

## QUESTIONS AND ANSWERS FOR LEGAL SERVICES RFP

1. **Page Four (4), in Section VII Clarification (3):** This item mentions that addenda to this RFP will be distributed to all persons registered with the JWSC to have received a copy of the RFP. Is there a registration process that we should complete in order to be fully compliant in making our submission? Please clarify. **NO – Addendum will be posted to the JWSC Website**
2. **Page Five (5), in Section IX (l) (g): Certifications the firm possesses.** We are prepared to identify individual accolades of the attorneys in our firm. However, we would like to ask if there are other specifications or examples or the types of certification you are inquiring about. **This would apply to the Firm as a whole as opposed to individual attorneys. There are no specific certification type we are seeking.**
3. **Page Six (6), in Section IX (4): References.** This item mentions the inclusion of a "Business References" schedule that was to have been enclosed with the RFP. We could not locate this schedule as part of the RFP packet. **See Exhibit A attached.**
4. **Exhibit "A" Proposal For Services:**  
Please confirm:
  - a. **If the first paragraph, second sentence, 6th word should be LEGAL and not AUDITING; and/or LEGAL ONLY**
  - b. **If "(c)" should be State Bar of Georgia and not Georgia SOS Professional Licensing Board State Bar of Georgia**
5. **Exhibit "C" Fee Proposal:** We intend to propose alternative terms for both Option 1/Hourly Rate, and Option 2/Flat Monthly Fee. Is this acceptable? We would allow JWSC to choose. **NO. Choose an option**
6. **Professional Liability:** We intend to submit our current Declarations Page for Professional Liability Insurance/ Coverage. This policy will expire on April 30, 2015. Will you accept a letter from the carrier that confirms our renewal and continuation of coverage effective May 1, 2015? **YES**
7. **Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1):** This form was included with the RFP packet. Do we need to submit this form? Please clarify. **YES**

**EXHIBIT A: BUSINESS REFERENCE FORM**

NAME/ADDRESS/PHONE NUMBER	CONTACT NAME/TITLE

**Please sign to give the Brunswick – Glynn County Joint Water & Sewer Commission permission to contact your business references.**

\_\_\_\_\_  
**Signature/Title**

\_\_\_\_\_  
**Date**