

**RESOLUTION NO. 2023-197**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE  
DISPENSING WITH THE FORMAL REQUEST FOR PROPOSAL PROCESS  
PURSUANT TO ELK GROVE MUNICIPAL CODE SECTION 3.42.140(B)(3) AND  
AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST AMENDMENT TO  
THE CONTRACT WITH VIQ SOLUTIONS, INC. FOR TRANSCRIPTIONS SERVICES  
MODIFYING PRICING AND INCREASING COMPENSATION BY \$30,000 FOR A  
TOTAL CONTRACT AMOUNT NOT TO EXCEED \$205,000 THROUGH  
SEPTEMBER 1, 2026**

**WHEREAS**, the Elk Grove Police Department has used transcription services for its police reports since its inception in 2006 for efficiency purposes; and

**WHEREAS**, transcription services allow officers to spend more time in the field and less time at a computer; and

**WHEREAS**, in 2018, staff publicly announced a Request for Proposals seeking service providers of transcription services and determined Net Transcripts, Inc. was able to provide the services at competitive pricing; and

**WHEREAS**, VIQ Solutions, Inc. acquired Net Transcripts in 2019 and has provided EGPD with exceptional, dependable transcription services since then; and

**WHEREAS**, the current agreement with VIQ Solutions, Inc. expires August 31, 2023 and allows for an extension of the term, at the City's sole discretion; and

**WHEREAS**, for the reasons presented, it is not in the best interest of the City to conduct a formal request for proposal process for these services.

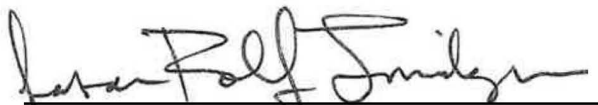
**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Elk Grove hereby dispenses with the formal request for proposal process pursuant to EGMC Section 3.42.140(B)(3) and authorizes the City Manager to execute the first amendment to the contract with VIQ Solutions, Inc for transcription services, modifying pricing and increasing compensation by \$30,000 for a total contract amount not to exceed \$205,000 through September 1, 2026.

**PASSED AND ADOPTED** by the City Council of the City of Elk Grove this 23<sup>rd</sup> day of August 2023




BOBBIE SINGH-ALLEN, MAYOR of the  
CITY OF ELK GROVE

ATTEST:



JASON LINDGREN, CITY CLERK

APPROVED AS TO FORM:



JONATHAN P. HOBBS,  
CITY ATTORNEY

**CERTIFICATION**  
**ELK GROVE CITY COUNCIL RESOLUTION NO. 2023-197**

STATE OF CALIFORNIA            )  
COUNTY OF SACRAMENTO    )        ss  
CITY OF ELK GROVE            )

*I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on August 23, 2023 by the following vote:*

**AYES:**            **COUNCILMEMBERS:**    *Singh-Allen, Spease, Brewer, Robles, Suen*

**NOES:**           **COUNCILMEMBERS:**    *None*

**ABSTAIN:**       **COUNCILMEMBERS:**    *None*

**ABSENT:**        **COUNCILMEMBERS:**    *None*

  
\_\_\_\_\_  
**Jason Lindgren, City Clerk**  
**City of Elk Grove, California**