

**WEST FORK PUBLIC UTILITY AGENCY
REQUEST FOR PROPOSALS (RFP)
BOND COUNSEL SERVICES**

1. INTRODUCTION

The West Fork Public Utility Agency ("WFPUA" or "Agency") is soliciting written proposals from qualified law firms to provide bond counsel services in connection with the issuance of public securities and other related public finance matters.

The Agency intends to select a firm with demonstrated experience serving as bond counsel to Texas political subdivisions, utility authorities, and similar public entities, particularly in matters involving water and wastewater infrastructure.

Issuance of this RFP does not obligate the Agency to select a proposer, award a contract, or issue any bonds.

2. SCOPE OF SERVICES

The selected firm will serve as Bond Counsel to the WFPUA and may be requested to provide services including, but not limited to, the following:

- Preparation and review of ordinances, resolutions, orders, certificates, agreements, closing documents, and other legal instruments related to the issuance of bonds, certificates of obligation, or other public securities;
- Rendering legal opinions regarding the validity, enforceability, and federal tax status of obligations, as applicable;
- Advising the Agency on applicable provisions of Texas law and federal law governing public securities and public finance;
- Coordination with financial advisors, underwriters, trustees, engineers, auditors, and other professionals involved in financings;
- Assistance with compliance matters related to bond issuances, including continuing disclosure and post-issuance tax compliance;
- Attendance, either in person or remotely, at WFPUA Board meetings, workshops, rating calls, or bond closings as reasonably required.

Bond counsel services do not include disclosure counsel services unless separately engaged in writing by the Agency.

The specific scope of services for any particular financing will be defined by the Agency at the time services are requested.

3. MINIMUM QUALIFICATIONS

Proposing firms must meet the following minimum qualifications:

- Be licensed to practice law in the State of Texas;
- Have substantial experience serving as bond counsel to Texas political subdivisions, authorities, or special districts;
- Demonstrate experience with water and wastewater infrastructure financings;
- Possess sufficient staffing, resources, and capacity to perform the required services in a timely manner.

4. PROPOSAL CONTENTS

Proposals should be concise yet sufficiently detailed and must include, at a minimum, the following information:

A. Firm Information

- Legal name and address of the firm;
- Years in practice;
- Description of the firm's public finance and bond counsel practice.

B. Relevant Experience

- Description of the firm's experience serving as bond counsel for similar public entities;
- Representative transactions completed within the past five (5) years, including a brief description of each.

C. Assigned Personnel

- Identification of the primary attorney(s) proposed to serve the Agency;
- Brief biographies and relevant experience of assigned personnel.

D. Fee Structure

- Description of the firm's typical fee structure for bond counsel services;
- Any assumptions, exclusions, or limitations related to fees;
- Acknowledgment that fees may not be contingent upon the successful issuance of bonds.

E. Conflicts of Interest

- Disclosure of any actual or potential conflicts of interest, including representation of underwriters, financial advisors, trustees, or other parties that may be involved in Agency financings.

F. References

- At least three (3) references from recent or current public-sector clients, including contact information.

Proposals must be signed by an authorized representative of the firm.

5. EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria, **in no particular order of importance**:

- Relevant experience and qualifications of the firm;
- Demonstrated understanding of public finance and utility agency needs;
- Qualifications and experience of assigned personnel;
- Fee structure and overall value;
- References and past performance.

The Agency reserves the right to consider any other factors deemed relevant in the best interest of the Agency.

6. SUBMISSION INSTRUCTIONS

Proposals must be received no later than:
4:00 PM Wednesday, March 18, 2026

Proposals shall be submitted electronically in PDF format to:

Harrison C. Willeford
City Administrator, City of Paradise
Email: cityadministrator@cityofparadisetexas.org

Late submissions may not be considered.

7. RESERVATION OF RIGHTS

The WFPUA reserves the right to:

- Reject any or all proposals;
- Request additional information or clarification from proposers;
- Waive informalities or irregularities in proposals;
- Negotiate the scope and terms of services with any selected firm;
- Cancel or modify this RFP at any time.

The Agency shall not be responsible for any costs incurred by proposers in preparing or submitting a proposal.

Submission of a proposal does not create an attorney-client relationship with the Agency.

8. PUBLIC INFORMATION AND CONFIDENTIALITY

Proposals submitted in response to this RFP may be subject to disclosure under the Texas Public Information Act. Proposers should identify any proprietary or confidential information; however, the Agency does not guarantee confidentiality and will comply with applicable law.

9. GOVERNING LAW AND VENUE

This RFP and any contract resulting from it shall be governed by the laws of the State of Texas, with venue in the county in which the Agency is located.

10. ANTICIPATED SCHEDULE

- RFP Issued: February 19, 2026
- Proposals Due: March 18, 2026
- WFPUA Board Consideration: March 25, 2026