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# **CUSIMANO LAW FIRM**

**A PROFESSIONAL LAW CORPORATION**

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## **Parish of Jefferson**

### **Statement of Qualifications: Professional Legal Services SOQ-23-030**

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**Prepared by:**

**Cusimano Law Firm, PLC.**

**3015 19<sup>TH</sup> STREET**

**METAIRIE, LOUISIANA 70002**

**(504) 525-1213**

**[chuck@cusimanolaw.com](mailto:chuck@cusimanolaw.com)**

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# CUSIMANO LAW FIRM

A PROFESSIONAL LAW CORPORATION

3015 19<sup>TH</sup> STREET

METAIRIE, LOUISIANA 70002

CHARLES V. CUSIMANO, III\*

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[www.cusimanolaw.com](http://www.cusimanolaw.com)

*\* Also Licensed to Practice in Texas*

November 1, 2023

Jefferson Parish Purchasing Department  
Attn: Shanna Folse  
J.P. General Government Building  
200 Derbigny Street, Suite 4400  
Gretna, Louisiana 70053

Re: Proposal of Professional Legal Services  
SOQ 23-030  
Vendor ID No. 327951

Dear Ms. Folse:

The Parish of Jefferson seeks professional legal services. Our Firm has experience performing a wide range of legal services, including construction law, FEMA Public Assistance for governmental agencies, real estate, insurance defense, criminal defense, personal injury, successions, collections, general civil litigation, civil defense, preparing reasonable cost analyses and proper procurement memorandums and has worked closely with DHS-OIG auditors as they perform their audits of various projects. Notably, the Firm has worked with many local governments in the past.

The Firm has prepared formal responses to inquiries or reports by internal auditors, legislative auditors, and the DHS-Office of Inspector General. Our Firm has experience working with the local governments on various accounting, finance, and auditing issues. Just like we have successfully done in the past, our Firm has the expertise to investigate, analyze, litigate, and provide the Parish of Jefferson with legal services on a wide range of legal issues.

The attached proposal outlines the services our Firm can provide to the Parish of Jefferson. It also includes the resumes/curriculum vitae for the key personnel performing the services, costs, and qualifications of the firms that will be performing the required services. We appreciate this opportunity and look forward to hearing from you.

Sincerely,



Charles V. Cusimano, III

# **PROPOSAL** **for** **PROFESSIONAL LEGAL SERVICES**

## **Introduction**

The primary respondent is Cusimano Law Firm, PLC, a Metairie, LA based law firm with its principal place of business located in the Parish of Jefferson. This proposal contains the resumes/curriculum vitae of the key personnel, who have worked together in the past, who will work together to perform the legal services set forth by the Parish of Jefferson. This proposal contains some of the local governments and private nonprofits and related issues we have or are performing, which projects evidence the qualifications for completing the proposed scope of work.

The Firm's team of professionals provide an unmatched set of qualifications with past experience advising local governments and nonprofits on the regulations, policies, practices and procedures of Federal Emergency Management Agency (FEMA) as well as the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and the Department of Homeland Security, Office of Inspector General (DHS-OIG), the Firm offers the unique qualifications of Michael Gaffney who has been recognized by the Louisiana Federal District Court as an expert in FEMA public assistance matters, where in addition to providing testimony, the Judge specifically requested reports and explanations of the intricacies of FEMA public assistance funding and processes.

With the unique ability and experience set forth herein, the Firm has the experience and ability to investigate, analyze and provide top notch legal services on a wide range of items as set forth in the Professional Legal Services Questionnaire attached hereto.

## **Statement of Qualifications**

### **Primary Office**

#### **Cusimano Law Firm, PLC**

3015 19<sup>th</sup> Street

Metairie, Louisiana 70002

The Cusimano Law Firm, PLC was established in 2006 and is wholly owned by Charles V. Cusimano III who is licensed to practice law in the states of Louisiana and Texas as well as being admitted in the Eastern, Middle and Western District. The Cusimano Law Firm consists of one attorney that regularly works in conjunction with the attorneys and professionals set forth below.

#### **Gaffney & Gaffney, A Law Corporation**

3015 19<sup>th</sup> Street

Metairie, Louisiana 70002

Gaffney & Gaffney, a Law Corporation currently has two (2) attorneys, and seven (7) team members that provided independent contracting work related to their specific skills to assist the attorneys as needed. These team members assist in research, data entry, review, analysis, and summary reports.

All invoicing will come from Cusimano Law Firm, PLC who will be responsible for all Subcontractors.

## **Scope of Work**

### **1. Experience and ability to provide the Parish of Jefferson with legal services Re: FEMA Public Assistance**

For more than fifteen (15) years the Firm has worked together to assist both nonprofit organization and local governmental entities with general civil litigation, construction litigation, disaster assistance managing Federal Public Assistance applications project designations, version request, Federal and State acquisition of funding, Hazard Mitigation (HM) grants designations and approvals, Alternative project designation and approvals, Disaster Pay Policy eligibility and reimbursements, Direct Administrative Costs, improved project designations and reimbursement, contract issues with those procured and construction related issues.

We suggest to the selection committee that the length and depth of experience in these programs coupled with our familiarity with knowledge of construction and cost reasonableness, and legal skills are precisely the ability and experience the Parish of Jefferson is seeking.

The Firm has experience in working with local governments to assist disaster assistance applicants, including assistance in planning the Projects, Request for Project Worksheet (PW), Responding to Information Request from FEMA (RFI), appeals of FEMA determinations and arbitrations to the Civilian Board of Contract Appeals (CBCA) for FEMA determination.

### **2. Experience and ability to provide the Parish of Jefferson with litigation experience**

The Firm is experienced in a wide range of general civil litigation, including construction law, taxation, formulating and generating written reports and proposes to provide both Executive Sessions Reports and Public Reports as needed. Our firm has experience in generating the aforementioned reports in public assistance appeals and/or arbitrations.

Michael Gaffney provides the Firm with a skill set that sets the Firm apart as he has been accepted by the Federal Court as an expert in FEMA Public Assistance Policies and Procedures and was asked by the Federal Court to provide reports on his findings.

The Firm's past disaster related projects (set forth below) included having to litigate the specifics of parish ordinances, regulations and building codes, and FEMA public assistance regulations, policies and guidance. The Firm has litigated these issues before the United States Civilian Board of Contract Appeals (CBCA) in Washington, DC. These past projects include the reporting of potential illegality, fraud, and/or conflicts of interest which have required the Firm to work with DHS-OIG auditors of various projects.

### **3. Experience and ability to analyze large amounts of documents and policies related to Disaster Assistance and conduct thorough witness interviews**

The Firm's past projects included the filing and litigating by way of arbitration before the United States Civilian Board of Contract Appeals (CBCA) in Washington, DC.

These proceedings required the Firm to interview witnesses, prepare for testimony, and question witnesses before the three (3) judge arbitration panel. This witness testimony involved highly specialized expert witnesses and governmental employees. To prepare for the arbitration hearings, the Firm interviewed parish presidents, city council members, city attorneys, and department heads to prepare their testimony to be presented before the CBCA. The governmental employees' testimony required interviewing witnesses and preparation of governmental employees to testify to issues related to parish ordinances, regulations, building codes, and FEMA public assistance policies.

The appeal and arbitration process for the projects listed in Appendix B requires our Firm to analyze large amounts of data, including cost analysis, parish or municipal ordinances, codes and standards, and to prepare the written appeal or arbitration. These often have thirty (30) day appeal or sixty (60) day arbitration deadlines that the Firm has never failed to meet.

#### **4. The Firm's expertise**

As set forth above, the Firm consists of the necessary personnel to conduct a thorough investigation of facts and procedures. The Firm has worked together in the past and continue to work together on projects to provide its vast array of clients with council regarding a wide range of legal issues, including accounting, financial reconciliation issues, income and sales tax issues, and cost reasonableness. All of this past experience establishes that the Firm has the capacity and experience to provide the Parish of Jefferson with the legal experience and knowledge necessary to handle a wide range of legal issues.

#### **5. Sufficiently Staffed**

It has been our experience that larger does not always mean better and the often-over-staffed respondents are not as cost effective. Effective and efficient representation is our goal. Our Firm has worked together and handled projects with values in the hundreds of millions. Our Firm has handled FEMA arbitrations that required the processing, analyzing, and presentation of nearly a hundred thousand (100,000) pages of documents. When necessary, our Firm has a network of independent contractors who have the ability to sort, summarize, and analyze raw data. This network of independent contractors has worked and continue to work with the Firm.

#### **6. Experienced Representations**

Attached as Appendix B is a list of some of the governmental and corporate entities the members of the Firm have represented. We encourage the Parish of Jefferson to reach out to our prior clients for any questions, concerns, or recommendations.

### **Agreement to Terms and condition**

In accordance with this submission, Cusimano Law Firm, PLC is agreeable to the terms and conditions as laid out in the drafted agreement and will be agreeable to those terms upon selection.

We hereby confirm that we are willing to perform the scope of work listed in the Request for Statement of Qualifications and to enter into a contract with the Parish of Jefferson to perform said services.



## **Appendix A: Resumes and/or Curriculum Vitae**

# Charles Vincent Cusimano, III

Office: 3015 19<sup>th</sup> Street, Metairie, LA 70002  
Phone: (504) 525-1213; Fax: (866) 525-1851

E-Mail: [chuck@cusimanolaw.com](mailto:chuck@cusimanolaw.com)

## **Background**

Charles “Chuck” Cusimano III has been licensed to practice law for nearly twenty (20) years. His practice includes general civil litigation involving construction law, property, collections, and civil defense. His practice also focuses on various FEMA Public Assistance matters for governmental agencies. These matters included the attendance of numerous meetings, writing numerous memorandums and letters, analyzing numerous schedules, scopes of work, analyzing costs reasonableness data, and providing voluminous other documentation to local governments for FEMA to resolve technical, accounting, statutory, regulatory, procedural, policy and FEMA program issues. When issues cannot be resolved without the need for arbitration, Charles Cusimano III has tried multiple arbitrations before the Civilian Board of Contract Appeals (CBCA) both in Washington, DC and via Zoom during the Covid-19 pandemic.

## **Experience**

### **Cusimano Law Firm, PLC. Metairie, LA**

**2006-present**

- Practices both civil and criminal law, handling cases involving: construction law, FEMA Public Assistance for governmental agencies, real estate, insurance defense, criminal defense, personal injury, successions, and collections. Licensed in the states of Louisiana and Texas for state and federal trials and appellate courts. Admitted to practice in United States District Court for Eastern, Middle and Western Districts of Louisiana. Operates software, including: Microsoft Outlook, Word, and Excel.

### **Jefferson Parish Juvenile Court – Traffic Referee**

**2018-present**

- Selected by the Judges of Jefferson Parish Juvenile Court to handle juvenile traffic court to include: Conducts hearings including the questioning of witnesses, determination of facts, and resolution of factual disputes and legal issues presented; reviews documentation associated with traffic violations; reviews court records to determine appropriate legal/court actions; signs orders to set or continue hearings; issues and recalls attachments and warrants; as well as take other appropriate legal action for traffic violations. The position requires excellent written and oral communication skills and the ability to independently manage multiple tasks under strict time guidelines.

### **Judicial Campaign Oversight Committee**

**2010-present**

- Appointed by the Louisiana Supreme Court in 2010 to the Judicial Campaign Oversight Committee. Appointed by the Louisiana Supreme Court Justices as Chairman of the Committee in 2021. The committee reviews and investigates complaints which allege a violation of provisions of Canon 7 of the Louisiana Code of Judicial Conduct and educates judges about ethical conduct and helping to deter unethical judicial conduct.

### **Jefferson Parish District Attorney Gretna, LA**

**2003-2007**

- Serves as an Assistant District Attorney in several capacities with pertinent experience in
  - Felony Prosecution      *24<sup>th</sup> Judicial District Court*
  - First Parish Court      *Parish of Jefferson*
  - Second Parish Court      *Parish of Jefferson*
  - Juvenile Court      *Parish of Jefferson*
  - Research and Appeals      *Jefferson Parish District Attorney's Office*

### **Community Involvement**

- Allstate Sugar Bowl Committee
- Jefferson Bar Association
- Jefferson Chamber
- Christian Brothers Men's Club
- Lakeshore Playground Booster Club
- Bucktown Civic Association

### **Education**

**Paul M. Hebert Law Center** *Louisiana State University* **2003**

- Juris Doctorate

**Texas A&M University** **2000**

- Bachelor of Business Administration

**Jesuit High School** **1996**

**Michael G. Gaffney**  
Gaffney and Gaffney, A Law Corporation  
3015 19<sup>th</sup> Street  
Metairie, Louisiana 70002

I am a Louisiana attorney engaged in a civil practice for more than 30 years. I am admitted to practice in all Louisiana State District Courts and Courts of Appeal. I am admitted to practice in the Federal Courts in the Southern District of Louisiana and the Middle District of Louisiana. I am admitted to practice in the U.S. Fifth Circuit Court of Appeal. I am admitted to practice in the U.S. Tax Court.

My formal education includes an accounting degree from LSU, a law degree from LSU and an L.L.M. in taxation from Boston University.

Before practicing law, I worked with Arthur Anderson as a Certified Public Accountant in the area of taxation.

My son Christopher M. Gaffney works with me. As a member of Gaffney & Gaffney, A Law Corporation since 2005, he has worked on numerous disaster recovery projects. In 2012, he obtained his license to practice law. Since that time, he has taken on greater responsibilities including resolving issues regarding the proper scope of work, eligibility, cost issues, insurance, and duplication of benefits in numerous Project Worksheets. He has also worked on many construction and construction contract issues pertaining to the restoration of disaster damaged properties.

We have been acting as an advisor to and/or a FEMA Designated Agent for the City of Kenner, the City of Harahan, the City of Galveston, the City of Lafitte, the Parish of Plaquemines, the Parish of St. Bernard, Washington Parish, St. Charles Parish, St. Tammany Parish, Livingston Parish, the Orleans Parish School Board, Orleans Parish Sheriff's Office, Jeff Davis Electric Co-op, St. Charles Parish Hospital, the State of Texas, St. Augustine High School, the Roman Catholic Church for the Parish of Orleans, City of Hattiesburg, City of Mandeville and others on the regulations, policies, practices and procedures of Federal Emergency Management Agency (FEMA) as well as the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and the Department of Homeland Security, Office of Inspector General (DHS-OIG) as these regulations, policies, practices, and procedures pertain to the FEMA Public Assistance program. We have also worked on limited engagements with many other Applicants to assist them

with their FEMA and/or DHS-OIG related matters, including but not limited to the City of New Orleans.

These matters have included working with FEMA on Public Assistance matters which range from the filing of the initial Request for Public Assistance until the closeout of the project by FEMA. These efforts include preparation of damage assessments, Requests for Project Worksheets, Requests for Project Worksheet Versions, and Requests for Alternate, Improved and/or Consolidated Projects. In connection with Project Worksheets or versions thereof, we have worked extensively with FEMA on the preparation of proper and complete Project Worksheets. We have worked on thousands of issues regarding the proper scope of work, eligibility, costing, insurance, duplication of benefits, and inclusion of hazard mitigation measures in Project Worksheets. We have addressed numerous design and construction issues with FEMA. We have appealed a number of adverse decisions by FEMA. We have filed numerous First and Second Appeals on behalf of many applicants. We have filed Nine (9) arbitrations for various applicants. We have dealt with FEMA on Environmental and Historical issues and matters. We have worked with FEMA on the final reconciliation and the closeout of numerous public assistance projects.

To address these various FEMA issues, we have attended numerous meetings, had numerous discussions, have written numerous memorandums and letters, prepared numerous schedules, and provided voluminous other documentation to FEMA to resolve technical, accounting, statutory, regulatory, procedural, policy and FEMA program issues before the need for filing an appeal or arbitration.

When these issues have not been successfully resolved through discussion, on behalf of our applicants/sub-grantees, we have prepared, written, submitted, presented, and argued more than sixty FEMA first and/or second appeals of these FEMA determinations. We have presented and argued many second appeals in Washington DC at FEMA's headquarters. We have been very successful with these first and second appeals. Most of the appeals which we filed have been resolved at the FEMA First Appeal level.

We successfully prepared and filed first appeals both on behalf of the City of Galveston and on behalf of the State of Texas.

We have filed Nine (9) Civilian Board of Contract (CBCA) Arbitrations. Two of these CBCA Arbitrations were settled. Seven of these CBCA Arbitrations were tried before the CBCA. We have also acted as a consultant on two additional CBCA Arbitrations.

I have been recognized by the Louisiana Federal District Court as an expert in public assistance matters, where in addition to my testimony the Judge specifically requested reports and explanations of the intricacies of public assistance funding and processes.

We have also worked extensively with GOHSEP on Public Assistance matters which range from the filing of the initial Request for Public Assistance until the closeout of the project by GOHSEP. This work includes damage assessments, preparation and tracking of Project Worksheets, resolution of procurement and contract issues, and properly obtaining reimbursements from GOHSEP. We have prepared and submitted numerous Requests for Reimbursement Forms (RRFs), reasonable cost analyses, proper procurement memorandums, Requests for extensions of time, schedules and every type of documentation to assist GOHSEP in processing RRFs and processing Hazard Mitigation proposals. We have also prepared and filed Requests for Alternate/Improved and Consolidated projects.

We have met with and worked closely with DHS-OIG auditors as they perform their audits of various projects. We have prepared formal responses to inquiries or reports by internal auditors, legislative auditors, and the DHS-Office of Inspector General. We have worked with the local governments on various accounting and auditing issues.

In connection with this Direct Administrative work under the Public Assistance program, we have worked closely with the administrations of each local government entity, along with the Public Works Department, Police Department, Sheriff's Department, Fire Department, Emergency Operations Centers, and finance Department of each of these public entities.

We have worked with and have been an integral part of the Project Management Team as they advertise for, procure, select and supervise the architectural and engineering contracts and with the designs pertaining to the reconstruction of damaged properties. We have worked with and have been an integral part of the Project Management Team as they advertise for, procure, select and supervise the construction contracts for the reconstruction of damaged properties. We have worked with GOHSEP's appeals department on many issues of regional concern. We have worked with our congressional delegation on issues of regional concern including Special Community Disaster loans.

We have attended meetings, prepared briefings and talking point topics for numerous meetings with FEMA officials, Governor's Office of Homeland Security and Emergency Preparedness officials, and various Congressional personnel and staff including all recent and past

Senators. We served on the State of Louisiana Governor's Transition Team for GOHSEP. We have also lectured on FEMA Public Assistance matters with GOHSEP.

Since August 29, 2005, we have had the pleasure to work with and maintain a professional relationship with numerous representatives of various local governments, FEMA, GOHSEP and the DHS-OIG.

Should you have any questions, please feel free to contact me at 504-220-3453.

Sincerely,

Michael G. Gaffney

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# KATIE CUSIMANO BLANCHARD

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3015 19<sup>TH</sup> STREET  
METAIRIE, LOUISIANA 70002

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## EXPERIENCE

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**Katie Cusimano Blanchard Law Firm:** Metairie, LA (Spring 2020 – present)

- Handle a wide range of cases including, but not limited to the following:
  - Construction Law
  - Insurance defense
  - Criminal defense
  - Personal injury
  - Property damage
  - Successions
  - Family Law
  - Practice in State and Federal trial and appellate courts in the New Orleans and surrounding area.

**Kreller Law Firm:** New Orleans, LA (Spring 2013 – present)

Serve as Associate Counsel and handle the following:

- Represented over 1500 fisherman and businesses against BP and helped navigate settlements
- Hurricane claims
- Property damage claims
- Maritime Claims
- Personal Injury

**Hailey, McNamara, LLP:** Metairie, LA (Fall 2003-Spring 2013)

- Insurance Defense
- Premise Liability
- Automobile Liability

**McGlynn, Glisson & Mouton:** Baton Rouge, LA (2002-2003);

- Assisted in trial preparations
- Legal research and writing
- Prepared briefs, etc.

**Montgomery, Barnett, L.L.P.:** New Orleans, LA (Summer 2002)

- Prepared briefs, motions, etc.
- Legal research and writing

**Breazeale, Sachse & Wilson,** Baton Rouge, LA (Summer 2002);

- Legal research and writing

**Kantro, Spaht Weaver & Blitzer:** Baton Rouge, LA (Fall 2001 - Spring 2002)

- Prepared briefs, motions, etc.
- Legal research and writing



**Office of Boards and Commissions for Governor Michael J. Foster:** Baton Rouge, LA (1998-1999);

- Assistant Director

**Office of Constituent Services for Governor Michael J. Foster:** Baton Rouge, LA (1998)

**Hurndon & Gaffney:** New Orleans, LA (1999-2000)

- Prepared briefs, motions, etc.
- Legal research and writing

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## COMMUNITY INVOLVEMENT

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**Executive Board Lakeshore Playground Booster Club**

**Republican Women of Jefferson Parish**

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## EDUCATION

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**Paul M. Hebert Law Center, Louisiana State University,** Baton Rouge, LA

Juris Doctorate, Bachelor of Civil Law, May 2003

- President of Student Bar Association, 2002 - 2003
- 2L President, 2001-2002
- Freshman Class President, 2000-2001

**Louisiana State University,** Baton Rouge, LA, December 1998; Bachelor of Science in Business Administration; Marketing

- Intern for LSU Sports Marketing Department (1997-1998)
- Letterman in Cross-country and Track and Field
- Member of LSU Cross-country Team (1994-1995)
- Member of LSU Track and Field Team (1994-1996)
- Delta Zeta Sorority (1994-1997)
- SEC Academic Excellence Award

**Mount Carmel Academy of New Orleans,** May 1994

- Four year letterman on Cross-country team and Track and Field Team
- Student Council Board Representative
- Letterman Swim team and Soccer team

## **Appendix B: Prior Representation and References**

## **Appendix B: Prior Representation and References**

Calcasieu Parish, Ward Six, Fire District #1	Plaquemines Medical Ctr. Hospital Ser Dist. Number
City of Harahan	Plaquemines Parish
City of Hattiesburg, MS	Society of the Holy Family d/b/a House of the Holy Family School
City of Kenner	Society of the Holy Family d/b/a Lafon Day Care Nursery
City of Mandeville	St. Augustine High School
City of New Orleans	St. Bernard Parish
City of Port Aransas, TX	St. Charles Parish
City of Slidell	St. Charles Parish Hospital Service District 1
City of Sulphur	St. Mary's Academy of the Holy Family
City of Vinton	St. Tammany Parish
Lakefront Management Authority	The Roman Catholic Church of the Archdiocese of New Orleans
Livingston Parish Sheriff's Office	Washington Parish
NR Pease Inc.	West Feliciana Parish
Nueces County Water Control and Improvement District #4	
Orleans Parish Sheriff Office	
Nueces County Hospital District	

## **Appendix C: Professional Legal Services Questionnaire**

## **Professional Legal Services Questionnaire Instructions**

- The Professional Legal Services Questionnaire shall be used for outside legal services.
- **The Professional Legal Services Questionnaire should be completely filled out. Complete and attach ALL sections. Insert “N/A” or “None” if a section does not apply or if there is no information to provide.**
- Questionnaire must be signed by an authorized representative of the Firm. Failure to sign the questionnaire shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- All subcontractors must be listed in the appropriate section of the Questionnaire. Each subcontractor must provide a complete copy of the Professional Legal Services Questionnaire, applicable licenses, and any other information required by the advertisement. Failure to provide the subcontractors' complete questionnaire(s), applicable licenses, and any other information required by the advertisement shall result in disqualification of proposer pursuant to J.P. Code of Ordinances Sec. 2-928.
- If additional pages are needed, attach them to the questionnaire and include all applicable information that is required by the questionnaire.

## Professional Legal Services Questionnaire

**A. Person or Firm Name & Principal Address:**

Cusimano Law Firm, PLC.  
3015 19th Street  
Metairie, Louisiana 70002

**B. Name, Title, & contact information of Firm Representative, as defined in Section 2-926 of the Jefferson Parish Code of Ordinances, who is licensed to practice law in the State of Louisiana with a minimum of five (5) years' experience:**

Charles V. Cusimano III  
3015 19th Street  
Metairie, Louisiana 70002

**C. Location of the principal:**

1345 Huron Avenue  
Metairie, Louisiana 70005

**D. Please check the legal field or fields in which Firm is qualified to perform services for Jefferson Parish and include the number of years of experience in that particular field.**

<input type="checkbox"/> Bond Services (Years: _____)	<input type="checkbox"/> Science & Technology Law (Years: _____)
<input type="checkbox"/> Elections (Years: _____)	<input checked="" type="checkbox"/> State & Local Government Law (Years: <u>10+</u> )
<input checked="" type="checkbox"/> Administrative & Regulatory (Years: <u>10+</u> )	<input checked="" type="checkbox"/> Taxation (Years: <u>10+</u> )
<input type="checkbox"/> Antitrust Law (Years: _____)	<input checked="" type="checkbox"/> Tort Trial & Insurance Practices (Years: <u>15+</u> )
<input checked="" type="checkbox"/> Business Law (Years: <u>15+</u> )	<input checked="" type="checkbox"/> Complex Litigation (including asbestos litigation) (Years: _____)
<input type="checkbox"/> Criminal Justice (Years: _____)	<input type="checkbox"/> Securities (Years: _____)
<input type="checkbox"/> Dispute Resolution (Years: _____)	<input type="checkbox"/> Ethics Law (Years: _____)
<input type="checkbox"/> Environmental, Energy & Resources (Years: _____)	<input type="checkbox"/> Civil Service Matters (Years: _____)
<input type="checkbox"/> Health Law (Years: _____)	<input type="checkbox"/> Civil Rights & the Constitution (Years: _____)
<input type="checkbox"/> Intellectual Property (Years: _____)	<input checked="" type="checkbox"/> Municipal Representation (including liability & intergovernmental conflicts) (Years: <u>10+</u> )
<input type="checkbox"/> International Law (Years: _____)	<input type="checkbox"/> Code Enforcement Matters (Years: _____)
<input type="checkbox"/> Labor & Employment Law (Years: _____)	
<input checked="" type="checkbox"/> Public Contract Law (Years: _____)	

## Professional Legal Services Questionnaire

<input type="checkbox"/> Public Utilities Law (Years: _____) <input type="checkbox"/> Communications Law (Years: _____) <input type="checkbox"/> Transportation Law (Years: _____) <input checked="" type="checkbox"/> Property (Years: <u>15+</u> ) <input checked="" type="checkbox"/> Trust & Estate Law (Years: <u>10+</u> ) <input type="checkbox"/> Other/specific project as required by the advertisement (Years: _____)	<input type="checkbox"/> Oil Spill Litigation (Years: _____) <input type="checkbox"/> Public Finance (Years: _____) <input checked="" type="checkbox"/> Land Use, Planning & Zoning Law (Years: <u>10+</u> ) <input type="checkbox"/> Economic Development (Years: _____) <input checked="" type="checkbox"/> Construction Law (Years: <u>10+</u> )
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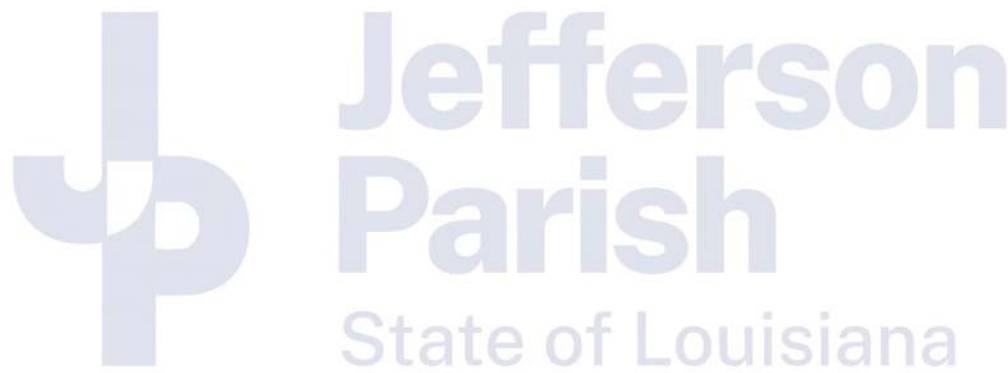
**E. List all subcontractors anticipated for this Project. Please note that all subcontractors must submit a fully completed copy of this questionnaire, applicable licenses, and any other information required by the advertisement. See Jefferson Parish Code of Ordinances, Sec. 2-928(a)(3). Please attach additional pages if necessary.**

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1.		
2.		
3.		
4.		

## Professional Legal Services Questionnaire

**F. Professional Training and experience in relation to the type of work required for the outside legal services.**

Charles V. Cusimano III is licensed to practice law in the State of Louisiana and the State of Texas as well as in Federal Court in the Eastern, Middle and Western District of Louisiana. Attached hereto is Appendix A, is a more detailed explanation of his formal education and experience.



**G. Size of Firm and capacity for timely completion of newly assigned work considering the number of professional and support personnel required to perform the type of outside legal services tasks and the Firm's current unfinished workload.**

The Cusimano Law Firm, PLC was established in 2006 and is wholly owned by Charles V. Cusimano III who is licensed to practice law in the states of Louisiana and Texas. The Cusimano Law Firm consists of one attorney that regularly works in conjunction with the attorneys and professionals included in this response.



## Professional Legal Services Questionnaire

i. Please specify the total number of support staff that may assist in the completion of a matter for each area of the law selected above: 0-9

ii. List any attorneys that may assist in the completion of a matter for each area of the law selected above. If necessary, please attach additional documentation that demonstrates the employment history and experience of the Firm's attorneys that may assist in the completion of this Project (i.e. resume). Please attach additional pages if necessary.

Name:	Legal Field:	Years of Experience in Legal Field:
1. Gaffney & Gaffney, APLC	See attached.	40+
2.		
3.		
4.		
5.		

## Professional Legal Services Questionnaire

**H. Past performance by person or Firm on Parish contracts. Please attach additional pages if necessary.**

See attached Appendix B.

**I. Adversarial legal proceedings between the Parish and the person or Firm performing professional services, in which the Parish prevailed, and excluding those instances or cases where the person or Firm was added as an indispensable party, or where the person or Firm participated in or assisted the public entity in prosecution of its claim. In the event that the person or Firm fails to provide accurate and detailed information regarding legal proceedings with the Parish, including the absence of legal proceedings, the person or firm shall be deemed unresponsive with regard to this category, and zero (0) points shall be awarded. Please attach additional pages if necessary.**

None.

## Professional Legal Services Questionnaire

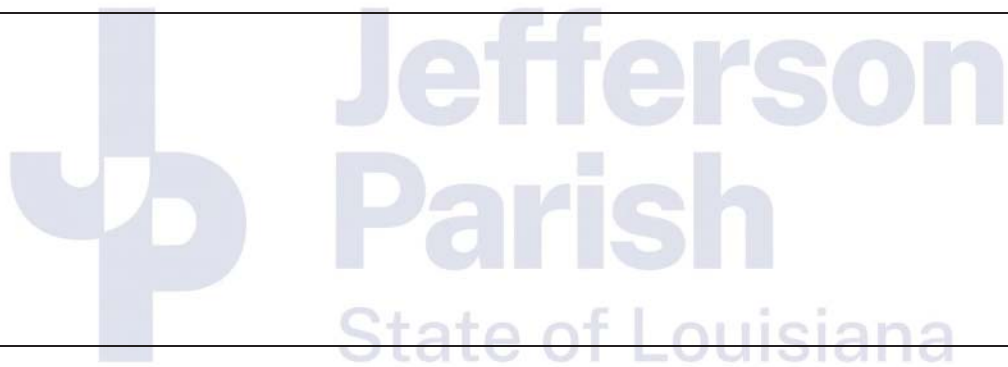
**J. Prior successful completion of projects of the type and nature of legal services, as defined, for which Firm has provided verifiable references. (List no more than 10 projects.)**

1.

See attached Appendix B.

2.

3.



4.

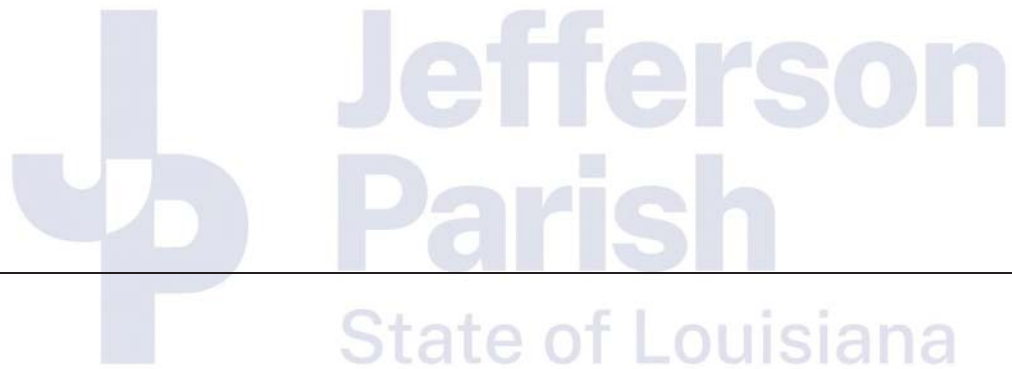
5.

**Professional Legal Services Questionnaire**

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**Professional Legal Services Questionnaire**

**K. Use this space to provide any additional information or description of resources supporting Firm's qualifications for the proposed project.**

See attached Appendix A.

**L. To the best of my knowledge, the foregoing is an accurate statement of facts.**

Signature: Charles V. Cusimano Print Name: CHARLES V. CUSIMANO III

Title: PRESIDENT Date: 11/01/2023

## Professional Legal Services Questionnaire

### A. Person or Firm Name & Principal Address:

GAFFNEY & GAFFNEY, A Law Corporation  
3015 19th Street  
Metairie, Louisiana 70002

### B. Name, Title, & contact information of Firm Representative, as defined in Section 2-926 of the Jefferson Parish Code of Ordinances, who is licensed to practice law in the State of Louisiana with a minimum of five (5) years' experience:

Michael G. Gaffney  
3015 19th Street  
Metairie, Louisiana 70002  
Phone: 504-299-7169  
Email: mike@gaffneyla.com

### C. Location of the principal:

3015 19th Street  
Metairie, Louisiana 70002

### D. Please check the legal field or fields in which Firm is qualified to perform services for Jefferson Parish and include the number of years of experience in that particular field.

<input type="checkbox"/> Bond Services (Years: _____)	<input type="checkbox"/> Science & Technology Law (Years: _____)
<input type="checkbox"/> Elections (Years: _____)	<input checked="" type="checkbox"/> State & Local Government Law (Years: <u>15+</u> )
<input checked="" type="checkbox"/> Administrative & Regulatory (Years: <u>15+</u> )	<input checked="" type="checkbox"/> Taxation (Years: <u>40+</u> )
<input type="checkbox"/> Antitrust Law (Years: _____)	<input checked="" type="checkbox"/> Tort Trial & Insurance Practices (Years: <u>40+</u> )
<input checked="" type="checkbox"/> Business Law (Years: <u>40+</u> )	<input checked="" type="checkbox"/> Complex Litigation (including asbestos litigation) (Years: <u>40+</u> )
<input type="checkbox"/> Criminal Justice (Years: _____)	<input type="checkbox"/> Securities (Years: _____)
<input type="checkbox"/> Dispute Resolution (Years: _____)	<input type="checkbox"/> Ethics Law (Years: _____)
<input type="checkbox"/> Environmental, Energy & Resources (Years: _____)	<input type="checkbox"/> Civil Service Matters (Years: _____)
<input type="checkbox"/> Health Law (Years: _____)	<input type="checkbox"/> Civil Rights & the Constitution (Years: _____)
<input type="checkbox"/> Intellectual Property (Years: _____)	<input checked="" type="checkbox"/> Municipal Representation (including liability & intergovernmental conflicts) (Years: <u>15+</u> )
<input type="checkbox"/> International Law (Years: _____)	<input type="checkbox"/> Code Enforcement Matters (Years: _____)
<input type="checkbox"/> Labor & Employment Law (Years: _____)	
<input checked="" type="checkbox"/> Public Contract Law (Years: <u>15+</u> )	

## Professional Legal Services Questionnaire

<input type="checkbox"/> Public Utilities Law (Years: _____) <input type="checkbox"/> Communications Law (Years: _____) <input type="checkbox"/> Transportation Law (Years: _____) <input checked="" type="checkbox"/> Property (Years: <u>40+</u> ) <input checked="" type="checkbox"/> Trust & Estate Law (Years: <u>40+</u> ) <input type="checkbox"/> Other/specific project as required by the advertisement (Years: _____)	<input type="checkbox"/> Oil Spill Litigation (Years: _____) <input type="checkbox"/> Public Finance (Years: _____) <input type="checkbox"/> Land Use, Planning & Zoning Law (Years: _____) <input type="checkbox"/> Economic Development (Years: _____) <input checked="" type="checkbox"/> Construction Law (Years: <u>15+</u> )
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**E. List all subcontractors anticipated for this Project. Please note that all subcontractors must submit a fully completed copy of this questionnaire, applicable licenses, and any other information required by the advertisement. See Jefferson Parish Code of Ordinances, Sec. 2-928(a)(3). Please attach additional pages if necessary.**

Name & Address:	Specialty:	Worked with Firm Before (Yes or No):
1.		
2.		
3.		
4.		

## Professional Legal Services Questionnaire

**F. Professional Training and experience in relation to the type of work required for the outside legal services.**

Michael Gaffney is a Louisiana attorney engaged in civil practice for more than forty (40) years. Attached hereto is Michael Gaffney's resume outlining his formal education and some of the work his firm has performed.



**G. Size of Firm and capacity for timely completion of newly assigned work considering the number of professional and support personnel required to perform the type of outside legal services tasks and the Firm's current unfinished workload.**

Gaffney & Gaffney, a Law Corporation currently has two (2) attorneys, and seven (7) team members that provided independent contracting work related to their specific skills to assist the attorneys as needed.



**Professional Legal Services Questionnaire**

i. Please specify the total number of support staff that may assist in the completion of a matter for each area of the law selected above: 0-9

ii. List any attorneys that may assist in the completion of a matter for each area of the law selected above. If necessary, please attach additional documentation that demonstrates the employment history and experience of the Firm's attorneys that may assist in the completion of this Project (i.e. resume). Please attach additional pages if necessary.

Name:	Legal Field:	Years of Experience in Legal Field:
1. Christopher Gaffney	See fields checked above.	10 years
2. Charles V. Cusimano III	See attached Professional Legal Services Questionnaire	15+
3.		
4.		
5.		

## Professional Legal Services Questionnaire

**H. Past performance by person or Firm on Parish contracts. Please attach additional pages if necessary.**

Attached is a list of some of the past performances.

**I. Adversarial legal proceedings between the Parish and the person or Firm performing professional services, in which the Parish prevailed, and excluding those instances or cases where the person or Firm was added as an indispensable party, or where the person or Firm participated in or assisted the public entity in prosecution of its claim. In the event that the person or Firm fails to provide accurate and detailed information regarding legal proceedings with the Parish, including the absence of legal proceedings, the person or firm shall be deemed unresponsive with regard to this category, and zero (0) points shall be awarded. Please attach additional pages if necessary.**

**Professional Legal Services Questionnaire**

**J. Prior successful completion of projects of the type and nature of legal services, as defined, for which Firm has provided verifiable references. (List no more than 10 projects.)**

1.  
See attached addendum.

2.

3.



4.

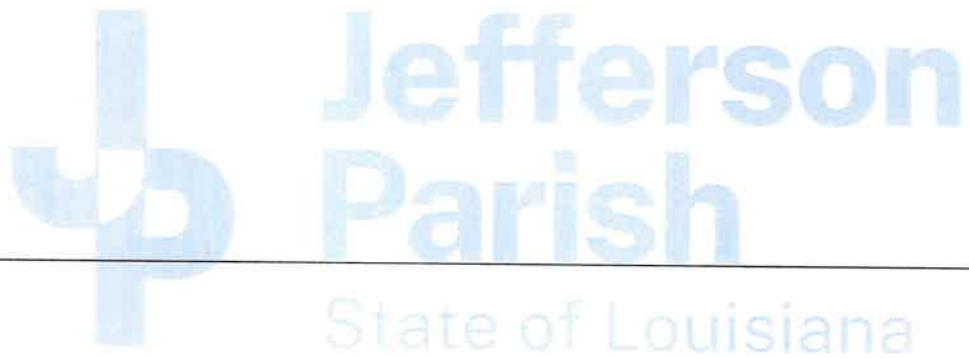
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**Professional Legal Services Questionnaire**

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## Professional Legal Services Questionnaire

**K. Use this space to provide any additional information or description of resources supporting Firm's qualifications for the proposed project.**

**L. To the best of my knowledge, the foregoing is an accurate statement of facts.**

**Signature:**  **Print Name:** Michael G. Gaffney  
**Title:** President **Date:** 11/01/2023

## **Appendix D: Affidavit**

**Statement of Qualifications**

**AFFIDAVIT**

**STATE OF** LOUISIANA

**PARISH/COUNTY OF** JEFFERSON

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_

CHARLES V. CUSIMANOIII, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized PRESIDENT CUSIMANO LAW FIRM, PLC (Entity), the party who submitted a Statement of Qualifications (SOQ) to THE PARISH OF JEFFERSON FOR SUPPLEMENTAL PROFESSIONAL LEGAL SERVICES (Briefly describe the services the SOQ will cover), to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

**Choice A** \_\_\_\_\_

Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

**Choice B** X

there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Affiant further said:

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A \_\_\_\_\_ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B X There are NO debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A \_\_\_\_\_ Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by telephone or by personal contact, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B X there are NO solicitations for campaign contributions which would require disclosure under Choice A of this section.



Affiant further said:

Subcontractor Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A \_\_\_\_\_ Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned SOQ.

Choice B   X   There are NO subcontractors which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

*[The remainder of this page is intentionally left blank.]*

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

Charles V. Cusimano III

Signature of Affiant

CHARLES V. CUSIMANO III

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 1<sup>st</sup> DAY OF November, 2023.



CHRISTOPHER M. GAFFNEY  
Notary Public  
Notary ID No. 132709  
Jefferson Parish, Louisiana

Christopher M. Gaffney  
Notary Public

Christopher M. Gaffney  
Printed Name of Notary

28290  
Notary/Bar Roll Number

My commission expires Perish