

CITY OF LOS ANGELES  
CALIFORNIA

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When making inquiries relative to  
this matter, please refer to the  
Council File No.

September 12, 2013

To All Interested Parties:

The City Council adopted the action(s), as attached, under Council  
File No. 13-0923, at its meeting held September 10, 2013.

City Clerk  
OS

PUBLIC SAFETY COMMITTEE REPORT relative to four professional service agreements for court reporter services for the Los Angeles Police Department (LAPD).

Recommendation for Council action:

APPROVE and AUTHORIZE the Chief, LAPD, to execute professional services agreements with Lynden J. and Associates, Inc., Jonnell Agnew & Associates, Personal Court Reporters, Inc., and Ben Hyatt Certified Deposition Reporters for the three-year term beginning upon execution with options for two one-year extensions to provide court reporter services for total contract compensation not to exceed \$2,565,000, subject to the availability of budgeted funds in future fiscal years, and subject to the approval of the City Attorney as to form and legality.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that this action requires no additional General Fund appropriation. The total amount authorized for this purpose is \$855,000 per year, which is budgeted within the Adopted Police Department Budget – Contractual Services Account No. 3040. Approval of the above recommendation is in compliance with City financial policies as budgeted funds are available to support the proposed contract expenditures.

Community Impact Statement: None submitted.

SUMMARY

In a report to the Mayor dated July 17, 2013 (attached to the Council file), the CAO states that the LAPD requests authority to execute contracts with the firms identified above. Contractors will provide court reporter services to the LAPD Professional Standards Bureau, Internal Affairs Group; Professional Standards Bureau, Force Investigation Division; Detective Bureau; Employee Relations Group; Legal Affairs Division; and, the Board of Police Commissioners. Services includes providing qualified court reporters, transcribing services and foreign language interpretation, and translating (predominantly Spanish) as requested. When court reporter services are needed, a contractor will be chosen based on the area of specialization (e.g. translation services) and rate for services. On April 23, 2013, the Board of Police Commissioners approved the LAPD's request. The CAO concurs with this action.

At its meeting held August 23, 2013, the Public Safety Committee recommended that Council authorize the LAPD to execute the proposed contracts, as recommended by the Board of Police Commissioners and the CAO.

Respectfully Submitted,



**ADOPTED**

SEP 10 2013

**LOS ANGELES CITY COUNCIL**

<u>Member</u>	<u>Vote</u>
ENGLANDER:	YES
BUSCAINO:	YES
BONIN:	ABSENT
O'FARRELL:	ABSENT

MARTINEZ: YES

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**

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