



Title: Selection and Authorization to Enter into Contract for Legal Services

Resolution number: 24-046

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Reviewed by: Name/Title: Tessa Vacek, Administrative Services Manager

Recommended action: Approve Proposal and Authorize Administrator to Execute Contract

Past Board action: Res #: 24-040 Title: Approval to Release Request for Qualifications for Legal Services
Res #: 22-049 Title: Authorization to Execute a Contract for Legal Services

Summary:

Pursuant to Minnesota Statute 103B.227, a watershed district is required to solicit proposals for professional services, including legal services, at least every two years. The MCWD legal services contract with Smith Partners expires on August 31, 2024.

At the July 11, 2024 meeting the Board of Managers authorized the release of requests for qualifications (RFQ) for legal services.

Staff posted this RFQ on the MCWD website, on the League of Minnesota Cities website and published an advertisement that ran twice in the Star Tribune (the District's approved newspaper.)

Although the Smith Partners proposal was the only proposal received, staff is recommending the Board authorize the District Administrator to execute a contract with Smith Partners based on their history with and knowledge of the MCWD specifically, as well as the Smith Partners staff's years of experience and knowledge in water resources laws and watershed statutes.



RESOLUTION

Resolution number: 24-046

Title: Selection and Authorization to Enter into Contract for Legal Services

- WHEREAS, pursuant to Minnesota Statutes 103B.227 at least every two years a watershed district is required to solicit interest proposals for professional services before retaining the services of a consultant;
- WHEREAS, professional services needed by the MCWD, and subject to 103B.227 include legal services; and
- WHEREAS, the Board authorized the solicitation of responses for legal services at the July 11, 2024 Board meeting;
- WHEREAS, staff received one response from the placement of the request for qualifications; and
- WHEREAS, District staff have prepared, and the MCWD Board has reviewed, the Request for Qualifications and Scope of Services for legal services;

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers hereby authorizes the District Administrator to execute a legal services contract with Smith Partners for the period of September 1, 2024 through August 31, 2026.

Resolution Number 24-046 was moved by Manager _____, seconded by Manager _____. Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. 08/22/2024.

Secretary Date: _____