



CITY OF FORT LAUDERDALE
City Commission Agenda Memo

12-2348

TO: Honorable Mayor & Members
Fort Lauderdale City Commission

FROM: Lee Feldman, City Manager

DATE: November 20, 2012

TITLE: Motion to approve a one-year contract for law enforcement transcription services - Contract F-4318-12RD - \$101,750

Recommendation

Motion to approve a one-year contract for the purchase of law enforcement transcription services utilizing the City of Hollywood Contract F-4318-12RD from Globespan Medical, Inc. (d/b/a Globespan Transcription) in the estimated amount of \$101,750, and authorize the City Manager or designee to approve the renewal options. The initial term of the contract shall begin on the date of award and expire on November 3, 2013.

Background

The Police Department downsized and reassigned clerk/typist positions making it necessary to outsource transcription services. These transcription services are utilized when taking witness, victim, or suspect statements and are mandatory when filing cases with the Broward County State Attorney's office.

Resource Impact

There is a fiscal impact to the City in the amount of \$101,750.

FUNDS AVAILABILTY LOCATION:

FISCAL		SUB		SUB OBJECT		SUBJECT		AMOUNT
YEAR	FUND	FUND	FUND NAME	INDEX #	INDEX NAME	#	NAME	
2013	001	01	General Fund	POL040301	Criminal Investigation	3210	Clerical Services	\$101,750
TOTAL								\$101,750

Prepared By: Michael F. Walker, Manager of Procurement and Contracts
Carrie Keohane, Administrative Assistant I

Department Director: Chief Frank Adderley, Police