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OPERATIONS DIVISION
PROCUREMENT SECTION

LESLIE WELCH
DIRECTOR
JERRY CONNOLLY
CHIEF PROCUREMENT OFFICER

TO: Current Outside Counsel Contract Awardees
FROM: AGO Procurement
RE: Contract Extension Letter for Outside Counsel – Contract #: AG16-0001, AG15-0001, and AG15-0068

Pursuant to A.R.S. § 41-2546, The Arizona Attorney General's Office, in accordance with Item 31.1 of the Agreement for Outside Counsel, has determined to extend the above referenced contracts for an additional year. This agreement upon execution shall terminate on December 31, 2017.

Contract Extension Instructions

The contract extension process is for current outside counsel contract awardees that **will not** need to make changes to their awarded areas of law or current hourly rates from the CY2016 contract year. Any changes to the awarded areas of law and/or hourly rates will require a new proposal to be submitted during the open RFP process for CY2017 (RFP AG17-0001). Other firm information can be updated through the extension process with completion of the enclosed "Contract Update Worksheet."

Contract Update Worksheet Instructions

- Page 1, Complete General Counsel Information, review the outside counsel agreement AG17-0001 enclosed in the attachment, and sign the extension agreement.
- Page 2, Conflicts of Interest: List any changes since the submission of your original proposal or previous contract extension. If no updates, check N/A.
- Page 3, Bar Complaints/Malpractice: List any changes since the submission of your original proposal or previous contract extension. If no updates, check N/A.
- Pages 4-6, Current List of Attorneys: Please list current attorneys that will be providing service under this contract. For any attorney additions since the original contract award or previous contract extension, please complete the "Qualifications and Experience of Attorney" worksheet and include a copy of their resume. Note: Areas of practice listed for each attorney should only be those approved during the original contract award. No resumes are needed for attorneys previously approved.
- Pages 7-35, Outside Counsel Agreement AG17-0001: Provided for your review; Acceptance should be marked on page 1 of the worksheet.

Contract Update Worksheet Due Date/Delivery Instructions

- The Contract Update Worksheet is due by October 28, 2016 at 3:00PM. One original hard copy should be submitted in a sealed envelope with your current contract number noted on the package. Fax or Electronic copies will not be accepted.
- Hand Delivery/Mailing Address: Office of the Attorney General; Procurement Unit; 1275 West Washington Street; Phoenix, AZ 85007

Questions Regarding the Extension Process:

Questions should be directed to Jerry Connolly at 602-542-8030 or may be e-mailed to Jerry.Connolly@azag.gov or Cindy Palmer, 602-542-7986, e-mail: Cindy.Palmer@azag.gov