



TACOMA HOUSING AUTHORITY

RESOLUTION 2017-10-25 (1)

Date: October 25, 2017

To: THA Board of Commissioners

From: Michael Mirra
Executive Director

Re: Amendment to Foster Peppers Legal Service Contract

This Resolution would authorize the Tacoma Housing Authority's (THA) Executive Director to increase the amount of the contract with Foster Pepper PLLC from \$147,850.00 to \$316,350.00

Background

On March 14, 2017, THA entered into a contract for legal services with Foster Pepper PLLC. The contract stipulates that each engagement under the contract will require a Letter of Engagement (LOE) detailing the Scope of Work and associated fees for services. Section 2.1 of the Contract also indicates that the contract amount "shall not exceed \$150,000 unless approved by the Board of Commissioners.

The current LOE's for Foster Pepper PLLC equal \$147,850. The chart below reflects the current amount for the LOE's and the additional needed to complete projects

Letters of Engagement			
Description	Current	Additional	New Total
General	\$25,000	\$25,000	\$50,000
New Look Apts LIHTC	\$20,000	\$63,000	\$83,000
New Look Apt Construction Advice	\$5,000	\$0	\$5,000
New Look Apts Bonds	\$3,350	\$30,000	\$33,350
Renew Tacoma LLLP Tax Credit	-	\$500	\$500
RAD Restructuring of Existing LIHTC Projects	\$16,000	\$0	\$16,000
RAD Environmental Claim	\$10,500	\$35,000	\$45,500
Procurement Policy	\$28,000	\$0	\$28,000
Reasonable Accommodation Database	\$15,000	\$0	\$15,000
Highland Crest	\$5,000	\$0	\$5,000
James Center Acquisition & Financing	\$20,000	\$15,000	\$35,000
Total	\$147,850.00	\$168,500.00	\$316,350.00

THA's Real Estate Development, Administrative and Executive Departments estimate that THA needs an additional \$168,500 in Foster Pepper's legal services during 2017 and 2018. This increase will cover legal services as indicated in the Letter of Engagement spreadsheet.

Recommendation

Increase the contract amount for the legal services offered by Foster Pepper for a total not-to-exceed contract amount of \$316,350 for Foster Pepper LLLP.



TACOMA HOUSING AUTHORITY

RESOLUTION 2017-10-25 (1) (Amend Foster Pepper PLLC Legal Services Contract)

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, On March 14, 2017, THA entered into a Contract for Legal Services with Foster Pepper PLLC. The contract stipulates that each engagement under the contract will require a Letter of Engagement (LOE) detailing the Scope of Work and associated fees for services. Section 2.1 of the Contract also indicates that the contract amount “shall not exceed \$150,000 unless approved by the Board of Commissioners”; and

WHEREAS, The current LOE’s equal \$147,850.00; and

WHEREAS, THA has estimated an additional \$168,500 will be needed for the Legal Services contract; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

Authorize THA’s Executive Director to increase the contract amount with Foster Pepper LLLP by \$168,500 for a total not-to-exceed of \$316,350

Approved: October 25, 2017



Janis Flauding, Chair