COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

MARIA M. OMS
CHIEF DEPUTY

ASST. AUDITOR-CONTROLLERS

ROBERT A. DAVIS
JOHN NAIMO
JUDI E. THOMAS

June 25, 2010

TO: Supervisor Gloria Molina, Chair
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: Wendy L. Watanabe
Auditor-Controller

SUBJECT: **PROPOSITION A CONTRACT – PROBATION DEPARTMENT TRANSCRIBING SERVICES (Board Agenda 6/29/2010, Item 62)**

Item 62 on your Board's Agenda for Tuesday, June 29, 2010, is a request from Probation Department (Probation) to approve a Proposition A contract for transcribing services with Patricia Fenton Medical Transcription (Contractor). This contract was initially on the Board Agenda for June 1, 2010, when it was referred back at the request of Probation.

We have reviewed and approved Probation's Proposition A cost analysis, which indicates that the contract is cost effective. It should be noted that, because the actual number of lines transcribed may be higher or lower than estimated, the actual savings from the contract may fluctuate accordingly.

When this contract was initially on the Agenda, we noted that the Contractor planned to use subcontractors to provide services to Probation. However, the Contractor recently informed Probation and my office that they will not use any subcontractors. Instead, they will use full-time employees. We have verified that the Contractor's proposed hourly wages to its employees meet County Living Wage Ordinance requirements. The contract also includes Cost of Living Adjustment provisions that are consistent with Board policy.

Please call me if you have any questions, or your staff may contact Jim Schneiderman at (213) 253-0101.

WLW:MMO:JLS:TK

c: William T Fujioka, Chief Executive Officer
Donald H. Blevins, Chief Probation Officer
Sachi A. Hamai, Executive Officer
Public Information Office
Audit Committee