



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Town Council

**Board Meeting Date: 6/26/2018**

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**File #:** 18-227, **Version:** 1

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### **SUBJECT:**

A Resolution to Authorizing the Town of Erie to Enter Into a Contract to with Hoffmann, Parker, Wilson and Carberry P.C. for services as Town Attorney and Directing the Appropriate Town Officers to Sign Said Agreement; And, Setting Forth Other Details Relating Thereto.

**DEPARTMENT:** Administration

**PRESENTER:** Farrell Buller, Acting Town Administrator

**FISCAL INFORMATION:** N/A

### **STAFF RECOMMENDATION:**

Approve resolution

### **SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

Upon notification that the current Town Attorney, Mark Shapiro, intended to retire at the end of July 2018, a Request for Qualifications (RFQ) was issued on April 23, 2018 to secure new coucel. Six responses were received and three firms chosen to proceed to the interview process. The three firms chosen were:

- Hoffmann, Parker, Wilson and Carberry P.C.
- Widner Juran LLP
- Murray, Dahl, Kuechmeister Renaud LLP

Interviews were conducted on June 4, 2018 during a Board study session, followed by a special meeting to discuss the candidates. Kendra Carberry of Hoffmann, Parker, Wilson and Carberry P.C., was selected as the candidate to serve as the Town Attorney.

Staff completed negotiations with Ms. Carberry and the attached contract was agreed upon. The contract will commence on August 1, 2018, with Ms. Carberry being sworn in as Town Attorney at the July 24, 2018 Board of Trustee meeting.

### **ATTACHMENTS:**

1. Resolution

2. Contract