

RICHARDS WATSON GERSHON

San Mateo County Harbor District

Cost Proposal

September 23, 2019

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In Your Community
At Your Side

SAN MATEO COUNTY HARBOR DISTRICT

REQUEST FOR PROPOSALS (RFP) 2019-09

GENERAL COUNSEL LEGAL SERVICES

COST PROPOSAL FORMS

Pursuant to the Notice Inviting Proposals, the undersigned Proposer herewith submits a Proposal on the Proposal Form or Forms attached hereto and made a part hereof and binds itself on award by the San Mateo County Harbor District under this Proposal to execute a Contract in accordance with its Proposal, the Proposal Documents, and the award. The attached Notice Inviting Proposals and Addenda, if any, are made a part of this Proposal and all provisions thereof are accepted, and all representations and warranties required thereby are hereby affirmed.

THE PROPOSAL BELOW INCLUDES ANY AND ALL LABOR, MATERIALS, APPLICABLE TAXES, INSURANCE, SUBCONTRACTOR COSTS, TRAVEL EXPENSES, TELEPHONE COSTS, COPYING COSTS, PROFIT, ADMINISTRATIVE AND OVERHEAD FEES, AND ALL OTHER COSTS NECESSARY FOR THE PERFORMANCE OF ALL THE SERVICES CALLED FOR UNDER THE FOLLOWING CONTRACT. ANY PROPOSED REIMBURSABLE COSTS SHALL BE SEPERATELY IDENTIFIED (E.G. OVERNIGHT DELIVERY, UPCHARGE ON 3RD PARTY INVOICES).

Position	Unburdened Hourly Rate	All inclusive Hourly Rate*	Estimated Hours per Month**	Example of Duties
District Counsel	Shareholders/Sr. Attorneys \$300 Associates \$250 (see note below)	Shareholders/Sr. Attorneys \$300 Associates \$250	45	All duties listed in Scope of Services, except Special Services and Litigation.
Alternate District Counsel	Shareholders/Sr. Attorneys \$300 Associates \$250 (see note below)	Shareholders/Sr. Attorneys \$300 Associates \$250	Included in General Counsel services	Primary back-up to General Counsel.
Special Services	Shareholders/Sr. Attorneys \$340 Associates \$270 (see note below)	Shareholders/Sr. Attorneys \$340 Associates \$270	Services provided on an as needed basis.	Public Finance and Eminent Domain.
Litigation	Shareholders/Sr. Attorneys \$340 Associates \$270 (see note below)	Shareholders/Sr. Attorneys \$340 Associates \$270	Services provided on an as needed basis.	Represent District in claims against the District.

Paralegal

\$175 (see note below)

\$175

Included in General Counsel services

Public Records Act requests

*Hourly Rate should include overhead costs as listed above. Time spent traveling to and from District meetings held within San Mateo County and any travel costs associated with such travel is not reimbursable.

**Estimated Hours should be based on comparable size and complexity of similar governmental entity.

The Cost Proposal Form must be signed on the next pages (page 2 or 3 of Attachment A). Proposals submitted in any other form will be considered non-responsive and may be rejected. Signatures herein bind Proposer to the entirety of its Proposal, including all documents submitted with these Cost Proposal Forms.

NOTE: RWG has opted to bid the same rate for "unburdened" and "all inclusive" structures, in lieu of excepting any items for separate reimbursement.

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DOCUMENTS TO ACCOMPANY COST PROPOSAL:

Items 7 A-F of the Proposal Content must accompany the Cost Proposal for a Proposal to be deemed responsive.

NAME UNDER WHICH BUSINESS IS CONDUCTED

CONTACT INFORMATION OF PERSON AUTHORIZED TO EXECUTE CONTRACT

Name: **Richards, Watson & Gershon**

Business Address: **355 South Grand Avenue, 40th Floor**

City/State/Zip: **Los Angeles, California 90071**

Telephone Number: **213.626.8484**

Facsimile Number: **213.626.0078**

E-Mail Address: **ksume@rwglaw.com**

MANDATORY SIGNATURE(S)

SOLE OWNER, sign here: I sign as sole owner of the business named above.

PARTNERSHIP, one or more partners sign here: The undersigned certify that we are partners in the business named above and that we sign this Proposal with full authority to do so.

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CORPORATION OR LLC, sign here*: The undersigned certify that they sign this Proposal with full and proper authorization to do so.

Entity Name: Richards, Watson & Gershon

By:  Title: **Chairman, Board of Directors**

By:  Title: **Vice President, Board of Directors**

Incorporated under the laws of the State

** If the Proposer is a corporation, this Cost Proposal Form must be executed by two corporate officers, consisting of: (1) the president, vice president or chair of the board; and (2) the secretary, assistant secretary, chief financial officer or assistant treasurer. In the alternative, this Cost Proposal Form may be executed by a single officer or a person other than an officer provided that evidence satisfactory to the District is provided demonstrating that such individual is authorized to bind the corporation or LLC (e.g. a copy of a certified resolution from the corporation's board or LLC's board or a copy of the corporation's bylaws or LLC's operating agreement.)*

IF JOINT VENTURE, officers of each participating firm sign here: The undersigned certify that they sign this Proposal with full and proper authorization to do so.

Joint Venture Name: _____

By: _____ Title: _____

By: _____ Title: _____



RICHARDS WATSON GERSHON

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