



Founded 1876
Incorporated 1899

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

STAFF SUMMARY REPORT

FROM: Brett Klein, Town Manager/Clerk

ITEM: **Item: Review of Proposals, Discussion and Staff Direction Regarding the Process for Considering the Proposals Submitted in Response to the Town's RFP for Legal Services**

MEETING DATE: January 14, 2025

Summary:

The Town of Jerome issued a Request for Proposals / Qualifications for the provision of legal services on November 18, 2024, with a deadline to submit by December 30, 2024. We received four submissions from qualified firms, see attached. Staff recommend discussing the submissions at the January 14th regular Council Meeting and identifying two that would attend an in-person interview at the February regular or special Council Meeting.

Fiscal Impact:

To be determined.

Recommendation:

Identify 2-3 firms to be invited for an in-person interview to find the best fit for the Town and the firm.