



SOLICITATION ADDENDUM

Date: **February 23, 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: **3**

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 Question with Commonwealth Responses:

Question 1 Who needs to submit the Release of Information form? The owner, the reporters, key personnel...?

Answer 1 The Statement of Work, Section IV-3. Eligibility Requirements, Minimum Eligibility for Court Reporters, item 2 states, “Prior to bid award, the OAG will perform a complete Background Investigation on the awarded bidder(s) and their employees who will complete the work. The background investigations/records check must be deemed satisfactory for the awarded bidder and their employees to begin performing any contract work. To conduct the background investigations, awarded bidder and their employees will be required to complete, sign, and return **Attachment E – Authority for Release of Information and Records for Temporary Contractual Appointment with the Pennsylvania Office of Attorney General Form. Note: the OAG will conduct a maximum of four (4) Background Investigations per Supplier.** Cost for additional background investigations, if necessary, will be the responsibility of the awarded supplier.”

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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BOP-1305

Revised 02/03/2020