



# GENERAL LEGAL SERVICES AD HOC COMMITTEE

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## Agenda Report

**File #:** 2023-3341

**Agenda Date:** 12/14/2023

**Agenda Item No:** 1.

**FROM:** Robert Thompson, General Manager  
Originator: Lorenzo Tyner, Assistant General Manager

**SUBJECT:**

**SOLICITATION OF GENERAL LEGAL COUNSEL SERVICES**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION:

Discuss and obtain guidance from the General Legal Services Ad Hoc Committee on factors affecting the structure of the solicitation and contract.

**BACKGROUND**

In November 2023, the Board of Directors approved the General Legal Services Ad Hoc Committee to conduct and oversee an open competitive solicitation for general legal counsel services.

**RELEVANT STANDARDS**

- Ensure the public's money is wisely spent

**PROBLEM**

Staff needs to obtain guidance on the preferred structure of the upcoming solicitation and contract for general legal counsel services.

**PROPOSED SOLUTION**

Discuss and obtain guidance from the General Legal Services Ad Hoc Committee on factors affecting the structure of the solicitation and contract.

**TIMING CONCERNS**

N/A

**RAMIFICATIONS OF NOT TAKING ACTION**

Current general legal counsel services will remain in place.

## **PRIOR COMMITTEE/BOARD ACTIONS**

November 2023 - Board of Directors approved conducting an open competitive solicitation for general legal counsel services; and assigned the General Legal Services Ad Hoc Committee as oversight for the solicitation process.

## **ADDITIONAL INFORMATION**

Staff will present options and facilitate discussion on items affecting the structure of the solicitation and contract for general legal counsel services. The areas of discussion will include:

- Method of solicitation
- Scope of work elements
- Contract term and duration
- Evaluation process
- Next steps

## **CEQA**

N/A

## **FINANCIAL CONSIDERATIONS**

N/A

## **ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

N/A