



## REQUEST FOR LETTERS OF INTEREST SOLICITOR SERVICES

---

---

The Redevelopment Authority of the County of Fayette, Pennsylvania is seeking letters of interest from qualified attorneys to serve as Solicitor of the Redevelopment Authority. Individuals and firms interested may obtain additional information by visiting the Redevelopment Authority's web-site at [www.racfpa.org](http://www.racfpa.org), or by calling the Redevelopment Authority at 724-434-1547 ext. 210. Minority and Women-owned Businesses and Disadvantaged Businesses are encouraged to submit their letters of interest. All letters of interest must be submitted by no later than 3:00 p.m., Wednesday, June 13, 2018.

**ORGANIZATION DESCRIPTION.** The Redevelopment Authority of the County of Fayette, Pennsylvania (RACF) is the principle agency in Fayette County responsible for implementing community development and single-family affordable housing initiatives. Established in 1949, the Authority provides general community development services and administers several programs on behalf of the County and its municipalities. Annually the Redevelopment Authority administers an average of \$6 - \$7 million in funding through state and federal resources to undertake community and economic development and single-family housing initiatives. In addition, the Redevelopment also engages in traditional redevelopment projects. Additional information on the Authority's initiatives may be found on the Authority's web-site at [www.racfpa.org](http://www.racfpa.org).

**SOLICITOR ROLE AND RESPONSIBILITY.** In all aspects the role of Solicitor for the Redevelopment Authority must comply with the Pennsylvania Urban Redevelopment Law, as well as all state and federal rules and regulations applicable to attorneys serving in the role of solicitor for municipalities and instrumentalities of the Commonwealth of Pennsylvania. The current responsibilities of Solicitor of the Redevelopment Authority include the following: (1) provide general legal advice and consultation to the Members of the Authority and the Authority's Executive Director; (2) attend meetings of the Authority, as required; and (3) review, as required, legal contracts, leases, agreements, and other legal instruments. Upon specific request the Solicitor will also: (1) prepare, as required, legal contracts, leases, agreements, and other legal instruments; (2) conduct title searches and settlements and provide other services as needed, in connection with the acquisition and disposition of property; and (3) advise, consult, and represent the Authority in other general legal matters, including those related to litigation.

**CONTENTS OF LETTER OF INTEREST RESPONSES.** Responses to this request shall be no more than five pages in length, and shall include the following details:

1. Applicant's experience with the Commonwealth of the Pennsylvania Urban Redevelopment Law and municipal law.
2. Applicant's experience with zoning, subdivision / land development and PA Municipalities Planning Code.
3. Applicant's experience with title research, contract development and review.
4. Applicant's litigation experience in state and federal courts.
5. List of client representations which could currently, or potentially create a conflict of interest (local municipalities, contractors which perform Authority-funded work, private developers, etc.).
6. Proposed rate of compensation. (The outgoing Solicitor's rate is \$650/month retainer and \$100/hour for additional duties.)

**LETTERS OF INTEREST SUBMISSION, REVIEW, AND SELECTION.** All letters of interest must be submitted by no later than 3:00 p.m., Wednesday, June 13, 2018. Letters may be submitted in writing to the attention of Andrew P. French, Executive Director, Fayette County Redevelopment Authority, 86 West Main Street, Uniontown, PA 15401. Letter may also be submitted electronically to [afrench@racfpa.org](mailto:afrench@racfpa.org). All submissions will be reviewed by the Members of the Redevelopment Authority. It is anticipated selection of a Solicitor will be made at the Redevelopment Authority's July meeting (scheduled for July 11, 2018 at 4:15 p.m.).