



**Department of General Services
Procurement Division**

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Broadcast Date: July 3, 2012

Bulletin #: K-31-12

TO: Purchasing Authority Contacts (PACs)

**RE: Certified Shorthand Reporters, Transcription and Other Associated Services
Master Service Agreement**

The Department of General Services, Procurement Division is pleased to announce the availability of the new 2012 non-mandatory Master Service Agreement (MSA) for Certified Shorthand Reporters, Transcription and Other Associated Services. The MSA includes eight (8) contracting firms as follows:

Contract No.	Contractor Name
5-12-99-01	California Reporting LLC
5-12-99-02	Capitol Reporters
5-12-99-03	Diamond Court Reporters
5-12-99-04	Foothill Transcription Company
5-12-99-05	Huntington Court Reporters & Transcription, Inc.
5-12-99-06	Kennedy Court Reporters, Inc.
5-12-99-07	Northern California Court Reporters
5-12-99-08	Vine McKinnon & Hall

The user instructions for this MSA are available on the Department of General Services, Procurement Division website at:

<http://www.documents.dgs.ca.gov/pd/masters/CSR/CSRmain.pdf>

Important Note: The 2007 Certified Shorthand Reporter MSA Contracts (5-07-99-01 through 5-07-99-07, 5-07-99-09, and 5-07-99-10) are due to expire on September 14, 2012. Departments with current subscription agreements for these contracts are required to have all orders issued and all goods/services delivered on or before this date. All new subscription agreements shall be executed through the 2012 MSA contracts.

If you have any questions regarding this notification, please contact:

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