



669 West 200 South

Salt Lake City, UT 84101

June 3, 2024

Chapman & Cutler LLP  
215 South State Street  
Suite 560  
Salt Lake City, UT 84111

*SENT VIA E-MAIL ONLY to ehunter@chapman.com*

**RE: Notice of Award: RFP 24-038441 Legal Services Outside Counsel**

Dear Mr. Hunter,

Good morning. Congratulations! I am pleased to inform you that the Utah Transit Authority has selected Chapman & Cutler LLP for outside counsel for legal services in the following category\*:

- Public & Project Finance  
*\*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 April 30, 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:

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 Chapman & Cutler 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

**UTAH TRANSIT AUTHORITY:**

DocuSigned by:  
  
By: \_\_\_\_\_  
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Mike Bell  
UTA Legal Counsel

By: \_\_\_\_\_  
David Wilkins  
Transit Section Director

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

**CHAPMAN & CUTLER LLP:**

DocuSigned by:  
  
By: \_\_\_\_\_  
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Eric T. Hunter  
Partner

