

1 **AGREEMENT FOR LEGAL SERVICES**

2 (LITIGATION)

3 **33893**

4 THIS AGREEMENT FOR LEGAL SERVICES is made and entered, in
5 duplicate, as of July 1, 2015, for reference purposes only, by and between JARVIS,
6 FAY, DOPORTO AND GIBSON ("Special Counsel") and the CITY OF LONG BEACH, a
7 municipal corporation ("City").

8 WHEREAS, the City Attorney has identified a need for the legal services of
9 Special Counsel and Special Counsel is willing and able to perform those services; and

10 WHEREAS, the City and Special Counsel must cooperate to deliver quality
11 legal services in an efficient manner and desire to follow the parameters of this
12 Agreement toward that end;

13 NOW THEREFORE, in consideration of the mutual terms and conditions
14 contained herein, the parties agree as follows:

15 1. SCOPE OF SERVICES. Special Counsel shall perform all legal
16 services necessary and appropriate to the Matter for which Special Counsel has been
17 engaged, namely: *Aquino et al. v. City of Long Beach, Our Claim No. C15-0267* (the
18 "Services" or the "Matter"). The City has engaged Special Counsel because Special
19 Counsel is uniquely qualified in the area of law required.

20 2. ENGAGEMENT OF OTHER COUNSEL, SPECIALISTS, EXPERTS
21 AND COURT REPORTERS.

22 A. Because the City has engaged Special Counsel due to its
23 expertise and reputation, Special Counsel and the City Attorney or designee will
24 agree on a staffing profile that identifies the partners, associates, hearing
25 representatives, and paralegals who are authorized to work on the Matter,
26 including their respective billing rates, which will be attached as Addendum
27 subsequent to execution of this Agreement. Individuals whose names are not
28 included in the staffing profile may not work on the Matter without the prior

1 approval of the City Attorney, or designee. The City reserves the right to refuse to
2 pay for work performed by any individual whose name is not listed or who has not
3 received such prior approval, or whose rate has not been approved.

4 B. Special Counsel shall not select, hire or otherwise incur any
5 obligation to pay other counsel, specialists, consultants, or experts for services in
6 connection with the Matter without the prior written approval of the City Attorney or
7 designee. The City reserves the right to refuse to pay for work performed by any
8 individual or firm.

9 C. Special Counsel shall use court reporters from the City
10 Attorney's approved list, and shall bill their services at the City's negotiated rates.

11 D. For workers' compensation matters, Special Counsel shall:

12 i. Obtain prior written approval of the City Attorney or
13 designee, before hiring or otherwise incurring any obligation to pay for any
14 investigations including surveillance.

15 ii. Obtain prior written approval of the City Attorney or
16 designee, before hiring or otherwise incurring any obligation to pay for copy
17 service for obtaining medical records or other subpoenaed records.

18 iii. Submit and resolve all AOE/COE disputes and medical
19 disputes for safety officers in accordance with agreements between the City
20 of Long Beach and the Long Beach Police Officers Association and Long
21 Beach Firefighters Association, which will be attached as Addendum
22 subsequent to execution of this Agreement.

23 iv. Engage only California licensed attorneys or licensed
24 hearing representatives to appear at the Workers Compensation Appeals
25 Board or at any other legal proceeding.

26 3. FEE. City shall pay to Special Counsel in due course of payments
27 compensation at the hourly rates identified in the staffing profile and reimbursement of
28 costs as further described herein and in the "Guidelines" also attached hereto, in an initial

1 not-to-exceed amount of Fifteen Thousand Dollars (\$15,000.00). The "not-to-exceed"
2 amount may be subsequently modified or changed after a written budget has been
3 submitted to, and approved by the City Attorney pursuant to Section 7 of this Agreement.
4 Any new "not-to-exceed" amount shall be set forth in a written amendment signed by both
5 parties.

6 4. 75% CONTRACT AMOUNT NOTICE. The City will not pay Special
7 Counsel for any fees incurred in excess of the total amount allotted to this Agreement,
8 which is set forth as the "not-to-exceed" amount described in Section 3 of this
9 Agreement. Special Counsel shall provide thirty (30) days advance written notice to the
10 City Attorney whenever it has reason to believe that fees it expects to incur under this
11 Agreement, when added to all fees and costs previously incurred, will approach
12 exceeding seventy-five percent (75%) of the total not-to-exceed amount. The notice shall
13 state the estimated amount of and the reasons why, additional funds are required to
14 continue performance under the Agreement.

15 5. BILLING.

16 A. Special Counsel shall keep a record of time spent on the
17 matter in increments of one-tenth (.1) of an hour.

18 B. Each task shall be distinctly and completely identified; the City
19 will not pay invoices which contain block billing. The billing entry must contain the
20 name or initials of the individual performing the task, the nature of the task, the
21 date it was performed, and the length of time it took.

22 C. The City will not pay for the use of attorneys and paralegals to
23 perform Services which are secretarial or administrative.

24 D. The City reserves the right to audit all invoices. The City will
25 not pay for costs incurred by Special Counsel in preparing an invoice, correcting it,
26 or resubmitting it.

27 E. Special Counsel shall submit invoices no later than the
28 fifteenth (15th) day of the month following the month in which Services were

1 performed and actual costs incurred. If Special Counsel submits invoices after
2 said date, then the invoice(s) may be subject to a discount of ten percent (10%) for
3 each month or portion thereof that the invoice is not timely submitted.

4 6. COSTS. The City will reimburse Special Counsel for the reasonable
5 costs incurred by Special Counsel as a result of its representation of the City in the
6 Matter, in accordance with the Guidelines. Costs shall be actual, without the addition of
7 administrative or overhead charges, and must be documented. The City will not pay for
8 costs that do not contain supporting documentation satisfactory to the City Attorney, or
9 designee.

10 7. LITIGATION REPORT AND BUDGET.

11 A. Litigation Report for Litigation Matters, Other Than Workers'
12 Compensation.

13 i. Within ninety (90) days of commencing work on a
14 litigation matter (other than workers' compensation), Special Counsel shall
15 submit a written litigation report and budget directed to the City Attorney or
16 designee for his/her review and approval.

17 ii. The litigation report shall include at least all of the
18 following: (1) case analysis, including potential exposure, (2) potential
19 pleadings to be filed, (3) an outline of discovery planned, (4) suggested
20 retention of expert witnesses and the identity of the proposed expert
21 witnesses, and (5) anticipated law and motion practice up to trial.

22 B. Litigation Report and Settlement Authority for Workers'
23 Compensation Matters.

24 i. Within fourteen (14) days of commencing work on a
25 workers' compensation matter, Special Counsel shall submit a written
26 litigation report and budget directed to the City Attorney or designee for
27 his/her review and approval.

28 ii. The litigation report shall include at least all of the

1 following: (1) case analysis, including potential exposure, (2) outline of
2 discovery, (3) suggestions regarding use of Independent Medical
3 Examiners (Safety Officers only), Agreed Medical Examiners, Panel
4 Qualified Medical Examiners, Billing Experts, Medicare Set Aside Experts,
5 Structured Settlement companies or other recommended experts and the
6 identity of the proposed expert witnesses, and (4) plan of action towards
7 expeditious resolution.

8 iii. The City handles subrogation matters in-house,
9 however litigation reports must consider subrogation issues if relevant.

10 iv. With the consent of claims examiner, Special Counsel
11 shall submit all requests for settlement authority to the City Attorney or
12 designee. Requests for settlements over Fifty Thousand Dollars (\$50,000)
13 require the prior approvals of the City Attorney or designee and the City
14 Council.

15 C. Accompanying the litigation report for all matters, Special
16 Counsel shall also submit a written budget that lists the anticipated fees for each
17 action described in the litigation report, broken down by activity. Upon review and
18 approval of the written budget by the City Attorney, and upon incorporation in an
19 amendment signed by both parties, the amount set forth in such budget shall be
20 the new "not-to-exceed" amount under Section 3 of this Agreement.

21 D. Any updated or revised budget shall point out and explain
22 each material modification or change from previous budgets.

23 E. In addition to the foregoing and any other requirements set
24 forth in this Agreement, the City Attorney or designee may at any time request a
25 written report, written budget or timeline for the Matter. If requested, the budget
26 shall include all projected fees and costs to be incurred by Special Counsel for the
27 Matter, commencing on the date that Special Counsel receives the request. The
28 budget and timeline shall include the specific tasks to be performed (including

1 such things as discovery and motions for trial, preparation of documents for
2 transactional services, and anticipated research and investigations; and for
3 workers' compensation matters, trial and hearing preparation, lien review and
4 analysis, and sub rosa). Special Counsel shall identify the projected total hours
5 that will be billed and who will be performing those hours of service, plus fees and
6 costs for each task. The budget and timeline shall be a good faith estimate and as
7 complete as possible. Any deviation from the budget and any deviation over 10%
8 on any task identified on the budget must be discussed in advance with the City
9 Attorney or designee, and the billing related to that task is subject to adjustment so
10 as to conform to the budget. In addition, the City Attorney or designee may
11 request a written budget and timeline similar to the one described above, but
12 relating specifically to one or more tasks necessary to the Matter.

13 F. Special Counsel shall consult closely with, and obtain prior
14 written approval of the City Attorney or designee, before hiring or otherwise
15 incurring any obligation to pay other counsel, specialists, consultants, experts, or
16 undertaking any unusual or high-dollar expenditure in connection with the Matter.
17 Failure to obtain said prior written approval, or failure to submit a written report and
18 budget as required under this Agreement, may result in a denial in payment of
19 invoices.

20 8. TERM. The term of this Agreement shall begin at 12:01 a.m. on July
21 1, 2015 and shall end when the Matter is concluded or on fifteen (15) days' prior notice
22 from the City to Special Counsel.

23 9. INSURANCE. As a condition precedent to the effectiveness of this
24 Agreement, Special Counsel shall procure and maintain at its expense for the duration of
25 this Agreement from insurance companies admitted to write insurance in California or
26 from authorized non-admitted insurance companies that have ratings of or equivalent to
27 A.VIII by A.M. Best Company professional liability or errors and omissions liability
28 insurance in an amount not less than One Million Dollars (\$1,000,000) per claim.

1 Any self-insurance program, self-insured retention or deductible must
2 be separately approved in writing by the City's Risk Manager or designee and shall
3 protect the City, its officials, employees and agents in the same manner and to the same
4 extent as they would have been protected had the policy or policies not contained
5 retention or deductible provisions. Each insurance policy shall be endorsed to state that
6 coverage shall not be reduced, non-renewed, or canceled except after thirty (30) days'
7 prior written notice to the City, and shall be primary and not contributing to any other
8 insurance or self-insurance maintained by the City, its officials and employees. Special
9 Counsel shall notify the City in writing within five (5) days after any insurance required
10 herein has been voided by the insurer or canceled by the insured.

11 Special Counsel shall deliver to the City certificates of insurance and
12 original endorsements for approval as to sufficiency and form prior to the start of
13 performance hereunder. The certificate and endorsements for each insurance policy
14 shall contain the original signature of a person authorized by that insurer to bind
15 coverage on its behalf. The procuring or existence of insurance shall not be deemed or
16 construed as a limitation on Special Counsel's liability or as performance of or
17 compliance with any indemnity provisions herein. City reserves the right to require
18 complete certified copies of all policies at any time. Special Counsel shall make available
19 to the City all books, records, and other information relating to the insurance required
20 herein during normal business hours. Any modification or waiver of the insurance
21 requirements herein shall only be made with the approval of the City Risk Manager or
22 designee. In addition, Special Counsel shall, at least thirty (30) days prior to expiration of
23 the insurance required hereunder, furnish to the City certificates of insurance and
24 endorsements evidencing renewal of such insurance.

25 10. CONFLICT OF INTEREST. Special Counsel, by executing this
26 Agreement, certifies that, at the time Special Counsel executes this Agreement and for
27 the duration of this Agreement, Special Counsel does not have and will not perform
28 services for any other client which would create a conflict as between the interests of the

1 City hereunder and the interests of such other client, subject to written waiver by the City.

2 11. NONDISCRIMINATION. In connection with performance of Services
3 and subject to applicable rules and regulations, Special Counsel shall not discriminate on
4 the basis of race, religion, national origin, color, age, sex, sexual orientation, gender
5 identity, AIDS, HIV status, handicap, or disability. It is the policy of the City to encourage
6 the participation of Minority Business Enterprises and Women-owned Business
7 Enterprises and the City urges Special Counsel to do likewise.

8 12. MISCELLANEOUS.

9 A. This Agreement shall not be amended, nor any provision or
10 breach hereof waived except in writing signed by the parties which refers to this
11 Agreement.

12 B. This Agreement shall be governed by and construed pursuant
13 to the laws of the State of California. Special Counsel shall comply with all laws,
14 ordinances, rules, and regulations covering performance of Services.

15 C. This Agreement, including the Guidelines and exhibits, if any,
16 constitutes the entire understanding between the parties and supersedes all other
17 agreements, oral or written, with respect to the Services and the Matter.

18 D. If there is any inconsistency or ambiguity between this
19 Agreement, the Guidelines, or the Addendum, this Agreement shall control.

20 E. If there is any legal proceeding between the parties to enforce
21 or interpret this Agreement or to protect or establish any rights or remedies
22 hereunder, the prevailing party shall be entitled to its costs and expenses,
23 including reasonable attorneys' fees and court costs (including appeals).

24 F. The acceptance of Services or payment of money by the City
25 shall not operate as a waiver of any provision of this Agreement. The waiver of
26 any breach of this Agreement shall not constitute a waiver of any other or
27 subsequent breach of this Agreement.

28 G. This Agreement is intended by the parties to benefit

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

1 themselves only and is not in any way intended or entered for the purpose of
2 creating any benefit or right for any person or entity that is not a party to this
3 Agreement.

4 13. NOTICE. Notice shall be in writing and personally delivered or
5 deposited in the U.S. Mail, first class, postage prepaid to Special Counsel at 492 Ninth
6 Street, Suite 310, Oakland, CA 94607, Attn.: Ben Fay, Esq., and to the City at 333 West
7 Ocean Boulevard, 11th Floor, Long Beach, California 90802, Attn.: City Attorney. Notice
8 may be given by fax to the City Attorney at (562) 436-1579 and to Special Counsel at
9 (510) 238-1404, provided that duplicate notice is simultaneously delivered or mailed.
10 Notice shall be deemed given on the date of personal delivery or forty-eight hours after
11 deposit in the mail. Notice of change of address shall be given as described herein for
12 other notices.

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IN WITNESS WHEREOF, the parties have caused this document to be executed with all of the formalities required by law as of the date first stated above.

JARVIS, FAY, DOPORTO AND GIBSON ^{BF}

DATED: 7/1/15

By 

Title: Partner

“Special Counsel”

* CITY OF LONG BEACH, a municipal corporation

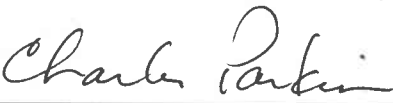
DATED: _____

By _____
City Manager

“City”

DATED: July 6, 2015

CHARLES PARKIN, City Attorney

By 
Deputy

* The City Manager's signature is only required in the event the total contract amount exceeds the \$200,000 threshold requiring City Council approval.

GUIDELINES FOR BILLING

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3 In addition to the provisions stated in the Agreement, the following
4 guidelines for billing apply:

5 1. The City expects each individual working on the Matter to have the
6 necessary experience to perform the Services required to protect or pursue the City's
7 interests in the Matter in a cost effective manner.

8 2. The City expects Special Counsel to select the individual most
9 suitable for the task required and the specific needs of the Matter, and to use the
10 maximum efficiencies available. Billings for services performed by the inappropriate level
11 of personnel will be reduced by the City based on rate adjustments for the appropriate
12 level of personnel.

13 3. The City will not pay for unnecessary review of texts, codes, rules of
14 court, or other fundamental references. The City will pay the hourly rate for specific legal
15 research which is unique to the Matter, assuming that Special Counsel has used
16 maximum efficiencies and that Special Counsel has not already performed research in
17 the same or similar areas of law.

18 4. The City acknowledges the benefit of communications between
19 attorneys in the firm. The City does, however, expect that intra-office conferences will
20 only be held as needed, and will be kept to a minimum. Intra-office conferences shall be
21 for the purpose of discussing strategy and legal issues which directly further the Matter.
22 The City will not pay for conferences which are supervisory or instructional (including
23 conferences regarding case management). Any invoice which lists an intra-office
24 conference that exceeds these guidelines must contain a full explanation and is subject
25 to reduction by the City. The City will not pay for "team meetings" and the City will
26 scrutinize all intra-office conferences for "value added" to the Matter by the intra-office
27 conference, for the number of individuals attending the intra-office conference, the length
28 of the conference, the subject(s) discussed at the conference and who participated in it

1 and will, in the City's sole discretion, determine if such value was added.

2 5. The City will not pay for local telephone calls; incoming facsimiles;
3 postage; time spent on filing, calendaring, indexing pleadings, and photocopying;
4 conferences with Clerks of Court or court reporters; proofreading; re-drafting due to
5 substandard work; time billed by summer associates; time for more than one individual at
6 a trial, hearing, court appearance, arbitration, mediation, deposition, third party meeting,
7 conference call or similar event (unless approved in advance by the City); opening,
8 closing or organizing files; or other similar tasks.

9 6. Vague billing which does not contain sufficient information to allow
10 the City's reviewer of the invoice to determine the nature of the task, the reason for the
11 task and the individual performing the task is subject to reduction by the City. Examples
12 of vague billing include but are not limited to the following: Attention to Matter, Review
13 cases and issues, Conference, Review correspondence, Arrangements, Telephone call,
14 Discovery, Trial Preparation, Meeting, Update strategy, Motion work, Work on case or
15 project, Pleadings, Work on file or discovery, Prepare for "xxx", Review documents, Legal
16 Research or analysis.

17 7. All services billed by attorneys and paralegals must be actual legal
18 services requiring the expertise of a legal provider. The City will not pay for more than
19 eight (8) hours of Services per day without a detailed explanation of the need for time
20 over eight hours and may reduce the invoice if the explanation is unsatisfactory, in the
21 City's sole discretion.

22 8. The City will reimburse for facsimiles sent but not received by
23 Special Counsel and photocopies made at a rate not to exceed \$.12 per page; the
24 number of pages of facsimiles and to whom they were sent, and the number of pages or
25 photocopies made must appear on the invoice. Special Counsel shall limit the making of
26 photocopies and the sending of facsimiles. The City will reimburse actual costs for
27 computerized legal research if it is reasonable and necessary; however, these charges
28 are subject to review by the City.

1 9. The City will not reimburse for overtime, word processing (document
2 production), supplies, anything identified on an invoice as "miscellaneous", or any other
3 unidentified charges.

4 10. Special Counsel shall normally use the U.S. Mail and regular
5 attorney services to send and to file papers and other materials. The City reserves the
6 right to reduce excessive charges for messengers and Federal Express or other similar
7 services which are not fully explained or which are not necessary, in the City's
8 determination.

9 11.

10 A. The City will reimburse travel costs of Special Counsel only as
11 described herein. Travel costs not addressed in these Guidelines are not
12 reimbursable. Travel costs must be reasonable. The City will not reimburse for
13 travel by more than one person of Special Counsel, unless approved in writing by
14 the City Attorney or designee in advance of such travel. The City will not
15 reimburse for excess costs caused by an indirect route chose for Special
16 Counsel's personal reasons.

17 B. As used in these Guidelines, "local travel" means travel that is
18 100 miles or less from the office of Special Counsel or from his/her home.
19 "Extended travel" means travel that is more than 100 miles from the office of
20 Special Counsel or from his/her home.

21 C. The City will not reimburse for local travel. However, the City
22 will reimburse for the actual cost of parking that is necessitated by local travel.
23 The City will not reimburse for meals in connection with local travel. While Special
24 Counsel is on local travel, the City will pay fifty percent (50%) of the hourly rate of
25 Special Counsel.

26 D. The City must approve all extended travel in advance. The
27 City will reimburse fifty percent (50%) of the actual costs of extended travel, unless
28 Special Counsel can substantiate the need for full reimbursement. Special

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Counsel shall use its best efforts to make airline reservations far enough in advance to take advantage of reduced air fares and shall take advantage of other promotional air fares that reduce costs. In any case, travel by air shall be at economy, coach, or other lower fare. The City will not reimburse for travel insurance.

E. Special Counsel should use a rental car while on extended travel only when necessary and when the cost of a rental car will be less than other forms of ground transportation. If the use of a rental car meets the preceding criteria, then the City will reimburse for a compact vehicle for one person, a mid-sized vehicle for two persons, and a standard size vehicle for three or more persons. The City will not reimburse for luxury vehicles, vans, or 4x4 vehicles.

F. The City will reimburse Special Counsel, while on extended travel, for the reasonable, actual costs for meals, excluding the cost of alcoholic beverages, and for lodging at hotels which are moderately priced for the locale, but will not reimburse for laundry or movies.

G. Special Counsel shall submit a travel expense report on the City's form after completing extended travel. Special Counsel shall submit receipts or other evidence of payment relating to each item for which Special Counsel seeks reimbursement.

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Long Beach, CA 90802-4664

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ADDENDUM

NAME	POSITION/TITLE	HOURLY RATE
Benjamin Fay	Partner	\$325
Andrea Saltzman	Of Counsel	\$300
Gabriel McWhirter	Associate	\$230



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/12/2015

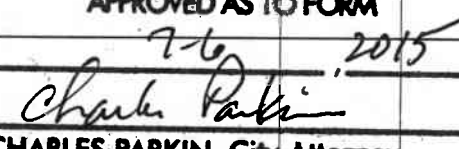
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0E67768 IOA Insurance Services 3875 Hopyard Road Suite 240 Pleasanton, CA 94588	CONTACT NAME: Marie Benjamin PHONE (A/C, No, Ext): (925) 416-7862		FAX (A/C, No): (925) 416-7869
	E-MAIL ADDRESS: Marie.Benjamin@ioausa.com		
INSURED Jarvis, Fay, Doporto & Gibson, LLP 492 Ninth Street, Suite 310 Oakland, CA 94607	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Arch Insurance Company		11150
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/POP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						APPROVED AS TO FORM 7-6-2015  CHARLES PARKIN, City Attorney
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Prof. Liab.			11LPL7588701	01/12/2015	01/12/2016	Per Claim 1,000,000
A	Prof. Liab.			11LPL7588701	01/12/2015	01/12/2016	Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 All operations of the Named Insured, including project referenced below, if any.

CERTIFICATE HOLDER

CANCELLATION

Jarvis, Fay, Doporto & Gibson, LLP
 492 Ninth Street, Suite 310
 Oakland, CA 94607

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

