

**RESOLUTION NO. 2024-040**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA, AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE ATTACHED AGREEMENT BETWEEN THE CITY OF COCONUT CREEK AND OFFICEMOTIVE, INC. DBA CAPITAL TYPING TO PROVIDE LAW ENFORCEMENT TRANSCRIPTION SERVICES PURSUANT TO IFB NO. 01-24-24-11; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City's intent of this service contract is to establish an agreement with an experienced and qualified firm to provide law enforcement transcription services on an as-needed basis; and

**WHEREAS**, the current agreement with VIQ Solution, Inc., formerly known as Net Transcript, expired on January 31, 2024; and

**WHEREAS**, on January 7, 2024, the City issued two hundred thirty-five (235) electronic invitations through the eBid System and received six (6) responsive submittal(s); and

**WHEREAS**, the Procurement Division reviewed the bid responses for compliance, and no issues were found; and

**WHEREAS**, based upon the schedule of bid prices outlined in Exhibit "A" of the agreement, the vendor's bid response, and the results of the background and reference checks, Police Department staff recommends that Officemotive, Inc. dba Capital Typing be awarded this service; and

**WHEREAS**, the initial contract period shall be for three (3) years, beginning upon the date of full execution after City Commission approval; and

**WHEREAS**, the City reserves the right to extend the contract for two (2) additional one (1) year periods, providing both parties agree to the extension; all the terms,

conditions, and specifications remain the same; and such extension is approved by the City; and

**WHEREAS**, the City Commission finds and determines that it is in the best interest of the City to enter into an agreement with Officemotive, Inc. dba Capital Typing to provide law enforcement transcription services to the City pursuant to IFB No. 01-24-24-11.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF COCONUT CREEK, FLORIDA:**

**Section 1:** That the foregoing “WHEREAS” clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this resolution. All exhibits attached hereto are incorporated herein and made a specific part of this resolution.

**Section 2:** That the City Commission has reviewed and hereby approves the attached agreement between the City of Coconut Creek and Officemotive, Inc. dba Capital Typing, attached hereto and made a part hereof, to provide law enforcement transcription services pursuant to IFB No. 01-24-24-11.

**Section 3:** That the City Manager, or designee, is hereby authorized to execute the attached agreement between the City of Coconut Creek and Officemotive, Inc. dba Capital Typing to provide law enforcement transcription services pursuant to IFB No. 01-24-24-11.

**Section 4:** That if any clause, section, other part or application of this resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or in application, it shall not affect the validity of the remaining portion or applications of this resolution.

**Section 5:** That this resolution shall be in full force and effect immediately upon its adoption.

**Adopted this 14th day of March, 2024.**

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Joshua Rydell, Mayor

Attest:

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Joseph J. Kavanagh, City Clerk

Rydell Aye

Welch Aye

Railey Aye

Brodie Aye

Wasserman Aye

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DJ  
2/26/2024