

RICHARDS LINDSAY & MARTÍN, L.L.P.

ATTORNEYS AT LAW

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April 10, 2026

Ms. Denise Blanchard
Special Education Director
Gregory Portland ISD
1200 Broadway Blvd
Portland, TX 78374

Re: Question Call Service

Dear Ms. Blanchard:

Currently your District participates in our Legal Question Call Service, which expires on August 31, 2026. To follow is the Agreement for Legal Services for the next school year. It is signed by David M. Richards, the firm's managing partner. If you choose to continue this service, please sign and date the agreement and return it to us for our files. Be sure to keep a copy for your records. Please call at your convenience if you have any questions regarding this service. Upon receipt of the signed contract I will arrange to mail an invoice for the contract amount of \$1200.00 after September 1, 2026.

We appreciate the opportunity to continue to serve your District and look forward to assisting you with your day-to-day legal questions. Please do not hesitate to make regular use of the Legal Question Call Service, as it can help prevent small problems from becoming major ones. And remember, there are no additional limits or charges for day-to-day question calls made under this service.

Sincerely,



Marianne Bates
Office Manager

Enclosures: Legal Services Agreement

RLM LEGAL SERVICES AGREEMENT

The Law Firm of RICHARDS LINDSAY & MARTÍN, L.L.P. (the firm) and the Gregory Portland Independent School District (District) agree to the following terms to govern the provision of legal services to the District.

1. The District agrees to pay the sum of \$1200.00 to the firm in exchange for the services detailed below. The District's payment entitles it to the services and billing rates listed below for a period of one year from September 1, 2026.
2. The District's payment will entitle the District to access the RLM Question Call Service. The District may contact the firm's attorneys for questions and advice on special education, §504, and student disability matters at 512-918-0051. There is no limit to the number of free calls. Documents faxed to or from the firm for examination during question calls will be subject to the firm's fax charge described in paragraph 4. The District will be billed at the firm's hourly rate for the time involved in reviewing faxed documents.

Once a file is opened on a matter, or significant research, drafting or analysis is required, the Question Call Service will not apply to that matter. The District will be advised when the matter has reached the stage where the free calls will no longer apply. At that point, should the District desire further legal work on the matter (including telephone conversations, analysis, drafting and research), that additional work will be billed at the firm's hourly rate.

3. Legal work performed by partners Jose Martín and David Richards will be billed at the hourly rate of \$260.00. The firm's practice is to bill in increments of six minutes. This rate does not apply to advice given as part of the Question Call Service. The hourly rate for time spent in court appearances or administrative hearings will be \$275.00. Paralegal services will be billed at the rate of \$90.00 per hour.
4. In addition to the billing rate described above, the firm charges its clients the actual costs of business travel. The firm will charge for air travel by coach or comparable airfare, the costs of moderate meals, rental cars, and lodging. Where automobile transportation is used, mileage will be charged at the current Internal Revenue Service Rate.

The firm will not bill for travel time to and from the school district or other destination where the travel (1) occurs outside the normal workday, or (2) where at least six hours of work are performed once at the district or other destination. The firm's attorneys will bill at a rate of \$125 per hour for travel when one of these conditions is not met.

Other charges and expenses are as follows:

- Long distance telephone calls, postage and overnight mail are charged at actual cost.
- Facsimiles are charged at 50¢ per page.
- Photocopies are charged at 20¢ per copy. Any photocopying performed by an outside printer will be charged at actual cost.
- Depositions, court reporter fees, court costs, professional services and filing fees will be charged at actual cost.

5. The services and fees detailed above are not subject to change during the term of this Agreement. Subscribing to this service does not limit your ability to obtain legal representation from other firms.



David M. Richards, Managing Partner
RICHARDS LINDSAY & MARTÍN, LLP

Denise Blanchard, Special Education Director
Gregory Portland Independent School District

Date