



Contract Number
16-632 A1

SAP Number
4400006044

District Attorney

Department Contract Representative	Claudia Walker
Telephone Number	(909) 382-7689
Contractor	Laguna Vault, LLC dba Docu-Trust
Contractor Representative	Sherri Ryan
Telephone Number	(909) 888-7220
Contract Term	9/1/2016-8/31/2021
Original Contract Amount	\$234,000
Amendment Amount	\$156,000
Total Contract Amount	\$390,000
Cost Center	45000001000

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 1 CONTRACT NO. 16-632

The following are amendments to Contract No. 16-632 between Laguna Vault, LLC dba Docu-Trust (hereinafter "Contractor") and the County of San Bernardino through the District Attorney's Office (hereinafter "County") for document storage services.

1. Amend Section IV, Term of the Contract to read as follows:

This Contract is effective September 1, 2016 and expires August 31, 2021, but may be terminated earlier in accordance with the provisions of this Contract.

The County may terminate this Contract, for any reason, with a thirty (30) day written notice of termination. Such termination may include all or part of the services described herein. Upon such termination, payment will be made to the Contractor for services rendered and expenses reasonably incurred prior to the effective date of termination. Upon receipt of termination notice, Contractor and the County will work together to transition the stored records to another vendor over a time period that is mutually agreed upon by the Contractor and the District Attorney, but no less than ninety (90) days.

Upon termination of the Contract, Contractor agrees to cooperate with the withdrawal of the stored records, up to 1,200 boxes per day upon request of the District Attorney or the District Attorney's designee. Contractor shall also deliver promptly to District Attorney and transfer title (if applicable and

necessary) to all completed work, and work in progress, including drafts, documents, plans, forms, data, products, graphics, computer programs and reports.

If Contractor is not satisfactorily performing the duties under this Contract, the Contractor shall be afforded a right to cure as outlined in Section IX. Correction of Performance Deficiencies. Should the Contractor fail to cure, the District Attorney may terminate the agreement as outlined in this Section and no retrieval, handling, permanent removal fees, or any other fees shall apply per Section IX.

2. Replace VI, Fiscal Provisions Section B with the following:

Fees shall be assessed by Contractor pursuant to the Price Sheet, attached hereto as Attachment A for the term of the contract. There will not be any fees added or increased during the Contract term. The maximum amount of payment under this amended Contract shall not exceed \$390,000. The consideration to be paid to Contractor, as provided herein, shall be full payment for all of Contractor's services and expenses incurred in the performance required under the Contract.

3. All other terms and conditions of the Contract shall remain unchanged.

IN WITNESS WHEREOF, the County of San Bernardino and the Contractor have each caused this Contract to be subscribed by its respective duly authorized officers, on its behalf.

BOARD OF SUPERVISORS

► 
Curt Hagman, Chairman, Board of Supervisors

Dated: 8-20-19
SIGNED AND CERTIFIED THAT A COPY OF THIS
DOCUMENT HAS BEEN DELIVERED TO THE
CHAIRMAN OF THE BOARD

Lynna Monnell
Clerk of the Board of Supervisors
of the County of San Bernardino

By 
Deputy

Laguna Vault, LLC dba Docu-Trust
(Print or type name of corporation, company, contractor, etc.)

By 
(Authorized signature - sign in blue ink)

Name Sherri Ryan
(Print or type name of person signing contract)

Title Office Manager
(Print or Type)

Dated: 8/31/2019

Address 145 East Mill Street
San Bernardino, CA 92408

Approved as to Legal Form
► 
Katherine Hardy, Deputy County Counsel
Date 8/8/19

Reviewed for Contract Compliance
► _____
Date _____

Reviewed/Approved by Department
► 
Jason Anderson, District Attorney
Date 8/9/19