

Council Meeting of  
June 26, 2012

Honorable Mayor and Members  
of the Torrance City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: City Attorney – Approve Agreement Amendment to provide legal services.**

**Expenditure: \$5,000**

**RECOMMENDATION**

Recommendation of the City Attorney that City Council approve a first amendment to the fee agreement with Liebert Cassidy Whitmore (C2009-160) to provide general legal advice for an additional \$5,000, for a total amount not to exceed \$14,500.

Funding

Funding is available from the City Attorney Department's general operating budget.

**BACKGROUND AND ANALYSIS**

The City Attorney entered into a Fee Agreement on May 1, 2009 with the law firm of Liebert Cassidy Whitmore in the amount of \$9,500 to provide the City with occasional legal advice pertaining to general matters.

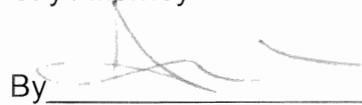
Although there are presently no outstanding invoices, we do expect to receive invoices for May and June 2012.

Other agreements have been previously approved with Liebert Cassidy Whitmore this fiscal year. City Council approval is required since this amendment will exceed our department's allowable cumulative annual purchases with this law firm.

The City Attorney recommends that City Council approve the First Amendment to Fee Agreement for an additional \$5,000, for a total amount not to exceed \$14,500.

Respectfully submitted,

John L. Fellows III  
City Attorney

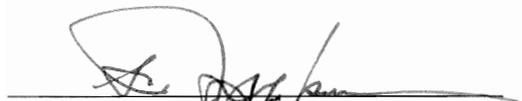


By \_\_\_\_\_  
Alice Rusa  
Law Office Administrator

CONCUR:

  
\_\_\_\_\_  
John L. Fellows III, City Attorney

NOTED:

  
\_\_\_\_\_  
LeRoy J. Jackson, City Manager

Attachment A) First Amendment to Fee Agreement

**FIRST AMENDMENT TO FEE AGREEMENT FOR  
SPECIAL SERVICES (C2009-160)**

This First Amendment to Fee Agreement for special services is made and entered into as of May 1, 2012, by and between the CITY OF TORRANCE, a municipal corporation ("CITY"), and LIEBERT CASSIDY WHITMORE, a professional corporation ("FIRM").

**RECITALS:**

- A. CITY and FIRM entered into a Fee Agreement for Special Services (the "Fee Agreement") on May 1, 2009 in the amount of \$9,500. A copy of the Fee Agreement is attached as Exhibit A.
- B. The CITY is satisfied with the level of service provided by FIRM.
- C. Both parties wish to amend the contract to add an additional \$5,000 to the contract for an amount not to exceed the sum of \$14,500.

**AGREEMENT:**

- 1. FIRM's Fee.  
For services rendered, FIRM will be paid in accordance with the Fee Agreement; provided, however, that in no event will the total amount of money paid the FIRM, for services contemplated by this Agreement, exceed the sum of **\$14,500** unless otherwise first approved in writing by CITY.

2. In all other respects, the Fee Agreement is ratified and reaffirmed and remains in full force and effect.

CITY OF TORRANCE,  
a municipal corporation

LIEBERT CASSIDY WHITMORE  
a professional corporation

\_\_\_\_\_  
Frank Scotto, Mayor

By: \_\_\_\_\_  
J. Scott Tiedemann,  
Managing Partner

ATTEST:

\_\_\_\_\_  
Sue Herbers, City Clerk

APPROVED AS TO FORM:

JOHN L. FELLOWS III  
City Attorney

By: \_\_\_\_\_

Exhibit A) Fee Agreement

**AGREEMENT FOR SPECIAL SERVICES**

This Agreement is entered into between the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation (“Attorney”), and the CITY OF TORRANCE, A Municipal Corporation (“City”)

**1. Conditions**

This Agreement will not take effect, and Attorney will have no obligation to provide services, until City returns a properly signed and executed copy of this Agreement.

**2. Attorney’s Services**

Attorney agrees to provide City with consulting, representational and legal services pertaining to employment relations matters, including representation in negotiations and in administrative and City proceedings, as requested by City or otherwise required by law.

**3. Fees, Costs, Expenses**

City agrees to pay Attorney the sums billed monthly for time spent by Attorney in providing the services, including reasonable travel time.

The range of hourly rates for Attorney time is from One Hundred Sixty to Two Hundred Ninety Dollars (\$160.00 - \$290.00), and from One Hundred to One Hundred Thirty Dollars (\$100.00 - \$130.00) for time of paraprofessional staff. Attorney reviews its hourly rates on an annual basis and, if appropriate, adjusts them effective July 1. Attorneys and paraprofessional staff bill their time in minimum units of one-tenth of an hour. Communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of three-tenths (.30) of an hour.

C2009-160

City agrees to reimburse Attorney for necessary costs and expenses incurred by Attorney on behalf of City. Attorney bills photocopying charges at Fifteen Cents (\$.15) per page and facsimile charges at Fifty Cents (\$0.50) per page. A Public Agency Fee Schedule is attached to this Agreement.

Payment by City against monthly billings is due upon receipt of statements, and is considered delinquent if payment is not received within thirty (30) days of the date of the invoice.

The California Business & Professions Code requires us to inform you whether we maintain errors and omissions insurance coverage applicable to the services to be rendered to you. We hereby confirm that the firm does maintain such insurance coverage.

**4. Arbitration of Professional Liability or Other Claims**

Disputes. If a dispute between City and Attorney arises over fees charged for services, the controversy will be submitted to binding arbitration in accordance with the rules of the California State Bar Fee Arbitration Program, set forth in California Business and Professions Code, sections 6200 through 6206. The arbitrator or arbitration panel shall have the authority to award to the prevailing party attorneys' fees, costs and interest incurred. Any arbitration award may be served by mail upon either side and personal service shall not be required.

If a dispute arises between City and Attorney over any other aspect of the attorney-client relationship, including, without limitation, a claim for breach of professional duty, that dispute will also be resolved by arbitration. It is understood that any dispute as to any alleged breach of professional duty (that is, as to whether any legal

services rendered under this agreement were allegedly unnecessary, unauthorized, omitted entirely, or were improperly, negligently or incompetently rendered) will be determined by submission to arbitration as provided by California law, and not by a lawsuit or resort to court process except as California law provides for judicial review of arbitration proceedings. **Both parties to this agreement, by entering into it, are giving up their constitutional right to have any such dispute decided in a court of law before a jury, and instead are accepting the use of arbitration.** Each party is to bear its own attorney's fees and costs.

**5. File Retention**

After our services conclude, Attorney will, upon City's request, deliver the file for the matter to City, along with any funds or property of City's in our possession. If City requests the file for the matter, Attorney will retain a copy of the file at the City's expense. If City does not request the file for this matter, we will retain it for a period of seven (7) years after this matter is closed. If City does not request delivery of the file for this matter before the end of the seven (7) year period, we will have no further obligation to retain the file and may, at our discretion, destroy it without further notice to City. At any point during the seven (7) year period, City may request delivery of the file.

**6. Assignment**

This Agreement is not assignable without the written consent of City.

**7. Independent Contractor**

It is understood and agreed that Attorney, while engaged in performing the terms of this Agreement, is an independent contractor and not an employee of City.

8. Authority

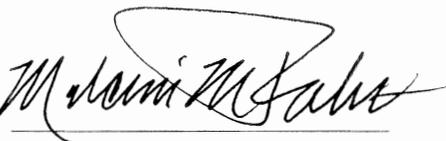
The signators to this Agreement represent that they hold the positions set forth below their signatures, and that they are authorized to execute this Agreement on behalf of their respective parties and to bind their respective parties hereto.

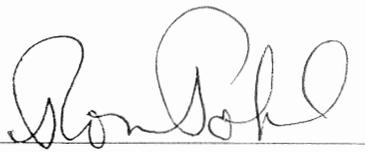
9. Term

This Agreement is effective May 1, 2009, ongoing and may be modified by mutual agreement of the parties. This agreement shall be terminable by either party upon thirty (30) days written notice.

LIEBERT CASSIDY WHITMORE,  
A Professional Corporation

CITY OF TORRANCE,  
A Municipal Corporation

By   
Title Managing Partner/President  
Date 7-15-09

By   
Title Assistant City Attorney  
Date Aug - 13 - 09

I. PUBLIC AGENCY FEE SCHEDULE

Hourly Rates (As of Contract Date)

Partners	\$260.00 - \$290.00
Of Counsel	\$240.00 - \$260.00
Associates	\$160.00 - \$240.00
Labor Relations Professional	\$170.00 - \$200.00
Paraprofessionals	\$100.00 - \$130.00

II. COST SCHEDULE

1. Photocopies	\$0.15 per copy
2. Facsimile Transmittal	\$0.50 per page