

**RFP2017-13 LEGAL SERVICES- ALTERNATE MUNICIPAL PROSECUTORS FOR A PERIOD OF ONE (1) YEAR FOR THE DEPARTMENT OF LAW BID OPENING MAY 18, 2017 AT 11:00AM**

RFP2017-13 LEGAL SERVICES- ALTERNATE MUNICIPAL PROSECUTORS FOR A PERIOD OF ONE (1) YEAR FOR THE DEPARTMENT OF LAW			
NUMBER OF RESPONDENTS:	3		
NAME OF BIDDER	LENOX LAW FIRM	ROBERT H. YOSTEMBSKI, ESQ.	BERTHA L. SCOTT, ESQ.
ADDRESS	136 FRANKLIN CORNER ROAD, UNIT B-2	205 CORNWALL AVENUE	101 KENSINGTON AVENUE
CITY, STATE, ZIP	LAWRENCEVILLE, NEW JERSEY 08648	TRENTON, NEW JERSEY 08618-3321	TRENTON, NEW JERSEY 08618
CONTACT NAME	STEPHANIE L. DELUCA, ESQ.	ROBERT H. YOSTEMBSKI	BERTHA L. SCOTT
TELEPHONE	609-896-2000	609-393-0280	609-532-7722
FAX	609-895-1693	N/A	N/A
E-MAIL	<a href="mailto:SDELUCA@LENOXLAW.COM">SDELUCA@LENOXLAW.COM</a>	<a href="mailto:N/A">N/A</a>	<a href="mailto:BLSCOTT@COMCAST.NET">BLSCOTT@COMCAST.NET</a>
OWNERSHIP DISCLOSURE STATEMENT	INCLUDED	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	N/A	N/A	N/A
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED	INCLUDED
NON-COLLUSION AFFADAVIT	INCLUDED	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED	INCLUDED	INCLUDED
AFFIRMATIVE ACTION STATEMENT	INCLUDED	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED	INCLUDED
EIC	CERT.# 50330 EXP. 03/15/2020	CERT.#41598 EXP. 04/15/2022	CERT.#54610 EXP. 06/15/2022
60-DAY EXTENSION COMPLIANCE	YES	YES	YES
EXCEPTIONS (IF ANY)	NONE	NONE	NONE
CERTIFICATE OF INSURANCE	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED	INCLUDED
WILLING TO PROVIDE PRIORITY EMERGENCY SERVICES		N/A	N/A
RATE PER SESSION	\$170.00 PER SESSION	\$215.00 PER SESSION	\$215.00 PER SESSION
FATAL FLAW	NONE	NONE	NONE

Response to Request for Proposal

• • •

**FEE SCHEDULE PROPOSAL**

New Jersey Ethics Rules require that we prepare a retainer agreement at the outset of all new client relationships. Upon retention of our services, a retainer agreement memorializing our attorney-client relationship will be provided. Our fee schedule proposal is at an hourly rate for all legal services to be billed in tenth (1/10) of an hour increments at the following rates:

<b>Hourly Fee</b>	<b>Services</b>
\$170.00	All legal services including but not limited to research, writing, handling discovery obligations, and court appearances
\$80.00	Travel to\from locations other than court sessions
\$85.00	Paralegals performing legal work
Costs & expenses incurred	Reimbursement for costs and expenses such as filing fees, investigation costs, transcript costs, expert fees, witness fees, service charges, extraordinary postage and/or overnight delivery costs, and copying services in excess of 100 pages

**INSURANCE**

A policy of insurance has been issued by Beneficial Insurance Services with a policy limit of \$3,000,000. Upon request, a copy of the declarations page will be provided.

**CONCLUSION**

Ms. DeLuca is self-motivated, responsible and has an ability argue forcefully while under stress and communicate effectively. She is a well-rounded attorney with an attention to detail and a keen appetite for trial work. These qualities will serve the City of Trenton well. Moreover, she is familiar with the administration of the Mercer County criminal system having worked closely with Mercer County Assistant Prosecutors and Mercer County Criminal Judges. Ms. DeLuca is confident that she would be a valuable contributor as an Alternative Municipal Prosecutor to meet the needs of the City of Trenton in pursuing and obtaining justice.

RFP 2017-13  
ALTERNATE MUNICIPAL PROSECUTORS  
COMPENSATION PROPOSAL:

FIRST SERVICE:

ALL SESSIONS

REGULAR/DWI PRETRIAL/DWI TRIAL

\$215/SESSION

SECOND SERVICE:

ON CALL WARRANTS:

\$300/MONTH

Robert H. Yostewski  
ROBERT H. YOSTEWSKI  
5/11/17

LAW OFFICE OF  
**BERTHA L. SCOTT**  
101 KENSINGTON AVENUE  
TRENTON, NJ 08618-3329

MEMBER OF THE NJ BAR

609.532.7722

May 15, 2017

***Hand Delivered***

Isabel C. Garcia, Purchasing Agent  
Division of Purchasing  
319 East State Street  
Trenton, NJ 8608

Re: Request for Proposals: Legal Services - Alternative Municipal Prosecutors  
RFP - 2017-13

Dear Sirs;

Kindly accept this as my statement of qualifications regarding the above captioned Request for Proposals. Specifically regarding the stated criteria, please be advised as follows:

- a. See the attached resume of Bertha L. Scott, Esq.;
- b. Proposed compensation per court session at market rate of not less than \$215;
- c. See the attached resume of Bertha L. Scott, Esq.;
- d. See the attached resume of Bertha L. Scott, Esq.; and
- e. See the attached resume of Bertha L. Scott, Esq.

Enclosed please find copies of the New Jersey Business Registration Certificate and Certificate of Employee Information Report issued to Bertha L. Scott, Esq.

Thank you in advance for your consideration in this regard. Please contact me in the event of questions.

Very truly yours,



**BERTHA L. SCOTT, ESQ.**

/em  
attachments