



BROOKS COUNTY INDEPENDENT SCHOOL DISTRICT

SEALED REQUEST FOR QUALIFICATIONS GENERAL LEGAL COUNSEL

The **Board of Trustees of the Brooks County Independent School District** is seeking Request for Qualifications proposals from law firms to perform legal services. Law firms should submit qualifications to serve as General Legal Counsel to the Board, which advises on legal matters affecting Board members and the Brooks County Independent School District. The attorneys shall be responsible directly to the Board, but shall be required to work with Superintendent of Schools and other administrative staff. Counsel should be familiar with laws applicable to school districts in the State of Texas, which include the Texas Open Meetings Act, the Texas Public Information Act, federal and state laws governing elections, administrative law, personnel law, school finance, disability law and other general school laws that may arise in the context of representation of the Board of Trustees.

Sealed request for qualifications must be received at the Brooks County I.S.D district administrative offices by 2:00 p.m. central time on Monday, November 27, 2023 and labeled RFP# 2324-02. Proposals should be addressed to Maria E. Anzualda, Brooks County I.S.D. Board President, P.O. Box 589, 200 W. Adams Street, Falfurrias, TX 78355. Any questions or requests for clarification regarding this RFQ should be directed to the district in writing no later than 3:00 p.m. on November 13, 2023. The general legal counsel RFQ can be found at our district website <https://www.bcisd.us/>.

The Brooks County I.S.D. reserves the right to waive, modify, or otherwise vary the conditions or requirements herein and may accept or reject any and all proposals as the Board of Trustees, in its sole discretion, deems to be in the best interest of the School District. The Brooks County I.S.D. may negotiate the terms of any response to this RFP. Brooks County I.S.D. shall not be bound to accept the lowest priced proposal, but may accept such proposal, if any, as the Board of Trustees determines to be in the best interest of the school district.