VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM

MEETING DATE: August 27, 2026

MEETING TYPE: Regular Village Council Meeting

AGENDA ITEM TITLE: Authorization to Post RFP for Village Attorney Services

SUMMARY OF ITEM: In order to facilitate the Village Council's selection of a new Village Attorney, a Request for Proposals for Village Attorney Services ("RFP") has been prepared for the Council's review and authorization to post.

The RFP is based on the original solicitation prepared by Interim Village Attorney Paul Nicoletti back in 2018, with some updates to bring the solicitation current. The RFP is brief, but comprehensive in scope, and should elicit valuable information about the experience and qualifications of candidates.

The RFP includes the following timeline for Village Council selection:

August 27, 2026 -- Village Council authorizes posting of RFP
September 17, 2026 -- All responses received and distributed to Council Members
September 24, 2026 -- Village Council shortlists responses
October 6-7, 2026 -- One-on-one Council Member interviews with shortlisted candidates
October 8, 2026 -- Village Council selects Village Attorney

Upon approval, the RFP will be posted to DemandStar (the Village's online procurement platform), and can be posted with the Florida League of Cities, and the Florida Bar City, County & Local Government Section Listserv (which contains most of the practicing local government attorneys in the state).

FISCAL IMAPCT STATEMENT: n/a

RECOMMENDATION: Staff recommends that the Village Council review the RFP, make any revisions, and authorize the posting of the RFP

for Village Attorney Services.

PREPARED BY: Wade C Vose Esq DATE: 08/21/26

ATTACHMENTS:
Description
VOI - RFP 2026-05 for Village Attorney Services rev 08-21-26.docx