



STATE OF IOWA
MASTER AGREEMENT
Contract Declaration and Execution

MA 005

16341A

EFFECTIVE BEGIN DATE: 07-01-2017
EXPIRATION DATE: 06-30-2018
PAGE: 1 of 5

VENDOR:

PETERSEN COURT REPORTERS

VENDOR CONTACT:

Ann Moyna

PHONE: 515-243-6596

EMAIL:

ISSUER:

Julie Janssen

PHONE: (515) 281-5602

EMAIL: julie.janssen@iowa.gov

PO BOX 71484

CLIVE, IA 50325-0484

FOB: FOB Dest, Freight Prepaid

Contract For: Court Reporting Services for the Iowa Utilities Board

Contract Valid for: Polk, Story, and Dallas Counties in Iowa.

The parties agree to comply with the terms and conditions on the following attachments which are by this reference made a part of the Agreement.

Attachment 1: General Terms and Conditions for service/goods contracts are posted at: https://das.iowa.gov/sites/default/files/procurement/pdf/02022016%20terms_services_2016.pdf

Attachments are on file with the Department of Administrative Services - Central Procurement.

Attachment 2: Competitive Solicitation RFP1016005398

Attachment 3: Contractor's Response to Competitive Solicitation RFP1016005398 (except for any contractor objection or amendment to the Competitive Solicitation Document requirements that the State has not explicitly agreed to in writing)

Attachment 4: Contractor's Cost (final pricing documentation) Response to competitive solicitation document RFP1016005398.

Sales Contact Information

Theresa Kenkel

(515) 243-6596

PetersnCtR@aol.com

www.petersencourtreporters.com

Payment Terms (60 days per code)

Payment Discount is 5% if paid within 15 days.

RENEWAL OPTIONS

FROM 07-01-2018 TO 06-30-2019

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR	STATE OF IOWA
CONTRACTOR'S NAME (If other than an individual, state whether a corp, partnership, etc.) <i>Petersen Court Reporters, Inc</i>	AGENCY NAME DAS CENTRAL PROCUREMENT & FLEET ENTERPRISE
BY (Authorized Signature) Date Signed <i>Theresa Kenkel</i> 6/9/17	BY (Authorized Signature) Date Signed <i>Julie Janssen</i> 6/9/17
Printed Name and Title of Person Signing <i>Theresa Kenkel, President/owner</i>	Printed Name and Title of Person Signing Julie Janssen, Purchasing Agent III
Address <i>P.O. Box 71484 Clive, IA 50325</i>	Address Hoover Building, 3rd Floor 1305 E Walnut Street Des Moines, Iowa 50319



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LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
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1	0.00000	HOURL	96124	\$ 45.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Appearance Fee Hourly Rate for normal hrs transcript ordered

Appearance Fee
Hourly Rate for normal hours (8 a.m. - 4:30 p.m.), transcript ordered

2	0.00000	HOURL	96124	\$ 55.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Appearance Fee Hourly Rate normal hrs transcript not ordered

Appearance Fee
Hourly Rate for normal hours (8 a.m. - 4:30 p.m.), transcript not ordered

3	0.00000	HOURL	96124	\$ 65.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Appearance Fee Hourly rate for after-hours/weekends,

Appearance Fee
Hourly rate for after-hours/weekends, transcript ordered

4	0.00000	HOURL	96124	\$ 70.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Appearance Fee Hourly rate for after-hours/weekends,

Appearance Fee
Hourly rate for after-hours/weekends, transcript not ordered

5	0.00000	EA	96124	\$ 55.000000 \$ 0.000000
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Court Reporting Services
Minimum fee for an appearance



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Appearance Fee
Minimum fee for an appearance

6	0.00000	EA	96124	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Cancellation fee - if cancelled on less than 24-hour notice

Cancellation fee - if cancelled on less than 24-hour notice

7	0.00000	EA	96124	\$ 6.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Deposition Transcript Fees

Deposition Transcript Fees:
Rate per page for normal delivery of original and two copies with word index. (Within ten (10) business days of request of deposition transcript).

8	0.00000	EA	96124	\$ 6.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Deposition Transcript Fees

Deposition Transcript Fees:
Rate per page for normal delivery of original and two copies of expert witness if different from standard deposition. (Within ten (10) business days of request of deposition transcript).

9	0.00000	EA	96124	\$ 8.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Deposition Transcript Fees

Deposition Transcript Fees:
Rate per page for expedited delivery (within 72 hours, same-day or other frequencies).

10	0.00000	EA	96124	\$ 1.950000
				\$ 0.000000



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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Deposition Transcript Fees

Deposition Transcript Fees:
Rate per page for copies of transcript.

11	0.00000	EA	96124	\$ 3.900000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Fee for Court Reporting Services where PDF will be posted

Fee for Court Reporting Services where court reporter will provide a pdf and it will be posted to Agency Website for public view in accordance with Policy. Fee is per page.

12	0.00000	EA	96124	\$ 6.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Court Reporting Services
Delivery Fee

Delivery Fee

13	0.00000	EA	96124	\$ 25.000000
				\$ 0.000000

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Court Reporting Services
Disk

Fee for the creation of disk



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TERMS AND CONDITIONS

Services Effective 1 May 16

The parties agree to comply with the terms and conditions on the following web site which are by this reference made a part of the Agreement. General Terms and Conditions for service contracts are posted at: <https://das.iowa.gov/sites/default/files/procurement/pdf/050116%20terms%20services.pdf>