

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
DECEMBER 10, 2019**

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**



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.