

INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board

FROM: Verna Seal, MPD Board President

DATE: July 9, 2013

SUBJECT: Legal Services Recommendation

ISSUE

Contract for legal services for the Tukwila Metropolitan Park District.

BACKGROUND

The Tukwila Metropolitan Park District has been contracting legal services since the District's inception in 2011. The most recent contract for legal services expired on June 20, 2013. A Request for Proposals was solicited beginning on May 16, 2013, with a submission deadline of May 30, 2013. Three proposals were received and a Selection Committee made up of three members from the MPD Board – I as chair, Allan Ekberg and Kate Kruller. After reviewing the Requests for Proposal (RFP) the committee sent a series of questions to each of the law firms. The committee then met to review each RFP and the responses to the questions. The committee felt that one of the law firms did not have enough experience with jurisdictions in the South King County area, as well as special purpose districts and therefore was not moved forward for consideration. The remaining two law firms were then evaluated using the attached grid.

DISCUSSION

Board members expressed the desire to seek legal services with a firm or individual that has experience in offering services to special use districts and if possible with a Metropolitan Park District. Each of the firms that submitted proposals was well qualified, however the Selection Committee believes that Snure Law Office is the best fit due to experience working with the Des Moines Pool Metropolitan Park District, are located Des Moines which is close and offers competitive yet reasonable rates. Their hourly rates are:

\$210/attorneys

\$95/Paralegals

RECOMMENDATION

The MPD Board Legal Services Selection Committee is asking the Board to authorize the Board President to negotiate a contract for legal services with the Snure Law Firm, with said contract being brought back to the next MPD Board meeting for review and approval by the Board.

ATTACHMENTS

Evaluation of Proposals

MPD LEGAL SERVICES

EVALUATION OF PROPOSALS

Point Analysis:

- Short Cressman & Burgess – 23 points
- Snure Law Office – 30 points

	Short Cressman & Burgess	Snure Law Office
Demonstrated experience and knowledge of government law	2	2
Demonstrated understanding of Metropolitan Park District or Special Use District government issues and law	1	3
Familiarity with Washington State and King County Law	3	2
Qualifications of staff that will be assigned to the District: indicate role of the counsel and other staffing resources	1	3
Availability of assigned counsel to attend meetings and otherwise serve the Metropolitan Park District	2	0
Legal Fees	\$250/Missall \$225/Clark \$125/Paralegals No travel time or mileage to attend regular scheduled meetings 5 hours of legal at no charge to start up 2	\$210/attorneys \$95/Paralegals 3
Short questions		
How does fire district or water district differ from Park or Pool District?	2	3
Executive Session Analysis	2	2
Available to attend pool related public events?	2	2
Necessary to attend our board meetings?	2	2
MPD work before?	0	2
Difference between Park District and Municipality?	2	2
Disagreement with Board Members	2	2
Additional Information	0	2
Total	23	30