

GATEWAY PROGRAM DEVELOPMENT CORPORATION

Questions Received and Answers Provided – RFP No. 2017-02

Question #1.

Minimum requirements and the description of legal services (page 5) explicitly state that the GDC is interested in firms who have specific NJ non-profit experience. The selection criteria on page 7 doesn't mention the state specific requirement. Will the NJ state specific experience have a significant impact on GDC's review of proposals/submissions?

Answer #1.

Section 3 of the RFP sets forth the objectives and scope of the assignment and Section 4 sets forth the minimum requirements. Please note that both of those sections mention New Jersey non-profit corporation law since GDC was formed as a New Jersey nonprofit pursuant to the New Jersey Nonprofit Corporation Act.

Question #2.

The Firm has an office in [Municipality] and several of our lawyers are admitted to practice in NJ, including the head of our Tax practice. However, our proposed lead non-profit lawyer is not admitted in the State although a member of the NY bar. Would it be acceptable in terms of the minimum requirements if we included co-lead attorneys who will work together to meet this requirement?

Answer #2.

Yes

Question #3.

Letter C of Section 3: Objectives and Scope of the Assignment states that the law firm selected will advise on insurance coverage issues for directors and officers. Can you elaborate on the nature of the insurance coverage work?

Answer #3.

GDC is seeking advice on the scope of insurance coverage for its directors and officers.

Question #4.

Does the GDC prefer that we fill in Attachments D-2, D-3 and D-4 for our fee schedule?

Answer #4.

Yes

Question #5.

Please confirm whether we are proposing a blended rate for attorneys and the hourly rate listing is for informational purposes only.

Answer #5.

See RFP Attachment C, Proposal Content Requirements, Fees and Charges, clause (b).