

LEGAL NOTICE  
REQUEST FOR PROPOSALS FOR LEGAL COUNSEL

The Town of Meadow Bridge, Meadow Bridge, West Virginia invites interested firms and individuals to submit written proposals to provide General Counsel legal services for the Town of Meadow Bridge Municipal Broadband Design Project.

The selected law firm or individual attorney 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) Draft and review a variety of documents related to the installation, operation and maintenance of broadband services; 2) Represent and advise the Town in all matters of law pertaining to broadband projects and other matters; 3) Attend meetings of the Town and provide legal advice and opinions as necessary; 4) To be promptly available for telephone consultation and to render written opinions in a timely manner; 5) Prepare or review all Ordinances, Resolutions, Contracts, Deeds, Leases, and all other legal documents as requested by the Town; 6) Investigate all claims and complaints by or against the organization and provide legal counsel as required and requested by the Town; 7) Ensure compliance with local, state and federal law pertaining to the Town of Meadow Bridge Municipal Broadband Design Project.

Candidates should be knowledgeable and experienced in matters related to broadband development projects, and government contracts with specific experience in contract and procurement requirements applicable to local governments and agencies of the State of West Virginia.

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:

Town of Meadow Bridge  
Town of Meadow Bridge Municipal Broadband Design Project  
RFP Legal Counsel  
P.O. Box 8, Meadow Bridge, WV 25976  
[asmarr@reg4wv.org](mailto:asmarr@reg4wv.org)

Proposals will be accepted until 4:00 p.m. on July 21<sup>st</sup>, 2023.

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 Town of Meadow Bridge 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 Town of Meadow Bridge reserves the right to accept or reject any and/or all proposals. The Town of Meadow Bridge also reserves the right to negotiate the fee for services.