

SOLICITATION ADDENDUM

Date: **11/13/2024**

Subject: **Complex Litigation & Litigation Consultants**

Solicitation Number: **OGC-2024-17**

Due Date/Time: **November 14, 2024 @ 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. We are currently submitting a response for potential affirmative litigation on an ad hoc basis across multiple practice areas (e.g., civil rights, antitrust, environmental). Regarding the "narrative demonstrating knowledge of the engagement as well as an analysis of the law," what is contemplated regarding the requested "analysis of the law"? In addition to an overview of the type of work involved to demonstrate the requisite knowledge, would it be helpful to provide specific examples of cases the Firm has undertaken in each area? Or, are there other details you would like us to include?

A.1. An overview of the type of work involved to demonstrate the requisite knowledge, along with specific examples of cases your firm has undertaken in each area, would suffice.

Q.2. Regarding fee arrangements, our firm is only bidding on affirmative litigation work (not defense work), and typically represents public entities in affirmative litigation on a contingency basis. Rather than including hourly rates in the Cost Submittal, is it acceptable to explain the contours of a typical contingency fee proposal instead?

A.2. Yes, this would be acceptable.

Q.3. Section III-5 A. of the Request for Proposals mentions a "law firm diversity submittal" but I'm unclear as to whether this refers to a stand-alone submission that is contemplated by the RFP. Can you please clarify whether this reference is intentional and, if so, what is required?

A.3. This language should be disregarded from the RFP document. The law firm diversity submittal is not included in this RFP; therefore, you do not need to submit one.

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,

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