

SECTION 8 - BID FORM PRICING

Quantities provided are estimates only. Actual usage shall be on an "as-needed" basis.

NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
Face to Face Core Languages					
1	Standard Rate	Hour	200	\$ Spanish \$45.00, other \$65.00	\$ 2,250.00 + \$9,750.00
2	After Hours Rate	Hour	50	\$ Same as standard	\$ 562.50 + 2,437.50
3	Minimum Charge	Each	1	\$ 1 hour	\$
4	Mileage Charge	Mile	1	\$ Current federal rate	\$ 0.655
5	Cancellation Charge	Each	1	\$ See price proposal	\$
Face to Face Non-Core Languages					
6	Standard Rate	Hour	100	\$ \$65.00	\$ 6,500.00
7	After Hours Rate	Hour	25	\$ Same as standard	\$ 1,625.00
8	Minimum Charge	Each	1	\$ 1 hour	\$
9	Mileage Charge	Mile	1	\$ Current federal rate	\$ 0.655
10	Cancellation Charge	Each	1	\$ See price proposal	\$
Telephonic Interpretation					
11	Standard Rate	Minute	100	\$ \$1 85	\$ 185.00
12	After Hours Rate	Minute	20	\$ Same as standard	\$ 37.00
13	Minimum Charge	Each	1	\$ N/A	\$
14	Mileage Charge	Mile	1	\$ N/A	\$
15	Cancellation Charge	Each	1	\$ N/A	\$
Written Translation					
16	Charges by: WORD	Word	5000	\$ Spanish \$0.22, other \$0 26	\$ 275.00 + \$975.00
17	Charges by: PAGES	Page	500	\$ N/A	\$
18	Charges by: TIME	Hour	100	\$ N/A	\$
American Sign Language					
19	Standard Rate	Hour	100	\$ \$135.00	\$ 13,500.00
20	After Hours Rate	Hour	20	\$ Same as standard	\$ 2,700.0
21	Minimum Charge	Each	1	\$ 2 Hours	\$
22	Mileage Charge	Mile	1	\$ Included in hourly rate, no separate charge	\$
23	Cancellation Charge	Each	1	\$ See price proposal	\$
GRAND TOTAL					\$ 40,797.00
GRAND TOTAL Cost estimates are based on the assumption that Spanish language represents 1/4 of the total face to face appts., thus the calculations were 50 hrs Spanish and 150 hrs other for the "Face to face Core Languages" line and the same ratio was utilized for calculations of the after hours and the translation estimates. (In words) Please see the Price Proposal for possible additional charges. Regarding mileage: LARC utilizes local interpreters; mileage charges might incur, but expected to be minimal.					

**The County of DuPage, Illinois – INTERPRETER SERVICES RFP #23-072-CS
DuPage Federation on Human Services Reform, Language Access Resource Center (LARC)**

June 22, 2023

PRICE PROPOSAL

Interpretation Services

- In-Person (Face to Face On-Site) and Virtual (Video Remote) by appointment

Spoken languages*	\$65.00 per hour	(1 hour minimum)
Simultaneous, recorded or broadcasted	Additional \$10.00 per hour	
Sign Language (ASL, CDI)**	\$135.00* per hour	(2 hour minimum)
Legal, recorded, tactile or trilingual	Additional \$20 per hour	

*Spoken language cancellation with less than 24 hours' notice would fall under the "Forgiveness Policy" whereas if LARC cancels an already confirmed appointment within 24 hours of the requested start time, the County receives a credit to redeem upon a County cancellation of the same (in less than 24 hours of the appointment). Cancellations initiated by the County with less than 24 hours' notice, when there is no redeemable balance of the reciprocal, will be charged the requested time or the 1 hour minimum (whichever is greater).

**Please note LARC's policies regarding new requests and cancellation of scheduled sign language services:

- Depending on the time sensitivity of the request, such as new sign language interpreter requests placed with fewer than two full business days between submitting the order to LARC and the day of requested service, sign language requests may incur an Emergency Fee of \$70.00.
- Billable Cancel: Requests will be cancelled with charge if there are fewer than two full business days between notifying LARC of the cancelation and the day of scheduled ASL service. The appointment will be charged the requested appointment duration or the 2-hour minimum (whichever is greater).
- Requests and cancellations for sign language services submitted outside of LARC's business hours will be considered "received" on the following business day.

Telephonic Interpretation Services

All languages \$1.85 per minute

Document Translation Services

Spanish \$0.22 per word
All other languages \$0.26 per word
Minimum charge \$55.00
Rush rate Additional \$0.10 per word

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Travel Reimbursement

- ASL and CDI: no additional charge, included in hourly rate
 - Spoken languages in person appointment: LARC will charge the customer the mileage at the current federal rate after the first 10 miles. This will be calculated roundtrip from the interpreter’s residence to the location of the assignment. The interpreter is responsible for mileage up to 10 miles to and from each assignment.
- Parking fees and tolls at the I-PASS rate will be charged to the Client at actual cost.

Mileage Charge	1-10 miles	No charge
	11+ miles	Current federal rate
Parking Fees	Actual cost	
Tolls	Actual cost	I-PASS rate

SECTION 9 - PROPOSAL FORM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	DuPage Federation on Human Services Reform - Language Access Resource Center
Main Business Address	1910 S. Highland Ave.
	Suite 135
City, State, Zip Code	Lombard, IL 60148
Telephone Number	630 782 4782
Fax Number	630 748 4794
Proposal Contact Person	David Roth
Email Address	droth@dupagefederation.org

The undersigned certifies that he is:

- the Owner/Sole Proprietor
 a Member of the Partnership
 an Officer of the Corporation
 a Member of the Joint Venture

herein after called the Offeror and that the members of the Partnership or Officers of the Corporation are as follows:

Theresa Forthofer, Easter Seals DuPage & Fox Valley (Chair)
(President or Partner)

Janet Derrick, Loaves & Fishes (Vice-Chair)
(Vice-President or Partner)

Kara Murphy, DuPage Health Coalition (Secretary)
(Secretary or Partner)

David Orr, Old Second National Bank (Treasurer)
(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this Proposal as principals are those named herein; that this Proposal is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Manager, DuPage Center, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. #1, _____, and _____ issued thereto;

Further, the undersigned proposes and agrees, if this Proposal is accepted, to provide all necessary machinery, tools, apparatus and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Offeror and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Offeror and is true and accurate.

Further, the undersigned certifies that the Offeror is not barred from proposing on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33E-4, proposal rigging or proposal-rotating or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that he has examined and carefully prepared this proposal and has checked the same in detail before submitting this proposal, and that the statements contained herein are true and correct.

If a Corporation, the undersigned further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed, nor modified and that the same remain in full force and effect. (Offeror may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

Further, the offeror certifies that he has provided services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the offeror, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the cost schedule.

PROPOSAL AWARD CRITERIA

This proposal will be awarded to the most responsive, responsible vendor meeting specifications based upon the highest score compiled during evaluation of the proposals outlined in the selection process.

The Contractor agrees to provide the service described above and in the contract specifications under the conditions outlined in attached documents for the amount stated.

Signature on File

X _____ Executive Director
(Signature and Title)

CORPORATE SEAL
(If available)

PROPOSAL MUST BE SIGNED FOR CONSIDERATION

Subscribed and sworn to before me this _____ day of _____ AD, 2023

My Commission Expires: _____
(Notary Public)