

**REQUEST FOR QUALIFICATIONS
FOR LEGAL SERVICES
METROPOLITAN AIRPORT AUTHORITY OF PEORIA**

The Metropolitan Airport Authority of Peoria (MAAP) seeks an attorney or attorneys to provide legal services to the Airport Authority. The services may be provided by a single lawyer, a law firm or a team of lawyers, but in each instance a Lead Counsel shall be designated to serve as the primary point of contact for MAAP. The Lead Counsel and, if applicable, the law firm and/or team of lawyers shall be collectively referred to as "Respondent."

Minimum Education and Experience Requirements for Lead Counsel

- Juris Doctorate degree.
- Current member in good standing with the Illinois Bar, eligible to practice law in Illinois, with no history of disciplinary actions.
- Ten (10) years of professional experience practicing law.
- Five (5) years of experience representing a public board, agency, council or commission.
- The Lead Counsel and, in the case of a law firm or legal team, each member of Respondent must be an attorney in private practice with malpractice insurance in a form and amount satisfactory to the Airport Authority's Insurance Broker of Record.
- Demonstrated knowledge of Illinois Open Meeting, Public Records, and Public Officials and Ethics laws.
- Demonstrated knowledge of the statutory, regulatory and governing provisions by which the MAAP operates.

Skills and Abilities:

- Demonstrated knowledge of the public procurement and grant processes, including but not limited to compliance with FAA and Illinois grant assurances.
- Demonstrated knowledge of leasing, land development, and construction.
- Demonstrated knowledge of employment law and employee benefits.
- Demonstrated knowledge of intergovernmental matters.
- Extensive knowledge of the theories, principles, and practices of the legal profession.
- Ability to provide expert legal advice to the MAAP, its Commissioners, and staff.
- Ability to interpret and clarify complex laws, statutes, ordinances, and rules.

- Ability to communicate clearly, concisely, verbally, and in writing.
- Familiarity with applicable federal and state regulations pertaining to publically owned and operated airports is preferred but not required.
- A law firm or team of lawyers with a broad range of services and areas of expertise upon which MAAP may draw as circumstances require is preferred. Historically, services and expertise required by the MAAP have included but not been limited to the foregoing as well as taxation, various state and federal environmental regulations and laws, FAA Part 77, Part 150, and the Uniform Relocation Act of 1970 as administered by the FAA.

General:

Each proposal must identify Lead Counsel, each member of Respondent anticipated to work on projects for MAAP (if a firm, it is not necessary to identify all members of the firm), and provide a detailed résumé which clearly demonstrates compliance with the minimum education and experience requirements, skills and abilities set forth above. The proposal shall also state the hourly rates for legal services, including rates for Lead Counsel and, in the case of a law firm or legal team, each member of Respondent, as well as any additional fees or charges for related services including but not limited to paralegal, secretarial, work processing, legal research (ie. Westlaw, Lexis), copies, scans and faxes. The proposal shall identify the timing and amount of any periodic adjustment to the hourly rates, fees and/or charges. Finally, the proposal shall include a minimum of three (3) references for Lead Counsel who can specifically speak to that lawyer's experience, skills and abilities. The selection process may at MAAP's option include an interview process.

Submittals:

Respondent must submit six (6) hard copies of the proposal and one (1) electronic copy. Hard copies must be submitted by 4:30 pm Central Standard Time on Friday, February 24, 2017 to:

Gene N. Olson, Director of Airports
Metropolitan Airport Authority of Peoria
1600 W. Everett McKinley Dirksen Parkway
Peoria, Illinois 61607

Electronic proposals must be submitted by 4:30 pm Central Standard Time on Friday, February 24, 2017 to Gene N. Olson, Director of Airports, at golson@flypia.com.

Questions may be directed to Gene N. Olson, Director of Airports, at (309) 697-8272 extension 100 or via email at golson@flypia.com.