

## **RECOMMENDATION FOR LAW FIRM SELECTION**

**Date:** December 11, 2025

**To:** Laurie A. Malone  
Chief of Staff to the General Counsel

**From:** Jordan M. Kiessling  
Issuing Officer

**CC:** Derek Riker  
Deputy Chief of Staff

**RE:** Evaluation of Proposals Submitted in Response to  
RFP OGC-2025-09 General Obligation (“GO”) Bond Counsel  
Issued November 10, 2025

### **PART I.**

This RFP was issued pursuant to Executive Order 2015-2 dated January 20, 2015, and in accordance with Section 518 of the Commonwealth Procurement Code, 62 Pa.C.S. § 518, and Part III Chapter 8 of the Department of General Services (DGS) Procurement Handbook.

The Issuing Office designated to conduct this procurement has completed its evaluation. As further described below, the following law firm is being recommended for award of a legal services contract:

Eckert Seamans Cherin & Mellott, LLC

This memorandum also documents that all necessary steps were taken in conducting the procurement in accordance with the provisions of the Commonwealth Procurement Code. To the extent that written determinations are required under the Code for any of the following steps and no attached record exists, this memorandum shall serve as written confirmation that such step occurred.

**\*\* DUE TO THE URGENT NEED FOR LEGAL SERVICES, APPROVAL IS BEING SOUGHT FOR THE SELECTED LAW FIRM TO BEGIN WORK IMMEDIATELY \*\***

### **PART II.**

A. PUBLIC NOTICE: Public notice of the RFP was posted on both the PA eMarketplace website and the Office of General Counsel’s website on **November 10, 2025**.

B. EVALUATION COMMITTEE: An evaluation committee was established consisting of agency representatives from the **Department of the Auditor General, Department of Treasury, Office of the Budget and the Governor’s Office of General Counsel**.

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C. ADDENDA TO THE RFP: Potential offerors were given the opportunity in accordance with Section I-9 of the RFP to submit questions concerning the procurement to the Issuing Office. The official responses to the questions were incorporated into the RFP by addenda per Section I-10 of the RFP.

**PART III.**

A. CRITERIA: The relative importance of the major evaluation criteria established prior to opening the proposals consisted of **technical 60% and cost 40%**.

B. PROPOSALS: A total of **seven (7)** proposals were received on or before the due date of **November 21, 2025**. No proposals were received late.

C. RESULTS:

1. The evaluation committee reported the following results of its evaluation to the Issuing Office:
2. **One (1) offeror** failed to meet the SDB/VBE participation goals set forth in this RFP and was therefore rejected as non-responsive.
3. The Issuing Office reviewed the cost submittals and combined the technical scores and cost scores.
4. INITIAL SCORING: The overall scoring for this procurement concluded as follows:

<i><b>Offeror</b></i>	<i><b>Technical Score</b></i>	<i><b>Cost Score</b></i>	<i><b>Overall Score</b></i>
Ahmad Zaffarese LLC	83.52	64.00	147.52
Ballard Spahr LLP	93.36	64.00	157.36
Clark Hill, PLC	94.08	47.20	141.28
Dinsmore & Shohl LLP	88.56	80.00	168.56
Eckert Seamans Cherin & Mellott, LLC	115.68	72.80	188.48
McNees Wallace & Nurick, LLC	89.50	80	169.50

5. SMALL DIVERSE BUSINESS/VETERAN BUSINESS ENTERPRISE  
COMMITMENTS:

Eckert Seamans Cherin & Mellott, LLC is committed to subcontracting with one (1) small diverse firm, Gosfield Law LLC, for legal services over the entire engagement timeframe. Eckert Seamans Cherin & Mellott, LLC is committing **30%** of the total value of its offering to **Gosfield Law LLC**. Eckert Seamans Cherin & Mellott, LLC is committed to subcontracting with one (1) veteran business enterprise, Cox, Stokes & Lantz, P.C., for legal services over the entire engagement timeframe. Eckert Seamans Cherin & Mellott, LLC is committing **5%** of the total value of its offering to **Cox, Stokes & Lantz, P.C.**

6. CONTRACTOR RESPONSIBILITY: Eckert Seamans Cherin & Mellot, LLC and their respective subcontractors required to be disclosed or approved by the Commonwealth have been verified as responsible contractors in accordance with management directives, the Procurement Handbook and the Procurement Code, as applicable.

**PART IV.**

**RECOMMENDATION:** As the Issuing Officer, I recommend Eckert Seamans Cherin & Mellott, LLC be awarded a contract for legal services. This recommendation selection is based upon the results of the evaluation and review of the proposals as summarized above. **The term of the contract will be through the duration of the bond issuance.** The Governor's Office of the Budget will allocate the legal services set forth in the resulting contract among the selected law firm. **Due to the urgent need for legal services, the Department of the Auditor General is seeking Eckert Seamans Cherin & Mellott, LLC to begin work immediately.**

**PART V.**

**CONTRACTING OFFICER DETERMINATION & AUTHORIZATION:**



Based upon the results of the evaluation and the above recommendation, I have determined that Eckert Seamans Cherin & Mellot, LLC is the best qualified law firm based on the evaluation factors set forth in the RFP.



I disapprove the recommendation.



**Laurie A. Malone**  
**Chief of Staff to the General Counsel**

12/11/2025

Date

**PART VI.**

**AUTHORIZATION:**

Based upon the Contracting Officer's determination, I authorize the Issuing Office to make a contract award to Eckert Seamans Cherin & Mellott, LLC.

**OFFICE OF THE BUDGET:**



12/11/2025

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**Brian D. Zweiacher**  
**Chief Counsel**

Date