

Solicitation Amendment No. 001

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To: Prospective Bidder/Offeror:	Date:
	February 12, 2013
Project Title:	Project No.:
Sign Language Interpreter Services and Communication Access Real-Time Translation (C.A.R.T.) Services	13-07

Description of Solicitation Amendment:

The Request For Proposal (#13-07) for Sign Language Interpreter Services and Communication Access Real-Time Translation (C.A.R.T.) Services is hereby amended as described herein.

1. The Proposal Due Date/Time is hereby extended until **February 21, 2013 @ 2:00 P.M., local time.**
2. Scope of Services For Sign Language Interpreter Services, Attachment No. 1, General Requirements, Paragraph III

The Scope of Services (Attachment No. 1) is hereby amended as follows:

- A. Paragraph III, General Requirements for Sign Language Interpreters. Change Note 2 (page 13) to read:
Note: 2) Interpreters(s) shall possess State of Texas Certification or National Certification.

The following is a list of the National Certifications that the interpreters may possess:

- National Association of the Deaf Certification (NAD)
- Registry of Interpreters for the Deaf Certification (RID)
- National Interpreter Certification (NIC)
- National Association of Court Reporters
- Registered Professional Reporter
- Registered Merit Reporter
- Certified Realtime Reporter
- Registered Diplomat Reporter

- B. Paragraph V, No Shows. Add statement (page 13) to read:
"Interpreter(s)/Captionist(s) should wait 15 minutes per hour of class for the student or the instructor before reporting to the Disability Support Services (DSS) Office."

3. Schedule of Fees For Sign Language Interpreter Services and Communication Access Real-Time Translation (C.A.R.T.) Services, Attachment No. 3; Paragraph 4.0, 4.1 & 4.1 (Pages 19 & 20):

The Schedule of Fees For Sign Language Interpreter Services and Communication Access Real-Time Translation (C.A.R.T.) Services, Attachment No. 3; Paragraph 4.0, 4.1 & 4.1 (Pages 19 & 20) is hereby deleted in its entirety and is replaced with the revised **Attachment No. 3; Paragraph 4.0, 4.1 & 4.2 dated January 30, 2013, Schedule of Fees**, attached hereto:

Acknowledgement of Amendment No. 001 by:	Date:
Company Name (Bidder/Offeror):	
Signed by:	
Name (Type or Print):	Title:

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ATTACHMENT NO. 3 Revised: February 12, 2013

4.0 Price Proposal:

Proposer shall complete and submit the Schedule of Items and Prices. Proposer may submit, for HCC's consideration, any other products and services it offers.

4.1 Base Bid:

The Proposer/Contractor shall furnish all resources and services necessary and required to provide Sign Language Interpreter Services and Communication Access Real-Time Translation (C.A.R.T.) Services, in accordance with the **Scope of Services**, and the General Terms and Conditions and requirements set forth in the RFP for the price(s) listed below.

I. SCHEDULE OF FEES For Sign Language Interpreter Services

The Contractor shall furnish all resources and services necessary and required to perform Sign Language Interpreter Services, in accordance with **scope of services**, and the general terms and conditions of the sample contract documents for the hourly rates listed below.

Interpreter Services:	All Certifications
Regular Day: (8 A.M.-5 P.M.)	\$
Emergency Day:	\$
Regular Evening: (5 P.M.-8 A.M.)	\$
Regular Weekend: (Friday, 5 P.M.-Monday, 8 A.M.)	\$
Emergency Evening/Weekend:	\$
Holidays:	\$
Court Certified Interpreter	\$

NOTE: The above prices are for all Interpreters regardless of certification level. Emergency means less than 24 hour notice. Holidays means any HCC observed holiday.

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Description of Solicitation Amendment:

II. SCHEDULE OF FEES For Communication Access Real-Time Translation (C.A.R.T.) Services

The Contractor shall furnish all resources and services necessary and required to perform the C.A.R.T. Services, in accordance with **scope of services**, and the general terms and conditions of the sample contract documents for the hourly rates listed below.

C.A.R.T. Services/Captionist	Notetaking Services
Regular Time (Per Hour):	
1 Person: \$ _____	\$ _____ Per Hour
2 Persons: \$ _____	
Overtime (Per Hour):	
1 Person: \$ _____	\$ _____ Per Hour
2 Persons: \$ _____	
Emergency/Holiday Rate (Per Hour):	
1 Person: \$ _____	\$ _____ Per Hour
2 Persons: \$ _____	

NOTE: Proposers may submit a Fee Proposal for 1) Sign Language Interpreting Services; 2) C.A.R.T. Services, or both.

4.2 Price Adjustments (Renewal Term):

Bidder quotes the following maximum rate of adjustment to the Prices set forth in Section 4.1, above for the first and second renewal terms (4th and 5th year). The actual adjustment shall be subject to mutual agreement between HCC and Contractor but in no event exceed the percentage rate quoted below:

Maximum percentage (%) increase per year: _____%

Except as provided herein, all items and conditions of the contract, as heretofore changed, remains unchanged and in full force and effect.

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