



# Preble County Board of Commissioners

101 East Main St., Eaton OH 45320

Phone: (937) 456-8143

commissioners@prebco.org

Fax: (937) 456-8114

*Rodney Creech*

*Christopher M. Day*

*Denise Robertson*

## NOTICE TO INTERESTED ATTORNEYS

The Board of Preble County Commissioners, on behalf of the Preble County Job & Family Services, is requesting Statements of Qualifications from interested attorneys to provide **Legal Services** for the Preble County Child Support Enforcement Agency.

The successful applicant will be responsible to advise, assist, and represent IV-D cases to the County as assigned by the Preble County Child Support Enforcement Agency and to assist with paternity, establishment and modification of child support and medical support obligations, enforcement of support orders, actions taken under the Uniform Reciprocal Support Enforcement Act as well as inter-county actions and other legal services for the Preble County Child Support Enforcement Agency. This work is expected to require 25 to 30 hours of legal services per week. It is the intention of the Board of Preble County Commissioners to give fair and reasonable consideration to all firms/individuals, and to select and rank at least three respondents based on their qualifications. Once a firm is tentatively selected based upon an evaluation and ranking of qualifications, the Board of County Commissioners will attempt to negotiate a contract with the selected party providing fair and reasonable compensation. The contract will be based on cost per unit of service.

The County may conduct any investigation it deems necessary to assist in the evaluation of any Statement of Professional Qualifications and to establish the responsibility, qualifications and financial ability of any firm to provide the required services. The County reserves the right to reject any and all firms if evidence obtained by investigation of, or prior experience of the County with, such firm fails to satisfy the County, in the exercise of the sole discretion of the County, that such firm is reliable or otherwise properly qualified to perform the required services. The County further reserves the right to reject any and all firms and the right to waive any informalities or irregularities in the Statement of Professional Qualifications and may reject any Statement of Professional Qualifications not prepared and submitted in accordance with the provisions contained herein.

Interested parties are invited to pick up a Request for Qualifications package from the Preble County Job & Family Services Office, 1500 Park Avenue, Eaton, Ohio 45320. Questions can be directed to 937-456-6205.

The requested information shall be submitted in a sealed envelope no later than 12:00 P.M. (Noon) on Wednesday, November 28, 2018, and should be clearly marked "**RFQ -LEGAL SERVICES**". Statements received after this deadline will not be considered. One original and five copies of the Statements of Professional Qualifications should be submitted to: Attn: Julie Miller, Board of Preble County Commissioners, 101 East Main Street, Eaton, Ohio 45320.

*Julie Miller A. Keller, Deputy Clerk*

Julie Miller, Deputy Commission Clerk  
Board of Preble County Commissioners

AN EQUAL OPPORTUNITY EMPLOYER