

**Quantity Purchase Agreement
With The State Of Indiana**

Qty Purchase Agreement QPA Number 0000000000000000000050145		Page 1 of 5
Requisition Nbr.:	Interpretation Services	
Effective Date:	01/08/2021	
Expiration Date:	02/01/2023	
Agency Number:		
Facility:	ASA 20-1311	
Vendor ID:	0000055476	
Vendor Telephone Nbr:	--	
Name Of Contact Pers:		
Contact Email:	FINANCE@LTCLS.COM	
FAX Number:	--	

Vendor: LANGUAGE TRAINING CENTER INC
Remit to: 5750 CASTLE CREEK PKWY STE 150
INDIANAPOLIS IN 46250

Name and Address of Vendor: LANGUAGE TRAINING CENTER INC
5750 CASTLE CREEK PKWY STE 150
INDIANAPOLIS IN 46250

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.

To request services from this vendor, call 317.578.4577 or email interpreting@LTCLS.com. To discuss items related to billing/invoicing, please contact Jessica Fisher 317.616.3684 email jfisher@LTCLS.com. For all other customer service needs, please contact Lizzette Michel 317.220.9805 email lmiche@LTCLS.com To contact the IDOA Vendor Contract Manager, Jacob Pardue, email JPardue1@idoa.in.gov or call 317-232-8157.

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. - The Written Translation Services portion of this contract is based on number of words needed to be translated and on the target language selected. All requests will need to be emailed to agency point of contact preferably in the source format (Word, InDesign, Publisher, etc.) A quote for the project will be sent with cost and turnaround completion time. A \$50 minimum will be applied. - 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. - With prior State approval, the Contractor may bill for travel time (to and from the destination) for all assignments 50+ miles (roundtrip) 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 one hour for all 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).

Service Regions: In-person Spoken Language: Northeast, Central Written Translation: Statewide with a \$50 minimum

4	99,999,999.00	HUR000000000100376636	Interpretation In-Person Spanish North East Region	35.0000
5	99,999,999.00	HUR000000000100376637	Interpretation In-Person Spanish Central Region	35.0000
6	99,999,999.00	HUR000000000100376638	Interpretation In-Person Burmese North East Region	48.0000
7	99,999,999.00	HUR000000000100376639	Interpretation In-Person Burmese Central Region	45.0000
8	99,999,999.00	HUR000000000100376640	Interpretation In-Person Chin North East Region	48.0000
9	99,999,999.00	HUR000000000100376641	Interpretation In-Person Chin Central Region	48.0000
10	99,999,999.00	HUR000000000100376642	Interpretation In-Person Arabic North East Region	48.0000
11	99,999,999.00	HUR000000000100376643	Interpretation In-Person Arabic Central Region	48.0000
12	99,999,999.00	HUR000000000100376644	Interpretation In-Person French North East Region	48.0000
13	99,999,999.00	HUR000000000100376645	Interpretation In-Person French Central Region	48.0000
14	99,999,999.00	HUR000000000100376646	Interpretation In-Person Karen North East Region	48.0000

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Line Number	Quantity	UNIT	Article and Description	Unit Price
15	99,999,999.00	HUR000000000100376647	Interpretation In-Person Karen Central Region	48.0000
16	99,999,999.00	HUR000000000100376648	Interpretation In-Person Vietnamese North East Region	48.0000
17	99,999,999.00	HUR000000000100376649	Interpretation In-Person Vietnamese Central Region	48.0000
18	99,999,999.00	HUR000000000100376650	Interpretation In-Person Swahili North East Region	48.0000
19	99,999,999.00	HUR000000000100376651	Interpretation In-Person Swahili Central Region	48.0000
20	99,999,999.00	HUR000000000100376652	Interpretation In-Person Mandarin North East Region	48.0000
21	99,999,999.00	HUR000000000100376653	Interpretation In-Person Mandarin Central Region	48.0000
22	99,999,999.00	HUR000000000100376654	Interpretation In-Person Kinyarwanda North East Region	48.0000
23	99,999,999.00	HUR000000000100376655	Interpretation In-Person Kinyarwanda Central Region	48.0000
24	99,999,999.00	HUR000000000100376656	Interpretation In-Person Non-Core Languages North East Region	48.0000
25	99,999,999.00	HUR000000000100376657	Interpretation In-Person Non-Core Languages Central Region	48.0000
26	99,999,999.00	HUR000000000100376658	After-HUR In-Person Spanish North East Region. Weekends and after 6pm M-F	40.0000
27	99,999,999.00	HUR000000000100376659	After-HUR In-Person Spanish Central Region. Weekends and after 6pm M-F	40.0000
28	99,999,999.00	HUR000000000100376660	After-HUR In-Person Burmese North East Region. Weekends and after 6pm M-F	48.0000
29	99,999,999.00	HUR000000000100376661	After-HUR In-Person Burmese Central Region. Weekends and after 6pm M-F	48.0000
30	99,999,999.00	HUR000000000100376662	After-HUR In-Person Chin North East Region. Weekends and after 6pm M-F	48.0000
31	99,999,999.00	HUR000000000100376663	After-HUR In-Person Chin Central Region. Weekends and after 6pm M-F	48.0000
32	99,999,999.00	HUR000000000100376664	After-HUR In-Person Arabic North East Region. Weekends and after 6pm M-F	48.0000
33	99,999,999.00	HUR000000000100376665	After-HUR In-Person Arabic Central Region. Weekends and after 6pm M-F	48.0000
34	99,999,999.00	HUR000000000100376666	After-HUR In-Person French North East Region. Weekends and after 6pm M-F	48.0000
35	99,999,999.00	HUR000000000100376667	After-HUR In-Person French Central Region. Weekends and after 6pm M-F	48.0000
36	99,999,999.00	HUR000000000100376668	After-HUR In-Person Karen North East Region. Weekends	48.0000

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			and after 6pm M-F	
37	99,999,999.00	HUR000000000100376669	After-HUR In-Person Karen Central Region. Weekends and after 6pm M-F	48.0000
38	99,999,999.00	HUR000000000100376670	After-HUR In-Person Vietnamese North East Region. Weekends and after 6pm M-F	48.0000
39	99,999,999.00	HUR000000000100376671	After-HUR In-Person Vietnamese Central Region. Weekends and after 6pm M-F	48.0000
40	99,999,999.00	HUR000000000100376672	After-HUR In-Person Swahili North East Region. Weekends and after 6pm M-F	48.0000
41	99,999,999.00	HUR000000000100376673	After-HUR In-Person Swahili Central Region. Weekends and after 6pm M-F	48.0000
42	99,999,999.00	HUR000000000100376674	After-HUR In-Person Mandarin North East Region. Weekends and after 6pm M-F	48.0000
43	99,999,999.00	HUR000000000100376675	After-HUR In-Person Mandarin Central Region. Weekends and after 6pm M-F	48.0000
44	99,999,999.00	HUR000000000100376676	After-HUR In-Person Kinyarwanda North East Region. Weekends and after 6pm M-F	48.0000
45	99,999,999.00	HUR000000000100376677	After-HUR In-Person Kinyarwanda Central Region. Weekends and after 6pm M-F	48.0000
46	99,999,999.00	HUR000000000100376678	After-HUR In-Person Non-Core North East Region. Weekends and after 6pm M-F	48.0000
47	99,999,999.00	HUR000000000100376679	After-HUR In-Person Non-Core Central Region. Weekends and after 6pm M-F	48.0000
48	99,999,999.00	HUR000000000100376680	Video Remote Interpreting All Languages North East Region	55.0000
49	99,999,999.00	HUR000000000100376681	Video Remote Interpreting All Languages Central Region	55.0000
50	99,999,999.00	EA 000000000100376682	Over the phone scheduling spanish per minute during normal business hours	0.5800
51	99,999,999.00	EA 000000000100376683	Over the phone scheduling Burmese per minute during normal business hours	0.8000
52	99,999,999.00	EA 000000000100376684	Over the phone scheduling Chin per minute during normal business hours	0.8000
53	99,999,999.00	EA 000000000100376685	Over the phone scheduling Arabic per minute during normal business hours	0.8000
54	99,999,999.00	EA 000000000100376686	Over the phone scheduling French per minute during normal business hours	0.8000
55	99,999,999.00	EA 000000000100376687	Over the phone scheduling Karen per minute during normal business hours	0.8000

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Line Number	Quantity	UNIT	Article and Description	Unit Price
			normal business hours	
56	99,999,999.00	EA	00000000100376688 Over the phone scheduling Vietnamese per minute during normal business hours	0.8000
57	99,999,999.00	EA	00000000100376689 Over the phone scheduling Swahili per minute during normal business hours	0.8000
58	99,999,999.00	EA	00000000100376690 Over the phone scheduling Mandarin per minute during normal business hours	0.8000
59	99,999,999.00	EA	00000000100376691 Over the phone scheduling Kinyarwanda per minute during normal business hours	0.8000
60	99,999,999.00	EA	00000000100376692 Over the phone scheduling Non-Core per minute during normal business hours	0.8000
62	99,999,999.00	HUR	000000000100376694 Desktop Publishing and Formatting	40.0000
63	99,999,999.00	WRD	000000000100376695 Written Translation Spanish per word	0.1200
64	99,999,999.00	WRD	000000000100376696 Written Translation Burmese per word	0.2200
65	99,999,999.00	WRD	000000000100376697 Written Translation Chin per word	0.2200
66	99,999,999.00	WRD	000000000100376698 Written Translation Arabic per word	0.2000
67	99,999,999.00	WRD	000000000100376699 Written Translation French per word	0.2000
68	99,999,999.00	WRD	000000000100376700 Written Translation Karen per word	0.2600
69	99,999,999.00	WRD	000000000100376701 Written Translation Vietnamese per word	0.2300
70	99,999,999.00	WRD	000000000100376702 Written Translation Swahili per word	0.2400
71	99,999,999.00	WRD	000000000100376703 Written Translation Mandarin per word	0.1600
72	99,999,999.00	WRD	000000000100376704 Written Translation Kinyarwanda per word	0.2800
73	99,999,999.00	WRD	000000000100376705 Written Translation Non-Core per word	0.2600
74	99,999,999.00	WRD	000000000100376706 Expedited written translations Spanish shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.1500
75	99,999,999.00	WRD	000000000100376707 Expedited written translations Burmese shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.2700
76	99,999,999.00	WRD	000000000100376708 Expedited written translations Chin shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.2700
77	99,999,999.00	WRD	000000000100376709 Expedited written translations Arabic shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.2500

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78	99,999,999.00	WRD000000000100376710	Expedited written translations French shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.2500
79	99,999,999.00	WRD000000000100376711	Expedited written translations Karen shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.3200
80	99,999,999.00	WRD000000000100376712	Expedited written translations Vietnamese shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.2800
81	99,999,999.00	WRD000000000100376713	Expedited written translations Swahili shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.3000
82	99,999,999.00	WRD000000000100376714	Expedited written translations Mandarin shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.2000
83	99,999,999.00	WRD000000000100376715	Expedited written translations Kinyarwanda shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.3400
84	99,999,999.00	WRD000000000100376716	Expedited written translations Non-Core shall be completed within one standard 24-hour day from the day the service is requested for up to 2,000 workds from the day the service is requested.	0.3200
85	99,999,999.00	HUR000000000100379715	Certified Interpreter- Courtroom Intepretation North East	65.0000
86	99,999,999.00	HUR000000000100379716	Certified Interpreter- Courtroom Intepretation Central	65.0000
87	99,999,999.00	HUR000000000100403240	Travel time for interpreter traveling 50+ miles round trip	35.0000
88	99,999,999.00	WRD000000000100403360	Written Translatin Minimum Requirement	50.0000

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

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		