County of El Dorado

330 Fair Lane, Building A
Placerville, California
530 621-5390
FAX 622-3645
www.edcgov.us/bos/

Legislation Text

File #: 08-1319, **Version:** 1

Chief Administrative Office, Procurement and Contracts Division, recommending Chairman be authorized to sign Agreement for Services 216-S0911 with Legalese Attorney Services, Inc. in the amount of $200,000 for a one year term to provide service of process on an "as requested" basis to departments County-wide.
RECOMMENDED ACTION: Approve.

FUNDING: Multiple Departments' Fiscal Year Approved Budgets.

BUDGET SUMMARY:		
Total Estimated Cost		$200,000.00
Funding		
Budgeted	$200,000.00	
New Funding	$	
Savings	$	
Other	$	
Total Funding Available	$200,000.00	
Change To Net County Cost		$0.00

Fiscal Impact/Change to Net County Cost: None

Background: Several departments have needs for Process Service and have, in the past, separately contracted with Legalese Attorney Services, Inc. for these services.   The Procurement and Contracts Division identified the opportunity to implement a single Agreement for these services that can be used by departments County-wide.

Reason for Recommendation: In accordance with Chapter 3.13 of the County Ordinance, the Board is being asked to make findings that the work can more economically and feasibly be performed by an independent contractor as there is not sufficient staff available to perform these services that are necessary on an "as requested" basis.

The Purchasing Agent is recommending a one-year agreement based on the evaluation of the requesting departments that the vendor has provided satisfactory service. However, the Procurement and Contracts Division will engage in a competitive selection process with the intent to solicit multiple "as needed" process service contracts that can be used on a County-wide basis prior to the expiration of this agreement.

Action to be taken following Board approval: Forward one original of the executed Agreement for Services #216-S0911 to Procurement and Contracts for distribution and encumbrance.

Contact: Bonnie H. Rich, x5940

Concurrences: County Counsel and Risk Management