



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at [wvOASIS.gov](http://wvOASIS.gov). As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at [WVPurchasing.gov](http://WVPurchasing.gov) with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

## Header 1

List View

**General Information** | Contact | Default Values | Discount | Document Information

Procurement Folder: 664366

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0403

Vendor ID:

SO Doc ID: DBS2000000001

Legal Name: HIS SIGN LLC

Published Date: 1/2/20

Alias/DBA:

Close Date: 1/9/20

Total Bid: \$47,500.00

Close Time: 13:30

Response Date:

Status: Closed

Response Time:

Solicitation Description:

Total of Header Attachments: 1

Total of All Attachments: 1



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 664366

**Solicitation Description :** Addendum No.01, American Sign Language Interpreting Services

**Proc Type :** Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2020-01-09 13:30:00	SR 0403 ESR01072000000004037	1

VENDOR
000000166373 HIS SIGN LLC

**Solicitation Number:** CRFQ 0403 DBS2000000001

**Total Bid :** \$47,500.00      **Response Date:** 2020-01-07      **Response Time:** 16:41:35

**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 Guy Nisbet  
 (304) 558-2596  
 guy.l.nisbet@wv.gov

<b>Signature on File</b>	<b>FEIN #</b>	<b>DATE</b>
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Sign language interpretation service	500.00000	HOUR	\$95.000000	\$47,500.00

Comm Code	Manufacturer	Specification	Model #
82112067			

<b>Extended Description :</b>	Sign language interpretation service
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**Comments:** Our rates are primarily \$95.00 an hour per interpreter (assignments that take place between 8am-5pm Monday-Friday and where we have at least two business days-notice). Assignments that are in the evening or weekend are \$120.00 an hour and assignments that are last minute (less than two business days-notice, overnight or holiday are \$150.00 an hour. Each assignment carries a two hour minimum as well.



## Capability Statement

### About Us

HIS Sign, LLC is a woman owned sign language interpreting agency based in Northern Virginia. We provide 24 x 7 x 365 onsite sign language interpreting services in the Virginia, Maryland, West Virginia and District of Columbia areas and Video Remote Interpreting (VRI) services to the world. As a company, we are all committed to providing valuable services to the Deaf community, the Business community, and the Interpreting Community. We do this by following the Golden Rule: "Treat Others as You Want to be Treated", and by serving with integrity and dedication.

### Services Offered

- In-person Interpreting
- Video Remote Interpreting (VRI)
- Tactile Interpreting
- Real-time Captioning
- ASL Classes
- Interpreted Video Services
- Sign Translation of Text
- Spoken Language

### Differentiators

- Over 400 experienced and highly qualified interpreters giving us a 98% filled request rate
- Accommodation of last minute requests
- Matching an interpreter to your language preference
- Services available 24 hours a day, 365 days a year

### Who We Serve

- Educational
- Government
- Corporate
- Medical Services
- Legal Setting
- Conference/Performance

### Our Team

HIS Sign, LLC is proud to have a large and highly technical workforce. The team averages close to 20 years of experience in virtually every industry vertical. That knowledge and know-how has helped HIS Sign work successfully with various clients, in many different spaces. Our smooth and cost-effective process matches you with a qualified interpreter to help you achieve your goals.

### Contact

HIS Sign, LLC  
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Suite 195-639  
Ashburn, VA 20147  
877-886-8879  
[RequestInterpreter@HISsign.com](mailto:RequestInterpreter@HISsign.com)

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**TIN:** 27-1383717  
**SWaM:** 688943  
**eVA:** VS0000066504  
**Cage Code:** 330M1