

#

LEGAL NOTICE  
REQUEST FOR PROPOSALS FOR GENERAL LEGAL COUNSEL

Pocahontas County Commission, Marlinton, West Virginia invites interested firms and individuals to submit written proposals to provide General Counsel legal services for the Pocahontas County Broadband Project.

As General Counsel, the selected firm or individual will be expected to provide a wide range of legal services for the organization. The anticipated services will include, but are not limited to, the following: 1) Represent and advise the County Commission in all matters of law pertaining to their offices; 2) Attend meetings of the County Commission and provide legal advice and opinions as necessary; 3) To be promptly available for telephone consultation and to render written opinions in a timely manner; 4) Prepare or review all Ordinances, Resolutions, Contracts, Deeds, Leases, and all other legal documents as requested by the County Commission; 5) Investigate all claims and complaints by or against the organization and provide legal counsel as required and requested by the County Commission; 6) Oversee and manage the legal affairs of the organization and ensure that the policies, programs, agreements and activities of the County Commission and its employees and agents are carried out in compliance with all applicable law and that the best interests of the County Commission are otherwise protected to the fullest extent possible.

Procurement of said services shall be in accordance with 2 CFR 200.320 (d). The contract will be awarded to the responsible offeror whose proposal is most advantageous to the organization, with price and other factors considered including familiarity and expertise with this type of organization.

All those interested in being considered for this must submit a proposal detailing qualifications and staffing capabilities, related prior work experience, fee schedule and ability to complete work as needed on this project in a timely manner.

If interested in providing this service, please submit one (1) original, five (5) copies, and one (1) digital format submission of all requested information to:

Pocahontas County Commission  
Pocahontas County Broadband Project  
RFP General Counsel  
900 Tenth Ave., Marlinton, WV. 24954  
[asmarr@reg4wv.org](mailto:asmarr@reg4wv.org)

Proposals will be accepted until 4:00 p.m. on July 8<sup>th</sup>, 2022.

The selected firm will be required to comply with Title VI of the Civil Rights Act of 1964, Executive Order 11246, Section 109 of the Housing and Urban Development Act of 1974, Section 3 of the Housing and Urban Development Act of 1968, Conflict of Interest Statement and Access to Records provisions and all other requirements as they relate to HUD-funded projects.

The Pocahontas County Commission will afford full opportunity for minority business enterprises to submit a show of interest in response to this invitation and will not discriminate against any interested firm or individual on the grounds of race, color, creed, sex, age, handicap or national origin in the contract award.

The Pocahontas County Commission reserves the right to accept or reject any and/or all proposals. The Pocahontas County Commission also reserves the right to negotiate the fee for services.

Walt Helmick, County Commission President