

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

AMENDMENT FOR CHANGE
AMENDMENT NO. 2

TO: ALL STATE AGENCIES

FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: CONTRACT FOR QUALIFIED, PROFESSIONAL STENOGRAPH REPORTING AND TRANSCRIPTION SERVICES FOR DISTRICTS 1-12 AND DIGITAL/ELECTRONIC REPORTING FOR DISTRICTS 1-12.

Attached are pages 1 and 42 to this contract. Remove these pages from the existing contract and replace with the attached pages on the effective and/or revision date.

This amendment is issued to correct the reference bid number, RS902512, on page one of the revised contract.

All other prices, terms and conditions remain unchanged.

Questions regarding this Amendment and/or the Requirements Contract may be directed to:

Patrick Means, CPPB
patrick.means@das.state.oh.us

This Amendment, the main Requirements Contract and any additional amendments thereto are available from the DAS Web site at the following address:

<http://www.ohio.gov/procure>

Affected Contractor(s):

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: Qualified, Professional Stenograph Reporting and Transcription Services for Districts 1-12 and Digital/Electronic Reporting for Districts 1-12.

CONTRACT No.: RS901812

EFFECTIVE DATES: 05/01/2012 to 12/31/2014

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. RS901812 that opened on 12/30/11 and, *Bid RS902512 that opened May 5, 2012. The evaluation of the bid response(s) has been completed. The bidder(s) listed herein have been determined to be the lowest responsive and responsible bidder(s) and have been awarded a contract for the items(s) listed. The respective bid response, including the [Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions](#), special contract terms & conditions, any bid addenda, , specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Requirements Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to all state agencies, State institutions of higher education and properly registered members of the Cooperative Purchasing Program of the Department of Administrative Services, as applicable.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as advertised in the Invitation to Bid.

SPECIAL NOTE: State agencies may make purchases under this Requirements Contract up to \$2500.00 using the state of Ohio payment card. Any purchase that exceeds \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

Questions regarding this and/or the Requirements Contract may be directed to:

Patrick Means, CPPB
patrick.means@das.state.oh.us

This Requirements Contract and any Amendments thereto are available from the DAS Web site at the following address:

<http://www.ohio.gov/procure>

*To correct the referenced bid number, RS902512, on page one of the revised contract.

Signed: _____
Robert Blair, Director Date

SUMMARY OF AMENDMENTS

| Amendment Number | Revision Date | Description |
|------------------|---------------|--|
| 2 | 08/17/12 | To correct the referenced bid number, RS902512, on page one of the revised contract. |
| 1 | 06/08/12 | To add Digital/Electronic Reporting to the Contract Title and indicate the add-on bid number; to add Districts 7-9, Stenographic Reporting and Section 2, Digital and Electronic Reporting. Update the index page to reflect the additions to the contract. Pages 2, 24-33, 36 and 42. |