



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 21-411, **Version:** 1

- a. Authorize the County Counsel to execute an Agreement for Specialized Attorney Services (“Agreement”) with the Law Offices of Kelly Wachs, P.C., for independent consulting and legal services with respect to employment-based immigration law matters for the Monterey County Information Technology Department (“IT”), for a term retroactive to July 1, 2021 through June 30, 2023 and for a total agreement amount not to exceed \$30,000; and
- b. Accept the recommendation of the Director of IT to approve the non-standard automobile insurance provisions in the Agreement; and
- c. Authorize the County Counsel to execute up to three (3) future amendments to this Agreement where the total amendments do not exceed 10% (\$3,000) of the agreement amount and do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the County Counsel to execute an Agreement for Specialized Attorney Services (“Agreement”) with the Law Offices of Kelly Wachs, P.C., for independent consulting and legal services with respect to employment-based immigration law matters for the Monterey County Information Technology Department (“IT”), for a term retroactive to July 1, 2021 through June 30, 2023 and for a total agreement amount not to exceed \$30,000; and
- b. Accept the recommendation of the Director of IT to approve the non-standard automobile insurance provisions in the Agreement; and
- c. Authorize the County Counsel to execute up to three (3) future amendments to this Agreement where the total amendments do not exceed 10% (\$3,000) of the agreement amount and do not significantly change the scope of work.

SUMMARY/DISCUSSION:

The Law Office of Kelly S. Wachs, P.C, assists the County of Monterey in navigating the complex employment-based immigration process to accomplish its visa goals. Located in Aptos, California, the law firm provides County departments with obtaining for its employees temporary work visas or visas for permanent residence in the United States. IT seeks the law firm’s assistance with H-1B visas and EB visas for permanent residence.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved this Agreement as to legal form.

FINANCING:

The cost for this agreement is \$30,000, of which \$30,000 is included in the Approved Budget for the Information Technology Department, ITD 1930, Appropriations Unit INF002, for Fiscal Year 2021-2022. Amounts for Fiscal Year 2022-2023 will be included in that budget as appropriate. There is no impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services rendered in this agreement provide legal consulting services, as needed, with respect to healthcare matters; the outcome of which contributes to assisting IT run efficient business operations.

☐ Economic Development
☒ Administration
☐ Health & Human Services
☐ Infrastructure
☐ Public Safety

Prepared by: Suzanne Paluck, Senior Personnel Analyst, 759-6984

Approved by:

Eric A. Chatham, Director of Information Technology, 759-6920

Attachments:
Law Offices of Kelly Wachs, P.C. Agreement

Attachments on file with the Clerk of the Board