



COMMITTEE OF THE WHOLE MEETING AGENDA
May 28, 2026
7:00PM

5N939 Meredith Road, Suite 2 Virgil, IL 60151
Phone: (630) 365-6677 Email: clerk@villageofvirgil.gov
Website: villageofvirgil.net

PRESIDENT: Jamie LeBlanc

CLERK: Cheryl O'Brien

TREASURER: Bridget Ruf

TRUSTEES:

James Giannini

Cheryl Hackbarth

Roger Markham

David Morales Jr.

Mark Thompson

Debbie Washburn

1. Call to Order

2. Roll Call

3. Public Comment

4. Review of Draft RFP for Municipal Legal Services

- A. Walk-through of the full RFP document
- B. Discussion of proposed changes or additions
- C. Confirm required qualifications and proposal requirements
- D. Confirm evaluation criteria and scoring method

5. Discussion: Solicitation Strategy for Law Firms

- A. Identify target firms or attorneys to receive the RFP
- B. Set timeline for:
 - RFP release
 - Question period
 - Proposal deadline
 - Interviews (if needed)
 - Final selection
- C. Determine who will manage communications and responses



6. Finalize RFP with Due Dates

- A. Approve distribution list - Date
- B. Approve final edits - Date
- C. Approve release date

7. Next Steps & Responsibilities

- A. Assign tasks (posting, emailing firms, answering inquiries, collecting proposals)
- B. Establish Board review process once proposals are received

8. Discussion: Gov Pritzker's proposed Illinois Build Act

- A. Resolution proposal

9. Adjournment