

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

**SERVICE CONTRACT
C-16-192-07-06**

THIS CONTRACT is made and entered into this 6th day of July, 2016 by and between the COUNTY OF HIDALGO, TEXAS ("County"), and Sign Language Interpreters, LLC dba A Sign Language Company ("Company") and South Texas Interpreters for the Deaf, LLC ("Company").

WHEREAS, Company responded to Request for Quotes "Sign Language Interpreting Services For Hearing Impaired (Courtroom & Non-Courtroom) (AS NEEDED BASIS)" for Hidalgo County (the "Services"); and

WHEREAS, Company submitted a quote to provide services in accordance with the specifications as requested, a copy of Request for Quote (RFQ) being attached hereto as Exhibit "A" (the "RFQ") and Company's quote being attached hereto as Exhibit "B" (the "Request for Quote Form"), and incorporated herein for all purposes; and

WHEREAS, in recognition of and in consideration of Company's Contract to perform the Services in accordance with the RFQ, the Commissioners' Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agree that this Contract is entered into in order to provide the Services to locations at Hidalgo County. This Contract does not extend to any third

parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the RFQ within **Hidalgo County** following a request for Services by the Elected Official/ Department Head, including but not limited to the Commissioner, Sheriff or their designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period of one hundred seventy eight (178) days beginning July 6, 2016 and ending on December 31, 2016 unless this Contract is terminated pursuant to the provisions herein, whichever occurs first. County also reserves the right to continue this quote for an additional sixty (60) day Grace Period, under the same rates, terms and conditions.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, which County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and

shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County: **The County of Hidalgo**
 Attn: County Judge
 100 E. Cano
 Edinburg, Texas 78539

If to Company: **Sign Language Interpreters, LLC**
 dba A Sign Language Company
 5111 N. 10th, #291
 McAllen, Tx. 78504

If to Company: **South Texas Interpreters for the Deaf, LLC**
 711 W. Nolana Ave, Ste 104B
 McAllen, Tx. 78504

13. In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Contract may be terminated by County without cause upon thirty (30) days written notice.

15. This Contract shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Contract.

16. This Contract shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

17. **Commitment of Current Revenues Only.** In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of County under this Contract, County may terminate this Contract upon thirty (30) days written notice to

Company. County agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Contract. The parties intend this provision to be a continuing right to terminate this Contract at the expiration of each budget period of County.

18. **Entire Agreement.** This Contract contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Contract not specifically set forth herein. This Contract may be modified or amended only by agreement in writing executed by County and Company, and not otherwise.

19. **Immunities.** Nothing in this Contract is intended to and County does not hereby waive, release or relinquish any right to assert any of the defenses County enjoys by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to County as to any claim or action of any person, entity, or individual against County.

WITNESS our hands in duplicate originals this _____ day of _____, 2016.

COUNTY OF HIDALGO

ATTEST:

By: _____
Ramon Garcia, County Judge

Arturo Guajardo Jr., County Clerk

COMPANY:

By: _____
Printed Name: _____
Title: _____

COMPANY:

By: _____
Printed Name: _____
Title: _____

APPROVED AS TO FORM:
Office of Criminal District Attorney

By: Josephine Ramirez Solis
Assistant District Attorney

EXHIBIT “A”

REQUEST FOR QUOTE (RFQ)

REQUEST FOR QUOTES FORM

DATE: April 18, 2016

NAME:	SIGN LANGUAGE INTERPRETERS, LLC DBA A SIGN LANGUAGE COMPANY	REQUEST FOR: Sign Language Interpreter	
ADDRESS:	5111 N. 10 TH #291	QUOTATION	✓
CITY/STATE/ZIP:	MCALLEN, TX 78504	INQUIRY ONLY	
PHONE/ FAX NO.:	956-688-8233 – Office / 956-533-1780 – CELL	THIS IS NOT AN ORDER	
REPRESENTATIVE:	RAQUEL R-MERRILL	SUMMARY OF QUOTATION	

FROM: Heidi Garcia Ortiz, Buyer III
ADDRESS: 2802 S. Bus. Hwy 281
 Edinburg, Texas 78539
PHONE: Phone: (956)- 318-2626 ext. 4877
FAX: Fax: (956)- 292-7612

QUOTATIONS MUST BE RECEIVED BY: **10:00 AM ON APRIL 25, 2016** via fax: 956-292-7612 by email to: heidi.ortiz@co.hidalgo.tx.us

QUOTE GOOD UNTIL December 31, 2016

QUANTITY	ITEM	DESCRIPTION AND DELIVERY REQUIRED	UNIT PRICE	TOTAL AMOUNT
QUOTE FOR:		Hidalgo County is seeking quotes for "Sign Language Interpreters".		
1	/	Business Hourly Rates – Court Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Courtroom & Non-Courtroom		
1	/	Business Hourly Rates – Non Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Non-Courtroom		
1	/	Extended Service Hourly Rates – Court Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Courtroom & Non-Courtroom		
1	/	Extended Service Hourly Rates – Non Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Non-Courtroom		
1	/	Emergency/Holiday Hourly Rates – Court Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Emergency/Holiday Hourly Rates – Non Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Minimum Hour Charge per Service Provider		
		MUST PROVIDE COPIES OF CURRENT CERTIFICATIONS FOR ALL SERVICE PROVIDERS		
		Every attempt will be made to schedule interpretation appointments at least 24 hours in advance; however, there will be NO EXTRA CHARGE for appointments scheduled less than 24 hours in advance.		
		Every attempt will be made to cancel appointments 24 hours in advance; however, THERE WILL BE NO CHARGE FOR CANCELED APPOINTMENTS.		

SPECIAL NOTICE TO VENDORS:

1. **IF UNABLE TO QUOTE, PLEASE RETURN NO QUOTE.**
2. SHOW ABOVE QUOTE NUMBER ON ALL PROJECT CORRESPONDENCE.
3. **Please submit copy of insurance certificate to include general liability and worker's comp.(if applicable)**
4. NO SUBSTITUTIONS
5. WE RESERVE THE RIGHT TO ACCEPT OR REJECT YOUR QUOTATION.
6. ALL QUOTATIONS SUBJECT TO ACCEPTANCE ON OUR USUAL PURCHASE ORDER FORMS.
7. **QUOTES WILL REMAIN FIRM UNTIL DECEMBER 31, 2016**

SIGNATURE

DATE

REQUEST FOR QUOTES FORM

DATE: April 18, 2016

NAME:	SOUTH TEXAS INTERPRETERS FOR THE DEAF, LLC	REQUEST FOR: Sign Language Interpreter
ADDRESS:	711 W. NOLANA AVE, STE 104B	QUOTATION ✓
CITY/STATE/ZIP:	MCALLEN, TEXAS 78504	INQUIRY ONLY
PHONE/ FAX NO.:	956-971-8000 – Office / 956-971-8001 – Fax	THIS IS NOT AN ORDER
REPRESENTATIVE:	JOVONNE DELGADO	SUMMARY OF QUOTATION

FROM: Heidi Garcia Ortiz, Buyer III
ADDRESS: 2802 S. Bus. Hwy 281
 Edinburg, Texas 78539
PHONE: Phone: (956)- 318-2626 ext. 4877
FAX: Fax: (956)- 292-7612

QUOTATIONS MUST BE RECEIVED BY: **10:00 AM ON APRIL 25, 2016** via fax: 956-292-7612 by email to: heidi.ortiz@co.hidalgo.tx.us
 QUOTE GOOD UNTIL **December 31, 2016**

QUANTITY	ITEM	DESCRIPTION AND DELIVERY REQUIRED	UNIT PRICE	TOTAL AMOUNT
QUOTE FOR:		Hidalgo County is seeking quotes for "Sign Language Interpreters".		
1	/	Business Hourly Rates – Court Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Courtroom & Non-Courtroom		
1	/	Business Hourly Rates – Non Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Non-Courtroom		
1	/	Extended Service Hourly Rates – Court Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Courtroom & Non-Courtroom		
1	/	Extended Service Hourly Rates – Non Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Non-Courtroom		
1	/	Emergency/Holiday Hourly Rates – Court Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Emergency/Holiday Hourly Rates – Non Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Minimum Hour Charge per Service Provider		
		MUST PROVIDE COPIES OF CURRENT CERTIFICATIONS FOR ALL SERVICE PROVIDERS		
		Every attempt will be made to schedule interpretation appointments at least 24 hours in advance; however, there will be NO EXTRA CHARGE for appointments scheduled less than 24 hours in advance.		
		Every attempt will be made to cancel appointments 24 hours in advance; however, THERE WILL BE NO CHARGE FOR CANCELED APPOINTMENTS.		

- SPECIAL NOTICE TO VENDORS:**
1. **IF UNABLE TO QUOTE, PLEASE RETURN NO QUOTE.**
 2. SHOW ABOVE QUOTE NUMBER ON ALL PROJECT CORRESPONDENCE.
 3. **Please submit copy of insurance certificate to include general liability and worker's comp.(if applicable)**
 4. NO SUBSTITUTIONS
 5. WE RESERVE THE RIGHT TO ACCEPT OR REJECT YOUR QUOTATION.
 6. ALL QUOTATIONS SUBJECT TO ACCEPTANCE ON OUR USUAL PURCHASE ORDER FORMS.
 7. **QUOTES WILL REMAIN FIRM UNTIL DECEMBER 31, 2016**

SIGNATURE

DATE

REQUEST FOR QUOTES FORM

DATE: April 18, 2016

NAME:	Amy Hermansen dba Sign Language Services	REQUEST FOR: Sign Language Interpreter	
ADDRESS:	1409 Rio Grande	QUOTATION	✓
CITY/STATE/ZIP:	San Juan, TX 78589	INQUIRY ONLY	
PHONE/ FAX NO.:	956-588-8078 – Office / 956-720-0832 – Fax	THIS IS NOT AN ORDER	
REPRESENTATIVE:	Amy Hermansen	SUMMARY OF QUOTATION	

FROM: Heidi Garcia Ortiz, Buyer III
ADDRESS: 2802 S. Bus. Hwy 281
 Edinburg, Texas 78539
PHONE: Phone: (956)- 318-2626 ext. 4877
FAX: Fax: (956)- 292-7612

QUOTATIONS MUST BE RECEIVED BY: **10:00 AM ON APRIL 25, 2016** via fax: 956-292-7612 by email to: heidi.ortiz@co.hidalgo.tx.us

QUOTE GOOD UNTIL **December 31, 2016**

QUANTITY	ITEM	DESCRIPTION AND DELIVERY REQUIRED	UNIT PRICE	TOTAL AMOUNT
QUOTE FOR:		Hidalgo County is seeking quotes for "Sign Language Interpreters".		
1	/	Business Hourly Rates – Court Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Courtroom & Non-Courtroom		
1	/	Business Hourly Rates – Non Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Non-Courtroom		
1	/	Extended Service Hourly Rates – Court Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Courtroom & Non-Courtroom		
1	/	Extended Service Hourly Rates – Non Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Non-Courtroom		
1	/	Emergency/Holiday Hourly Rates – Court Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Emergency/Holiday Hourly Rates – Non Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Minimum Hour Charge per Service Provider		
		MUST PROVIDE COPIES OF CURRENT CERTIFICATIONS FOR ALL SERVICE PROVIDERS		
		Every attempt will be made to schedule interpretation appointments at least 24 hours in advance; however, there will be NO EXTRA CHARGE for appointments scheduled less than 24 hours in advance.		
		Every attempt will be made to cancel appointments 24 hours in advance; however, THERE WILL BE NO CHARGE FOR CANCELED APPOINTMENTS.		

SPECIAL NOTICE TO VENDORS:

1. **IF UNABLE TO QUOTE, PLEASE RETURN NO QUOTE.**
2. SHOW ABOVE QUOTE NUMBER ON ALL PROJECT CORRESPONDENCE.
3. **Please submit copy of insurance certificate to include general liability and worker's comp. (if applicable)**
4. NO SUBSTITUTIONS
5. WE RESERVE THE RIGHT TO ACCEPT OR REJECT YOUR QUOTATION.
6. ALL QUOTATIONS SUBJECT TO ACCEPTANCE ON OUR USUAL PURCHASE ORDER FORMS.
7. **QUOTES WILL REMAIN FIRM UNTIL DECEMBER 31, 2016**

SIGNATURE

DATE

EXHIBIT “B”

REQUEST FOR QUOTE FORM
COMPANY

REQUEST FOR QUOTES FORM

DATE: April 18, 2016

NAME:	SIGN LANGUAGE INTERPRETERS, LLC DBA A SIGN LANGUAGE COMPANY	REQUEST FOR:	
ADDRESS:	5111 N. 10 TH #291	Sign Language Interpreter	
CITY/STATE/ZIP:	MCALLEN, TX 78504	QUOTATION	✓
PHONE/ FAX NO.:	956-688-8233 – Office / 956-533-1780 – CELL	INQUIRY ONLY	
REPRESENTATIVE:	RAQUEL R-MERRILL	THIS IS NOT AN ORDER	
		SUMMARY OF QUOTATION	

FROM: Heidi Garcia Ortiz, Buyer III
ADDRESS: 2802 S. Bus. Hwy 281
 Edinburg, Texas 78539
PHONE: Phone: (956)-318-2626 ext. 4877
FAX: Fax: (956)-292-7612

QUOTATIONS MUST BE RECEIVED BY: **10:00 AM ON APRIL 25, 2016** via fax: 956-292-7612 by email to: heidi.ortiz@co.hidalgo.tx.us

QUOTE GOOD UNTIL **December 31, 2016**

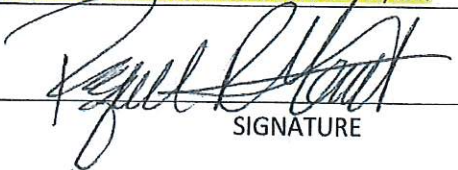
QUANTITY	ITEM	DESCRIPTION AND DELIVERY REQUIRED	UNIT PRICE	TOTAL AMOUNT
QUOTE FOR: Hidalgo County is seeking quotes for "Sign Language Interpreters".				
1	/	Business Hourly Rates – Court Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Courtroom & Non-Courtroom	1 hr	\$150.00
1	/	Business Hourly Rates – Non Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Non-Courtroom	1 hr 2 hr minimum	\$50.00
1	/	Extended Service Hourly Rates – Court Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Courtroom & Non-Courtroom	1 hr 2 hr minimum	\$150.00
1	/	Extended Service Hourly Rates – Non Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Non-Courtroom	1 hr 2 hr minimum	\$75.00
1	/	Emergency/Holiday Hourly Rates – Court Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.	1 hr 2 hr minimum	\$200.00
1	/	Emergency/Holiday Hourly Rates – Non Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.	1 hr 2 hr minimum	\$75.00
1	/	Minimum Hour Charge per Service Provider	2 hr minimum	2 \$300.00
MUST PROVIDE COPIES OF CURRENT CERTIFICATIONS FOR ALL SERVICE PROVIDERS				
Every attempt will be made to schedule interpretation appointments at least 24 hours in advance; however, there will be NO EXTRA CHARGE for appointments scheduled less than 24 hours in advance.				
Every attempt will be made to cancel appointments 24 hours in advance; however, THERE WILL BE NO CHARGE FOR CANCELED APPOINTMENTS.				

SPECIAL NOTICE TO VENDORS:

1. **IF UNABLE TO QUOTE, PLEASE RETURN NO QUOTE.**
2. SHOW ABOVE QUOTE NUMBER ON ALL PROJECT CORRESPONDENCE.
3. **Please submit copy of insurance certificate to include general liability and worker's comp. (if applicable)**
4. NO SUBSTITUTIONS
5. WE RESERVE THE RIGHT TO ACCEPT OR REJECT YOUR QUOTATION.
6. ALL QUOTATIONS SUBJECT TO ACCEPTANCE ON OUR USUAL PURCHASE ORDER FORMS.
7. **QUOTES WILL REMAIN FIRM UNTIL DECEMBER 31, 2016**

Insurances will be provided when quote is accepted.

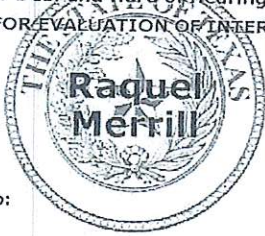
COURTS are reset, cancelled, all the time, If I'm home & it's cancelled, no charge but, if I show up to appt and it's cancelled, I will expect to get paid. That is my proposal.


SIGNATURE

4/19/16
DATE

Note: I can agree to cancelled appts, no charge but if I go to the court, and it's cancelled there, I will charge the 2 hr minimum. *Raquel R. Merrill*

Department of Assistive and Rehabilitative Services
Division for Rehabilitation Services
Office for Deaf and Hard of Hearing Services
BOARD FOR EVALUATION OF INTERPRETERS



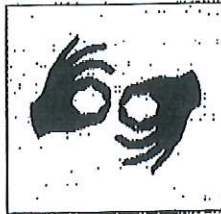
Raquel
Merrill

Certification No:
18022

Date Issued: 12/14/2015
Valid Through: 1/31/2017
CEUs due: 1/31/2017

Court
Interpreter

SOUTH TEXAS INTERPRETERS



FOR THE DEAF

711 W. Nolana Ave. Ste. 104-B McAllen TX 78504

Office: 956-971-8000 Fax: 956-971-8001

FAX Transmittal

DATE: 4/25/16 Time: _____

TO: Heidi Garcia with Hidalgo County

FROM: Amanda Chavez Secretary

FAX#: 956-292-7612

RE: _____

PAGES: 1

NOTES:

REQUEST FOR QUOTES FORM

DATE: April 18, 2016

NAME:	SOUTH TEXAS INTERPRETERS FOR THE DEAF, LLC	REQUEST FOR: Sign Language Interpreter
ADDRESS:	711 W. NOLANA AVE, STE 104B	QUOTATION <input checked="" type="checkbox"/>
CITY/STATE/ZIP:	MCALLEN, TEXAS 78504	INQUIRY ONLY <input type="checkbox"/>
PHONE/ FAX NO.:	956-971-8000 – Office / 956-971-8001 – Fax	THIS IS NOT AN ORDER <input type="checkbox"/>
REPRESENTATIVE:	JOVONNE DELGADO	SUMMARY OF QUOTATION <input type="checkbox"/>

FROM: Heidi Garcia Ortiz, Buyer III
ADDRESS: 2802 S. Bus. Hwy 281
 Edinburg, Texas 78539
PHONE: Phone: (956)-318-2626 ext. 4877
FAX: Fax: (956)-292-7612

QUOTATIONS MUST BE RECEIVED BY: **10:00 AM ON APRIL 25, 2016** via fax: 956-292-7612 by email to: heidi.ortiz@co.hidalgo.tx.us

QUOTE GOOD UNTIL December 31, 2016

QUANTITY	ITEM	DESCRIPTION AND DELIVERY REQUIRED	UNIT PRICE	TOTAL AMOUNT
QUOTE FOR:		Hidalgo County is seeking quotes for "Sign Language Interpreters".		
1		Business Hourly Rates – Court Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. <i>8-5 pm</i> Courtroom & Non-Courtroom	\$130.00 <i>minimum per hour (2 hours)</i>	
1		Business Hourly Rates – Non Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. <i>8-5 pm</i> Non-Courtroom	\$42.00 <i>(minimum per hour (2 hours))</i>	
1		Extended Service Hourly Rates – Court Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. <i>5:01 pm - 7:59 am</i> Courtroom & Non-Courtroom	\$195.00 <i>(minimum per hour (2 hours))</i>	
1		Extended Service Hourly Rates – Non Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. <i>5:01 pm - 7:59 am</i> Non-Courtroom	\$63.00 <i>(minimum per hour (2 hours))</i>	
1		Emergency/Holiday Hourly Rates – Court Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.	\$195.00 <i>(minimum per hour (2 hours))</i>	
1		Emergency/Holiday Hourly Rates – Non Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.	\$63.00 <i>(minimum per hour (2 hours))</i>	
		Minimum Hour Charge per Service Provider		
		MUST PROVIDE COPIES OF CURRENT CERTIFICATIONS FOR ALL SERVICE PROVIDERS		
	<input checked="" type="checkbox"/>	Every attempt will be made to schedule interpretation appointments at least 24 hours in advance; however, there will be NO EXTRA CHARGE for appointments scheduled less than 24 hours in advance.	<i>Agreed, but can't guarantee an interpreter will be available</i>	
	<input checked="" type="checkbox"/>	Every attempt will be made to cancel appointments 24 hours in advance; however, THERE WILL BE NO CHARGE FOR CANCELED APPOINTMENTS.	<i>-2hr minimum</i>	

SPECIAL NOTICE TO VENDORS:

1. IF UNABLE TO QUOTE, PLEASE RETURN NO QUOTE.
2. SHOW ABOVE QUOTE NUMBER ON ALL PROJECT CORRESPONDENCE.
3. **Please submit copy of insurance certificate to include general liability and worker's comp. (if applicable)**
4. NO SUBSTITUTIONS
5. WE RESERVE THE RIGHT TO ACCEPT OR REJECT YOUR QUOTATION.
6. ALL QUOTATIONS SUBJECT TO ACCEPTANCE ON OUR USUAL PURCHASE ORDER FORMS.
7. QUOTES WILL REMAIN FIRM UNTIL DECEMBER 31, 2016

J. Delgado

SIGNATURE

4/24/2016

DATE

REQUEST FOR QUOTES FORM

*Quote Rate on
SLS Document*

DATE: April 18, 2016

NAME:	Amy Hermansen dba Sign Language Services	REQUEST FOR: Sign Language Interpreter	
ADDRESS:	1409 Rio Grande	QUOTATION	✓
CITY/STATE/ZIP:	San Juan, TX 78589	INQUIRY ONLY	
PHONE/ FAX NO.:	956-588-8078 – Office / 956-720-0832 – Fax	THIS IS NOT AN ORDER	
REPRESENTATIVE:	Amy Hermansen	SUMMARY OF QUOTATION	

FROM: Heidi Garcia Ortiz, Buyer III

ADDRESS 2802 S. Bus. Hwy 281

Edinburg, Texas 78539

PHONE Phone: (956)-318-2626 ext. 4877

FAX Fax: (956)-292-7612

QUOTATIONS MUST BE RECEIVED BY: **10:00 AM ON
APRIL 25, 2016** via fax: 956-292-7612 by email to:
heidi.ortiz@co.hidalgo.tx.us

QUOTE GOOD UNTIL December 31, 2016

QUANTITY	ITEM	DESCRIPTION AND DELIVERY REQUIRED	UNIT PRICE	TOTAL AMOUNT
QUOTE FOR:		Hidalgo County is seeking quotes for "Sign Language Interpreters".		
1	/	Business Hourly Rates – Court Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Courtroom & Non-Courtroom		
1	/	Business Hourly Rates – Non Certified Interpreter Mon-Fri 8:00 a.m. to 6:00 p.m. Non-Courtroom		
1	/	Extended Service Hourly Rates – Court Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Courtroom & Non-Courtroom		
1	/	Extended Service Hourly Rates – Non Certified Interpreter Mon-Fri 6:00 p.m. to 8:00 a.m. Non-Courtroom		
1	/	Emergency/Holiday Hourly Rates – Court Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Emergency/Holiday Hourly Rates – Non Certified Interpreter (as defined by the Texas Commission for the Deaf and Hard of Hearing) Emergency interpreting service situations which are potentially life threatening or pose a threat to the clients' well-being during any time of the day or night. Holiday interpreting service situations apply to any Federal or County observed holiday.		
1	/	Minimum Hour Charge per Service Provider		
		MUST PROVIDE COPIES OF CURRENT CERTIFICATIONS FOR ALL SERVICE PROVIDERS		
		Every attempt will be made to schedule interpretation appointments at least 24 hours in advance; however, there will be NO EXTRA CHARGE for appointments scheduled less than 24 hours in advance.	} unacceptable	
		Every attempt will be made to cancel appointments 24 hours in advance; however, THERE WILL BE NO CHARGE FOR CANCELED APPOINTMENTS.		

SPECIAL NOTICE TO VENDORS:

1. IF UNABLE TO QUOTE, PLEASE RETURN NO QUOTE.
2. SHOW ABOVE QUOTE NUMBER ON ALL PROJECT CORRESPONDENCE.
3. **Please submit copy of insurance certificate to include general liability and worker's comp.(if applicable)**
4. NO SUBSTITUTIONS
5. WE RESERVE THE RIGHT TO ACCEPT OR REJECT YOUR QUOTATION.
6. ALL QUOTATIONS SUBJECT TO ACCEPTANCE ON OUR USUAL PURCHASE ORDER FORMS.
7. QUOTES WILL REMAIN FIRM UNTIL DECEMBER 31, 2016

SIGNATURE

DATE

Travel needs to be included



Sign Language Services

1409 Rio Grande St.

San Juan, Texas 78589

956-588-8078 Telephone * 956-720-0832 Facsimile

amy@signlanguageservices.us

April 24, 2016

Dear Ms Heidi Ortiz, the Purchasing and Legal Department of Hidalgo County,


I thank you for the opportunity to submit a quote to provide interpreting services for Hidalgo county, in both legal and nonlegal settings. Sign Language Services would be pleased to offer a quote these services, we offer the highest certified and educated interpreters throughout the greater rio valley. This includes five legal and court certified interpreters as well as at least 20 additional certified interpreters (you may see these listed at my website SLS-TX.COM) who are available to facilitate communication access in compliance with the law. However some aspects of the quote are unacceptable and noncompliant with the standard practice norms of our profession. I have previously submitted and in this letter attached the State of Texas acceptable and reasonable expectations for payment, billing and certification levels, they set the standard for our profession as interpreter, our region is number 11.

SLS bills for and will expect payment for the items in red on the quote sheet, as accepted by the State, we do bill for last minute request, we will bill for cancellation less than 48 hours, we will only use certified interpreters for these extremely weighty assignments, we do bill for travel when travel is greater than 20 minutes (3 court certified interpreters live in San Benito travel is required, our Court Certified Deaf Interpreter which is required often in our multilingual culture area, lives in Austin, travel is required and billed for).

If Hidalgo county allows the use of noncertified interpreters for any assignment in these settings they are assuming the legal risk associated with this decision. This decision could open the court to needless litigation and appeals which are both time consuming and expensive to the county and taxpayers. By using an agency that is insured and offers the correct certifications required, you will help prevent any of this burden on the county, SLS offers both of these needs.

If you adjust these important matters on the quote, SLS will be pleased to submit a quote and provide the best services possible!

Sincerely,


Amy Hermansen



Sign Language Services

1409 Rio Grande St.
San Juan, Texas 78589
956-588-8078 Telephone
www.SLS-tx.com

Sign Language Services Billing Rates 2016

All appointments will be billed at a minimum of two (2) hours with any additional time being billed at 15 minute increments. For appointments outside of the local area (greater than 20 min) travel time will be billed according to the hourly rate.

Sign Language Services

- Appointments greater than 3 hour will be billed for entire amount of time reserved.
- Regular Rates (48 hour advance notice of appointment, regular business hours 9:00 am - 5:00 pm):
 - Certified Interpreter \$50.00 per hour
 - Advanced Certified Interpreter \$55.00 per hour
 - Master Certified Interpreter \$60.00 per hour
 - Certified Court Interpreter \$105.00 per hour
- Overtime Rates (less than 48 hour notice, 5:00 pm - 9:00 am, and Saturdays & Sundays)
 - Certified Interpreter \$75.00 per hour
 - Advanced Certified Interpreter \$82.50 per hour
 - Master Certified Interpreter \$90.00 per hour
 - Certified Court Interpreter \$157.50 per hour
- Emergency Rates (Same day appointment on any day of the week or weekends and National Holidays) are billed at 2 times regular rate per certification level.
 - Certified Interpreter \$100.00 per hour
 - Advanced Certified Interpreter \$110.00 per hour
 - Master Certified Interpreter \$120.00 per hour
 - Certified Court Interpreter \$210.00 per hour
- Out-of-town traveling fees will apply separately
 - Miles
 - Hotel Accommodations
- Two-hour minimum
- Twenty-four hour cancellation policy is required. If less than 24 hour notice of cancellation is given, the appointment will be billed as scheduled. Full payment required.
- The interpreter will wait 15 minutes for each hour billed after such time if the client does not arrive for appointment the interpreter will assume it is a no show and leave. The full scheduled assignment will be billed.
- Interpreters are for location provide, unless previous arrangements are made for multiple locations.
- Interpreter will be available for time requested, if appointment ends early, company will still be invoiced for entire time reserved.

Amy Hermansen, Certified Interpreter & President
956-588-8078 Telephone - 956-720-0832 Facsimile

amy@signlangugeservices.us

TRUST YOUR COMMUNICATIONS TO OUR HANDS



sign language services

Sign Language Services

1409 Rio Grande St.

San Juan, Texas 78589

956-588-8078 Telephone

www.SLS-tx.com

CART Services

- On-Site: One Provider \$130 per hour
 - Overtime \$195.00
 - Emergency \$260.00
- On-Site: Two Providers \$195 per hour
 - Overtime \$292.50
 - Emergency \$390.00
- Remote \$100.00 per hour
- Projector Fee \$20.00 per hour (on-site only)
- Unedited Transcript Fee: \$10.00 per hour
(If requested)
- *Out-of-town traveling fees will apply separately*
- *Two-hour minimum*

Certified Sign Language Interpreters will be used for all appointments. In addition to Sign Language we also specialize in low vision with deafness and/or deaf/blind tactile services and trilingual (Spanish/English/ASL or MSL) interpretation (+\$5.00 additional fee per hour) as needed.

A team of interpreters may be required depending on the assignment topic, setting and length of appointment; this is evaluated at time of service. In the event a Deaf person is "HOME" sign with limited structured communication a DI (Deaf Interpreter) will be used in addition to the Certified Sign Language Interpreter, the above rates will apply to both interpreters.

This is a HUB certified business, approved by Department of Assistive and Rehabilitation Services and on their CSSA listing as an Agency. Sign Language Services, and any interpreter sent by the company shall at all times comply with the NAD-RID Code of Professional Conduct:

- Interpreters adhere to standards of confidential communication.
- Interpreters possess the professional skills and knowledge required for the specific interpreting situation.
- Interpreters conduct themselves in a manner appropriate to the specific interpreting situation.
- Interpreters demonstrate respect for consumers.
- Interpreters demonstrate respect for colleagues, interns, and students of the profession.
- Interpreters maintain ethical business practices.
- Interpreters engage in professional development.

The rates and terms of service are outlined on the preceding page. It is understood that by securing an interpreter through SLS you agree to the rates and terms of service. If you have any questions, please contact me at any time. Thank you and I look forward to working with you.

Sincerely,

Amy Hermansen, Certified Interpreter & President
956-588-8078 Telephone - 956-720-0832 Facsimile

amy@signlanguageservices.us

TRUST YOUR COMMUNICATIONS TO OUR HANDS

*Notice - Non-Certified
is not suggested
for any of
these settings.*

SITUATIONS AND RECOMMENDED INTERPRETER CERTIFICATION LEVELS

The following list of settings for use of interpreters is not all-inclusive. The person desiring to utilize an interpreter should find a comparable or similar situation on the list. Each situation should be carefully evaluated and given consideration to the communication needs and the expected complexity of the assignment. Often special circumstances or unique communication needs will warrant the use of an interpreter with a higher level of certification than is recommended below.

Category	BEI	RID	NIC
A	Level I/II, OC: B		
B	Basic		NIC
C	Level II/III	CI, CT, IC, TC	
D	Level III/IIIi, OC: C, OC: V	CSC, IC/TC, CI/CT, RSC, CDI	
E	Advanced		Advanced
F	Level IV/IVi	MCSC, SC: L	
G	V/VI		
H	Master		Master
I	CIC	SC:L ?	

→ COURT CERTIFIED

It should be noted that Texas law requires the use of **an interpreter with BEI Court Interpreter Certification (CIC) or RID SC:L** in Criminal or Civil Court proceedings.

*See the Texas Education Agency's (TEA) website at <http://www.tea.state.tx.us> for information about legal requirements for interpreter certification in Texas public school settings.

Law Enforcement Settings

Recommend: Category D, E, F, G, H

- Civil Investigations
- Arrests and Bookings
- Meetings with Parole/Probation Officers
- Restraining Order Application
- Campus Police or other law enforcement investigations

Recommend: Category F, G, H

- Polygraph Testing
- Domestic/Family Violence Calls and Investigations
- Abuse Calls and Investigations
- Deposition

- Administrative/Governmental Proceedings (Primarily Voice-to-Sign)
- City Council/Governmental Proceedings (Primarily Voice-to-Sign)
- Legislation (Primarily Voice-to-Sign)
- Discrimination Proceedings - Prior to Court (Primarily Voice-to-Sign)
- Tax Assessment/Appeal Proceedings (Primarily Voice-to-Sign)

Recommend: Category F, G, H

- Administrative/Governmental Proceedings (Extensive Sign-to-Voice)
- City Council/Governmental Proceedings (Extensive Sign-to-Voice)
- Legislation (Extensive Sign-to-Voice)
- Discrimination Proceedings - Prior to Court (Extensive Sign-to-Voice)
- Tax Assessment/Appeal Proceedings (Extensive Sign-to-Voice)

- Parole Officer Conference

Criminal Court Settings Recommend: Category I

- Post Bond
- Pre trial release
- Probation Officer Conference
- Pre and Post Lawyer Conferences - Misdemeanor
- Arraignment

Recommend: Category I

- Pre and Post Lawyer Conferences - Felony
- Judicial Proceedings Courtroom, Grand Jury, Jury Duty, Deposition

Civil Court Settings

Recommend: Category D

- Civil Weddings performed in or out of a courtroom

Recommend: Category I

- Peace Bonds/Restraining Order, Copyrights/Patents
- Minor Civil (Judicial) Proceedings Civil Law Suits, Non contested Divorce, Traffic Court
- Routine Civil Procedures Wills and Trusts, Naturalization, Adoption
- Major Civil Lawsuits
- Jury Duty

Recommend: Category I

- Deposition
- Contested Divorce
- Child Custody or Child Welfare

Governmental Settings

Recommend: Category C, D, E, F, G, H

- Governmental Procedures Federal, State, Municipal or Private Agencies
- Driver License Testing
- Application for Services
- Inquiries regarding eligibility for services

Recommend: Category D, E, F, G, H

Definitions

Region 11

Agency Assignment: - Requests given to an agency service provider for communication access services.

Agency Service Provider: - An entity with three or more Communication Access Service Providers (contract and/or employee) for direct services and has two or more office staff. Office staff must work a combined average of 30 hours a week or more performing intake, service coordination and invoicing services for the agency.

CART Provider: An individual who holds a current CART Certification Level 1 through Level V certificate of competency issued by the Texas Court Reporters Association or a current Certified Realtime Reporter (CRR), Certified CART Provider (CCP), or Certified Broadcast Captioner (CBC) certificate of competency issued by the National Court Reporter Association.

CART Services: Provision of on-screen displayed translation of the spoken word by a CART provider.

Communication Access Service: Interpreting, transliterating, and/or CART services.

Communication Access Service Provider: An individual who is a certified interpreter, a non-certified interpreter, or CART provider.

Day: 8:00 am - 5:00 pm weekdays.

Evening\Weekend: 5:00 pm - 8:00 am weekdays\5:00 pm Friday - 8:00 am Monday

Holiday: Those holidays when State Agencies are closed.

Hourly Fee: A fee charged for the provision of communication access services to be billed in fifteen (15) minute increments.

Individual\Small Business Assignment: -A request given to an individual\small business service provider for communication access services.

Individual\Small Business Service Provider: - An entity that does not qualify as an agency provider.

Interpreter: An individual who holds a current certificate issued by the DARS Office for Deaf and Hard of Hearing Services, Board for Evaluation of Interpreters (BEI) or a certificate of interpreter competency issued by the Registry of Interpreters for the Deaf (RID).

Interpreting Services: Provision of voice to sign, sign to voice, gestural to sign, sign to gestural, voice to visual or visual to voice services for communication access.

Last Minute Request: Service requests made with less than 48 business hours in advance (2 business days) notice.

Non-Certified Interpreter: An individual who lacks interpreter certification but is able to interpret effectively, accurately, and impartially both receptively and expressively, using any necessary specialized vocabulary.

Out-of-Area Assignments: An assignment of more than 20 minutes of driving one way based on the shortest time determined by using either the shortest distance or shortest time as determined by Rand McNally (<http://www.randmcnally.com>). If an address cannot be located using Rand McNally, then Google Maps (<http://maps.google.com>) or Maps on Us (<http://www.mapsonus.com>) may be utilized.

Region: Rates are based either on the HHSC Region in which the services are provided or based on the HHSC Region in which the specific requested communication access service provider resides. There are 11 HHSC regions.

Regular Request: Service requests made with more than 48 business hours advance (2 business days) notice.

Specialty Request: Service request for trilingual or court interpreting services. If a request is made for 2 specialties the percentages, 1.5 for example, are added together and then applied to the appropriate Hourly Rate. For example. A Trilingual (certified) and Court (certified) interpreter is requested in Region 7. The interpreter has an Advanced certification. The hourly rate is determined by multiplying the hourly rate of \$63 times (1.5+1.5) to = \$189. If in the same situation the request was on a weekend the weekend hourly rate is \$63 times 1.5 = \$94.50 and then the specialty rate is determined by multiply \$94.50 times (1.5+1.5) (for the specialties) for a total hourly rate of \$283.50

Transliterating Services: Provision of voice to sign, sign to voice, gestural to sign, sign to gestural, voice to visual or visual to voice services for communication access.

Transliterator: An individual who holds a current interpreter certificate issued by the DARS Office for Deaf and Hard of Hearing Services, Board for Evaluation of Interpreters (BEI) or National Registry of Interpreters for the Deaf (RID) verifying competency in either oral interpreting or sign-based communication system.

Guidelines

→ Waived for 2 hour minimum. or Admin fee

A 1.5 hour administrative fee for agency service providers or a 1.0 hour administrative fee for individual\small business service providers may be billed per communication access service provider requested per assignment and per day based on the pricing fee schedule for services provided. For services provided remotely, an administrative fee of .75 for agency service providers or .50 for individual\small business service providers may be billed.

Payment for services shall be paid at an hourly rate not to exceed the amount in the appropriate fee schedule based on the HHSC Region in which the services are provided or from the HHSC Region in which the specific requested communication access service provider resides. Reimbursement for per diem for overnight accommodations may be provided only with prior approval and shall be based on the State Employees Travel Allowance Guide.

Reimbursement for billable travel time incurred for out-of-area assignments may be provided only with prior approval and shall be based on the hourly rate charged in 15-minute increments for every 15 minutes of the total time driving to and from the assignment for the travel time considered as out-of-area. Point-to-point addresses of the communication access service provider must be provided as supporting documentation upon request.

Payment will include a one (1) hour minimum fee per communication access service provider requested. Service in excess of 1 hour must be billed in 15-minute increments. Service begins at the scheduled start time and must be consecutive. Lunch and dinner breaks shall not be calculated into the hourly total, up to one hour, unless the communication access service provider is requested to provide services during the meal. Payment will be made only for services performed, with the following exceptions:

If cancellation occurs or the communication access service provider is no longer needed within a period of less than 48 hours scheduled services may be billed.

If cancellation occurs or the communication access service provider is no longer needed within a period of less than 48 hours and the communication access service provider incurs travel costs, reimbursement for per diem and Out-of-Area fee in which prior approval was received may be billed.

* Service requests of an hour or more in length, may require the use of more than one communication access service provider. In addition to the length of service, complexity of the

assignment, number of consumers (deaf and hearing) for whom communication access will be provided are the leading factors to the need for secondary and possibly tertiary communication access service providers. Agencies will let the requester know prior to the service being provided on the needed number of communication access service providers needed.

Regular Day Hourly Rates for Agency Providers for which a 1.5 hour administrative fee may be billed. -- When establishing the general maximum rates for agencies the following overhead costs are utilized: office space, employees who answer the phone for intakes and/or provide service coordination, 24-hour contact person for emergencies, employee benefits from minimal as required by law (federal withholdings, state franchise tax) to paid holidays, vacation and/or insurance, other insurance coverage such as error and omission (E&O) and/or general liability and interpreter\CART staff as employees versus contract. Less overhead costs could initiate negotiations for a lower than maximum rate agreement.

Region	Non-Certified	BEI Level I\Ii, II\IIi, Basic, OC: B;NIC; RID CI, CT, IC, TC, NAD III	BEI III\IIIi, Advanced, OC: C, OC: V; NICAdvanced; RIDCSC, IC\TC, CI\CT, RSC, CDI, NAD IV	BEI IV\IVi, V\Vi, Master; NICMaster; RID MCSC, SC: L, NAD V
<u>Region 1</u>	\$40	\$50	\$58	\$67
<u>Region 4, 11</u>	\$39	\$49	\$55	\$64
<u>Regions 2, 3, 5, 6, 7, 8, 10</u>	\$45	\$56	\$63	\$73
<u>Region 9</u>	\$42	\$53	\$60	\$70

Court @ 1.5x's cost & TRILINGUAL A 1.5

Regular Day Hourly Rates for Individual\Small Business Providers for which a 1.0 hour administrative fee may be billed.

Region	Non-Certified	BEI Level I\Ii, II\IIi, Basic, OC: B;NIC; RID CI, CT, IC, TC, NAD III	BEI III\IIIi, Advanced, OC: C, OC: V; NICAdvanced; RIDCSC, IC\TC, CI\CT, RSC, CDI, NAD IV	BEI IV\IVi, V\Vi, Master; NICMaster; RID MCSC, SC: L, NAD V
<u>Region 1</u>	\$22	\$27	\$31	\$35
<u>Region 4, 11</u>	\$21	\$26	\$30	\$34
<u>Regions 2, 3, 5, 6, 7, 8, 10</u>	\$24	\$30	\$37	\$40
<u>Region 9</u>	\$23	\$29	\$32	\$37

Applied to Regular Day Hourly Rates (RDHR)

CART Rates for TCRA and NCRA CART Certified Providers for all Regions

Per Region and Level

Day - Last Minute	1.5 times RDHR	On-site: One Provider	\$130 per hour
		On-site: Two Providers	\$175 per hour
Evening\Weekend - Regular	1.5 times RDHR	Remote:	\$100 per hour
Evening\Weekend - Last Minute	2 times RDHR	Projector Fee (if used):	\$20 per hour (on-site only)
Holiday - Regular	2 times RDHR	Unedited Transcript Fee	\$10 per hour
Holiday - Last Minute	2 times RDHR	(if requested):	
Trilingual - (Non-Certified)	1.10 times RDHR		
Trilingual - (Certified)	1.5 times RDHR		
Court - (Certified)	1.5 times RDHR		

Travel is billed at the same rate as the assignment.

EXHIBIT “C”

CERTIFICATE OF
INSURANCE

