

**REQUEST FOR LEGAL SERVICES**  
**TOWN OF DUNDEE**  
**TOWN COMMISSION**

The Town of Dundee, Florida, is seeking Letters of Interest from qualified attorneys or law firms to provide municipal legal services. The selected attorney or firm will serve as Town Attorney and provide general legal counsel to the Town Commission, Town Manager, and Town staff.

Interested firms shall send a letter of interest outlining the firm's experience in providing municipal legal services and any other specialties applicable to municipal operations. A list of current or past client references shall be included.

All letters of interest and documentation shall be directed to Ken Cassel, Town Manager at 202 E Main Street, Dundee, Florida, 33838. Submittals may be sent electronically to the Town Clerk, Erica Anderson, [EAnderson@townofdundee.com](mailto:EAnderson@townofdundee.com). All submissions shall be due to the town Clerk by Monday, January 19, 2026. All responses shall be gathered and presented to the Town Commission for review.

Firms shall be available on February 10, 2026, for a public interview with the Town Commission.

It is anticipated that the Town Commission will make a decision that evening and authorize the mayor to execute an engagement letter and hourly rates with the selected firm.

Any inquiries shall be directed to the Town Manager through the Town Clerk, Erica Anderson, at [EAnderson@townofdundee.com](mailto:EAnderson@townofdundee.com) or by phone at 863-438-8330 ext. 258

In accordance with the Americans with Disabilities Act and Florida Statute, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding should contact the Town Clerk's Office, P.O. Box 1000, 202 East Main Street, Dundee, FL 33838, in writing not later than 48 hours prior to the proceeding.