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Additional Backup

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COUNTY OF NASSAU

INTER-DEPARTMENTAL MEMO

DATE: January 11, 2021

TO: Robert Cleary, Chief Procurement Officer
Kate O'Hagen, Procurement Compliance Analyst

FROM: County Attorney's Office

SUBJECT: **REQUEST FOR PROPOSALS # AT1004-1958**
LOW VENDOR PARTICIPATION MEMO

On October 4, 2019, the Nassau County Attorney's Office ("County Attorney's Office") issued the above-mentioned Request for Proposals ("RFP") seeking proposals from qualified law firms to provide services as special counsel in connection with Nassau County ("County") vehicle forfeiture proceedings initiated pursuant to section 8-7.0 of the County Administrative Code. Only one (1) proposal was received in response to this RFP, from the current provider of these services, Campanelli & Associates, P.C.

The RFP was advertised on the County website, in Newsday, and on the New York State Contract Reporter. The Office of Minority Affairs was also notified of the RFP. The commodity codes selected for this RFP were appropriate (Legal Services, Attorneys; Legal Consulting; Legal Services, Including Depositions, Expert Witness Testimony and Process Service) because the County Attorney's Office is seeking legal counsel. Over 300 vendors registered with the County received notice of the RFP. One (1) company (Seven Outsource) requested and was provided with a copy of the RFP, and the County Attorney's Office also forwarded copies of the RFP to two (2) law firms, including the above-mentioned law firm Campanelli & Associates P.C.

Vehicle forfeiture is a niche area of the law that requires a special expertise. Prosecuting all cases that the County elects to pursue also requires a substantial time and resource commitment from a law firm. Additionally, representing the County in these cases will conflict law firms from defending individual clients against County vehicle forfeiture proceedings. All these factors may have contributed to the low vendor participation in this RFP.

As described above, the County Attorney's Office conducted this RFP process in a manner consistent with the County Procurement Policy. Considering the specialized nature of the services and the limited market in this area of law, the County Attorney's Office was satisfied with the responding

proposer. The award under this RFP will provide continuity in the services and ensure that due process requirements in the forfeiture proceedings continue to be satisfied, consistent with the vehicle civil forfeiture law.

Prepared by:

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Deputy County Attorney