



The State Bar *of California*

OPEN SESSION AGENDA ITEM 50-1 NOVEMBER 2019

DATE: November 14, 2019

TO: Members, Board of Trustees

FROM: Steve Mazer, Chief Administrative Officer

SUBJECT: Approval of Specified Contracts Pursuant to Business and 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 (or, for I.T. goods and services, in excess of \$100,000).

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 (or, for I.T. goods and services, in excess of \$100,000), 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 #	Office	Cost Center	Fund	Vendor	Contract Amount	Goods or Services
1	Attorney Regulation and Consumer Resources	10251	General Fund	Softfile (dba Altec)	\$88,065	2020 Bar card printing
2	Admissions	20002	Admissions Fund	Hilton Sacramento Arden West	\$78,960	February 2021 Bar Exam Testing Accommodations Testing Rooms and Meeting Space
3	Admissions	20002	Admissions Fund	Hilton Sacramento Arden West	\$87,900	July 2021 Bar Exam Testing Accommodations Testing Rooms and Meeting Space
4	Admissions	20002	Admissions Fund	The Pasadena Center	\$104,125	February 2021 Bar Exam Meeting Space
5	Admissions	20002	Admissions Fund	The Pasadena Center	\$104,125	July 2021 Bar Exam Meeting Space
6	Admissions	20002	Admissions Fund	Doubletree Hotel-Orange	\$148,780	February 2021 Bar Exam Testing Rooms and Meeting Space
7	Admissions	20002	Admissions Fund	Doubletree Hotel-Orange	\$148,780	July 2021 Bar Exam Testing Rooms and Meeting Space
8	Admissions	20002	Admissions Fund	McClellan Conference Center	\$51,659	February 2020 Bar Exam Meeting Space
9	General Services	23310	General Fund	ABM Business & Industry	\$706,491	Los Angeles office Janitorial Maintenance

Ref #	Office	Cost Center	Fund	Vendor	Contract Amount	Goods or Services
						and Services
10	General Services	23310	General Fund	ABLE Services	\$542,408	Los Angeles office Engineering Maintenance and Services
11	General Services	23310	General Fund	ABLE Services	\$80,000	Los Angeles office 2019 Engineering Maintenance and Services
12	Information Technology	23600	General Fund	Office Depot	\$83,420 (\$127,130 total)	Network Printer Maintenance and Support

1. Softfile dba Altec

Softfile (dba Altec prints) manufactures and mails Bar cards. The contract amount is for 2020 costs.

2. Hilton Sacramento Arden West

Vendor provides testing space for the California Bar Exam.

3. Hilton Sacramento Arden West

Vendor provides testing space for the California Bar Exam.

4. The Pasadena Center

Vendor provides testing space for the California Bar Exam.

5. The Pasadena Center

Vendor provides testing space for the California Bar Exam.

6. Doubletree Hotel-Orange

Vendor provides testing space for the California Bar Exam.

7. Doubletree Hotel-Orange

Vendor provides testing space for the California Bar Exam.

8. McClellan Conference Center

Vendor provides testing space for the California Bar Exam.

9. ABM Business & Industry

ABM Business & Industry provides janitorial maintenance and services. The vendor won the RFP for janitorial maintenance and services for 845 S. Figueroa Street. The contract amount is for a three-year term.

10. ABLE Services

ABLE Services provides engineering maintenance and services. The vendor won the RFP for engineering maintenance and services for 845 S. Figueroa Street. The contract amount is for a three-year term.

11. ABLE Services

ABLE Services currently provides engineering maintenance and service for 845 S. Figueroa. The contract amount is for the remainder of 2019 services.

12. Office Depot

Office Depot provides network printer maintenance and support. The contract amount is for two-year cost.

FISCAL/PERSONNEL IMPACT

The expenses above are included in the 2019 budget for the cost centers noted, or will be included in the budget for future years, per the normal budget planning process.

RULE AMENDMENTS

None

BOARD BOOK AMENDMENTS

None

STRATEGIC PLAN GOALS & OBJECTIVES

Goal: None – core business operations

RECOMMENDATIONS

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