

SOLICITATION ADDENDUM

Date: **4/25/2019**
Subject: **Bond Counsel Services RFP**
Solicitation Number: **OGC-2019-05**
Due Date/Time: **May 2, 2019 @ 4:00 PM EST**
Addendum Number: **1**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

The Issuing Office received the following questions regarding the above-referenced RFP and provides the following responses.

Q.1. The cost submittal that is currently posted is the cost submittal asking for hourly rates. In the past, we have proposed fixed fees for bond work, and we wanted to know whether we are required to complete the matrix if we plan to propose a fixed fee.

A.1. The Commonwealth can accept a fixed fee for the specific bond closing, but we need the cost matrix because the anticipated work will not only be for the bond closing, but also for general bond questions and assistance over the term of the contract and any renewals.

Q.2. For final submission of the electronic copy, can spreadsheets be migrated to PDF?

A.2. Yes, for final submission of the electronic copy, spreadsheets can be migrated to PDFs.

Q.3. We intend to submit a fixed fee in lieu of hourly pricing for this proposed engagement. Must we still complete the hourly rate information? Will the Commonwealth judge submissions based on hourly rate structures or a fixed fee quote?

A.3. The Issuing Office will accept a fixed fee for the specific bond closing, but we need the hourly rates (cost matrix) because the anticipated work will not only be for the bond closing, but also for general bond questions and assistance over the term of the contract and any renewals. For cost scoring purposes, the Commonwealth will be using the cost matrix (hourly rate structure) found in Appendix B.

Q.4. The contract term is for 1 year with options for renewal in years 2 and 3. We assume fee quotes are requested for years 2 and 3. Please provide us with a description of PASSHE’s anticipated borrowing needs in years 2 and 3 and the nature of the projects that may be financed.



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A.4. The Commonwealth requires that bond counsel should be selected for each new bond financing. Any renewals would be for purposes of advice and counsel for issues that arise between bond issues, such as private use. Therefore, while year 1 may be quoted for the bond financing as well as hourly rates, years 2 and 3 would be only hourly rates.

*** If you asked a question, and do not see your question listed, please let me know right away so we can get you a response as soon as possible.**

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

Name: Mrs. Jordan M. Kiessling
Title: Issuing Officer
Phone: 717-346-8110
Email: jkiessling@pa.gov