

STAFF REPORT

SUBJECT: Contract Award for Legal Services  
FROM: Christy Wegener, Executive Director  
DATE: August 22, 2023

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**Action Requested**

Recommend the Board execute a contract with Hanson Bridgett for Legal Services.

**Background**

On June 14, 2023, Staff issued a Request for Proposals #2023-04 for a firm to provide legal services for a three-year base term with up to four one-year option years. The previous legal contract was in effect for ten years and expired on June 30, 2023.

**Discussion**

Two proposals were received in response to the RFP. The proposers were Hanson Bridgett and Renne Public Law Group (RPLG). The evaluation team included Executive Director Christy Wegener; Director of Operations Mike Tobin; and Director of Finance Tamara Edwards.

The review team evaluated the proposals on five criteria: Company qualifications, experience and references; qualifications and experience of key personnel; understanding of agency needs; conflict of interest approach; and reasonableness of cost.

Following the review of the written proposals, all three members of the evaluation team rated Hanson Bridgett as their top-rated firm. The results of the ratings were as follows:

	Hanson Bridgett	RPLG
Average Score (100 possible)	95	76
Number of first place rankings	3	0
Number of second place rankings	0	3

**Fiscal Impact**

Legal services are regularly included in the LAVTA operational budget and have been included in the Board-approved FY24 Budget. Based on recent past utilization of legal services, staff anticipates spending approximately \$150,000/year for the first three years of the contract.

**Recommendation**

Staff requests that the Finance and Administration Committee recommend the Board execute a contract with Hanson Bridgett for legal services over a three-year base term for an aggregate not-to-exceed amount of \$450,000.

## Attachments:

1. Draft Resolution 21-2023

**RESOLUTION NO. 21-2023**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING AWARDDING LEGAL SERVICES**

**WHEREAS**, the Livermore Amador Valley Transit Authority (LAVTA) requires the services of a firm for the purpose of providing legal counsel and legal services; and

**WHEREAS**, LAVTA issued a Request for Proposals #2023-04 in June 2023 for legal services over a three-year base term with four one-year options; and

**WHEREAS**, Hanson Bridgett responded to LAVTA’s request for proposals and submitted a proposal which was selected as the “best value” and a responsive and reasonable proposal; and

**WHEREAS**, the Executive Director recommends, and the Finance and Administration Committee concurs, that the Board of Directors award the contract to Hanson Bridgett for legal services for an aggregate not-to-exceed amount of \$450,000 for a three-year term.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves entering into a contract with Hanson Bridgett for legal services over a three-year base term for an aggregate a not-to-exceed amount of \$450,000.

**PASSED AND ADOPTED** this 11th day of September, 2023.

BY \_\_\_\_\_  
Melissa Hernandez, Chair

ATTEST \_\_\_\_\_  
Christy Wegener, Executive Director