

Staff Report

Subject: Approval of Engagement Letter with Burr & Forman LLP

Author: Alison Bruton, Purchasing Agent

Department: County Manager

Meeting Date: February 7, 2023

Item Description: Engagement Letter with Burr & Forman LLP

Summary Recommendation: Staff recommends approval of the Engagement Letter with Burr & Forman LLP for legal advice for economic development and water/sewer matters.

Executive Summary/Background:

- Staff has requested an engagement letter from Burr & Forman LLP to assist the County with legal advice for economic development and water/sewer matters.
- The rates for personnel which are likely to be involved in this engagement range from \$175 to \$750 per hour (attorneys and tax professionals). These fees do not include filing fees, third party costs/fees, or other out-of-pocket expenses. Those charges will be identified on the billing statements.
- Unless previously terminated as outlined in the letter, representation will terminate with Burr sends the final invoice for services rendered for this matter.
- The has been reviewed by the County Attorney.

Alternatives for Commission to Consider

1. Approval of Engagement Letter with Burr & Forman LLP
2. Take no action

Recommended Alternative: 1

Other Alternatives: 2

Department Review: County Manager, County Attorney

Funding Source: County Manager Budget

Attachments: Engagement Letter