

Quantity Purchase Agreement With The State Of Indiana

Qty Purchase Agreement QPA Number 0000000000000000000050143	Page 1 of 7
Requisition Nbr.: Interpretation Services	
Effective Date: 01/08/2021	
Expiration Date: 02/01/2024	
Agency Number:	
Facility: ASA 20-1311	
Vendor ID: 0000109828	
Vendor Telephone Nbr:	
Name Of Contact Pers:	
Contact Email: ACCOUNTING@LUNA360.COM	
FAX Number:	

Vendor: INDIANAPOLIS INTERPRETERS INC
Remit to: LUNA LANGUAGE SERVICES
8935 N MERIDIAN ST STE 250
INDIANAPOLIS IN 46260

Name and Address of Vendor: INDIANAPOLIS INTERPRETERS INC
LUNA LANGUAGE SERVICES
8935 N MERIDIAN ST STE 250
INDIANAPOLIS IN 46260

In accordance with your bid, submitted in response to the above referenced solicitation, the Vendor agrees that the Indiana Department of Administration, Procurement Division, has the option to purchase the items listed below under the terms of this agreement. The Vendor agrees to charge these prices for any products ordered on any QPA release received after the expiration of the QPA but issued prior to the expiration date. The quantity listed herein is an estimate of the requirements. The state may order substantially more or substantially less pursuant to the terms of this agreement. **Orders are to be delivered only upon receipt of properly approved Quantity Purchase Award Release.**

Line Number	Quantity	UNIT	Article and Description	Unit Price
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This is an award of a Quantity Purchase Agreement for in-person interpretive services. The QPA can be mutually renewed yearly for three (2) additional years. The vendor agrees to charge these prices for any products ordered on any QPA release received after the expiration date, but issued prior to the expiration date, and postmarked no later than 14 business days after the QPA's expiration date. Quantities are estimates and could be more or less.

CAS (ASL/CART Services): Statewide

There is a two-hour minimum for all in-person American Sign Language interpretation appointments, including after hours. There is a one-hour minimum for all other in-person interpretation appointments, including after hours.

Per-minute pricing for VRI and over-the-phone appointment assistance may be rounded to the nearest half minute.

The vendor will utilize interpreters that hold Indiana Interpreter Certification (IIC) when possible. All ASL interpreters providing services at the Indiana School for the Deaf will hold IIC as well as a Registry of Interpreters for the Deaf (RID) certification. The same qualifications apply to VRI services.

Due to the shortage of interpreters in Indiana as well as the nation, exceptions may be made for non-IIC interpreters based on the nature of the job and with the written approval of the requesting State agency or governmental body. Non-IIC interpreters fall into two categories: "Non-IIC" and "Provisional." The term "Provisional" has a unique definition within this agreement that is different from the IIC definition. Provisional interpreters must complete the vendor's internal screening and training processes and hold at least one of three qualifiers described in the contract. Each of these qualifiers requires at least 5 years' interpreting experience.

For all billable time after the applicable minimums (two hours for ASL and one hour for all other in-person interpreters), the State will be billed at the appropriate hourly rate in 15-minute increments, rounded up to the nearest 15 minutes. The vendor requests that agencies schedule appointments for as close to the expected duration as possible in order to avoid lost time for interpreters.

In the event an interpreter is required to appear in court to testify as a witness and the State agency serviced has provided prior approval, the Contractor may only invoice for the amount of time the interpreter was required to appear. However, in the case of ASL interpreters, the Contractor may invoice for the two-hour minimum, plus any additional time beyond two hours during which the interpreter was required to appear.

With prior State approval, the Contractor may bill for all mileage (to and from the destination) for all assignments 50+ miles (one way) from the interpreter's starting point.

VRI services are available on demand, 24/7. These services are Web-based and require only a high-speed Internet connection, webcam and computer. Please use the same contact information provided above to request these services.

The Contractor may bill for two hours for an ASL appointment cancelled less than 48 hours prior to the appointment time, assuming the appointment was made more than two days in advance. If the appointment was made less than 48 hours in advance but greater than 24 hours in advance, at least 24 hours notice must be given to avoid this charge. This does not apply to unforeseen closures to State offices (e.g. weather-related closures).

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Line Number	Quantity	UNIT	Article and Description	Unit Price
			The Contractor may bill for one hour for all non-ASL in-person appointments cancelled 24 hours prior to the appointment time. This does not apply to unforeseen closures to State offices (e.g. weather-related closures).	
			Please note the following contract details: After hours pricing is in effect during any state-observed holiday, weekends (beginning after p.m. Friday until 8 a.m. the following Monday) and between 6 p.m. and 8 a.m. Monday through Friday.	
			Service Regions: In-person Spoken Language: Northeast, Northwest, Central	
			To request services from this vendor, call 317.341.4137 or email state@LUNA360.com. To discuss items related to billing/invoicing, please email state@LUNA360.com. For all other customer service needs, please contact Rebecca Buchan (ASL/CART Services) 317.341.4137. rebecca@LUNA360.com NA Phaw (Spoken Language) 317.341.4137 naw@LUNA360.com IDOA Vendor Manager: Kristine Kruger, available at KrKruger@idoa.in.gov	
109	99,999,999.00	HUR000000000100376037 Minimum 1 hour	Interpretation In-Person Spanish Central Region	49.5000
110	99,999,999.00	HUR000000000100376038 Minimum 1 hour	Interpretation In-Person Spanish North East Region	49.5000
111	99,999,999.00	HUR000000000100376039 minimum 1 hour	Interpretation In-Person Spanish North West Region	49.5000
112	99,999,999.00	HUR000000000100376040 Minimum 1 hour	Interpretation In-Person Burmese Central Region	60.5000
113	99,999,999.00	HUR000000000100376041 Minimum 1 hour	Interpretation In-Person Burmese North East Region	60.5000
114	99,999,999.00	HUR000000000100376042 minimum 1 hour	Interpretation In-Person Burmese North West Region	110.0000
115	99,999,999.00	HUR000000000100376043 1 hour	Interpretation In-Person Chin Central Region Minimum	60.5000
116	99,999,999.00	HUR000000000100376044 Minimum 1 hour	Interpretation In-Person Chin North East Region	110.0000
117	99,999,999.00	HUR000000000100376045 minimum 1 hour	Interpretation In-Person Chin North West Region	110.0000
118	99,999,999.00	HUR000000000100376046 Minimum 1 hour	Interpretation In-Person Arabic Central Region	60.5000
119	99,999,999.00	HUR000000000100376047 Minimum 1 hour	Interpretation In-Person Arabic North East Region	110.0000
120	99,999,999.00	HUR000000000100376048 minimum 1 hour	Interpretation In-Person Arabic North West Region	110.0000
121	99,999,999.00	HUR000000000100376049 Minimum 1 hour	Interpretation In-Person French Central Region	60.5000
122	99,999,999.00	HUR000000000100376050	Interpretation In-Person French North East Region	110.0000

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		Minimum 1 hour		
123	99,999,999.00	HUR000000000100376051 minimum 1 hour	Interpretation In-Person French North West Region	110.0000
124	99,999,999.00	HUR000000000100376052 1 hour	Interpretation In-Person Karen Central Region Minimum	60.5000
125	99,999,999.00	HUR000000000100376053 Minimum 1 hour	Interpretation In-Person Karen North East Region	110.0000
126	99,999,999.00	HUR000000000100376054 minimum 1 hour	Interpretation In-Person Karen North West Region	110.0000
127	99,999,999.00	HUR000000000100376055 Minimum 1 hour	Interpretation In-Person Vietnamese Central Region	60.5000
128	99,999,999.00	HUR000000000100376056 Minimum 1 hour	Interpretation In-Person Vietnamese North East Region	110.0000
129	99,999,999.00	HUR000000000100376057 minimum 1 hour	Interpretation In-Person Vietnamese North West Region	110.0000
130	99,999,999.00	HUR000000000100376058 Minimum 1 hour	Interpretation In-Person Swahili Central Region	60.5000
131	99,999,999.00	HUR000000000100376059 Minimum 1 hour	Interpretation In-Person Swahili North East Region	110.0000
132	99,999,999.00	HUR000000000100376060 minimum 1 hour	Interpretation In-Person Swahili North West Region	110.0000
133	99,999,999.00	HUR000000000100376061 Minimum 1 hour	Interpretation In-Person Mandarin Central Region	60.5000
134	99,999,999.00	HUR000000000100376062 Minimum 1 hour	Interpretation In-Person Mandarin North East Region	110.0000
135	99,999,999.00	HUR000000000100376063 minimum 1 hour	Interpretation In-Person Mandarin North West Region	110.0000
136	99,999,999.00	HUR000000000100376064 Minimum 1 hour	Interpretation In-Person Kinyarwanda Central Region	60.5000
137	99,999,999.00	HUR000000000100376065 Region Minimum 1 hour	Interpretation In-Person Kinyarwanda North East	110.0000
138	99,999,999.00	HUR000000000100376066 Region minimum 1 hour	Interpretation In-Person Kinyarwanda North West	110.0000
139	99,999,999.00	HUR000000000100376067 Minimum 1 hour	Interpretation In-Person Non-Core Central Region	66.0000
140	99,999,999.00	HUR000000000100376068 Minimum 1 hour	Interpretation In-Person Non-Core North East Region	115.5000
141	99,999,999.00	HUR000000000100376069	Interpretation In-Person Non-Core North West Region	115.5000

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Line Number	Quantity	UNIT	Article and Description	Unit Price
		minimum 1 hour		
142	99,999,999.00	HUR000000000100376070	After-HUR In-Person Spanish Central Region. Weekends and after 6pm M-F	49.5000
143	99,999,999.00	HUR000000000100376071	After-HUR In-Person Spanish North East Region. Weekends and after 6pm M-F	49.5000
144	99,999,999.00	HUR000000000100376072	After-HUR In-Person Spanish North West Region. Weekends and after 6pm M-F	49.5000
145	99,999,999.00	HUR000000000100376073	After-HUR In-Person Burmese Central Region. Weekends and after 6pm M-F	60.5000
146	99,999,999.00	HUR000000000100376074	After-HUR In-Person Burmese North East Region. Weekends and after 6pm M-F	110.0000
147	99,999,999.00	HUR000000000100376075	After-HUR In-Person Burmese North West Region. Weekends and after 6pm M-F	110.0000
148	99,999,999.00	HUR000000000100376076	After-HUR In-Person Chin Central Region. Weekends and after 6pm M-F	60.5000
149	99,999,999.00	HUR000000000100376077	After-HUR In-Person Chin North East Region. Weekends and after 6pm M-F	110.0000
150	99,999,999.00	HUR000000000100376078	After-HUR In-Person Chin North West Region. Weekends and after 6pm M-F	110.0000
151	99,999,999.00	HUR000000000100376079	After-HUR In-Person Arabic Central Region. Weekends and after 6pm M-F	60.5000
152	99,999,999.00	HUR000000000100376080	After-HUR In-Person Arabic North East Region. Weekends and after 6pm M-F	110.0000
153	99,999,999.00	HUR000000000100376081	After-HUR In-Person Arabic North West Region. Weekends and after 6pm M-F	110.0000
154	99,999,999.00	HUR000000000100376082	After-HUR In-Person French Central Region. Weekends and after 6pm M-F	60.5000
155	99,999,999.00	HUR000000000100376083	After-HUR In-Person French North East Region. Weekends and after 6pm M-F	110.0000
156	99,999,999.00	HUR000000000100376084	After-HUR In-Person French North West Region. Weekends and after 6pm M-F	110.0000
157	99,999,999.00	HUR000000000100376085	After-HUR In-Person Karen Central Region. Weekends and after 6pm M-F	60.5000
158	99,999,999.00	HUR000000000100376086	After-HUR In-Person Karen North East Region. Weekends and after 6pm M-F	110.0000
159	99,999,999.00	HUR000000000100376087	After-HUR In-Person Karen North West Region. Weekends and after 6pm M-F	110.0000
160	99,999,999.00	HUR000000000100376088	After-HUR In-Person Vietnamese Central Region.	60.5000

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Line Number	Quantity	UNIT	Article and Description	Unit Price
			Weekends and after 6pm M-F	
161	99,999,999.00	HUR000000000100376089	After-HUR In-Person Vietnamese North East Region. Weekends and after 6pm M-F	110.0000
162	99,999,999.00	HUR000000000100376090	After-HUR In-Person Vietnamese North West Region. Weekends and after 6pm M-F	110.0000
163	99,999,999.00	HUR000000000100376091	After-HUR In-Person Swahili Central Region. Weekends and after 6pm M-F	60.5000
164	99,999,999.00	HUR000000000100376092	After-HUR In-Person Swahili North East Region. Weekends and after 6pm M-F	110.0000
165	99,999,999.00	HUR000000000100376093	After-HUR In-Person Swahili North West Region. Weekends and after 6pm M-F	110.0000
166	99,999,999.00	HUR000000000100376094	After-HUR In-Person Mandarin Central Region. Weekends and after 6pm M-F	60.5000
167	99,999,999.00	HUR000000000100376095	After-HUR In-Person Mandarin North East Region. Weekends and after 6pm M-F	110.0000
168	99,999,999.00	HUR000000000100376096	After-HUR In-Person Mandarin North West Region. Weekends and after 6pm M-F	110.0000
169	99,999,999.00	HUR000000000100376097	After-HUR In-Person Kinyarwanda Central Region. Weekends and after 6pm M-F	60.5000
170	99,999,999.00	HUR000000000100376098	After-HUR In-Person Kinyarwanda North East Region. Weekends and after 6pm M-F	110.0000
171	99,999,999.00	HUR000000000100376099	After-HUR In-Person Kinyarwanda North West Region. Weekends and after 6pm M-F	110.0000
172	99,999,999.00	HUR000000000100376100	After-HUR In-Person Non-Core Central Region. Weekends and after 6pm M-F	66.0000
173	99,999,999.00	HUR000000000100376101	After-HUR In-Person Non-Core North East Region. Weekends and after 6pm M-F	115.5000
174	99,999,999.00	HUR000000000100376102	After-HUR In-Person Non-Core North West Region. Weekends and after 6pm M-F	115.5000
175	99,999,999.00	HUR000000000100376103	Court Interpreting, Indiana State Supreme Court Certified and Indiana Supreme Court Qualified Legal Interpreter, All Languages two hour min Central Region	132.0000
176	99,999,999.00	HUR000000000100376104	Court Interpreting, Indiana State Supreme Court Certified and Indiana Supreme Court Qualified Legal Interpreter, All Languages two hour min North East Region	132.0000
177	99,999,999.00	HUR000000000100376105	Court Interpreting, Indiana State Supreme Court Certified and Indiana Supreme Court Qualified Legal Interpreter, All Languages two hour min North West Region	132.0000
178	99,999,999.00	HUR000000000100376106	Virtual Interpreting Central Region All Languages	60.5000

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179	99,999,999.00	HUR000000000100376107	Virtual Interpreting North East Region All Languages	60.5000
180	99,999,999.00	HUR000000000100376108	Virtual Interpreting North West Region All Languages	60.5000
181	99,999,999.00	EA 000000000100376109	Over the phone scheduling spanish per minute during normal business hours	1.0900
182	99,999,999.00	EA 000000000100376110	Over the phone scheduling Burmese per minute during normal business hours	1.0900
183	99,999,999.00	EA 000000000100376111	Over the phone scheduling Chin per minute during normal business hours	1.0900
184	99,999,999.00	EA 000000000100376112	Over the phone scheduling Arabic per minute during normal business hours	1.0900
185	99,999,999.00	EA 000000000100376113	Over the phone scheduling French per minute during normal business hours	1.0900
186	99,999,999.00	EA 000000000100376114	Over the phone scheduling Karen per minute during normal business hours	1.0900
187	99,999,999.00	EA 000000000100376115	Over the phone scheduling Vietnamese per minute during normal business hours	1.0900
188	99,999,999.00	EA 000000000100376116	Over the phone scheduling Swahili per minute during normal business hours	1.0900
189	99,999,999.00	EA 000000000100376117	Over the phone scheduling Mandarin per minute during normal business hours	1.0900
190	99,999,999.00	EA 000000000100376118	Over the phone scheduling Kinyarwanda per minute during normal business hours	1.0900
191	99,999,999.00	EA 000000000100376119	Over the phone scheduling Non-Core per minute during normal business hours	1.0900
192	99,999,999.00	HUR000000000100376120	Interpretation In-Person ASL IIC 2 hour min.	38.5000
193	99,999,999.00	HUR000000000100376121	Interpretation In-Person ASL Grandfathered 2 hour min.	44.0000
194	99,999,999.00	HUR000000000100376122	Interpretation In-Person ASL Provisional 2 hour min.	38.5000
195	99,999,999.00	HUR000000000100376123	Interpretation In-Person ASL Non-IIC 2 hour min.	27.5000
196	99,999,999.00	HUR000000000100376124	After-HUR in-person ASL IIC	44.0000
197	99,999,999.00	HUR000000000100376125	Nationally Certified CAS interpreter with less than 10 years experience.	55.0000
198	99,999,999.00	HUR000000000100376126	Nationally Certified > 10 years and < 15 years	60.5000
199	99,999,999.00	HUR000000000100376127	Nationally Certified > 15 years	66.0000

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200	99,999,999.00	HUR000000000100376128	Educaitional Interpreting, K-12/EIPA State of Indiana Certified Interpreter	60.5000
201	99,999,999.00	HUR000000000100376129	CAS Court Interpreter, Indiana State Supreme Court Qualified Interpreter	132.0000
202	99,999,999.00	HUR000000000100376130	Virtual Interpreting American Sign Language	71.5000
203	99,999,999.00	HUR000000000100376131	Audio Description and Captioning	396.0000
204	99,999,999.00	HUR000000000100376132	CART (Court Reporting School Certificate) or 180 words per minute literary, 225 words per minute Q and A or Speech to test	88.0000
205	99,999,999.00	HUR000000000100376133	CART (NCRA CRR -Certified Real time Reporter or CCP - Certified CART Provider)/National Speech to Text	121.0000
206	99,999,999.00	HUR000000000100376134	CART non certified	55.0000
207	99,999,999.00	HUR000000000100403238	Travel time for interpreter traveling 50+ miles round trip	38.5000
208	99,999,999.00	MI 000000000100437190	Mileage round trip under 50 miles for an appointment	0.4900

The following UN/CEFACT Unit of Measure Common Codes are used in this document:
EA Each
HUR Hour
MI Mile

Signature of Purchasing Officer	Typed Name	Signature Of Approval Office Of the State Attorney General	
	Date Signed	Typed Name	Date Signed
Authorized Signature	Indiana Department Of Administration Procurement Division 402 West Washington Street, Rm W468 Indianapolis, Indiana 46204 Telephone: (317) 232-3150		