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**Board of Trustees Meeting September 15, 2021  
Action Item**

**Outside counsel for: employment practices counseling hotline (LC-2021-0002)  
NJSIG No. 0921-6**

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As a part of NJSIG's efforts to maintain compliance with the PSCL, NJSIG issued requests for qualifications for outside counsel for its employment practices counseling hotline (LC-2021-0002). As a result of this fair and open procurement process, NJSIG received a proposal from one qualified firm. This proposal was evaluated using the weighted evaluation criteria, and the results of that evaluation are available for review.

The cutoff for qualifying for the outside counsel designation was an average score of eighty (80) or greater for outside counsel for employment practices counseling hotline (LC-2021-0002). Thus, it is proposed that a contract for the provision of employment practices counseling hotline services be awarded to Cleary, Giacobbe, Alfieri, Jacobs LLC.