

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 18

County of Boone

In the County Commission of said county, on the

6th

day of

November

20 18

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri cooperative contract CS182066006 – Verbal Language Interpretation Services to purchase verbal language interpretation services from Faiths, LLC.

The terms of the cooperative contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Done this 6th day of November, 2018.

ATTEST:


Taylor W. Burks
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Fred J. Parry
District I Commissioner


Janet M. Thompson
District II Commissioner

Boone County Purchasing

Robert Wilson
Buyer



613 E. Ash St, Room 111
Columbia, MO 65201
Phone: (573) 886-4393
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Robert Wilson
DATE: October 26, 2018
RE: Cooperative Contract CS182066006 – Verbal Language Interpretation Services

Purchasing requests permission to utilize the State of Missouri cooperative contract CS182066006 – Verbal Language Interpretation Services to purchase verbal language interpretation services from Faiths, LLC.

This is county-wide term and supply contract.

cc: Contract File

**PURCHASE AGREEMENT
FOR
VERBAL LANGUAGE INTERPRETATION SERVICES**

THIS AGREEMENT dated the 6 day of November 2018 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Faiths, LLC**, herein "Vendor."

IN CONSIDERATION of the parties' performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for **Verbal Language Interpretation Services**, in compliance with all bid specifications and any addenda issued for the **State of Missouri Contract CS182066006**, and Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the State of Missouri Contract **CS182066006**, and Boone County Standard Terms and Conditions shall prevail and control over the vendor's bid response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with verbal language interpretation services, as specified and priced in State of Missouri's contract **CS182066006** for counties throughout Missouri. Boone County pricing is as follows:

Boone County- Non-specialized Interpreter Services

- Line Item #055: \$40.00 per hour between 8:00 am and 5:00 pm., M-F
- Line Item #056: \$55.00 per hour after 5:00 pm, Holidays and Weekends.
- Line Item #057: \$20.00 each, One Time Emergency Charge

minimum 2hrs

Boone County- Specialized Interpreter Services

- Line Item #058: \$45.00 per hour between 8:00 am and 5:00 pm., M-F
- Line Item #059: \$55.00 per hour after 5:00 pm, Holidays and Weekends.
- Line Item #060: \$20.00 each, One Time Emergency Charge

Travel Time Outside Proposed Region(s)

- Line Item #145: \$20.00 per hour

3. **Contract Term** - This agreement shall commence on **the date written above and extend through June 30, 2019** subject to the provisions for termination specified below. This agreement may be renewed for up to two additional one-year periods.

4. **Billing and Payment** - All billing shall be invoiced to the using department. Billings may only include the prices listed in the vendor's bid response. No additional fees for paper work processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's bid response to the specifications. The County agrees to pay all Monthly Statements within thirty days of receipt. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Vendor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

6. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

FAITHS LLC

By *Shawn* Cepeda*
Title *Spanish Interpreter*

BOONE COUNTY, MISSOURI

By: Boone County Commission
Daniel K. Atwill
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
County Counselor

ATTEST:

[Signature]
County Clerk

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

[Signature] *10/29/2018* Term and Supply - County-Wide
Signature Date Appropriation Account
No encumbrance required

STANDARD TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. Prices shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department.
3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.
4. When products or materials of any particular producer or manufacturer are mentioned in our contracts, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in billing, as law exempts the County from them.
6. The delivery date shall be stated in definite terms.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Contractor responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Contractor from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm.
11. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
12. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase advertising from other vendors.

13. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.
14. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
15. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
16. **For all titled vehicles and equipment the dealer must use the actual delivery date to the County** on all transfer documents including the Certificate of Origin (COO,) Manufacturer's Statement of Origin (MSO,) Bill of Sale (BOS,) and Application for Title.
17. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

Insurance Requirements: The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and the Certificate of Insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide.

Employers Liability and Workers Compensation Insurance - The Contractor shall take out and maintain during the life of this contract, **Employers Liability and Workers Compensation Insurance** for all of its employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Workers Compensation coverage shall meet Missouri statutory limits. Employers Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Workers Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers Liability Insurance for the protection of their employees not otherwise protected.

Commercial General Liability Insurance - The Contractor shall take out and maintain during the life of this contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by this contract, from claims for damages for personal & advertising injury, bodily injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 per occurrence/\$2,000,000 aggregate covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

Contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability. **Contractor agrees to endorse the County as an Additional Insured on the umbrella or Excess Liability, unless the Certificate of Insurance state the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis.**

Business Automobile Liability – The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$1,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; non-owned and both on and off the site of work.

Subcontractors: Contractor shall cause each Subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of County. Contractor shall provide to County copies of certificates of insurance evidencing coverage for each Subcontractor. Subcontractors' commercial general liability and business automobile liability insurance shall name County as Additional Insured and have the Waiver of Subrogation endorsements added.

Proof of Carriage of Insurance - The Contractor shall furnish the County with Certificate(s) of Insurance which name the County as additional insured in an amount as required in this contract. The Certificate of Insurance shall provide that there will be no cancellation, non-renewal or reduction of coverage without 30 days prior written notice to the County. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the services provided.

INDEMNITY AGREEMENT: To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties.

Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the County shall have the right to cancel and terminate the contract without notice.

Certificate Holder address:

County of Boone, Missouri
C/O Purchasing Department
613 E. Ash Street
Columbia, MO 65201

INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

<http://www.uscis.gov/portal/site/uscis/menuitem.eb1d4c2a3e5b9ac89243c6a7543f6d1a/?vgnextoid=75bce2e261405110VgnVCM1000004718190aRCRD&vgnnextchannel=75bce2e261405110VgnVCM1000004718190aRCRD>

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. **Attach to this form the first and last page of the *E-Verify Memorandum of Understanding* that you completed when enrolling for proof of enrollment.**

If you are an Individual/Proprietorship, then you must return the attached *Certification of Individual Bidder*. On that form, you may do one of the three options listed. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If you choose option number two, then you will also need to complete and return the attached form *Affidavit*.

**COUNTY OF BOONE - MISSOURI
WORK AUTHORIZATION CERTIFICATION
PURSUANT TO 285.530 RSMo
(FOR ALL AGREEMENTS IN EXCESS OF \$5,000.00)**

County of _____)

)ss

State of _____)

My name is Maria Cepeda I am an authorized agent of Farths, LLC

(Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. **Documentation of participation in a federal work authorization program is attached to this affidavit.**

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Affiant

Date

Printed Name

Subscribed and sworn to before me this ___ day of _____, 20__.

Notary Public

Attach to this form the first and last page of the *E-Verify Memorandum of Understanding* that you completed when enrolling.

(Please complete and return with Contract)

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING

NOTIFICATION OF STATEWIDE CONTRACT

July 9, 2018

CONTRACT TITLE: Verbal Language Interpretation Services

CURRENT CONTRACT PERIOD:	July 1, 2018 through June 30, 2019	
RENEWAL INFORMATION:	Original Contract Period:	July 1, 2018 through June 30, 2019
	Renewal Options Available:	Two (2)
	Potential Final Expiration:	June 30, 2021
BUYER INFORMATION:	Sarah Owen 573-751-4885 Email: Sarah.owen@oa.mo.gov	

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **PREFERRED** FOR ALL STATE AGENCIES.
Local Purchase Authority should not be used to purchase supplies/services included in this contract unless it is determined to be in the best interest of the State of Missouri for a state agency to obtain alternate services elsewhere.

The entire contract document may be viewed and printed from the Division of Purchasing's **Awarded Bid & Contract Document Search** located on the Internet at

<http://oa.mo.gov/purchasing>.

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

CONTRACT NUMBER	SAM II VENDOR NUMBER/ MissouriBUYS SYSTEM ID	VENDOR INFORMATION
CS182066001	4631227570 0 / MB00093719	5T Language, LLC 1504 NW 54th St. Kansas City, MO, 64118 Contact: Anthony Winn Phone: 816-256-8176 Fax: 816-256-8476 Email: info@5Tlanguage.com
CS182066002	4314247470 0 / MB00089457	Alfred J Contreras MBA 3825 Candelight Drive STE D Jefferson City, MO 65109 Contact: Alfred J Contreras Phone: 573-230-1360 Email: seacheles5@mchsi.com or seachele012@gmail.com
CS182066003	4522209580 0 / MB00103757	All Access Interpreters 8460 Watson Road, Suite 140 St. Louis, MO, 63119-5248 Contact: Nicole Lopresti Phone: 314-259-1010 Fax: 314-259-1844 Email: nlopresti@aai-vri.com
CS182066004	4312969150 1 / MB00091874	Bernardo A. Brunetti dba International Language Center 1416 South Big Bend Blvd St. Louis, MO, 63117 Contact: Dede S. Brunetti Phone: 314-647-8888 ext. 205 Fax: 314-647-8889 Email: dede.brunetti@ilcworldwide.com
CS182066005	5623768770 0/ MB00093813	Bilingual International Assistant Services 1329 Macklind Ave. Suite 200 St. Louis, MO 63110 Contact: Jason Baker Phone: 314-645-7800 ext. 210 Fax: 314-645-7802 Email: Jason.baker@bilingualstl.org
CS182066006	2635396880 0/ MB00101706	Faiths LLC 1609 Shady Ct Jefferson City, MO 65109 Contact: Maria Cepeda Phone: 573-291-2603 Email: mariareliv@gmail.com
CS182066007	2085427180 0/ MB00093765	Global Village Language Center 8428 Delmar Blvd. St. Louis, MO 63124 Contact: Sarah Disney Phone: 314-989-9112 Fax: 314-989-9120 Email: sarahdisney@globalvillagelanguagecenter.com

CONTRACT NUMBER	SAM II VENDOR NUMBER/ MissouriBUYS SYSTEM ID	VENDOR INFORMATION
CS182066008	4306526400 1/ MB00094178	International Institute of Metropolitan St. Louis 3401 Arsenal St. St. Louis, MO 63118 Contact: Anna E. Crosslin Phone: 314-773-9090 Fax: 314-773-4081 Email: crosslina@iistl.org
CS182066009	4313078780 1/ MB00105578	Language Access Multicultural People (LAMP) 8050 Watson Rd. Suite 340 Saint Louis, MO 63119 Contact: Eduardo Vera Phone: 314-842-0062 Fax: 314-842-1303 Email: evera@ccstl.org
CS182066010	4527679320 1/ MB00053218	Linguistica International PO Box 95010 South Jordan, UT 84095 Contact: Sabrina Morales Phone: 801-842-2333 Fax: 801-262-4622 Email: smorales@linguisticainternational.com

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
07/01/18 thru 06/30/19	07/09/18	<ul style="list-style-type: none">• Corrected the vendor number on Contract CS182066009 (Language Access Multicultural People).
07/01/18 thru 06/30/19	06/29/18	<ul style="list-style-type: none">• Initial issuance of new statewide contract

INSTRUCTIONS FOR STATE AGENCIES FOR VERBAL LANGUAGE INTERPRETATION SERVICES

1. Verbal interpreter services shall be the translation of English spoken or written concepts (e.g. forms) to the state agency requested language or the translation of the state agency requested language to English spoken or written concepts. Said interpreting shall be accomplished face-to-face in person, not over the telephone.
2. Upon determination of the need for interpreter services, the state agency will contact the lowest priced contractor in the applicable region, including consideration of preferences.
 - a. The state agency shall determine the lowest priced contractor, including consideration of preferences, as specified below:
 - 1) The state agency shall determine the lowest priced contractor by determining each contractor's total cost based upon the anticipated number of hours and if applicable the emergency fee of interpreter services required and the prices quoted on the Pricing Page. Upon determination of each contractor's total cost, cost points shall be computed from the results of the calculation stated above using a scale of 200 possible points and the following formula:

$$\frac{\text{Lowest Responsive Contractor's Price}}{\text{Compared Contractor's Price}} \times 200 = \text{Cost evaluation points}$$

- b. The contractor with the most points after totaling the cost evaluation points will be considered the lowest priced contractor.
- c. None of the contractors were awarded preference points for proposing the use of Organizations for the Blind or Sheltered Workshops, nor do any of the contractors qualify as a Missouri Service Disable Veteran Business.

1. CONTRACTORS AND PRICING

Region 1 – Andrew, Atchison, Buchanan, Clinton, Dekalb, Gentry, Holt, Nodaway, Worth

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 1)</i>	<i>(Line Item 2)</i>	<i>(Line Item 3)</i>	<i>(Line Item 4)</i>	<i>(Line Item 5)</i>	<i>(Line Item 6)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$47/hr	\$47/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 2 – Jackson

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 7)</i>	<i>(Line Item 8)</i>	<i>(Line Item 9)</i>	<i>(Line Item 10)</i>	<i>(Line Item 11)</i>	<i>(Line Item 12)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Bilingual International Assistant Services	CS182066005	\$42/hr	\$52/hr	\$10/ea	\$52/hr	\$62/hr	\$10/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$40/hr	\$41/hr	\$20/ea	\$41/hr	\$42/hr	\$20/ea

Region 3 – Clay, Platte, Ray

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 13)</i>	<i>(Line Item 14)</i>	<i>(Line Item 15)</i>	<i>(Line Item 16)</i>	<i>(Line Item 17)</i>	<i>(Line Item 18)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$41/hr	\$42/hr	\$20/ea	\$42/hr	\$43/hr	\$20/ea

Region 4 – Cass, Johnson, Lafayette

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 19)</i>	<i>(Line Item 20)</i>	<i>(Line Item 21)</i>	<i>(Line Item 22)</i>	<i>(Line Item 23)</i>	<i>(Line Item 24)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$41/hr	\$42/hr	\$20/ea	\$42/hr	\$43/hr	\$20/ea

Region 5 – Barry, Dade, Lawrence

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 25)</i>	<i>(Line Item 26)</i>	<i>(Line Item 27)</i>	<i>(Line Item 28)</i>	<i>(Line Item 29)</i>	<i>(Line Item 30)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Linguistica International	CS182066012	\$41/hr	\$42/hr	\$20/ea	\$42/hr	\$43/hr	\$20/ea

Region 6 – Bates, Benton, Cedar, Henry, Hickory, St. Clair, Vernon

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 31)</i>	<i>(Line Item 32)</i>	<i>(Line Item 33)</i>	<i>(Line Item 34)</i>	<i>(Line Item 35)</i>	<i>(Line Item 36)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 7 – Barton, Jasper, McDonald, Newton

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 37)</i>	<i>(Line Item 38)</i>	<i>(Line Item 39)</i>	<i>(Line Item 40)</i>	<i>(Line Item 41)</i>	<i>(Line Item 42)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$45/hr	\$45/hr	\$0/ea	\$45/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 8 – Christian, Dallas, Greene, Polk, Stone, Taney, Webster

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 43)</i>	<i>(Line Item 44)</i>	<i>(Line Item 45)</i>	<i>(Line Item 46)</i>	<i>(Line Item 47)</i>	<i>(Line Item 48)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 9 – Camden, Cole, Laclede, Miller, Osage, Pulaski

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 49)</i>	<i>(Line Item 50)</i>	<i>(Line Item 51)</i>	<i>(Line Item 52)</i>	<i>(Line Item 53)</i>	<i>(Line Item 54)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$44/hr	\$44/hr	\$15/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 10 – Boone, Carroll, Chariton, Cooper, Howard, Moniteau, Morgan, Pettis, Randolph, Saline

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 55)</i>	<i>(Line Item 56)</i>	<i>(Line Item 57)</i>	<i>(Line Item 58)</i>	<i>(Line Item 59)</i>	<i>(Line Item 60)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$40/hr	\$40/hr	\$0/ea
Bilingual International Assistant Services	CS182066005	\$42/hr	\$52/hr	\$10/ea	\$52/hr	\$62/hr	\$10/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 11 – Caldwell, Davies, Grundy, Harrison, Linn, Livingston, Mercer, Putnam, Sullivan

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 61)</i>	<i>(Line Item 62)</i>	<i>(Line Item 63)</i>	<i>(Line Item 64)</i>	<i>(Line Item 65)</i>	<i>(Line Item 66)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$45/hr	\$45/hr	\$0/ea	\$45/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 12 – Adair, Clark, Macon, Schuyler, Scotland, Shelby

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 67)</i>	<i>(Line Item 68)</i>	<i>(Line Item 69)</i>	<i>(Line Item 70)</i>	<i>(Line Item 71)</i>	<i>(Line Item 72)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$47/hr	\$47/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$45/hr	\$45/hr	\$0/ea	\$45/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 13 – Knox, Lewis, Marion

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 73)</i>	<i>(Line Item 74)</i>	<i>(Line Item 75)</i>	<i>(Line Item 76)</i>	<i>(Line Item 77)</i>	<i>(Line Item 78)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$52/hr	\$52/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$45/hr	\$45/hr	\$0/ea	\$45/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$41/hr	\$42/hr	\$20/ea	\$42/hr	\$43/hr	\$20/ea

Region 14 – Audrain, Callaway, Monroe, Montgomery, Pike, Ralls

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 79)</i>	<i>(Line Item 80)</i>	<i>(Line Item 81)</i>	<i>(Line Item 82)</i>	<i>(Line Item 83)</i>	<i>(Line Item 84)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$47/hr	\$47/hr	\$0/ea	\$60/hr	\$60/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 15 – Franklin, Lincoln, St. Charles, Warren

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 85)</i>	<i>(Line Item 86)</i>	<i>(Line Item 87)</i>	<i>(Line Item 88)</i>	<i>(Line Item 89)</i>	<i>(Line Item 90)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
All Access Interpreters	CS182066003	\$45/hr	\$50/hr	\$0/ea	\$45/hr	\$50/hr	\$0/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$37/hr	\$40/hr	\$0/ea	\$39/hr	\$42/hr	\$0/ea
Bilingual International Assistant Services	CS182066005	\$42/hr	\$52/hr	\$10/ea	\$52/hr	\$62/hr	\$10/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$39/hr	\$45/hr	\$0/ea	\$39/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 16 – Gasconade, Crawford, Dent, Maries, Phelps

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 91)</i>	<i>(Line Item 92)</i>	<i>(Line Item 93)</i>	<i>(Line Item 94)</i>	<i>(Line Item 95)</i>	<i>(Line Item 96)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$60/hr	\$60/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$45/hr	\$45/hr	\$0/ea	\$45/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$42/hr	\$43/hr	\$20/ea	\$45/hr	\$46/hr	\$20/ea

Region 17 – Iron, St. Francois, Washington

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 97)</i>	<i>(Line Item 98)</i>	<i>(Line Item 99)</i>	<i>(Line Item 100)</i>	<i>(Line Item 101)</i>	<i>(Line Item 102)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$40/hr	\$40/hr	\$0/ea	\$40/hr	\$40/hr	\$0/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
Language Access Multicultural People (LAMP)	CS182066010	\$40/hr	\$45/hr	\$0/ea	\$40/hr	\$45/hr	\$0/ea
Linguistica International	CS182066012	\$41/hr	\$42/hr	\$20/ea	\$42/hr	\$43/hr	\$20/ea

Region 23 – St. Louis County

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 133)</i>	<i>(Line Item 134)</i>	<i>(Line Item 135)</i>	<i>(Line Item 136)</i>	<i>(Line Item 137)</i>	<i>(Line Item 138)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
All Access Interpreters, LLC	CS182066003	\$40/hr	\$50/hr	\$0/ea	\$40/hr	\$50/hr	\$0/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$39/hr	\$39/hr	\$0/ea	\$39/hr	\$39/hr	\$0/ea
Bilingual International Assistant Services	CS182066005	\$37/hr	\$47/hr	\$5/ea	\$47/hr	\$57/hr	\$10/hr
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
International Institute of Metro Saint Louis	CS182066008	\$49.50/hr	\$59.50/hr	\$10/ea	\$49.50/hr	\$59.50/hr	\$10/ea
Language Access Multicultural People (LAMP)	CS182066010	\$39/hr	\$40/hr	\$0/ea	\$39/hr	\$40/hr	\$0/ea
Linguistica International	CS182066012	\$40/hr	\$41/hr	\$20/ea	\$40/hr	\$41/hr	\$20/ea

Region 24 – St. Louis City

		Non-Specialized Interpreter Services			Specialized Interpreter Services		
Contractor	Contract Number	Price 8:00 am-5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice	Price 8:00 am- 5:00 pm Mon-Fri	After 5:00 pm Weekdays, Weekends, & State Holidays	Emergency Fee less than 24 hour notice
		<i>(Line Item 139)</i>	<i>(Line Item 140)</i>	<i>(Line Item 141)</i>	<i>(Line Item 142)</i>	<i>(Line Item 143)</i>	<i>(Line Item 144)</i>
5T Language, LLC	CS182066001	\$55/hr	\$60/hr	\$60/ea	\$60/hr	\$65/hr	\$65/ea
Alfred J Contreras MBA	CS182066002	\$45/hr	\$45/hr	\$45/ea	\$45/hr	\$45/hr	\$45/ea
All Access Interpreters, LLC	CS182066003	\$40/hr	\$50/hr	\$0/ea	\$40/hr	\$50/hr	\$0/ea
Bernardo A. Brunetti dba International Language Center	CS182066004	\$39/hr	\$39/hr	\$0/ea	\$39/hr	\$39/hr	\$0/ea
Bilingual International Assistant Services	CS182066005	\$37/hr	\$47/hr	\$5/ea	\$47/hr	\$57/hr	\$10/ea
Faiths, LLC	CS182066006	\$40/hr	\$55/hr	\$20/ea	\$45/hr	\$55/hr	\$20/ea
Global Village Language Center	CS182066007	\$54/hr	\$65/hr	\$35/ea	\$56/hr	\$75/hr	\$35/ea
International Institute of Metro Saint Louis	CS182066008	\$49.50/hr	\$59.50/hr	\$10/ea	\$49.50/hr	\$59.50/hr	\$10/ea
Language Access Multicultural People (LAMP)	CS182066010	\$39/hr	\$40/hr	\$0/ea	\$39/hr	\$40/hr	\$0/ea
Linguistica International	CS182066012	\$40/hr	\$41/hr	\$20/ea	\$40/hr	\$41/hr	\$20/ea

Travel Time Outside Proposed Region(s): (Line Item 145)

Alfred J Contreras MBA	CS182066002	\$45/hr
All Access Interpreters, LLC	CS182066003	\$20/hr
Bernardo A. Brunetti dba International Language Center	CS182066004	N/A
Bilingual International Assistant Services	CS182066005	\$20/hr
Faiths, LLC	CS182066006	\$20/hr
International Institute of Metro Saint Louis	CS182066008	\$75/hr
Language Access Multicultural People (LAMP)	CS182066009	\$18/hr

2. CONTRACTUAL REQUIREMENTS

2.1 General Requirements:

2.1.1 The contractor shall provide verbal language interpretation services (herein after referred to as “interpreter services”) for any state agency within the State of Missouri (hereinafter referred to as the state agency) in accordance with the provisions and requirements stated herein.

a. For purposes of the contract, a state agency shall be defined as a division, section, bureau, office, program, board, regional/district office, etc., that exists within a department of Missouri State Government. For the purposes of this document, this shall also include the University of Missouri system and the Judicial and Legislative branches of the State of Missouri.

2.1.2 The contractor shall either provide the services directly or shall provide a person/personnel who must comply with the requirements stated herein. Therefore, references to “the contractor” throughout this document shall also be deemed to include the person/personnel provided by the contractor.

2.1.3 For the purposes of this document, interpreter services shall be the translation of English spoken or written concepts (e.g. forms) to the state agency requested language or the translation of the state agency requested language to English spoken or written concepts. Said interpreting shall be accomplished face-to-face in person, not over the telephone.

2.1.4 Mandatory Languages – The contractor must provide interpreter services for any of the languages identified in the table below upon request by the state agency for such.

Arabic	Greek	Romanian
Bosnian	Hmong	Russian
Burmese	Hindi	Somali
Cambodian	Italian	Spanish
Chinese	Japanese	Ukrainian
Farsi	Korean	Urdu
French	Nepali	Vietnamese
German		

2.1.5 Other Languages – If a state agency requests interpreter services for other languages proposed by the contractor on the Pricing Page of the contractor’s awarded proposal, the contractor shall provide the interpreter service as requested.

2.1.6 The contractor shall provide the services on an as needed, if needed basis. The State of Missouri does not guarantee any usage of the contract whatsoever. The contractor shall agree and understand that the contract shall be construed as a preferred use contract but shall not be construed as an exclusive arrangement. Preferred use means that any state agency needing the services should use the established contract unless it is determined to be in the best interest of the State of Missouri for a state agency to obtain alternate services elsewhere.

2.1.7 Cooperative Procurement Program - The contractor shall participate in the State of Missouri’s Cooperative Procurement Program. The contractor shall provide interpreter services as described herein under the terms and conditions, requirements, and specifications of the contract, including prices, to other government entities in accordance with the Technical Services Act (section 67.360, RSMo, which is available on the internet at: <http://www.moga.mo.gov/mostatutes/stathtml/06700003601.html?&me=67.360>.) The contractor shall further understand and agree that participation by other governmental entities is discretionary on the part of that governmental entity and the State of Missouri bears no financial responsibility for any payments due the contractor by such governmental entities.

2.1.8 The contractor shall perform all services to the sole satisfaction of the state agency.

2.1.9 Unless otherwise specified herein, the contractor shall furnish all material, labor, facilities, equipment, and supplies necessary to perform the services required herein.

2.2 Assignment of Verbal language Interpretation Services:

2.2.1 Upon determination of the need for interpreter services, the state agency will contact the lowest priced contractor in the applicable region, including consideration of preferences.

a. The state agency shall determine the lowest priced contractor, including consideration of preferences, as specified below:

1) The state agency shall determine the lowest priced contractor by determining each contractor's total cost based upon the anticipated number of hours and if applicable the emergency fee of interpreter services required and the prices quoted on the Pricing Page. Upon determination of each contractor's total cost, cost points shall be computed from the results of the calculation stated above using a scale of 200 possible points and the following formula:

$$\frac{\text{Lowest Responsive Contractor's Price}}{\text{Compared Contractor's Price}} \times 200 = \text{Cost evaluation points}$$

2) For those contractors awarded bonus preference points during the evaluation of RFPS30034901802066, such bonus preference points shall be added to the contractor's cost evaluation points. Contractors that proposed to include products and/or services manufactured, produced or assembled by a qualified nonprofit organization for the blind established pursuant to 41 U.S.C. sections 46 to 48c or a sheltered workshop holding a certificate of approval from the Department of Elementary and Secondary Education pursuant to section 178.920, RSMo were awarded ten (10) bonus preference points during the evaluation of RFPS30034901802066. Additionally, contractors that qualify as Missouri service-disabled veteran business enterprise were awarded the three (3) bonus preference points during the evaluation of RFPS30034902066.

3) The contractor with the most points after totaling the cost evaluation points and preference points will be considered the lowest priced contractor, including consideration of preferences.

2.2.2 When interpreter services are required, the state agency shall provide the contractor with as much prior notice of the interpreter services as possible. In the event the lowest priced contractor in the applicable region, including consideration of preferences, is unable to provide the required services due to unavailability, the state agency shall contact the next lowest priced contractor in the applicable region, including consideration of preferences. If additional contracts exist, the state agency shall continue to use the same criteria until the needs of the state agency are met.

a. If the contractor cannot provide services according to the state agency's needs or if the contractor does not provide the type of services (e.g. the language requested) required by the state agency, the contractor must immediately notify the state agency. The contractor shall make every effort to meet the needs of the state agency. The state agency shall document each instance of the contractor's inability to provide the required services. If the contractor continually or consistently is unable to provide the required services, the Division of Purchasing may elect to cancel the contract.

b. In the event that none of the awarded contractors can provide the required services, the state agency may obtain the needed services from another source.

2.2.3 In the event the state agency requires interpreter services for an individual, the state agency shall take the individual's perspective into consideration when selecting the contractor to contact for interpreter services.

a. If applicable, the state agency shall inform the contractor of possible dangerous situations, including the behavior of the client. The state agency shall take every possible measure to ensure the safety of the contractor. However, the contractor may refuse to provide services for such situations with no negative reflection on contractual performance. The state does not purport to identify every possible instance of a dangerous situation.

- b. Upon contact by the state agency, the contractor shall review the anticipated needs of the state agency and, except when services are needed within the next twenty-four (24) hours (hereinafter referred to as emergency services), the contractor shall advise the state agency within twenty-four (24) hours after the state agency's contact if the required interpreter services can be provided by the contractor within the time frame and at the location required by the state agency.
 - 1) For emergency services, the contractor must advise the state agency immediately if the contractor can meet the state agency's needs in regard to interpreter services. For emergency services, if the contractor does not contact the state agency within a reasonable time frame (as determined by the state agency on a case by case basis), the contractor shall agree and understand that the state agency shall have the right to contact the next lowest priced contractor in the applicable region to obtain the needed services.
- c. In the event the lowest priced contractor in the applicable region is unable to provide the required services due to unavailability of a qualified interpreter, the determination by the state agency of an unacceptable interpreter, or in the event that the contractor does not respond regarding the availability of interpreters within the required time frame, the state agency shall contact the next lowest priced contractor in the applicable region. If additional contracts exist in the applicable region, the state agency shall continue to use the same criteria until the needs of the state agency are met.

2.2.4 Because the State of Missouri needs multiple contractors throughout the state to effectively meet the state agencies' demand for interpreter services, the Division of Purchasing reserves the right to add more contractors subsequent to the initial award of contract(s). Qualifying vendors may be added as additional contractors subject to the same considerations identified herein regarding award of a contract.

2.3 Specific Interpretation Requirements:

- 2.3.1 The contractor's interpreter must be competent in the state agency requested language. The contractor's interpreter must possess sufficient education, training, and experience to proficiently interpret verbal communication from English to the state agency requested language and/or the state agency requested language to English. The contractor agrees that the demonstrated proficiency of the interpreter shall be to the sole satisfaction of the state agency and also agrees to replace any interpreter that does not demonstrate satisfactory proficiency.
- 2.3.2 If requested by the state agency, the contractor's interpreter must be a licensed certified verbal language interpreter.
- 2.3.3 If required by the state agency, the contractor shall provide resumes with references for interpreter(s) available for use by the state agency. The contractor shall not be required to submit more than six (6) such resumes. The state agency reserves the right to conduct interviews with any interpreters identified as being available for interpreting services.
- 2.3.4 Security Clearance/Pre-Assignment Screening - If requested by the state agency and prior to the assignment of an interpreter, the contractor shall conduct the following security clearance/pre-assignment screening(s):
 - a. Security Clearance - The contractor shall request and receive the security clearance information from the Missouri State Highway Patrol for each interpreter. By no later than five (5) calendar days after state agency request, the contractor shall provide the state agency with a completed Security Clearance Authorization (Attachment 1) individually signed by the contractor and the anticipated personnel who shall be providing service. The contractor shall be responsible for the costs associated with conducting the security clearance.
 - 1) The contractor shall submit a copy of the security clearance information to the state agency.
 - 2) Upon request by the state agency, the contractor shall supply the state agency with the full name, date of birth, and social security number for each interpreter providing services for that state agency.
- b. Pre-Assignment Screenings -

- 1) Urine Sample Drug Screen - The contractor shall understand and agree that the urine sample drug screen shall be performed at a location designated by the state agency. Other than time and travel costs associated with the urine sample drug screening, the state agency will be responsible for the costs associated with the urine sample drug screenings.
- 2) Criminal Records Check - Criminal records check via fingerprint review and analysis by the Missouri Highway Patrol and, if a resident, student, or current or past employee in another state, a criminal records review will be performed by the Federal Bureau of Investigation. The state agency will schedule the fingerprinting. Other than time and travel costs associated with the criminal records check, the state agency will be responsible for the criminal records check costs.
- 3) Abuse/neglect report – Time and travel costs associated with the abuse/neglect report shall be the responsibility of the contractor.
 - Abuse/neglect report check by the Family Care Safety Registry Background Investigation. The state agency will complete all forms necessary for the background check.
 - Abuse/neglect report check from the Department of Health and Senior Services, Employment Disqualification List. The state agency will complete all forms necessary for the background check.
- 4) Employee Disqualification Registry - Review of the Department of Mental Health, Employee Disqualification Registry, in which check forms will be completed by the state agency. Time and travel costs associated with the employee disqualification registry shall be the responsibility of the contractor

2.3.5 Based on reviews of resume information, interviews, security clearance/pre-assignment screening information, and/or prior experience with a specific interpreter, the state agency reserves the right to determine any interpreter as unacceptable and reject any or all of the interpreters selected by the contractor. The state agency should provide the contractor with justification for such rejection, however, the decision by the state agency regarding use of such interpreter shall be final and without recourse.

2.3.6 In the event a conflict and/or problem occurs with any interpreter(s) provided by the contractor, the state agency will notify the contractor.

2.4 Specialized Interpreter Services:

2.4.1 If requested by the state agency, the contractor shall provide specialized interpreter services. The contractor shall understand and agree that the specific requirements of performing specialized interpretation services shall be identified by the state agency at the time of the request for service.

- a. For example, the contractor may be assisting state agency personnel in the admission of a client to a psychiatric hospital. The contractor must interpret between the client and the client's doctor. The client(s) may be adult(s), child(ren), or adolescent(s).
- b. For the purposes of the contract, the term specialized shall include, but not be limited to, interpreting medical concepts/language, mental health therapy, mental health testing and evaluation, mental health topics in therapeutic situations, legal topics/concepts that focus on a client's incarcerations, capacity, etc., and highly technical concepts such as data processing terms.
 - 1) Interpreting assignments that are not involved in helping to determine a client's mental or legal status shall not be termed specialized unless the state agency chooses to term the assignment as "specialized".
 - 2) Training sessions, similarly, shall not be termed specialized even if the training is for mental health consumers or employees. In the event of a dispute, the determination of the state agency shall be final.

2.5 Scheduling Requirements:

- 2.5.1 The contractor shall provide interpreter services twenty-four (24) hours per day, seven (7) days per week, at a location designated by the state agency.
- a. The contractor must be available in the manner (beeper service, phone voice, message service, etc.) specified on Exhibit B for a state agency to contact the contractor for interpreter services.
- 2.5.2 The contractor shall provide interpreter services to any individual as requested by a state agency (i.e. services to individuals wanting to take the written driver examination). The contractor shall agree and understand that the state agency or the individual may be responsible for payment as specified by the state agency.
- a. In the event the individual is responsible for payment, the contractor shall agree and understand that the contractor shall charge the individual the applicable firm, fixed prices stated on the Pricing Page. The contractor shall agree and understand that the State of Missouri shall not assume responsibility for any costs associated when the individual is responsible for payment.
- 2.5.3 The contractor shall not assign an interpreter to provide services in excess of forty (40) hours per week for an individual state agency unless requested or approved by the state agency. For purposes of the contract, a week shall begin on a Sunday and end on the following Saturday.
- 2.5.4 The contractor shall coordinate all interpreter service assignments with the specific state agency requesting interpreter services.
- 2.5.5 Each time the contractor's services are needed, the state agency shall attempt to utilize the interpreter provided for a minimum of two (2) continuous hours.
- 2.5.6 In the event a scheduled interpreter is unable to keep an appointment or in the event that a competent interpreter is no longer available, the contractor shall notify the requesting state agency a minimum of twenty-four (24) hours in advance. The contractor shall provide a substitute interpreter with credentials and specialized skills equal to the originally scheduled interpreter. The contractor shall not be paid additional charges or fees for providing a substitute interpreter.
- a. In the event the contractor is unable to provide a substitute for reasons beyond the contractor's control, the contractor must notify the requesting state agency of the contractor's inability to perform the requested service.
 - b. Notifying the state agency a minimum of twenty-four (24) hours in advance shall relieve the contractor from providing a substitute for only that particular interpreting assignment.
- 2.5.7 The state agency will attempt to give at least twenty-four hours notice to the contractor of a cancellation of services previously requested.
- 2.6 Contractor Reporting Requirements:** (See RFP for Requirements)
- 2.7 Invoicing and Payment Requirements:**
- 2.7.1 The State of Missouri shall submit contract payments to the contractor at the remittance address listed in the contractor's MissouriBUYS vendor registration. However, the contractor shall understand and agree the state reserves the right to make contract payments to the contractor through electronic funds transfer (EFT). Therefore, prior to any payments becoming due under the contract, the contractor must verify and update, if applicable, their vendor registration with their current remittance address and ACH-EFT payment information at <https://MissouriBUYS.mo.gov>.
- a. The contractor must submit invoices on the contractor's original descriptive business invoice form unless the contractor is submitting an integrated electronic invoice (eInvoice) in MissouriBUYS. Each invoice submitted must contain a unique invoice number and the remittance address included in the contractor's MissouriBUYS vendor. The invoice number will be listed on the State of Missouri's EFT addendum record to enable the contractor to properly apply the state agency's payment to the invoice submitted. The

contractor may obtain detailed information for payments issued for the past 24 months from the State of Missouri's central accounting system (SAM II) on the Vendor Services Portal at:

<https://www.vendorservices.mo.gov/vendorservices/Portal/Default.aspx>

2.7.2 Invoicing –

- a. Upon completion of a specific interpreting assignment, and in the event the individual is not responsible for payment, the contractor shall invoice the state agency which has received the service. The invoice must state the name(s) of the interpreter providing service, the language interpreted, and the number of hours of service provided by each interpreter.

2.7.3 Payments -

- a. Unless otherwise stated below, the contractor shall be paid the firm, fixed per hour price for the applicable region and the type of services provided (e.g. non-specialized interpreter services or specialized interpreter services) and the time services are provide (e.g. between 8:00 a.m. and 5:00 p.m., Monday through Friday or After 5:00 p.m. weekdays, on weekends and State Holidays) according to the prices stated on the Pricing Page.
- b. The contractor shall be paid on an hourly basis by the state agency requesting interpreter services and for which services have been provided. The hourly price shall begin at the scheduled time of the interpreting assignment as requested and authorized by the state agency (provided the interpreter is present at the scheduled time), and shall be prorated to the quarter hour to correspond to the actual time of delivered service
- c. In the event the contractor provides interpreter services within twenty-four (24) hours of the state agency's request, the contractor shall be entitled to the emergency fee stated on the Pricing Page, in addition to the hourly price for service. The emergency fee shall be a one-time charge and shall be assessed only for the specific work assignment to which it applies.
- d. In the event the contractor's services are required for less than two (2) hours for attending any scheduled interpreting assignment as requested and authorized by a state agency or in the event an assignment is cancelled by the state agency without at least twenty-four (24) hours notice of the cancellation, the contractor shall be paid for two (2) hours of service.
- e. The contractor shall not be paid for the time allotted for the interpreter's lunch break or other extended official dismissal.
- f. In the event of a dispute regarding hours invoiced occurs, the state agency shall determine the appropriate invoicing amount (hours to be invoiced). The contractor shall agree and understand that the state agency's determination shall be final and without recourse.
- g. If the contractor provides services for a language listed as "other" languages on the Pricing Page, the contractor shall be paid the firm, fixed per hour price for the applicable region and the type of services provided (e.g. non-specialized interpreter services or specialized interpreter services) and the time services are provide (e.g. between 8:00 a.m. and 5:00 p.m., Monday through Friday or After 5:00 p.m. weekdays, on weekends and State Holidays).
 - 1) For example, if a contractor listed Portuguese on the Pricing Page and provided Portuguese interpreter services for the state agency, the contractor shall be paid the firm, fixed per hour price for the applicable region and the type of services provided (e.g. non-specialized interpreter services or specialized interpreter services) and the time services are provide (e.g. between 8:00 a.m. and 5:00 p.m., Monday through Friday or After 5:00 p.m. weekdays, on weekends and State Holidays) according to the prices stated on the Pricing Page.

- 2.7.4 In the event fewer hours of service are provided than originally requested by the state agency, the contractor shall be paid as follows:

- a. If eight (8) hours of service or less are requested and provided, the contractor shall be paid for the amount of service requested.
 - b. If more than eight (8) hours of service are requested but eight hours of service or less are provided, the contractor shall be paid for eight hours.
 - c. If more than eight (8) hours of service are provided, the contractor shall be paid for the actual number of hours of service provided.
- 2.7.5 In the event the state agency requests interviews prior to selecting an interpreter, the state agency shall pay the contractor for the actual time of the face-to-face, in person interview(s) for each interpreter and, if present, the contractor's management. The contractor's management and the person shall be paid for the actual time of the interviews in accordance with the firm, fixed price per hour stated on the Pricing Page for non-specialized services in the applicable region for the type and time of services provided.
- 2.7.6 The contractor shall not receive payment for travel time nor reimbursement for travel expenses incurred while providing services within the contractor's awarded region(s).
- 2.7.7 In the event the contractor provides interpreter services outside the contractor's awarded region, the contractor shall receive payment in accordance with the firm, fixed prices stated on the pricing page. Travel time shall be paid/reimbursed at the firm, fixed price per hour stated on the pricing page for actual travel time, and be prorated to the half hour and the contractor shall be paid/reimbursed as follows:
- a. Travel reimbursement - The contractor shall be reimbursed as specified below for travel expenses incurred within the geographic boundaries of the State of Missouri when required to travel away from the contractor's official domicile in order to fulfill the requirements of the contract. The contractor must obtain the written approval of the state agency prior to incurring any travel expenses. The contractor must provide the state agency with the amount of detail on the travel request as required by the state agency in order for the state agency to review the appropriateness of travel and estimated travel charges.
 - 1) Mileage – The contractor shall be reimbursed for travel mileage at the current per mile reimbursement rate ordered by the commissioner of administration pursuant to section 33.095, RSMo. The current per mile reimbursement rate can be found at the following website: <http://oa.mo.gov/accounting/state-employees/travel-portal-information/mileage>.
 - 2) Lodging – If overnight lodging is approved by the state agency, the contractor shall be reimbursed for actual lodging expenses incurred subject to the maximum amounts specified in the Contiguous US Per Diem Rates (CONUS) which can be accessed from <http://oa.mo.gov/travel-portal> by clicking on CONUS Rates (lodging only) on the left hand side of the page or by clicking on the link for “Per Diem Rates” at the following internet address: <http://www.gsa.gov>. If contractor's lodging costs will exceed the limits specified in CONUS, the contractor must obtain the prior written approval of the state agency for an exception to CONUS. The decision to approve or deny the exception request shall rest solely with the state agency and shall be based on the situation.
 - 3) Meals – The contractor shall be reimbursed for the actual cost of meals subject to the most current maximum meal per diem found under the Travel Resources tab at <http://oa.mo.gov/travel-portal> by clicking on the “State Meals Per Diem Rates and Information” link.
 - 4) Other Miscellaneous Travel Expenses – The contractor shall be reimbursed the actual amount of other travel expenses incurred, provided that the state agency approved the possibility for and estimates of such expenses in advance and that the actual expenses incurred are reasonable for the location in which the travel occurred.
 - 5) Invoicing and Payment – The contractor must itemize all expenses incurred including miles traveled on the invoice submitted to the state agency for reimbursement and must attach original receipts for expenses.

- The contractor shall be reimbursed for such expenses, after receipt of all required documentation and approval by the state agency of the invoice and documentation.
- b. The contractor shall understand that each state agency utilizing the contractor's services shall be solely responsible for payment for only those services requested by that state agency.
- 2.7.8 Other than the payments and reimbursements specified above, no other payments or reimbursements shall be made to the contractor for any reason whatsoever including, but not limited to taxes, travel expenses, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.
- 2.7.9 Notwithstanding any other payment provision of the contract, if the contractor fails to perform required work or services, fails to submit reports when due, or is indebted to the United States, the state agency may withhold payment or reject invoices under the contract.
- 2.7.10 Final invoices are due by no later than thirty (30) calendar days of the expiration of the contract. The state agency shall have no obligation to pay any invoice submitted after the due date.
- 2.7.11 If a request by the contractor for payment or reimbursement is denied, the state agency shall provide the contractor with written notice of the reason(s) for denial.
- 2.7.12 If the contractor is overpaid by the state agency, upon official notification by the state agency, the contractor shall provide the state agency (1) with a check payable as instructed by the state agency in the amount of such overpayment at the address specified by the state agency or (2) deduct the overpayment from the monthly invoices as requested by the state agency.
- 2.8 Missouri Statewide Contract Quarterly Administrative Fee:** (See RFP for Requirements)

Verbal Language Interpretation Services - SURVEY
Contracts CS182066001 through CS182066010

This is a survey to acquire information from the users of the statewide contract for Verbal Language Interpreter Services. Please forward a copy of this survey to anyone in your agency who has used this contract.

Please complete this survey to advise of any comments, suggestions, and/or improvements to the contracts. In addition, complete the survey regarding contractor performance for each contractor your agency has utilized. The Division of Purchasing will use this information to improve the contract and to monitor the contractors' performance.

Did the contract meet your needs? Yes _____ No _____

Please explain:

Please provide any comments, suggestions, and/or improvements that may be made to the contracts below:

Are the contracts easy to understand and use? Yes _____ No _____

If no, please provide suggestions for improvement below:

Verbal Language Interpretation Services - SURVEY
Contracts CS182066001 through CS182066010

Please complete the following form regarding contract performance for each contractor that your agency has used. For your reference, a contract number listing with respective contract names is on page 3 of the survey.

Contract Number: CS182066_ _ _
Contractor Name:

Did the contractor provide services as required by your agency? Yes _____ No _____
Please Explain:

Was the service provided by qualified individuals? Yes _____ No _____
Please explain:

On a scale of 1-10, with ten being the best score, how would you rate the responsiveness of the contractor to state agency inquiries? Score _____
Please explain:

Has your agency encountered any problems with the contractor? Yes _____ No _____
If yes, on a scale of 1-10, how would you rate their ability to resolve the problem? Score _____
Please explain:

On a scale of 1-10, with ten being the best score, how do rate the overall quality of customer service/attitude of the contractor? Score _____
Please explain:

On a scale of 1-10, with ten being the best score, how do rate the overall quality of the services provided by the contractor? Score _____
Please explain:

How would you describe your overall experience with the contractor?

Verbal Language Interpretation Services - SURVEY
Contracts CS182066001 through CS182066010

Contractor Listing

CS182066001	5T Language LLC
CS182066002	Alfred J. Contreras MBA
CS182066003	All Access Interpreters
CS182066004	Bernardo A. Brunetti dba International Language Center
CS182066005	Bilingual International Assistant Services
CS182066006	Faiths LLC
CS182066007	Global Village Language Center
CS182066008	International Institute of Metropolitan St. Louis
CS182066009	Language Access Multicultural People (LAMP)
CS182066010	Linguistica International

PLEASE RETURN THIS SURVEY TO:

Molly Hurt, Buyer
Office of Administration
Division of Purchasing
Room 630, Harry S Truman Building
Jefferson City, MO 65101

Phone: 573-751-8900
Fax: 573-526-9816

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

November Session of the October Adjourned

Term. 20 18

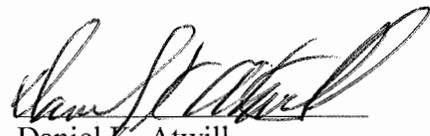
In the County Commission of said county, on the 6th day of November 20 18

the following, among other proceedings, were had, viz:

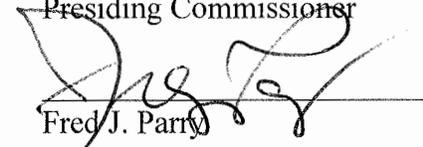
Now on this day the County Commission of the County of Boone does hereby accept the attached Engineer/Consultant's Certification For Acceptance and Final Payment for the American Outdoor Brands-Infrastructure (Route Z and Enterprise Drive Improvements) project.

It is further ordered the Presiding Commissioner is hereby authorized to sign the attached Engineer/Consultant's Certification form.

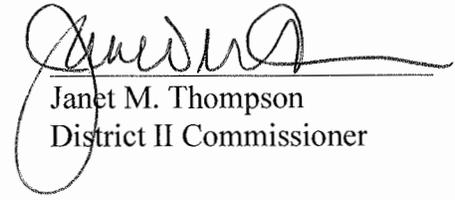
Done this 6th day of November, 2018.



Daniel K. Atwill
Presiding Commissioner

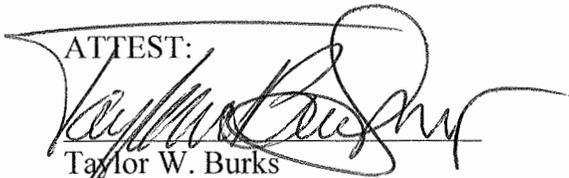


Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner

ATTEST:



Taylor W. Burks
Clerk of the County Commission

ENGINEER/CONSULTANT'S CERTIFICATION For Acceptance and Final Payment

Owner: County of Boone

Project No: 2016-ED-04

Project: American Outdoor Brands-Infrastructure (Route Z and Enterprise Dr. Improvements)

Contractor: Emery Sapp & Sons, Inc.

Engineer: Michael J. McCann, Chief Engineer-Boone County Resource Management Dept.

Contract Date: July 17, 2018

Date of Completion and Acceptance: October 2, 2018

The Contractor has notified me that he has completed all work in accordance with the Contract Documents and that it is functioning properly.

I hereby certify that a final inspection of all work under the Contract Documents was conducted by me and to the best of my knowledge; the work has been completed in accordance with the drawings and specifications and is functioning properly.

I have approved all payment estimates, and prepared and received approval of all change orders. I have received the required certifications; instructions for operating the equipment, manuals, and other documents that are applicable to this project from the Contractor and have delivered them to the Owner.

The Owner is now responsible for the security, operation, safety, maintenance, and insurance as applicable to the project. The contractor will warranty all specified work for a period of one year (or a longer period if governed by Missouri Statutes) from this date of completion. Notification has been given to the proper Government agencies that the work is completed.

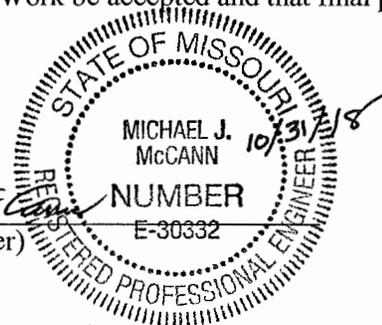
I recommend, under the provision of the Contract Documents that the Work be accepted and that final payment be made.

Executed by the Engineer on this 31st day of October, 2018.

Michael J. McCann
(Typed Name of Engineer)

(SEAL)

Michael J. McCann
(Signature of Engineer)



The work described above accepted by the consultant is hereby acknowledged and final payment authorized.

11-6-18
(Date)

[Signature]
(Owner)

Attest: [Signature]
(Clerk)

(SEAL)

Taylor W. Burks County Clerk
(Name and Title of Official)

cc: CDBG, Contractor, Owner, Consultant and Rural Development

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 18

County of Boone

In the County Commission of said county, on the 6th day of November 2018

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One for CASA Child Advocacy Agreement for Purchase of Services between Boone County and Heart of Missouri CASA.

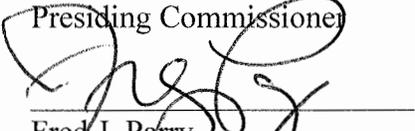
The terms of the amendment are stipulated in the attached Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number One.

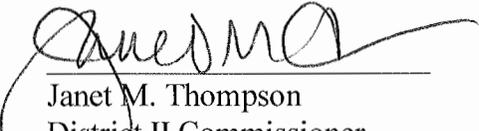
Done this 6th day of November, 2018.

ATTEST:


Taylor W. Burks
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Fred J. Parry
District I Commissioner


Janet M. Thompson
District II Commissioner

Supplemental Funding Request

Children's Services Fund - POS 2017...

Quick View Information

Grant Children's Services Fund - POS 2017 (Supplemental Funding Request ends 12/31/2018 12:00 PM CST)
Organization Name (will aut... Heart of Missouri CASA
Fund Source Children's Services Fund - POS 2017
Funder Boone County
Funding Cycle #30-20JUL17
Name of Program or Project CASA Child Advocacy
Amount of Request \$90,000.00
Record Lock

Supplemental Funding Information and Instructions

The objective of the Supplemental Fund is to assist organizations that have exceeded their funding allocations due to high levels of demand for services. The organization must demonstrate that the service(s) are already funded by the Children's Service Fund and there is a need for the supplemental funds.

To be considered for Supplemental Funds, an organization must:

- Notify the Community Services Department prior to completing this section.
- Complete all of the sections for each service for which you are seeking supplemental funding.
- Each narrative response should be clear and succinct.
- Notify the Community Services Department when this request is complete.

Supplemental Service Request #1 - Name

Service #1 Name (150 character limit)
 CASA Child Advocacy

Supplemental Service Request #1 - Amount Requested

Contracted funding amount for Service #1	Additional funds requested for Service #1
\$100,000.00	\$22,000.00

Supplemental Service Request #1 - Output Information

Contracted Units (#1)	Contracted Unit Measure (#1) (500 character limit)	Contracted Unit Rate (#1)	Additional Units Requested (#1)
4000	One hour of volunteer advocacy	\$25.00	880

Supplemental Service Request #1 - Narrative

a. Justify and provide rationale why you are requesting more funding for this Service #1. (500 character limit)

We've advocated for more children this year than in any other full year in our agency's history. Our efforts to grow our volunteer base to serve more children have been successful, and we're now serving 38% of the children in need, compared to 30% last year. This increase in services has resulted in us using 75% of our contracted units in the first 7 months of the year. The increase in children served means more funds are being expended to find, screen, train, and support active CASA volunteers.

b. Do you currently have a waiting list for Service #1?

No - (if no, move on to c)

If Yes - please describe your waiting list and provide a timeline to work through this list. (#1) (750 character limit)

We don't have a formal waiting list, but have been asked by the courts to take cases when we don't have volunteers available. However, as we have been retaining 70% of advocates to take additional cases, in addition to recruiting and training higher numbers of new advocates this year, we have been able to serve more children/cases. Whenever we have new or seasoned advocates ready for case assignment, the courts quickly assign us new cases

because they are unfortunately overloaded. Even though we have already outstripped the anticipated number of children served for the whole year, there are still approximately 300 children in need of a CASA.

c. Describe what attempts, if any, your organization has made in the past six months to secure additional funding for Service #1. (500 character limit)

We requested and received one-time funding from the Veterans United Foundation, which supported recruitment, training, and retention efforts, and supplemental funding from VOCA, which supported our move to a new, larger office space. We requested funds from the Stafford Charitable Trust, but were not approved. We requested additional funds in our United Way proposal, but weren't approved for the increase. Our board is devising a new strategy to increase funds raised from individuals/businesses.

d. When do you anticipate running out of funds for Service #1? (500 character limit)

Based on our average number of monthly advocacy hours (375) we will run out of CSF units early October, which will leave most of October and all of November and December without reimbursable units. We utilize other funding sources to support our program, but those are all limited and don't increase, of course, as our service output increases. We are requesting supplemental funds from the CSF so that we don't have to cut back on activities that have enabled us to advocate for more children.

Supplemental Service Request #2 - Name

Supplemental Service Request #2 - Amount Requested

Supplemental Service Request #2 - Output Information

Supplemental Service Request #2 - Narrative

Supplemental Service Request #3 - Name

Supplemental Service Request #3 - Amount Requested

Supplemental Service Request #3 - Output Information

Supplemental Service Request #3 - Narrative

Supplemental Service Request #4 - Name

Supplemental Service Request #4 - Amount Requested

Supplemental Service Request #4 - Output Information

Supplemental Service Request #4 - Narrative

Supplemental Service Request #5 - Name

Supplemental Service Request #5 - Amount Requested

Supplemental Service Request #5 - Output Information

Supplemental Service Request #5 - Narrative

