

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 27, 2021**

RESOLUTION NO. 2021-08

WHEREAS, the Housing Authority of New Orleans (HANO) issued Request for Proposals (RFP) #21-906-16 for On-Call Legal Services on February 23, 2021; and

WHEREAS, HANO received nine proposals in response to RFP #21-906-16; and

WHEREAS, in accordance with the rules and regulations detailed in RFP #21-906-16 for On-Call Legal Services, the HANO Procurement Policy, and the Procurement Handbook for Public Housing Agencies ("HUD Procurement Handbook"), an Evaluation Committee was established by HANO; and

WHEREAS, the Evaluation Committee reviewed the nine proposals that were submitted in response to RFP #21-906-16 for On-Call Legal Services; and

WHEREAS, as a result of the Evaluation Committee's review of the responses to RFP #21-906-16 for On-Call Legal Services, HANO requests that the Board of Commissioners authorize HANO's Executive Director, Evette Hester, to enter into negotiations to contract with the nine respondents to RFP #21-906-16 for the purpose of securing on-call legal services for HANO for an initial period of one (1) year, with an option to extend the contract(s) for two (2) additional one-year periods at HANO's sole discretion.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans approves and authorizes HANO's Executive Director, Evette Hester, to enter into negotiations to contract with Ballard Spahr, LLP; Burglass & Tankersly, LLC; Butler Law Firm, LLC; Coats Rose, PC; DeCuir Clark & Adams, LLP; Deutsch Kerrigan, LLP; Reno & Cavanaugh, PLLC; Rodney & Etter, LLC; and Stone Pigman Walther Wittmann, LLC for the purpose of securing on-call legal services for HANO for an initial period of one (1) year, with an option to extend any contract for as many as two (2) additional one-year periods at HANO's sole discretion.

Executed this 27th day of April, 2021.

APPROVAL:



**DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS**



April 27, 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 Hyma Moore, Commissioner Kim Piper and
Commissioner Bill Rouselle

Through Evette Hester
Executive Director

From: Kevin Oufnac
General Counsel

Re: Approval of Contracts for On-Call Legal Services

On February 23, 2021, the Housing Authority of New Orleans (HANO) issued Request for Proposals (RFP) #21-906-16 for On-Call Legal Services. The purpose of the RFP was to secure qualified law firms to assist HANO with its legal needs. The specific legal needs of HANO include, but are not limited to litigation services, real estate services, and regulatory compliance. Under the contract solicited by RFP #21-906-16 for On-Call Legal Services, HANO will assign specific projects to its on-call law firms on an As-Needed basis via Task Orders.

Any proposed contract for On-Call Legal Services shall be for an initial period of one (1) year, with an option to extend for two (2) additional one-year periods. Any option period for additional years of service shall be offered by HANO at its' discretion.

HANO received nine (9) proposals in response to RFP #21-906-16 for On-Call Legal Services on or before the RFP deadline date of March 18, 2021. The nine proposals were submitted by the following law firms:

1. Ballard Spahr, LLP
2. Burglass & Tankersly, LLC
3. Butler Law Firm, LLC
4. Coats Rose, PC
5. DeCuir Clark & Adams, LLP
6. Deutsch Kerrigan, LLC
7. Reno & Cavanaugh, PLLC
8. Rodney & Etter, LLC
9. Stone Pigman Walther Wittmann, LLC

In accordance with the evaluation process outlined in the RFP #21-906-16 for On-Call Legal Services, the HANO Procurement Policy, and the Procurement Handbook for Public Housing

Agencies ("HUD Procurement Handbook"), an Evaluation Committee was established to review the proposals that were submitted. The evaluation process included a review of each respondent's written qualifications. As a result of the review of the responses to RFP #21-906-16 for On-Call Legal Services, the Evaluation Committee hereby recommends that HANO enter into negotiations to contract with all of the nine law firms that responded to RFP #21-906-16 for On-Call Legal Services.

CERTIFICATIONS

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 procurement memo is in your packet.

HANO requests that the Board of Commissioners authorize the Executive Director, Evette Hester, to enter into negotiations to contract with Ballard Spahr, LLP; Burglass & Tankersly, LLC; Butler Law Firm, LLC; Coats Rose, PC; DeCuir Clark & Adams, LLP; Deutsch Kerrigan, LLP; Reno & Cavanaugh, PLLC; Rodney & Etter, LLC; and Stone Pigman Walther Wittmann, LLC for the purpose of securing on-call legal services for HANO for an initial period of one (1) year, with an option to extend any contract for as many as two (2) additional one-year periods at HANO's sole discretion.