



# The State Bar *of California*

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## **OPEN SESSION AGENDA ITEM 50-1 SEPTEMBER 2020**

**DATE:** September 24, 2020

**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

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### **EXECUTIVE SUMMARY**

This item requests approval to execute contracts for goods or services with a value in excess of \$50,000 (or, for IT goods and services, in excess of \$100,000).

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### **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 \$50,000, or for information technology goods, services, or both, for, an aggregate amount in excess of \$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 IT 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	Executive Director	1110	General Fund	Wada Government Services	\$540,000	Government affairs and legislative representation
2	Attorney Regulation & Consumer Resources	8410	General Fund	SoftFile	\$219,540	Bar card manufacturing and mailing
3	Chief Trial Counsel	6110	General Fund	Alyse Lazar	\$95,000	OCTC case file auditing
4	Research & Institutional Accountability	2310	General Fund	Qualtrics	\$60,000	Workload study and survey platform
5	General Services	5220	General Fund	Thomson Reuters	\$171,684	Online legal research services
6	Admissions	8313	Admissions Fund	MD Psychiatric Forensics	\$50,000	Testing accommodation consultant
7	Admissions	8313	Admissions Fund	Research Solutions Group	\$50,000	Ad hoc psychometric and statistical analytic projects
8	Admissions	8313	Admissions Fund	Michael D. Shore, PhD	\$65,000	Testing accommodation consultant

## 1. Wada Government Services

Vendor represents the interests of the State Bar in the California State Legislature and with other stakeholders. The principal and associates track the introduction and progress of legislation that affects the State Bar, meet with Legislators and legislative staff to share information related to legislation that affects the State Bar, and generally advance the State Bar's legislative agenda. The contract is for a three-year term.

## 2. SoftFile

Vendor manufactures, customizes, and mails plastic Bar cards on behalf of the State Bar; mailing occurs throughout the year to attorneys who request the cards. The contract is for a three-year term.

### **3. Alyse Lazar**

Vendor provides external auditing services on two random samples of 260 closed cases in OCTC. The external audits ensure that actions taken by OCTC are appropriate and consistent with the office's standing procedures and policies, and that the substantive decisions are within the acceptable range of prosecutorial discretion and comply with statutory provisions and case law precedent. The final deliverable for each audit includes a report on the findings of the audit as well as data from an audit checklist for each of the audited cases. The contract is for a one-year term.

### **4. Qualtrics**

Vendor provides an online survey platform to conduct, among other surveys, the 2020 workload study.

### **5. Thomson Reuters**

Vendor provides online legal research services. The contract is for a one-year term.

### **6. MD Psychiatric Forensics**

Vendor provides evaluations and reports related to Testing Accommodations Petitions for the California Bar exam. The contract is for a one-year term.

### **7. Research Solutions Group**

Vendor produces grading results for all California Bar and First-Year Law Students' examinations, using sophisticated statistical analysis techniques to account for the variables in the execution of the examination. Vendor also provides psychometric services for exam development and conducts research as requested by the Office of Admissions. The contract is for the October 2020 California Bar Examination.

### **8. Michael D. Shore, PhD**

Vendor provides evaluations and reports related to Testing Accommodations Petitions for the California Bar Exam. The contract is for a one-year term.

## **FISCAL/PERSONNEL IMPACT**

The expenses above are included in the 2020 budget for the cost centers noted, or will be included in the budget for future years, per the normal budget planning process.

## **AMENDMENTS TO RULES OF THE STATE BAR**

None

## **AMENDMENTS TO BOARD OF TRUSTEES POLICY MANUAL**

None

## **STRATEGIC PLAN GOALS & OBJECTIVES**

Goal: None - core business operations

## **RECOMMENDATIONS**

**Should the Board of Trustees concur in the proposed action, passage of the following resolution is recommended:**

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

## **ATTACHMENT(S) LIST**

None