



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Counsel



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	<b>Date:</b>	April 20, 2012
	<b>Board Meeting Date:</b>	May 8, 2012
	<b>Special Notice / Hearing:</b>	None
	<b>Vote Required:</b>	Majority
<b>To:</b>	Honorable Board of Supervisors	
<b>From:</b>	John C. Beiers, County Counsel	
<b>Subject:</b>	Ordinance amending Section 2.14.040 of the San Mateo County Ordinance Code relating to legal services from outside counsel	

**RECOMMENDATION:**

Introduce and waive first reading of an ordinance amending Section 2.14.040 (Use of Outside Counsel for Legal Services, Advice, or Representation) of Chapter 2.14 (County Counsel) of Title 2 (Administration) of the San Mateo County Ordinance Code, relating to legal services from outside counsel.

**BACKGROUND:**

On March 1, 2012, Administrative Memorandum B-1 was revised to authorize County Department Heads to enter into contracts in amounts not to exceed \$100,000.

**DISCUSSION:**

Pursuant to the County Ordinance Code, your Board has the sole authority to retain the services of attorneys outside of the County Counsel's Office to provide legal services, advice, or representation to County departments or employees, except that Section 2.14.040 of the Ordinance Code provides that the County Counsel may approve, on behalf of the County, contracts in amounts up to \$50,000.

This ordinance would amend Section 2.14.040 to increase, from \$50,000 to \$100,000, the dollar amount of contracts for legal services that may be approved by the County Counsel to bring this section into alignment with the recently-revised Administrative Memorandum B-1.

Adoption of this ordinance will contribute to the Shared Vision 2025 outcome of a Collaborative Community by allowing the County rapid and flexible access to specialized legal services.

County Counsel has reviewed and approved the proposed ordinance as to form.

**FISCAL IMPACT:**

None.