

# COUNTY OF FRESNO

## ADDENDUM NUMBER: ONE (1)

RFP NUMBER: 962-5301

### LEGAL SERVICES FOR RISK MANAGEMENT LIABILITY SELF INSURED PROGRAM

September 22, 2014

PURCHASING USE

ssj

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IMPORTANT: SUBMIT PROPOSAL IN SEALED PACKAGE WITH PROPOSAL NUMBER, CLOSING DATE AND BUYER'S NAME MARKED CLEARLY ON THE OUTSIDE TO:

COUNTY OF FRESNO, Purchasing  
4525 EAST HAMILTON AVENUE, 2<sup>nd</sup> Floor  
FRESNO, CA 93702-4599

CLOSING DATE OF PROPOSAL WILL BE AT 2:00 P.M., ON OCTOBER 9, 2014.

**PROPOSALS WILL BE CONSIDERED LATE WHEN THE OFFICIAL PURCHASING TIME CLOCK READS 2:00 P.M.**

All proposal information will be available for review after contract award.

Clarification of specifications is to be directed to: **Gary E. Cornuelle, phone (559) 600-7114,**  
e-mail [gcornuelle@co.fresno.ca.us](mailto:gcornuelle@co.fresno.ca.us).

**NOTE THE FOLLOWING AND ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF REQUEST FOR PROPOSAL NUMBER: 962-5301 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL.**

- **Clarification on page 1c number 22 which states, "Individuals and/or agencies that enter into a contractual relationship with the COUNTY for the purpose of providing services must employ adequate controls and data security measures, both internally and externally to ensure and protect the confidential information and/or data provided to contractor by the COUNTY, preventing the potential loss, misappropriation or inadvertent access, viewing, use or disclosure and COUNTY data including sensitive or personal client information; abuse of COUNTY resources; and/or disruption to COUNTY operations".**
  - **Attorneys are not entitled to hook up to our systems/computers in order to obtain information from the COUNTY.**
  - **All Attorneys contracted with the COUNTY will have to sign a contract with HIPAA wording which protects confidential information.**

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#### **ACKNOWLEDGMENT OF ADDENDUM NUMBER ONE (1) TO RFP 962-5301**

COMPANY NAME: \_\_\_\_\_  
(PRINT)

SIGNATURE: \_\_\_\_\_

NAME & TITLE: \_\_\_\_\_  
(PRINT)

## QUESTIONS AND ANSWERS

**Q1. Is 1 million-3 million in liability a requirement?**

A1. *Good liability coverage is a requirement. If you have different coverage you can request an exception.*

**Q2. On page 9 of the Reference List what is meant by date?**

A2. *Please list the date in which you started with the client and the date your representation ended with the client.*

**Q3. On page 1D number 24 the link at the bottom of the page does not work.**

A3. *The COUNTY will be fixing the link within the week.*

**Q4. On page 22 paragraph 2 it states, "A three (3) year contract with a provision for (2) successive annual renewals is preferred". Should we add our rates increases for the 2 successive annual renewals?**

A4. *Yes, please state the rates you will be charging for the 4th and 5th years. The scheduled rates may be increased up to Five percent (5%) after the third (3rd) year of the contract agreement with approval from the COUNTY.*

**Q5. There is a provision that General Liability insurance is supposed to make County Employees and additional insured. Is this required and why?**

A5. *Yes, COUNTY does require this coverage in case an attorney makes a mistake in representing the COUNTY and would be liable for that mistake.*

**Q6. What does page 11, Participation, really mean?**

A6. *This is in which another agency may piggyback on our contract. This occurs very infrequently.*

**Q7. There is a conflict in the information on the Scope of Work (Page 22) where it states that the maximum amount paid per calendar year "shall not exceed One million dollars (\$1,500,000)."**

A7. *The maximum amount paid per calendar year shall not exceed one million five hundred thousand dollars (\$1,500,000.00) per calendar year.*

**Q8. Under the "Vendor Company Data" section (pg. 27), we are asked to "Describe all lawsuit(s) or legal action(s) that are currently pending; and any lawsuit(s) or legal action(s) that have been resolved within the last five (5) years: 1. Location filed, name of court and docket number 2. Nature of the lawsuit or legal action"**

A8. *This question is asking if your law firm has sued someone/been sued.*

**Q9. Under Minimum Requirements (pg. 22), it states "Attorneys will have a minimum five years' experience handling public entity general liability or medical malpractice claims."**

A9. *This means the specific attorney retained to handle a case has a minimum of five years' experience.*