



Village of Fredericktown

2 East Sandusky Street
Fredericktown, Ohio 43019
(740) 694-9010 • Fax (740) 694-9032

Request for Qualifications for Village Solicitor

Fredericktown Village Council is soliciting Requests for Qualifications from qualified law firms that may be interested in performing legal services for the Village of Fredericktown for 2018 and 2019. Firms interested in being considered must submit a Statement of Qualifications no later than November 30, 2017 at 5:00 p.m. Submittals received after this deadline will not be considered. Please limit submittals to ten single sided pages.

Statements of qualifications should include:

1. Identification of the designated attorney primarily responsible for the required services and a description of the qualifications and experience of the primary attorney, including experience dealing with legal issues in a municipality.
2. Identification and qualifications of a secondary attorney that will be designated to serve in the absence of the primary solicitor.
3. Description of specific types of municipal experience of the primary attorney.
4. Description of types of legal services the firm specializes in within the State of Ohio.
5. Description of insurance coverage held by the firm, including but not limited to, commercial general liability, automobile, worker's compensation, and professional liability. (Successful candidate shall hold the Village of Fredericktown harmless and provide a Certificate of Insurance with specific language naming the Village of Fredericktown and its elected and appointed officials *additional insured*.)
6. A proposal of desired compensation or a schedule of applicable legal fees.
7. A list of professional references including names, addresses, and phone numbers of clients that may verify qualifications and municipal experience of primary attorney.

The Village of Fredericktown is an equal opportunity employer. A cover letter and a copy of the Statements of Qualifications may be submitted no later than 5:00 PM on November 30, 2017th to:

Clerk of Council
Village of Fredericktown
2 E Sandusky Street
Fredericktown OH 43019
Phone: 740.694.9010