



/ Opportunities

City Wide / General Services

Interpretation, Translation, and Transcription Services

The City seeks proposals from experienced Companies to provide Interpretation, Translation, and Transcription Services. The selected Companies will support City Departments by ensuring transparent and inclusive communication between the City and its residents, businesses, and stakeholders. Multiple Companies will be awarded to meet this need.

Details

Posting Number 2025-Q1(Jan-Mar)-CTW-16819
Anticipated Posting Date 2025-03-18
Commodity Code(s): 20839, 20858, 83891, 92021, 96117, 96146, 96167, 96175, 96258

Requirements

Last Updated: 03/24/25

Insurance Requirements

The City requires the awarded vendor(s) to obtain and maintain the following insurance coverage types:

- ☒ Automobile-For automobile operations liability
- ☒ Errors & Omissions / Professional Liability-For negligence or failure to perform in a professional capacity
- ☒ General Liability-For bodily injury or property damage, arising from products, premises, completed work, personal & advertising injury
- ☒ Workers Compensation-For lost wages and medical expenses of injured workers

Estimated Total Value

The total project value is anticipated to be:



\$500,000 - 999,999

Utilization

The City anticipates setting goals for the following types of subcontractor utilization:



SBE-Small Business Enterprise



MBE-Minority Business Enterprise



WBE-Women Owned Business Enterprise

Viewers Option - A Small Red Eye Icon 10% Aspirational Goal

Contract Term

The term of the project is anticipated to be:



Three years (3) plus one, two (2) year renewal.

For Questions, Contact:

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City Contact

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