

CITY OF ASHEVILLE, NORTH CAROLINA  
ADVERTISEMENT FOR BIDS AND PROPOSALS  
REQUEST FOR PROPOSAL NO. RFP #977-15

**Contracted Services – Independent Legal Counsel**

Proposals for Contracted Services for Independent Legal Counsel will be received by Meredith Troughton in the Human Resources Department until **5:00pm on Friday, May 22, 2015.**

Proposal forms, instructions and specifications may be obtained at <http://www.Ashevillenc.gov/bids> or the Purchasing Office Monday through Friday, 8:30 a.m. - 5:00 p.m. Phone (828) 259-5950. If bid addenda are issued, they will be posted to this web site no less than seven (7) days prior to the bid opening date. Each addendum will be identified by number. Bidders are urged to check this page prior to submitting a bid response to assure that they have obtained all addenda that may have been issued for the bid package in question. Bid addenda should be acknowledged (signed) and included with the bid response. Bid responses submitted without acknowledged addenda may be rejected.

The City of Asheville has adopted a Minority Business Outreach Plan to encourage participation by women and minority businesses in the public bidding process. The purpose of this outreach effort is to increase the likelihood of success in the award of contracts. Bidders are hereby notified that this bid is subject to the provisions of this Outreach Plan. Questions regarding the Minority Business Outreach Plan may be directed to, Brenda Mills, Office of Economic Development, City of Asheville, Post Office Box 7148, Asheville, NC 28802-7148 or by phone at (828) 259-8050 or by e-mail at [minoritybusiness@ashevillenc.gov](mailto:minoritybusiness@ashevillenc.gov) or [bmills@ashevillenc.gov](mailto:bmills@ashevillenc.gov). You can access a listing of certified minority firms at: either <https://www.ips.state.nc.us/Vendor/SearchVendor.aspx> (State of North Carolina's VendorLink search) or [www.doa.state.nc.us/hub](http://www.doa.state.nc.us/hub) (Link for Office of Historically Underutilized Businesses to search for HUB vendors directly). **All bidders are notified that they must show proof of minority or woman business status for purposes of this bidding opportunity if they do not use the Office of Historically Underutilized Businesses as their source for outreach efforts.** It is the policy of the City to (1) provide minorities an equal opportunity to participate in all aspects of its contracting and procurement programs and (2) to prohibit any and all discrimination against persons or businesses in pursuit of these opportunities.

Bidders are notified of a City policy that prohibits contracting with persons or firms who are delinquent in the payment of ad valorem taxes owed to the City of Asheville.

The City of Asheville reserves the right to reject any or all proposals.