



# The State Bar of California

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## **OPEN SESSION AGENDA ITEM 6.14 MAY 2026 BOARD OF TRUSTEES**

**DATE:** May 14, 2026

**TO:** Members, Board of Trustees

**FROM:** Grisel Zendejas, Principal Financial Analyst, Office of Finance  
Justin Ewert, Director of Finance

**SUBJECT:** Proposed New State Bar Rule 6.92 Regarding General Procurement: Request to Circulate for Public Comment

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### **EXECUTIVE SUMMARY**

This item requests authorization to circulate proposed new State Bar rule 6.92 for a 45-day public comment period. The State Bar Act requires the State Bar to establish a request for proposal procedure by rule. The State Bar has had a long-standing formalized request for proposal (RFP) process, as documented in its General Procurement Manual (GPM). The new rule seeks to codify the State Bar's existing use of the GPM.

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### **RECOMMENDED ACTION**

Staff recommend that the Board authorize staff to circulate proposed new State Bar rule 6.92 for a 45-day public comment period.

### **DISCUSSION**

Pursuant to Business and Professions Code section 6008.6, "[t]he State Bar shall establish a request for proposal procedure by rule, pursuant to the general standards established in Article 4 (commencing with Section 10335) of Chapter 2 of Part 2 of Division 2 of the Public Contract Code." The State Bar's current policies, procedures, and guidelines for procurement of goods and services are formalized in the State Bar's GPM. The procedures documented in the GPM, including the RFP procedure, are consistent with the general standards set forth in the Public Contract Code.

Documentation of the State Bar's procurement policies, including an RFP process, within the GPM reflects a long-standing State Bar practice, dating back to at least 2010. Periodically, the

GPM has been updated to include revisions as processes and polices change. The revisions have historically been documented by the procurement team and approved internally, primarily by the Executive Director. Moreover, the GPM has been periodically reviewed by the Audit Committee, the Board of Trustees, and the California State Auditor for compliance. In 2013, the California State Auditor’s report ([2013-030](#)) specifically noted that “the State Bar is complying with the contracting requirements of the State Bar Act,” and pointed out that the State Bar’s adoption of the GPM adheres “generally to the requirements of Article 4” of the Public Contract Code, thus satisfying the requirements of Business and Professions Code section 6008.6.<sup>1</sup>

Despite the State Bar’s formal documentation of its RFP process, there is no formal State Bar rule. Accordingly, the State Bar is proposing new State Bar rule 6.92, as set forth in Attachment A. This rule will codify the State Bar’s existing use of the GPM, which must include the RFP process, and will authorize the Executive Director, or their designee, to approve revisions and amendments to the GPM as necessary, consistent with applicable law.

This rule will formally memorialize the State Bar’s existing procurement practices, consistent with statutory requirements.

## **PREVIOUS ACTION**

None

## **FISCAL/PERSONNEL IMPACT**

None

## **AMENDMENTS TO RULES**

Addition of Rule 6.92 to Title 6, Division 4 of the State Bar Rules

## **AMENDMENTS TO BOARD OF TRUSTEES POLICY MANUAL**

None

## **STRATEGIC PLAN GOALS & IMPLEMENTATION STEPS**

None – core business operations

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<sup>1</sup> The 2013 report noted that “the State Bar has adopted a rule to establish a request-for-proposals procedure that follows the general standards established in Article 4.” It is unclear from the report whether the auditor considered the GPM to be the equivalent of a rule, given it was a policy that all State Bar staff was required to follow.



## **RESOLUTIONS**

**Should the Board of Trustees concur, it is:**

**RESOLVED**, that the Board of Trustees authorizes staff to make available for public comment, for a period of 45 days, proposed State Bar rule 6.92, as set forth in Attachment A.

## **ATTACHMENT LIST**

- A.** Proposed New Rule 6.92