

RESOLUTION NO. _____

**APPROVAL OF RUSSELL CHOICE NEIGHBORHOOD
FINANCIAL CONSULTANT / ADVISORY SERVICES CONTRACT**

Item No. 5b

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Choice Neighborhoods Initiative (CNI) program for the transformation of the Russell neighborhood; and

WHEREAS, LMHA staff prepared a Request for Proposals to acquire the needed financial consultant/advisory services and advertised the project in The Courier-Journal, The Louisville Defender, and the Housing Agency Marketplace and on September 29, 2020 three proposals for providing the requisite services was received and evaluated; and

WHEREAS, a panel of three staff members reviewed the proposal and determined that the Duvernay+Brooks LLC/PBS Consulting was responsive to the criteria outlined in the request; and

WHEREAS, Housing and Urban Development (HUD) has awarded LMHA a Choice Implementation Grant in December 2016, and the need for financial services will continue; and

WHEREAS, staff is requesting approval of a one-year contract in the amount not to exceed \$150,000 for financial consultant/advisory services with four one-year renewal options.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with the Duvernay+Brooks LLC/PBS Consulting in the amount of not to exceed \$ 150,000 for up to one year.

RESOLUTION BACKGROUND STATEMENT

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I. STATEMENT OF FACTS:

The U.S. Department of Housing and Urban Development provided the Louisville Metro Housing Authority (LMHA) funding under the Choice Neighborhoods Initiative (CNI) program for services as the need arises in the course of agency operations. In 2015, LMHA awarded a financial services contract to Duvernay+Brooks LLC/PBS Consulting/PBS Consulting LLC Joint Venture to provide the requisite financial services to accommodate the Choice Neighborhood planning period or until January 17, 2021. LMHA has subsequently received a Choice Neighborhood Implementation Grant and additional financial services are required. The initial contract with Duvernay+Brooks LLC/PBS Consulting, included an option allowing LMHA to renew the contract four additional one-year terms. The contract will expire on January 17, 2021.

Staff has been pleased with the performance of Duvernay+Brooks LLC/PBS Consulting / Phares Consulting LLC Joint Venture. LMHA now has the opportunity to continue the relationship with this firm with the award of this contract for another 5 year annually renewable term with a \$ 50,000 increase in the cost of performance. Exercising the option will allow LMHA to continue the progress made to date on the CHOICE Neighborhoods grant with the benefit of the historical knowledge of Duvernay+Brooks LLC/PBS Consulting.

The response was evaluated by the review committee, Kathleen O'Neil, Bernard Pincus and Wavid Wray, receiving an overall score of 99.34 out of 100.

Staff has determined to offer the contract not to exceed \$150,000 to the Duvernay+Brooks/PBS Consulting.

Previous contract expenditures: 2017/18 - \$71,793, 2018/19 - \$137,472, and 2019/20 - \$69,198.

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II. ALTERNATIVES:

- A. Approve a contract with Duvernay+Brooks LLC/PBS Consulting for Russell Choice Neighborhood Financial Consultant / Advisory Services for one year.
- B. Do not award the contract at this time.

III. RECOMMENDATION:

Staff recommends Alternative "A".

IV. JUSTIFICATION:

Duvernay+Brooks LLC/PBS Consulting (a woman owned business) is qualified to perform the needed services as demonstrated by their current and past experiences, and based upon projects performed for LMHA. No work will be subcontracted by this firm thus Section 3 requirements do not apply.

The hourly fees proposed by Duvernay+Brooks LLC/PBS Consulting have been reviewed by staff and found to be reasonable and acceptable.

V. BUDGET APPROVAL:

Funding for this project is provided from the Choice Neighborhood Program.

Angela Larsson, Director of Finance

Date

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VI. PROCUREMENT CERTIFICATION:

The procurement of this contract is in compliance with the Louisville Metro Housing Authority's procurement policies and procedures.

Steve Webb, Purchasing Agent

Date

Prepared and Submitted by: Angela Larsson,
Director of Finance
January 19, 2021