



CITY OF PALMER

231 West Evergreen Avenue
Palmer, Alaska 99645
Phone (907) 745-3271
Fax (907) 745-0930
www.palmerak.org

REFERENCE QUESTIONNAIRE FOR:

(Name of attorney or law firm requesting reference)

Regarding City of Palmer Request for Proposals for General Counsel Legal Services

This form is being submitted to you for completion as a reference for the attorney or law firm listed above. Please return this form to John Moosey, City Manager, at the above address but marked "Confidential", **no later than October 11, 2021 at 1:00 pm**. The completed form **must not** be returned to the attorney or firm requesting the reference. Thank you.

CONFIDENTIAL INFORMATION WHEN COMPLETED

Company providing reference:	
Contact name and title/position:	
Contact telephone number:	
Contact email:	

QUESTIONS

1. In what capacity have you worked with this attorney or law firm in the past?

2. How would you rate this attorney's or law firm's knowledge and experience? _____
(3=Excellent; 2=Satisfactory; 1= Unsatisfactory)
Comments:

3. How would you rate this attorney's or law firm's responsiveness to timelines? _____
(3=Excellent; 2=Satisfactory; 1= Unsatisfactory)
Comments:

4. What is your level of satisfaction with written materials produced by the attorney or law firm? _____
(3=Excellent; 2=Satisfactory; 1= Unsatisfactory)
Comments:

5. How would you rate the dynamics/interaction between the attorney or firm and your staff? _____
(3=Excellent; 2=Satisfactory; 1= Unsatisfactory)
Comments:

6. Who were the firm's principal attorneys involved in your project and how would you rate them individually? _____
(3=Excellent; 2=Satisfactory; 1= Unsatisfactory)

Name: _____

Rating: _____

Name: _____

Rating: _____

Name: _____

Rating: _____

Name: _____

Rating: _____

Comments:

7. With which aspect(s) of this attorney or law firm's services are you most satisfied?

Comments:

8. With which aspect(s) of this attorney or firm's services were you least satisfied?

Comments:

9. Would you recommend this attorney or firm's services to your organization again?

Comments: