



Office of Purchasing and Supply Services  
 Louis Wilson, Sr., Facilities Administration Building (FAB)  
 13300 Old Marlboro Pike, Room 20  
 Upper Marlboro, MD 20772  
 Tel: 301-952-6560 Fax: 301-952-6605

Notice of Award  
 Extension No. 1

August 4, 2021

Vital Signs, LLC  
 1308 Heather Crest Terrace  
 Silver Spring, MD 20902  
 Telephone: 301.404.2284  
 Fax: 301.681.8180  
 Email: [ask@vitalsignsllc.net](mailto:ask@vitalsignsllc.net)

Diane Forde  
 Telephone: 301.952.6570  
 Fax: 301.952.605  
 Email: [Donna.Parks@pgcps.org](mailto:Donna.Parks@pgcps.org)

**SUBJECT: IFB 065-16 Provide Sign Language Interpreting Services**

**This contract is effective through August 01, 2022.**

The Board of Education of Prince George’s County is exercising its option to **RENEW** the current contract for one (1) **additional year** on the above-mentioned IFB. This signed agreement is your consummation of the contract renewal. The terms and conditions set forth in the contract award remain the same.

The intent of the contract and renewal is to provide the Board with an expedited means of procuring supplies and /or services at the lowest cost. This contract is for the convenience of the Board and is considered by the Purchasing Department to be a “Non-Exclusive” use contract. The Board does not guarantee any usage. The Board reserves the right to purchase any item/items listed in the price schedule submitted.

**In the event that a new solicitation is issued for these same services this contract renewal will be automatically terminated.**

**See Contract Pricing Sheet on Page 2**

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FOR THE BOARD OF EDUCATION OF PRINCE GEORGE’S COUNTY, UPPER MARLBORO, MARYLAND 20772-9983

*Keith Stewart*  
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 SIGNATURE  
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 Keith Stewart  
 \_\_\_\_\_  
 NAME

Director of Purchasing & Supply Services  
 \_\_\_\_\_  
 TITLE  
 \_\_\_\_\_  
 Aug 5, 2021  
 \_\_\_\_\_  
 DATE

**NOTICE OF AWARD**  
**IFB 065-16**  
**Extension No. 1**

**Contract Pricing Sheet**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>HOURLY RATE</b>	<b>MINIMUM HOURS</b>
1	In-House School Interpreting (typical school day)	\$61.88	2
2	After School Activities ( before 3:30)	\$61.88	2
3	After School Activities (after 3:30)	\$61.88	2
4	Staff Meetings/Trainings (before 3:30)	\$61,88	2
5	Staff Meeting /Trainings (after 3:30)	\$61.88	2
6	Parent/Staff Conferences (before 3:30)	\$61.88	2
7	Parent/Staff Conferences (after 3:30)	\$61.88	2
8	Platform Interpreting Sports Events (evening hours)	\$69.00	2
<b>School Board Meetings – 2 Interpreters</b>			
9	1 <sup>st</sup> Interpreter	\$69.00	2
10	2 <sup>nd</sup> Interpreter	\$69.00	2
	<b>Requests made with less than 24 hours' notice (no cancellations allowed once filled)</b>	\$61.88/\$69.00 (evening)	2
<b>Graduation/Theatre Events – 2 Interpreters</b>			
11	1st Interpreter	\$69.00	2
12	2 <sup>nd</sup> Interpreter	\$69.00	2
<b>Communication Access Realtime Transition (CART)</b>			
13	Interpreter	\$160.00	2
<b>TypeWell</b>			
14	Interpreter	\$69.00	2