

NOTICE INVITING PROPOSALS

NOTICE IS HEREBY GIVEN that the City of Arcadia is requesting proposals from qualified firms to provide professional legal services. A copy of the Request for Proposals (RFP) can be obtained from the City of Arcadia Human Resources Department located at 240 West Huntington Drive, Arcadia, California 91007 or through the City's website at www.ArcadiaCA.gov.

Proposals shall be submitted in a sealed envelope and are due no later than **4:00 PM on Monday, March 16, 2026**. Please submit five (5) copies (one marked "original" plus four copies) of the Proposal and one (1) electronic copy in PDF format on CD, flash drive, or other electronic media to:

Proposal for Legal Services
City of Arcadia
City Clerk
240 West Huntington Drive
Arcadia, California 91007

Firms mailing or shipping their proposals must allow sufficient delivery time to ensure timely receipt of their proposals by the specified time. Proposals received after the deadline will not be considered. Postmarks and submissions by fax or other electronic media will not be accepted under any circumstances.

All proposal inquiries should be directed to Sairy Stepanian at sstepanian@arcadiaca.gov.

The City of Arcadia reserves the right to reject any and all proposals, to waive any informality or irregularity in any proposal received, and to be the sole judge of the merits of the respective proposals received.

**CITY OF ARCADIA
HUMAN RESOURCES DEPARTMENT**

/s/ Linda Rodriguez
City Clerk

Date: February 11, 2026
Date Posted: February 17, 2026

RECEIVED AND POSTED IN CITY COUNCIL CHAMBERS
CITY CLERKS OFFICE, LIBRARY, AND
ONLINE.
By *Rachelle Arellano* at 3:05 pm, Feb 17, 2026