

Financial Services
Richard H. Hinds, Chief Financial Officer

SUBJECT: REQUEST AUTHORIZATION TO ENTER INTO CONTRACTUAL SERVICES AGREEMENTS, PURSUANT TO REQUEST FOR PROPOSALS NO. 075-KK10 – LEGAL TRANSLATION AND INTERPRETATION SERVICES

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

LINK TO STRATEGIC FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY

Request For Proposals No. 075-KK10 – LEGAL TRANSLATION AND INTERPRETATION SERVICES, is to obtain legal translation and interpretation services, on an as-needed basis, for the Office of the School Board Attorney. This is a term proposal. Nine (9) proposals were received in response to this advertised solicitation.

Proposals submitted pursuant to this Request For Proposals, establish a list of pre-approved agencies, at the rates specified therein. The District is not obligated to enter into contracts for legal translation and interpretation services with these agencies, or base its selection on a rotational basis, and will contract with agencies on an as-needed basis, as determined at the sole discretion of the Board Attorney.

The Evaluation Committee, consisting of Board Attorneys, Procurement Management, Risk and Benefits Management and other appropriate District staff, met on August 11, 2010, to evaluate proposals. After considerable deliberation, the Committee selected the following agencies to provide legal translation and interpretation services, based on qualifications, experience and the ability to best meet the needs of the District. The Committee's recommendations for award are as follows: Action Translation Services; JuriStaff, Inc.; Master Translating Services, Inc.; and ProTranslating.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AUTHORIZE** the Office of the School Board Attorney to enter into contractual services agreements with the following agencies, pursuant to Request For Proposals No. 075-KK10 – LEGAL TRANSLATION AND INTERPRETATION SERVICES, to provide legal translation and interpretation services, up to the maximum rates quoted in the fee structure of the Request For Proposals, effective September 7, 2010, through September 6, 2013, as follows:

1. ACTION TRANSLATION SERVICES
814 PONCE DE LEON BLVD., SUITE 219
CORAL GABLES, FL 33134
IDA ALVAREZ, PRESIDENT
2. JURISTAFF, INC.
201 S. BISCAYNE BLVD., 28TH FLOOR
MIAMI, FL 33131
BRIAN PERERO, BUSINESS DEVELOPMENT MANAGER
3. MASTER TRANSLATING SERVICES, INC.
10651 N. KENDALL DRIVE, SUITE 220
MIAMI, FL 33176
MARTHA CORDERO-ESQUIVEL, PRESIDENT
4. PROTRANSLATING
2850 DOUGLAS ROAD
CORAL GABLES, FL 33134
XIMENA VAZQUEZ, INTERPRETING SALES MANAGER

RHH/ae