



June 3, 2024

Parsons, Behle & Latimer, PLC  
201 South Main Street  
Suite 1800  
Salt Lake City, UT 84111

*SENT VIA E-MAIL ONLY to RHughes@parsonsbehle.com*

**RE: Notice of Award: RFP 24-038448 Legal Services Outside Counsel**

Dear Mr. Hughes,

Good morning. Congratulations! I am pleased to inform you that the Utah Transit Authority has selected Parsons, Behle & Latimer, PLC for outside counsel for legal services in the following categories\*:

- Labor & Employment
- Environmental
- Litigation
- Railroad Law
- Bankruptcy
- Tax
- Transportation Law
- Intellectual Property
- Construction Law

*\*selection for one or more categories is not a guarantee of actual work*

This Award Letter will be valid for a period of three (3) years, with two (2) potential one-year options, for a possible five (5) year Term. You have agreed to hold your rates firm, as provided in your Response (Price Proposal – dated May 1, 2024), thru July 1, 2027 (Base Term).

As stated in the RFP (#24-03844x), Part 1 – Issuance of Purchase Orders for Specific Matters, when a specific matter arises where outside law firm assistance is required, the following process will be followed:





UTAH TRANSIT AUTHORITY

**UTA**   
669 West 200 South  
Salt Lake City, UT 84101

1. The UTA attorney needing assistance will send a written request to the Awardee contact with a summary of the matter for which assistance is required.
2. The Awardee will submit a proposed engagement letter which incorporates the fee contained in the Proposal which was accepted by UTA.
3. If UTA accepts the proposed engagement letter, the Contract Administrator will issue a Purchase Order for performance of the specifically requested legal services incorporating the terms of the engagement letter and UTA's standard terms and conditions.
4. The Awardee will submit invoices for work performed referencing the Purchase Order number.

UTA has established a Not-To-Exceed (NTE) amount of \$500,000 as the total amount for its legal services pool contract.

UTA eagerly looks forward to partnering with Parsons, Behle & Latimer on this project.

If you should have any questions, please feel free to contact me via phone, 801-287-3059, or via email, [jrider@rideuta.com](mailto:jrider@rideuta.com).

Very Respectfully,

*Jimi Rider*

Jimi Rider  
Procurement and Contracts Specialist

CC: David Wilkins  
Mike Bell  
Tim Merrill

**UTAH TRANSIT AUTHORITY:**

DocuSigned by:  
By: Mike Bell Date: 6/4/2024  
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Mike Bell  
UTA Legal Counsel

By: \_\_\_\_\_  
David wilkins, Transit  
Section Director

**PARSONS, BEHLE & LATIMER, PLC:**

By: Robert H. Hughes Date: 6/4/24

Robert H. Hughes  
Shareholder

By: \_\_\_\_\_  
Jay Fox, UTA Executive  
Director

