



County of Monterey

Item No.42

Board Report

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

Legistar File Number: 23-425

June 06, 2023

Introduced: 5/17/2023

Current Status: Criminal Justice - Consent

Version: 1

Matter Type: General Agenda Item

- a. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to execute an Agreement with One Transcription Services, effective June 1, 2023 through June 20, 2025, in the amount of \$30,000;
- b. Accept non-standard contract provisions as recommended by the District Attorney;
- c. Authorize the Contract/Purchasing Officer or Contracts Purchasing Supervisor and the District Attorney to sign and execute the appropriate documents and verifications when required; and,
- d. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to issue purchase orders on an as-needed basis pursuant this Agreement effective June 1, 2023, through June 30, 2025.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to execute an Agreement with One Transcription Services, effective June 1, 2023 through June 20, 2025, in the amount of \$30,000;
- b. Accept non-standard contract provisions as recommended by the District Attorney;
- c. Authorize the Contract/Purchasing Officer or Contracts Purchasing Supervisor and the District Attorney to sign and execute the appropriate documents and verifications when required; and,
- d. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to issue purchase orders on an as-needed basis pursuant this Agreement effective June 1, 2023, through June 30, 2025.

SUMMARY:

It is requested that the Board authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign a non-standard Agreement with One Transcription Services, and to issue purchase orders on an "as needed" basis, in the aggregate amount not to exceed \$30,000, over the period of June 1, 2023, through June 30, 2025. Providing multiple language, legal transcription services for the Office of the District Attorney.

DISCUSSION:

This vendor will provide detailed and multi-language transcriptions for the Office of the District Attorney.

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OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to form.

FINANCING:

The cost for the current fiscal year is projected to be \$1,000, which is currently budgeted and will not require additional appropriations. These costs are currently budgeted in every fiscal year and will be utilized for this vendor, instead of one of the other vendors used for this service.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Improving public safety by providing increased material support for the District Attorney.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Bruce Suckow

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Prepared by: Bruce Suckow, Finance Manager II, Ext. 5259

DocuSigned by:

Jeannine M. Pacioni

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Approved by: Jeannine M. Pacioni, District Attorney, Ext. 5470

Attachments:

- a. County of Monterey Standard Agreement with One Transcription Services