

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
JULY 12, 2017**

RESOLUTION NO. 2017-12

WHEREAS, The Housing Authority of New Orleans (HANO) seeks to provide on call real property legal service in connection with the development of affordable low-income housing and related matters; and

WHEREAS, HANO's prior three year contract for on call real property legal representation is nearing expiration and a new procurement was necessary to secure the required legal expertise; and

WHEREAS, there are funds allocated to provide in HANO's Operating Budget for the provision of on call legal services; and

WHEREAS, HANO issued Request for Proposals (RFP) Number 17-906-12 to procure on call legal services on Friday, April 22, 2017, and received responsive proposals from three (3) respondents on May 16, 2017; and

WHEREAS, HANO conducted evaluations of each proposal submitted establishing all three respondents as highly qualified; and

WHEREAS, HANO has successfully completed due diligence verification on all respondents and determined they are responsible; and

WHEREAS, it is recommended to provide the agency with the maximum choice of law firms in the areas of expertise as defined in the scope of services, and to avoid any interruption in the provision of legal services for current projects, that approval be given to award contracts in the cumulative not to exceed amount of \$950,000.00 for the period of four years, to all three respondents to provide HANO on call real property legal services.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby authorizes the award of contracts to Deutsch Kerrigan, Reno and Cavanaugh, and Ballard Spahr in the cumulative not to exceed amount of \$950,000.00 for the period of four years to provide HANO on call real property legal services.

Executed this 12th day of July, 2017

APPROVAL:



**ALICE RIENER
PRESIDENT, BOARD OF COMMISSIONERS**



July 12, 2017

MEMORANDUM

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

Through Gregg Fortner
Executive Director

From: Robert Barbor
General Counsel

Kevin Oufnac
Deputy General Counsel

Re: Award of Contracts - RFP 17-906-12 - On Call Real Property Legal Services

The Housing Authority of New Orleans (HANO) issued a Request for Proposals (RFP) on Friday, April 22, 2017 for the purpose of procuring one or more firms to provide On Call Real Property Legal Services for HANO, pursuant to Request for Proposals Number 17-906-12.

The proposal package was prepared and distributed by the Procurement and Contracts Department. The RFP was advertised for a total of 24 days. The advertisement was published in the Times-Picayune on Friday, April 22, 2017 and on Wednesday, April 26, 2017. Additionally, the solicitation, in its entirety, was posted on the HANO website and made available to the public for download. A total of three (3) proposals were received on Tuesday, May 16, 2017 from the following firms:

1. Ballard Spahr
2. Reno and Cavanaugh
3. Deutsch Kerrigan

In accordance with the evaluation process outlined in the RFP, an evaluation committee was established to review the proposals received in response to the solicitation. On June 5, 2017 the evaluation committee met, 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 discussed the proposals and determined a consensus score for each proposal received.

The ranking of the respondents is as follows:

Name	Total (100 Points)
Deutsch Kerrigan	83.5
Ballard Spahr	79.5
Reno and Cavanaugh	65.5

At the conclusion of the review of all submissions, the committee determined that in order to provide the agency with the maximum choice of law firms in the areas of expertise as defined in the scope of services, HANO should contract with all three (3) respondents. Fee proposals received from these firms were reviewed, and the hourly rates were determined to be fair and reasonable in comparison to the in-house cost estimate.

Deutsch Kerrigan, Ballard Spahr, and Reno and Cavanaugh submitted evidence of their commitment to comply with HANO's requirements relative to subcontracting opportunities for DBE/WBE and Section 3 Businesses, and will work with HANO's Section 3 Coordinator to identify training opportunities for Section 3 residents.

To provide the agency with the maximum choice of law firms in the areas of expertise as defined in the scope of services and to avoid any interruption in the provision of legal services on current projects, it is recommended that all three (3) firms be utilized to provide the widest range of expertise to HANO for on call legal services in the cumulative not to exceed amount of \$950,000.00 for the period of 4 years.