

REQUEST FOR PROPOSALS (RFP) FINAL ADDENDUM

Outside Counsel for Mobility Bond Projects RFP# 240207-24

Responses to submitted questions:

(Q1) Although the RFP requests forms to be signed in wet ink, would Waller County be opposed to digital signatures?

No, the County is not opposed to digital signatures.

(Q2) We noticed in the Evaluation Factors that there is a criteria line regarding 'Fee Structure.' However, we did not see a request for any kind of fee structure within the RFP. Would the County like us to include fee information? If so, could you please provide additional information on the fee structures you are open to?

Yes, please provide fee information.

The following is added to Appendix A, Section 4.

“H. Fee Information. Provide the Firm’s fee schedule for services included in this RFP, including hourly rates for all personnel who will be involved with the performance of any level of work (partners, associates, paralegals, clerical staff, etc.). Provide an annual retainer amount and litigation-related expenses if the Firm believes that is appropriate for all or part of the services included in the RFP. Provide a list of all reimbursable expenses and any fees beyond reimbursement for the actual costs of the reimbursable expenses (administrative fees, markups, etc.). Firms may submit alternative fee proposals with an explanation of the proposal.”

Additional Information:

The schedule in Appendix A, Section 5 is replaced with the following schedule:

Sealed Submittal Packets Due	Tuesday, March 19, 2024 at 3:00 p.m.
Sealed Submittals Opened by County	Wednesday, March 20, 2024
Recommendation for Selection Presented to Commissioner’s Court and Approval by Commissioner’s Court of Recommended Firm	Wednesday, April 3, 2024

ADDENDUM ACKNOWLEDGEMENT FORM

To be submitted as part of the RFP response with the Required Forms Packet

RFP#: 240207-24

TITLE: Outside Counsel for Mobility Bond Project

ADDENDUM: First and Final Addendum issued March 1, 2024

NAME OF FIRM: _____

FIRM CONTACT: _____

E-MAIL: _____

PHONE: _____

By signing below, I acknowledge receipt of the Addendum listed above and that I have a complete understanding of the material contained therein. I further certify that any changes caused by the Addendum are incorporated into our response to this RFP.

SIGNATURE OF AUTHORIZED AGENT: _____

DATE: _____