



SEVENTEENTH JUDICIAL CIRCUIT OF FLORIDA

COURT REPORTING SERVICES

REQUEST FOR QUALIFICATIONS (“RFQ”) # 17-2021-01

WRITTEN RESPONSES TO QUESTIONS RECEIVED

QUESTION 1: How many providers are engaged currently?

ANSWER TO QUESTION 1: Two.

QUESTION 2: How are agencies currently making available copies of audio/video recordings to the public at large after review?

ANSWER TO QUESTION 2: This is a business decision made by each vendor.

QUESTION 3: The awarded contractor(s) should have available a minimum of two (2) court reporters per courtroom assignment, sufficient support staff, and management and principals. How many assignments are occurring on a typical day? Week? What is the annual volume of “sessions”?

ANSWER TO QUESTION 3: Two (2) assignments, one in the morning and one in the afternoon, per courtroom are typically given each day. Based on a total of seventeen (17) circuit criminal courtrooms, up to 170 sessions may be held each week, totaling a yearly volume of 8,840 sessions. These figures are estimations and do not take into account weekdays when the court is closed. True figures are also dependent on each division judge’s schedule.

QUESTION 4: What is the expected number of courtrooms for each new awarded vendor? How is that number determined?

ANSWER TO QUESTION 4: This is dependent on the need and is likely to fluctuate. Per Section 5.b. of the RFQU, the awarded contractor(s) is not guaranteed a minimum or maximum number of assignments or referrals.

QUESTION 5: Would the 17th Circuit consider a bid for remote digital court reporters only for proceedings that are still being handled remotely, either fully remote or hybrid remote?

ANSWER TO QUESTION 5: No. The physical appearance of a court reporter is required.

QUESTION 6: Would the 17th Circuit consider a bid for remote digital reporters on an as needed basis as substitutes when scheduled court reporters are unavailable?

ANSWER TO QUESTION 6: No. The physical appearance of a court reporter is required. The majority of court proceedings subject to the instant solicitation have resumed in person.

QUESTION 7: Who is doing the 17th Circuit's digital recording/audio transcription in proceedings that do not require a court reporter, but are only recorded?

ANSWER TO QUESTION 7: Court staff.

QUESTION 8: Are the per page rates for transcription from audio only (proceedings where there is only a recording and no court reporter) being paid the same as those on page 42 of the RFP [sic]? If not, what are those rates per page, per turnaround time?

ANSWER TO QUESTION 8: Currently, yes.

QUESTION 9: Many courts are dealing with a large backlog of transcription, or will as they catch up from COVID closures and delays. Would the 17th Circuit permit a bid for as-needed transcription from audio only – either for courtrooms where digital recording equipment is used or for overflow work from the court reporters?

ANSWER TO QUESTION 9: The Circuit will post a separate formal solicitation in the event transcription services are considered.

**THIS CONCLUDES THE CIRCUIT’S RESPONSES TO ALL QUESTIONS
RECEIVED**