

**RFP 18MISC1**  
**SIGN LANGUAGE INTERPRETING AGENCY SERVICES**  
**(RENEWAL)**

**FACT SHEET**

A. **Overview:** This recommendation is to renew the contract to provide sign language interpreting services for Frederick County Public Schools (FCPS).

1. **Other Facts:**

- This renewal will be effective from August 1, 2019 through July 31, 2020, with no renewal options remaining.
- These services support students while they are accessing their education.
- FCPS makes no commitment for a minimum or maximum value of work.
- The contract service rates will remain unchanged for the renewal period.
- Approximately \$312,155 was spent in FY19.
- This contract is administered by Amy Brooks, Coordinator of Interpreting Services

2. **Source of Funding:** FY20 Approved Operating and contingent upon Board approval of FY21 and FY22 Operating Budgets.

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B. **Recommendation:** Staff recommends renewal of RFP 18MISC1, Sign Language Interpreting Agency Services, to renewed to Sign Language USA, LLC (Rockville, MD), per the attached summary of renewal.

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C. **Action taken by the Board (Purchasing use only):**

_____ Approved	_____ Denied	_____ Deferred	_____ Other	KM/kl
_____ Date	_____ Date	_____ Date	_____ Date	BOE Mtg.: 07.10.19

**RFP 18MISC1, SIGN LANGUAGE INTERPRETING AGENCY SERVICES**  
**SUMMARY OF RENEWAL**

DESCRIPTION	SIGN LANGUAGE USA, LLC	
<b>36 Hours or More Advanced Notice</b>	<b>2 HOUR MINIMUM RATE</b>	<b>HOURLY RATE AFTER INITIAL 2 HOURS</b>
Weekday Assignments		
Hourly Rate	\$140.00	\$70.00
Weekends and Holidays		
Hourly Rate	\$140.00	\$70.00
Tactile Signing Option	\$140.00	\$70.00
CDI Option	\$140.00	\$70.00
<b>Less Than 36 Hours Notice</b>		
Weekday Assignments		
Hourly Rate	\$140.00	\$70.00
Weekends and Holidays		
Hourly Rate	\$140.00	\$70.00
Tactile Signing	\$140.00	\$70.00
CDI Option	\$140.00	\$70.00