



KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

REQUEST FOR PROPOSAL ADDENDUM

SOLICITAION NO.: RFP-0346
ADDENDUM NO.: 1
RFP ISSUE DATE: March 16, 2026
ADDENDUM DATE: April 1, 2026
OPENING DATE: April 10, 2026 @ 4:00PM EST

The following information is being provided in response to written questions submitted for this RFP:

- 1) Could you clarify the volume (in hours) of work performed over the past 24 months in matters deemed to be complex or unique? For each matter deemed to be complex or unique, what was the nature of the work and what rates were paid?
 - a) Bill are not delineated by complex/routine matters. However, we can estimate from the amount spent on outside counsel fees that KCTCS paid the following:
FY 23-24: approximately 1385 hours
FY 24-25: approximately 1470 hours
- 2) Please confirm whether each of the 16 individual schools is considered a separate legal entity which might be a client of our firm or whether our client would always be KCTCS.
 - a) KCTCS is one legal entity made up of 16 colleges. Although an individual college may be named in a lawsuit, KCTCS remains the client.

Bidders must acknowledge receipt of this and any addenda either with solicitation or by separate letter or email prior to award of contract. If by separate letter, the following information should be placed in the lower left-hand corner of the envelope:

RFP No.: RFP-0346
Title: Legal Services

Name of Firm: _____

Authorized Signature: _____