

**Department of Attorney General**  
**LEGAL SERVICES REQUEST FORM (LSRF)**  
Tracking Number \_\_\_\_\_ (Fiscal Mgmt use only)

TO: Suzanne Sonneborn  
Chief Legal Counsel

Date: October 31, 2019

FROM: Kelly Keenan  
Deputy Attorney General

**Controlling date by which a decision should be made: ASAP**

1. Name of Case/Matter: The SAAG will work on Opinions Review Board (ORB) and other special assignments by the Attorney General that is consistent with their experience and expertise.
2. Court and Docket Number: N/A
3. AG Number: N/A
4. Type of SAAG:  One Time     Ongoing     Conflicts     Third Party
5. Contractor (Vendor)/Payee Name:

Stanley "Skip" Pruss

[REDACTED]  
[REDACTED] MI  
(517) 930 [REDACTED]

Name and area of expertise and bar number of each attorney to be appointed a SAAG:

Stanley "Skip" Pruss (P33718), Environmental and Consumer Protection

If attorney(s) or firm is currently under contract as a SAAG, list each atty(s) name and contract(s): N/A

6. Did the attorney(s) to be hired retire under a State early retirement program? No
7. Statement of work (describe the subject, scope and term of the legal services to be provided):  
  
The SAAG will work on Opinions Review Board (ORB) and other special assignments by the Attorney General that is consistent with their experience and expertise.
8. State the business justification for hiring outside legal counsel. Decide if Civil Service approval is necessary and which standard of Civil Service Rule 7-3 applies. Explain how the proposed contract meets the selected standard:

Standard A applies because the work assigned is short-term, temporary, and intermittent.

CSR 7-3 Standards: *(select standard that applies and delete others)*

-Standard A: The personal services are temporary, intermittent, or irregular.

9. Provide the details of the agreed-upon compensation and rate of pay:

A. Name and hourly rate of each attorney that will work on the contract:

Stanley "Skip" Pruss      \$80.00/hour

- B. Hourly rate for travel time: N/A
- C. Approximate total number of contract hours: 250 hours; Amend to 400 hours
- D. Budget ceiling: \$20,000.00; Amend to \$40,000
- E. Term of contract: March 11, 2019 through March 11, 2020.

10. Name of department (agency) or organizational unit incurring the cost for these services: Department of Attorney General

Payment method (select one):

- A.  Client agency pays directly (division-approved invoices go to client agency for payment)
- B.  AG pays directly (General Fund)
- C.  AG pays directly & interaccount bills or requests grant funds:
  - AG restricted funds
  - AG unappropriated funds (interaccount billing to client agency for reimbursement)

11. If payment method 10. B or C (AG pays) is acceptable, Finance Director James Selleck signs below:

James Selleck *James Selleck* Date 10/31/2019

12. Date Request Approved 11/6/19 Date Request Denied \_\_\_\_\_

Suzanne Sonneborn, Chief Legal Counsel *Suzanne D. Sonneborn*

Contract to be signed by: \_\_\_\_\_ AG  Deputy AG Chief of Staff \_\_\_\_\_ Division Chief \_\_\_\_\_

13. If approved, Front Office Designee sends out application, performs all background checks, and signs below if checks are acceptable:

Front Office Designee \_\_\_\_\_ Date \_\_\_\_\_

14. After all approvals, send LSRF and all attachments to Kari Anders, Office of Fiscal Management, 7<sup>th</sup> Floor, Williams Building, Lansing.

Attach: Client written agreement to pay  
Attorney(s) Vitae/Resume  
SAAG application, if required

For Fiscal Management Use Only:

Tracking Number _____	Dept and Contact _____
CS138 _____	OSE _____
Ad Board _____	Special Provisions _____

**FIRST AMENDMENT TO THE  
CONTRACT BETWEEN  
THE DEPARTMENT OF ATTORNEY GENERAL  
AND  
STANLEY "SKIP" PRUSS**

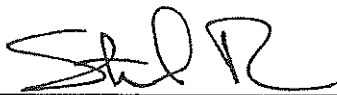
The Michigan Department of Attorney General, and Stanley "Skip" Pruss, Contractor, agree to amend their Contract concerning Contractor's provision of services as a Special Assistant Attorney regarding, as follows:

**4.1 Compensation for Services Provided**


The original Contract budget ceiling was established at \$20,000.00. The Contract budget ceiling will be increased by \$20,000.00, for a revised Contract budget ceiling of \$40,000.00, upon approval of the Michigan State Administrative Board, when required.

All other provisions in the original Contract that have not been changed by this first amendment remain in effect.

Date: Oct 31, 2019

  
\_\_\_\_\_  
Stanley "Skip" Pruss

Date: 10-31-2019

  
\_\_\_\_\_  
Darra Nessel,  
Attorney General, or her designee