Addendum dated April 15, 2021
to the
Request for Qualifications for Special Counsel dated March 9, 2021
For the Department of the Treasury – Division of Investment
Appointment to Pools for a Three-Year Period

Section A.  New Proposals Due Date

Proposals in response to the Request for Qualifications (the “RFQ”) are now due on May 18, 2021 at 3:00 p.m.

Section B.  Diversity Questionnaire

The Diversity Questionnaire attached to the RFQ as Exhibit C is hereby replaced in its entirety with the 2021 Outside Counsel Diversity Questionnaire which is hereby attached to this Addendum as Attachment A.

Section C.  Questions Submitted and Answers

Question #1:  If we are appointed as special counsel, will we be representing the entire state of New Jersey, or the Department of the Treasury, or just the Division of Investment?

Answer #1:  Firms designated as special counsel under this Request for Qualifications (“RFQ”) will represent the Division of Investment.

Question #2:  Are public-private partnership transactions included in the Complex Transactions Pool scope?

Answer #2:  No.

Question #3:  Is the expectation that the blended rate will be frozen during the three-year term or if firms can propose increases for years two and three?

Answer #3:  The blended hourly rate accepted by the Attorney General will apply for the entirety of the term of the designation as special counsel under the RFQ.

Question #4:  Given the variety of legal areas covered by the work pools, with respect to fees, may we propose a separate attorney blended rate for a specific work pool or pools?

Answer #4:  Firms may propose different blended hourly rates for each of the different pools.
**Question #5:** Should the Diversity Questionnaire be completed as of January 1, 2020 or January 1, 2021?

**Answer #5:** An updated 2021 Diversity Questionnaire is attached hereto and is to be utilized by firms in submitting a proposal in response to the Request for Qualifications. The 2021 Diversity Questionnaire is to be completed with information as of January 1, 2021.

**Question #6:** *RFP Reference/requirement: Section 4.1.4.* We are an Indian law firm licensed to provide advice only related to Indian laws. We intend to submit our proposal in this RFQ for the International Tax and International Securities Law Pool from non-US jurisdictions for advice relating to Indian laws. Please confirm our understanding that is the appropriate Pool for our proposal.

**Answer #6:** Please review the sections of the RFQ that describe the International Tax and International Securities Law Pool and the minimum qualifications required and scope of services anticipated for such pool, including paragraph D. of Section 2.0 and Sections 4.1.4 and 5.3.

**Question #7:** *RFP Reference/requirement: Section 8.2(F).* The firm profile should describe the participation of women and minorities in the firm, noting the number of women partners and associates and minority partners and associates and indicate the percentage of your firm that is owned by women and by minorities. We intend to submit the names of all women partners and associates in the firm along with names of women equity partners. Please also confirm that we may determine who will constitute a minority for the purpose of our profile as per Indian laws. Kindly confirm if this would be sufficient for the purpose of meeting the requirement of this section.

**Answer #7:** Please see the definitions of “minority owned firm” and “minority group members” in Instruction 9(e) of the Diversity Questionnaire attached as Exhibit C to the RFQ.

**Question #8:** *RFP Reference/requirement: Section 8.2(H).* The firm is required to describe its presence in New Jersey. We are an Indian law firm registered to practice Indian laws and do not have any offices in jurisdictions outside India. In view of this, we do not have any presence in New Jersey and all our attorneys are based in India. Please confirm if requirement to describe local presence in New Jersey will not apply to firms sending proposals for the International Tax and International Securities Law Pool which are based entirely in such non-US jurisdictions. Please confirm if we should provide any Indian law registrations as applicable to us.

**Answer #8:** The requirements of Section 8.2(H) apply to all firms and must be addressed by all firms in their proposals.
**Question #9:** **RFP Reference/requirement: Section 8.2(H).** All firms, regardless of their office location, must comply with RPC 5.5(c) and with R. 1:21-1 and must describe how they so comply. Since we are an Indian law firm submitting our proposal for the International Tax and International Securities Law Pool related to advice on non-US jurisdictions as applicable to India, we understand RPC 5.5(c) and R. 1:21-1 will not apply to us. Please confirm that in order to meet the criteria mentioned in this section, we may submit credentials which are equivalent to those as prescribed by the Bar Council of India.

**Answer #9:** See Answer #7.

**Question #10:** **RFP Reference/requirement: Section 8.3(K).** The firm profile should identify any governmental entities, agencies, or political subdivisions, other than the State of New Jersey, that the firm represents or has represented. Please confirm if we are required to identify both domestic and international clients that meet the criteria. We do not have license to practice any foreign laws and, therefore, all our representations on behalf of government would be for Indian law related advise. Kindly confirm the information required from us as an Indian law firm to meet the requirements of the section of the RFQ referenced here.

**Answer #10:** Please respond with information about your firm to the extent it is responsive to Section 8.3(K) of the RFQ.

**Question #11:** **RFP Reference/requirement: Section 8.2.** Please confirm if there is a word or length limit on the submission of the firm profile. If a core team would be part of all the Pools, then please confirm that while providing the profiles of the said common team, we can state the Pools for which they would be advising and would not be required to provide multiple copies of profiles of such core team members for each Pool. Please confirm.

**Answer #11:** There is no word or length limit on the firm profile. You are not required to submit multiple copies of core team member profiles. However, see Section 8.3 of the RFQ for information regarding qualifications and experience required for each Pool.

**Question #12:** **RFP Reference/Requirement: Section 8.3(C).** The firm is required to list all attorneys that have at least five years’ experience representing large institutional investors (public or private) pertaining to international tax and international securities laws (specifying for each such attorney the jurisdiction(s) in which he or she has such experience). Our firm has over 300 attorneys (all licensed to practice and qualified to advise on investments in India) with the relevant experience of representing clients from across jurisdictions for international tax and international securities laws from an Indian investment perspective as we are permitted to advise only on Indian laws.

Majority of our attorneys have the above-mentioned relevant experience as requested for in this section. We anticipate that preparing such a list of profiles for the RFQ in relation all attorneys
qualifying on these required criteria may be a challenge, however, we are happy to provide the profiles of a core team with the relevant experience that will be staffed on this engagement. Please confirm if this approach is acceptable or if you would still require a complete list of all profiles to be submitted.

**Answer #12:** Please follow the instructions in the RFQ. Section 8.3(C) requires that the firm list all attorneys with the specified years’ experience and the jurisdiction(s) in which he or she has such experience. The more detailed information required in Section 8.3 and elsewhere in the RFQ is required only with respect to the particular attorneys who are proposed to handle legal work in the applicable Pool(s) as Special Counsel to the Division of Investment.

**Question #13:** RFP Reference/Requirement: Section 8.3(C). Based on your confirmation on item [11] above, we intend to also stipulate a relationship partner as a main point of contact for this engagement. Kindly confirm if this approach is acceptable or provide an alternate approach.

**Answer #13:** The firm can stipulate a relationship partner, but the firm must also comply with Section 8.3(c).

**Question #14:** RFP Reference/Requirement: Section 8.4(F). Firms are required to submit an Affirmative Action Supplement with Affirmative Action Employee Information Report, and the certifications required by L. 2005, Chapters 51 (codified at N.J.S.A. 19:44A-20.13 et seq.) and 271 (codified at N.J.S.A. 19:44A-20.26 et seq.), and Executive Order 117 (2008) as further explained in Exhibit A. These forms are initially required by this RFQ and then required by law again at any retention. Since we are an Indian law firm submitting our proposal for the International Tax and International Securities Law Pool related to advice on non-US jurisdictions, we understand that these submittals will not apply to us. Please confirm.

We intend to submit the registrations of our firm that are mandatorily required under Indian laws to practice law in India. Please state the alternate form of information required from us in order to complete the requirements requested in this section. that will be applicable to us.

**Answer #14:** The requirements of Section 8.4(F) of the RFQ apply to all firms submitting proposals.

**Question #15:** RFP Reference/Requirement: Section 9.2. Firms are required to submit a Diversity Questionnaire, provided in Exhibit C. Since we are an Indian law firm submitting our proposal for the International Tax and International Securities Law Pool related to advice on non-US jurisdictions, we understand that this submittal will not apply to us as the identified demographic groups appear to be for US based firms only. We note that there are no alternate questionnaires provided for non-US based law firms on this requirement. Please confirm that as an Indian law firm we are not required to respond to this questionnaire. Please state the alternate form of
information that you would like us to submit in order to complete the requirements requested in this section.

We would like to clarify that as on date, Indian law firms have not been mandated or have been provided any guidance by the authorities in India for diversity or demographic representations in Indian law firms.

Answer #15: The requirements of Section 9.2 of the RFQ apply to all firms submitting proposals.

Question #16: RFP Reference/Requirement: Exhibit A to Special Counsel Retention Agreements. Firms are required to submit details of their business registration in New Jersey. Since we are an Indian law firm submitting our proposal for the International Tax and International Securities Law Pool related to advice on non-US jurisdictions, we understand that this submittal will not apply to us and we are to submit our registration information based in India. Please confirm.

Answer #16:

The additional terms and conditions included in Exhibit A are required by law and must be executed by the Special Counsel prior to the Division of Law executing any Special Counsel Retention Agreement with the Division of Law on behalf of any of its clients. The requirements of Exhibit A apply to all firms designated as Special Counsel. See section I.C. of Exhibit A for more detail on the New Jersey Business Registration requirement, including a link to the website of the New Jersey Division of Revenue where firms can register.

Question #17: RFP Reference/Requirement: Exhibit A to Special Counsel Retention Agreements. Firms are required to submit details of their registration in NJStart. Since we are an Indian law firm submitting our proposal for the International Tax and International Securities Law Pool related to advice on non-US jurisdictions, we understand that this submittal will not apply to us and we are to submit our registration information based in India. Please confirm.

Answer #17: The additional terms and conditions included in Exhibit A are required by law and must be executed by the Special Counsel prior to the Division of Law executing any Special Counsel Retention Agreement with the Division of Law on behalf of any of its clients. The requirements of Exhibit A apply to all firms designated as Special Counsel. See section I.E. of Exhibit A for more detail on the NJStart registration requirement, including a link where firms can register.

Question #18: RFP Reference/Requirement: List of Submittals. We intend to provide the following information along with our proposal:

- Cover sheet as per 8.1 of the RFQ specifying the Pools applicable to us. Please confirm that we are required to submit only one proposal for all the Pools for which we are seeking qualification
• Firm profile and profiles of relevant practice areas to the extent applicable under 8.2 of the RFQ

• Profiles of core team including partners and associates from the relevant practice areas with the relevant experience to the extent applicable under 8.3 of the RFQ

• Other information under 8.4 of the RFQ

• List of experience representing large institutional investors (public or private) pertaining to international tax and international securities law

• Registrations and licenses of the Firm as required under Indian law

• Information regarding our standard terms of engagement and rates under 8.5 of the RFQ

• Forms and certifications required by Exhibit A to the extent applicable to us

Please confirm if this information is adequate for the purposes of the RFQ or if you would like us to provide any other information as a part of our proposal.

**Answer #18:** We cannot provide individual, advance review of the contents of firms’ proposals. Please carefully review the RFQ for the information and items required to be included in proposals.

**Question #19:** *RFP Reference/Requirement: Scope International Tax and International Securities Law Pool.* We understand that our scope for the International Tax and International Securities Law Pool will cover legal advice and representation concerning all aspects of compliance with the tax and securities laws applicable to large institutional investors participating in the public markets, alternative investments, private placements and other investment transactions in such foreign jurisdiction, which in our case will be India. Please confirm if our scope will also include liaising with any empaneled outside counsels for cross-border transactional work where we may need to seek views on any foreign laws as our firm will be advising only on Indian law related aspects.

Please confirm if we have understood the scope of work for the purposes of the proposal and the RFQ correctly.

**Answer #19:** Please refer to the RFQ for the scope of each Pool. In response to your specific question, while it is possible that, in certain circumstances, Special Counsel in the Pool may need to interact with firms in other jurisdictions, we would expect Special Counsel to advise only on the laws of jurisdictions in which they are licensed to practice.
ATTACHMENT A

2021 OUTSIDE COUNSEL DIVERSITY QUESTIONNAIRE
The Office of the Attorney General/Department of Law and Public Safety recognizes diversity and inclusion as a core value that strengthens our ability to serve the people of New Jersey. We believe that an analysis of the participation and roles of certain groups that have historically been underrepresented in the legal profession is of particular importance to the Department. To that end we are asking the private practice law firms that we engage to complete this survey, so that we may benchmark and track information about diversity and inclusion among our outside counsel.

**INSTRUCTIONS:**

1. **Applicable Period.** Except as otherwise noted, please provide information limited to your law firm’s New Jersey Based Attorneys, current as of January 01, 2021.

2. **Voluntarily Self-Reported Data Only.** All categories of reporting in this survey are limited to information that has been voluntarily self-reported to your firm by your firm’s attorneys whereby they identify themselves as being within a particular demographic group (“Identify”), i.e. Gender, Race or Ethnicity categories, LGBTQIA, or having a Disability.

3. **Race/Ethnicity.** For ease of reporting, the race and ethnicity categories requested in the chart below are consistent with the categories established by the United States Equal Employment Opportunity Commission for mandatory reporting by certain employers. Detailed descriptions of the relevant Race/Ethnicity categories are available via [https://www.eeoc.gov/employers/eeo1survey/2007instructions.cfm](https://www.eeoc.gov/employers/eeo1survey/2007instructions.cfm)

4. **LGBTQIA.** The category “LGBTQIA” in the chart below refers to individuals who Identify as lesbian, gay, bisexual, transgender, queer/questioning, intersex or asexual.

5. **Disability.** The category “Disability” in the chart below refers to individuals who Identify as having a Disability. As used herein, “Disability” with respect to an individual is defined consistently with 28 CFR 35.108(a)(1)(i): “a physical or mental impairment that substantially limits one or more of the major life activities of such individual.”

6. **“New Jersey Based Attorneys”** means attorneys who are based in New Jersey who have an ownership interest in and/or who are employed by your law firm. Do **not** include temporary, *per diem* or contract attorneys in your responses. For the purposes of this definition, “**based in New Jersey**” means that the primary workplace location for the attorney is New Jersey, i.e. the law firm office where the attorney performs the greatest amount of work time, as compared with any other of your law firm’s offices, is located in New Jersey.

7. **Multiple Categories.** If an attorney fits more than one of the requested categories, please count such individual in all of the applicable categories.
8. **Numerical Data Responses.** Please provide numerical data in response to the charts, entering “0” where the number is zero. If the requested information is not applicable to your firm, please enter “N/A” as your response.

9. **Definitions.** As used herein:
   a. “**Equity Partner**” means an attorney who has the title Partner, Shareholder, Member, Principal or another similar title, who has an ownership interest in the law firm.
   b. “**Non-Equity Partner**” means an attorney who has the title Partner, Shareholder, Member, Principal or another similar title, who is employed by the firm but has no ownership interest in the law firm.
   c. “**Counsel**” means an attorney who has the title of Counsel, Senior Counsel, Of Counsel, Special Counsel, Senior Attorney, or another similar title and is not an associate, Equity Partner or Non-Equity Partner, and who is a permanent, salaried employee of the firm and not a temporary or contract attorney.
   d. “**Associate**” means an attorney who has the title of Associate, Attorney, or other similar title, and is not an Equity Partner, Non-Equity Partner or Counsel.
   e. “**Minority-Owned Firm**” means your law firm is at least 51 percent owned, controlled, operated, and managed by an individual or individuals who are “**minority group members,**” as such term is defined by the National Minority Supplier Development Council (see, [http://www.nmsdc.org/mbes/what-is-an-mbc/](http://www.nmsdc.org/mbes/what-is-an-mbc/))
   f. “**Women-Owned Firm**” means your law firm is at least 51 percent owned, controlled, operated, and managed by a woman or women.
GENERAL FIRM INFORMATION

1. Firm Name: ________________________________________________________________

2. Name of Head of Firm (e.g. Managing Partner, Chairperson) ____________________________

3. Person Responsible for Completion of Survey
   Name: __________________________________________________________
   Title: __________________________________________________________
   Email Address: ________________________________________________
   Telephone Number: ____________________________________________

4. Please indicate the number of attorneys employed by your law firm on a full-time basis
   a. Firm-wide:___________
   b. In the US:___________
   c. In New Jersey:_______

5. Is your law firm Minority-Owned? ☐ YES ☐ NO
   a. If yes, please indicate if it is certified as such? ☐ YES ☐ NO
   b. If yes, please list the name of the certifying entity: __________________________________________

6. Is your law firm Women-Owned? ☐ YES ☐ NO
   a. If yes, please indicate if it is certified as such? ☐ YES ☐ NO
   b. If yes, please list the name of the certifying entity: __________________________________________
Demographic Information

Please provide the information sought in the chart below.
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<th>JOB TITLE</th>
<th>RACE or ETHNICITY</th>
<th>GENDER</th>
<th>LGBTQI</th>
<th>DISABILITY</th>
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<td>ALL ATTORNEYS FIRM-WIDE – # of NJ Based Attorneys who held the following positions as of January 1, 2021</td>
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<td>Unknown</td>
<td>Women</td>
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## PROMOTIONS – # of NJ Based Attorneys who were promoted during the 1-year period ending January 1, 2021

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<th>White</th>
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<th>Native American or Alaskan Native</th>
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<td>COUNSEL TO EQUITY PARTNER</td>
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<td>COUNSEL TO NON-EQUITY PARTNER</td>
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</table>

## ATTRITION – # of NJ Based Attorneys who left the firm (whether voluntarily or otherwise) during the 1-year period ending January 1, 2021

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>Hispanic or Latino</th>
<th>White</th>
<th>Black or African American</th>
<th>Asian</th>
<th>Native American or Alaskan Native</th>
<th>Two or More Races</th>
<th>Unknown</th>
<th>Women</th>
<th>Men</th>
<th>LGBTQIA</th>
<th>DISABILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>EQUITY PARTNERS</td>
<td>Click or tap here to enter text.</td>
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<tr>
<td>NON-EQUITY PARTNERS</td>
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</tbody>
</table>
### NEW HIREES – # of NJ Based Attorneys who were hired by the firm during the 1-year period ending January 1, 2021

<table>
<thead>
<tr>
<th>EQUITY PARTNERS</th>
<th>ASSOCIATES</th>
<th>COUNSEL</th>
<th>NON-EQUITY PARTNERS</th>
<th>ASSOCIATES</th>
<th>COUNSEL</th>
<th>NON-EQUITY PARTNERS</th>
</tr>
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NJ Based Attorneys who regularly worked on a part-time schedule during the 1-year period ending January 1, 2021.