



Allies & Ross
Management and Development Corporation
200 Ross Street
Pittsburgh, PA 15219
412-456-5000

June 11, 2020
Stenographer Services
3 Quote Bid

ADDENDUM NO.2

Item 1: Q: In incidences where stenographer is not available, will digital reporters be acceptable for this quote request? Digital reporter records the audio of the meeting and subsequently transcribe it to a transcript.

A: Yes, but this method is not preferred.

Item 2: Q: What is the turnaround requirement for the transcript. Our standard turnaround is 10 business days.

A: 7-10 days.

Item 3: Q: Will the meeting be orderly, where only one speaker speaks at a time? Both stenographer and digital reporter is only able to accurately transcribe one speaker at a time. If multiple people are speaking simultaneously, the transcript will not be accurate.

A: Yes.

Item 4: The proposal due date, time, and location remain unchanged at June 19, 2020, at 10:00 AM, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

END OF ADDENDUM NO. 2

Kim Detrick
Kim Detrick (Jun 12, 2020 14:11 EDT)

Mr. Kim Detrick
Agent

Jun 12, 2020

Date