

Agenda Memorandum

To: Honorable Mayor and City Council Members
Prepared By: Jacqueta Scott, Procurement Manager
From: Bryan Cobb, City Manager
Date: May 5, 2025
Subject: **Resolution No. 4598-25**, New City Attorney Selection and Approval

Procedure: Call Up Item
City Manager Background
Vose Law Firm Comments
Public Comment - Request to Speak Forms submitted prior to beginning of meeting.
Council Motion & Discussion
Council Action

Introduction: This is a request for City Council to award Request for Proposals (RFP) No. 25-28 and approve the selection of Vose Law Firm, LLP, as the new City Attorney.

Discussion: At City Council's January 27, 2025 Work Session, Assistant City Attorney David Hall notified City Council that Stenstrom, McIntosh, Colbert & Whigham P.A. will discontinue its provision of legal services to the City as of May 31, 2025. RFP No. 25-28 was advertised on March 5, 2025, for Professional Legal Services – City Attorney. The scope of services outlined in the RFP included the requirement of the firm to be knowledgeable in a variety of legal areas, to attend all meetings of the City Council and select boards and agencies, to draft and review legal documents, to provide legal advice and consultation and have a preferred minimum of five (5) years' experience representing Florida municipal governments. A copy of the RFP document is provided in Attachment 1.

The City advertised RFP 25-28 in VendorLink and the Orlando Sentinel on March 9, 2025. Seventeen (17) firms downloaded and viewed the solicitation. On March 25, 2025, the City received seven (7) responsive proposals from Alison Yurko P.A., De Beaubien, Simmons, Knight, Mantzaris & Neal, LLP (DSK Law), Fishback Dominick, LLP, Roper, Townsend & Stuphen, P.A., Sabatini Law Firm P.A., Shepard, Smith, Hand & Brackins, P.A., and Vose Law Firm LLP. On April 7, 2025 the Attorney Selection Committee met to select firms for interview. The firms selected for interview were Vose Law Firm, Fishback Dominick, LLP, Shepard, Smith, Hand & Brackins, P.A., and DSK Law. A copy of the April 7, 2025 Attorney Selection Committee Minutes is provided in Attachment 2.

The selected firms were invited to each give a 10-minute presentation followed by a 20-minute question and answer session on April 14, 2025. Each firm presented and answered questions asked by the Committee. Following the question-and-answer session, the Committee

recommended the selection of Vose Law Firm and the backup as Shepard, Smith, Hand & Brackins, P.A. A copy of the April 14, 2025 Attorney Selection Committee Minutes is provided in Attachment 3.

A copy of Vose Law Firm's proposal is provided in Attachment 4. A retainer agreement with Vose Law Firm is provided in Exhibit 1 of Resolution No. 4598-25. The agreement calls for an indefinite term, but terminable by the City Council or City Attorney with a one hundred eighty (180) day notice to the other.

Budget Impact: Budget is available to fund services provided under the new agreement. The new City Attorney shall be compensated at the monthly rate of \$20,000.

Strategic Impact: Maintain a stable and thriving community, protect citizens from harm, and ensure peace of mind for all residents. Identify and perform best practices that lead to stronger communication, increase efficiency, and develop high levels of community confidence and trust.

Recommendation: It is recommended that City Council adopt Resolution No. 4598-25

Attachment(s):

1. RFP 25-28 Professional Legal Services – City Attorney
2. April 7, 2025 Attorney Selection Committee Minutes
3. April 14, 2025 Attorney Selection Committee Minutes
4. Vose Law Firm Proposal