

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

June 22, 2021

FROM

VICTOR TORDESILLAS, Interim Director, Department of Risk Management

SUBJECT

Amendment to Contract with Imber Court Reporters, Inc. to Provide Certified Court Reporting and Videography Services

RECOMMENDATION(S)

Approve **Amendment No. 1 to Contract No. 19-767** with Imber Court Reporters, Inc., to change their name to Chronicle Bldco, Inc., doing business as Deposition Solutions, LLC / Imber Court Reporters / Lexitas, update their tax identification number to 84-3308168, and continue providing certified court reporting and videography services, with no change to the terms of the contract or contracted fee schedule.

(Presenter: Victor Tordesillas, Interim Director, 386-8621)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The recommended amendment is for the change of contractor's name and federal tax identification number and has no financial impact.

BACKGROUND INFORMATION

The County of San Bernardino's workers' compensation and liability programs have been self-insured and self-administered since 1972. Since then, the Department of Risk Management (Department) has utilized various cost containment programs, including certified court reporting and videography services. Court Reporters are required by law to record all legal proceedings, as such, the Department contracts with specific providers to assist with the legal defense of claims for the County and Special Districts. Contracts for certified court reporting and videography services are necessary as the Department does not have the staff or the equipment necessary to provide these specialized services. Outsourcing is the most economical method to obtain and expedite these specialized services, as providers use state of the art technology, and costs are more accurately forecasted through use of a standard fixed rate schedule.

Amendment No. 1 to Contract No. 19-767 will enable Chronicle Bldco, Inc., dba Deposition Solutions, LLC / Imber Court Reporters / Lexitas (Chronicle Bldco) to provide uninterrupted certified court reporting and videography services for liability and workers' compensation claims with no change to the original contracted fee schedule. Under the new name and tax

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identification number, Chronicle Bldco will assume and perform all responsibilities, duties, and obligations of its predecessor under Contract 19-767.

PROCUREMENT

On November 19, 2019 (Item No. 33), as a result of a competitive procurement process, ePro Bid No. RMG119-RMADM-3346, the Board of Supervisors approved Agreement No. 19-767 with Imber Court Reporters, Inc. and five other vendors to provide certified court reporting and videography services, with an estimated aggregate cost of \$1.52 million for a five-year period of November 20, 2019 through November 19, 2024.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5397) on May 27, 2021; Purchasing Department (Bruce Cole, Supervising Buyer, 387-2148) on May 26, 2021; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on May 27, 2021; Human Resources (Diane Rundles, Human Resources Director, 387-5572) on May 28, 2021; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-4376) on May 27, 2021.

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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Dawn Rowe
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 22, 2021



cc: Risk - Tordesillas w/agree
Contractor - C/O Risk w/agree
File - w/agree
CCM 06/30/2021