



# SpeakWrite, LLC Professional Services Agreement

City Council Meeting  
July 12, 2016

Ann Hargreaves  
Research and Program Coordinator, Police Department

# BACKGROUND

SpeakWrite, LLC provides transcription services to Santa Rosa Police Department under agreement F000690, dated February 24, 2014 in an amount not to exceed \$99,999.

# PROPOSED

The Police Department proposes to increase compensation to SpeakWrite, LLC by \$50,000, in a total amount not to exceed \$149,999.

# BENEFIT

Continue receiving transcription services from SpeakWrite, LLC.

# RECOMMENDATION

- Authorize the City Manager to increase compensation of the agreement with SpeakWrite by \$50,000 in a total amount not to exceed \$149,999.
- Authorize the Chief Financial Officer to pay all proper claims associated with the agreement from key 170101.
- Questions?