

OFFICE OF EDUCATOR MISCONDUCT

Mississippi Department of Education NOTICE OF CONTRACT AWARD

CONTRACT AWARD SUMMARY

Name of Solicitation: Independent Court Reporter Services

Awarded Vendor: Lisa M. Pike

City and State: Madison, MS

Scope of Project: The purpose of this contract is to provide court reporter services for the Office of Educator Misconduct Evaluations.

- Communicating with the Office of Educator Misconduct by email confirming attendance at each scheduled hearing.
- Traveling to meeting location for all hearings as determined by the Office of Educator Misconduct (Up to three (3) hearings scheduled per month).
- Being available Monday through Friday for the duration of scheduled hearings, including after normal business hours if necessary.
- Supplying all equipment and materials specific to the duties of the court reporter and paying for all costs associated with travel, materials, and equipment.
- Capturing and transcribing all Office of Educator Misconduct disciplinary hearings including reinstatements, revocations, and appeals to the State Board of Education.
- Providing copies of the transcript in the event of an appeal to the State Board and/or when requested by the Office of Educator Misconduct.

Scope of Contract:

- Term of Contract: AUGUST 14, 2023 – JUNE 30, 2026
- Amount to be Awarded: \$48,000
- Method of Award: Request for Qualifications

Funding Source: State

Note: The contract/attachments are made available for public inspection. Please contact the [Office of Public Reporting](#) to request public records pertaining to the intent to award.