

September 2010

Re: Request for Qualifications for Legal Counsel: Litigation, Labor & Employment, Public Finance and General Municipal Law

Dear Counsel:

The City Attorney's Office is seeking qualified law firms available to work for the City of Richmond (the "City") and the Richmond Community Redevelopment Agency (the "Agency"). We are soliciting expressions of interest to provide both advisory and litigation legal services in the following broad practice areas:

General Tort Defense (personal injury & property damage)  
Police Tort Defense (state & federal court)  
Labor & Employment Litigation and Administrative Proceedings  
Labor & Employment Advice, Training and Personnel Investigations  
Public Finance (Bonds, Prop 218, Taxation)  
General Municipal Law Advisory & Litigation  
Public Works/Public Contracting

Expressions of interest should include the following:

1. A description of the type of legal services that your firm proposes to perform for the City or Agency, including specified practice areas.
2. A firm profile, including a description of your firm's practice.
3. Professional summaries of attorneys that your firm anticipates would be working on City or Agency projects. Please include a professional summary for each attorney, describing length of practice, area(s) of specialization, relevant experience, education, and any other relevant information. Please describe each attorney's experience working with public entities and experience with California municipal law.
4. A description of relevant trial and appellate experience, including number of trials to verdict, particularly those representing public entities, and appellate decisions.
5. Five references, preferably from public entities, for relevant work performed within the last five years.
6. Proposed fee schedule for public entities.

The deadline for electronic submittals is **5:00 PM, October 29, 2010**. Electronic submittals should be directed to [bruce\\_goodmiller@ci.richmond.ca.us](mailto:bruce_goodmiller@ci.richmond.ca.us) with a copy to [randy\\_riddle@ci.richmond.ca.us](mailto:randy_riddle@ci.richmond.ca.us).

Five (5) hard copies must be received no later than 5:00, November 1, 2010.

Please direct submittals to:

City Attorney  
City of Richmond  
450 Civic Center Plaza  
Richmond, CA 94804

The City Attorney's Office plans to use the list of qualified attorneys and law firms until June 30, 2013 to select, or recommend to the City Council for selection, qualified legal consultants for specific projects as they may arise. The City Attorney makes no representation that a party who submits a statement of qualifications will be engaged to perform legal services for the City of Richmond.

The City Attorney's Office reserves the right to reject any or all responses to this Request for Qualifications, to request additional information concerning any statement of qualifications for purposes of clarification, and to waive any irregularities present in any response. All costs associated with a response are the responsibility of the responding applicant law firm. All materials submitted will not be returned.

Thank you for your interest in working for the City of Richmond. For more information about the City of Richmond, please visit our website at [www.ci.richmond.ca.us](http://www.ci.richmond.ca.us). If you have any questions about this Request for Qualifications, please feel free to contact Bruce Reed Goodmiller at (510) 620-5439.