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July 11, 2018

Alex Baker
Professional Services Specialist
Finance and Administration Department, Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202

RE: H.M. Thomas Court Reporting, Inc. c/o Heather Thomas

Dear Ms. Baker:

I have completed my review of the information provided by Heather Thomas on behalf of H.M. Thomas Court Reporting, Inc. ("HM Thomas") and concluded that HM Thomas is a qualified, interested, and available source for court reporting services. Accordingly, I recommend that HM Thomas be added to the list maintained pursuant to Section 126.308(b), Ord. Code.

Please contact me with any questions.

Sincerely,

Jeff Close
Assistant General Counsel

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