

RFP Title: Statewide Translation Services
RFP Number: CFCC-02-16-LV

REQUEST FOR PROPOSALS

JUDICIAL COUNCIL OF CALIFORNIA

ADDENDUM NO. 1

REGARDING:

PROPOSALS TO PROVIDE STATEWIDE TRANSLATION SERVICES

RFP: CFCC-02-16-LV

PROPOSALS DUE:

~~APRIL 7, 2016~~

April 14, 2016

NO LATER THAN 3:00 P.M. PACIFIC TIME

This Addendum No. 1 to RFP#CFCC-01-16-LV hereby modifies the RFP as follows:

- 1. Deletions in the RFP are shown in strikeout font (~~strikeout font~~); insertions are shown in bold underlined font (**bold underlined font**). Paragraph numbers refer to the numbers in the original Request for Proposal.**
- 2. The following changes are made to Section 3 of the RFP:**

3.0 TIMELINE FOR THIS RFP

The Judicial Branch Entity (JBE) has developed the following list of key events related to this RFP. All dates are subject to change at the discretion of the JBE.

| EVENT | DATE |
|---|---|
| RFP issued | March 21, 2016 |
| Deadline for questions | March 28, 2016 5:00 pm Pacific Time |
| Questions and answers posted (<i>estimate only</i>) | March 30, 2016 <u>Thursday April 7, 2016</u> |
| Latest date and time proposal may be submitted | April 7, 2016 <u>Thursday April 14, 2016</u> 3:00 PM Pacific Time |
| Evaluation of proposals (<i>estimate only</i>) | April 14, 2016 <u>April 19, 2016</u> |
| Anticipated interview dates (<i>estimate only</i>) | April 19, 2016 <u>April 21, 2016</u> |
| Notice of Intent to Award (<i>estimate only</i>) | May 5, 2016 |
| Negotiations and execution of contract (<i>estimate only</i>) | May 25, 2016 |
| Contract start date (<i>estimate only</i>) | June 1, 2016 |
| Contract end date (<i>estimate only</i>) | June 30, 2018 |

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3.1 Attachment 7, Pricing Form, is replaced in its entirety with Attachment 7, Pricing Form, Revision #1.

**ATTACHMENT 7
PRICING FORM
REVISION #1**

1. Pricing For Non-Rush Services

Proposer must submit its fees for non-rush translations from English to the target language in Table 1a, below. In the column “Rate per English Word”, pricing is based on a per English word basis (the number of English words in the document prior to translation) except for Plain Language and Field Testing, which shall be on an hourly basis. Refer to Section 5 for turnaround times.

| Table 1a - Rates For <u>Non-Rush</u> Translating Only – Initial 2 Year Term | | |
|--|--|--------------------------------|
| Language Translated To (From English) | Rate Per English Word (Except Plain Language and Field Testing Rates are per hour) | Hourly Rates for Modifications |
| Plain Language (English) | \$TBD | \$TBD |
| Armenian (Eastern) | \$TBD | \$TBD |
| Khmer | \$TBD | \$TBD |
| Cantonese | \$TBD | \$TBD |
| Chinese Simplified | \$TBD | \$TBD |
| Chinese Traditional | \$TBD | \$TBD |
| Farsi | \$TBD | \$TBD |
| Hmong | \$TBD | \$TBD |
| Korean | \$TBD | \$TBD |
| Mandarin | \$TBD | \$TBD |
| Punjabi | \$TBD | \$TBD |
| Russian | \$TBD | \$TBD |
| Spanish | \$TBD | \$TBD |
| Tagalog | \$TBD | \$TBD |
| Vietnamese | \$TBD | \$TBD |
| Field Testing | \$TBD | \$TBD |

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Fees for non-rush formatting services of translated text so that the finished product resembles the English version shall be priced separately. Fees shall be on an hourly basis and submitted using the Table 1b below.

| Table 1b - Rate Per Hour For <u>Non-Rush</u> Formatting Only – Initial 2 Year Term | | |
|---|-----------------------------|---|
| Language Translated To (From English) | Hourly Rates for Formatting | Hourly Rates for Formatting Modifications |
| Plain Language (English) | \$TBD | \$TBD |
| Armenian (Eastern) | \$TBD | \$TBD |
| Khmer | \$TBD | \$TBD |
| Cantonese | \$TBD | \$TBD |
| Chinese Simplified | \$TBD | \$TBD |
| Chinese Traditional | \$TBD | \$TBD |
| Farsi | \$TBD | \$TBD |
| Hmong | \$TBD | \$TBD |
| Korean | \$TBD | \$TBD |
| Mandarin | \$TBD | \$TBD |
| Punjabi | \$TBD | \$TBD |
| Russian | \$TBD | \$TBD |
| Spanish | \$TBD | \$TBD |
| Tagalog | \$TBD | \$TBD |
| Vietnamese | \$TBD | \$TBD |
| Field Testing | \$TBD | \$TBD |

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2. Pricing for Rush Services

Proposer must submit its fees for Rush translations from English to the target language in Table 2a, below. In the column “Rate per English Word”, pricing is based on a per English word basis (the number of English words in the document prior to translation) except for Plain Language and Field Testing, which shall be on an hourly basis. Refer to Section 5 for turnaround times.

| Table 2a - Rates For <u>Rush</u> Translating Only – Initial 2 Year Term | | |
|--|--|--------------------------------|
| Language Translated To (From English) | Rate Per English Word (Except Plain Language-per hour) | Hourly Rates for Modifications |
| Plain Language (English) | \$TBD | \$TBD |
| Armenian (Eastern) | \$TBD | \$TBD |
| Khmer | \$TBD | \$TBD |
| Cantonese | \$TBD | \$TBD |
| Chinese Simplified | \$TBD | \$TBD |
| Chinese Traditional | \$TBD | \$TBD |
| Farsi | \$TBD | \$TBD |
| Hmong | \$TBD | \$TBD |
| Korean | \$TBD | \$TBD |
| Mandarin | \$TBD | \$TBD |
| Punjabi | \$TBD | \$TBD |
| Russian | \$TBD | \$TBD |
| Spanish | \$TBD | \$TBD |
| Tagalog | \$TBD | \$TBD |
| Vietnamese | \$TBD | \$TBD |
| Field Testing | \$TBD | \$TBD |

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Fees for Rush formatting services of translated text so that the finished product resembles the English version shall be priced separately. Fees shall be on an hourly basis and submitted using the Table 2b below.

| Table 2b - Rate Per Hour For <u>Rush</u> Formatting Only – Initial 2 Year Term | | |
|---|----------------------------|---|
| Language Translated To (From English) | Hourly Rate for Formatting | Hourly Rates for Formatting Modifications |
| Plain Language (English) | \$TBD | \$TBD |
| Armenian (Eastern) | \$TBD | \$TBD |
| Khmer | \$TBD | \$TBD |
| Cantonese | \$TBD | \$TBD |
| Chinese Simplified | \$TBD | \$TBD |
| Chinese Traditional | \$TBD | \$TBD |
| Farsi | \$TBD | \$TBD |
| Hmong | \$TBD | \$TBD |
| Korean | \$TBD | \$TBD |
| Mandarin | \$TBD | \$TBD |
| Punjabi | \$TBD | \$TBD |
| Russian | \$TBD | \$TBD |
| Spanish | \$TBD | \$TBD |
| Tagalog | \$TBD | \$TBD |
| Vietnamese | \$TBD | \$TBD |
| Field Testing | \$TBD | \$TBD |

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3. Pricing For Urgent Services

Proposer must submit its fees for Urgent translations from English to the target language in Table 1a, below. In the column “Rate per English Word”, pricing is based on a per English word basis (the number of English words in the document prior to translation) except for Plain Language and Field Testing, which shall be on an hourly basis. Refer to Section 5 for turnaround times.

| Table 3a - Rates For <u>Urgent</u> Translating Only – Initial 2 Year Term | | |
|--|--|--------------------------------|
| Language Translated To (From English) | Rate Per English Word (Except Plain Language and Field Testing Rates are per hour) | Hourly Rates for Modifications |
| Plain Language (English) | \$TBD | \$TBD |
| Armenian (Eastern) | \$TBD | \$TBD |
| Khmer | \$TBD | \$TBD |
| Cantonese | \$TBD | \$TBD |
| Chinese Simplified | \$TBD | \$TBD |
| Chinese Traditional | \$TBD | \$TBD |
| Farsi | \$TBD | \$TBD |
| Hmong | \$TBD | \$TBD |
| Korean | \$TBD | \$TBD |
| Mandarin | \$TBD | \$TBD |
| Punjabi | \$TBD | \$TBD |
| Russian | \$TBD | \$TBD |
| Spanish | \$TBD | \$TBD |
| Tagalog | \$TBD | \$TBD |
| Vietnamese | \$TBD | \$TBD |
| Field Testing | \$TBD | \$TBD |

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Fees for Urgent formatting services of translated text so that the finished product resembles the English version shall be priced separately. Fees shall be on an hourly basis and submitted using Table 3b below

| Table 3b - Rate Per Hour For <u>Urgent</u> Formatting Only – Initial 2 Year Term | | |
|---|-----------------------------|---|
| Language Translated To (From English) | Hourly Rates for Formatting | Hourly Rates for Formatting Modifications |
| Plain Language (English) | \$TBD | \$TBD |
| Armenian (Eastern) | \$TBD | \$TBD |
| Khmer | \$TBD | \$TBD |
| Cantonese | \$TBD | \$TBD |
| Chinese Simplified | \$TBD | \$TBD |
| Chinese Traditional | \$TBD | \$TBD |
| Farsi | \$TBD | \$TBD |
| Hmong | \$TBD | \$TBD |
| Korean | \$TBD | \$TBD |
| Mandarin | \$TBD | \$TBD |
| Punjabi | \$TBD | \$TBD |
| Russian | \$TBD | \$TBD |
| Spanish | \$TBD | \$TBD |
| Tagalog | \$TBD | \$TBD |
| Vietnamese | \$TBD | \$TBD |
| Field Testing | \$TBD | \$TBD |

4. Minimum Fees
 Provide a description of any applicable minimum charges for the Initial Term.

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5. Turnaround Times for Non-Rush, Rush and Urgent Services

| Number of English Words | Target Language | Maximum turnaround times in days | | |
|-------------------------|---------------------|----------------------------------|------------|------------|
| | | Normal | Rush | Urgent |
| <5,000 | Spanish | 7 | 5 | 2 |
| | All Other Languages | 12 | 10 | 7 |
| 5,001 - 10,000 | Spanish | 11 | 8 | 4 |
| | All Other Languages | 15 | 12 | 9 |
| 10,001 - 25,000 | Spanish | 15 | 12 | 7 |
| | All Other Languages | 20 | 15 | 12 |
| > 25,000 | Spanish | Negotiated | Negotiated | Negotiated |
| | All Other Languages | Negotiated | Negotiated | Negotiated |

Turnaround Times for Field Testing is to be negotiated.

END OF ADDENDUM