

**REQUEST FOR QUALIFICATION NUMBER PF-04-24
and
INTEREST FOR INDEPENDENT LEGAL COUNSEL
to the
JACKSONVILLE POLICE AND FIRE PENSION FUND**

Receipt of Qualifications: The Jacksonville Police and Fire Pension Fund (Fund) will receive responses to the request no later than Friday, May 10, 2024 at 4:00 p.m. local time for the services of Independent Legal Counsel. A copy of this RFQ may be viewed and downloaded at <http://jaxpfpf.coj.net>, click "RFP".

MANDATORY REQUIREMENTS:

1. Minimum 20-year membership in the Florida Bar with no disciplinary action.
2. Martindale - Hubbell Peer Review Rating of AV Preeminent, other peer-reviewed rating (such as Best Lawyers or Best Law Firms, or Board certified by Florida Bar Board of Legal Specialization in Labor & Employment Law or City, County & Local Government Law
3. Minimum five million dollars of professional liability insurance.
4. Admitted to practice in County, Circuit, District Court of Appeal, Florida Supreme Court, United States District Court for the Middle District of Florida, United States Court of Appeals and United States Supreme Court.
5. Extensive Florida public pension law experience representing public pension funds with assets of 500 million dollars or more. Representation of Fire and Police Funds preferred.
6. Mastery of all Florida Statutes governing public pension funds, Internal Revenue Service rules and regulations governing public pension funds and Social Security Act provision relating to public pension funds, relevant sections of Florida Administrative Code and Federal Securities regulations.
7. Record of testifying before Municipal, County, State and Federal Legislative and Administrative bodies or teaching and speaking at schools and conferences on public pension issues. Demonstrated litigation experience in

State and Federal trial and appellate Courts. Experience in serving as local counsel in State and Federal Securities Law matters.

8. Extensive experience drafting pension plans, trust agreements, ordinances and local code provisions drafting, reviewing, revising Pension Board Rules and Regulations, Policies and Procedures and Administrative Orders. Substantial experience in drafting complex investment documents and investment policy statements
9. Outstanding communication skills, verbal and written, including use of electronic communication to facilitate meetings.

SUBMISSION REQUIREMENTS:

Please submit a maximum of a two (2) page resume detailing qualifications and experience; and one (1) page detailing your billing rate(s); for a total of 3 (three) pages. Please submit ONE (1) ORIGINAL short form copy of the complete technical response in digital PDF format, via email to:

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Important Notice

During this solicitation, evaluation and selection process, any contact between any proposer or their agents and the Police and Fire Pension Fund Trustees or the Police and Fire Pension Fund staff, except as specified below is strictly prohibited. Failure to observe this requirement may result in disqualification of the Proposer. Permitted contact persons at the Fund are shown above and may be contacted for technical questions only.