeter. The cap flashing at these joints lap over the edge of the concrete deck, which pushes water onto the deck, creating a raised, dam-like effect around the perimeter of the core. This prevents the water from running-off onto the wings. After performing the review of the roof documenting these issues, ECM prepared the plans and specifications for performing the corrective roof repair work at the Guste High Rise building.

On May 7, 2021, HANO issued Invitation for Bids (IFB) #21-912-24 for a contractor to perform the corrective roof repair work at Guste High Rise. On June 8, 2021, HANO received and opened (1) one bid from Ray Bros., Inc. for \$1,221,487.00. The proposed project budget was \$952,358.00 – a difference of \$269,129. ECM Consultants, Inc., reviewed the bid and recommended that we award the contract to Ray Bros., Inc.

HANO requests that the Board of Commissioners approve the award of a contract and authorize the Executive Director, Evette Hester, to execute a contract with Ray Bros., Inc. to perform roof repair work to the Guste High Rise Housing Community in an amount not to exceed One Million, Two Hundred Twenty-One Thousand, Four Hundred Eighty-Seven Dollars and Zero Cents (\$1,221,487.00) pursuant to Invitation for Bids #21-912-24.

**HOUSING AUTHORITY OF NEW ORLEANS
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RESOLUTION NO. 2021-19

WHEREAS, the Housing Authority of New Orleans (HANO) owns and operates the Guste High Rise Housing Community consisting of 385 elderly units; and

WHEREAS, HANO procured ECM Consultants, Inc. to investigate the roof's surface and ECM confirmed that the roof does not slope properly; and

WHEREAS, the Finance Department certified that there is sufficient funding to provide for the corrective roof repairs work at the Guste High Rise housing community utilizing capital funds; and

WHEREAS, HANO issued Invitation for Bids (IFB) #21-912-24 received one (1) response to the Invitation for Bids (IFB) #21-912-24 for a contractor to perform the corrective roof repair work at Guste High Rise; and

WHEREAS, HANO received one bid in response to the IFB on June 8, 2021; and

WHEREAS, the one bid received was in the amount of One Million, Two Hundred Twenty-One Thousand, Four Hundred Eighty-Seven Dollars and Zero Cents (\$1,221,487.00) and was submitted by Ray Bros., Inc.;

WHEREAS, ECM Consultants, Inc., reviewed the one bid and recommended that HANO award the contract to Ray Bros., Inc.; who has proved to be responsive and responsible bidder; and

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

WHEREAS, HANO has successfully completed due diligence verification of Ray Bros., Inc. and determined they are responsible; and

WHEREAS, it is recommended that approval be given to award a contract to Ray Bros., Inc. in an amount not to exceed One Million, Two Hundred Twenty-One Thousand, Four Hundred Eighty-Seven Dollars and Zero Cents (\$1,221,487.00) pursuant to Invitation for Bids #21-912-24 to provide the corrective roof repairs work at the Guste High Rise housing community.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the award of a contract for corrective roof repairs work at the Guste High Rise housing community and authorizes the Executive Director, Evette Hester, to execute a contract with Ray Bros., Inc. to provide corrective roof work at the Guste High Rise Housing Community in an amount not to exceed One Million, Two Hundred Twenty-One Thousand, Four Hundred Eighty-Seven Dollars and Zero Cents (\$1,221,487.00) pursuant to Invitation for Bids #21-912-24.

Executed this 28th day of September, 2021.

APPROVAL:

DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS



September 28, 2021

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 Kim Piper and Commissioner Bill Rouselle**

**Through: Evette Hester
Executive Director**

**From: Kevin Oufnac
General Counsel**

Re: Revisions to HANO's Procurement Policy

The Housing Authority of New Orleans (HANO) is requesting that the Board of Commissioners approve revisions to its current Procurement Policy to better align it with the United States Department of Housing and Urban Development's (HUD) standard procurement policy format that is provided in the HUD Procurement Handbook for Public Housing Agencies, 7460.8 REV 2 and to align it with the best practices in the industry. The specific revisions for which approval is being requested are detailed in the document titled Draft Procurement Policy - Revision 08-06-2021 that is provided with and attached to this memorandum and proposed resolution.

HANO's Procurement and Contracts Department respectfully requests the HANO Board of Commissioners approval of the revision to the current HANO Procurement Policy that is detailed in the Draft Procurement Policy - Revision 08-06-2021 that is provided and attached to with this memorandum and resolution.

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RESOLUTION NO. 2021-20

WHEREAS, the Procurement and Contracts Department of the Housing Authority of New Orleans (HANO) requests that the HANO Board of Commissioners approve the revision to the HANO Procurement Policy that has been proposed on this date; and

WHEREAS, the requested revisions to the HANO Procurement Policy will better align HANO's procurement procedures with the United States Department of Housing and Urban Development's (HUD) standard procurement policy, in format and regulation, as provided in the HUD Procurement Handbook for Public Housing Agencies, 7460.8 REV 2 and to align it with the best practices in the industry; and

WHEREAS, the requested revisions are detailed in the document titled Draft Procurement Policy - Revision 08-06-2021 that is attached hereto; and

WHEREAS, the requested revisions not only reflect HUD's procurement recommendations but also comply with applicable state and local laws.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the revision to the HANO Procurement Policy that are detailed in the document titled Draft Procurement Policy - Revision 08-06-2021 that is attached hereto.

Executed this 28th day of September, 2021.

APPROVAL:

**DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS**