

## **AGREEMENT FOR PROVISION OF LEGAL SERVICES**

This AGREEMENT FOR PROVISION OF LEGAL SERVICES ("Agreement") is entered into as of November 1, 2018 by and between the Law Offices of RENNE PUBLIC LAW GROUP ("Attorney") and CITY OF FULLERTON, a public agency ("Client").

### **1. Scope of Agreement**

Client retains Attorney to provide limited legal services with respect to labor and employment matters for Client or Client's employees and related issues as requested by Client. Client designates Arthur Hartinger as Client's Counsel to provide legal services under this Agreement, and he shall have the discretion to utilize the services of other partners, associates, of counsel or staff of Attorney upon Client approval in connection with services to be undertaken pursuant to this Agreement. In no event, however, shall Attorney otherwise subcontract with any other firm, entity, or person to perform any of Attorney's services required hereunder without Client's express written consent, nor shall Attorney assign or transfer any interest in this Agreement to any such firm, entity, or person without Client's prior written consent.

Attorney recognizes that the City of Fullerton has a contract with its City Attorney and other attorneys, who for the convenience of the Client, provide counsel and services to Client as requested.

Attorney shall perform all services required hereunder as an independent contractor of Client, and shall remain at all times as to Client a wholly-independent contractor with only such obligations as are consistent with that role. Attorney acknowledges and agrees that this agreement does not represent an exclusive agreement with Client to provide legal services and that Client does currently and shall continue to utilize the services of other firms to provide similar services. Those matters for which Attorney is retained by Client to provide legal representation shall be subject to individual mutual agreement by Attorney and Client.

### **2. Duties of Attorney and Client**

Attorney shall provide those legal services required to represent Client in the matters described in Paragraph 1 of this Agreement, including but not limited to preparation of answers to complaints, motions, demurrers, and other court documents, preparation of draft responses to discovery requests, review of Client documents, legal research, attendance at court conferences and hearings, depositions, Client conferences or City Council meetings as needed, and meetings with third parties when requested by Client, as well as other activities necessary to the litigation process. Attorney shall take reasonable steps to keep Client informed of significant developments and to respond to Client's inquiries.

Client shall cooperate with Attorney, keep Attorney informed of all developments, documents, or facts that may affect the provision of Attorney's services described in Paragraph 1

of this Agreement, perform all obligations Client has agreed to perform pursuant to this Agreement, and pay in a timely manner all of Attorney's statements for services performed and costs incurred.

### **3. Terms and Conditions**

- A. Client will compensate Attorney for the performance of negotiation or legal services at the rates specified in Exhibit A. Arthur Hartinger's rate is \$395 per hour. Attorney will charge for services performed in increments of one-tenth of an hour. Attorney shall not be obligated to advance costs on behalf of Client; however, for the purposes of convenience and in order to expedite matters, Attorney reserves the right to advance costs on behalf of Client with Client's prior approval in the event a particular cost item exceeds \$200.00 in amount, and without the prior approval of Client in the event a particular cost item totals \$200.00 or less. Typical cost items include, by way of example and not limitation, document preparation and word processing, fax/telecopy charges (at \$1.00 per page), copying charges (at \$0.20 per page), appearance fees, messenger fees, bonds, witness fees, deposition and court reporter fees, transcript costs, expert witness fees, investigative fees, etc.
- B. Attorney shall not bill Client for meal or lodging expenses for travel to or within Orange County or Los Angeles County. Other travel expenses shall be negotiable, but excluded unless pre-approved by Client. Attorney may bill Client for 1.5 hours of travel time each way from its San Francisco Office to Fullerton City Hall. All other travel time is negotiable but shall not be billed, unless expressly approved by the City.
- C. A detailed description of the attorney work performed and the costs advanced by Attorney will be prepared on a monthly basis as of the last day of the month and will be mailed to Client on or about the 10<sup>th</sup> day of the following month. Payment of the full amount due, as reflected on the monthly statements, will be due to Attorney from Client by the 28<sup>th</sup> day of each month, unless other arrangements are made.
- D. Client agrees to review Attorney's monthly statements promptly upon receipt and to notify Attorney, in writing, with respect to any disagreement with the monthly statement. Failure to communicate written disagreement with Attorney's monthly statement within sixty (60) days of Client's receipt thereof shall be deemed to signify Client's agreement that the monthly billing statement accurately reflects: (a) the legal services performed; and (b) the proper charge for those legal services.

- E. Client agrees to fully cooperate with Attorney in connection with Attorney's representation of client, including but not limited to attending mandatory court hearings and other appearances and providing necessary information and documentation to enable Attorney to adequately represent Client.
- F. Client has the right, at any time, and either with or without good cause, to discharge Attorney as Client's attorneys. Attorney and Client shall each execute any documents reasonably necessary to complete Attorney's discharge or withdrawal. Attorney shall, upon demand therefore by Client, deliver Client's file to Client at or after the termination or conclusion of Attorney's services; provided, however, that in such event Client shall pay the normal charges incurred by Attorney to obtain one complete copy of the file. In the event of such a discharge of Attorney by Client, however, any and all unpaid attorneys' fees and costs owing to Attorney from Client shall be immediately due and payable.
- G. Attorney reserves the right to discontinue the performance of legal services on behalf of Client upon the occurrence of any one or more of the following events:
  - i. Upon order of Court requiring Attorney to discontinue the performance of said legal services;
  - ii. Upon a determination by Attorney in the exercise of its reasonable and sole discretion, that state or federal legal ethical principles require it to discontinue legal services for Client, or that the relationship is incompatible;
  - iii. Upon the failure of Client to perform any of client's obligations hereunder as respects the payment of Attorney's fees and costs advanced; or
  - iv. Upon the failure of Client to perform any of client's obligations hereunder as respects cooperation with Attorney in connection with Attorney's representation of client.
- H. In the event that Attorney ceases to perform legal services for Client, as herein above provided, Client agrees that client will promptly pay to Attorney any and all unpaid fees or costs advanced, and retrieve all of client's files, signing a receipt therefor. Further, Client agrees that, with respect to any litigation where Attorney has made an appearance in Court on his behalf, Client will promptly execute an appropriate Substitution of Attorney form.
- I. Attorney shall abide by any and all City policies concerning authorized communications with the media or to the public on behalf of the City and its employees. Attorney acknowledges and agrees that any form of communication with the media or to the public regarding legal matters handled on behalf of the City or its employees that are not specifically covered by a City policy is unauthorized unless specifically approved by City Council.

**4. Possible Third Party Conflicts**

The Firm has a number of attorneys. The Firm may currently or in the future represent one or more other clients in matters involving Client. The Firm undertakes this engagement on the condition that the Firm may represent another client in a matter in which the Firm does not represent Client, even if the interests of the other client are adverse to those of Client (including appearance on behalf of another client adverse to Client in litigation or arbitration), provided the other matter is not substantially related to the Firm's representation of Client and in the course of representing Client attorneys of the Firm have not obtained confidential information of Client material to the representation of the other client ("Permitted Adverse Representation"). Client's consent to this arrangement is required because of its possible adverse effects on performance of the Firm's duties as attorneys to remain loyal and available to those other clients and to render legal services with vigor and competence. Also, if an attorney does not continue an engagement or must withdraw therefrom, the client may incur delay, prejudice or additional cost such as acquainting new counsel for the matter. Client agrees not to seek to disqualify the Firm from representing such other client in any Permitted Adverse Representation.

**5. Arbitration: Waiver of Jury Trial**

The parties agree that all disputes which arise between the Client and the Law Firm, whether financial or otherwise regarding the attorney-client relationship, shall be resolved by binding arbitration. Each side shall bear their own costs and attorneys' fees. The parties agree to waive their right to a jury trial and to an appeal. Fee disputes shall be governed by Business & Professions Code sections 6200-6206.

**6. Protection of Client Confidences - High Tech Communication Devices**

The Law Firm is aware of its important obligation to preserve the secrets and confidences of its clients which it holds in precious trust for them. To that end it is important that Client and the Law Firm agree from the outset what kinds of communications technology the Law Firm should employ in the course of representing Client. For example, the exchange of documents and other information using email or other types of electronic communications involves some risk that information will be retrieved by third parties with no right to see it. Even the use of facsimile machines can cause problems if documents are sent to numbers where the documents sit in open view.

Therefore, Client should only provide the Law Firm with cellular numbers, facsimile numbers and email addresses which are acceptable to Client for receiving confidential communications from the Law Firm. Client agrees that the Law Firm may use any of the cellular numbers, facsimile numbers and email addresses other than those which you specify in writing that the Law Firm should not use.

**7. Document Retention and Destruction**

After a file on a matter is closed, Client has a right to request the Law Firm to return the file to Client. Absent such a request, the Law Firm shall retain the file on Client's behalf for a period of five (5) years. Following this period of time, the Law Firm will destroy such files.

**8. Business License**

A business license is required of every person or firm located outside the City who conducts business on more than an occasional or incidental basis (three days or less in any year) in the City (FMC Sec. 4.06.030). Attorney shall obtain a City of Fullerton business license within three months of the inception of this agreement and shall maintain a current license throughout the term of the agreement.

**9. Disclaimer of Guarantee**

Attorney has made no representations, promises, warranties or guarantees to Client, express or implied, regarding the outcome of any Client's matter, and nothing in this Agreement shall be construed as such a representation, promise, warranty, or guarantee.

**10. Insurance and Indemnification**

Attorney shall procure and maintain throughout the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Attorney, his agents, representatives, or employees. Attorney shall provide current evidence of the required insurance in a form acceptable to Client and shall provide replacement evidence for any required insurance which expires prior to the expiration or termination of this Agreement.

Nothing in this section shall be construed as limiting in any way the Indemnification and Hold Harmless clause contained herein or the extent to which Attorney may be held responsible for payments of damages to persons or property.

**A. Minimum Scope and Limits of Insurance**

(1) Professional Liability Insurance. Attorney shall maintain professional liability insurance appropriate to Attorney's profession with a limit of not less than one million dollars (\$1,000,000).

(2) Commercial General Liability Insurance. Attorney shall maintain commercial general liability insurance coverage in a form at least as broad as ISO Form #CG 001 ED. 11/88, with a limit of not less than one million dollars (\$1,000,000) each occurrence. If

such insurance contains a general aggregate limit, it shall apply separately to the Agreement or shall be twice the required occurrence limit.

(3) Workers' Compensation and Employers' Liability Insurance. Attorney shall maintain workers' compensation insurance as required by the State of California and employers' liability insurance with limits of not less than one million dollars (\$1,000,000) each accident.

B. Deductibles and Self-Insured Retentions

Any deductible or self-insured retention must be declared to and approved by Client.

C. Other Insurance Provisions

The required insurance policies shall contain or be endorsed to contain the following provisions:

(1) Commercial General Liability and Professional Liability

This insurance shall be primary insurance as respects Client, its officers, employees, and volunteers and shall apply separately to each insured against whom a suit is brought or a claim is made. Any insurance or self-insurance maintained by Client, its officers, employees, and volunteers shall be excess of this insurance and shall not contribute with it.

(2) Professional Liability

If the Professional Liability policy is written on a "claims made" form, Attorney shall maintain similar coverage for one year following expiration or termination of Agreement and shall thereafter submit annual evidence of coverage. Additionally, Attorney shall provide certified copies of the claims reporting requirements contained within the policies.

(3) Workers' Compensation and Employers' Liability Insurance

Insurer shall waive their right of subrogation against Client, its officers, employees, and volunteers for work done on behalf of Client.

(4) All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to Client.

D. Acceptability of Insurers

All required insurance shall be placed with insurers acceptable to Client with current Best's ratings of no less than B+, Class X. Workers' compensation insurance may be placed with the California State Compensation Insurance Fund. All insurers shall be licensed by or hold admitted status in the State of California. At the sole discretion of Client, insurance provided by nonadmitted or surplus carriers with a minimum Best's rating of no less than A-, Class X, may be accepted if Attorney evidences the requisite need to the sole satisfaction of Client.

E. Verification of Coverage

Attorney shall furnish Client with certificates of insurance which bear original signatures of authorized agents and which reflect insurers names and addresses, policy numbers, coverage, limits, deductibles and self-insured retentions. Additionally, Attorney shall furnish certified copies of all policy endorsements required herein. All certificates and endorsements must be received and approved by Client before work commences. Client reserves the right to require at any time complete, certified copies of any or all required insurance policies and endorsements.

F. Indemnification

Attorney shall defend, indemnify, and hold harmless Client, its elected officials, officers and employees from and against any and all actions, suits, proceedings, claims, demands, losses, costs, and expenses, including legal costs and attorneys' fees, for injury to person(s) for damages to property (including property owned by Client), arising out of the intentional misconduct or negligent errors and omission committed by Attorney, its officers, employees, and agents, in its performance under this Agreement, except to the extent of such loss as may be caused by Client's own negligence or that of its officers or employees.

**11. Integration**

This Agreement and the Litigation Management Guidelines referenced herein and included as Attachment 1 represent the entire understanding of Attorney and Client as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered by this Agreement. This agreement may not be modified, altered, or amended except in writing by Attorney and Client.

**RENNE PUBLIC LAW  
GROUP**

**CITY OF FULLERTON**

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

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

**Kenneth Domer  
City Manager**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Approved as to form:**

**ATTEST:**

\_\_\_\_\_  
**Richard D. Jones, City Attorney**

\_\_\_\_\_  
**Lucinda Williams, City Clerk**



## **ATTACHMENT A**

### **PUBLIC SECTOR FEE SCHEDULE EFFECTIVE MARCH 1, 2018 TO DECEMBER 31, 2018**

Partners:	\$325 - \$450
Of Counsel:	\$295 - \$395
Associates:	\$220 - \$345
Law Clerks:	\$145
Paralegals:	\$105 - \$175
Analysts:	\$95 - \$160
Consultants:	\$160 - \$350

Our rates adjust every January by the greater of 3% or the relevant local CPI increase over the prior 12 month period, rounded to the nearest \$5.