

NOTICE FOR PROFESSIONAL SERVICES

2014-PROF-6

Pursuant to the provisions of HRS 103D Procurement of Professional Services, the County of Kaua'i hereby provides public notice to invite persons engaged in the professional services listed below to submit current statements of qualifications and expressions of interest for the fiscal year 2013 - 2014:

A. COUNTY ATTORNEY

1. **Title of Project: SPECIAL COUNSEL *PRO BONO* SERVICES RELATED TO ORDINANCE 960**

Description: The County Attorney requires the *pro bono* services of attorneys licensed in Hawai'i for the representation, advice, and counsel for matters related to Ordinance 960, including but not limited to the County of Kaua'i's (including officers and employees) representation in the case of *Syngenta Seeds, et al. v. County of Kaua'i*, Case No. 14-0014 (U.S. District Court, District of Hawai'i). The County Attorney anticipates that special counsel shall require knowledge in the following areas of law:

Constitutional Law

Land Use

Environmental Law

Administrative Law

Tort

Municipal Law Generally

In conjunction with this solicitation, the County Attorney defines *pro bono* to mean professional work undertaken voluntarily and without payment as well as donation of all related litigation and collateral costs and expenses, including but not limited to court costs, court reporter costs, travel and *per diem* expenses, copying expenses, legal research expenses, communication expenses, expert fees.

In addition to the specific resume information called for at the end of this Notice, interested parties shall include the following information in their submittal:

- a.. The area(s) of practice in which the attorney or firm has experience together with a summary of the number and types of cases/matters handled by each attorney in each category;

- b. If applicable, the name of the law firm that the attorney is affiliated with, the number of years the attorney has been with that firm, whether the attorney is a partner of the firm, and what, if any, specialty areas of practice the firm has;
- c. A brief description of staff and facilities available to the attorney or firm, including other attorneys, secretarial and paralegal support, and whether the firm has the ability to provide electronic case files during and following the conclusion of the case.

CONTACT PERSON Jennifer S. Winn, Deputy County Attorney

Phone: (808) 241-4930

Parties or firms interested in providing the professional services listed shall transmit the resume and letter of interest electronically to cokpurchasing@kauai.gov.

The letter of interest shall include:

1. Project number and title; (for example: A.1 – Special Counsel *PRO BONO* Services); and
2. Name of the department(s) to which the resume(s) is/are to be directed.
3. Acknowledgment that the interested firm understands and verifies the ability to provide services *pro bono* as defined in the notice.

The email subject line shall include the following reference:

2014-PROF-6 – Project Number – Company’s name (for example: 2014-PROF-6 – A.1 – XYZ Co.)

Resumes submitted with reference number 2014-PROF-6 stated in the subject line will receive a delivery confirmation by our email system upon receipt. Note if the reference number is not stated exactly in the subject line as noted, a delivery confirmation may not be sent.

The resumes may be electronically transmitted in either MS Word or PDF format.

Resumes should include:

1. Reference to this Notice by noting “**2014-PROF-6**” on the cover page of each resume.
2. The name of the firm or person, the principal place of business, and location of all of its offices.
3. The age of the firm and its average number of employees over the past five (5) years.
4. A description or narrative of the firm and statements of **experience and professional qualifications** (education, training, licenses, credentials) of the principals and staff members to be involved, and supporting data as it relates to the proposed projects.
5. A list of **projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies undertaken and completed** within the last five (5) years (including dates); owners of the projects and the scope of work performed; the names of up to five (5) clients who may be contacted, including at least two (2) for whom services were rendered during the preceding year.
6. **Capacity to complete the work in the required time**
7. Any other pertinent data that should or may be considered in the evaluation of the firm's qualifications.

Consultants are further notified of the requirements of Act 190, SLH 2011, SB 758, wherein the County of Kaua‘i is required to utilize the Hawai‘i Compliance Express (HCE) to obtain proof of compliance of: a tax clearance from the State Department of Taxation, and the U.S. Internal Revenue Service, State Department of Commerce and Consumer Affairs, and State Department of Labor and Industrial Relations **prior to the issuance of an award**. Consultants are strongly encouraged to register for HCE so as to allow for needed proof of compliance prior to the issuance of an award.

Awards shall be electronically posted on the County of Kauai website within seven (7) days of the contract award: <http://kauai.gov>; follow: County Agencies; Finance - Purchasing Division; Tabulations and Awards; Professional Services.

Resume submissions shall be received by the deadline of 2:00 P.M. (Hawaii Standard Time), **January 30, 2014. Late submissions will be returned.** Risk of late delivery shall lie with the sender.

Steven A. Hunt
Director of Finance
County of Kaua‘i

Publicized: January 16, 2014, <http://www.spo.hawaii.gov> and <http://www.kauai.gov>