

SOLICITATION OF QUOTES

Legal: Consultant Lecturer

The Suffolk County Board of Ethics is seeking “Solicitation of Quotes” from law firms and lawyers interested in performing Consultant Lecturing Training Services for a 12 month term relative to the Suffolk County Board of Ethics Training Mandates under Suffolk County Administrative Code A30-2.

The Solicitation of Quotes must include the following:

- Price quote and structure for the 2019 period
- Description of your firm’s/attorney technical experience including projects of similar scope and size
- Description and names of the qualifications of staff/attorney that will provide the services
- A Statement that you have experience presenting New York State Continuing Legal Education Lectures (CLE) and/or Continuing Professional Education (CPE) Lectures
- Ability to comply with performance schedule with existing business commitments
- Record of satisfactory past performance
- Conflicts of Interest Check
- Solicitation of Quote Form SCBE#SQ02-2018

An award will be made based on the “best value” to the County. The best value basis optimizes quality, cost, efficiency, and considers unique skill/experience among responsive and responsible proposers.

If you meet the aforementioned qualifications and are interested in submitting a Quote, it is requested that you fax the Quote to the Board of Ethics at (631-854-0028) or e-mail it to (ethicsboard@suffolkcountyny.gov) no later than Friday November 16, 2018.

All inquiries should be submitted in writing either by fax or e-mail.

Contact Information:

Person: Samantha Segal, Esq., Executive Director
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Email: ethicsboard@suffolkcountyny.gov