

RESOLUTION NO. _____

**APPROVAL TO RENEW RUSSELL CHOICE NEIGHBORHOOD
FINANCIAL CONSULTANT / ADVISORY SERVICES CONTRACT**

Item No. 5D

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, in 2021, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Duvernay + Brooks LLC/PBS Consulting to provide the requisite financial consulting services for an initial period to accommodate the Choice Neighborhood planning period or until January 17, 2022; 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, the contract awarded to Duvernay + Brooks LLC/PBS Consulting included an option provision whereby LMHA may extend the contract for up to four additional years.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer is hereby authorized to exercise the third option to renew the Russell Choice Neighborhood Financial Consultant/Advisory Services Contract with the Duvernay + Brooks LLC/PBS Consulting in the amount of not to exceed \$100,000 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 2021, 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, 2023. 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 for four additional one-year terms. The current contract extension option will expire on January 17, 2024.

Staff has been pleased with the performance of Duvernay + Brooks LLC/PBS Consulting. LMHA now has the opportunity to renew the contract for another year. 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 review of performance of this contract was evaluated by a committee including Kathleen O'Neil, Norma Ward and Wavid Wray, receiving an above average rating and recommendation to continue by each reviewer.

Staff has determined to offer a contract not to exceed \$100,000 to Duvernay + Brooks/PBS Consulting.

Previous contract expenditures:

Contract Awarded 2021
2021/22 - \$46,677
2022/2023 - \$57,884
2023 to date - \$20,600

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II. ALTERNATIVES:

- A. Approve a contract extension with Duvernay + Brooks LLC/PBS Consulting for Russell Choice Neighborhood Financial Consultant / Advisory Services for one year (January 2024 through January 2025).
- 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.

Jeffrey Ralph, 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

Submitted by: Jeffrey Ralph
Director of Finance
November 21, 2023