

SOLICITATION OF QUOTES

The Suffolk County Board of Ethics is seeking Solicitation of Quotes from Law Firms interested in performing 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 2015 period
- Description of your firm's technical experience including projects of similar scope and size
- Description and names of the qualifications of staff that will provide the services
- A Statement that you have experience presenting New York State Continuing Legal Education 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#SQ1

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 Solicitation of Quotes, it is requested that you fax the solicitation of quotes to the Board of Ethics at (631-854-0028) or e-mail it to (ethicsboard@suffolkcountyny.gov) no later than Friday, December 12, 2014.

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

Contact Name: Samantha Segal, Esq., Executive Director

SUFFOLK COUNTY  BOARD OF ETHICS

Solicitation of Quote Form SCBE#SQ01-2014

PURSUANT TO RECOMMENDED COUNTY RPROCEDURES ON UNIFORMITY, BIDDERS ARE TO ATTACH THIS FORM AS A COVER PAGE TO THEIR RESPONSE

1. Submitting Company Name

2. Company Address

3. Company Telephone Number

4. Company Fax Number

5. Employer Federal ID Number

6. Hourly Rate

**Mailing: 335 Yaphank Avenue, Yaphank, New York 11980
Office 631.854.0022 · Fax 631.854.0028**