

OPEN SESSION AGENDA ITEM

50-1 APRIL 2018

DATE: April 16, 2018
TO: **Members, Board of Trustees**
FROM: Steve Mazer, Chief Administrative Officer
SUBJECT: Approval for Specified Contracts per Business & Professions Code Section 6008.6

EXECUTIVE SUMMARY

This item requests approval to execute contracts for goods or services with a value in excess of \$50,000.

BACKGROUND

Pursuant to Business and Professions Code Section 6008.6, the State Bar shall award no contract for goods, services, or both, for an aggregate amount in excess of fifty thousand dollars (\$50,000), or for information technology goods, services, or both, for an aggregate amount in excess of one hundred thousand dollars (\$100,000), except pursuant to the standards established in Article 4 (commencing with Section 10335) of Chapter 2 of Part 2 of Division 2 of the Public Contract Code and approval of the Board of Trustees.

DISCUSSION

The contracts listed below are in excess of \$50,000, and have met the standards established by Article 4 of the Public Contract Code, as implemented through the State Bar's Procurement Policy. These contracts require approval by the Board of Trustees in order to be executed.

Ref #	Dept.	Cost Center	Fund	Vendor	Contract Amount	Goods or Services
1	Admissions	20002	Admissions Fund	Doubletree Hotel Sacramento	\$52,807	July 2018 California Bar Exam Testing Site
2	Admissions	20002	Admissions Fund	Sheraton Gateway Hotel	\$94,020	July 2019 California Bar Exam Testing Site
3	Admissions	20002	Admissions Fund	Holiday Inn South San Francisco	\$51,980	October 2019 First Year Law Students' Exam Testing Site
4	Admissions	20002	Admissions Fund	Ontario Convention Center	\$111,000	February 2020 California Bar Exam Testing Site
5	Admissions	20002	Admissions Fund	Sheraton Gateway Hotel	\$100,192	July 2020 California Bar Exam Testing Site
6	Admissions	20002	Admissions Fund	Ontario Convention Center	\$111,000	July 2020 California Bar Exam Testing Site
7	Finance	23101	General Fund	Kevin Harper	\$100,000.00 (\$230,000 Total)	Contractor: Interim CFO (Continued Services)
8	Finance	23101	General Fund	Francis Ngure	\$50,000.00 (\$95,000 Total)	Contractor: Senior Accountant (Continued Services)
9	General Services	26	General Fund	Driver SPG	\$241,637	General Contractor Services (space reconfiguration for OCTC)
10	Research & Accountability	18001	General Fund	Ernst & Young	\$50,000	Life Insurance Program, Actuarial Services (Reimbursed from Program Reserve)
11	Research & Accountability	18001	General Fund	Joseph Lavitt	\$50,000.00 (\$100,000 Total)	Life Insurance Program, Legal Services (Continued Services; Reimbursed from Program Reserve)

FISCAL/PERSONNEL IMPACT

The contracts listed above allocate a total of \$1,012,636. Expenses are included in the 2018 budget for the Offices of Admissions, Finance, General Services and Research & Institutional Accountability, or will be included in the budgets for future years, per the normal budget planning process.

RULE AMENDMENTS

None

BOARD BOOK AMENDMENTS

None

STRATEGIC PLAN GOALS & OBJECTIVES

Goal: 3. Improve the fiscal and operational management of the State Bar, emphasizing integrity, transparency, accountability, and excellence.

RECOMMENDATION

It is recommended that the Board of Trustees approve the following resolution:

RESOLVED, that the Board of Trustees approves execution of the contracts listed herein.

ATTACHMENT(S) LIST

None