

TOWN OF WEST YELLOWSTONE

Town of West Yellowstone Request for Proposals - Legal Services

The Town of West Yellowstone is seeking proposals from qualified firms or individuals to provide legal services as the Town Attorney. This is an opportunity to provide community-focused legal counsel to a vibrant gateway community with a broad range of municipal legal needs. The selected attorney or firm will serve as a trusted advisor to the Town and will also be responsible for prosecuting misdemeanor offenses in the City Court. Travel to West Yellowstone will be required on an as needed basis.

Applicants must be currently licensed to practice law in the State of Montana. The successful applicant will have experience in as many of the following areas of law as possible: municipal, land use and development, contracts, criminal prosecution, and real estate. The services required are contained in the Scope of Work document that is on file and available for review by contacting the Town.

At a minimum, proposals should include: (1) the name, background, and qualifications of each attorney who would provide services to the Town; (2) a list of fees for services, travel and costs, previous relevant experience; (3) a proposed fee structure, including hourly rates and flat-fee options (4) identification of any potential conflicts of interest; and (5) at least three professional references familiar with the applicant's government, municipal, or comparable legal work. A complete scope of work to be provided under the awarded contract may be obtained by contacting the Town of West Yellowstone, PO Box 1570, 440 Yellowstone, West Yellowstone, MT, 59758, (406) 646-7795, or by email at info@westyellowstone.gov. All proposals must be received by 5:00 PM, October 30, 2026.

Elizabeth Roos
Town Clerk

