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ANNOUNCEMENT

February 09, 2016

THE STATE OF ALABAMA DEPARTMENT OF HUMAN RESOURCES (DHR) WILL RELEASE A REQUEST FOR PROPOSALS (RFPs) FOR INTERPRETER/TRANSLATION SERVICES AND SIGN LANGUAGE SERVICES ON THURSDAY, FEBRUARY 11, 2016.

The ALABAMA DEPARTMENT OF HUMAN RESOURCES, (hereinafter referred to as “the Department”) invites eligible vendors to submit proposals for *Interpreter/Translation Services* and/or *Sign Language Services*. Selected vendors will be required to provide interpreter/translation and sign language services in all sixty–seven (67) Alabama counties. *Interpreter/Translation* vendors must interpret/translate at least the following languages: Spanish, Guatemalan (various dialects), Chinese, Vietnamese, and Korean. Sign Language Interpreter vendors must interpret/translate for the hearing impaired utilizing American Sign Language and Universal Sign Language. Proposals submitted in response to these solicitations must comply with the instructions and procedures described in the procurement documents.

The RFPs will be accessible by the close of business (5:00 p.m. CST) on *Thursday, February 11, 2016* on the Department’s web site at www.dhr.alabama.gov. Click on the RFP link (s) for *Interpreter/Translation Services* and/or *Sign Language Services* under ANNOUNCEMENTS, which will take you directly to the selected RFP or click on Requests for Proposals under QUICK LINKS, then click on the RFP link (s) for *Interpreter/Translation Services* and/or *Sign Language Services*.

The initial contract term for this procurement is **two (2)** years beginning *July 21, 2016* and ending *July 20, 2018*. Renewals of the contract, as agreed upon by both parties, may be made at one year intervals, or any interval that is advantageous to the Department, not to exceed a total of **three (3)** years, at the option of the Department. *Selected vendors must be fully operational on Monday, July 21, 2016.*

If you are unable to access the RFP after its release using the above-mentioned web address, immediately notify Vicki Cooper-Robinson (vicki.robinson@dhr.alabama.gov) via email.