

(ATTACHMENT 1) ACTION ON REQUEST TO WAIVE ADMINISTRATIVE POLICY 3.09(9)(e) AND ENTER INTO CONTRACTS FOR TRANSLATION AND INTERPRETATION SERVICES

RFP 1003
B0001380

Authorization to Waive Administrative Policy 3.09(9)(e) and Enter into a Fourth Year Contract with Lingua Pros, LLC for Translation Services.

MPS is a multicultural, multilingual school district. The translation services provided by Lingua Pros, LLC support the District’s needs to make sure families of all languages are able to receive information about the District, their schools and their children in the language in which they are most comfortable reading.

This vendor was chosen pursuant to RFP 1003, which closed on April 5, 2019.

The request to waive administrative policy 3.09(9)(e) and issue the contract for a fourth year is based upon the significant organizational changes within the Media & Communications department. The extension will also ensure that the prices offered by this vendor remain the same for an additional year.

This Contract shall extend from July 1, 2022, through June 30, 2023. The total cost of the Contract shall not exceed \$300,00.00.

Budget Code:

000-0-0-000-BL-ECTS.....(Blanket Contract Services)..... \$300,000

Lingua Pros, LLC

PRIME CONTRACTOR INFORMATION

Certified HUB Vendor? NO
Total # of Employees6
Total # of Minorities3
Total # of Women4

HUB PARTICIPATION

Required15%
Proposed15%
\$ ValueN/A

STUDENT ENGAGEMENT (per 12-month contract)

Paid Student Employment Hour Commitment: 300 HOURS
Student Career Awareness Commitment: 10 HOURS

RFP 1003

B0001381/ B0001383

Authorization to Enter into a Fourth Year Contract with Lakeside Ventures, Inc. dba International Languages for Translation and Interpretation Services

The Administration is requesting authorization to enter into two contracts with Lakeside Ventures, Inc. d/b/a International Languages (“Lakeside”) for translation and interpretation services. This contractor provides written translation services in a variety of languages to schools and departments across the District; and oral interpretation for district and school events.

MPS is a multicultural, multilingual school district. The services provided by Lakeside provide the support the District needs to make sure families of all languages are able to receive information about the District, their schools and their children in the language in which they are most comfortable reading and speaking. The interpretation services provided ensure important District events are as

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inclusive as possible.

The request to waive administrative policy 3.09 (9)(e) and issue the contract for a fourth year is based upon the significant organizational changes within the Media & Communications department. The extension will also ensure that the prices offered by this vendor remain the same for an additional year.

These contracts will run from July 1, 2022 through June 30, 2023. The total cost of the translation services contract in this fourth year will not exceed \$300,000. The total cost of the interpretation services contract in this fourth year will not exceed \$200,000.

Budget Code:

000-0-0-000-BL-ECTS.....(Blanket Contract Services).....\$500,000

Lakeside Ventures, Inc.

PRIME CONTRACTOR INFORMATION

Certified HUB Vendor? Yes
Total # of Employees59
Total # of Minorities56
Total # of Women39

HUB PARTICIPATION

Required15%
Proposed15%
\$ ValueN/A

STUDENT ENGAGEMENT (per 12-month contract)

Paid Student Employment Hour Commitment: 300 HOURS
Student Career Awareness Commitment: 10 HOURS