MEMORANDUM

To:    All Interested Vendors

From:   Edward Woda
        Procurement Manager

Date:    September 9, 2020

Subject:  Addendum No. 2
RFP 20-007 – Government Relations and Advocacy Services for the Metro Libraries of Ohio
Questions and Answers Submitted in Writing

Part II. Questions and Answers Submitted In Writing

Q1:    Can the requirement to add additional insureds be waived?
A1:    Please list this request in your firms’ technical proposal as an exception to the terms and conditions, as required in the proposal format and content section, Section 1(l). Requests of this type will be evaluated on a case by case basis.

Q2:    The Terms and Conditions appear to be written for general contractors, not law firms. Can we strike provisions that do not apply to us (eg. FOB terms, etc.)? Do you have terms specifically for lawyers?
A2:    If you believe that any of the CML Standard Terms and Conditions are not applicable to your firm, please list any terms as an exception to the terms and conditions, as required in the proposal format and content section, Section 1(l). Requests of this type will be evaluated on a case by case basis.

CML does not have special terms and conditions for lawyers.

Q3:    Can we strike the Indemnification section of the Terms and Conditions? A condition of our malpractice insurance through ALAS is that we are unable to enter into contractual agreements that include indemnification and hold harmless clauses. Our professional liability coverage is robust and provides CML with appropriate safeguards concerning our performance under the contract. We can provide confirmation of insurance coverage in excess of the minimum required.
A3:    Please list this request in your firms’ technical proposal as an exception to the terms and conditions, as required in the proposal format and content section, Section 1(l). Requests of this type will be evaluated on a case by case basis.

Q4:    Does the State of Ohio have a list of MBE/WBE certified firms and we can contact to fulfill the requirements in Appendix B?
A4: The State of Ohio maintains a database of certified M/WBE firms. It may be accessed online at through the Ohio Department of Administrative Services website or clicking [this link](http://www.ohiogov.com).

Q5: I see that the Metro Libraries have put an emphasis on diversity. If a potential firm does not have a diverse staff (gender, race, or political leanings) and does not have the ability to subcontract out to an MBE or WBE will this disqualify that firm from being selected to interview?

A5: The Metro Libraries of Ohio are committed to conducting outreach to Minority and Women Business Enterprises for our opportunities. There is no specific “set aside” of work for M/WBE firms. The demographic and/or political persuasions of the team members are not included in the evaluation criteria for this solicitation.

PROPOSERS ARE REQUIRED TO ACKNOWLEDGE THE RECEIPT OF THIS MEMORANDUM (ADDENDUM NO. 2) ON THE ACKNOWLEDGEMENT OF ADDENDA FORM IN THE RFP DOCUMENTS