



	Presented
Comment:	<i>6/22/09</i>
Verified by:	<i>K. Smithers</i>

**WASILLA CITY COUNCIL INFORMATION MEMORANDUM**

**IM No. 09-10**

**TITLE: REQUEST FOR PROPOSAL (RFP) FOR GENERAL COUNSEL LEGAL SERVICES; EVALUATION COMMITTEE REPORT AND INTERVIEW SELECTION.**

Agenda of: June 22, 2009

Date: June 16, 2009

Originator: Kristie Smithers, City Clerk

Route to:	Department	Signature/Date
X	HR Generalist	<i>Gwen Brew</i>
X	Finance Director	<i>6-14-09</i>
X	Deputy Administrator	<i>Marvin Yoder</i>
X	City Clerk	

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:**

*Verne E. Rupright*

**FISCAL IMPACT:**  yes  no

Funds Available  yes  no

Account name/number:

Attachments: none

**SUMMARY STATEMENT:**

On April 13, 2009, through AM No. 09-11, the Wasilla City Council appointed Council Member Woodruff, Gwen Brew, HR Generalist, and Marvin Yoder, Interim Deputy Administrator, as the RFP Evaluation Committee to review the Request for Proposals (RFP) for General Counsel Legal Services.

On June 11, 2009, four RFPs for General Counsel Legal Services were received as follows:

- Birch, Horton, Bittner and Cherot
- Denali Law Group
- Walker and Levesque
- Wolforth, Johnson, Brecht, Cartledge, and Brooking

On June 15, 2009, the RFP Evaluation Committee met and recommends interviewing all four firms.

The City Council is scheduled to hold interviews on Thursday, June 25, 2009 in the Wasilla City Hall Council Chambers, beginning at 9 a.m.