

COMMONWEALTH OF PENNSYLVANIA  
GOVERNOR'S OFFICE OF GENERAL COUNSEL

February 13, 2024

Aaron P. Shainis, Esquire  
Shainis & Peltzman, Chartered  
1850 M Street, NW, Suite 240  
Washington, DC 20036  
[REDACTED]

RE: RFP OGC-2023-11  
Pennsylvania State System of Higher Education ("State System")  
Project: Federal Communications Commission ("FCC") Counsel

Dear Mr. Shainis:

After evaluation of your proposal in response to RFP #OGC-2023-11 Federal Communications Commission ("FCC") Counsel, by the Office of General Counsel ("OGC"), I hereby appoint your firm, Shainis & Peltzman, Chartered, the firm ("Firm") to represent the Commonwealth of Pennsylvania and the State System, in the above-referenced matter. This appointment will be governed by all terms and conditions of the Contract for Legal Services which will be routed for execution.

This letter sets forth: (1) information regarding the proposed engagement; (2) specific scope of work to be performed; and (3) compensation to be paid for these services.

1. Information regarding the proposed engagement

The purpose of this appointment is for the Firm to satisfy a need for legal counsel to provide guidance regarding application of laws and regulations on matters pertaining to the FCC.

Please review the above-described information carefully to ensure there are no conflicts of interest posed in the proposed representation of the Commonwealth of Pennsylvania in connection with providing legal services. Should you require additional information to evaluate any potential conflicts prior to your acceptance of this appointment, please contact Derek Riker, Deputy Chief of Staff at [REDACTED]

2. Scope of Services

In this appointment, the Firm will represent the Commonwealth of Pennsylvania, specifically the State System, with respect to all matters pertaining to the FCC for the Commonwealth-owned universities and the Office of the Chancellor. Duties and responsibilities include, but in no way are limited to the following:

- (1) Advice and assistance regarding radio station license renewals.
- (2) Advice and assistance regarding FCC regulatory compliance issues.
- (3) Advice and assistance regarding filing of applications for noncommercial radio station licenses.
- (4) Representing universities and/or the State System in the areas outlined above, and related matters, before the relevant agencies and tribunals.

The Firm may at any time, be called upon to provide specific services to the State System based on specific need, capacity, qualification, or such other circumstances as the State System shall determine. This engagement may include other general work as designated by the Chief Counsel of the State System or the Governor's Office of General Counsel.

3. Compensation

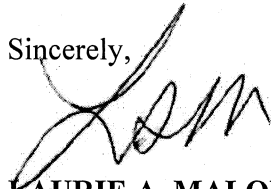
It is agreed upon by the Firm and all parties to this agreement consistent with its proposal for this engagement that the Firm shall be paid at the following rates: all attorneys will be billed at \$350.00 per hour.

Upon your review of the proposed assignment, the scope of work, and the compensation, should the Firm be willing to accept this assignment, please execute this letter as indicated below and return the original by mail to the Pennsylvania State System of Higher Education, Office of Chief Counsel, 2300 Vartan Way, Suite 207, Harrisburg, PA, 17110, Attn: Cathleen McCormack, Acting Chief Counsel, along with copies via email to [ogc-outsidecounsel@pa.gov](mailto:ogc-outsidecounsel@pa.gov), and the Issuing Officer, Jordan M. Kiessling at [REDACTED]. By signature hereto, you are acknowledging that the Firm has completed a conflict-of-interest analysis and identified nothing to be reported prior to the acceptance of work on behalf of the Governor's Office of General Counsel. Should a conflict or potential conflict be identified at any time during the term of this engagement, the Firm is under a continuing obligation to disclose such matter, in writing, to the Governor's Office of General Counsel in accordance with OGC's Conflict Waiver Procedure. Failure to sign and return your Firm's appointment letter within thirty (30) days will result in your Firm being dropped from this engagement.

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Due to the urgent need for legal services, approval has been granted for the Firm to begin work immediately. We look forward to working with you on these important matters for the Commonwealth of Pennsylvania.

Sincerely,



**LAURIE A. MALONE**

Chief of Staff to the General Counsel

Accepted on Behalf of the Firm:

By: Aaron P. Shainis 2/16/24  
Date

President, Shainis & Pelizzoni, Chartered  
(Title)

cc: Theron R. Perez, First Deputy General Counsel, Office of General Counsel  
Derek Riker, Deputy Chief of Staff, Office of General Counsel  
Cathleen McCormack, Acting Chief Counsel, PA State System of Higher Education  
Jordan M. Kiessling, Senior Legal Analyst, Office of General Counsel  
Alicia C. Rizzi, Legal Office Administrator, Office of General Counsel