

# BOARD of EDUCATION Fort Smith Public Schools



## ACTION

**TITLE:** Approve Agreements for Legal Services

**DATE:** June 19, 2017

**ADMINISTRATOR RESPONSIBLE:** Doug Brubaker, Superintendent

### BACKGROUND

Fort Smith Public Schools sought qualifications from legal firms for the 2018 fiscal year. A Request for Qualifications ("RFQ") for Legal Services was released with a closing date of April 3, 2017. The purpose of the RFQ was to identify and establish relationships with qualified law firms that are available to represent Fort Smith Public Schools on an as-needed basis. Areas of practice sought include, but were not limited to, school board policy and procedures, FOIA, personnel matters, labor laws and termination hearings, student discipline and expulsion hearings, workers' compensation issues, litigation actions, and/or challenges to Board actions.

### CONSIDERATIONS:

Attached is the tabulation from this RFQ. A total of five firms responded by the deadline. Submitted documents were reviewed by a committee that included three members. Consideration was given to the following criteria outlined in the RFQ document:

- Quality and completeness of the proposal
- Quality and extent for potential legal services offered
- Qualifications of the legal staff servicing the District
- Ability to meet the District's needs
- Subjective evaluation of quality and desirability of products offered
- References

Based on these criteria, the evaluation committee determined that each of the following firms, listed in alphabetical order, are qualified to serve the District: Bequette and Billingsley; Friday, Eldredge and Clark; James M. (Mitch) Llewellyn; Mitchell Williams; Robertson, Beasley, Shipley, and Robinson, PLLC (collectively, the "Qualified Firms").

### RECOMMENDATION:

The Administration recommends that the Board authorize the Superintendent to negotiate acceptable terms of representation with each of the Qualified Firms and to engage any of the Qualified Firms on an as-needed basis.

If the Board agrees, the motion would read:

*"I move to authorize the Superintendent to negotiate acceptable terms of representation with each of the Qualified Firms and to engage any of the Qualified Firms on an as-needed basis."*