

**Village of Orland Park RFP Responsiveness Check**

**RFP No. 20-022**

**Project Title: Village Prosecutor Legal Services**

<b>RFP Requirement</b>	<b>Gary F. Felicetti</b>	<b>Kelly Moore &amp; Steven Marshall</b>	<b>Canna Law Offices, P.C.</b>	<b>Law Offices of Power &amp; Cronin, Ltd.</b>	<b>The Law Offices of Farrell &amp; Farrell, Ltd.</b>	<b>Donna J. Norton, Attorney at Law</b>	<b>Tressler LLP</b>	<b>The Law Offices of Edward Barron</b>
Submitted 3 copies	V1	√	√	√	√	√	√	√
Submitted Technical Proposal (Experience, Op History, Qualifications)	√	√	√	√	√	√	√	√
Employment History since 2010	V1	√	√	√	√	√	√	V2
Description of Organization	V1	√	√	√	√	√	√	V2
Current/Previous Municipalities	V1	√	√	√	√	√	√	V2
Prosecutorial qualifications	V1	√	√	√	√	√	√	V2
Method of Service	V1	√	√	√	√	√	√	V2
Conflicts of Interest	V1	√	√	√	√	√	√	V2
Billing	V1	√	√	√	√	√	√	√
"Extraordinary Services"	V1	√	√	√	√	√	√	V2
3 professional & 1 Personal reference	V1	√	√	√	√	√	√	V2
Any Disciplinary actions	V1	√	√	√	√	√	√	V2
Submitted a completed Proposal Summary Sheet	V1	√	√	√	√	√	√	V2
Submitted a completed Certificate of Compliance	V1	√	√	√	√	√	√	V2
Submitted signed Insurance Requirements form	V1	√	√	√	√	√	√	V2

*\*A check mark in the box indicates inclusion of the required form with the proposal package. A "V#" indicates a variance that will be explained below.*

V1 - Only submitted a one page letter expressing interest with a brief history.

V2 only submitted cover letter, resume and billing info

Prepared by: Denise Domalewski, Purchasing & Contract Administrator - Village of Orland Park