

Financial Services
Richard H. Hinds, Chief Financial Officer

**SUBJECT: REQUEST AUTHORIZATION TO ENTER INTO
 CONTRACTUAL SERVICES AGREEMENTS, PURSUANT TO
 REQUEST FOR PROPOSALS NO. 003-PP10 – COURT-
 REPORTING SERVICES**

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

**LINK TO STRATEGIC
FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY**

Request For Proposals No. 003-PP10 – COURT-REPORTING SERVICES is to obtain court-reporting services, on an as-needed basis, for the Office of the School Board Attorney. This is a term proposal. Four (4) proposals were received in response to this advertised solicitation.

The term of the proposal shall be for three (3) years from the date of award and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the awardees, be extended for two (2) additional one (1) year periods and, if needed, ninety (90) days beyond the expiration date of the current contract period.

Proposals submitted pursuant to this Request For Proposals establish a list of pre-approved agencies, up to the maximum rates specified in the fee structure therein. The District is not obligated to enter into contracts for court-reporting services with these agencies, or base its selection on a rotational basis, and will contract with agencies on an as-needed basis, as determined at the sole discretion of the Board Attorney.

The Evaluation Committee, consisting of Board Attorneys, Procurement Management, Risk and Benefits Management, Office of Economic Opportunity, and other appropriate District staff, met on November 14, 2013, to evaluate proposals. After considerable deliberation, the Committee selected the following agencies to provide court-reporting services, based on qualifications, experience and the ability to best meet the needs of the District. The Committee's recommendations for award are as follows: Absolute Video, Inc.; Atkinson-Baker, Inc.; Cheryl Corlazzoli Reporting; and Digital Depo Services, Inc.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AUTHORIZE** the Office of the School Board Attorney, to enter into contractual services agreements with the following agencies, pursuant to Request For Proposals No. 003-PP10 – COURT - REPORTING SERVICES, to provide court-reporting services, on an as-needed basis, up to the maximum rates quoted in the fee structure of the Request For Proposals, effective December 11, 2013, through December 10, 2016, including extensions thereto, as follows:

1. ABSOLUTE VIDEO, INC. (CORPORATION)
168 S.E. 4 AVENUE ROAD
MIAMI, FL 33131
LUIS GOMEZ, PRESIDENT
2. ATKINSON-BAKER, INC.
500 NORTH BRAND BOULEVARD, THIRD FLOOR
GLENDALE, CA 91203
KAREN RICHCREEK, C.O.O.
3. CHERYL CORLAZZOLI
13300 S.W. 83 COURT
PINECREST, FL 33156
CHERYL CORLAZZOLI, OWNER
4. DIGITAL DEPO SERVICES, INC.
900 S.E. 3 AVENUE, SUITE 202
FORT LAUDERDALE, FL 33316
DANA WELCH, VICE PRESIDENT

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RHH/mh