

**REQUEST FOR QUOTES**  
**COURT REPORTING SERVICES**  
**CIRCUIT 16 – Monroe County**  
**DEPARTMENT OF LEGAL AFFAIRS**

The Florida Office of the Attorney General (OAG) is requesting price quotes for court reporting services in Florida, Judicial Court Circuit XX.

Please provide a price quote for each item on the attached Price Sheet. Prices will be valid through 6/30/20XX.

If there is no charge for a service, enter "0" on each blank line.

Please note that the Department of Legal Affairs will not pay travel expenses for court reporting services.

The state reserves the right to use these services at prices quoted or not to use them and contract with another reporter.

The Price Sheets must be signed by an authorized representative of your firm, otherwise your quote will not be accepted.

Court Reporters, performing under this quote, are required to provide the following criteria for each court reporter. This information must be submitted with the quote.


1. Documentation that demonstrates that he/she is a notary public;
2. A resume verifying no less than four (4) consecutive years of prior court reporting experience;
3. Documentation of completion of a formal court reporter program and a qualifying exam;
4. Documentation demonstrating that at least one of the Respondent's court reporters has at least one year of real-time reporting experience, and is a Certified Real-Time Reporter.

  
\_\_\_\_\_  
Signature of Authorized Representative

7/14/17  
\_\_\_\_\_  
Date

Chief Operating Officer  
\_\_\_\_\_  
Title of Authorized Representative

305-579-1331  
\_\_\_\_\_  
Telephone # of Authorized Representative

COMPANY NAME FROM W9 FORM: Court Scribes, Inc.  
CONTRACTOR'S CONTACT: Jory Cass  
ADDRESS FROM W9 FORM: 1626 Pierce St., Suite 414  
CITY/STATE/ZIP: San Francisco, CA 94115  
TELEPHONE NUMBER: 305-579-1331  
EMAIL ADDRESS: jcass@courtscribes.com  
FEIN OR SSN NUMBER: 

**PRICE SHEET  
COURT REPORTING SERVICES  
CIRCUIT XX  
DEPARTMENT OF LEGAL AFFAIRS**

<b>DEPOSITIONS</b>	<b>TRADITIONAL UNIT PRICE</b>	<b>REAL-TIME UNIT PRICE</b>
<b>Appearance Fee</b>		
First hour: Any portion.	\$125	\$
Each hour after first hour: Any portion, or after any four (4) hour period.	\$70/addtl hrs. / \$335 for 4 hrs.	\$
<b>COURT HEARINGS/TRIALS/DOAH HEARINGS</b>	\$	\$
<b>Appearance Fee</b>		
First hour: Any portion.	\$130/hr	
Each hour after first hour: Any portion, or after any four (4) hour period.	\$75/addtl hr.	\$
Half (1/2) day: Any four (4) hour period.	\$355	\$
Full day: Any eight (8) hour period.	\$710	\$
Overtime: After 5:30 PM.	\$130/hr	\$
<b>One or more court hearings that are scheduled back to back will be billed at \$ <u>130</u> for the first hour of appearance and \$ <u>30</u> per additional 1/4 hour.</b>		
<b>BOARD AND PUBLIC MEETINGS</b>		
<b>Appearance Fee</b>		
First hour: Any portion.	\$190	\$
Each hour after first hour: Any portion, or after any four (4) hour period.	\$95	\$
Half (1/2) day: Any four (4) hour period.	\$475	\$
Full day: Any eight (8) hour period.	\$750	\$
Overtime: After 5:30 P.M.	\$200/hr	\$

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<b>TRANSCRIPTS</b>	<b>Depo Unit Price</b>	<b>Court Room Unit Price</b>	<b>Board Meeting Unit Price</b>
<b>All pricing includes the original and one copy.</b>			
24-hour delivery (State holidays and weekends included)	\$11.25/pg	\$11.50/pg	\$11.50/pg
72-hour delivery (State holidays and weekends included)	\$8.20/pg	\$8.50/pg	\$10.10/pg
4 to 5 working day delivery (State holidays and weekends included)	\$7.80/pg	\$8.20/pg	\$9.10/pg
10 working day delivery (State holidays and weekends included)	\$6.00/pg	\$6.25/pg	\$8.10/pg
Additional copies (paper)	\$6.75/pg	\$7.00/pg	\$10.25/pg
Additional copies (electronic: email)	\$4.40/pg	\$4.50/pg	\$5.50/pg
Additional copies (electronic: email) CD, Flash Drive, or other as requested.)	\$20/CD	\$20/CD	\$20/CD

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<b>OPTIONAL SERVICES</b>		
Exhibits (black and white)	\$.60	Per Page
Exhibits (color)	\$1.20	Per Page
Exhibits on Disc	\$20	Per Disc
Telephone Reporting	\$6.00	Per Page
Telephone Reporting	\$120	Per Hour
Key Word Indexing	\$0	Per Word
Transcription from Tapes	\$	Per Hour
Transcription from Tapes	\$6.00	Per Page
Digital Transcription	\$	Per Hour
Digital Transcription	\$6.00	Per Page
Video Services	\$280	1st Hour
Video Services	\$160	Each Additional Hour
Video Services	+\$250	Overtime/Holidays/Weekends/1st Hour
Video Services	+\$160	Overtime/Holidays/Weekends/After 1st Hour
Video Services - Court Playback with Tech & Equipment	\$280	Per Hour
Video Services - Court Playback with Tech & Equipment	\$160	Each Additional Hour
Video Services (MPEG/MPEG2)	\$90	Per Hour
Video Services - Video Synchronized to Transcripts	\$175	Per Hour
Video Services - Video Clips for Trial Presentation	\$175	Per Hour
Video Conferencing	\$160	Per Hour
Video Conferencing	\$260	Setup Fee
Mobile Video Conferencing	\$160	Per Hour
Mobile Video Conferencing	\$260	Setup Fee
Video Conferencing (Bridge Service)	\$100	Per Hour
Video Conferencing (Bridge Service)	\$150	Setup Fee