

Room 112 Administration Bldg., 50 Sherburne Ave., St. Paul, MN 55155; Phone: 651.296.2600, Fax: 651.297.3996
Persons with a hearing or speech disability can contact us through the Minnesota Relay Service by dialing 711 or 1.800.627.3529.

CONTRACT RELEASE: S-884(5)

DATE: August 23, 2023

PRODUCT/SERVICE: Service: Sign Language Interpreting and CART Services

CONTRACT PERIOD: August 01, 2023 through July 31, 2025

EXTENSION OPTIONS: Up to 36 Months

ACQUISITION MANAGEMENT SPECIALIST /BUYER (AMS): Matt Hassenstab

PHONE: 651.201.2431

E-MAIL: Matt.Hassenstab@state.mn.us

WEB SITE: <http://www.mn.gov/admin/osp/>

ADDITIONAL NEW VENDORS IN THE PROCESS OF BEING ADDED

VENDORS BY SERVICE (See individual vendor listings below for pricing and terms)			
In Person Interpreting(ASL)	Remote Interpreting(VRI)	Communication Access Real Time (CART)	Remote CART
ASLIS	ASLIS	Access Resource	Access Resource
Global	Dearborn	Global	ASLIS
Keystone	Global	Veritext	Dearborn
Middle English	Keystone		Global
Trusted	Middle English		Karasch
	Trusted		Veritext

Related Contracts:

- For spoken language interpreting and related services, refer to Contract Release S-885(5).
- For multiple language telephone interpretation, refer to Contract Release T-640(5).
- For written translation services, refer to Contract Release S-888(5)
- For Additional Accessibility Captioning Services, Remediation and Document/Template Creation and Conversion Services:

<https://mn.gov/admin/osp/government/professionatechnicalcontracts/mastercontracts/accessibility/accessibility-mn-master-contract-program-index.jsp>

VENDORS BY LOCATION (See individual vendor listings below for pricing and terms)			
In Person Interpreting(ASL)	In-Person Zone(s)	Communication Access Real Time (CART)	In-Person Zone(s)
ASLIS	1-9	Access Resource	1-9
Keystone	1-9	Veritext	1-9
Middle English	1-9	Global	1-9
Trusted	1		
Global	1-9		

Zones by County:

- Zone 1 Eleven County Twin Cities Zone - Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington, Wright
- Zone 2 - Rochester Zone - Dodge, Fillmore, Freeborn, Houston, LeSueur, Mower, Olmsted, Steele, Wabasha, Waseca, Winona
- Zone 3 - Mankato - Marshall Zone - Blue Earth, Brown, Cottonwood, Faribault, Jackson, Lincoln, Lyon, Martin, Murray, Nicollet, Nobles, Pipestone, Redwood, Rock, Sibley, Watonwan
- Zone 4 - Olivia - Morris Zone - Big Stone, Chippewa, Kandiyohi, Lac Qui Parle, Pope, Renville, Stevens, Swift, Traverse, Yellow Medicine
- Zone 5 - Detroit Lakes - Moorhead Zone - Becker, Cass, Clay, Douglas, Grant, Hubbard, Otter Tail, Todd, Wadena, Wilkin
- Zone 6 - Thief River Falls - Bemidji Zone - Beltrami, Clearwater, Kittson, Lake of the Woods, Mahnommen, Marshall, Norman, Pennington, Polk, Red Lake, Roseau,
- Zone 7 - Arrowhead Zone - Cook, Itasca, Koochiching, Lake, St. Louis
- Zone 8 - Cambridge - Hill City Zone - Aitkin, Carlton, Kanabec, Mille Lacs, Pine
- Zone 9 - St. Cloud - Little Falls Zone - Benton, Crow Wing, Meeker, McLeod, Morrison, Stearns

<u>CONTRACT VENDOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
ASL INTERPRETING SERVICES (ASLIS) Pamela Wellumson 5801 Duluth Street Suite 106 Golden Valley, MN 55422 USA	229398	NET 30	AS REQUESTED

VENDOR NO: 0000213842

Erin Bunting, Referral Manager
Office: 763.478.8963 | Fax: 763.478.3093 | Email: info@aslis.com

ASLIS PRICE SCHEDULE

The following vendor is certified as an eligible Targeted Group, Economically Disadvantaged or Veteran-Owned business.

<u>CONTRACT VENDOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
KEYSTONE INTERPRETING SOLUTIONS, INC. (KIS) Patricia McCutcheon 1799 Hillcrest Ave. Saint Paul, MN 55116	229408	NET 30	AS REQUESTED

Contract Release: S-884(5)

USA

VENDOR NO: 0000393394

Logan Waldo

Office: (651) 454-7275 | Fax: 651-560-5576 | Email: contract@kisasl.com

KEYSTONE PRICE SCHEDULE

The following vendor is certified as an eligible Targeted Group, Economically Disadvantaged or Veteran-Owned business:

<u>CONTRACT VENDOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
ACCESS RESOURCE	229395	NET 30	AS REQUESTED

Karen L. Skow
70351 N. Long Lake Drive
St. James, Minnesota 56081

VENDOR NO: 0000203103

Karen L. Skow, Referral Manager
(507) 327-1080 | Email: services@access-resource.com

ACCESS RESOURCE PRICE SCHEDULE

<u>CONTRACT VENDOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
ASL INTERPRETING SERVICES (ASLIS)	229398	NET 30	AS REQUESTED

Pamela Wellumson
5801 Duluth Street Suite 106
Golden Valley, MN 55422
USA

VENDOR NO: 0000213842

Erin Bunting, Referral Manager
Office: 763.478.8963 | Fax: 763.478.3093 | Email: info@aslis.com

ASLIS PRICE SCHEDULE

<u>CONTRACT VENDOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
MIDDLE ENGLISH INTERPRETING, INC.	229411	NET 30	AS REQUESTED

Tom Linker
2125 Emerson Ave. S
Minneapolis, MN 55405
USA

VENDOR NO: 0000821236

Tom Linker, CFO

Contract Release: S-884(5)

Office: 612.747.2813 | Email: schedule@middle-english.com

Mark Alan English, CEO

Office: 612.747.2813 | Email: schedule@middle-english.com

MIDDLE ENGLISH PRICE SCHEDULE

<u>CONTRACT VENDOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
VERITEXT Corporation DBA Paradigm Reporting & Captioning Jan Ballman 290 West Mt. Pleasant Avenue, Suite 3200 Livingston, NJ 07039 USA	229416	NET 30	AS REQUESTED

VENDOR NO: 0000293579_007

Lisa Richardson, Director CART/Captioning

Office: 612.339.0545 | Fax: 612.337.5575 | Email: captioning-paradigm@veritext.com

VERITEXT Price Schedule

KARASCH ENTERPRISES Fred Gasser Chester County Bar Association Building 15 W. Gay Street, 2nd Floor West Chester PA, 19380USA	229400	NET 30	30 DAYS
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VENDOR NO: 0000305845

Joe Alberici

OFFICE: 800-621-5689 x122

EMAIL: jalberici@karasch.com

KARASCH Price Schedule

DEARBORN REPORTING SERVICES Katrina Dearborn P.O. Box 40 Wadsworth, Ohio 44282	230669	NET 30	30 DAYS
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VENDOR NO: 0001123359

Katrina Dearborn

OFFICE: 216-298-4888

EMAIL: kdearborn@dearbornreporting.com

DEARBORN Price Schedule

TRUSTED TRANSLATIONS 66 West Flagler Street, Suite 1200 Miami, FL 33130	229415	NET 30	30 DAYS
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Contract Release: S-884(5)

VENDOR NO: 0000302437

Sebastian Pascagaza – Calendar Manager
EMAIL: sebastian.pascagaza@trustedtranslations.com
Direct: +1 (786) 541-1600
Toll Free: +1(888) 444-2554

TRUSTED TRANSLATION Price Schedule

GLOBAL LANGUAGE SYSTEM	230716	NET 30	30 DAYS
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Jean-Pierre Koudifo
887 Washington Street, Suite B
Raleigh, NC 27605 USA

VENDOR NO: 0000961605

Annabelle Duncan
Program Coordinator
OFFICE: 919-480-2537 ext 101 |
EMAIL: coordinator@globallanguagesystem.com

GLOBAL LANGUAGE PRICE SCHEDULE

Online Quote Request: <https://globallanguagesystem.com/professional-translation-services-contact-us/request-a-quote>

CONTRACT USERS. This Contract is available to the following entities as indicated by the checked boxes below

- State agencies
- Cooperative Purchasing Venture (CPV) members
- Limited to the following entities only _____

STATE AGENCY CONTRACT USE. This Contract must be used by State agencies unless a specific exception is granted in writing by the AMS listed above.

STATE AGENCY ORDERING INSTRUCTIONS. Orders are to be placed directly with the Contract Vendor. State agencies should use a Contract release order (CRO) or a blanket purchase order (BPC). The person ordering should include his or her name and phone number.

CONTRACT FEEDBACK. If these commodities or service can be better structured to help you with your business needs, let us know. We solicit your comments and suggestions to improve all of our contracts so that they may better serve your business needs. If you have a need for which no contract currently exists, or you would like to be able to use an existing state contract that is not available to your entity, whether a state agency or CPV, please contact us. If you have specific comments or suggestions about an individual contract you can submit those via the [Contract Feedback Form](#).

PROFESSIONAL/TECHNICAL (P/T) SERVICES.

For state agencies, Professional/Technical (P/T) Services must be related to the goods or services purchased from this Contract and is limited to \$50,000 per project. Based on the size, scope and complexity of a project, the Contract Administrator may approve dollar limits exceeding \$50,000 per project. This may require a separate work order contract defining the PT scope of work.

Ten percent (10%) of the cost of each P/T deliverable will be withheld by the State. The retainage will be held by the State until the P/T deliverable has been reviewed by the head of the agency entering into the Contract and the head of the agency has certified that the Contractor has satisfactorily fulfilled the terms of the Contract.

SPECIAL TERMS AND CONDITIONS

SCOPE. This Contract Release will be used to establish multiple Contracts for American Sign Language (ASL) Interpreting, Video Remote Interpreting(VRI), Communication Access Real Time (CART), Remote CART, and Related Services for employees, students, inmates, and members of the general public in order to ensure fair and equal access to communication as follows:

- On-Site (Face to Face) Visual Language Interpretation Services for American Sign Language (“ASL”).
- Video Remote for American Sign Language (ASL) Interpreting (“VRI”).
- Communication Access Real Time Translation for American Sign Language (ASL) Interpreting (“CART”).
- Remote Communication Access Real Time Translation (“Remote CART”).

PRICES. Prices are firm through the initial period of the contract. After that period, prices may increase once a year. Price increases are not effective until they are approved by the AMS. **NOTE:** At no time should the ordering entity pay more than the Contract price. Agencies must contact the AMS immediately and fill out a [Vendor Performance Report](#) if there is a discrepancy between the price on the invoice and the Contract price.

SWIFT Line:

82112000 - ONSITE FACE TO FACE SIGN LANGUAGE INTERPRETING

81161711 - VIDEO CONFERENCING (VRI)

82111603 - COMMUNICATION ACCESS REAL-TIME TRANSLATION (CART OR REMOTE CART)

VERIFYING THE CONTRACT PRICES.

The following information explains the method(s) for calculating and/or confirming the contract prices.

___The Contract(s) was executed with FIXED PRICING. The pricing offered must match or be lower than that detailed herein.

___The Contract(s) includes HOURLY RATES. Confirm that the correct rate has been utilized by the Contract Vendor and that the number of hours are properly calculated/subtotaled. Review the number of hours quoted against the scope of your project.

Only accept contract vendor quotes that provide itemized contract pricing (lump sum price quotes must be rejected and reworked by the Contract Vendor to show itemized State contract pricing).

Prior to accepting an order and/or issuing payment on an invoice, inspect the goods and/or deliverables to ensure they match both the terms and pricing of the contract.

Contact the AMS/Buyer detailed herein to report any pricing discrepancies or for assistance in confirming/calculating contract pricing.

REVISIONS.

10.17.2023	Vendor Global Language System added to contract release.
9.07.2023	Vendor Trusted Translation added to contract release.
8.23.2023	Vendors Dearborn Reporting Services and Karasch Enterprises added to contract release.