

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract for remote communication access real-time translation (CART) services from Alternative Communication Services, LLC for the Compliance and Judicial Affairs department.

BACKGROUND

In accordance with Title II of the Americans with Disability Act and Section 504 of the Rehabilitation Act of 1973, the College provides interpreting services to ensure that no individual is denied the benefits of, excluded from participation in, or is otherwise subjected to discrimination from an educational program or activity operated by the College due to impaired sensory, manual, or speaking skills. One type of interpreting service that is offered is communication access real time interpreting services. CART services are best described as a real time closed captioning of the instructor's lecture displayed to hearing impaired students via a computer during the class.

A request for proposals, Project Number 18-23, was issued to procure Remote Communication Access Real-Time services. Four (4) responses were received and evaluated by a team consisting of representatives from the Compliance and Judicial Affairs, Student Development and Educational Planning, Counseling, and Completion departments who determined the proposal submitted by Alternative Communication Services LLC would provide the best overall value to the College.

IMPACT OF THIS ACTION

It is the College's responsibility to provide educational auxiliary aids and services to students with disabilities in a timely manner to ensure effective participation by all students and to remain compliant with the Americans with Disability Act. On average, the College provides CART services to three students per semester.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$80,000. This expenditure will be funded from the Compliance and Judicial Affairs - Interpreting Services department's 2017-2018 and 2018-2019 operating budgets.

MONITORING AND REPORTING TIMELINE

The initial award term will be two (2) years, commencing June 1, 2018 and ending May 31, 2020 with renewal options of three (3) one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RFP #18-23
Regular Board Meeting May 7, 2018
Consideration of Approval to Contract for Remote CART Services

RESOURCE PERSONNEL

Laurel Williamson	281-998-6182	laurel.williamson@sjcd.edu
Joanna Zimmermann	281-476-1863	joanna.zimmermann@sjcd.edu
Gwen Henderson	281-998-6326	gwen.henderson@sjcd.edu

Project Name Remote CART Services
Project Number RFP 18-23
Number of Evaluators 4

Stated Criteria	Total Points Available	ONE Interpreting	Capture-it Unlimited Inc	Alternative Communication Services LLC	Karasch & Associates
Price Proposal	100	88.80	100.00	83.80	83.36
Qualifications and Experience of Personnel	80	45.00	50.00	62.00	42.00
Project Understanding and Management	80	53.00	58.00	63.00	39.00
Qualifications and Experience of Firm	80	50.00	58.00	63.00	39.00
Presentations	60	56.00	32.00	44.00	41.00
100 Points Each x 4 Evaluators	400	292.80	298.00	315.80	244.36
		Total Points Received			

Final Ranking

Vendor Name	Total Score	
Alternative Communication Services, LLC	315.80	#
Capture-It Unlimited, Inc.	298.00	#
ONE Interpreting	292.80	#
Karash & Associates	244.36	#