



# The State Bar of California

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## **OPEN SESSION AGENDA ITEM 50-1 MARCH 2021**

**DATE:** March 18, 2021

**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	General Services	5520	General Fund	Iron Mountain	\$65,000	Offsite document storage
2	Access & Inclusion	8224	Equal Access Fund	Tiffany Woon	\$15,000	Enhancement of grant management software application
3	Admissions	8312	Admissions Fund	Marriott Business Center-Oakland	\$107,000	February 2022 Bar Exam testing site
4	Admissions	8312	Admissions Fund	Marriott Business Center-Oakland	\$107,000	July 2022 Bar Exam testing site
5	Admissions	8312	Admissions Fund	Heather Georgakis	\$95,000	Inspection of law schools
6	Information Technology	5310	General Fund	Sierra-Cedar, Inc.	\$192,000	Oracle support services

**1. Iron Mountain**

Iron Mountain provides offsite document storage and shredding services. These services are part of the State Bar's core business operations and are included in the annual budget.

**2. Tiffany Woon**

Tiffany Woon provides enhancements to the SmartSimple online grant management software. The software facilitates the creation and submission of grant applications and related reports. The cost of the enhancement is included in the annual budget.

**3. Marriott Business Center-Oakland**

Vendor provides testing accommodation space for the February 2022 Bar Exam. These recurring services are part of core business operations in the Office of Admissions and are included in the annual budget.

**4. Marriott Business Center-Oakland**

Vendor provides testing accommodation space for the July 2022 Bar Exam. These recurring services are part of core business operations in the Office of Admissions and are included in the annual budget.

**5. Heather Georgakis**

Vendor is an educational consultant providing inspection of law schools. These services are included in the 2021 budget for the Office of Admissions.

**6. Sierra-Cedar, Inc.**

Sierra-Cedar, Inc. is a provider of application support and maintenance for the Oracle Fusion Cloud system. The cost for this support is included in the 2021 budget for the Office of Information Technology.

**FISCAL/PERSONNEL IMPACT**

The expenses above are included in the 2021 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