

RESOLUTION NO. _____

APPROVAL OF RENEWAL OF LITIGATION LEGAL SERVICES CONTRACT

Item No. 5K

WHEREAS, the Louisville Metro Housing Authority has an ongoing need for general litigation services; and

WHEREAS, the Authority issued Request for Proposals on November 19, 2019 and received and publicly opened responses on December 10, 2019 from two (2) responders; and

WHEREAS, the Procurement Evaluation Committee determined that Phillips Parker Orberon & Arnett, PLC was the most responsive and responsible bid received; and

WHEREAS, the Contract for Litigation Legal Services with Phillips Parker Orberon & Arnett law firm will satisfactorily complete the year three renewal period on January 22, 2023; with two remaining annual renewal options subject to the LMHA Board of Commissioners' approval.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the renewal of the Contract for Litigation Legal Services with the Phillips Parker Orberon & Arnett law firm for the period of January 22, 2023 to January 22, 2024 is approved in an amount not to exceed \$150,000 per claim/lawsuit.

BE IT FURTHER RESOLVED, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to execute the Contract for Litigation Legal Services with Phillips Parker Orberon & Arnett.

RESOLUTION BACKGROUND STATEMENT

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I. STATEMENT OF FACTS:

Due to the frequency of claims and lawsuits levied against the Louisville Metro Housing Authority (LMHA), the Authority has recognized a need for immediate legal services to prepare responses to the court documents and continue with any required litigation services. Staff have determined it to be advantageous, and perhaps more financially favorable, to procure a qualified and competent attorney/law firm to handle most litigation legal services required by LMHA.

LMHA issued the Request for Proposal #1511 on November 19, 2019 and publicly advertised the Request for Litigation Legal Services in the Courier Journal and the Louisville Defender as well as on the LMHA Website.

Subsequently, on December 10, 2019, the Authority's Purchasing Department received and publicly opened two (2) responses. The responses were evaluated and scored by four (4) LMHA Staff utilizing a specified scoring criteria contained within the RFP (60 points for experience and firm qualifications; and 40 points for hourly rate pricing); for a maximum score of 400 collective points possible from four (4) evaluators.

| | | |
|----------------------------------|-------------------|------------|
| Phillips Parker Orberon & Arnett | \$195/hour | 390 points |
| Wyatt, Tarrant & Combs | \$270 to 350/hour | 321 points |

As a result of the above review and evaluation process, the Phillips Parker Orberon & Arnett law firm was selected as the most favorable response.

II. ALTERNATIVES:

- A. Renew the contract for Litigation Legal Services with Phillips Parker Orberon & Arnett as outlined above.
- B. Do not renew the contract with Phillips Parker Orberon & Arnett.

III. RECOMMENDATION:

Staff recommends Alternative "A".

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IV. JUSTIFICATION:

- The Contract for Litigation Legal Services provides LMHA with access to an attorney/law firm to respond immediately to claims and lawsuits levied against the Authority.

- The proposal submitted by Phillips Parker Orberon & Arnett has been determined to be reasonable and acceptable for this type of legal representation. Staff completed the Contract Renewal Evaluation form. This vendor received an overall rating of Above Average (Above Average/Average/Below Average).

V. BUDGET APPROVAL:

Funding for this project is provided from the Operating Budget.

Aaron Dean, Director of Finance

Date

VI. PROCUREMENT CERTIFICATION:

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

Steven Webb, Purchasing Agent

Date

Prepared and Submitted by: Kimberly Goodin,
Assistant Director of Finance
December 20, 2022