

JACKSON PUBLIC SCHOOL DISTRICT

Jackson, Mississippi

Date: September 03, 2019 Approved

**Board of Trustees
Jackson Public School District
Jackson, Mississippi**

Ladies and Gentlemen:

Presented for your review on the attached page(s) are the bid tabulations for the formal bid proposals which were received in response to the bid solicitations indicated below. Bids were publicly advertised and opened according to all legal requirements (Mississippi Code of 1972, §31-7-13). All bids were tabulated, analyzed and based upon compliance with the specifications; the "lowest and best" bids were determined. Recommendations concerning the award of bids received for each bid category are contained on the attached page(s). Please consider recommendations for the following:

Bid Number	Opening Date	Bid Name
RFP 2019-08	05-31-19	Translations, Interpretation and Transcription Services
RFP 2019-15	07-17-19	Pool of Service Providers for Online with Blended Learning and Virtual Instruction

It is recommended that the following action be taken by the Board of Trustees:

A. **AN ORDER** be adopted ratifying the prior solicitation of bid proposals for the equipment, supplies, commodities and/or services in each bid category indicated above.

B. **AN ORDER** be adopted authorizing the Chief Financial Officer or her designee to issue purchase orders and/or execute contracts and all related documents on behalf of bids as indicated on the attached pages.

C. **AN ORDER** be adopted to reject the bid of bidders who failed to comply with bid requirements, for the reason(s) indicated with each bid category, on the attached pages.

D. **AN ORDER** be adopted to authorize the informal purchase of items according to all legal requirements and to the extent allowed under the law (Mississippi Code 1972, Annotated, §31-7-13(b)) for which no formal bids were received as indicated in the detailed support documentation on file in the Business Office.

Submitted by:
Sharolyn Miller
Chief Financial Officer

Recommendation approved by:
Dr. Errick L. Greene, Superintendent
Superintendent of Schools

Information about the Content and Formatting of the Attached Bid Tabulation Sheet(s)

Pursuant to the legal requirements as outlined in the Mississippi Code 1972, Annotated, §31-7-13(d), all bid proposals received were compared to the written bid specifications and the recommendation to purchase or for rejection is indicated on the following pages, as per the manner prescribed below.

Recommendation to Purchase:

The recommendation to purchase from or award a contract to any vendor, is indicated on the attached tabulation sheet(s) by p Low Bid name/pricing and bolding the information.

Rejection of an Item or an Entire Bid:

The law requires that the District clearly state why in each instance that the lowest bid

RFP 2019-08 (05-31-19) Translations, Interpretation and Transcription Services
Source of Funds:

documents; Full day interpretation \$600 a day, \$300 for half day, half day minimum plus mileage at \$0.58 per mile from interpreter

Indus Translation Services was not selected due to lack of attention to detail - In Executive Summary

based; Written translation only To Spanish \$0.09 per word, Arabic \$0.13 per word, other languages range from \$0.13 to \$0.40 per word.

Quick Captions Inc. was not selected due to proposal being incomplete. The company submitted to provide CART Captioning Services, difficult to understand what they were proposing and they did not follow RFP requirements.

TraduccioNola, LLC was not selected because they specialized in medical and legal, over vendors had lower cost. The translation to Spanish \$0.17 per word, other languages ranged from \$0.20 to \$0.24 per word. Over-the-phone Interpreting to Spanish = \$0.85 per minute, to other languages \$1.25 per minute.

RFP 2019-15 (07-17-19) Pool of Service Providers for Online with Blended Learning and Virtual Instruction
Source of Funds:

