



**Contra  
Costa  
County**

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: October 18, 2016

Subject: Disclosure Counsel Contracts with Schiff Hardin LLC

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute two contracts with Schiff Hardin LLP for bond disclosure counsel services for the period July 1, 2016 through June 30, 2019 as follows:

- 1) for Private Activity Bond, Assessment District and Community Facilities District issues, an amount not to exceed \$70,000; and
- 2) for Tax Allocation Revenue Bond issues, an amount not to exceed \$50,000.

**FISCAL IMPACT:**

100% Special Revenue Funds. The cost of bond disclosure services is covered in the cost of issuance included in each bond issue. Fees are negotiated for each borrowing transaction based upon the size and complexity of the transaction.

**BACKGROUND:**

On April 4, 2016, the County issued a Request for Proposals (RFP) for Bond Disclosure Counsel Services. After review by committee and firm interviews, Schiff Hardin LLC was selected.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **10/18/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 18, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Kristen Lackey (925)  
674-7888

cc:

Schiff Hardin LLC has provided excellent disclosure services to the County in the issuance of and sale of the County's periodic bond issues. The staff assigned is extremely familiar with the County and are able to prepare the required legal and other documents related to these issues with a minimum of time. They are also familiar with the County's outstanding bonds and have proven to be an invaluable resource to staff responsible for the ongoing management of the County's debt.

CONSEQUENCE OF NEGATIVE ACTION:

The County would not have legal representation on County bond disclosure issues.