

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

CONTRACT AMENDMENT COVERPAGE

TO: Neal R. Gross and Company, Inc.
1716 14th Street – NW, Suite 200
Washington, DC 20009

ORIGINAL DATE
ISSUED: August 2, 2021
CONTRACT NO: 22-CCT-ITB-174
CONTRACT TITLE: Court Reporter Services

THIS IS A NOTICE OF AMENDMENT OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

The contract documents consist of the terms and conditions of AGREEMENT No. 22-CCT-ITB-174 including any attachments or amendments thereto.

EFFECTIVE DATE: AUGUST 1, 2022

EXPIRES: JULY 31, 2023

RENEWALS: THREE (3) ADDITIONAL TWELVE (12) MONTH RENEWALS THROUGH JULY 31, 2026.

COMMODITY CODE(S):

LIVING WAGE: N

ATTACHMENTS:

AMENDMENT NO.1

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: Neal R. Gross

VENDOR TEL. NO.: (202) 234-4433

EMAIL ADDRESS: nrgross@nealgross.com

COUNTY CONTACT: Lisa Wilson

COUNTY TEL. NO.:(703) 228-4033

COUNTY CONTACT EMAIL: lwilson@arlingtonva.us

PURCHASING DIVISION AUTHORIZATION

VANESSA MOOREHEAD TITLE: PROCUREMENT OFFICER DATE: 6/10/2022

ARLINGTON COUNTY, VIRGINIA

**AGREEMENT NO. 22-CCT-ITB-174
AMENDMENT NUMBER 1**

This Amendment Number 1 is made on the date of execution by the County and amends Agreement Number 22-CCT-ITB-174 (“Main Agreement”) dated August 2, 2021, between Neal R. Gross and Company, Inc. (“Contractor”) and the County Board of Arlington County, Virginia (“County”).

The County and the Contractor agree to amend the main contract called for under the Main Agreement as follows:

- 1. RENEW CONTRACT TERM THROUGH JULY 31, 2023.**
- 2. REVISE ATTACHMENT A CONTRACT PRICING 8.3% IN ACCORDANCE WITH U.S. DEPARTMENT OF LABOR CONSUMER PRICE INDEX, ALL ITEMS, UNADJUSTED, URBAN AREAS.**
- 3. INCORPORATION OF COVID-19 POLICY FOR CONTRACTORS: Clause Number 59 is hereby added:**

59. COVID-19 VACCINATION POLICY FOR CONTRACTORS

Due to the COVID-19 pandemic, the County has taken various steps to protect the welfare, health, safety, and comfort of the workforce and public at large. As part of these steps, the County has implemented various requirements with respect to health and safety including policies with respect to social distancing, the use of face-coverings and vaccine mandates. All County Contractors, entering County owned, controlled, or leased facilities or facilities operated by a contractor if the services provided at that location are exclusive to Arlington County Government or contractors with public facing responsibilities must adopt these policies for implementation with their employees and subcontractors working on County contracts.

Contractors are required to obtain and maintain the COVID-19 vaccine status of employees or subcontractors, require any unvaccinated or not fully vaccinated employees to follow a weekly testing protocol established by the Contractor to submit to weekly testing, and provide any accommodations as required by law. Contractor should submit the certification of compliance to the Purchasing Agent at the time of contract execution and within five working days of the end of each quarter (see Exhibit A). In addition, all Contractor and subcontractor employees subject to the requirements of this section must also comply with the County COVID-19 masking and social distancing protocols, as signed at each County location.

It is recognized that the COVID-19 pandemic is an ongoing health crisis. As such, requirements with respect to health and safety, including vaccines and face-coverings may change over time. Contractors are expected to adhere to the County requirements as they evolve in response to the crisis.

For questions, the Contractor may email contractorvaccineinfo@arlingtonva.us.

All other terms and conditions of the Main Agreement remain in effect.

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

NEAL R. GROSS AND COMPANY, INC.

AUTHORIZED: VANESSA MOOREHEAD

AUTHORIZED: NEAL R. GROSS

SIGNATURE: *Vanessa Moorehead*

SIGNATURE: *Neal R. Gross*

NAME: VANESSA MOOREHEAD

NAME: NEAL R. GROSS

TITLE: PROCUREMENT OFFICER

TITLE: CHAIRMAN/CEO

DATE: 6/10/2022

DATE: 6/10/2022

Neal R. Gross & Co., Inc

Court Reporters and Transcribers

1716 14th Street, NW, Ste. 200

Washington, D.C. 20009-4309

Phone: (202) 234-4433

Fax: (202) 387-7330

BUSINESS CONFIDENTIAL

May 26, 2022

Vanessa Moorehead
Office of the Purchasing Agent
2100 Clarendon Boulevard, Suite 500
Arlington, Virginia 22201

RE: Agreement 22-CCT-ITB-174 – Price Adjustment

Dear Ms. Moorehead,

Pursuant to Item 6. CONTRACT PRICING WITH OPTIONAL PRICE ADJUSTMENTS of the above-referenced Agreement we would like a price adjustment to the current rate schedule. Based on the US DOL CPI-U from April 2021 to April 2022 (most recent reported month) the rate of inflation was 8.3%. Based on this rate here are the new proposed rates:

Description	Unit of Measure	Current Unit Cost	Adjusted Unit Cost	
Reporting Services				
1/2 Day (9:15 AM to 1:15 PM)	Half Day	\$365.00	\$395.30	
Full Day (9:15 AM to 5:15 PM)	Full Day	\$395.00	\$427.79	
Overtime Rate Before 9:15 AM and After 5:15 PM	Hourly Rate	\$15.00	\$16.25	
Transcription Services				
	Turnaround			
Court Reporting Rate Per Page	7 Day Delivery	Per Page	\$5.75	\$6.23
Court Reporting Rate Per Page	3 Day Delivery	Per Page	\$5.85	\$6.34
Court Reporting Rate Per Page	24 Hour Delivery	Per Page	\$5.95	\$6.44
Additional Copies				
	Turnaround			
Cost per page for hard copies	7 Day Delivery	Per Page	\$2.35	\$2.55
Cost per page for hard copies	3 Day Delivery	Per Page	\$2.40	\$2.60
Cost per page for hard copies	24 Hour Delivery	Per Page	\$2.45	\$2.65

If you have any questions or need any additional information please do not hesitate to contact us.
Thank you for your assistance.

Best regards, Rick Russell, COO



EXHIBIT A

CONTRACTOR COVID-19 VACCINATION QUARTERLY COMPLIANCE CERTIFICATION

By Email: Please complete the report below and return it to: contractorvaccineinfo@arlingtonva.us.

- I hereby certify that all **Neal R Gross and Company, Inc.** (Contractor Name) employees and subcontractors working on **Contract No. 22-CCT-ITB-174** are fully vaccinated against COVID-19, or being tested on a weekly basis, or are exempt pursuant to a valid reasonable accommodation under state or federal law.

Please do not include any of your employees' medical documentation, including vaccination records or test results.

Date: 6/10/2022

DocuSigned by:
Signature: Neal R. Gross
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Printed Name and Title: Neal R. Gross, Chairman/CEO

Company Name: Neal R. Gross and Company, Inc.