



**March 31, 2017**  
**Questions and Answers**  
**Re: Amended RFP Outside Counsel for UConn 2000 Projects**

**Question #1:**

In Section 2 of the proposal, proposers are to “Identify the principal contact attorney.” Should there be one principal contact attorney for the entire RFP or one for each area of law that a proposer is responding?

*Answer: A principal contact attorney should be listed for each area of law for which a proposer is submitting a response. The same attorney may be listed for different areas of law.*

**Question #2:**

In Section 3 of the proposal, proposers are to provide the names and contact information for three client references. If a proposer is responding on multiple areas of law, should three separate client references be identified for each area; i.e., if a proposer intends to respond for all eight areas of law identified, it would include 24 references in total?

*Answer: Yes. A proposer should provide three references for each area of law. The same reference may be used for different areas of law if the firm performed legal services in different areas of law for that reference.*

**Question #3:**

In Section 3, subsection 2 of the proposal, do proposers need to include a description of the relevant experience for each attorney within the four-page limit or can the proposers attach CVs or resumes to a 4-page description of the firm’s experience?

*Answer:*

- a. Proposers should include, within four-page limit, the names of the primary attorney(s) who would work under the contract, a description of the primary attorney(s) experience in the specific area of law and the primary attorney(s) anticipated role in representing the University.*
- b. Per Section 1 of the proposal, attorneys, other than the primary attorney, who would provide legal services, should be listed in Section 1 of the proposal.*
- c. Per Section 1, subsection 3 of the proposal, CVs or resumes for all attorneys who may provide legal services should be included, in alphabetical order, at the very end of the firm’s proposal.*