



## **REQUEST FOR QUALIFICATIONS**

**\*\*FOR ATTORNEY SERVICES\*\***

Date of Issuance: 02/11/2026

Issuing Agency: City of Caney, KS

Project Title: Caney Water Supply and Improvement Projects

Submission Deadline: 03/02/2026

## **Overview**

The City of Caney, Kansas (“City”) is soliciting proposals from qualified attorneys or law firms with demonstrated experience in real estate, municipal law, and easement acquisition to provide legal services related to easement acquisition required for the construction of a waterline connecting Caney to Coffeyville water supply.

The purpose of this Request for Proposals (RFP) is to secure specialized legal assistance related to the acquisition and documentation of easements necessary for the planning, construction, operation, and maintenance of the proposed water line. The project is intended to enhance the City’s long-term water supply reliability and may require the acquisition of permanent and temporary easements across privately owned properties and, potentially, other public or utility-owned lands between Caney and Coffeyville.

The selected attorney or law firm will assist the City with all legal aspects of easement acquisition for this project, including but not limited to: reviewing title commitments; coordinating with surveyors and engineers on legal descriptions; drafting and negotiating easement agreements; advising on statutory requirements under Kansas law; assisting with property owner communications; and providing legal representation in the event that negotiations are unsuccessful and condemnation or other legal remedies are required.

The attorney will work closely with City staff, project engineers, and other consultants to ensure all easements are properly obtained, recorded, and compliant with applicable federal, state, and local regulations, including any requirements associated with project funding sources.

This RFP is issued for the purpose of establishing a professional services agreement for the duration of the Caney–Coffeyville water line project. The City reserves the right to select the proposal that best serves the interests of the City, to negotiate the scope of services and fees, and to reject any or all proposals.

## **Background**

The City of Caney, Kansas is planning a water transmission line project to connect the City’s water system to the Coffeyville water supply in order to improve long-term water reliability and system resilience. The project will provide an additional source of treated water to support current needs and future growth.

Construction of the water line will require the acquisition of permanent and temporary easements across multiple properties located between Caney and Coffeyville. To support this effort, the City is seeking qualified legal counsel with experience in easement acquisition and municipal infrastructure projects to assist with the preparation, negotiation, and documentation of the required easements in compliance with applicable Kansas law and any funding-related requirements.

## **Description of Services**

The selected attorney or law firm shall provide legal services related to the acquisition and documentation of easements necessary for the Caney–Coffeyville Water Line Project. Services may include, but are not limited to, reviewing title information; coordinating with surveyors and engineers on legal descriptions; drafting, reviewing, and negotiating permanent and temporary easement agreements; advising the City on applicable Kansas statutes and procedures; assisting with property owner negotiations; and ensuring proper execution and recording of easement documents.

Services may also include legal representation and advice related to eminent domain or condemnation proceedings, if required, and coordination with City staff and project consultants to ensure all easement

acquisitions comply with applicable local, state, and funding-related requirements.

## **Scope of Work**

The selected Attorney/Firm will provide the following services:

### **Easement Process Support**

- Coordination with the Engineer throughout the easement acquisition process.
- Prepare easement documents incorporating construction details provided by the Engineer
- Represent the City in negotiations with landowners to obtain easement signatures, as needed.
- Obtain consent from lienholders when required.
- File fully executed easements with the Montgomery County Register of Deeds.
- Attend progress meetings as required.

### **Property Acquisition Agreements**

- Prepare lease and/or purchase agreements for land required for installation of waterline improvements infrastructure.
- Represent the City in negotiations with landowners.

### **Contract Document Review**

- Review bid-letting procedures, construction contracts, and all associated surety and contractual bonds.
- Attend Council meetings when requested.

## **Evaluation Criteria**

Submissions will be evaluated on:

- Relevant experience and expertise.
- Demonstrated success in similar engagements.
- Cost-effectiveness.
- References and overall professional reputation.

All criteria will be graded on a scale of one (1) to five (5), with one (1) being the low score and five (5) being the high score.

## **Submission Deadline**

All responses must be received by 4:00 PM via [asibley@caneyks.com](mailto:asibley@caneyks.com) sealed bid mailed or dropped off 100 W. 4<sup>th</sup> Ave Caney, KS 67333 Late submissions will not be considered.

## **Contact Information**

For questions or clarifications, contact:

Andrea Sibley  
City Administrator  
620.879.2772  
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**City of caney**  
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