



Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Bibb County Board of Education, Dr. Dan A Sims, Superintendent

From: Dr. Katika D. Lovett, Deputy Superintendent
Dr. Elaine M Wilson-Beverly - Executive Director of Procurement

Subject: RFP 25-029 Legal Services-Award of Contract

Summary

The Bibb County School District is seeking Board approval to award RFP 25-029 for Legal Services to fiscal year 2025-2026. This contract provides the district with General Counsel, that will include comprehensive legal support across governance, compliance, personnel, policy, student services, and litigation matters.

Background

As part of our strategic commitment to legal compliance, risk mitigation, and sound governance, the Bibb County School District issued RFP 25-029 to procure high-quality legal representation. The prior legal services provider, Jones Cork LLP, notified the district of their intent to conclude services as of January 31, 2025. An interim appointment of Parker Poe Adams & Bernstein LLP was made effective February 1, 2025, to ensure continuity.

The Procurement Department released RFP 25-029 for legal services on 04/14/2025; the pre-bid meeting was held on 04/28/2025. We had three firms to respond to the RFP. This RFP will cover the legal representation beginning July 1st, 2025 – June 30th, 2026. This is a one year with the option of three renewals contract; if approved.

The RFP formal evaluation of submitted proposals was conducted based on:

- Demonstrated experience in K-12 education law
- Availability and responsiveness of proposed legal team
- Alignment with district priorities and operational needs
- Fee structure and cost-effectiveness
- References and prior performance



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The scores from each respondent are listed below:

25-029 RFP Legal Contract - RFP District Legal Services Scoring Summary

Active Submissions

	Total	Experience with Public School Systems	Qualifications of assigned attorneys	Fee proposal and cost effectiveness	Responsiveness and service approach	Client references	Proximity and availability
Supplier	/ 100 pts	/ 30 pts	/ 20 pts	/ 20 pts	/ 15 pts	/ 10 pts	/ 5 pts
Parker Poe Adams & Bernstein LLP (W80)	91.25	27.75	19.5	14.5	14.75	10	4.75
DENMARK ASHBY LLC (X32)	74.75	19.75	12	19.5	13.5	5.25	4.75
Drew Eckl & Farnham, LLP (K40)	67	13.25	11.25	19	14	5	4.5

Parker Poe's proposal reflected extensive experience in school district representation and offered a responsive, collaborative approach aligned with BCSD's legal service needs.

The overall fee for this firm will be \$350.00 per hour based on the attorney's experience as well as the need of the district. The full pricing proposal has been provided within the supporting documentation.

Recommendation

It is recommended that the Bibb County Board of Education authorize the Superintendent to enter a contract with **Parker Poe Adams & Bernstein LLP** for legal services under RFP 25-029. The agreement will be funded through the district's existing legal services budget outlined within the General Fund.

Superintendent's Comments and Approval

Superintendent's Comments	Approved / Not Approved
Dr. Dan A. Sims	Approved