

Regular Tomball EDC Agenda Item Data Sheet

Meeting Date: May 13, 2025

Topic:

Consideration and possible action to approve a Request for Qualifications for Legal Services for the Tomball Economic Development Corporation.

Background:

The Tomball Economic Development Corporation (TEDC) has maintained a long-standing professional relationship with Olson & Olson, LLP, who have served as our legal counsel for the past twenty-plus years. Their representation has been instrumental in supporting TEDC's legal needs during a period of steady growth and development.

In light of the increasing scope and complexity of TEDC's initiatives—particularly involving real estate transactions, property redevelopment, and contractual matters—it has become imperative to ensure that our legal representation is fully aligned with our current and future operational needs. Accordingly, staff recommends issuing a Request for Qualifications (RFQ) for legal services to identify a firm with demonstrated experience and expertise in economic development and municipal law, with a particular emphasis on real estate and redevelopment work.

As a valued partner with extensive institutional knowledge of TEDC and the City of Tomball, Olson & Olson will be formally invited to respond to the RFQ. Their continued participation in the process will allow for a competitive evaluation alongside other qualified firms and ensure that TEDC secures legal representation that best meets the evolving needs of the organization.

All submittals will be reviewed by the Business Retention & Expansion Committee, which will evaluate the qualifications and make a final recommendation to the TEDC Board of Directors. The Committee will conduct a comprehensive evaluation of all Statements of Qualifications (SOQs) based on the criteria outlined in Section 2.4. The evaluation may include consultation with additional individuals, reference checks, and requests for further clarification from respondents. If deemed necessary, TEDC may also identify two or more top-ranked firms for interviews to aid in the final recommendation.

Origination: Kelly Violette, Executive Director, Tomball Economic Development Corporation

Recommendation:

Party(ies) responsible for placing this item on agenda: Kelly Violette

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: # _____

If no, funds will be transferred from account # _____ To account # _____

Signed	_____	Approved by	_____
	Staff Member-TEDC		Executive Director-TEDC
	Date		Date