



State of West Virginia
Office of the Attorney General

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**WRITTEN DETERMINATION REGARDING THE APPOINTMENT
OF BRAVERMAN & LIN TO SERVE AS OUTSIDE COUNSEL
ON BEHALF OF GLENVILLE STATE COLLEGE**

Glenville State College (hereinafter "Glenville") has requested legal representation in conjunction with employee related immigration matters. Specifically, Glenville is in need of an attorney capable of providing employment based immigration services including, but not limited to, assisting with the preparation and filing of H-1B visa petitions (including Labor Condition Applications), and permanent residency applications (including PERM applications, I-140 visa petitions and I-485 adjustment of status applications). Glenville could also require counseling regarding O-1 visas, J-1 visas, J-1 visa waivers, TN visa status and various other immigration matters. Furthermore, Glenville may be in need of assistance in conjunction with reviewing I-9s of foreign nationals and counseling regarding general immigration related matters which affect students.


Pursuant to the written determination issued on August 19, 2015, the Office of the Attorney General determined that it was both cost-effective and in the interest of the public to appoint outside counsel to assist Glenville with the needed legal services. A request for proposals, RFP # 38, was issued in accordance with subsection (D) of the Attorney General's Policy on Outside Counsel (Policy #WVAG0-004).

As of the August 24, 2015, deadline for proposals, the Office of the Attorney General received five timely proposals for legal services. After a review of the proposals received, the Office has determined that the law firm of Braverman & Lin has submitted the most competitive proposal for legal services pursuant to Section E of Policy # WVAG0-004, based on the following factors:

- All of the bidding law firms possess the requisite skills and expertise to handle the legal matter in question.
- All of the bidding law firms possess the requisite staffing and support to handle the scope of the legal matter in question.
- Braverman & Lin submitted the most competitive proposal for legal services based on the factors set forth in the Attorney General's Policy on Outside Counsel.
- None of the attorneys employed by Braverman & Lin have been subject to reprimand by the West Virginia State Bar, or other entities, for unethical conduct, and the firm appears to be in compliance with all applicable laws of the State of West Virginia;

- Braverman & Lin has proposed flat-fee rates for each of the immigration services needed by Glenville, and flat fee rates for immigration services that may be used by Glenville's employee(s); and,
- Braverman & Lin's proposal was most responsive to Glenville's needs, based on consultation with the client regarding all of the received proposals.

Based on the factors set forth above, and in consultation with Glenville State College, the Office of the Attorney General authorizes the appointment of Braverman & Lin to serve as outside counsel for the legal matters cited herein for a period of one-year pursuant to Section (E) of Policy # WVAGO-004.



J. Robert Leslie
Senior Deputy Attorney General

Dated: August 26, 2015