

REQUEST FOR PROPOSALS

JUDICIAL COUNCIL OF CALIFORNIA

ADDENDUM NO. 2

REGARDING:

PROPOSALS TO PROVIDE STATEWIDE TRANSLATION
SERVICES

RFP: CFCC-02-16-LV

PROPOSALS DUE:

~~APRIL 7, 2016~~

~~April 14, 2016~~

April 21, 2016

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

This Addendum No. 2 to RFP#CFCC-01-16-LV hereby modifies the RFP as follows:

1. Deletions in the RFP are shown in ~~strikeout font~~; insertions are shown in **bold underlined font**. Paragraph numbers refer to the numbers in the original Request for Proposal.
2. Questions and Answers posted April 7, 2016 are hereby replaced with Questions and Answers posted April 13, 2016.
3. 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 Thursday April 7, 2016 <u>Wednesday April 13, 2016</u>
Latest date and time proposal may be submitted	April 7, 2016 Thursday April 14, 2016 <u>Thursday April 21, 2016</u> 3:00 PM Pacific Time
Evaluation of proposals (<i>estimate only</i>)	April 14, 2016 April 19, 2016 <u>April 26, 2016</u>
Anticipated interview dates (<i>estimate only</i>)	April 19, 2016 April 21, 2016 <u>May 3, 2016</u>
Notice of Intent to Award (<i>estimate only</i>)	May 10, 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

3.1 **Attachment 7, Pricing Form, is replaced in its entirety with Attachment 7, Pricing Form, Revision #2.**

1. The following changes are made to Attachment 7 of the RFP:

**ATTACHMENT 7
PRICING FORM
REVISION #2**

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 5.6 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

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

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](#) [6](#) 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

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

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 5.6 for turnaround times.

Table 3a - Rates For Urgent 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

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 Urgent 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. Additional Services - Consultation, Voice Talent, Language Director, Recording Studio Fees and Community Review

Proposer must submit its fees which shall be on an hourly basis in Table 4a below for Consultation, Voice Talent, Language Director, Recording Studio Fees and Community Review. Description for these services are listed below:

- a. Consultation - Providing review and consultation for outside translation performed by either the Judicial Council or the court to ensure that the translation is competent. This translation may into plain English or other language. Consultation may be of the full document or to provide guidance to any in-house translator at the Judicial Council or court regarding an approach to the translation or assistance with complicated language.
- b. Voice Talent - People who speak the target language clearly and fluently. They may be used for audio recording of documents such as instruction sheets or website content.
- c. Language Director - Person who directs the recording of an audio document into another language. They must understand the target language fluently and be able to identify any errors or points where the content should be rerecorded.
- d. Recording Studio Fees-These fees are for recordings of any audio translations such as instructional materials or website in order to deliver a professional level of recording.
- e. Community Review -This involves getting feedback from certified translators and others within a target language community about the most appropriate words to use or tone to take in a document or for webcontent directed to a specific community

<u>Table 4a - Rate Per Hour For Additional Services– Initial 2 Year Term For Non-Rush Normal Turnaround time of 30 days</u>	
<u>Additional Services – Description Above</u>	<u>Hourly Rates</u>
<u>Consultation</u>	<u>\$TBD</u>
<u>Voice Talent</u>	<u>\$TBD</u>
<u>Language Director</u>	<u>\$TBD</u>
<u>Recording Studio Fees</u>	<u>\$TBD</u>
<u>Community Review</u>	<u>\$TBD</u>

5. Minimum Fees

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

6. 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