

**Purchase Request #1
Regular Board Meeting August 22, 2017
Consideration of Approval to Contract
for Sign Language and C.A.R.T. Services**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve a contract for Sign Language and Communication Access Real-Time Translation (C.A.R.T.) Services for the Access department from the following vendors:

Bridging The Gap Interpreting Services LLC
Collins Realtime Reporting, P.C.
Communication Access Ability Group
Crabtree Interpreting Services, Inc.
Deaf Action Center
Fisher Interpreting, LLC
Hi5 Access (National Vocational Interpreting)

Hands Up Interpreting
Hired Hands, Inc.
Karasch & Associates
Quick Caption, Inc.
San Antonio Interpreters
Texas Interpreting Services, LLC

BACKGROUND

Request for proposal (RFP) Number 4086, was issued to procure translation services for the District on an as needed basis. Thirteen (13) responses were received and evaluated by a team consisting of the Dean of Communications and Humanities Division and staff from the Access office. The evaluation team determined all proposals submitted could provide the services needed by the College. All respondents meet minimum qualifications. It is necessary to have a variety of agencies to schedule as they provide different services and have varied personnel with a range of certifications. Providers are utilized offsite for meetings, graduations, and other events or programs, etc., as well as at District locations.

IMPACT OF THIS ACTION

These services are required to provide students and employees who are hearing impaired equal access to communication as required by the Americans with Disabilities Act (ADA), ADA Amendments Act 2008 and Section 504 of the Rehabilitation Act.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchase request is for spend authorization for \$500,000.00 for five (5) years, which is budgeted is for the 2017-2018 operating budget and subsequent year's budgets, subject to Board approval, for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

MONITORING AND REPORTING TIMELINE

The term of contract will be five (5) years beginning October 1, 2017, through September 30, 2022.

RESOURCE PERSONNEL

Brenda Kihl

Executive Vice President

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