

Board of Commissioners:

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June 30, 2021

**HCJFS REQUEST FOR PROPOSAL
INTERPRETATION SERVICES
RFP SC04-21R**

ADDENDUM 1

Providers in attendance at RFP Conference

Accuracy Now Language Services

Affordable Language Services

Cal Interpreting Services

Indy Translations

JS Languages

Section 2.9 first sentence of the RFP currently reads:

Provider shall complete Attachment I and submit with proposal.

Change to read:

Provider shall complete Attachment H and submit with proposal.

Section 3.7 second paragraph of the RFP currently reads:

If Vendors discover any ambiguity, conflict, discrepancy, omission or other error in this RFP, they shall immediately notify the RFP Contact Person no later than February 26, 2021, noon of such error in writing and request clarification or modification of the document.

Change to read:

If Vendors discover any ambiguity, conflict, discrepancy, omission or other error in this RFP, they shall immediately notify the RFP Contact Person no later than July 2, 2021, noon of such error in writing and request clarification or modification of the document.

Questions asked during RFP Conference:

- Q1.** Can I be sent the actual documentation you are referring to?
- A.** The RFP can be found at <https://www.hcjfs.org/about/request-for-proposals/> and search for Interpretation Services.
- Q2.** Section 2.3, paragraph C: these items do not seem to relate to interpretation. Can you please clarify?
- A.** They do not. This is standard boilerplate language.
- Q3.** Can you confirm the unlocked Excel budget is outside the pdf response?
- A.** Yes, the budget must be submitted in an unlocked Excel format. The proposal must be submitted in a pdf format. The unlocked Excel budget is included as an attachment with this addendum.
- Q4.** What is the estimated value of the contract?
- A.** This response will be addressed in an upcoming Addendum.
- Q5.** What are the most commonly requested services?
- A.** Spanish and Nepali.
- Q6.** Are most interpreting requests simultaneous or consecutive in nature?
- A.** Yes, they are.
- Q7.** Who is the current vendor?
- A.** Affordable Language Services.
- Q8.** What is the estimated 3-year volume of consumers served?
- A.** The estimated 3-year volume is around 1,980 consumers.
- Q9.** What is the current hourly rate?
- A.** Please see attached.
- Q10.** Provide clarification on request to provide minimum threshold for face-to-face interpreting services (question 15)?
- A.** There is not a minimum threshold since the time range can alter. However, the majority of visits range from 1 to 1 ½ hours.

