



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*. 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* 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 Document Document Information Certification Request

Procurement Folder: N59562
Procurement Type: Central Master Agreement
Vendor ID: V56990037424
Legal Name: VISUAL LANGUAGE PROFESSIONALS LLC
Alias(USA):
Total Bid: \$4,454.00
Response Date: 04/15/2025
Response Time: 15:59
Responded By User ID: VisualLang
First Name: Daylight
Last Name: Louwanz
Email: jstark@visuallanguage.com
Phone: 810-655-8775

SO Doc Code: CRFG
SO Dept: 0400
SO Doc ID: EDD56990001
Published Date: 3/11/25
Close Date: 4/18/25
Close Time: 12:30
Status: Closed
Solicitation Description: American Sign Language Interpreters
Total of Header Attachments: 1
Total of All Attachments: 1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	SLI (In-Person) Monday-Friday between 7AM and 6PM	435.00000	HOUR	72.000000	31320.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language Interpreter In-Person
Monday - Friday between 7:00AM and 6:00PM
Per person hourly rate.
Quantity is annual estimated and for evaluation purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	SLI (VRI) Monday - Friday between 7AM and 6PM	30.00000	HOUR	72.000000	2160.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language - Video Remote Interpreting (VRI)
Monday - Friday between 7:00AM and 6:00PM
Per-Person Hourly Rate
Quantity is annual estimated and for evaluation purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	SLI (In-Person) Night Rate	50.00000	HOUR	82.000000	4100.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language Interpreter (In-Person) Night Rate
Designated Time Between: 6:01PM and 6:59AM
Per Person Hourly Rate
Quantity is annual estimated and for evaluation purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	SLI (VRI) Night Rate	10.00000	HOUR	82.000000	820.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language Interpreter, Video Remote Interpreting (VRI) Night Rate
Designated Time Between: 6:01PM and 6:59AM
Per Person Hourly Rate
Quantity is annual estimated and for evaluation purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	SLI (In-Person) Weekend Rate	50.00000	HOUR	82.000000	4100.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language Interpreter (In-Person) Weekend Rate
 Designated Time Between 7:00AM Saturday and 12:00AM Sunday
 Per Person Hourly Rate
 Quantity is annual estimated and for evaluation purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	SLI (VRI) Weekend Rate	4.00000	HOUR	82.000000	328.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language Interpreter - Video Remote Interpreting (VRI) Weekend Rate
 Designated Time Between 7:00AM Saturday and 12:00AM Sunday
 Per Person Hourly Rate
 Quantity is annual estimated and for evaluation purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	SLI (In-Person) Holiday Rate	4.00000	HOUR	82.000000	328.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language Interpreter (In Person) Weekend Rate
 Designated Time Between 12:00AM and 11:59PM
 Per Person Hourly Rate
 Quantity is annual estimated and for evaluation purposes only.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	SLI (VRI) Holiday Rate	4.00000	HOUR	82.000000	328.00

Comm Code	Manufacturer	Specification	Model #
90121702			

Commodity Line Comments:

Extended Description:

Sign Language Interpreter (VRI) Weekend Rate
 Designated Time Between 12:00AM and 11:59PM
 Per Person Hourly Rate
 Quantity is annual estimated and for evaluation purposes only.



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

State of West Virginia
 Centralized Request for Quote
 Service - Prof

Proc Folder: 1639562			Reason for Modification:
Doc Description: American Sign Language Interpreters			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2025-03-31	2025-04-16 13:30	CRFQ 0402 EDD2500000001	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code:
Vendor Name : Visual Language Professionals, LLC
Address : 957
Street : Nasa Parkway #914
City : Houston
State : Texas **Country :** United States of America **Zip :** 77058
Principal Contact : Bayleigh Leverenz
Vendor Contact Phone: 832-655-0775 **Extension:**

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor Signature X *Bayleigh Leverenz* **FEIN#** 27-5326528 **DATE** 4/15/2025

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Board of Education (WVBE) which includes the West Virginia Department of Education (WVDE), the West Virginia Schools for Diversion and Transition (WVSDT), and West Virginia Schools for the Deaf and Blind (WVSDB) to establish a contract to secure firm hourly pricing for American sign language interpreters, providing interpretation when needed for meetings, events or upon request throughout the State of West Virginia per the attached specifications and terms and conditions.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US		DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	SLI (In-Person) Monday-Friday between 7AM and 6PM	435.00000	HOUR	\$72	\$31,320

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:

Sign Language Interpreter In-Person
Monday - Friday between 7:00AM and 6:00PM

Per person hourly rate.

Quantity is annual estimated and for evaluation purposes only.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US		DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	SLI (VRI) Monday - Friday between 7AM and 6PM	30.00000	HOUR	\$72	\$2,160

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:

Sign Language - Video Remote Interpreting (VRI)
Monday - Friday between 7:00AM and 6:00PM

Per-Person Hourly Rate

Quantity is annual estimated and for evaluation purposes only.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US		DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	SLI (In-Person) Night Rate	50.00000	HOUR	\$82	\$4,100

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:

Sign Language Interpreter (In-Person) Night Rate
Designated Time Between: 6:01PM and 6:59AM

Per Person Hourly Rate

Quantity is annual estimated and for evaluation purposes only.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US		DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	SLI (VRI) Night Rate	10.00000	HOUR	\$82	\$820

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:
 Sign Language Interpreter, Video Remote Interpreting (VRI) Night Rate
 Designated Time Between: 6:01PM and 6:59AM
 Per Person Hourly Rate
 Quantity is annual estimated and for evaluation purposes only.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US		DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	SLI (In-Person) Weekend Rate	50.00000	HOUR	\$82	\$4,100

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:
 Sign Language Interpreter (In-Person) Weekend Rate
 Designated Time Between 7:00AM Saturday and 12:00AM Sunday
 Per Person Hourly Rate
 Quantity is annual estimated and for evaluation purposes only.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US		DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	SLI (VRI) Weekend Rate	4.00000	HOUR	\$82	\$328

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:

Sign Language Interpreter - Video Remote Interpreting (VRI) Weekend Rate

Designated Time Between 7:00AM Saturday and 12:00AM Sunday

Per Person Hourly Rate

Quantity is annual estimated and for evaluation purposes only.

INVOICE TO		SHIP TO	
DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US		DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	SLI (In-Person) Holiday Rate	4.00000	HOUR	\$92	\$368

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:

Sign Language Interpreter (In Person) Weekend Rate

Designated Time Between 12:00AM and 11:59PM

Per Person Hourly Rate

Quantity is annual estimated and for evaluation purposes only.

INVOICE TO	SHIP TO
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DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV US	DEPARTMENT OF EDUCATION OFFICE OF FEDERAL PROGRAMS 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	SLI (VRI) Holiday Rate	4.00000	HOUR	\$92	\$368

Comm Code	Manufacturer	Specification	Model #
90121702			

Extended Description:
 Sign Language Interpreter (VRI) Weekend Rate
 Designated Time Between 12:00AM and 11:59PM
 Per Person Hourly Rate
 Quantity is annual estimated and for evaluation purposes only.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
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	Document Phase	Document Description	Page
EDD250000001	Final	American Sign Language Interpreters	7

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

Visual Language Professionals, LLC proposes the following terms in addition to the rates outlined above:

Cancellation Policy: Requests require a 24-Business hour cancellation notice. Any request cancelled with less than 24-Business hours notice will be billed the full amount of the originally scheduled appointment or the 2 hour billing minimum, whichever is greater. (E.g. appointments booked 10:00am Monday must be cancelled by 9:59am on the preceding Friday to avoid charges.)

Billing Minimums: 2 hour billing minimum on all in-person requests; 1 hour billing minimum on VRI requests

Travel/Mileage: GSA mileage will be billed for all in person assignments; for distances greater than 100 miles roundtrip, portal to portal mileage at the applicable hourly rate will be billed