



SOLICITATION ADDENDUM

Date: **February 9, 2023**
Subject: **Stenographic Court Reporting & Transcription Services for OAG**
Solicitation Number: **6100057430**
Due Date/Time: **February 27, 2023 at 4:00 PM ET**
Addendum Number: **1**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

List any and all changes:

Supplier Questions with Commonwealth Responses:

Question 1 Are the court reporters required to go onsite? Or is virtual acceptable?

Answer 1 On-site is required.

Question 2 What is the current range of rates for a standard turnaround (10 days)?

Answer 2 The Office of Attorney General does not specify a range. All information on current contracts can be found at eMarketplace <http://www.emarketplace.state.pa.us/BidContracts.aspx>.

Question 3 Are the majority of the requests standard turnaround (10 days)? If not, which turnaround is considered the majority?

Answer 3 The majority is 10 days.

Question 4 What is the volume of transcription for this solicitation?

Answer 4 Grand juries meet five (5) days each month, however the hours and related dollar amounts can never be categorically fixed. While a set arrival time is required each day that the grand jury is in session, the length of the work day may be shorter or longer depending upon the length of the witness testimony and other variables. The Office of Attorney General has three (3), sometimes four (4) grand juries in operation across the state at any given time. The amount/cost of transcription varies across all of them due to the variables noted above.

Question 5 Will the contract be used only for the Office of Attorney General or can other agencies utilize it as well?

Answer 5 This contract is specific to Office of the Attorney General, and as such no other agencies are able to utilize it.

Type of Solicitation: Electronic Bid (SRM) - Review the Questions section of your solicitation response to ensure you have responded, as required, to any questions relevant to solicitation addenda issued subsequent to the initial advertisement of the solicitation opportunity.



Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

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