



DATE September 4, 2019 Item #16

TO GCTD Board of Directors

FROM Marlena Kohler, Purchasing Manager *MLK*

SUBJECT Consider Approval for Up to a Nine (9) Month Extension to Best, Best & Krieger LLP (BBK) Contract for General Counsel Services.

SUMMARY

Best, Best & Krieger LLP (BBK) has been providing General Counsel Services to GCTD for the past five (5) years. The current contract is set to expire on September 30, 2019. BBK has agreed to an extension honoring current rates for the duration of the extension. This will allow additional time needed to complete the procurement process that is currently underway. Staff is requesting approval of up to a nine (9) month extension with BBK, for an estimated amount not-to-exceed \$65,000.

BACKGROUND

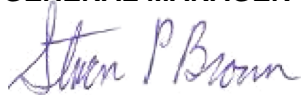
On September 10, 2014, Board approved a contract with Best, Best & Krieger LLP for General Counsel Services. The initial contract term was for a two-year base period and three one-year option periods. This contract expires on September 30, 2019.

GCTD staff is currently in the process of procuring a responsive and responsible firm capable of meeting GCTD's requirements for General Counsel Services. A Request for Proposal (RFP) will be issued within the next month and is expected to conclude no later than May 2020. This extension would allow additional time to complete the competitive process as well as allow time for Board Approval of a new contract and possible transition, if needed. Therefore, staff is requesting approval of up to a nine (9) month extension to our existing contract.

RECOMMENDATION

It is recommended the Board of Directors authorize an extension to the current contract, not to exceed nine (9) months, with Best, Best & Krieger LLC for General Counsel Services for an estimated amount not-to-exceed \$65,000.

GENERAL MANAGER'S CONCURRENCE



Steven P. Brown
General Manager

GOLD COAST TRANSIT DISTRICT