



# DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Department of Purchasing  
Nicole Westmoreland, MBA, Purchasing Agent  
813/794-2221 Fax: 813/794-2111  
727/774-2221 TDD: 813/794-2484  
352/524-2221 email: [nwestmor@pasco.k12.fl.us](mailto:nwestmor@pasco.k12.fl.us)

May 20, 2014

## MEMORANDUM

TO: Honorable School Board Members

FROM: Nicole Westmoreland, MBA, Purchasing Agent *NW*

RE: One-Year Extension of a Three-Year Contract  
RFP #12-003-DM Interpreters for Deaf/Hard of Hearing Program  
Accessible Communications for the Deaf, Inc.  
Accurate Communications, Inc.  
Jessica Harris Interpreting Services, Inc.  
Language Training Center, Inc.  
Professional Interpreting Consultants, Inc.

On June 7, 2011, official action (attached) was taken to award the above-referenced RFP to Accessible Communications for the Deaf, Inc., Accurate Communications, Inc., Jessica Harris Interpreting Services, Inc., Language Training Center, Inc. and Professional Interpreting Consultants, Inc. This RFP is a three-year contract, renewable annually based upon mutual consent of both parties. The third year of the agreement will expire on June 30, 2014.

Considering services have been satisfactory, the vendors noted above were contacted to verify their willingness to enter into an additional year of this contract under the existing terms and conditions. As such, all companies noted above have agreed in writing (attached) to do so.

At this time, it is my recommendation to enter into a one-year extension of the contract with the above-noted companies, covering the term July 1, 2014 through June 30, 2015.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

NW/plh

Attachments

Date/Time: May 14, 2014 09:07:00



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March 31, 2014

## RFP EXTENSION REQUEST

RFP #: 12-003-DM

RFP TITLE: Interpreters for Deaf/Hard of Hearing Program

Yes, I agree to extend RFP #12-003-DM for an additional year, under the same terms and conditions as the existing contract. The fourth year renewal term will begin on July 1, 2014 and expires on June 30, 2015. If you choose to extend the contract, please also include a current certificate of liability insurance naming the District School Board of Pasco County as a certificate holder.

No, I do not agree to extend RFP #12-003-DM.

Company Name: Accessible Communications for the Deaf, Inc.

Signature: Lisa Campbell Date: 3/1/14

Typed Name and Title: Lisa Campbell President

Telephone (w/area code): 954-523-3081 Fax Number (w/area code): 954-241-5033

Email: lisa@acdash.com

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act". Vendors conducting business, with the District School Board of Pasco County, who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds **must** be Level 2 fingerprinted by Human Resources. If any of the above applies to this contract, you **must** have those individuals Level 2 fingerprinted and screened by the Districts Human Resource Department **prior** to commencement of services or work and must provide a list of employees with renewal. Please contact 813/794-2521 to arrange for an appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law through the internet link: [http://election.dos.state.fl.us/laws/0511laws/ch\\_2005-028.pdf](http://election.dos.state.fl.us/laws/0511laws/ch_2005-028.pdf). This law is effective September 1, 2005.

The prospective vendor certifies, by submission and signature of this RFP renewal form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE RETURN TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
ATTN: **Patty Hall, Interim Buyer**  
PURCHASING DEPARTMENT  
20430 GATOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2258 (PHONE) (813) 794-2111 (FAX)  
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No, I do not agree to extend RFP #12-003-DM.

Company Name: Accurate Communication, Inc.

Signature: Nicole Boursicot Date: 3/5/14

Typed Name and Title: Nicole Boursicot, President

Telephone (w/area code): (877) 270-5660 Fax Number (w/area code): (877) 682-1333

Email: nicole@accuratecommunication.net

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March 31, 2014

## RFP EXTENSION REQUEST

**RFP #: 12-003-DM**

**RFP TITLE: Interpreters for Deaf/Hard of Hearing Program**

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No, I do not agree to extend RFP #12-003-DM.

Company Name: Jessica Harris Interpreting Services, Inc.

Signature: [Handwritten Signature] Date: 3/31/14

Typed Name and Title: Jessica Harris, President

Telephone (w/area code): 727-271-0160 Fax Number (w/area code): 888-228-7575

Email: JHarris@JHinterpretingservices.com

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March 31, 2014

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X Yes, I agree to extend RFP #12-003-DM for an additional year, under the same terms and conditions as the existing contract. The fourth year renewal term will begin on July 1, 2014 and expires on June 30, 2015. If you choose to extend the contract, please also include a current certificate of liability insurance naming the District School Board of Pasco County as a certificate holder.

       No, I do not agree to extend RFP #12-003-DM.

Company Name: Language Training Center, Inc.

Signature:  Date: 4/2/2014

Typed Name and Title: Martin George, CEO

Telephone (w/area code): 888-456-1626 Fax Number (w/area code): 317-578-1673

Email: mgeorge@languagetrainingcenter.com

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No, I do not agree to extend RFP #12-003-DM.

Company Name: Professional Interpreting Consultants, Inc.

Signature: [Handwritten Signature] Date: 4/30/14

Typed Name and Title: Denise Jo Nurdin, IC

Telephone (w/area code): 813-507-1185 Fax Number (w/area code): 813-631-0157

Email: pickpic1@gmail.com

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# District School Board of Pasco County

## Bid Recommendation

<b>Proposal Title</b>	Interpreters for Deaf/Hard of Hearing Program		<b>Number of Vendors Notified</b>	110
<b>Proposal Number</b>	12-003-DM		<b>Number of Proposals Distributed</b>	31
<b>Date Solicited</b>	April 5, 2011		<b>Number of Vendors Proposals</b>	7
<b>Date Opened</b>	May 5, 2011		<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	June 7, 2011		<b>Funding Source</b>	IDEA Part B Grant Funds
<b>Total Savings</b>	N/A		<b>Grand Total of Proposal (First year estimate)</b>	Estimated \$300,000.00

**Recommendation:**

Recommend acceptance of proposals from Accurate Communication, Inc., Accessible Communication for the Deaf, Inc., Deaf Service Bureau of West Central Florida, Inc., Jessica Harris Interpreting Services, Inc., Language Training Center, Inc., and Professional Interpreting Consultants, Inc. as the six (6) highest scoring responsive, responsible proposers meeting RFP specifications. Services will be utilized on an "as needed" basis.

**Term of Contract:**

This is a three-year contract, renewable annually at the mutual agreement of the parties. This is a multi-awarded (up to six vendors) contract as specified in the RFP. The first year of the RFP will commence on July 1, 2011 and continue through June 30, 2012.

**Notations and Exceptions:**

The Evaluation Committee members independently scored the seven (7) proposals received. All scores were totals and averaged to obtain the suppliers recommended for award.

**Proposals Evaluated By:**

Teresa Suarez, Supervisor, ESE Department  
 Leila Mizer, Supervisor, ESE Department  
 Glenda McCallister, Supervisor, ESE Department

**Proposal Prepared By:** Deb Mateo, Buyer Assistant, Purchasing Department

**Reviewed and Authorized By:** Kendra D. Goodman, CPPO, CPPB, Purchasing Agent 

District School Board  
of Pasco County  
  
JUN 18 2013  
  
Board Approved

District School Board  
of Pasco County  
  
JUN 19 2012  
  
Board Approved

District School Board  
of Pasco County  
  
JUN 07 2011  
  
Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY  
 BID TABULATION

DATE OF OPENING: May 5, 2011 2:30 PM		Accurate Communication, Inc.	Accessible Communication for the Deaf, Inc.
BID TITLE: Interpreters for Deaf/Hard of Hearing Program		951 Sansburys Way, Suite 206	4846 University Drive #354
Bid #: 12-003-DM	<b>**Board Meeting, June 7, 2011**</b>	West Palm Beach, FL 33411	Lauderhill, FL 33351
ITEM #	DESCRIPTION	Unit Price	Unit Price
	Section A: Hourly Rate: (9 Point Weight Factor):		
	QA Level II, EIE Level I	\$41.00	\$45.00
	QA Level III, EIE Level II, EIPA Levels 3.0 - 3.9	\$44.00	\$55.00
	EIE Level 3, EIPA Level 4.0-5.0, NRID Level	\$47.00	\$65.00
	<b>TOTAL Points Max Points 45</b>	<b>36</b>	<b>9</b>
	Section B: Company qualifications/Available Interpreters (2 Point Weight Factor):		
	<b>Max Points 10</b>	<b>9.33</b>	<b>8.67</b>
	Section C: Previous satisfactory work for District (1 Point Weight Factor):		
	<b>Max Points 5</b>	<b>5</b>	<b>0</b>
	Section D: Qualification of Interpreters (3 Point Weight Factor):		
	<b>Max Points 15</b>	<b>15</b>	<b>14</b>
	Section E: References (5 Point Weight Factor):		
	<b>Max Points 25</b>	<b>23.5</b>	<b>23.6</b>
	<b>GRAND TOTAL Points</b>	<b>88.83</b>	<b>55.27</b>

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**District School Board  
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**JUN 07 2011**  
  
 Board Approved



DISTRICT SCHOOL BOARD OF PASCO COUNTY  
 BID TABULATION

DATE OF OPENING: May 5, 2011 2:30 PM		Absolute Quality Interpreting Services, LLC	Deaf Service Bureau of West Central Florida, Inc.
BID TITLE: Interpreters for Deaf/Hard of Hearing Program		P.O. Box 339	11441 Osceola Drive
Bid #: 12-003-DM	<b>**Board Meeting, June 7, 2011**</b>	Land O' Lakes, FL 34639	New Port Richey, FL 34654
ITEM #	DESCRIPTION	Unit Price	Unit Price
	Section A: Hourly Rate: (9 Point Weight Factor):		
	QA Level II, EIE Level I	\$60.00	\$40.00
	QA Level III, EIE Level II, EIPA Levels 3.0 - 3.9	\$60.00	\$45.00
	EIE Level 3, EIPA Level 4.0-5.0, NRID Level	\$60.00	\$50.00
	<b>TOTAL Points Max Points 45</b>	<b>0</b>	<b>27</b>
	Section B: Company qualifications/Available Interpreters (2 Point Weight Factor):		
	<b>Max Points 10</b>	<b>7.33</b>	<b>7.33</b>
	Section C: Previous satisfactory work for District (1 Point Weight Factor):		
	<b>Max Points 5</b>	<b>0</b>	<b>0</b>
	Section D: Qualification of Interpreters (3 Point Weight Factor):		
	<b>Max Points 15</b>	<b>7</b>	<b>0</b>
	Section E: References (5 Point Weight Factor):		
	<b>Max Points 25</b>	<b>24.6</b>	<b>20.6</b>
	<b>GRAND TOTAL Points</b>	<b>38.93</b>	<b>54.93</b>

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DISTRICT SCHOOL BOARD OF PASCO COUNTY  
 BID TABULATION

DATE OF OPENING: May 5, 2011 2:30 PM		Jessica Harris Interpreting Services, Inc.	Language Training Center, Inc.
BID TITLE: Interpreters for Deaf/Hard of Hearing Program		9113 Ridge Road, #40	5750 Castle Creek Parkway, Suite 387
Bid #: 12-003-DM	<b>**Board Meeting, June 7, 2011**</b>	New Port Richey, FL 34654	Indianapolis, IN 46250
ITEM #	DESCRIPTION	Unit Price	Unit Price
	Section A: Hourly Rate: (9 Point Weight Factor):		
	QA Level II, EIE Level I	\$37.00	\$45.00
	QA Level III, EIE Level II, EIPA Levels 3.0 - 3.9	\$42.00	\$50.00
	EIE Level 3, EIPA Level 4.0-5.0, NRID Level	\$47.00	\$55.00
	<b>TOTAL Points Max Points 45</b>	<b>45</b>	<b>18</b>
	Section B: Company qualifications/Available Interpreters (2 Point Weight Factor):		
	<b>Max Points 10</b>	<b>8</b>	<b>4</b>
	Section C: Previous satisfactory work for District (1 Point Weight Factor):		
	<b>Max Points 5</b>	<b>3</b>	<b>0</b>
	Section D: Qualification of Interpreters (3 Point Weight Factor):		
	<b>Max Points 15</b>	<b>11</b>	<b>0</b>
	Section E: References (5 Point Weight Factor):		
	<b>Max Points 25</b>	<b>25</b>	<b>25</b>
	<b>GRAND TOTAL Points</b>	<b>92</b>	<b>47</b>

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JUN 19 2012

Board Approved

District School Board  
of Pasco County

JUN 07 2011

Board Approved

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 BID TABULATION

DATE OF OPENING: May 5, 2011 2:30 PM		Professional Interpreting Consultants, Inc.			
BID TITLE: Interpreters for Deaf/Hard of Hearing Program		P.O. Box 62			
Bid #: 12-003-DM	<b>**Board Meeting, June 7, 2011**</b>		Lutz, FL 33548-0062		
ITEM #	DESCRIPTION	Unit Price	<b>RANKING</b>		
	Section A: Hourly Rate: (9 Point Weight Factor):				
	QA Level II, EIE Level I	\$54.00	1) Jessica Harris		
	QA Level III, EIE Level II, EIPA Levels 3.0 - 3.9	\$56.00	2) Accurate Communications		
	EIE Level 3, EIPA Level 4.0-5.0, NRID Level	\$59.00	3) Accessible Communication		
	<b>TOTAL Points Max Points 45</b>	<b>0</b>			
	Section B: Company qualifications/Available Interpreters (2 Point Weight Factor):		4) Deaf Service Bureau		
	<b>Max Points 10</b>	<b>8</b>	5) Language Training Center		
	Section C: Previous satisfactory work for District (1 Point Weight Factor):		6) Professional Interpreting		
	<b>Max Points 5</b>	<b>-5</b>	7) Absolute Quality		
	Section D: Qualification of Interpreters (3 Point Weight Factor):				
	<b>Max Points 15</b>	<b>12</b>			
	Section E: References (5 Point Weight Factor):				
	<b>Max Points 25</b>	<b>25</b>			
	<b>GRAND TOTAL Points</b>		<b>40</b>		

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