



City of Doral
Request for Qualifications
City Attorney Services
RFQ No. 2024-06

NOTICE: The City of Doral ("City") hereby gives notice of its intent to seek proposals from interested and qualified parties in response to this Request for Qualifications ("RFQ") to provide the services described herein. Proposals must be received no later than **Monday, April 15, 2024, at 10:00 AM.**

The City is soliciting statements of qualifications from qualified and experienced law firms to provide a full range of municipal legal services serving as the City's legal counsel on a contractual basis pursuant to the City Charter ("City Attorney"). The City Attorney will perform all duties pursuant to the City of Doral's Charter and Code of Ordinances. The services sought by the City include serving as the City's attorney of record or overseeing the attorney of record. The City Attorney shall perform the duties of the City Attorney under such terms, conditions, and compensation as may be established by the Council.

The City of Doral is considering one of two options: electing a qualified firm on a contractual basis to provide legal services or hiring a qualified attorney on an individual basis as in-house counsel, along with a team of individuals hired by the City. Interested persons wishing to be considered on an individual basis may submit an application to the City of Doral Human Resources Department by visiting <https://www.cityofdoral.com/all-departments/human-resources/job-opportunities/>

Proposals from firms are to be submitted electronically via DemandStar <https://network.demandstar.com/> or Vendor Registry <https://vendorregistry.com/> by the date and time stated above. The responsibility for submitting a Proposal before the stated time and date is solely and strictly that of the Proposer. The City is not responsible for any delayed, lost, late, misdelivered, or non-delivered Proposals, no matter the cause. This RFQ and addenda or notices in connection therewith may be downloaded from the City of Doral Procurement Division webpage, on [Vendor Registry](#), or on [Demand Star](#). To receive notifications of addenda or notices issued, interested parties must register on Vendor Registry or on Demand Star.

This RFQ is subject to the "Cone of Silence". Accordingly, all questions regarding this RFQ must be made in writing and be directed to Procurement at the following email at procurement@cityofdoral.com no later than **Friday, April 5, 2024, at 10:00 AM.** All inquiries must reference **"RFQ 2024-06 City Attorney Services"** in the subject line. No phone calls will be accepted in reference to this solicitation. If it becomes necessary to provide additional clarifying information that revises any part of this solicitation, supplements or revisions will be made available via written addendum.

The City reserves the right to reject any or all submissions, to waive any or all irregularities in any submission, to solicit and re-advertise for bids and to make awards in the best interest of the City, as determined in its sole discretion. Notwithstanding any language contained herein to the contrary, the City reserves the right to accept any submittals deemed to be in the best interest of the City, to waive any minor irregularities, scrivener's errors, minor omissions, minor deviations, and/or technicalities in any Proposals, or to reject any or all Proposals and to re-advertise for new Proposals, in accordance with the applicable sections of the Florida Statutes, the City Charter and Code, and this RFQ. **PROPOSERS ARE ADVISED THAT PROPOSALS OR BIDS SUBMITTED WITH IRREGULARITIES, DEFICIENCIES, AND/OR TECHNICALITIES THAT DEVIATE FROM MANDATORY REQUIREMENTS MAY RESULT IN A NON-RESPONSIVE DETERMINATION.**