

**Request for Proposals for Legal Services
For
Northern Ponca Housing Authority**

The Northern Ponca Housing Authority (NPHA) located at Norfolk, Nebraska is seeking proposals from interested attorneys or law firms to provide legal services for the housing authority. The range of legal issues for which the housing authority requires advice and services are rental and homebuyer agreement enforcement, eviction proceedings, contract review and enforcement, real estate business transactions, tax credits, interpretation of HUD rules and regulations, personnel action review, and general management issues that may from time to time require legal review.

Interested attorneys or law firms should have experience in Indian Housing and be knowledgeable of the Native American Housing Assistance and Self-Determination Act of 1996. The proposal shall contain a brief description of the offeror's strengths in relation to how they can best serve the NPHA in the range of legal issues as described above.

All proposals shall include a description of the services to be provided, a personal or law firm resume, three clients to serve as references, the hourly fee charge, types of expenses that are charged, and identification of the individual(s) in the firm who will have primary responsibility for providing services to the NPHA. Each proposal will be rated using a point system that is applied to the information provided by the offeror that addresses the needs of the housing authority. The rating system is as follows:

• Past working experience with Indian Housing Authorities legal issues	15 points
• Knowledge & working experience with NAHASDA and LIHTC	25 points
• Fee structure & legal personnel experience	20 points
• Indian Preference	30 points
• References	<u>10 points</u>
Total Points	100 points

This Request for Proposals (RFP) is being advertised as an open procurement with Indian Preference.

All questions may be directed to the Executive Director of the Northern Ponca Housing Authority at (402) 379-8224.

All sealed proposals are due no later than 3:00 PM CST, November 30, 2022 at the business office for the Northern Ponca Housing Authority. The proposals must be marked "Legal Services Proposal Enclosed". Faxed proposals will not be accepted. The address is as follows:

**Northern Ponca Housing Authority
Attention: Executive Director
1501 Michigan Avenue
Norfolk, NE 68701**