



# Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.  
Specialized legal services, specifically bond counsel and disclosure counsel services.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.  
Hawkins Delafield & Wood, LLP, 300 South Grand Avenue, Los Angeles, CA 90071; Diane Quan, Esq., (213) 236-9068, dquan@hawkins.com
3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.  
This is a five-year legal services agreement for hourly services with a copy of \$250,000 for all services performed.
4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a Suspension of Competition acquisition.  
This is an agreement for specialized legal services, which AP 34 specifically identifies as constituting a suspension of competition.
5. Identify from Administrative Policy #34 what circumstances constitute a Suspension of Competition.
  - In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
  - When the contract is with a federal, state, or local governmental agency.
  - When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or \$5,000 whichever is more.
  - When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.
  - When obtaining the services of expert witnesses for litigation or special counsel to assist the County.
  - When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.
6. Explain why the unique qualities and/or capabilities described above are essential to your department.  
The legal services that Hawkins provides require legal specialization that is not available in the County Counsel's office.
7. Provide a comprehensive explanation of the research done to verify that the recommended vendor is the only vendor with the unique qualities and/or capabilities stated above. Include a list of all other vendors contacted, what they were asked, and their responses.  
Hawkins was selected after this office earlier this year requested proposals from law firms for a variety of legal services. In addition, this office is generally familiar with the cost for these specialized services and can affirm that the hourly rates under the proposed agreement are competitive for this type of services.

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Requested By:

Chief Deputy County  
Counsel

Title

[\[Sign\]](#) Double click!

## I approve this request to suspend competition for the service(s) and/or product(s) identified herein.

kdoerr 6/5/2026 6:55:15 AM

Department Head Signature

[\[Sign\]](#) Double click!

rblackburn 6/15/2026 10:49:04 AM

Purchasing Manager Signature

[\[Sign\]](#) Double click!