

**Answers to Questions Regarding the RFQ for Legal Professional Services for Use of ARPA Funds by Trumbull County, Ohio:**

**Q1. Define the term legal professional.**

County's definition of Legal Professional is an Attorney who is licensed to practice law and in all likelihood part of a law firm capable of meeting the county requirements.

**Q2. What is anticipated start date of services?**

Start date for services is anticipated as soon as a contract can be negotiated with the selected respondent and may last through December 31, 2024. County also reserves the right to cancel a respondents contract upon proper notice as set forth in respondent's contract terms.

**Q3. Are onsite services anticipated?**

Onsite services are not anticipated, unless otherwise required. Remote services, email, telephone, zoom and texts are anticipated whenever feasible.

**Q4. Will a single vendor be selected?**

County will select a single respondent for contract purposes.

**Q5. What review of sub-recipient application is expected?**

County intends to utilize the selected respondent to review sub-recipient applications for ARPA Fund qualification, development of legal documents, including standard contracts for ARPA Fund recipients, compliance for recipients as well as guidance for record retention/management and any other services as determined necessary by the County. Number of sub-recipients is not known at this time.

**Q6. How does County currently track Covid-19 funds?**

County currently utilizes the Munis system as well as excel for tracking Federal Covid – 19 tracking.

**Q7. Will a week extension for responses be granted?**

No extensions regarding the current RFQ are currently planned.

**Q8. Has a final ARPA Fund plan been approved**

A final ARPA plan has not been approved.

**Q9. How much will county use to offset revenue loss?**

County has been received approximately nineteen million dollars in the first payment of ARPA Funds and will receive an additional nineteen million dollars.

The amount of ARPA Funds to be utilized for County revenue loss has not been determined.

***Q10. What the County's insurance requirements?***

Insurance requirements are anticipated at one million dollar general liability insurance, as well as one-million-dollar auto, up to five-million-dollar professional liability, and errors/omissions insurance.

***Q11. What system does County use to manage grants?***

County currently utilizes Munis to manage grants.

***Q12. What is County accounting software?***

Munis is the County accounting software.

***Q13. Are references required?***

References may be submitted now and will be required for short listed firms.

***Q14. Are rates per rate card or all-inclusive pricing?***

Hourly rates for services are anticipated. Other compensation formulas may be negotiated with the successful respondent.

Please direct any further comments or questions to: James Misocky, Administrator of Special Projects @ [cemisock@co.trumbull.oh.us](mailto:cemisock@co.trumbull.oh.us)