

Legal Counsel and Representation for the Presbytery of West Virginia

The Presbytery of West Virginia, an entity associated with the Presbyterian Church (U.S.A.) and whose administrative office is located in South Charleston, West Virginia, seeks a law firm to provide intermittent legal counsel and representation. The primary areas of expertise required to meet our needs are experience and proficiency in real property law, trusts and estates, contract law, employment law, and review of organizational policies. Due to requirements associated with issues relating to Presbyterian polity, any firm that wishes to offer a bid must include at least one attorney who is a member in good standing of a Presbyterian Church (U.S.A.) congregation. Note: All attorneys who provide counsel, advice or legal representation to the Presbytery of West Virginia are NOT required to be members of a Presbyterian Church (U.S.A.) congregation, but the successful firm must include at least one attorney who is a member in good standing of our denomination who is capable of representing the Presbytery in the ecclesiastical courts of the Presbyterian Church (U.S.A.).

The law firm selected will work closely with the Stated Clerk of the Presbytery and will provide sound legal counsel when such is requested by the Stated Clerk. Representation of the interests of the Presbytery of West Virginia may also require appearances in Circuit Courts across the State of West Virginia and in ecclesiastic courts of our denomination.

Based upon past experience only, the Presbytery of West Virginia estimates that this representation may involve eight to ten hours per month.

Your Proposal

No specific form is required for your proposal, but it should address your ability to provide representation to the Presbytery of West Virginia in the listed areas of expertise. Examples of successful litigation or representation in those fields would be appropriate.

If you propose to bill hourly rates, please state the rate to be billed for each attorney who would be assigned to this representation. Please include any other standard rates that would be used for billing purposes, such as travel rates, copying, etc.

Your proposal should be addressed to the Stated Clerk, Presbytery of West Virginia, 520 Second Avenue, South Charleston, WV 25303 and should be postmarked no later than January 15, 2019.

The Presbytery of West Virginia reserves the right to reject any and all proposals.

Retention of the selected firm, if any, is conditioned upon the execution of a written contract.

Questions about this request shall be directed to Maureen Wright, Stated Clerk, Presbytery of West Virginia at 304-744-7634.