



# The State Bar of California

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## **OPEN SESSION AGENDA ITEM 2.1 APRIL 2025 CONTRACTS COMMITTEE**

**DATE:** April 29, 2025

**TO:** Members, Contracts Committee

**FROM:** Amy C Nuñez, Program Manager, Office of Admissions

**SUBJECT:** Approval of Specified Contracts Pursuant to Business and Professions Code Section 6008.6

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### **EXECUTIVE SUMMARY**

This item requests approval to execute contracts for goods or services with a value in excess of \$50,000; or, for information technology (IT) goods and services, in excess of \$100,000.

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### **RECOMMENDED ACTION**

Should the Contracts Committee concur in the proposed action, the Contracts Committee approves execution of the contracts listed herein.

### **DISCUSSION**

Pursuant to Business and Professions Code section 6008.6, the State Bar shall award no contract for goods, services, or both, for an aggregate amount in excess of \$50,000, or for information technology goods, services, or both, for an aggregate amount in excess of \$100,000, except pursuant to the standards established in Article 4 (commencing with section 10335) of Chapter 2 of Part 2 of Division 2 of the Public Contract Code and approval of the Board of Trustees.

Pursuant to Business and Professions Code section 6026.7(c)(3), a closed session may be held for those meetings relating to the preparation of examination materials or the approval, the grading, or the security of test administration of the California Bar Examination or the First-Year Law Students' Examination.

The contract listed below is in excess of \$50,000 and has met the standards established by Article 4 of the Public Contract Code, as implemented through the State Bar's

Procurement Policy. This contract requires approval by the Board of Trustees in order to be executed.

Ref #	Office	Cost Center	Fund	Vendor	Contract Amount	Goods or Services
1	Admissions	8312	Admissions Fund	Apple One	\$1,500,000	July 2025 Bar Exam Proctor Processing Services
2	Admissions	8312	Admissions Fund	Prometric, LLC	\$284,000 (total contract value \$593,986)	2025 First-Year Law Students' Exams Proctoring Licenses and Support Services
3	Admissions	8312	Admissions Fund	Robert Half International	\$250,000	July 2025 Bar Exam Temporary Staffing Services
4	Admissions	8312	Admissions Fund	National Center for Civic Innovation, Inc	\$93,750 (total contract value \$250,000)	Positive Mindset Intervention Services Provider for CA Bar Examinees
<b>Totals by Fund</b>						
<b>Admissions Fund</b>			\$1,877,750			
<b>Grand Total</b>			\$1,877,750			

**1. AppleOne Employment Service (\$1,500,000)**

Vendor provides proctor processing services for the July 2025 California Bar Exam.

**2. Prometric Services \$284,000 (total contract value \$593,986)**

Vendor provides online exam administration with live proctor monitoring. The amendment is for remote administration and support of the 2025 First-Year Law Students' Exams.

**3. Robert Half Employment Service (\$250,000)**

Vendor secures temporary help for the July 2025 California Bar Exam.

**4. National Center for Civic Innovation, Inc. \$93,750 (total contract value 250,000)**

Vendor provides positive mindset intervention services to CA Bar Examinees for the California Bar Exams.

**PREVIOUS ACTION**

None

**FISCAL/PERSONNEL IMPACT**

The Board of Trustees approved a \$4.1 million master services agreement with Meazure Learning at its September 19, 2024, meeting. That amount assumed a \$2.4 million cost for administration of the July 2025 bar exam. With the contracts brought forward for approval on April 2, 2025, and items 1–3 today, the July 2025 exam is now projected to cost at least \$4.75 million, over \$2 million in excess of the originally budgeted amount. These expenses will be compounded by revenue losses stemming from expansive fee waivers offered for February 2025 exam takers and registrants.

Item #4 is part of core business operations in the Office of Admissions and is included in the annual budget.

**AMENDMENTS TO RULES**

None

**AMENDMENTS TO BOARD OF TRUSTEES POLICY MANUAL**

None

**STRATEGIC PLAN GOALS & IMPLEMENTATION STEPS**

None – core business operations

**RESOLUTIONS**

**Should the Contracts Committee concur, it is:**

**RESOLVED**, that the Contracts Committee approves execution of the contracts listed herein.

**ATTACHMENT LIST**

None