

**GREATER HARTFORD TRANSIT DISTRICT
GHTD RFP #08-17
LEGAL SERVICES**

**ADDENDUM #1
March 24, 2017**

Proposals are due on April 14th at 2:30 p.m. at the District offices located at One Union Place, Hartford, CT.

The following questions and/or requests for clarification were submitted by email prior to the deadline of noon, Friday March 24, 2017.

1. INQUIRY: The RFP (on page 9) requests "*Four (4) identical hard copies and one (1) electronic copy of the proposal shall be submitted in a sealed envelope.*" Please clarify if one (1) electronic copy shall be submitted by USB or email.

RESPONSE: Either USB or email is suitable.

2. INQUIRY: The RFP (on page 9) states that "*The proposal is limited to 20 – 8 ½ X 11 sheets or 40 pages of double sided prints.*" Please clarify if the proposal is limited to 40 single-sided pages or 20 double-sided pages.

RESPONSE: The proposal is limited to 20 sheets of paper, either single or double sided is acceptable.

3. INQUIRY: The RFP (on page 10) states that "*The firm should identify any current clients from the listing of governmental units, business and organizations doing business with the district as listed in Attachment F of this proposal.*" Exhibit F is listed as the Cost Proposal Form. Attachment F is not included within the proposal document. Please clarify if the reference listing is available to include within our response.

RESPONSE: We apologize for the error. Exhibit F is the Cost Proposal Form. Exhibit G (attached) is the "List of Major Government Units, Businesses and Organizations Doing Business with the Greater Hartford Transit District."

4. INQUIRY: Is the GHTD prepared to retain a firm for a specific area of the law that is requested in the proposal, such as Employment Law? Is it permissible to bid only on select services listed?

RESPONSE: No, the District needs to procure the services of a full service law firm.