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Governor



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Director

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STATE OF NEVADA  
DEPARTMENT OF ADMINISTRATION

*Purchasing Division*

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MEMORANDUM

June 29, 2020

To: All State Agencies, the Nevada System of Higher Education, the Court System, the Legislative Counsel Bureau, and all Political Subdivisions within the State of Nevada

From: Kevin D. Doty, Administrator

Subject: Transcription Services

The Purchasing Division is pleased to announce new contracts for Transcription Services. New contracts have been approved with Precise Transcripts LLC, Centela Capital Inc. (dba Dictate Express), and American Platform Services LLC (dba TheRecordXchange LLC). Vendor contact information can be obtained from the Purchasing Division website at <http://purchasing.nv.gov> by clicking first on the *Contract Information* link and then *Transcription Services*.

These new contracts become effective July 1, 2020, and will continue through June 30, 2024. State agencies needing this type of service must use these contracts. Use of these contracts by other governmental entities is not required but is encouraged.

If you have any questions, comments, or concerns regarding these contracts, please contact Annette Morfin at (775) 684-0185 or via email at [amorfin@admin.nv.gov](mailto:amorfin@admin.nv.gov).

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